

**Board of Selectmen's Meeting
January 7, 2013**

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.

Approval of Minutes. December 17, 2012 [Executive Session] – A motion/Mr. Melia, seconded/Mr. Marzec to approve but not release the September 10, 2012 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

Citizens' Comments/Input. None.

Riverdale Cemetery Deed/Barbara Nydam – Lot #1A, Grave #2. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to sign the Riverdale Cemetery Deed for Lot #1A, Grave #2 – Barbara Nydam. Vote yes/Unanimous. **Riverdale Cemetery Deed/John Cugno – Lot #1A, Grave #5.** A motion/Mr. Marzec, seconded/Mr. Ampagoomian to sign the Riverdale Cemetery Deed for Lot #1A, Grave #5 – John Cugno. Vote yes/Unanimous.

Chairman Nolan announced that they need to move Discussion Item D before Discussion Item C. A motion/Mr. Melia, seconded/Mr. Marzec to move Discussion Item D – Ross Rajotte Bridge Reconstruction Project before Discussion Item C. Vote yes/Unanimous.

Ross Rajotte Bridge Reconstruction Project/Present: Sen. Richard Moore, Sen. Michael Moore, Rep. George N. Peterson, Jr., and Mass. Department of Transportation Workers Mark Johnson and Mark Hartnett. Chairman Nolan mentioned that the Town has received numerous requests regarding the status of the Ross Rajotte Bridge. The project was expected to be completed in August, but contractual and unexpected structural problems have caused several months of delays, even weeks of no work. The Selectmen warned state legislators and transportation officials that the bridge is not only more than six months behind schedule, but the delay hurt a local business and may cause further havoc when a nearby road project begins this summer. Delays in the \$3.6 million state bridge project began last year with a contract dispute and most recently with newly discovered high bedrock and a rock-lined channel. Selectman Melia stated that the bridge project has caused a reduction to one lane of traffic over the Blackstone River and regulation by a traffic signal, has had a significant impact on Laurieann's Restaurant and Bar, situated on Providence Road at the corner of the bridge, and the project's Jersey barriers and other construction-related materials occupy a portion of the restaurant's parking lot. He noted that the Selectmen have received numerous complaints, mostly about the inactivity at the site in recent weeks. In acknowledgement of the hardship the restaurant has faced because of the construction, the Selectmen at their last meeting waived the \$1,150.00 liquor license fee. Selectman Melia then asked the state legislators for help. Mr. Hartnett explained that much of the delay was due to bedrock that was higher than expected, as well as repairs to the foundation, which prevented construction workers from being able to stabilize the foundation. None of those issues were discovered during the test borings before the start of the project. Both discoveries forced a redesign of the project, causing a delay of six month or more. Mr. Hartnett said workers will try to recover as much time as they can by staying through the winter, weather permitting, and will try to have Phase 1 open by spring, shifting the lane of open traffic but he thinks it will take an awful lot to open the bridge fully this year. Mr. Hartnett stated that the other side of the bridge is expected to be completed by August. Selectman Marzec said there has got to be some way we can at least help Laurieann's Restaurant & Bar. He mentioned that he was disappointed at the pace of the project and that the restaurant has lost business and continues to lose business through

no fault of their own. Selectman Marzec stated that if that business closes, we will be back here again, and it's not going to be pleasant. Senator Richard Moore said he has been in contact with the state transportation department about the project and said he would help the business contact state agencies that may help it, but stopped short of pledging outright support. Senator Moore said helping this business is more complex because the state is not in the practice of helping businesses. He provided examples by saying the state didn't help Millville out (where a long-delayed bridge project literally cut the town in half) and it didn't happen during the Big Dig (which impacted many businesses), however, he will look to Mass Development to see if there is anything to help them that does not set a precedent. Selectman Ampagoomian said Route 122 is the main road of Rockdale and the main truck route for that section of town. He noted the construction project poses a hazard for local residents who walk to the nearby Laundromat and the project has even caused some local landlords to lose tenants, and therefore income. Selectman Nolan stated if everything goes as planned the Sutton Street project will be beginning this summer and that will create a bottleneck in that area. Mr. Marzec noted that a resident told him that Hoover Dam was built faster than the Ross Rajotte Bridge and then said he wanted this bridge construction project done once and for all.

Worcester Regional Transit Authority/Present: Stephen O'Neil, (Worcester Regional Transit Authority) & Mary Ellen Blunt (Central Mass. Regional Planning Commission). Several months ago, the Board of Selectmen asked Town Manager Kozak to look into the possibility of public transportation in Northbridge. The Selectmen were concerned because Northbridge has been paying an assessment of \$102,000 to the Massachusetts Bay Transportation Authority for many years, despite a lack of public transportation. Town Manager Kozak stated he asked representatives of the Worcester Regional Transportation Authority and the Central Mass. Regional Planning Commission to tonight's meeting for an update on this matter. Mr. O'Neil said there is no money on the table that isn't being used and though bus service is still in the planning stage, he is looking at 4.5 round trips to Millbury five days a week and service to the Grafton commuter rail station on an unknown schedule. Ms. Blunt stated that the Town of Northbridge and Grafton would share the cost of the bus to the commuter rail station. Town Manager Kozak asked what the cost would be and Ms. Blunt replied that the estimated cost would be around \$67,000 for the trips to the Shoppes and \$19,000 for the Northbridge share of the trips to Grafton. The WRTA is also talking with the Council on Aging to determine how bus service could help that group's transportation issues. Mr. O'Neil said final service schedules will be determined after meetings with focus groups and discussions with residents. Chairman Nolan mentioned that the Board of Selectmen will need to vote to join the WRTA board. Town Manager Kozak stated that the vote can be taken at the next Board of Selectmen's Meeting [January 28, 2013].

Storm Update [December 29, 2012]/Present: James Shuris, Director. Mr. Shuris provided the board with an update to the December 29, 2012 storm. On December 29, 2012, the Highway Department had 24 pieces of equipment out. He then referred to the Town of Northbridge's "Snow and Ice" brochure, which he produced, so that Northbridge residents could understand the process. He stated that when the snowfall starts, the DPW immediately begins to sand and salt the roads to prevent the snow from being compacted and frozen on the road surface. Top priority is given to the Town's main streets and bus routes. He noted that the drivers plow their assigned routes to "open-up" each road in a pre-determined sequence. He mentioned that his workers were out there for 24 hours and they spent about \$17,000.00 on salt for this storm. He then stated that town spent about \$7,000.00 on their snow contractors and about half of that for their own guys. That said, the snow storm started on December 29, 2012, at 1:00 P.M. and ended on December 30, 2012, at 1:00 P.M. Mr. Shuris explained that as of right now he has spent about \$115,000.00 on storms [mostly on replenishing their salt]. Selectman Athanas mentioned that he received several complaints regarding the shape of the roads in town, especially Hill Street. He asked Mr. Shuris if they focus on plowing the heavily travelled roads first and Mr. Shuris replied yes. Mr. Shuris explained that their first priority is to plow the Main Roads, hills and emergency routes. Town Manager Kozak reminded the public to contact the Highway Department during and after a storm if they have any

questions or problems.

Town Manager's Report/1) Town Hall Update: A contract has been awarded for the window repair work and the work will begin shortly. **2) Sutton Street Update:** Public hearings are being held for tree removal and letters have gone out to homeowners requesting permission to allow temporary and permanent easements. The public hearing for tree removal is scheduled for January 9, 2013, at 2 PM, in the Board of Selectmen's Room. **3) Double Poles:** Announced he contacted National Grid for an update on the progress of the removal of all double poles. Currently 18 locations are outstanding and there will be a joint meeting with National Grid, Verizon and Charter Communications to implement. **4) Mass. Municipal Association Conference:** Reminded everyone that the Town Manager and Board of Selectmen will be attending the MMA Conference on January 25th and 26th.

Selectmen's Concerns. Selectman Athanas/ Asked if there is a way to keep medical marijuana out of Northbridge. Walter Warchol, Chief of Police mentioned that he had a discussion with R. Gary Bechtholdt II, Town Planner, regarding regulations and then advised the Board that a meeting has been scheduled on Thursday, January 10th to discuss the issue. Town Manager Kozak mentioned that he received correspondence from Town Counsel, which will be discussed at Thursday's meeting. The Police Chief mentioned that as he learns more about this issue, he will advise the Selectmen. **Selectman Marzec/**Advised the Board that David Miedema, Owner of Sunshine Haven passed away and sent his condolences to the family. **Selectman Ampagoomian 1)** Reminded residents not to pile snow on the town sidewalks. **2)** Discussion on building a new Fire Station and having a feasibility study done. **Selectman Melia/** School Resource Officer – Police Chief Walter Warchol advised Selectman Melia that the School Superintendent has informed him that they will pay for half the salary of having a School Resource Officer in FY 14.

Selectman Ampagoomian asked Town Manager Kozak to contact the State Senators/Representatives to see if there is any federal funding to pay for the School Resource Officer. Town Manager Kozak will look into this and report back to the Selectmen.

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

Meeting Adjourned: 8:04 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

January 7, 2013

I. APPROVAL OF MINUTES

A. 1) Copy of December 17, 2012 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen]

II. PUBLIC HEARING:

None

III. APPOINTMENTS/By the Town Manager:

None

IV. CITIZENS' COMMENTS/INPUT

None

V. DECISIONS

B. 1) Riverdale Cemetery Deed/Barbara Nydam – Copy of deed 2) Riverdale Cemetery Deed/John Cugno – Copy of deed

VI. DISCUSSIONS

C. Worcester Regional Transportation Authority – No documentation

D. Ross Rajotte Bridge Reconstruction Project – No documentation

E. Storm Update – No documentation

VII. TOWN MANAGER'S REPORT

F. 1) Town Hall Update – No documentation

2) Sutton Street Update – No documentation

3) Double Poles – No documentation

4) Mass. Municipal Association Conference – 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
January 28, 2013**

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.

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

December 17, 2012 – A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the December 17, 2012 minutes as presented with the readings omitted. Vote yes/Unanimous.

January 7, 2013 –A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the January 7, 2013 minutes as presented with the readings omitted. Vote yes/Unanimous.

Citizens' Comments/Input. None.

Spring Annual Town Meeting [May 7, 2013]. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to close the Spring Annual Town Meeting warrant on Friday, March 8, 2013 @ Noon. Vote yes/Unanimous.

Annual Town Election Warrant [May 21, 2013]. Vote to give notice to the Town Clerk to place vacancies from elected boards on the Town Election Warrant. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to notify the Town Clerk of the following vacancies and to place said vacancies on the May 21, 2013 Town Election Ballot: Redevelopment Authority: One 2-year term, Redevelopment Authority: One 3-year term, Redevelopment Authority: One 4-year term. Vote yes/Unanimous.

Ashton Place LLC. R. Gary Bechtholdt, II, Town Planner. Mr. Bechtholdt mentioned that this would allow the Town a permanent, non-exclusive, drainage easement on a portion of Ashton Place. A motion/Mr. Ampagoomian, seconded/Mr. Melia to accept the Grant of Easements for Ashton Place LLC. Vote yes/Unanimous.

Operation Graduation [Fred & Maureen Beauregard]/Request approval to hold a Boot Drive at Memorial Square and Ovian Square on Saturday, April 6, 2013 from 9:00 A.M. to 1:00 P.M. [Rain Date: Saturday, April 13, 2013 from 9:00 A.M. to 1:00 P.M.]. A motion/Mr. Melia, seconded/Mr. Athanas to approve Operation Graduation's request to conduct a Boot Drive at Memorial Square and Ovian Square on Saturday, April 6, 2012 from 9:00 AM to 1:00 PM [Rain Date: Saturday, April 13, 2013 from 9:00 A.M. to 1:00 P.M.] subject to the Town's Boot Drive policy and the safety requirements of the Northbridge Police Department. Vote yes/Unanimous.

Northbridge Education Foundation [Robert Knapik] 1) Request to hold 5K Road Race & Walk, Saturday, March 30, 2013 @ 9:00 A.M. 2) Request permission to hang a banner across Church Street from March 3, 2013 to March 17, 2013 to advertise their race. Present: Robert Knapik. Mr. Knapik stated that the Northbridge Education Foundation is requesting permission to hold a 5K road race and walk to help raise funds for grants in the next academic year. Mr. Knapik noted that if anyone is interested in keeping the foundation moving ahead to please contact the Northbridge Education foundation. 1) A motion/Mr. Melia, seconded/Mr. Ampagoomian to grant permission to the Northbridge Education Foundation to hold a 5K Road Race & Walk, Saturday, March 30, 2013 @ 9:00 A.M., subject

to the safety requirements of the Police Department. Vote yes/Unanimous. 2) A motion/Mr. Melia, seconded/Mr. Ampagoomian to grant permission to the Northbridge Education Foundation to hang a banner across Church Street from March 3, 2013 to March 17, 2013 to advertise their race. Vote yes/Unanimous.

Medical Marijuana. Present: R. Gary Bechtholdt, II, Town Planner and Walter Warchol, Chief of Police. Mr. Bechtholdt mentioned that he facilitated a meeting to discuss the state's medical marijuana law. The meeting included Town Manager Kozak, Walter Warchol, Police Chief, Jeanne Gniadek, Board of Health Administrator, James Sheehan, Building Inspector, and Barbara Gaudette, Chairperson of the Planning Board. The purpose was to discuss how Northbridge would address the newly enacted medical marijuana law at the local level. Mr. Bechtholdt provided a copy of the medical marijuana law (Acts of 2012 Chapter 369) – An Act for the Humanitarian Medical Use of Marijuana to the Board of Selectmen for their review. In addition, he also included a copy of "Frequently Asked Questions" and some documents that were provided by the Department of Public Health. Mr. Bechtholdt informed the Board that the medical marijuana law allows for the establishment of up to 35 dispensaries within the state the first year (with a maximum of 5 per county). Many communities, like Northbridge are currently reviewing their options for zoning changes in preparation for Town Meeting/local adoption. He then mentioned that some municipalities have already revised their zoning bylaw/ordinances to prohibit medical marijuana dispensing sites, while others have considered moratoriums. That being said, all the Department Heads that reviewed the documents at their meeting on January 10, 2013, recommended that the Board of Selectmen sponsor an article for the 2013 Spring Annual Town Meeting [May 7, 2013] to consider a temporary zoning moratorium. This would allow Northbridge the opportunity to review the Department of Public Health's regulations (scheduled to be released May 1, 2013) and to prepare a local zoning bylaw appropriate for the Town of Northbridge. Mr. Bechtholdt informed the Selectmen that Town Counsel provided draft language for a temporary zoning moratorium for Northbridge's consideration. He also mentioned that because the proposed moratorium will be considered a zoning amendment it is important that the Board of Selectmen vote to sponsor the article sooner than later, that way the Planning Board can hold its required public hearing and provide its report and recommendation at Town Meeting. Chief Warchol supports the moratorium but then stated that he is concerned with having dispensaries and potential grow sites in the Town of Northbridge because he feels the crime rate would go up. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to sponsor the moratorium for medical marijuana. Vote yes/Unanimous.

2013 Preservation Award [Mass. Historical Commission]. Present: R. Gary Bechtholdt, II, Town Planner. Mr. Bechtholdt mentioned that the Preservation Award for the Mass. Historical Commission is an annual award and noted that both the Planning Office and Planning Board will be providing letters of support for the nomination of Linwood Mill. He asked the Board of Selectmen if they could write a letter of support for the nomination of Linwood Mill as the Planning Board and Planning Office both feel Linwood Mill is worthy of such consideration. A motion/Mr. Melia, seconded/Mr. Ampagoomian to issue a Letter of Support for the Nomination of Linwood Mill. Vote yes/Unanimous.

Worcester Regional Transit Authority. Town Manager Kozak mentioned this is just a follow-up from their last meeting to decide whether or not Northbridge should join the Worcester Regional Transit Authority. By joining the Worcester Regional Transit Authority, this would allow regional busing/transportation to Northbridge residents. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to have the Town of Northbridge join the Worcester Regional Transit Authority. Vote yes/Unanimous.

Donation of Basketball Hoops [Tot Lot area]/Present: John Crawford & Diane Milligan, Director of Student Ministries at Pleasant Street Christian Reformed Church. Mr. Crawford and Ms. Milligan introduced themselves and advised the Selectmen that they are looking for permission to install a basketball hoop and court adjacent to the tot lot area. Ms. Milligan provided a handout to each of the

Board members for their review. Selectman Marzec asked if the tot lot area was used daily and Ms. Milligan stated that during the day there is activity and then mentioned that the “Head Start Youth Program” uses this area frequently. Selectman Melia asked the Chief of Police if there were any issues with trespassing violations at night and Walter Warchol, Chief of Police stated that the Police Department has received complaints from neighboring residents because of teenagers hanging around late at night and swearing. Chief Warchol then advised that he is concerned with having the basketball court/hoop placed near the tot lot area because it could inhibit the young kids from playing in the tot lot. Mr. Crawford stated that they are trying to make the tot lot area more active, rather than more secluded. He also said they are hoping it will promote a positive environment. Selectman Melia suggested the Selectmen vote their decision on this at a future Board of Selectmen’s meeting so they have time to 1) hear from neighbors; and 2) allow the Chief of Police time to search the Police logs to see how many complaints they’ve received for that area. Town Manager Kozak mentioned that the Playground and Recreation Commission have approved this project and then asked Mr. Crawford who would be installing the basketball hoop. Mr. Crawford responded by saying Rob VanMeter, Highway Superintendent, offered his services and the town’s equipment to dig the hole and the rest would be done by volunteers. Town Manager Kozak advised Mr. Crawford to speak with Sharon Susienka at the Town Hall because the volunteers would need to sign a form before they could work on town property.

Adhoc Committee/Update Open Space & Recreation Plan. Present: R. Gary Bechtholdt, Town Planner. Mr. Bechtholdt stated that he is looking for the Board of Selectmen to establish an Adhoc Committee specific to the updating of the open space and recreation plan. He is looking for six interested and committed residents to help prepare a very important document for the town. The Planning Office will help facilitate discussions, schedule public workshops and help organize the plan for approval by the State. The Planning Board will also help oversee the process. The process will take about eight to twelve months to update the plan. If anyone would like to be on the Adhoc Committee they should complete a talent bank application and submit it to the Town Manager’s Office.

Town Manager’s Report/1) Marine Corps League/Certificate of Appreciation: Announced that he received a Certificate of Appreciation from the Marine Corps League for hosting a site for the Toys for Tots Program. **2) Roads and Bridges Update:** Sutton Street – Letters requesting right of entry permission and donation of easements were sent to residents on Sutton Street for a second time. A number of residents have granted these donations. We are planning on starting the taking process for those residents who have not responded. Work continues on both the Douglas Road and Ross Rajotte bridge projects. **3) Central Mass Regional Planning Commission Manager’s Meeting:** Attended the CMRPC Manager’s Meeting in which they discussed joint purchase of DPW supplies and GIS services for towns. **4) Mass. Municipal Association Conference:** Attended the MMA Conference on January 25th and 26th and went to various workshops and the trade show.

Selectmen’s Concerns. Selectman Melia 1) Congratulated John Rauth for being named a trustee emeritus after serving on the Board of Trustees for more than 3 decades and as Chairman for more than 18 years. **2)** Congratulated the Northbridge Police Department particularly the officers involved who solved the breaking and entering in town. **Selectman Ampagoomian 1)** Town Hall Furnace System – possibility of converting the system to gas. Town Manager Kozak advised that the Town Hall uses gas and oil and that the control went on it. He then mentioned that the town should eventually look into replacing the system for a high efficiency furnace. **2)** Asked if someone could look into the possibility of hanging banners in the Rockdale section of town. **Selectman Marzec 1)** Announced that he attended a workshop at the Mass. Municipal Association in Boston and mentioned that the Secretary of the Department Of Transportation stated that 12 bridge projects were completed. He was wondering why they can’t expedite the Ross Rajotte bridge project. **2)** Asked about looking into tractor equipment. **3)** Balmer School needs to be looked at. **4)** DPW Facility Project – would like to get a meeting set up to discuss what went wrong and how can we move this project forward.

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

Meeting Adjourned: 8:00 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

January 28, 2013

I. APPROVAL OF MINUTES

A. 1) Copy of November 26, 2012 minutes. 2) Copy of December 17, 2012 minutes. 3) Copy of January 7, 2013 minutes.

II. PUBLIC HEARING:

None

III. APPOINTMENTS/By the Town Manager:

None

IV. CITIZENS' COMMENTS/INPUT

None

V. DECISIONS

B. Spring Annual Town Meeting – **No documentation**

C. Annual Town Election Warrant – Copy of memo regarding notice of vacancies

D. Ashton Place LLC – Copy of document for grant of easements

E. Operation Graduation Boot Drive – 1) Copy of request. 2) Copy of DPW response. 3) Copy of Police Chief's response.

F. Northbridge Education Foundation – 1) Copy of email request and map from Rob Knapik. 2) Copy of Police Chief's response. 3) Copy of DPW Director James Shuris response.

G. Medical Marijuana – 1) Copy of email from Gary Bechtholdt. 2) Copy of memo from Gary Bechtholdt to the Chairman Daniel Nolan regarding the Temporary Zoning Moratorium. 3) Copy of medical marijuana law. 4) Copy of frequently asked questions from the Department of Public Health. 5) Email from Kopelman & Paige. 6) Copy of draft Warrant Article [Medical Marijuana Moratorium].

H. 2013 Preservation Award – 1) Copy of email from Gary Bechtholdt asking the Selectmen to vote to issue a letter of support for the nomination of Linwood Mill 2013 Preservation Award [Mass. Historical Commission]. 2) Copy of nomination form.

I. Worcester Regional Transit Authority – Copy of motion.

VI. DISCUSSIONS

J. Donation of Basketball Hoops– **Picture of tot lot area**

K. Adhoc Committee/Update Open Space & Recreation Plan – **No documentation**

VII. TOWN MANAGER'S REPORT

L. 1) Marine Corps League/Certificate of Appreciation – **Copy of Certificate**

2) Road & Bridges Update – **No documentation**

3) Central Mass. Regional Planning commission Manager's Meeting – **No documentation**

4) Mass. Municipal Association Meeting – **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
February 11, 2013**

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.

The Pledge of Allegiance was recited by those present.

Executive Session. A motion/Mr. Melia, seconded/Mr. Marzec to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 - To discuss the strategy with respect to collective bargaining --and to reconvene in open session. Chairman Nolan then declared that an open meeting may have a detrimental effect on the bargaining position of the body. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes; Mr. Marzec/Yes, Mr. Athanas/Yes and Mr. Nolan/Yes.

Open Session Adjourned: 6:31 PM

Executive Session Convened: 6:32 PM

Executive Session Adjourned: 7:28 PM

Open Session Reconvened: 7:30 PM

Approval of Minutes. January 28, 2013 –A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the January 28, 2013 minutes as presented with the readings omitted. Vote yes/Unanimous.

Appointments/By the Town Manager. Paul L'Esperance, Wastewater Treatment Plant Operator in Training. Present: James Shuris, DPW Director, Mark Kuras, Sewer Superintendent and Paul L'Esperance. Mr. Kuras mentioned that Mr. L'Esperance comes to Northbridge with 27 years of Wastewater Treatment Plant experience and feels he will be a great asset to their department. Mr. L'Esperance announced that he grew up in Grafton and resides in Millbury. He mentioned that he is looking forward to getting back into the field and working with the Northbridge Wastewater Treatment Plant team. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to affirm the appointment of Paul L'Esperance as the Wastewater Treatment Plant Operator in Training. Vote yes/Unanimous. **By the Board of Selectmen. Troy Coutu, Jr. Cable Advisory Committee. Present: Harry Berkowitz, Chairman of the Cable Advisory Committee and Troy Coutu, Jr.** Mr. Berkowitz mentioned that he urged Mr. Coutu to get involved in the Town by filling out a talent bank application to serve on the Cable Advisory Committee. Mr. Coutu works at NCTV and films the Monday night Board of Selectmen's Meetings. A motion/Mr. Melia, seconded/Mr. Athanas to appoint Troy Coutu, Jr. to the Cable Advisory Committee. Vote yes/Unanimous.

Citizens' Comments/Input. None.

Safety Committee Minutes. A motion/Mr. Melia, seconded/Mr. Ampagoomian to accept the recommendations of the Safety Committee as outlined in the minutes of January 16, 2013. Vote yes/Unanimous.

Northbridge Parent Teacher Association [Katharine Tracy & Alex Rogozenski] Request to hold the 2nd Annual Northbridge 5K & Family Fun Day, Sunday, May 5, 2013. Present: Katharine Tracy & Alex Rogozenski. Ms. Tracy mentioned that the Northbridge PTA will be expanding their 5K & Family Fun Day to also include Mr. Rogozenski's duathlon. Mr. Rogozenski explained that a duathlon is

when you run, bike and run again. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to grant permission to the Northbridge Parent Teacher Association to hold their 2nd Annual "Northbridge 5K and Family Fun Day" on Sunday, May 5, 2013, subject to the safety requirements of the Police Department. Vote yes/ Unanimous.

Corner Pizza Enterprises Inc. [Ali Boukioud]/Application for a Common Victualler's License at 125 Church Street, Whitinsville, MA. Present: Ali Boukioud. Mr. Boukioud mentioned that he plans to open in 7 to 10 days a small Italian fast food place at 125 Church Street, Whitinsville. He stated that his hours of operation would be 10:00 A.M. to 10 P.M. and will have delivery service. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve Corner Pizza Enterprises Inc. [Ali Boukioud, Mgr.] application for Common Victualler's License located at 125 Church Street, Whitinsville, MA. Vote yes/Unanimous.

Donation of Basketball Hoops [Tot Lot area]. Selectman Ampagoomian expressed his concerns with accepting the donation of basketball hoops near the tot lot area. He mentioned some of the resident's concerns are; vandalism, vulgar language, public urination, intimidation and other means. He stated the Board should hold off on accepting this donation because of the complaints received from neighboring residents. Selectman Athanas stated that he too received several calls in opposition of placing basketball hoops in the tot lot area. He then mentioned that after reviewing the Police Chief's report on the number of complaints received for that area, he is not in favor of supporting this request. The Selectmen all agreed that because of all the complaints each of them received they are not in favor of accepting the donation at this time. A motion/Mr. Melia, seconded/Mr. Athanas to decline the acceptance of the basketball hoops and send a letter to the church thanking them for their intent. Vote yes/Unanimous.

2013 Election Information. Present: Doreen Cedrone, Town Clerk. Ms. Cedrone advised the Selectmen that the State must hold a special primary and special Election for Senator in Congress to fill the vacancy caused by the resignation of Senator John F. Kerry. She further stated that the dates are as follows: Primary will be held on Tuesday, April 30, 2013 and the final election will be held on Tuesday, June 25, 2013. She mentioned that because municipalities didn't budget for these two elections, the State will allow municipalities to change the date of their municipal election to coincide with the special primary or special election, if the municipal election is already scheduled to be within 30 days of either the April 30th primary or the June 25th final election. Ms. Cedrone stated that the Town election is scheduled for May 21st; therefore, the only date that we could choose is the primary on April 30th. She mentioned that this change would require a vote by the Board of Selectmen and by law, the vote must take place at least 35 days before the rescheduled election, making the deadline March 26th (35 days before April 30th). She also noted that if the town election date is changed to April 30th, then the last day to submit nomination papers to the registrars for certification would be March 12th and the last day to obtain nomination papers would be March 7th. Therefore, a vote to change the date of our town election would have to take place much sooner than March 26th and then stated no later than the Selectmen's meeting scheduled for February 25th. Ms. Cedrone announced that at the Mass Clerks Conference last week, the State Auditor Suzanne Bump informed them that she sent a letter to the Governor stating that she wants municipalities to receive upfront funding to cover the costs for the two elections and then stated that the Clerks will be receiving paperwork to complete for the upfront funding. Ms. Cedrone mentioned that by holding their Town election with the Primary would save the Town approximately \$5,000, which is not the entire cost of an election, because the Town would still have to schedule additional poll workers to handle the extra procedures and would have to pay for the Town election ballots either way. Ms. Cedrone then provided the Selectmen with the challenges to holding the Town election with the Primary: voters might not realize that the date of the Annual Town Election was changed to coincide with the Primary; Holding two elections on one day could cause confusion for voters at the polls; Being a primary, there would be a democratic ballot and a republican ballot in addition to our Town election ballot; Since

we would be running two separate elections on one day, we must use separate check-in and check-out voting lists for each election; and Absentee voting would require the voter to return the ballots in separate envelopes, and voters are not used to receiving two separate ballots in one mailing. After listening to all the challenges, the Selectmen all felt it would be better to conduct our Annual Town Election on May 21, 2013 and not change it to coincide with the Special State Primary.

Con Edison Net Metering Contract. Town Manager Kozak announced that the Solar Committee has been meeting with a representative from the Con Edison Net Metering Group for about four months to discuss the purchase of solar power. He mentioned this is an opportunity for the town to purchase net metering credits and allows the town to buy the solar power and reduce their electric bill by a certain dollar amount over a number of years. Town Manager Kozak provided the Selectmen with a chart to give them an idea on what the town will be saving if they adopt the agreement and then recommended that the Selectmen consider adopting the agreement. Town Manager Kozak noted that Town Counsel has reviewed and approved this agreement. A motion/Mr. Athanas, seconded/Mr. Marzec to move this item to decisions. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Nolan/Yes, Mr. Ampagoomian/Yes, and Mr. Melia/Yes. A motion/Mr. Athanas, seconded/Mr. Melia to approve the Con Edison Net Metering Contract. Vote yes/Unanimous.

DPW Facility/Present: Building, Planning & Construction Committee [BPCC] and DPW Director James Shuris. The Board of Selectmen discussed the possibility of an article on the topic with members of the Building, Planning & Construction Committee and DPW Director James Shuris. There was a disagreement among board members on if town voters should see the plan that came out of a \$76,220 feasibility study of the current DPW site on Fletcher Street. Funding for the study as approved at the October 2011 annual fall Town Meeting. Chairman Thomas Pilibosian stated that the BPCC's goal was to determine whether or not the site could be redeveloped to meet the current and future needs of the DPW and to keep the DPW at the current site. The study conducted by HKT Architects of Somerville, began in January 2012, and showed that the site could be redeveloped, but with a hefty \$8 million dollar price tag. Mr. Pilibosian mentioned that the proposal to redevelop the site would suit the DPW's needs and allow it to stay at its current location, eliminating the need for the town to purchase a new property, and would remove old buildings from the site. The Selectmen seemed to think that voters would never go for it. Several proposals for a new DPW facility have already been shot down at town meeting, most recently a plan to purchase and renovate a property on Douglas Road to the tune of \$3 million last fall. Selectman Melia thinks it would be a total waste of time to put it in front of the voters because he doesn't feel it would have a chance of passing based on the decision in town on the past three. Selectman Athanas and Selectman Marzec agreed, saying the cost to renovate the Fletcher Street site was simply too high to even consider. Chairman Nolan and Selectman Ampagoomian were on the other side of the coin. They said while they didn't necessarily think it was the right proposal, they did feel that voters had the right to weigh in on it. Selectman Ampagoomian stated that we should give it to the Town Meeting and let them finally resolve the issue – vote it up or down. Once that's taken place, it's a dead issue. Agreeing, Chairman Nolan said it would bring closure, if nothing else. Mr. Pilibosian said that his committee had voted unanimously to ask the Selectmen to put the issue on the Town Meeting warrant. He also mentioned that they had criticism on spending money on studies and nothing gets done. That being said, his committee feels they have a responsibility to put this in front of the voters and say "what do you want to do with it?" The Selectmen will decide whether or not to put an article regarding the Fletcher Street DPW proposal at their next meeting, Monday, February 25, 2013. Chairman Nolan said that we'll give people the opportunity to lobby their Selectmen over the next couple weeks if they feel strongly one way or another.

Storm Update. Present: James Shuris, DPW Director. Mr. Shuris provided an update on the recent blizzard that occurred over the weekend. He mentioned that there was about 30 inches of snow that fell and the Governor called a "State of Emergency" and ordered all public vehicles to be off the roads by 4

PM. Mr. Shuris stated that the plow drivers started plowing at 10:00 A.M. on February 8, 2013, until 4:00 P.M. on February 9, 2013. On Sunday, February 10, 2013 all the plow drivers returned at 7:00 A.M. to begin cleaning up the roads and sidewalks. To date, the town has spent over \$200,000.00 in their snow and ice budget, which they only budget \$75,000.00 in this account. He commended the contractors and the DPW employees for doing a great job on cleaning up the town roads, streets and sidewalks. With the amount of snow that fell in the short timeframe, he stated that the small trucks couldn't handle pushing the snow and clearing the school/town parking lots. Mr. Shuris mentioned that they needed to use the big trucks [6-wheeler] to widen the roads and clear the parking lots. He suggested, for the future, that the town look to purchase bigger trucks to handle these types of storms. That being said, he asked for residents to be patient with the clean up process. Selectman Athanas mentioned that he received several complaints regarding Church Street being so bad and Mr. Shuris stated that because that street has a funnel effect the wind kept blowing the snow back and forth. Selectman Athanas also asked if there was a list of what roads the contractors and town employees plow because he heard contractors/town employees were plowing private lots. Mr. Shuris explained that the highway workers and the contractors do not plow private lots, just public lots and property. Selectman Athanas reminded everyone in town to help shovel out their fire hydrants in case of an emergency.

Town Manager's Report/1) Emergency Evacuation Plan - Central Mass Regional Planning Commission [CMRPC]: Representatives from [CMRPC] held a meeting with our local emergency management personnel to begin work on a plan for the town and the region for evacuations in the event of emergencies. **2) Cable Contract Negotiations:** The cable committee has begun negotiations for a new cable contract with Charter Communications, which will be renewed this June. **3) Insurance Advisory Committee:** The Insurance Advisory Committee is meeting with the Town's insurance consultant to explore voluntary [employee paid] dental plans. **4) Town Hall Renovations:** A schedule has been prepared for the contractor to rebuild town hall windows. Work should begin within the next week and be completed by June.

Selectmen's Concerns. Selectman Athanas 1) Asked if the Town has ever looked into grants for the Great Hall and Town Manager Kozak wasn't sure if someone ever looked into it but stated he would once the outside was taken care of. **2)** Asked if someone has ever taken inventory of all the town buildings and what needs to be done in them. **Selectman Melia 1)** Commended Police Officer Thomas Dejordy on a recent police incident in which he was stabbed.

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

Meeting Adjourned: 8:52 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

February 11, 2013

- I. APPROVAL OF MINUTES**
 - A. 1)** Copy of January 28, 2013 minutes.
- II. PUBLIC HEARING:**
 - None
- III. APPOINTMENTS/By the Town Manager:**
 - B. 1)** Copy of Paul L'Esperance's Appointment Letter.
By the Board of Selectmen:
 - 2)** Copy of Troy Coutu, Jr.'s Talent Bank Application.
- IV. CITIZENS' COMMENTS/INPUT**
 - None
- V. DECISIONS**
 - C.** Safety Committee Minutes – **Copy of minutes**
 - D.** Northbridge Parent Teacher Association – **1)** Copy of request to hold the 2nd Annual Northbridge 5K & Family Fun Day & maps of route. **2)** Copy of Director of Public Works response. **3)** Copy of Chief of Police's response. **4)** Copy of School's Facility Use Release Form.
 - E.** Corner Pizza Enterprises Inc. [Ali Boukioud] – **1)** Copy of Application for a Common Victualler's License at 125 Church Street, Whitinsville, MA. **2)** Copy of License Routing Slips
 - F.** Donation of Basketball Hoops – **1)** Copy of proposed basketball hoop site. **2)** Copy of memo from Walter Warchol, Chief of Police.
- VI. DISCUSSIONS**
 - G.** 2013 Election Information – **Copy of memo from Town Clerk dated February 6, 2013.**
 - H.** Con Edison Net Metering Contract – **Copy of Sale & Purchase Agreement**
 - I.** DPW Facility – **Copy of letter from Building, Planning & Construction Committee to Chairman Nolan.**
 - J.** Storm Update – **No documentation.**
- VII. TOWN MANAGER'S REPORT**
 - K. 1)** Emergency Evacuation Plan – **No documentation**
 - 2)** Cable Contract Negotiations – **No documentation**
 - 3)** Insurance Advisory Committee – **No documentation**
 - 4)** Town Hall Renovations – **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
February 19, 2013**

A special 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, and Athanas. Selectman Marzec was absent and it is duly noted. **Also Present:** Theodore D. Kozak, Town Manager.

The Pledge of Allegiance was recited by those present.

Executive Session.

Chairman Nolan announced that the Board would be going into Executive Session and declared that having an open meeting may have a detrimental effect on the bargaining position of the body.

A motion/Mr. Ampagoomian, seconded/Mr. Melia to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 - To discuss strategy with respect to collective bargaining [Police Dept.] – not to reconvene in Open Session. Roll Call Vote: Mr. Ampagoomian/Yes; Mr. Melia/Yes, Mr. Athanas/Yes and Mr. Nolan/Yes.

Open Session Adjourned: 6:32 PM

Executive Session Convened: 6:33 PM

Executive Session Adjourned: 7:12 PM

Meeting Adjourned: 7:12 P.M.

Respectfully submitted,

James Athanas, Clerk

/s

LIST OF DOCUMENTATION
BOARD OF SELECTMEN'S MEETING – OPEN SESSION
February 19, 2013

I. APPROVAL OF MINUTES

None

II. PUBLIC HEARING:

None

III. APPOINTMENTS/By the Town Manager:

None

IV. CITIZENS' COMMENTS/INPUT

None

V. DECISIONS

None

VI. DISCUSSIONS

None

VII. TOWN MANAGER'S REPORT

None

VIII. SELECTMEN'S CONCERNS

None

IX. ITEMS FOR FUTURE AGENDA

None

X. CORRESPONDENCE

None

XI. EXECUTIVE SESSION-6:30PM

Under M.G.L. Chapter 30A, S21 #3 - To discuss strategy with respect to collective bargaining [Police Dept.]

**Board of Selectmen's Meeting
February 25, 2013**

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.

Approval of Minutes. February 11, 2013 [Executive Session] – A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve but not release the February 11, 2013 Executive Session minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Melia, Marzec and Nolan. Abstain/Mr. Athanas. **February 19, 2013** –A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the February 19, 2013 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Melia, Nolan and Athanas. Abstain/Mr. Marzec. **February 19, 2013 [Executive Session]** – A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve but not release the February 19, 2013 Executive Session minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Melia, Nolan and Athanas. Abstain/Mr. Marzec.

Appointments/By the Town Manager. Jennifer DeLuca, Assistant Senior Center Director. **Present: Kelly Bol, Director of Council on Aging, Theodore Haringa, Chairman of the Council on Aging, and Jennifer DeLuca.** Town Manager Kozak announced that Jennifer DeLuca applied for the Assistant Senior Center Director position along with 16 other applicants. Ms. Bol, Senior Center Director mentioned that Jennifer comes with a lot of experience and will be a great asset to their team. Ms. DeLuca mentioned that she is very excited to have been chosen for the position and can't wait to start. The Board of Selectmen congratulated Ms. DeLuca and welcomed her aboard. A motion/Mr. Ampagoomian, seconded/Mr. Melia to affirm the appointment of Jennifer DeLuca as the Assistant Senior Center Director. Vote yes/Unanimous. **By the Board of Selectmen. Disability Commission/James Mahoney. Postponed until next meeting.**

Citizens' Comments/Input. Rep. George Peterson – FY 2014 Governor's Budget/Update on Local Aid. Representative Peterson came before the Northbridge Board of Selectmen on Monday with words of caution. He provided the Selectmen with a spreadsheet of Gov. Deval Patrick's budget proposal, which provides a small increase in state aid to Northbridge and is predicated on \$2 billion in new tax revenue. Representative Peterson said "at least in discussion with my associates in Boston and the Ways and Means Committee, is there's not a strong appetite to raise revenue to that point". He explained that Governor Patrick has proposed several ways to increase revenue, including raising the state income tax, an additional tax on cigarettes and a mileage tax. The governor's budget is just a proposal. It goes before the Senate and House of Representatives, and the Ways and Means Committee will have a counter budget proposal based on feedback from legislators by April 10. There will be a meeting of the House Ways and Means Committee within the next two weeks. After that meeting, Peterson said he'd have a better sense of final state aid figures. "But I don't think there will be a very sizable tax increase; these numbers are very suspect at this point," he said of the governor's budget. Local state aid isn't the only budget issue, however, Peterson said he's concerned about special education circuit breaker and school transportation costs. "We have to make sure those line items are funded appropriately". Town Manager Kozak said state aid is important to the town and, even with a \$129,000 increase in fiscal year 2012, and a \$90,000 increase proposed for fiscal year 2013, state aid funding is still less than it was in the fiscal year 2011. Representative Peterson said he expects the budget to be debated the third or fourth week in April. "I'm hoping for an early resolution for local aid so we can say this is the floor so you could go to town meeting with some expectation."

Spring Annual Town Meeting [May 7, 2013]/Vote to place articles on the warrant. Town Manager Kozak provided a brief explanation of each article. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to place the articles on the warrant. Vote yes/Unanimous.

Sutton Street Reconstruction Project. Town Manager Kozak mentioned that at the last Fall Annual Town Meeting there were funds appropriated for the order of takings of properties for Sutton Street. Mr. Shuris noted that out of the 86 easements, he has received 53 responses. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the order of takings of properties for the Sutton Street Reconstruction Project. Vote yes/Unanimous.

Building, Planning & Construction Committee/Department of Public Works Facility Debt Exclusion Question. Present: Thomas Pilibosian, Chairman of the Building, Planning & Construction Committee. The Northbridge Board of Selectmen approved an annual town meeting warrant Monday, but it will not include an \$8 million Department of Public Works proposal. The Building, Planning and Construction Committee had hoped selectmen would give voters the opportunity to vote on the DPW proposal, which was the result of a feasibility study funded by voters last year. DPW Director James Shuris suggested a revitalization of the facility on Fletcher Street. But a study was required because much of the property is on the flood plain of the Mumford River. The study conducted by HKT Architects showed the DPW could remain on Fletcher Street at a cost of about \$8 million. Selectmen suggested the committee find a less expensive option. Thomas Pilibosian, Chairman of the BPCC mentioned that his committee felt a responsibility to put this before the voters and let them know what it will cost, either way. Selectman Ampagoomian feels the Board should go forward. We as a board gave the BPCC a task to do. I don't think this project should die. It should go to the voters. We are spending their money; let them make the final decision. If they vote it down; it's done; it's over with. Selectman Athanas said he remains opposed to the project. He feels in today's environment, today's economy, it's not prudent to spend \$8 million. Chairman Nolan said this is a problem that isn't going away in this town. We still need to address this. I agree this should go to the people to decide; they did approve the money to study it. Selectman Marzec said constituents agree, something has to be done, but \$8 million is too much. He noted that he can't support moving forward at this time. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to place the DPW proposal on the warrant. Roll Call Vote: Mr. Athanas/ No, Mr. Marzec, No, Mr. Ampagoomian/Yes, Mr. Nolan/Yes and Mr. Melia/No.

Intermunicipal Agreement for the Maintenance of Gilmore Drive. Town Manager Kozak mentioned that Gilmore Drive is mostly located in Sutton that ends in Northbridge. The Sutton Planning Board has been in touch with the Northbridge Planning Board to sign an Intermunicipal Agreement for the Maintenance of Gilmore Drive. The Town of Sutton would like the Town of Northbridge to accept the portion of Gilmore Drive as a public way. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to move Discussion Item G 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. Athanas to have Town Counsel represent the Town of Northbridge in this Intermunicipal Agreement for the Maintenance of Gilmore Drive. Vote yes/Unanimous.

School Committee Warrant Articles. Present: Nancy Spitulnik, Superintendent of Schools and Melissa Walker, Business Manager. Ms. Spitulnik mentioned that the School Committee has two capital project articles and would like some feedback on the best way to approach these warrant articles in terms of writing them up and moving forward on them as they are important to the school. Ms. Spitulnik mentioned that after the recent Newtown Connecticut shooting the school decided to see if they could install safety and security items for the Northbridge Elementary School, W. E. Balmer School, Northbridge Middle School, and Northbridge High School, such as: including door hardware, key card

security locks, security cameras, and security window film. The total cost to purchase these items is \$250,000. Ms. Walker mentioned that the second article is to purchase a replacement Ford F550 DRW Cab/Chassis and will be used for multiple projects for the school, not just plowing. The approximate cost off the state bid list (2012) is \$69,710. Town Manager Kozak suggested that the Board of Selectmen support a capital exclusion question for these articles. The Board of Selectmen were all in favor of supporting the two warrant articles for the school.

Town Manager's Report/1) Town Hall Update: 1) Campbell Construction has begun the renovation of the Town Hall windows and as you may have noticed the windows in the Great Hall have been removed and plywood has been installed. Work is going as planned. 2) **5-Year Capital Improvement Plan:** I have enclosed the 5-year capital improvement plan submitted to me by various departments for your review. 3) **Grant Awards:** The Central Mass. Planning Commission announced the award of two regional grants in which the Town of Northbridge is participating: 1) Stormwater Management \$115,000 (30 towns); 2) Electronic Permitting \$112,000 (9 towns).

Selectmen's Concerns. Selectman Athanas 1) Informed the DPW Director James Shuris that he received some phone calls about what a good job the Highway Department did on clearing the snow off the streets. 2) Asked Town Manager Kozak to follow-up on the status of the Mill House Wine & Spirits. **Selectman Marzec 1)** Announced that on Saturday, March 2, 2013 at the Mumford Knights of Columbus there will be a breakfast for the Mass. Down Syndrome Congress and Criterion Early Learning Center. 2) Asked Town Manager Kozak if the breakfast at the Mumford Knights of Columbus could be placed on cable. 3) Progress/Status of the Ross Rajotte Bridge. 4) Asked for an update/status of the DPW Snow and Ice Budget. 5) Asked for the status of natural gas on Swift Road.

Executive Session. A motion/Mr. Nolan, seconded/Mr. Marzec to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 - To discuss the strategy with respect to collective bargaining --and to reconvene in open session. Chairman Nolan then declared that an open meeting may have a detrimental effect on the bargaining position of the body. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes; Mr. Marzec/Yes, Mr. Athanas/Yes and Mr. Nolan/Yes.

Meeting Adjourned: 8:12 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

February 25, 2013

I. APPROVAL OF MINUTES

A. 1) Copy of February 11, 2013 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen]
2) Copy of February 19, 2013 minutes. **3)** Copy of February 19, 2013 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen]

II. PUBLIC HEARING:

None

III. APPOINTMENTS/By the Town Manager:

B. 1) Copy of Jennifer DeLuca's Appointment Letter and Resume.
By the Board of Selectmen:
2) Copy of James Mahoney's Talent Bank Application – Postponed till the next Board of Selectmen's Meeting [March 11, 2012].

IV. CITIZENS' COMMENTS/INPUT

C. None

V. DECISIONS

D. Spring Annual Town Meeting – **Copy of warrant articles.**
E. Sutton Street Reconstruction Project – **Copy of Order of Taking.**
F. Building, Planning & Construction Committee/Department of Public Works Facility Debt Exclusion Question – **No documentation.**

VI. DISCUSSIONS

G. Intermunicipal Agreement for the Maintenance of Gilmore Drive – **Copy of letter and agreement from Kopelman & Paige.**
H. School Committee Warrant Articles – **No documentation.**

VII. TOWN MANAGER'S REPORT

I. 1) Town Hall Update – **No documentation**
2) 5-Year Capital Improvement Plan – **Copy of 5-Year Capital Improvement Plan.**
3) Community Innovation Challenge Grant Awards – **a) Copy of email from Adam Gaudette.**
b) Copy of email from Vera Kolias. **c) Copy of article from Patrick-Murray Administration announcing \$2.25 million in Community Innovation Challenge Grants for Municipalities, Regional School Districts and Planning Agencies across Massachusetts.**

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
March 11, 2013**

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

The Pledge of Allegiance was recited by those present.

Approval of Minutes. February 11, 2013 –A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the February 11, 2013 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Melia, and Marzec. **February 25, 2013 [Executive Session]** – A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve but not release the February 25, 2013 Executive Session minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Melia, and Marzec.

Appointments/By the Board of Selectmen. Disability Commission/James Mahoney. Present: Jonathan Smith, Chairman of the Disability Commission. Mr. Smith mentioned that his board is happy to have Mr. Mahoney join their Disability Commission and then asked the Board of Selectmen to appoint Mr. Mahoney. Mr. Mahoney announced that he has a 20-year old son with cerebral palsy and understands the obstacles for people with a disability to overcome and he feels that with his experience he can help others overcome their challenges. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to appoint James Mahoney to the Disability Commission. Vote yes/Messrs. Ampagoomian, Marzec and Melia. **Historical Commission [2 vacancies]: Mary Barlow and Leonard Smith. Present: Kenneth Warchol, Chairman of the Historical Commission.** Mr. Warchol introduced Leonard Smith and then announced that Ms. Barlow would be late due to being stuck in traffic on her way home from Boston. He mentioned that both candidates are qualified and is looking forward to having them both on the Historical Commission. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to appoint Mary Barlow and Leonard Smith to the Historical Commission. Vote yes/Messrs. Ampagoomian, Marzec and Melia.

Citizens' Comments/Input. None.

Selectman Ampagoomian announced that a student in Northbridge, Michael DeLuca recently participated in the International Special Olympics in South Korea. Michael won the bronze medal in the Super Giant Slalom and the gold medal in the Giant Slalom. Selectman Ampagoomian mentioned that if you see Michael or his parent's Richard and Erin around town to congratulate Michael on his well-deserved accomplishment. Town Manager Kozak announced that Michael and his family will be attending the next Selectmen's meeting scheduled for March 25, 2013.

Northbridge Fire Department/Request permission to hang a banner over Church Street from May 5th through May 19th to advertise their annual Spaghetti Supper to be held on Saturday, May 18, 2013. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to grant permission to the Northbridge Fire Department to hang a banner over Church Street from May 5th through May 19th to advertise their annual Spaghetti Supper to be held on Saturday, May 18, 2013. Vote yes/Messrs. Ampagoomian, Marzec and Melia.

1) Ash Street (extension of) Vote intent to layout. 2) Gilmore Drive (portion of) Vote intent to layout. Present: R. Gary Bechtholdt, Town Planner. Mr. Bechtholdt mentioned that the Planning Board has submitted two street acceptance articles that they would like presented at Town Meeting. He announced that tonight is just the first step out of a three step process and would like the Board of

Selectmen to vote their intent to layout the roadways (Ash Street – extension of; and Gilmore Drive – portion of) and refer the matter to the planning board for a recommendation. Mr. Bechtholdt also mentioned that at the last meeting, the Board of Selectmen authorized Town Counsel to prepare an Inter-Municipal Agreement with Sutton, whereby Sutton will assume all maintenance and repair responsibilities for Gilmore Drive. He mentioned that this document needs to be finalized and executed prior to the Board of Selectmen voting to layout the road. Mr. Bechtholdt then announced that arrangements have been made for the Board of Selectmen to vote their layout at their next meeting of March 25, 2013. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to vote our intent to lay out the alteration and extension of Ash Street as a public way and a portion of Gilmore Drive and refer this matter to the Planning Board for a recommendation. Vote yes/Messrs. Ampagoomian, Marzec and Melia.

Chairman Warchol announced that Mary Barlow arrived. Vice Chairman Thomas Melia invited Ms. Barlow up to the table and then Mr. Warchol introduced her to the Selectmen and told her she was already appointed to the Historical Commission. Ms. Barlow thanked the Board of Selectmen.

School Department [Paul Halacy]/1) Vote to authorize the Superintendent of Schools to submit a Statement of Interest to the Mass. School Building Authority for W. Edward Balmer School.

Present: Paul Halacy. Mr. Halacy explained that by approving the Statement of Interest this allows the W. Edward Balmer School to be on a list with the State to receive possible funding for renovations and additions. There is no guarantee there will be funding but if the school qualifies there is no obligation by the town to proceed further. Selectman Marzec read the following Statement of Interest aloud: I move that the **Board of Selectmen** at their March 11, 2013 Meeting, in accordance with its Charter, by-laws, and ordinances vote to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest dated February 20, 2013 for **W. Edward Balmer School** located at 21 Crescent Street, Whitinsville, which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future. #5 replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related cost in a school facility, #7 replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements, and hereby further specifically acknowledges that by submitting this Statement of Interest, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits Northbridge to filing an application for funding with the Massachusetts School Building Authority. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to support the submittal of a Statement of Interest to the Mass. School Building Authority for Northbridge Middle School. Vote yes/Messrs. Ampagoomian, Marzec and Melia. 2) **Vote to authorize the Superintendent of Schools to submit a Statement of Interest to the Mass. School Building Authority for Northbridge Elementary School.** Mr. Halacy explained that by approving the Statement of Interest this allows the Northbridge Elementary School to be on a list with the State to receive possible funding for renovations and additions. There is no guarantee there will be funding but if the school qualifies there is no obligation by the town to proceed further. Vice Chairman Melia read the following Statement of Interest aloud: I move that the **Board of Selectmen** at their March 11, 2013 Meeting, in accordance with its Charter, by-laws, and ordinances vote to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest dated February 20, 2013 for **Northbridge Elementary School** located at 30 Cross Street, Whitinsville, which describes and explains the following deficiencies and the priority category for which an application may be submitted to the Massachusetts School Building Authority in the future. #5 replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related cost in a school facility, and hereby further specifically acknowledges that by submitting this Statement of Interest, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an

application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits Northbridge to filing an application for funding with the Massachusetts School Building Authority. A motion/Mr. Melia, seconded/Mr. Ampagoomian to support the submittal of a Statement of Interest to the Mass. School Building Authority for Northbridge Middle School. Vote yes/Messrs. Ampagoomian, Marzec and Melia. **3) Vote to authorize the Superintendent of Schools to submit a Statement of Interest to the Mass. School Building Authority for Northbridge Middle School.** Mr. Halacy explained that by approving the Statement of Interest this allows the Northbridge Middle School to be on a list with the State to receive possible funding for renovations and additions. There is no guarantee there will be funding but if the school qualifies there is no obligation by the town to proceed further. Selectman Ampagoomian read the following Statement of Interest aloud: I move that the **Board of Selectmen** at their March 11, 2013 Meeting, in accordance with its Charter, by-laws, and ordinances vote to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest dated February 20, 2013 for **Northbridge Middle School** located at 171 Linwood Ave., Whitinsville, which describes and explains the following deficiencies and the priority category for which an application may be submitted to the Massachusetts School Building Authority in the future. #5 replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related cost in a school facility, and hereby further specifically acknowledges that by submitting this Statement of Interest, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits Northbridge to filing an application for funding with the Massachusetts School Building Authority. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to support the submittal of a Statement of Interest to the Mass. School Building Authority for Northbridge Middle School. Vote yes/Messrs. Ampagoomian, Marzec and Melia.

License Agreement with Providence and Worcester Railroad. Town Manager Kozak mentioned that this is the agreement that's been in the works for about two months now with the town and railroad to do drainage easement work on Sutton Street. He asked the Board of Selectmen to support this agreement. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the license agreement with Providence and Worcester Railroad. Vote yes/Messrs. Ampagoomian, Marzec and Melia.

DPW Facility. Present: Selectman James Marzec, Thomas Pilibosian, Chairman of the Building Planning and Construction Committee [BPCC] and Tim Doiron, BPCC Member. Selectman Marzec mentioned that he had the Chairman place this item on the agenda again because he feels that if representatives from all the various boards and committees sit down and discuss all the possibilities, the town can have a new DPW facility. Mr. Doiron agreed that it's time to sit down to discuss all the possibilities and not spend any more money on studies. He stated let's come up with an idea/proposal, a solution and game plan. Both Selectman Ampagoomian and Melia agreed that their not against having a discussion on the DPW Facility. Vice Chairman Melia suggested placing this item on the next agenda for discussion because two of the board members are missing this evening. He also mentioned that he is willing to discuss this topic in open session, with various boards and committees, as long as it's within the open meeting law guidelines.

Town Manager's Report/1) Rabies Clinic: Announced the rabies clinic will be held at the Whitinsville Fire Station on March 16, 2013, beginning with cats from 11:00 AM till Noon, and then dogs Noon till 1:00 PM. **2) Update on the Ross Rajotte Bridge:** The contractor is currently working on placing the safety items that are required to switch traffic onto the newly constructed portion of the bridge. The barrier was installed and the transitions off the ends of the bridge are currently being worked on. They are planning to install a temporary sidewalk on the west side of this phase and to temporarily pave the deck. This will allow us to move traffic so that work can begin on Phase 2. **3) Town Hall Renovations:** Campbell Construction removed most of the Town Hall windows and the rebuilding work is now under

way. **4) Legislative Breakfast:** The Town Manager mentioned that he was unable to attend the legislative breakfast in Spencer because of the snow storm. **5) Medical Marijuana-Temporary Zoning Moratorium** – The Planning Board will be holding a public hearing on Tuesday, March 12, 2013 at 7:05 P.M. in the Board of Selectmen's room. **6) Open Space Ad-hoc Committee** –The Community Planning Development Office is looking for residents to be on the ad-hoc committee. If interested, please contact Gary Bechtholdt, Town Planner at 508-234-2447.

Selectmen's Concerns. **Selectman Marzec 1)** Commented on the progress of the Ross Rajotte Bridge by stating there was a sign posted with a completion date of 2015. **2)** Informed Town Manager Kozak that the clock in the room is off an hour. **3)** Asked for an update on the snow and ice budget.

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

Meeting Adjourned: 7:51 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

March 11, 2013

I. APPROVAL OF MINUTES

A. 1) Copy of February 11, 2013 minutes. **2)** Copy of February 25, 2013 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen]

II. PUBLIC HEARING:

None

III. APPOINTMENTS/By the Board of Selectmen:

B. 1) Copy of James Mahoney's Talent Bank Application.

2) a. Copy of Mary Barlow's Talent Bank Application & resume. **b.** Copy of Leonard Smith's Talent Bank Application.

IV. CITIZENS' COMMENTS/INPUT

None

V. DECISIONS

C. Northbridge Fire Department – **Copy of letter requesting permission to hang a banner across Church Street.**

D. Ash Street & Gilmore Drive – **1) Copy of public hearing notice; 2) Copy of memorandum from Town Planner re: Ash Street Extension; 3) Copy of map; 4) Copy of memorandum from Town Planner re: Gilmore Drive; 5) Copy of maps**

E. School Department – Statement of Interest – **1) Copy of Statement of Interest for W. Edward Balmer; 2) Copy of Statement of Interest for Northbridge Elementary School; 3) Copy of Statement of Interest for Northbridge Middle School.**

F. License agreement with Providence and Worcester Railroad – **Copy of agreement.**

VI. DISCUSSIONS

G. DPW Facility – **No documentation.**

VII. TOWN MANAGER'S REPORT

I. 1) Rabies Clinic – **No documentation**

2) Update on the Ross Rajotte Bridge – **No documentation.**

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

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

5) Medical Marijuana – Temporary Zoning Moratorium – **No documentation.**

6) Open Space Ad-hoc Committee – **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
March 25, 2013**

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. Ampagoomian, Athanas and Marzec. Vice Chairman Melia was absent and it is duly noted. **Also Present:** Theodore D. Kozak, Town Manager.

The Pledge of Allegiance was recited by those present.

Proclamation: Michael DeLuca. Chairman Nolan presented Michael DeLuca with a proclamation for participating in the International Special Olympics in South Korea. Michael won the bronze medal in the Super Giant Slalom and the gold medal in the Giant Slalom. The Board of Selectmen congratulated Michael on his well-deserved accomplishment.

Approval of Minutes. February 25, 2013 –A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the February 25, 2013 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas, Nolan, and Marzec.

Appointments/By the Town Manager. Inspector of Animals/Rochelle Thomson. Present: Paul McKeon, Chairman of the Board of Health and Rochelle Thomson. Mr. McKeon advised the Board of Selectmen that the Board of Health recommends Ms. Thomson for the appointment. Mr. McKeon introduced Ms. Thomson and stated that she is also the Inspector of Animals for Milford. Town Manager Kozak explained that Ms. Thomson comes with previous experience and that it would be great to have her in Northbridge. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to affirm the nomination of Rochelle Thomson as Inspector of Animals subject to the approval by the State Division of Animal Health. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan.

Citizens' Comments/Input. None.

Alternatives 28th Annual Valley Friendship Tour, Saturday, June 1, 2013/1) Request permission to hang a banner across Church Street from May 19, 2013 through June 2, 2013 to advertise the 28th Annual Valley Friendship Tour fundraiser. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve Alternatives' request to hang a banner across Church Street from May 19, 2013 through June 2, 2013 to advertise their 28th Annual Valley Friendship Tour fundraiser to be held Saturday, June 1, 2013. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan. **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. Athanas, 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/Messrs. Marzec, Athanas, Ampagoomian and Nolan.

St. Patrick's Church/Request permission to hang a banner over Church Street from September 1st through September 15th to advertise their Annual Fall Festival to be held on Saturday, September 14, 2013. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to grant permission to St. Patrick's Church to hang a banner over Church Street from September 1st through September 15th to advertise their Annual Fall Festival to be held on Saturday, September 14, 2013. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan.

ASJ28 Inc. d/b/a Hong Kong Café [John Ng, Mgr.]/Application for Common Victualler's License. Present: John Ng. Mr. Ng explained that the Family Wok Restaurant is now called ASJ28 Inc. d/b/a Hong Kong Café'. He then stated that the landlord was expanding Cumberland Farms and needed Family Wok to move down a building and then decided to change the name of the restaurant. A motion/Mr. Athanas, seconded/Mr. Marzec to approve the ASJ28 Inc. d/b/a Hong Kong Café [John Ng, Mgr.] application for Common Victualler's License located at 2228-2236 Providence Road, Northbridge, MA. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan.

John Guenette d/b/a Prime Time Limo [John Guenette, Owner]/Application for a Livery License to be located at 24 Linkside Court, Northbridge. Present: John Guenette. Mr. Guenette mentioned that his business is a one-person business and will be moving in about 3 months to a warehouse in West Boylston. A motion/Mr. Marzec, seconded/Mr. Athanas to grant a Livery License to John Guenette d/b/a Prime Time Limo [John Guenette, Owner]. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan.

Gilmore Drive Inter-Municipal Agreement (Northbridge/Sutton). Present: R. Gary Bechtholdt, Town Planner. Mr. Bechtholdt mentioned that at the last meeting, the Board of Selectmen authorized Town Counsel to prepare an Inter-Municipal Agreement with Sutton, whereby Sutton will assume all maintenance and repair responsibilities for Gilmore Drive. Town Manager Kozak mentioned that this agreement was reviewed and approved by Town Counsel, Department of Public Works and the Planning Board. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the Gilmore Drive Inter-Municipal Agreement by and between the Town of Northbridge and the Town of Sutton. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan.

Street acceptances/Vote to lay out the alteration and extension of Ash Street as a public way; and 2) Vote to lay out a portion of Gilmore Drive. Present: R. Gary Bechtholdt, Town Planner. Mr. Bechtholdt mentioned that Ash Street is a petition article and the Planning Board voted unanimously to recommend to layout Ash Street [alteration and extension of] as a public way. **1)** A motion/Mr. Marzec, seconded/Mr. Athanas to layout Ash Street [alteration and extension of] as a public way and refer this matter to the Planning Board for a recommendation. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan. **2)** Mr. Bechtholdt mentioned that the Planning Board recommends the layout of Gilmore Drive [portion of]. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to layout a portion of Gilmore Drive and refer this matter to the Planning Board for a recommendation. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan.

Spring Annual Town Meeting [May 7, 2013]/Vote position on Article 23 – Temporary Moratorium – Medical Marijuana Treatment Centers. Present: R. Gary Bechtholdt, Town Planner. Mr. Bechtholdt announced that Article 23 is a Zoning amendment article that the Board of Selectmen sponsored. The Planning Board as required has conducted a public hearing and recommends supporting the temporary moratorium. He mentioned that the Attorney General's Office has determined that communities cannot ban medical marijuana treatment centers. However, towns can establish temporary moratorium for the purpose of doing a planning study and getting better acquainted with the potential use prior to designating locations within the municipality. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to support Article 23 – Temporary Moratorium-Medical Marijuana Treatment Centers. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan.

Open Space & Recreation Plan Committee/Vote to establish adhoc committee. Present: R. Gary Bechtholdt, Town Planner. Mr. Bechtholdt mentioned that earlier this year the Planning Board came before the Selectmen to discuss the need to update the open space and recreation plan. The Planning Board is looking for the Selectmen to establish an adhoc committee and the committee members would then be in charge of updating the plan. Mr. Athanas asked how many members would there be and Mr. Bechtholdt replied that he would like to see about 7 members but it can be more or less. He also

mentioned that he would like to see a representative from the Conservation Committee, Planning Board, Board of Selectmen and other standing committees. Barbara Gaudette, 14 Eben Chamberlain Road, mentioned that she would like a committee that is more spontaneous and who have a willingness to participate and bring ideas and answers to the table. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to form an adhoc committee for the Open Space and Recreation Plan Committee. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan.

Sutton Street Reconstruction Project/Order of Taking. Removed from agenda.

State Reclamation and Mosquito Control Board/District Budget Request. Town Manager Kozak advised that the State Reclamation & Mosquito Control Board implemented a new budget policy. They are asking the Mosquito Control Districts to send to cities and towns their districts budget asking for a show of support or non-support. Town Manager Kozak mentioned that the program is worthwhile and if the Board wishes to vote tonight they will have to move it to a decision. A motion/Mr. Athanas, seconded/Mr. Marzec to move this Discussion- Item L to Decisions. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Nolan/Yes and Mr. Ampagoomian/Yes. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to allow the Chairman to sign the declaration of support for the Mosquito Control Program for FY 2014. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan.

Blackstone Valley Vocational Technical School/New Capital Project Proposal. Town Manager Kozak explained that Dr. Michael F. Fitzpatrick, Superintendent of the Blackstone Valley Vocational Technical School provided a presentation two weeks ago about the proposal to expand their facility. The renovation project would allow for new Chapter 74-approved programs, the renovation of existing spaces, as well as provide additional academic and support classrooms, laboratories and to enhance security, all of which would allow 50 to 200 new students. Town Manager Kozak explained that because the regional school district voted to authorize the debt on March 7, 2012, the communities belonging to the district only have 60 days to hold a town meeting to express disapproval of the amount authorized by the debt and failure to act within that time period would be considered an approval of the debt obligation, which may have not been the wish of the town meeting. Town Manager Kozak mentioned that he is sending a letter asking the regional school district to vote to rescind the action and provide more education of its merits to our community and hold off to a future town meeting.

DPW Facility/Present: James Shuris, DPW Director, Building, Planning & Construction Committee Members, Tim Doiron and Paul Bedigian. Mr. Shuris provided a handout to the Selectmen [handout can be found in the Town Manager's Office] to show the long-term benefits of housing their equipment at the DPW facility. Mr. Shuris stated that this discussion would take place at a later time but wanted to give them the handout for review. Mr. Shuris discussed his proposal and describes how the best location for the DPW facility is where they are located now and suggested downsizing the square footage of the facility. Mr. Shuris mentioned that he reviewed the survey that was done by HKT Architects and determined where he could put the buildings and maintain the same elevation. He then stated that he would need to discuss his proposal with the Conservation Commission because of the flood plains. He mentioned that there are some individuals that feel the administrative staff should be housed in the Town Hall Annex, however he disagrees and feels that his staff should remain together in one place. Selectman Marzec suggested getting everyone together to discuss all the possibilities for a DPW facility, but without a quorum. Town Manager Kozak cautioned Selectman Marzec on having a meeting with representatives from different boards and committees to discuss this DPW facility and explained that it could be considered a subcommittee and would then be in violation of the open meeting law. Selectman Ampagoomian mentioned that whatever it takes to move the DPW facility forward, he is all for it. He suggested that the Building, Planning and Construction Committee contact Gary Bechtholdt, Town Planner to discuss the possibility of formulating a charrette and Town Manager agreed and said he would assist if needed.

Road Repair & Maintenance Program Update. Present: James Shuris, DPW Director. Mr. Shuris mentioned this is the second year of the roads repair & maintenance program and noted that they completed about 5.2 miles of road with a cost of \$550,000. This year they are looking to cover 8 miles of road at a cost of about \$700,000. He mentioned that one of the key components of the road repair is Goldthwaite Road - from Hill Street down to North Main Street, Purgatory Road and also the small segment of North Main Street that was never done. It will also include drainage, sidewalk repair on North Main Street and improvement of road surface. Mr. Shuris also indicated that they are looking to take care of Tracy, Mason and the Swift Road neighborhood. He then noted that Sprague Street and Castle Hill Estates will be included in this year's road repair and that the road repair work will begin during school break (around July 1st and end around Labor Day). Mr. Shuris advised the Select Board that the street sweeping program will begin around April 1st pending no more snow. Selectman Ampagoomian suggested that Mr. Shuris look into getting a grant to help with funding scenic Quaker Street and then suggested contacting the two Senator Moore's for assistance. Selectman Marzec mentioned that over the weekend there was a major water main line break that occurred on Carpenter Road and because of that the road had to be repaired after they fixed the line. He then mentioned that because there was no communication sent out to the surrounding streets affected by this, he received several phone inquiries asking why there was no water. Selectman Marzec stated that code red should have been used to notify residents of the water line break.

Town Manager's Report/1) Legislative Breakfast: Received an update on the financial status for the FY14 State budget. The Mass. Municipal Association suggests caution that the Governor's budget may not be funded as he proposed. **2) Regional Stormwater Meeting:** Attended a regional stormwater meeting for 17 communities who are participating in a grant to assist with the Environmental Protection Agency requirements for our communities. **3) Solar Committee Update:** The Solar Committee is reviewing new proposals for the community, which will include sites that are owned by the town as well as other net metering proposals. He mentioned that the Town has chosen Con Edison for their net metering and will begin this summer. **4) Ross Rajotte Bridge Update:** The lane work has been completed on the west side and now work has begun on the east side. **5) Treasurer's Office Transaction Fee Update:** Announced that there will no longer be a fee of twenty-five cents for paying your excise tax online. The Treasurer's Office has spoken to the bank and they have removed the charge.

Selectmen's Concerns. Selectman Athanas/Mentioned that some business owners on Church Street are complaining about cars parking in front of their building for a long period of time. He was wondering if the town should considering parking hour limitations. Town Manager Kozak will talk with Walter Warchol, Police Chief to see if the business owners can talk with their employees about parking elsewhere. If it's not their employee's then we'll discuss how to handle at a future meeting. **Selectman Marzec/Asked** for a representative from the Whitinsville Water Company to attend a future Board of Selectmen's Meeting to discuss the water issues in their neighborhood; such as hardness & pressure. **Selectman Ampagoomian 1)** Received complaints regarding the chlorine smell in the water and would like to know what chemicals they are using in their system. **2)** Asked Town Manager Kozak about the old dump [landfill] and was wondering if they are still monitoring the wells. The Company was suppose to present a report each year to the Town and is wondering why they haven't received one. Mr. Ampagoomian also noted that there is a 30-year maintenance lease on that property and he hasn't seen them mow the lawn or do anything over there. **3)** Congratulated the Knights of Columbus on a very well organized Psalm Sunday breakfast.

Executive Session. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 - To discuss the strategy with respect to collective bargaining --and not to reconvene in open session. Chairman Nolan then declared that an open meeting may have a

detrimental effect on the bargaining position of the body. Roll Call Vote: Mr. Ampagoomian/Yes; Mr. Marzec/Yes, Mr. Athanas/Yes and Mr. Nolan/Yes.

Meeting Adjourned: 8:35 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

March 25, 2013

Copy of Michael DeLuca's proclamation.

I. APPROVAL OF MINUTES

A. 1) Copy of February 25, 2013 minutes.

II. PUBLIC HEARING:

None

III. APPOINTMENTS/By the Town Manager:

B. 1) Copy of Acceptance of Nomination of Inspector of Animals. **2)** Copy of Board of Health memorandum nominating Rochelle Thomson. **3)** Copy of Rochelle Thomson's resume.

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS

C. Alternatives 28th Annual Valley Friendship Tour, Saturday, June 1, 2013 – **1)** Copy of letter requesting permission to hang a banner over Church Street; **2)** Copy of letter requesting to close down Douglas Road; **3)** Copy of emails from James Shuris, DPW Director and Walter Warchol, Police Chief with their response to the event.

D. St. Patrick's Church/Copy of letter requesting permission to hang a banner over Church Street to advertise their Annual Fall Festival on Saturday, September 21, 2013.

E. ASJ28 Inc. d/b/a Hong Kong Café [John NG] - **1)** Copy of Application. **2)** Copy of license. **3)** Copy of routing slips from Department Heads. **4)** Copy of affidavit. **5)** Copy of design plan.

F. John Guenette d/b/a Prime Time Limo **1)** Copy of Application for a Livery License. **2)** Copy of license. **3)** Copy of affidavit. **4)** Copy of license routing slips from Department Head's. **5)** Copy of business certificate.

G. Gilmore Drive Inter-Municipal Agreement (Northbridge/Sutton)

H. Street Acceptances: **1)** Vote to lay out the alteration and extension of Ash Street as a public way; **2)** Vote to lay out a portion of Gilmore Drive

I. Spring Annual Town Meeting [May 7, 2013]/Vote position on Article 23 -Temporary Moratorium-Medical Marijuana Treatment Centers

J. Open Space & Recreation Plan Committee/Vote to establish adhoc committee

K. Sutton Street Reconstruction Project/Order of Taking – Removed from agenda

VI. DISCUSSIONS

L. State Reclamation and Mosquito Control Board/District Budget Request

M. Blackstone Valley Vocational Technical School/ New Capital Project Proposal

N. DPW Facility – No documentation.

O. Road Repair & Maintenance Program Update – No documentation.

VII. TOWN MANAGER'S REPORT

P. 1) Legislative Breakfast – No documentation

2) Regional Stormwater Meeting – No documentation

3) Solar Committee Update – No documentation

4) Ross Rajotte Bridge Update – 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
April 08, 2013**

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. Ampagoomian, Athanas, Melia and Marzec. **Also Present:** Theodore D. Kozak, Town Manager.

The Pledge of Allegiance was recited by those present.

Approval of Minutes. March 11, 2013 – A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the March 11, 2013 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Marzec and Melia. Abstain/Messrs. Athanas and Nolan. **March 25, 2013** – A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the March 25, 2013 minutes as presented with the readings omitted. Vote yes/Messrs. Athanas, Marzec, Nolan and Ampagoomian. Abstain/Mr. Melia. **March 25, 2013 [Executive Session]** – A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve but not release the March 25, 2013 minutes as presented with the readings omitted. Vote yes/Messrs. Athanas, Marzec, Nolan and Ampagoomian. Abstain/Mr. Melia.

Appointments/By the Selectmen. Annual Reappointment. Sandy Ovian, Board of Registrars [Democrat Designee]. A motion/Mr. Ampagoomian, seconded/Mr. Melia to reappoint Sandra Ovian as a Democratic Representative to the Board of Registrars. Vote Yes/Unanimous.

Citizens' Comments/Input. Ralph Andonian, 27 Haringa Ave, Whitinsville – Naming of bridge. Mr. Andonian advised the Board of Selectmen that Lance/Corporal Thomas S. Perron was killed in Beirut, Lebanon on Sunday, October 23, 1983. A monument was established for Mr. Perron at the intersection of Douglas Road and Fletcher Street but has since been moved because of the replacing of the bridge over the Mumford River. The monument now resides at the corner of Main Street and he feels this is not enough for him. Mr. Andonian mentioned that he has received permission from Representative George Peterson, Senator Richard Moore and the Department of Transportation to dedicate/name the bridge after Lance/Corporal Thomas S. Perron. That being said, he apologized to the Selectmen for not including them and is looking for their support and approval. Selectman Ampagoomian suggested moving this item to decision for approval and then turn it over to the Trustees of Soldiers' Memorials for them to coordinate all the paperwork and timeline for the dedication of the bridge. A motion/Mr. Marzec, seconded/Mr. Athanas to move this item "Naming of bridge" 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 name the bridge over the Mumford River after Lance/Corporal Thomas S. Perron. Vote yes/Unanimous.

Police Contract/Vote to ratify contract. Town Manager Kozak mentioned that after lengthy negotiations with the Police Union a contract has been finalized and Town Counsel recommended the Board of Selectmen ratify their contract. Town Manager Kozak mentioned the contract runs from July 1, 2010 through June 30, 2013, Cost of Living Raise for FY 11 – 4.5%, FY 12 - 0%, FY 13 – 1% and terms include a strong drug & alcohol policy to be put in place for all police officers, including random testing of officers. He also mentioned that language recognizing civilian dispatchers in the Police Department to take over the dispatcher's responsibilities now being performed by the Fire Department personnel. A motion/Mr. Ampagoomian, seconded/Mr. Melia to ratify the Police contract as recommended by Town Counsel. Vote yes/Unanimous.

Spring Annual Town Meeting Warrant [May 7, 2013]/Vote position on warrant articles. Present: Salvatore D'Amato, Chairman of the Finance Committee. Chairman Nolan provided a brief synopsis for each article. **ARTICLE 1: (Board of Selectmen)** To see if the Town will vote to raise and

appropriate and/or transfer from the unexpended appropriated funds of one of the departments of the Town the following sums of money and authorize the payment of prior year bills: or take any other action relative thereto. Town Manager Kozak mentioned there are no bills from a prior year and asked the Finance Committee and Board of Selectmen to pass over Article 1. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to pass over Article 1. Vote yes/Unanimous. The Finance Committee voted to pass over Article 1. **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), and under Article 2 of the 2012 Fall Session of the Annual Town Meeting (October 23, 2012), appropriations and transfers under the Omnibus Budget Article; or take any other action relative thereto. Town Manager Kozak mentioned that Article 2 are budgets transfers and stated that the Police Department has a large transfer because of the police contract that was recently settled. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to support Article 2. Vote yes/Unanimous. The Finance Committee voted to support Article 2. **ARTICLE 3: (Finance Committee)** To see if the Town will vote to raise and appropriate and/or transfer from available funds in the Treasury and/or transfer from the Health Insurance Stabilization Fund such sums of money not to exceed \$38,124,337 to defray the necessary and usual expenses of the several departments of the Town for FY 2014, beginning July 1, 2013 and ending June 30, 2014; or take any other action relative thereto. Town Manager Kozak provided an overview of the balanced budget but mentioned that if the Governor's budget isn't approved this article may need to be revisited. Mr. D'Amato provided a copy of an operational and appropriation budget history of the Northbridge School Department and a copy of the projected FY 14 School Department budget. He then explained that the School Department and Municipality will be facing a deficit in Fiscal Year 15 based on their current level of spending and services required and needed (a copy of the handout can be found in the Town Manager's office). Mr. D'Amato announced that the Finance Committee voted unanimously to support and not exceed the amount of \$38,124, 337.00. Town Manager Kozak advised that the total budget is \$38,107,153.00. A motion/Mr. Marzec, seconded/Mr. Melia to support Article 3. Vote yes/Unanimous. The Finance Committee voted unanimously to support but not exceed the amount of \$38,124,337.00 for Article 3. **ARTICLE 4: (Board of Selectmen)** To see if the Town will vote to raise and appropriate and/or transfer from the Retained Earnings Account of the Sewer Enterprise Fund a sum of money [\$1,832,961.00] to operate the Sewer Enterprise Operation of the Department of Public Works for FY 2014; or take any other action relative thereto. A motion/Mr. Ampagoomian, seconded/Mr. Melia to support Article 4. Vote yes/Unanimous. The Finance Committee voted to support Article 4. **ARTICLE 5: (Board of Selectmen)** To see if the Town will vote to raise and appropriate and/or transfer from the Retained Earnings Account of the Water Enterprise Fund a sum of money [\$1,545,620.00] to operate the Water Enterprise Operation of the Department of Public Works for FY 2014; or take any other action relative thereto. A motion/Mr. Marzec, seconded/Mr. Athanas to support Article 5. Vote yes/Unanimous. The Finance Committee voted to support Article 5. **ARTICLE 6: (Board of Selectmen)** To see if the Town will vote to appropriate a sum of money and such additional funds as may become available from the Commonwealth's Department of Transportation, Chapter 90 Bond Issue proceeds, to be used by the Department of Public Works for the repair and maintenance of Town roads in conformance with MGL and further to see if the Town will vote to meet said appropriation by borrowing and to authorize the Treasurer/Collector, with approval of the Board of Selectmen, to issue bonds or notes of the Town therefor in anticipation of the receipt of said State Aid; or take any other action relative thereto. A motion/Mr. Marzec, seconded/Mr. Athanas to support Article 6. Vote yes/Unanimous. The Finance Committee voted to support Article 6. **ARTICLE 7: (Board of Selectmen)** To see if the Town will vote to authorize the Treasurer/Collector to enter into a compensating balance agreement or agreements for FY 2014, pursuant to Chapter 44, Section 53F of the M.G.L.; or take any other action relative thereto. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to support Article 7. Vote yes/Unanimous. The Finance Committee voted to support Article 7. **ARTICLE 8: (Playground & Recreation Commission)** To see if the Town will vote to reauthorize a revolving account pursuant to M.G.L. Chapter 44, Section 53E 1/2 for the Playground & Recreation Commission, to credit to such account any grants, donations, program user fees and fund raising proceeds received by said Commission

and to authorize said Commission to expend from such account amounts required to maintain the Town's playgrounds and recreation fields, to make improvements thereto and to purchase, lease or rent equipment and support facilities for programs and activities taking place thereon provided, however, that the total amount which may be expended from the account in FY 2014 is \$20,000; or take any other action relative thereto. A motion/Mr. Melia, seconded/Mr. Marzec to support Article 8. Vote yes/Unanimous. The Finance Committee voted to support Article 8. **ARTICLE 9: (Board of Assessors)** To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury a sum of money not to exceed \$16,050 for a Triennial Revaluation analysis of Personal Property of the Town of Northbridge in accordance with Massachusetts General Laws Chapter 40 section 56 and Chapter 58 sections 1, 1A, and 3; or take any other action relative thereto. A motion/Mr. Melia, seconded/Mr. Ampagoomian to support Article 9. Vote yes/Unanimous. The Finance Committee voted to support Article 9. **ARTICLE 10: (Board of Selectmen)** To see if the Town will vote to raise and appropriate and/or transfer from available funds in the Treasury a sum of money for the purpose of financing the purchase of a Medium Duty Dump Truck with Swap Body, Plow and Accessories for use by the Highway Division of the Department of Public Works; and to determine whether such appropriation shall be subject to a capital outlay expenditure exclusion under Proposition 2½, so-called; or take any other action relative thereto. A motion/Mr. Marzec, seconded/Mr. Athanas to support Article 10. Vote yes/Unanimous. The Finance Committee voted to support Article 10. **ARTICLE 11: (Board of Selectmen)** To see if the Town will vote to raise and appropriate and/or transfer from available funds in the Treasury a sum of money for the purpose of financing the purchase of a Back Hoe (JD 410 or equal) and Accessories for use by the Highway Division of the Department of Public Works; and to determine whether such appropriation shall be subject to a capital outlay expenditure exclusion under Proposition 2½, so-called; or take any other action relative thereto. A motion/Mr. Ampagoomian, seconded/Mr. Melia to support Article 11. Vote yes/Unanimous. The Finance Committee voted to support Article 11. **ARTICLE 12: (Board of Selectmen)** To see if the Town will vote to raise and appropriate and/or transfer from available funds in the Treasury the sum of \$80,000.00 (EIGHTY THOUSAND AND 00/100 DOLLARS) for the purpose of financing the purchase of a bucket truck and accessories and equipment for use by the Fire Department; and to determine whether such appropriation shall be subject to a capital outlay expenditure exclusion under Proposition 2½, so-called; or take any other action relative thereto. A motion/Mr. Melia, seconded/Mr. Athanas to support Article 12. Vote yes/Unanimous. The Finance Committee voted to support Article 12. **ARTICLE 13: (Building, Planning & Construction Committee)** To see if the Town will vote to raise and appropriate and/or transfer from available funds in the Treasury and/or transfer from the Stabilization Fund a sum of money to fund a project for the repair of the concrete apparatus floor abutments at the Rockdale Fire Station, and all costs related thereto; 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 support Article 13, but not to exceed \$32,000.00. Vote yes/Unanimous. The Finance Committee voted to support Article 13 but not to exceed \$32,000.00. **ARTICLE 14: (School Committee)** To see if the Town will vote to transfer from the Stabilization Fund a sum of money [\$8,793.00] for the purpose of repairing the gymnasium floor at the W. Edward Balmer School, said sum to be expended under the direction of the School Committee and/or the Building, Planning, and Construction Committee; or take any other action relative thereto. A motion/Mr. Melia, seconded/Mr. Athanas to support Article 14. Vote yes/Unanimous. The Finance Committee voted to support Article 14. **ARTICLE 15: (School Committee)** To see if the Town will vote to transfer from the Stabilization Fund a sum of money [\$35,950.00] for the purpose of installing approximately 25,000 square feet of sod at Lasell Field, said sum to be expended under the direction of the School Committee and/or the Building, Planning, and Construction Committee; or take any other action relative thereto. A motion/Mr. Athanas, seconded/Mr. Melia to support Article 15. Vote yes/Unanimous. The Finance Committee voted to support Article 15. **ARTICLE 16: (School Committee)** To see if the Town will vote to raise and appropriate a sum of money [\$250,000.00] to purchase and install safety and security items for the Northbridge Elementary School, W. E. Balmer School, Northbridge Middle School, and Northbridge High School, including door hardware, key card

security locks, security cameras, and security window film, said sum be expended under the direction of the School Committee, contingent upon the passage of a capital outlay expenditure exclusion under the provisions of Proposition 2½ so called, MGL Chapter 59, Section 21C (i½), for FY 14 (July 1, 2013 to June 30, 2014); or take any other action relative thereto. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to support Article 16 but not exceed \$250,000.00. Vote yes/Unanimous. The Finance Committee voted to support Article 16. **ARTICLE 17: (School Committee) Town Manager Kozak announced that he received a letter from the Chairman of the School Committee to remove Article 17 & 18.** To see if the Town will vote to raise and appropriate, and/or transfer from the FY 13 Omnibus Budget, and/or transfer from the unexpended undesignated fund balance (free cash), and/or transfer from the Stabilization Fund a sum of money to purchase and install safety and security items for the Northbridge Elementary School, W. E. Balmer School, Northbridge Middle School, and Northbridge High School, including door hardware, key card security locks, security cameras, and security window film, said funds to be expended under the direction of the School Committee; or take any other action relative thereto. A motion/Mr. Ampagoomian, seconded/Mr. Melia to remove Article 17, upon request of the School Committee. Vote yes/Unanimous. The Finance Committee voted to pass over Article 17. **ARTICLE 18: (School Committee)** To see if the Town will vote to raise and appropriate a sum of money to purchase a replacement Ford F550 DRW Cab/Chassis, said sum to be expended under the direction of the School Committee, contingent upon the passage of a capital outlay expenditure exclusion under the provisions of Proposition 2 ½ so called, MGL Chapter 59, Section 21C (i½), for FY 14 (July 1, 2013 to June 30, 2014); or take any other action relative thereto. A motion/Mr. Ampagoomian, seconded/Mr. Melia to remove Article 18, upon request of the School Committee. Vote yes/Unanimous. The Finance Committee voted to pass over Article 18. **ARTICLE 19: (School Committee)** To see if the Town will vote to raise and appropriate, and/or transfer from the FY 13 Omnibus Budget, and/or transfer from the unexpended undesignated fund balance (free cash), and/or transfer from the Stabilization Fund a sum of money [\$69,710.00] for the purpose of purchasing a Ford 550 DRW Cab/Chassis, said sum to be expended under the direction of the School Committee; or take any other action relative thereto. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to support Article 19. Vote yes/Unanimous. The Finance Committee voted to support Article 19. **ARTICLE 20: (Building, Planning & Construction Committee)** 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 Chapter 90 proceeds, a sum of money [\$40,000.00], to be expended by 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, as authorized by the vote under Article 5 of the October 23, 2012 Fall Annual Town Meeting, the easement parcels being shown on plans on file in the Office of the Town Clerk, including a plan entitled “The Preliminary Right-of-Way Plans for Sutton Street in the Town of Northbridge”, Revision #2 dated 8/24/12; or take any other action relative thereto. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to support Article 20. Vote yes/Unanimous. The Finance Committee voted to support Article 20. **ARTICLE 21: (Building, Planning & Construction Committee)** To see if the Town will vote to transfer the unexpended balance of the amount appropriated under Article 22 of the 2012 May Annual Town Meeting for the purpose of engineering and architectural services for any Town owned buildings and facilities, said sum [\$97,500.00] 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. Marzec to support Article 21. Vote yes/Unanimous. The Finance Committee voted to support Article 21. **ARTICLE 22: (Board of Selectmen)** To see if the Town will vote to accept G.L. c. 59, Section 5N, authorizing the Board of Selectmen to establish a program to allow Veterans who qualify for participation to volunteer to provide services to the Town in exchange for a reduction in the real property tax obligations of that veteran on the veteran’s tax bills, in addition to any exemption or abatement to which that person is otherwise entitled, not to exceed \$1,000.00 and credit for such participation not to exceed the current minimum wage of the Commonwealth per hour for the services provided; and further to see if the Town will vote to adjust the exemption by 1) allowing an approved representative for persons physically unable to provide such

services to the Town; or 2) allowing the maximum reduction of the real property tax bill to be based on 125 volunteer service hours in a given year; rather than \$1,000.00; or take any other action relative thereto. Town Manager Kozak recommended beginning the program with ten people. A motion/Mr. Melia, seconded/Mr. Athanas to support Article 22. Vote yes/Unanimous. The Finance Committee voted to support Article 22, with a cap of ten people, per Town Manager Kozak. **ARTICLE 23: (Board of Selectmen)** To see if the Town will vote to amend the Zoning Bylaw by adding a new section 173-18.4, **Temporary Moratorium on Medical Marijuana Treatment Centers**, in **Article V - Use Regulations**, as follows: **§ 173-18.4 Temporary Moratorium on Medical Marijuana Treatment Centers** [Added 05-07-2013 ATM, Art. 23] A. Authority and purpose. (1) By vote at the State election on November 6, 2012, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for medical purposes. The law provides that it is effective on January 1, 2013 and the State Department of Public Health is required to issue regulations regarding implementation within 120 days of the law's effective date. Currently under the Zoning Bylaw, a Medical Marijuana Treatment Center is not a permitted use in the Town of Northbridge and any regulations promulgated by the State Department of Public Health are expected to provide guidance to the Town in regulating medical marijuana, including Medical Marijuana Treatment Centers. (2) The regulation of medical marijuana raises novel and complex legal, planning, and public safety issues and the Town needs time to study and consider the regulation of Medical Marijuana Treatment Centers and address such novel and complex issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of medical marijuana treatment centers and other uses related to the regulation of medical marijuana. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Medical Marijuana Treatment Centers so as to allow the Town sufficient time to engage in a planning process to address the effects of such structures and uses in the Town and to enact bylaws in a manner consistent with sound land use planning goals and objectives. B. Definition. (1) "Medical Marijuana Treatment Center" shall mean a "not-for-profit entity, as defined by Massachusetts law only, registered by the Department of Public Health, that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers." C. Temporary Moratorium. (1) For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a Medical Marijuana Treatment Center. The moratorium shall be in effect through June 30, 2014. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of medical marijuana in the Town, consider the Department of Public Health regulations Regarding Medical Marijuana Treatment Facilities and related uses, and shall consider adopting new Zoning Bylaws to address the impact and operation of Medical Marijuana Treatment Centers and related uses; Or take any other action relative thereto. A motion/Mr. Marzec, seconded/Mr. Athanas to support Article 23. Vote yes/Unanimous. The Finance Committee voted to support Article 23. **ARTICLE 24: (Blackstone Valley Regional Vocational School)** To see if the Town will vote to approve the \$2,900,000 (TWO MILLION NINE HUNDRED THOUSAND AND 00/100 DOLLARS) debt authorized by vote of the Blackstone Valley Regional Vocational School District on March 7, 2013 to pay costs of renovating and reconfiguring the District High School, including the payment of all other costs incidental and related thereto, and to determine whether such approval shall be contingent upon a vote at an election to exclude the costs of the Town's share of such debt from the limitations of Proposition 2½, so-called; or take any other action relative thereto. Town Manager Kozak mentioned that this article was submitted right before the warrant closed and it would allow the vocational school to increase its program to have students that might otherwise go to Norfolk Agriculture attend Blackstone Valley Vocational. Town Manager Kozak advised that because the surrounding communities didn't have enough time to absorb the information they asked the vocational school to hold off until a future Town Meeting. A motion/Mr. Melia, seconded/Mr. Athanas to remove Article 24. Vote yes/Unanimous. The Finance Committee voted not to support

Article 24. **ARTICLE 25: (Planning Board)** To see if the Town will vote to accept as a public way, Gilmore Drive [South Sutton Commerce Park] as heretofore laid out by the Board of Selectmen, a copy of which layout is on file with the Town Clerk, and further authorize the Board of Selectmen, in the name and behalf of the Town, to acquire by gift, purchase or eminent domain easements in said way for the purposes for which public ways are used in the Town, and to acquire certain utility, maintenance or related easements in connection therewith; or take any other action relative thereto. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to support Article 25. Vote yes/Unanimous. The Finance Committee voted to support Article 25. **ARTICLE 26: (Petition)** To see if the Town will vote to accept as a public way, the alteration and extension of Ash Street [portion to be discontinued] as heretofore laid out by the Board of Selectmen, a copy of which layout is on file with the Town Clerk, and further authorize the Board of Selectmen, in the name and behalf of the Town, to acquire by gift, purchase or eminent domain easements in said way for the purposes for which public ways are used in the Town, including an associated drainage easement; or take any other action relative thereto. A motion/Mr. Melia, seconded/Mr. Ampagoomian to support Article 26. Vote yes/Unanimous. The Finance Committee voted to support Article 26. **ARTICLE 27: (Petition)** To see if the Town will vote to raise and appropriate by means of a capital expenditure, the sum of Fifty Thousand Dollars for the repair and restructure of both the baseball diamond and the softball diamond located at Lasell Field in order to bring both diamonds into safe playable facilities for the youth of this community; said funds to be expended under the direction of the maintenance director of the Northbridge Public School system; or take any other action relative thereto. Town Manager Kozak advised that there is no money to appropriate for this article and suggested to the petitioners that they hold off until a future meeting. A motion/Mr. Marzec, seconded/Mr. Athanas to pass over Article 27. Vote yes/Unanimous. The Finance Committee voted to pass over Article 27.

Spring Annual Town Meeting/Vote to sign the warrant. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to sign the May 7, 2013 Spring Annual Town Meeting Warrant. Vote yes/Unanimous.

Ballot Questions/Vote to place ballot questions on the Annual Town Election Warrant. Town Manager Kozak provided the Board with 6 possible ballot questions: **QUESTION 1:** Shall the Town of Northbridge be allowed to assess an additional \$179,034 in real estate and personal property taxes for the purpose of financing the purchase of a Medium Duty Dump Truck with Swap Body, Plow and Accessories for use by the Department of Public Works Highway Division, for the fiscal year beginning July 1, 2013? **QUESTION 2:** Shall the Town of Northbridge be allowed to assess an additional \$114,000 in real estate and personal property taxes for the purpose of financing the purchase of a Back Hoe (JD 410 or equal) and Accessories for use by the Department of Public Works Highway Division, for the fiscal year beginning July 1, 2013? **QUESTION 3:** Shall the Town of Northbridge be allowed to assess an additional \$80,000 in real estate and personal property taxes for the purpose of financing the purchase of a bucket truck and accessories and equipment for use by the Fire Department, for the fiscal year beginning July 1, 2013? **QUESTION 4:** Shall the Town of Northbridge be allowed to assess an additional \$250,000 in real estate and personal property taxes for the purpose of financing the purchase and installation of safety and security items for the Northbridge Elementary School, W. E. Balmer School, Northbridge Middle School, and Northbridge High School, including door hardware, key card security locks, security cameras, and security window film, for the fiscal year beginning July 1, 2013? **QUESTION 5:** Shall the Town of Northbridge be allowed to assess an additional \$373,034 in real estate and personal property taxes for the purposes of financing the purchases of a bucket truck and accessories and equipment for use by the Fire Department; a Medium Duty Dump Truck with Swap Body, Plow and Accessories and a Back Hoe (JD 410 or equal) and Accessories for use by the Department of Public Works Highway Division, for the fiscal year beginning July 1, 2013? Town Manager Kozak recommended the all-in-one ballot question which included everything. **QUESTION 6:** Shall the Town of Northbridge be allowed to assess an additional \$623,034 in real estate and personal property taxes for the purposes of financing the purchases of a bucket truck and accessories and equipment for use by the Fire Department; a Medium Duty Dump Truck with Swap Body, Plow and Accessories and a Back Hoe

(JD 410 or equal) and Accessories for use by the Department of Public Works Highway Division; and the installation of safety and security items for the Northbridge Elementary School, W. E. Balmer School, Northbridge Middle School, and Northbridge High School, including door hardware, key card security locks, security cameras, and security window film, for the fiscal year beginning July 1, 2013? A motion/Mr. Ampagoomian, seconded/Mr. Melia to place ballot question #6, a capital overlay exclusion on the Annual Town Election Warrant. Vote yes/Unanimous.

Special State Primary. A motion/Mr. Marzec, seconded/Mr. Melia to sign the election warrant for the Special State Primary [April 30, 2013]. Vote yes/Unanimous.

CORI Policy. Town Manager Kozak explained that the State has a new Model CORI policy for the town's to adopt and is fairly similar to what the Town of Northbridge already has in place. He advised one of the changes is that if a new CORI check is to be made on a subject within a year of his/her signing of the CORI Acknowledgement Form, the subject shall be given seventy-two hours notice that a new CORI check will be conducted. He also noted that the Town of Northbridge must maintain and keep a current list of each individual authorized to have access to, or view, CORI. He then mentioned that Sharon Susienka handles the CORI work for the Town, the School Department handles their own, and Walter Warchol, Chief of Police handles the Police Department. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to move the CORI Policy out of Discussions and into Decisions for a vote. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Nolan/Yes, Mr. Ampagoomian/Yes, and Mr. Melia/Yes. A motion/Mr. Marzec, seconded/Mr. Melia to adopt the CORI Policy with the revisions as written. Vote yes/Unanimous.

Whitinsville Water Company [Randy Swigor, Manager]. **Postponed until next Selectmen's Meeting 4/22/13.**

Whitin Community Center [Denis Latour]. Mr. Latour announced that this year is the 90th birthday for the Whitin Community Center and then stated that there will be a lot of events and projects going on this year. He mentioned that he has discussed with the Whitin Community Center installing two handicap bathrooms next to the tennis shack. He stated that this is his summer goal. He then mentioned that over 100 years ago, the Whitin family started building a sewer system for Northbridge that is still in use today. Part of this system is still in the park and was probably the abandoned connection to the Whitin Home. Mr. Latour explained that the connection has been inspected and certified by the Northbridge Sewer Department for their use. He then stated that by installing two bathrooms it would require a commercial permit, which would cost around \$9200.00 to \$9300.00. With that being said, he is asking the Board of Selectmen to waive the fee or a substantial reduction to the fee. James Shuris, DPW Director, agreed with Mr. Latour and advised the board that the cost is \$9240.00 and then stated that the town would be generating income as the system is being used year after year. Selectman Athanas thanked Mr. Latour for all his generosity and explained that the Whitin Community Center does a lot for the town and suggested the Board of Selectmen waive the fee. Selectman Marzec concurred with Selectman Athanas. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to move this item out of discussions and into decisions. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Nolan/Yes, Mr. Ampagoomian/Yes, and Mr. Melia/Yes. A motion/Mr. Athanas, seconded/Mr. Marzec to waive the sewer hook-up fees related to the construction of two (2) handicapped toilets near the tennis courts at the Whitin Community Center, contingent upon it costing the town no money. Vote yes/Unanimous.

Regional Stormwater Agreement. Town Manager Kozak announced that he and James Shuris, DPW Director attended a regional meeting on a stormwater grant that the town received. The Elite Community Spencer has prepared an agreement and Town Manager Kozak would like the Board to vote on it at their next Selectmen's Meeting. This agreement is to help share the cost of the unfunded grant portion. They applied for \$200,000.00 for about 30 communities and the state only funded \$115,000.00, which

\$2,300.00 will be appropriated to each community. Town Manager Kozak mentioned that at their next meeting he will ask the Board to support this agreement.

Town Manager's Report/1) Worcester Regional Transit Authority: Announced there will be a public hearing at the Town Hall on April 25, 2013, at 7:00 P.M. to discuss the proposed bus routes in town. The public is encouraged to attend. **2) Transportation Bond Bill:** Received correspondence from Timothy Murray, Lieutenant Governor, of the pending transportation bond bill that will increase Chapter 90 funding to \$300 million dollars, which is a third higher than last year's amount. **3) Town Hall Project:** Mr. Gary Bechtholdt, Town Planner, and I had the opportunity to visit the facility that is reconstructing the Town Hall windows. Work is progressing as scheduled. **4) St. Patrick's Annual Fall Festival to be held on Saturday, September 14, 2013:** Announced the date of the Annual Fall Festival is a correction from the previous announcement made at the last Selectmen's meeting. The correct date of the event is September 14, 2013.

Selectmen's Concerns. Selectman Athanas/Asked if the bids have gone out for the Sutton Street Project and Mr. Shuris replied that one of the pre-requisites before they can go out to bid is that they need all the right-of-ways signed and sealed. He then mentioned they are still waiting for about 20 more residents. **Selectman Marzec 1)** Asked James Shuris, DPW Director about the snow and ice budget and Mr. Shuris responded there have been 24 snow events, 87 total inches of snow, and spent about \$490,000.00. **2)** Asked when street sweeping would be taking place and Mr. Shuris replied it is already going on and that all the streets will be done before Memorial Day. **3)** Swift Road – Asked Town Manager Kozak if NStar would be installing gas lines on this road. Town Manager Kozak mentioned that he would look into the status of this. **4)** Sent his condolences to Wayne Plante's family on his recent passing. **Selectman Ampagoomian 1)** Asked Town Manager Kozak how the new Whitinsville Water Treatment plant facility was working out and Town Manager Kozak replied that the upgrade to the facility is almost completed. **2)** Asked Mr. Shuris to look into the Crosswalk Sign at Ovia Square; light pole by Highland Farms; and the traffic signals at Memorial Square. **3)** Asked Selectman Marzec about Memorial Day and Selectman Marzec replied that he needs to have a discussion with William Audette but will advise the Board once he gathers more information. **4)** Asked Walter Warchol, Chief of Police if there is a plan in place should a crisis hit the Town of Northbridge. Chief Warchol mentioned that there is an emergency protocol should a special occurrence happen, but right now they are mainly focusing on a new protocol for an enhanced lockdown procedure to install in the fall.

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

Meeting Adjourned: 9:02 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

April 08, 2013

I. APPROVAL OF MINUTES

A. 1) Copy of March 11, 2013 minutes. **2)** Copy of March 25, 2013 minutes. **3)** Copy of March 25, 2013 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen]

II. PUBLIC HEARING:

None

III. APPOINTMENTS/By the Board of Selectmen:

B. Annual Reappointment: Sandy Ovia – **No documentation.**

IV. CITIZENS' COMMENTS/INPUT

C. Ralph Andonian, 27 Haringa Ave, Whitinsville – Copy of request to name the bridge over the Mumford River – United State Marine L/CPL Thomas S. Perron.

V. DECISIONS

D. Police Contract - Copy of Police Contract Overview

E. Spring Annual Town Meeting Warrant [May 7, 2013] – **1)** Copy of warrant articles. **2)** Copy of the Board of Selectmen and Finance Committee's position on each warrant articles. **3)** Copy of Article 2 – Budget Transfers. **4)** Copy of Article 3 Budget Requests. **5)** Copy of Article 4. **6)** Copy of memo dated April 3, 2013, from the Northbridge School Committee regarding warrant article submission for 17 and 18. **7)** Copy of letter dated April 8, 2013, from the Blackstone Valley Vocational Regional School District regarding Article 24. **8)** Copy of the Northbridge School Department Operational and Appropriation Budget History. **9)** Copy of Finance Committee Review/School Department Budget FY 2014.

F. Spring Annual Town Meeting [May 7, 2013] - Copy of warrant articles signed the Board of Selectmen.

G. Ballot Questions – **1)** Copy of ballot questions for the Town Election, May 21, 2013. **2)** Copy of possible ballot questions.

H. Special State Primary Warrant – Copy of signed warrant for the Special State Primary.

VI. DISCUSSIONS

I. CORI Policy – Copy of CORI Policy Requirement.

J. Whitinsville Water Company/ Water Quality – Postponed, No documentation.

K. Whittin Community Center/ Sewer Hook-up Fees – **1)** Copy of letter to the Board of Selectmen. **2)** Copy of map.

L. Regional Stormwater Agreement – No documentation.

VII. TOWN MANAGER'S REPORT

M. 1) Worcester Regional Transit Authority –Public hearing on April 25, 2013 – **No documentation.**

2) Transportation Bond Bill – **Copy of letter from the Commonwealth of Mass. Office of the Governor.**

3) Town Hall Project – Copy of summary for the Northbridge Memorial Town Hall/Restoration Project.

4) St. Patrick's Annual Fall Festival to be held on Saturday, September 14, 2013 – 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
April 22, 2013**

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. Ampagoomian, Athanas, Melia and Marzec. **Also Present:** Theodore D. Kozak, Town Manager.

The Pledge of Allegiance was recited by those present.

Approval of Minutes. None

Public Hearings. None

Appointments/Resignations. None

Citizens' Comments/Input. Alex Rogozenski, MRA Multisport, 123 Adams Circle #2, Northbridge, MA, mentioned that the YMCA, in Winchendon, is coordinating a multi-town benefit run for The One Fund Boston on Saturday, May 11, 2013 at 8:30 A.M. and advised the Board that his organization, MRA Multisport would organize the run for Northbridge as part of this effort. The benefit run is called "Boston Strong" and is 2.62 miles. He mentioned that there is a \$20 entry fee and if you pre-register you get a t-shirt. That said, all proceeds to benefit "The One Fund Boston". A copy of the route was provided to the Selectmen, Walter Warchol, Police Chief, Town Manager Kozak and James Shuris, DPW Director. A motion was made and seconded to approve Mr. Alex Rogozenski's request to hold the Boston Strong 2.62 Mile Benefit Run on Saturday, May 11, 2013, @ 8:30 A.M., subject to the safety requirements of the Northbridge Police Department.

Annual Town Election Warrant [May 21, 2013]. A motion was made and seconded to sign the Annual Town Election Warrant [May 21, 2013]. Vote yes/Unanimous.

Melinda Demers d/b/a Grafton Taxi. A motion was made and seconded to grant a Taxi License to Melinda Demers d/b/a Grafton Taxi. Vote yes/Unanimous.

Fairlawn Christian Reformed Church [Gil Kitchen, Ministry Team Coordinator]/Request to use the town-owned "Tot Lot" from Sunday, June 23rd through Thursday, June 27th, from 6:00 P.M. to 9:00 P.M. to conduct a SuperKids program. A motion was made and seconded to grant permission to Fairlawn Christian Reformed Church [Gil Kitchen, Ministry Team Coordinator] to use the town-owned "Tot Lot" from Sunday, June 23rd through Thursday, June 27th, from 6:00 PM to 9:00 PM to conduct an outreach program contingent upon the "Tot Lot" being cleaned up. Vote yes/Unanimous.

Annual License Renewals [Junk Dealers, Pool Tables, Bowling & Billiards]/Vote to approve subject to the payment of all monies due the Town. A motion was made and seconded to approve the annual license renewals [Junk Dealers-Remember When Antiques, Blings & Things and Chatsworth Antiques, Bowling and Billiards – Sparetime Recreation, Inc.] subject to the payment of all outstanding liens. Vote yes/Unanimous.

Whitin Garden Club [Stuart DeJong]/Requests permission to use Elsa Mason Conservation Trust Fund monies to clean up the community gardens. A motion was made and seconded to grant the Whitin Garden Club permission to use the Elsa Mason Conservation Trust Fund monies to buy some equipment for the purpose of cleaning up of the community gardens. Vote yes/Unanimous.

Sutton Street Reconstruction Project. A motion was made and seconded to approve the order of

taking for the Sutton Street Reconstruction Project. Vote yes/Unanimous.

Trash Options. Present: Irene Congdon, Central Mass. Municipal Assistance Coordinator. Ms. Congdon provided a handout to the Board of Selectmen on trash and how to enhance recycling in town. She explained that the state actually has a waste ban law that prohibits throwing away easily recyclable items such as paper, glass, metal and plastic containers, leaves and yard waste, and appliances, but many residents aren't even aware of the law, let alone abide by it. She mentioned that 26 percent of the state's trash is paper, which is quote the waste. She said one ton of paper recycled could save 17 trees, enough kilowatt energy to power the average home for six months, 7,000 gallons of water, 664 quarts of oil, and 3 cubic yards of landfill space. Other recyclable items tossed in the trash, organics, which could be composted, while textiles, such as stained clothing or used sneakers, make up another 5 percent. She mentioned that people are still throwing out a tremendous amount of things which can be recycled or reused. There's a lot of material being disposed of in the trash that still has life to it. Currently, Northbridge residents choose from a host of private trash hauling companies for their waste collection, disposal and recycling. The average cost to households is between \$300 and \$400 a year, and the town collectively spends more than \$1.7 million a year on these services. Ms. Congdon mentioned that the Town of Northbridge is one of the only local municipalities that offers residents a place to easily get rid of hard to manage recyclables like electronics and metal. That being said, she offered some other options that could further encourage better recycling practices in town as well as cost saving for citizens. The town could contract with a single hauler and have residents pay a flat rate, find a location for a transfer station, or select a preferred hauler that might offer residents a low rate. Ms. Congdon also told the Select Board about various grants the town could apply for through DEP to help with these efforts. A small-scale grant could help the town by funding something as small as flyers to educate the public about recycling, to event and compost bins. The town could also get an "assistance" grant that would allow it to get free help from the DEP in finding the best approaches for making Northbridge a bit greener in this sense. The Selectmen seemed interested in the idea of securing grants and of exploring the options, particularly the idea of a preferred hauler. Selectman Athanas said it might be a good idea to work with the DEP to come up with a draft bid for a preferred hauler "with no strings attached" so that if they weren't pleased, they could scrap the plan. Selectman Marzec noted by saying that the town has at least six different trash haulers that are picking up almost every day and it might be time the town start limiting the number of trash haulers in town. He then stated that if we can get a better value and encourage recycling in the process, it's a win-win. Town Manager Kozak advised that he would work with the Board of Health in processing the application before the deadline.

Charter Communications/Cable License Renewal. Present: Harry Berkowitz, Chairman of the Cable Advisory Committee. Mr. Berkowitz mentioned that he and his committee went through the contract line for line and made some minor administrative changes. He then announced that the committee chose a ten-year contract instead of a five-year contract because they are not sure what will happen with cable in the future but this way the town is locked in. Mr. Berkowitz mentioned the reason for not looking at another provider is because Charter owns the entire infrastructure and if another cable company comes in they would have to wire the entire town, which would be costly. Town Manager Kozak recommended the ten-year contract along with Town Counsel. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to move the Cable License Renewal 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. Melia to renew the Cable Television License for a ten-year term. Vote yes/Unanimous.

Whitinsville Water Company/Water Quality. Present: Randy Swigor, Manager. Mr. Swigor announced that the Whitinsville Water Company is experiencing a great loss. Mr. Wayne Plant, their Operations Manager, lost his battle to cancer at age 55. Mr. Swigor also mentioned that Wayne's father worked for the water company for many years and Wayne was born and raised in Northbridge. Mr.

Swigor also announced that the Whitinsville Water Company has started their hydrant flushing and it runs about five weeks to flush both the Town of Northbridge and Whitinsville Water Company systems. He mentioned that a notice has been placed in the local newspapers, cable, town's website and the Whitinsville Water Company's website. He then stated that they will be using the Reverse 911 system and have placed signs in various areas of the town. Mr. Swigor mentioned that the Whitinsville Water Company has completed construction of the filter plant at the Whittin Well Field and noted that the DEP came out last Tuesday to conduct an inspection. As a result of the inspection, they need to have the O & M Manuals and a certification letter, from their consultant Tate and Howard, before they put the filter plan online. That being said, the filter plan should be online by tomorrow. Selectman Athanas asked how the water level is and Mr. Swigor responded that they are at 95% full. Selectman Marzec mentioned that there was a lack of communication with the Whitinsville Water Company and town when a water main break occurred on Carpenter Road and asked why the Reverse 911 wasn't used to notify residents. He also noted the water quality after the event. Mr. Swigor explained that there have been multiple water main breaks on the lower part of Carpenter Road and advised that there is now a short-term and long-term plan in place. This year, the short-term plan is to install an additional valve just south of Shannon, which will allow them to isolate this small section so everyone north of there like Samuel and Shannon Drive will still have water. The long-term plan is to do a Capital Improvement Study for a system-wide study for the entire town, not just Whitinsville Water. They will also provide the town with an assessment of their distribution system and the report. He then noted that in 2015 the Whitinsville Water Company plans to replace the entire water main in that area. Selectman Marzec asked if this could be coordinated with the town to hookup sewer. Town Manager Kozak mentioned they will look into this. Selectman Marzec mentioned that there has been a chlorine smell in their water and some days it's stronger than others. Mr. Swigor explained that the level of chlorine is miniscule and won't harm anyone. He then apologized for not notifying the residents of the water main break but going forward they will be using the Reverse 911 system to keep residents informed of a problem.

Town Manager's Report/1) History of Castle Hill Farm: Jack Crawford will do a presentation on the history of Castle Hill Farms on Monday, April 29, 2013, at 7 PM at the Whitinsville Christian School Library Media Center. **2) Memorial Day Announcement:** The American Legion Veterans will be holding a ceremony for Memorial Day at the American Legion in Rockdale on May 27, 2013, at 11:00 AM. The Northbridge High School Band will be there as well as student/guest speakers. Selectman Marzec announced that the Northbridge Veterans' Council will be holding a parade on May 27, 2013, at 10:00 A.M, beginning at the Pine Grove Cemetery and ending at the Memorial Town Common. **3) Worcester Regional Transit Authority:** Announced there will be a public hearing at the Town Hall on Thursday, April 25, 2013, at 7:00 P.M. to discuss the proposed bus routes in town. The public is encouraged to attend. **4) Central Mass. Regional Planning Commission/Manager's Meeting:** Attended Central Mass. Regional Planning Commission Manager's Meeting and the topics discussed were: new GIS program, update on M.O.R.E program, Homeland Security grant and new on-line shared information program. **5) Homeland Security Award:** The town received \$18,168.00 from Homeland Security to purchase supplies for our emergency management program. He announced that the committee is looking to purchase a trailer, generators, and supplies. **6) Town Manager's Evaluation:** The Town Manager notified the Board of his annual evaluation and asked the Board members to review goals and objectives for the past fiscal year and prepare new goals for the next fiscal year. He asked the Board of Selectmen to provide their input to the Chairman so he can review, compile and announce it at their next Selectmen's meeting.

Selectmen's Concerns. Selectman Melia 1) Offered his condolences to all the victims at the Boston Marathon tragedy and then congratulated the Law Enforcement for doing a great job in handling the situation. **Selectman Ampagoomian 1)** Asked Town Manager Kozak to have James Shuris, DPW Director, fix the potholes and road deterioration in town. **2)** Asked Town Manager Kozak if the Town was financially in a better state to be able to turn the street lights back on. Town Manager Kozak replied "no"

and then explained that the Safety Committee is responsible for determining what lights can be turned on or off in Town. **3)** Asked the status of the Walk/Don't Walk sign near Corner Pizza and Grill and the light pole that was knocked down near Highland Farms. Town Manager Kozak will look into this and get back to him. **4)** Asked if the Town Hall Annex fence has been taken down and Town Manager Kozak replied that the Historical Commission has suggested that it be taken down. He mentioned that it will be removed sometime this summer. **5)** Mentioned that the light signals at Memorial Square need to be revisited. **Selectman Marzec**/Mentioned that the Trustees of Soldiers' Memorials Committee never voted on the renaming of the Douglas Road Bridge and Mr. Harry Berkowitz replied that the naming of all bridges falls under the State legislature's jurisdiction.

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

Meeting Adjourned: 9:02 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

April 22, 2013

I. APPROVAL OF MINUTES

None.

II. PUBLIC HEARING:

None.

III. APPOINTMENTS/By the Board of Selectmen:

None.

IV. CITIZENS' COMMENTS/INPUT

Alex Rogozenski, MRA Multisport, 123 Adams Circle #2, Northbridge, MA – Copy of route for the Boston Strong 2.62 mile Benefit Run.

V. DECISIONS

A. Annual Town Election [May 21, 2013] – Copy of warrant

B. Melinda Demers d/b/a Grafton Taxi/Application for Livery License – 1) Copy of Taxi License; 2) Copy of Taxi Operator's License; 3) Copy of Application; 4) Copy of registration; 5) Copy of license routing slips.

C. Fairlawn Christian Reformed Church [Gil Kitchen, Ministry Team Coordinator]/Request to use the town-owned "Tot Lot" from Sunday, June 23rd through Thursday, June 27th, from 6:00 P.M. to 9:00 P.M. to conduct a SuperKids program – 1) Copy of letter requesting to use the "Tot Lot"; 2) Copy of DPW Response; 3) Copy of Chief of Police response.

D. Annual License Renewals [Junk Dealers, Pool Tables, Bowling & Billiards] – 1) Copy of memo to Kim Yargeau asking if the licensee's owe any monies to the Town; 2) Copy of licenses.

E. Whittin Garden Club [Stuart DeJong]/Requests permission to use Elsa Mason Conservation Trust Fund monies to clean up the community gardens – 1) Copy of Stuart DeJong's letter to the Chair of the Conservation Commission; 2) Copy of memo from Barbara Kinney; 3) Copy of letter from Neil Vaidya, Town Accountant.

F. Sutton Street Reconstruction Project- Copy of Order of Taking

VI. DISCUSSIONS

G. Trash Options/Present: Irene Congdon, Central Mass. Municipal Assistance Coordinator – 1) Copy of presentation;

H. Whitinsville Water Company/Water Quality – Present: Randy Swigor, Manager

I. Charter Communications /Cable License Renewal – Present: Harry Berkowitz, Chairman of the Cable Advisory Committee

VII. TOWN MANAGER'S REPORT

J. 1) History of Castle Hill Farm – Copy of presentation.

2) Memorial Day Announcement – Copy of email from American Legion.

3) Worcester Regional Transit Authority Announcement

4) Central Mass. Regional Planning Commission/Manager's Meeting

5) Homeland Security Award

6) Town Manager's Evaluation – 1) Copy of performance evaluation. 2) Copy of FY '13 Goals and Objectives

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
May 06, 2013**

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. Ampagoomian, Athanas, and Melia. **Also Present:** Theodore D. Kozak, Town Manager. Selectman Marzec will be arriving late to tonight's meeting.

The Pledge of Allegiance was recited by those present.

Approval of Minutes. None

Selectman Ampagoomian announced that on May 4, 2013 there was a major fire in Rockdale that destroyed two apartment houses. There were many families who lost a lot and that were displaced, however, thankfully there were no loss of lives. He personally thanked the American Red Cross for all their assistance to those families, he thanked all the Northbridge Fire Fighters for all their efforts in battling the fire, he thanked the Northbridge Police Department for their assistance, the State Fire Marshall's Office, and lastly, all the surrounding Fire Department's [Uxbridge, Douglas, Sutton, Upton, Grafton, Westborough, Holden, Paxton, Worcester, Millbury, Leicester, the canteen truck from Providence, RI, along with the instant command vehicle] who assisted Northbridge in battling this fire. Selectman Ampagoomian thanked the following businesses for their contribution and support during the fire: Dunkin Donuts, Laurieann's Restaurant, Domino's Pizza, McDonald's, Walmart, Cumberland Farms in Northbridge and Grafton, Luke's Pizza A-Z, and New England Pizza. He then thanked all the volunteers who responded and assisted with the fire: the resident's of Church Ave. and Beane's Lane, St. Peter's Parish for opening up their gymnasium to the Red Cross, so that they could begin assisting the resident's who lost their home and belongings to the fire. He then personally thanked Bruce Blair, Deputy Chief, in the Rockdale Section, 37 year veteran with the Northbridge Fire Department, Cathy Valdivia and her daughter (whose husband is Tom Valdivia, a fire fighter). He also thanked Town Manager Kozak for being there and providing his support to the community. He then noted there was a tremendous amount of work that was being done, mutual aid and support to the victims, who lost so much. Town Manager Kozak thanked Gary Nestor, Fire Chief for his excellent job as the Commander.

Public Hearings. 1) 7:05PM – Arcade Properties, Inc. [Brian Cherrier]. Present: Brian and Rob Cherrier. – Application for an Underground Storage Tank License to install 2 underground gasoline storage tanks [1-10,000 gal. diesel and 1-20,000 gal. gasoline] on property located at 4 North Main Street, Whitinsville, MA. Chairman Nolan read the public hearing notice aloud. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to open the public hearing. Vote yes/Messrs. Melia, Ampagoomian, Athanas and Nolan. Mr. Rob Cherrier introduced himself and mentioned that his brother, Brian is the Owner of Arcade Properties, Inc. and Main Street Auto. He announced that they both plan to operate an auto repair facility, gas station and convenience store on the property located at 4 North Main Street, Whitinsville. Mr. Rob Cherrier mentioned that he and his brother, Brian have been working with all the various board's and department's to obtain the correct permits and licenses. That being said, they are asking the Selectmen to grant them an underground storage tank license. Gary Nestor, Fire Chief advised the Board of Selectmen that Mr. Rob Cherrier came before the Safety Committee and after careful review the Safety Committee agreed to sign off on their license. He explained that the 4 North Main Street property (formerly known as Hathaway Motors) use to be a gas station, but in 1998 the Underground Storage Tank rules and regulations changed. Due to the financial cost, the Hathaway's decided it was not feasible for them to run a gas station anymore so they removed all the underground storage tanks. Selectman Athanas asked 1) how big the parcel of land is and Mr. Rob Cherrier replied about 33,000 square feet; 2) how many pumps are there and Mr. Rob Cherrier responded 4 pumps with 8 dispensers. Mr. Rob Cherrier

stated that a copy of his plan is on file with the Town Manager's office. Selectman Melia 1) Asked if the operation would be a combined gas station/convenience store and Mr. Cherrier replied, yes. 2) Asked what their hours of operation would be and Mr. Cherrier stated 6 AM to 10 PM Monday through Saturday, and 7 AM to 9 PM on Sunday. Selectman Melia thanked the Cherrier's for investing in the community. Chairman Nolan asked if there were any abutters present with questions. No abutters were present. There being no further questions/comments, a motion/Mr. Ampagoomian, seconded/Mr. Melia to close the public hearing. Vote yes/Messrs. Melia, Ampagoomian, Athanas and Nolan. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve Arcade Properties, Inc.'s application for an Underground Storage Tank License as set forth above. Vote yes/ Messrs. Melia, Ampagoomian, Athanas and Nolan.

Chairman Nolan asked Gary Nestor, Fire Chief if he wishes to say a few words about the Rockdale fire before the next public hearing. Chief Nestor mentioned that on Saturday afternoon at 1:45 P.M. the Northbridge Fire Department responded to a three alarm house fire at 75 Church Ave. and three minutes after the first call came in, another building was on fire at 35 Cross Place. Chief Nestor mentioned there were over 100 firefighters to help handle the two house fires and noted they all did a great job. He then thanked the Northbridge Police Department for assisting them. That being said, the total cost to his budget was around \$4,000.00. Chief Nestor noted they had a problem with a fire hydrant not working so they had to find another one. Selectman Nolan asked how often they come across this type of issue and Chief Nestor replied that it happens during the winter time. Selectman Athanas asked if the hydrants are inspected annually and Chief Nestor explained that it's part of the annual hydrant flushing program that is handled by the Whitinsville Water Company.

2) 7:15PM – Kyoto of Whitinsville, LLC [Thien Phan, Manager] – Application for an All Alcohol Common Victualler License at 185 Church Street, Whitinsville, MA. Present: Hong V. Tran, Esq. & Thien Phan, Manager of Kyoto of Whitinsville, LLC. Chairman Nolan read the public hearing notice aloud. A motion/Mr. Melia, seconded/Mr. Athanas to open the public hearing. Vote yes/Messrs. Melia, Ampagoomian, Athanas and Nolan. Attorney Tran mentioned that Mr. Phan, his client is in the process of opening a restaurant in the town of Northbridge and would like an All Alcohol Common Victualler's Liquor License. He also stated that his client owns a successful restaurant in Worcester. Selectman Melia 1) asked what the hours of operation would be and Mr. Phan replied weekdays 11:00 A.M. to 10:00 P.M. and weekends 11:00 A.M. to 10:30 P.M. 2) asked how long the lease contract is for and Attorney Tran stated 5 years, with one 5-year extension. 3) asked Mr. Phan if there have been any issues with the police or licensing authority at his restaurant in Worcester and Attorney Tran stated no issues. Selectman Ampagoomian asked if all his employees would be TIPS certified and Attorney Tran responded yes. Selectman Ampagoomian suggested the applicant submit a list of TIPS-certified employees to the town on a yearly basis and Mr. Thien said he would. Selectman Athanas asked about how many employees there will be and if there would be take out and Mr. Phan responded there would be about 6 full-time employees and 6 part-time employees and take out will be available. Chairman Nolan asked if there were any abutters present with questions. No abutters were present. There being no further questions/comments, a motion/Mr. Athanas, seconded/Mr. Ampagoomian to close the public hearing. Vote yes/Messrs. Melia, Ampagoomian, Athanas and Nolan. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to grant local approval to Kyoto of Whitinsville, LLC for an All Alcohol Common Victualler's liquor license located at 185 Church Street, Whitinsville, MA. Vote yes/Messrs. Melia, Ampagoomian, Athanas and Nolan. Attorney Tran took a moment to thank Donna Gosselin and Sharon Susienka for all their help during the liquor license process. Selectman Melia inquired as to whether or not the hours the applicant requested will be listed on the license or whether the Board could allow them to open the same hours as all other pouring establishments. He then offered to amend the motion to include the same operating hours as other pouring establishments.

Appointments/Resignations. None

Citizens' Comments/Input. Roger Mathieu, Providence Road asked the Board of Selectmen if they would entertain putting in an industrial park in this town. He mentioned that he spoke to Town Manager Kozak and was instructed to go before the Planning Board, which he did. The Planning Board and R. Gary Bechtholdt, Town Planner thought an Industrial Park was a good idea and asked him to attend another meeting to discuss this matter further. Mr. Mathieu mentioned that he attended a Building, Planning & Construction Committee and they too thought it was a good idea. He noted that the BPCC didn't even know the land existed. The land is located in front of the Sewer Division and there is about twenty-two to twenty-four acres. He explained that the Town could place a sign over there saying "Future Northbridge Industrial Park" and see if anyone expresses any interest in purchasing. He stated, "what could it hurt". He explained that the Town needs a larger commercial base, which it doesn't have, and this could help the town out if the property was developed.

Selectman Marzec arrived approximately at 7:32 P.M.

Regional Stormwater Agreement. Town Manager Kozak mentioned that this agreement was discussed at a previously held meeting. He reiterated that this agreement is to help share the cost of the unfunded grant portion. They applied for \$200,000.00 for about 30 communities and the state only funded \$115,000.00, which \$2,833.00 will be appropriated to each community. He recommended that the Board support this agreement. A motion/Mr. Marzec, seconded/Mr. Melia to approve the Regional Stormwater Agreement. Vote yes/Unanimous.

NHS Class of 2015 [Meagan Brouwer & Gwendolynne Weissinger]. A motion/Mr. Melia, seconded/Mr. Marzec to grant NHS Class of 2015 permission to use Memorial Park on Saturday, June 8, 2013 from 7 AM to 2PM for a yard sale/electronics drive, subject to the approval of the Police and DPW Department. Vote yes/Unanimous.

Northbridge Veterans' Council. 1) Request to hold Memorial Day Parade in Whitinsville on Monday, May 27, 2013 at 10:00 AM. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to grant permission to the Northbridge Veterans' Council to hold their Memorial Day Parade in Whitinsville on Monday, May 27, 2013 at 10:00 AM. Vote yes/Unanimous. **2) Request permission to use the Whitinsville Town Common for Memorial Day exercises.** A motion/Mr. Athanas, seconded/Mr. Ampagoomian to grant permission to the Northbridge Veterans' Council to use the Whitinsville Town Common for Memorial Day exercises. Vote yes/Unanimous.

Town Manager's Report/1) Worcester Regional Transit Authority/Update: Attended a meeting last week with representatives from the Worcester Regional Transit Authority, Selectman Ampagoomian and Chairman Nolan to discuss various bus transportation options. We will also be conducting surveys for the public, which we hope to begin handing out at the Spring Annual Town Meeting. The survey will also be placed on the Town's website, Cable, Senior Center, Treasurer/Collector's office and Library. He urged residents to complete the survey and return them to the Town Manager's Office. **2) Community Leaders Forum Invitation:** Announced that he and the Board of Selectmen are invited to attend a forum sponsored by Family Continuity on Thursday, May 16, 2013 from 6:00 P.M. – 7:30 P.M. at the Northbridge High School Media Center. **3) DPW Spring Maintenance:** The Department of Public Works has begun spring maintenance of roads and playing fields as well as painting crosswalks, street striping and residential lawn repair from winter plowing. He also noted that the Highway employee's are currently working at the cemeteries and parks in preparation for the Memorial Day activities. Town Manager Kozak mentioned that this item isn't on the Board's agenda but wanted everyone to know that he attended the Fifth Grade Interest Fair. He noted that all the children did a great job and worked hard on their projects. **4) Town Meeting reminder:** Reminded everyone that tomorrow is Town Meeting at the Northbridge Middle School at 7 PM.

Selectmen's Concerns. **Selectman Melia** 1) asked when the road repair maintenance program begins and Town Manager Kozak explained that the bid process will begin soon and the work will be done this summer. 2) status of the DPW restoration plan that was talked about several weeks ago. Town Manager Kozak mentioned that he hasn't heard anything from the Building, Planning and Construction Committee but advised the Board that he had a discussion with a representative from the Central Mass. Regional Planning Commission about using a charrette. 3) Mentioned Mr. Mathieu's presentation on an Industrial Park and asked if there were any type of investment costs for constructing a wide driveway and putting up signage. He then asked if this needs town meeting approval. Town Manager Kozak explained that he doesn't know what the cost would be to put in a road but did mention that the Building, Planning and Construction Committee looked at this parcel of land and mentioned there were issues with ledge and could be costly to build on. That said, as for placing signs, Town Manager Kozak explained that he would need to discuss with the Planning Board and Zoning Board to see if there are any zoning issues. Selectman Melia suggested that Town Manager Kozak look into this matter with the Planning Board and Building, Planning and Construction Committee and give a presentation to the Board of Selectmen. Selectman Marzec/raised concern about the High School fields to see if there is anything that can be done to create parking at the top of the hill, near the fields. He also suggested putting some type of bathroom facility up there, because having one port-a-potty up there doesn't cut it.

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

Meeting Adjourned: 7:47 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

May 6, 2013

I. APPROVAL OF MINUTES

None.

II. PUBLIC HEARING:

A. 1) 7:05PM – Arcade Properties, Inc.[Brian Cherrier] – Application for an Underground Storage Tank License to install 2 underground gasoline storage tanks [1-10,000 gal. diesel and 1-20,000 gal. gasoline] on property located at 4 North Main Street, Whitinsville, MA 1) Copy of public hearing notice. 2) Copy of application. 3) Copy of site plans. 4) Copy of memo requesting abutter's list. 5) Copy of notice to abutter's. 6) Copy of abutter's list.

2) 7:15PM – Kyoto of Whitinsville, LLC [Thien Phan, Manager] – Application for an All Alcohol Common Victualler License at 185 Church Street, Whitinsville, MA. – 1) Copy of license. 2) Copy of public hearing notice. 3) Copy of application. 4) Copy of personal information. 5) Copy of manager application. 6) Copy of floor plan. 7) Copy of vote of Corporate Board. 8) Copy of naturalization paper. 9) Copy of lease. 10) Copy of abutter's notice. 11) Copy of abutter's list. 12) Copy of memo requesting abutter's list. 13) Copy of license routing slips from Department Heads.

III. APPOINTMENTS/By the Board of Selectmen:

None.

IV. CITIZENS' COMMENTS/INPUT

Roger Mathieu, Providence Road

V. DECISIONS

B. Regional Stormwater Agreement - Copy of Agreement

C. NHS Class of 2015[Meagan Brouwer & Gwendolynne Weissinger] – 1) Copy of letter from Meagan and Gwendolynne. 2) Copy of Police Chief's Response. 3) Copy of DPW's Response.

D. Northbridge Veterans' Council – Copy of letter from James Marzec.

VI. DISCUSSIONS

VII. TOWN MANAGER'S REPORT

E. 1) Worcester Regional Transit Authority – Copy of survey

2) Community Leaders Forum Invitation – Copy of invitation

3) DPW Spring Maintenance – No documentation

4) Town Meeting Reminder – 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
SPRING ANNUAL TOWN MEETING**

May 7, 2013

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 6:50 PM, Northbridge Middle School Auditorium, 171 Linwood Avenue, Whitinsville, MA. **Present:** Messrs. 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. Athanas seconded/Mr. Melia, to adjourn the Selectmen's Meeting at the conclusion of the Spring Annual Town Meeting this evening. Vote yes/Unanimous.

Meeting Adjourned: 9:15 P.M.

Respectfully submitted,

James Athanas, Clerk

s/

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

May 7, 2013

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 20, 2013**

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. Ampagoomian, Athanas, and Melia. **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. April 8, 2013 –A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the April 8, 2013 minutes as presented with the readings omitted. Vote yes/Messrs. Athanas, Melia, Ampagoomian and Nolan. **April 22, 2013** –A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the April 22, 2013 minutes as presented with the readings omitted. Vote yes/Messrs. Athanas, Melia, Ampagoomian and Nolan. **May 7, 2013 [Spring Annual Town Meeting]**–A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve the May 7, 2013 Spring Annual Town Meeting minutes as presented with the readings omitted. Vote yes/Messrs. Athanas, Melia, Ampagoomian and Nolan.

Appointment/By the Board of Selectmen. Zoning Board of Appeals [Associate Member]/Randy Kibbe. Present: Thomas Hansson, Chairman of the Zoning Board of Appeals and Randy Kibbe. Mr. Kibbe announced that he has been a resident of Northbridge for twelve years and is currently a full-time software engineer. He also mentioned that he is a real estate developer and with his background he feels he will be a good fit for the Zoning Board of Appeals. Chairman Hansson mentioned that Mr. Kibbe will be a great asset and is very well qualified and looks forward to him joining their team. A motion/Mr. Melia, seconded/Mr. Ampagoomian to appoint Randy Kibbe to the Zoning Board of Appeals as an Associate Member. Vote yes/Messrs. Athanas, Melia, Ampagoomian and Nolan. **Resignation/By the Board of Selectmen. Conservation Commission/Cheryl Peckham.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to accept the resignation of Cheryl Peckham from the Conservation Commission and send her a letter of appreciation for dedicating her service to the Town. Vote yes/Messrs. Athanas, Melia, Ampagoomian and Nolan.

Citizens' Comments/Input.

A motion/Mr. Athanas, seconded/Mr. Ampagoomian to move Item J School Based Health Center from discussion to the first item in decision. Vote yes/Messrs. Athanas, Melia, Ampagoomian and Nolan.

School Based Health Center/Present: Karen Kittredge, School Committee Member, Nancy Spitulnik, School Superintendent & Craig Maxim, Family Continuity Representative. Ms. Kittredge provided a PowerPoint presentation and mentioned that the Northbridge Public School District has been working with the Uxbridge School District and Family Continuity Program to develop a School Based Mental Health Program at the Northbridge High School. She explained that there is a need for mental health services in the school and announced that there are 35 School Based Health Centers in Massachusetts alone and one being, the Blackstone Valley Vocational Technical School. The program would allow parents to sign up their high school student(s) to receive in-school counseling services and the center will provide care in a student's school to keep students healthy physically and emotionally. By promoting healthy students, children are better able to attend school and be attentive in class. Ms. Kittredge explained that the School Based Health Centers work together with families' primary care providers, and local pediatricians are supportive of School Based Health Centers. She also mentioned that eventually they hope to develop a School Based Health Center that would provide simple medical services to high school students. Ms. Kittredge stated they have developed a short survey are looking for input from parents to help them determine the needs of physical and mental health in the district. Ms. Kittredge stated that they are just looking for the Board of Selectmen to support this program and keeping

them abreast of what the program entails. Dr. Nancy Spitulnik, Superintendent of Schools, mentioned that they currently have some mental services in place such as a School Adjustment Counselor who handles some counseling. Dr. Spitulnik agrees that there is a huge need for mental health services in town and then thanked Family Continuity and Mr. Maxim for stepping forward and being willing to sponsor this service. The Selectmen are all in favor of supporting this program.

Special State Election Warrant [June 25, 2013]. A motion/Mr. Melia, seconded/Mr. Ampagoomian to sign the Special State Election Warrant [June 25, 2013]. Vote yes/Messrs. Athanas, Melia, Ampagoomian and Nolan.

Armenian Apostolic Church/Request permission to hang a banner over Church Street from August 4, 2013 to August 18, 2013 to advertise their Annual Picnic to be held on Sunday, August 18, 2013.

A motion/Mr. Ampagoomian, seconded/Mr. Athanas to grant permission to the Armenian Apostolic Church to hang a banner over Church Street from August 4th to August 18th to advertise their Annual Picnic to be held on Sunday, August 18, 2013. Vote yes/Messrs. Athanas, Melia, Ampagoomian and Nolan.

Northbridge Fire Department/Request permission to hang a banner over Church Street from June 16, 2013 to June 30, 2013 to advertise their annual Fourth of July Fireworks Event schedule for Friday, June 28, 2013. A motion/Mr. Ampagoomian, seconded/Mr. Melia to grant permission to the Northbridge Fire Department to hang a banner over Church Street from June 16th to June 30th to advertise their annual Fourth of July Fireworks Event scheduled for Friday, June 28, 2013, on the Northbridge Middle School grounds. Vote yes/Messrs. Ampagoomian, Athanas, Nolan and Melia.

Blackstone Valley Pop Warner Football & Cheerleading [Doreen Malkasian]/Request permission to conduct a “boot drive” on Saturday, June 15, 2013 from 9:00 A.M. to 12:00 P.M., [Rain Date: June 16, 2013] at Memorial Square. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to grant permission to the Blackstone Valley Pop Warner to conduct a “boot drive” on Saturday, June 15, 2013 from 9 AM to 12 PM subject to the Town’s Boot Drive policy. Vote yes/Messrs. Ampagoomian, Athanas, Nolan and Melia.

Conservation Commission/Requests permission to use Elsa Mason Conservation Trust Fund monies to buy some gravel for the parking area at the community gardens. Present: William Dausey, Conservation Commission and Stuart DeJong. Mr. DeJong mentioned that they have extra gardeners this year and it’s starting to get crowded, so he explained by grading back certain areas and putting gravel down this would expand the amount of space they have to park. Mr. Dausey announced that the Conservation Commission’s approval of this request was unanimous. Selectman Ampagoomian suggested paving the area in the future with the interest earned. A motion/Mr. Melia, seconded/Mr. Ampagoomian to grant permission to the Conservation Commission to utilize \$1000.00 of the Elsa Mason Conservation Trust fund monies to buy some gravel for the parking area at the community gardens. Roll call vote: Mr. Athanas/yes, Mr. Melia/yes, Mr. Ampagoomian/yes, and Mr. Nolan/yes.

Blackstone Valley Regional Recycling Center License Agreement. 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 at their next meeting. Chairman Nolan asked if there was a cost or financial risk to the town and Town Manager Kozak responded there is no risk or cost to the Town.

Lease Agreements: Rockdale Village Foundation, Oliver Ashton Post #343. Town Manager Kozak mentioned that the Rockdale Village Foundation & Oliver Ashton Post #343 lease agreements are up and need to be renewed. Copies of the agreements have been given to Mr. Harry Berkowitz for his board to

review. Selectman Ampagoomian asked Town Manager Kozak to correct the Rockdale Village Foundation lease agreement because it still has Mr. Charles Lachapelle's name on it, who was a member of the Rockdale Village Foundation but has since passed away. Town Manager Kozak announced that he will have someone in the office make the following change and have a corrected lease agreement for their next meeting. Both lease agreements will be placed on the next Board of Selectmen's Meeting agenda, under decisions.

Annual Town Election [May 21, 2013]/Ballot Question. Town Manager Kozak reminded everyone that tomorrow is the Annual Town Election and there will be a ballot question for one-time capital exclusion. He mentioned that at Town Meeting there were four articles that passed; three articles were for vehicles [Bucket truck for the Fire Department, Medium Duty Dump Truck with Swap Body & Plow and Accessories, and a Back Hoe and Accessories for the Highway Department] and one article is for the School Department for the installation of safety & security items. Town Manager Kozak announced that its one ballot question combined with four articles, totaling \$623,000.00. Dr. Nancy Spitulnik, Superintendent of Schools, briefly discussed the School Department article for the installation of safety and security items. Dr. Spitulnik mentioned that due to the Newtown, Connecticut shooting they have put in place district and school safety committees. She explained that each committee has made recommendations, toured their school and grounds, formed their own safety teams, and looked at their safety issues. She mentioned that they took all the suggestions and recommendations and came up with a list of items that they felt they needed to put in place in order to increase the safety of the students and staff. Dr. Spitulnik mentioned they are looking at four items: 1) safe school door hardware – upgrade door locks, 2) key card security system; 3) update and install additional security cameras; and 4) install security film for both the Balmer & Middle School cafeteria windows. She reiterated that these items are needed to enhance the safety and security of our students and staff. Town Manager Kozak mentioned that the capital exclusion is a one-time increase to the average taxpayer [\$118.00 or \$29.50 a quarter]. The Board of Selectmen unanimously supports this one-time capital exclusion.

Northbridge Housing Authority/Act to Regionalize Housing Authorities – Present: John Shannahan, Chairman of the Northbridge Housing Authority & Shelley Buma, Committee Member. The Board of Selectmen voiced their opposition to a state bill filed by Governor Deval Patrick earlier this year that would consolidate local housing authorities into a handful of regional authorities. The Northbridge Housing Authority members John Shannahan and Shelley Buma explained the proposed bill and asked that Selectmen support a reform proposal that would still result in cost-efficiency but also preserve local decision-making. Governor Patrick's proposal, which was filed in January, would consolidate the 240 local housing authorities across the state in six regional ones. Mr. Shannahan explained that each regional authority would have "full operational and financial control over the entire state and federal public housing portfolio." Mr. Shannahan mentioned that local control would shift from current executive directors and board of commissioners of local authorities to regional boards appointed by the governor, who would select a single executive director to manage the regional portfolio. This proposal would have a major negative impact on our residents and the ability to locally respond to their needs. The reform proposal that the Northbridge Housing Authority sought support of, introduced by the Mass. chapter of the National Association of Housing and Redevelopment Officials, would use both a regional and local approach. Local housing authorities would collaborate to streamline housing services to low-income families and seniors, but each community would retain their board of commissioners who would maintain local governance. Mr. Shannahan and Ms. Buma stated that Senator Michael Moore, Senator Richard Moore, and Representative George N. Peterson support this reform approach. Ms. Buma stated "it's a no-brainer", and you certainly won't be lone soldiers in your opposition to regionalization. Mr. Shannahan stated their biggest concern is that the proposed bill would negatively affect the residents of Northbridge and their needs would be met by a much larger authority – most likely in Worcester. Selectman Ampagoomian stated that he supported the reform idea, and compared the governor's proposal to a time when welfare programs, once handled at a local level, came under state control. Selectman

Ampagoomian mentioned when it was handled by the town, they knew who their community was and they knew their families and their needs, the same way the Housing Authority does now. Selectman Athanas said that while he saw how some regionalization could improve cost effectiveness, he felt housing is something that should be kept local. He stated that he thinks this would really be a detriment to our community and services. Selectman Melia said that since the bill was filed by Governor Patrick he had gotten at least three phone calls from Northbridge residents who were opposed to regionalization and stated that he's not a fan of making government bigger. Chairman Nolan said he had heard opposition from constituents and feared that not enough people were aware of the proposal. He also felt that it could pass and "years down the road, people will say how did this happen"? He then added that people are outraged and the fact that news doesn't get out tells me this is a bigger issue. The board unanimously voted to send a letter stating their opposition to regionalization and their support of the MassNahro reform bill to the state. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to move Item L – Northbridge Housing Authority/Act to Regionalize Housing Authorities from discussion to decision. Roll Call Vote: Mr. Athanas/Yes, Mr. Melia/Yes, Mr. Ampagoomian/Yes and Mr. Nolan/Yes. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to support the new reform and send a letter of support. Vote yes/Messrs. Athanas, Ampagoomian, Melia and Nolan.

Town Manager's Evaluation. Chairman Nolan discussed the Town Manager's evaluation. Chairman Nolan mentioned that the Board of Selectmen each filled out a performance evaluation form on the Town Manager in which there were 8 criteria they had to rate the Town Manager on. They used the following scale: 1) Unsatisfactory – Is not meeting the minimum standards of the position of Town Manager; 2) Needs Improvement – Is meeting the requirements of the Manager's role, but improvement is needed to move an issue forward; 3) Satisfactory – Is meeting the requirements of the Manager's role; 4) Above Satisfactory – Understands the issues and is addressing the same; 5) Outstanding – Clearly exceeds what is required and expected by the Board. After a brief discussion regarding the evaluation structure of the Town Manager, Chairman Nolan announced the Selectmen gave the Town Manager an overall rating of 3.6g. Chairman Nolan announced the Town Manager's Goals and Objectives will be discussed at a future meeting.

Town Manager's Report/ 1) **Sen. Michael Moore & Sen. Richard Moore:** Announced that Senators Michael Moore & Richard Moore will be attending the next Board of Selectmen's Meeting on June 10, 2013, to discuss the state budget. Town Manager Kozak announced that the house ways and means came out with a preliminary budget which indicated a reduction in local aid. 2) **Dental Plan Proposal:** Currently working with the Health Insurance Advisor and the Insurance Advisory Committee on an employee voluntary dental plan. After reviewing several companies we have agreed on the Altus Dental Plan and meetings with employees will begin shortly. 3) **Fire Department Spaghetti Supper:** Attended the annual Northbridge Fire Department spaghetti supper. The dinner was very well attended and the proceeds go towards the 4th of July fireworks. He also commended Tom and Kathy Valdivia and the firemen for all their hard work in making the spaghetti dinner a success. 4) **Worcester Regional Transit Authority Bus Survey:** Reminded everyone that the bus survey can be found at the following locations: Library, Senior Center, Treasurer/Collector's Office, and the town's website. Please return the survey to any of the aforementioned locations. 5) **Memorial Day Activities:** Announced that the Northbridge Veterans' Council will be conducting their Memorial Day Parade on Monday, May 27, 2013, at 10 A.M., beginning at Pine Grove Cemetery and ending at the Memorial Town Common. The American Legion Veterans will be holding a Memorial Day ceremony at the American Legion in Rockdale on May 27, 2013, at 11:30 AM. The Northbridge High School Band will be there as well as student/guest speakers. 6) Announced the Council on Aging will be holding an Open House on Sunday, June 2, 2013, from 2PM to 4 PM. All residents are welcomed to attend.

Selectmen's Concerns. Selectman Athanas/Announced the election is tomorrow and polls are open

from 7 AM to 8 PM. He mentioned he is running for Selectman again, but in case he doesn't get re-elected he wanted to thank the residents of Northbridge for giving him the opportunity to serve and noted that he has enjoyed his time as Selectman. **Selectman Ampagoomian**/Mentioned Plummer's Corner, left turn, Church Street heading towards the center of town, DPW facility, Fire Station facility, Memorial Square traffic lights, Sutton Street project, the Great Hall, Town Hall windows, Municipal Building and Maintenance Programs. He then mentioned that he is also up for re-election and noted that he has enjoyed his time serving as Selectman for the Town of Northbridge and hopes the residents of Northbridge re-elect him for Selectman. **Selectman Melia 1)** Mentioned that a representative came in to discuss trash and recycling and because of this he received a phone call from Mr. Tom Berkowitz asking for an opportunity to come in and explain their recycling process. He offered to give the Selectman and Town Manager a tour of his facility. **2)** Roads are in tough shape and suggested having an additional roads program to use Chapter 90 funds and looking at a capital proposal next year. Chairman Nolan explained that he was asked by Selectman Marzec to mention a few items this evening. He noted that several of the items are directed toward the DPW Director, who is not at the meeting. That being said, he asked Town Manager Kozak if he could answer Selectman Marzec's questions; 1) Asked which roads will be worked on this summer and when will the work begin. Town Manager Kozak mentioned the roads are in rough shape and Mr. Shuris has earmarked so much money for the roads program. He then noted that Mr. Shuris has bids out now for some of the work to be done. Town Manager Kozak mentioned that he'll have Mr. Shuris come to the next Selectmen's meeting to provide them with an update on the roads. 2) Asked when the hydrant flushing would be completed and Town Manager Kozak advised that the flushing would be completed on Wednesday, May 22, 2013.

Executive Session. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 - To discuss the strategy with respect to contract negotiations –and to reconvene in open session. Chairman Nolan then declared that an open meeting may have a detrimental effect on the bargaining position of the body. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes; Mr. Athanas/Yes and Mr. Nolan/Yes.

Open Session Adjourned: 8:22 P.M.

Executive Session Convened: 8:27 P.M.

Executive Session Adjourned: 8:42 P.M.

Return to Open Session: 8:43 P.M.

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

A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the following changes to the Town Manager's contract: 1) a one-year contract extension to June 30, 2015; 2) a 2% salary increase retroactive to January 1, 2013; and 3) his disability insurance payment payable by the Town of Northbridge will become part of his salary effective July 1, 2013. Vote yes/Messrs. Athanas, Melia, Ampagoomian and Nolan.

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

Meeting Adjourned: 8:45 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

May 20, 2013

I. APPROVAL OF MINUTES

A. 1) Copy of April 8, 2013 minutes. 2) Copy of April 22, 2013 minutes. 3) Copy of May 7, 2013 Spring Annual Town Meeting minutes.

II. PUBLIC HEARING:

None.

III. APPOINTMENTS/By the Board of Selectmen:

B. 1) Randy Kibbe's Talent Bank Application.
2) Copy of Cheryl Peckham's resignation letter.

IV. CITIZENS' COMMENTS/INPUT

None.

V. DECISIONS

C. Copy of Special State Election Warrant [June 25, 2013].

D. Copy of email from Peter Bedigian requesting permission to hang a banner over Church Street.

E. Northbridge Fire Department – Copy of letter dated April 29, 2013 requesting permission to hang a banner over Church Street.

F. Blackstone Valley Pop Warner Football & Cheerleading – 1) Copy of letter dated May 10, 2013, requesting approval to conduct a "Boot Drive" on June 15, 2013. 2) Copy of response from Walter Warchol, Police Chief. 3) Copy of response from James Shuris, DPW Director.

G. Conservation Commission - 1) Copy of memo from Barbara Kinney regarding Elsa Mason Maintenance. 2) Copy of email from Rob VanMeter. 3) Copy of email from Barbara Kinney regarding permission to use Elsa Mason Conservation Trust fund monies. 4) Copy of letter from Neil Vaidya, Town Accountant.

VI. DISCUSSIONS

H. Copy of Blackstone Valley Regional Recycling Center license agreement.

I. 1) Copy of Rockdale Village Foundation license agreement; 2) Copy of Oliver Ashton Post #343 license agreement.

J. Copy of PowerPoint presentation on School Based Health Center.

K. Copy of memo on Annual Town Election/Ballot Questions.

L. Copy of letter from the Northbridge Housing Authority.

M. Town Manager's Evaluation – No documentation

VII. TOWN MANAGER'S REPORT

N. 1) Sen. Michael Moore & Sen. Richard Moore – **No documentation.**

2) Dental Plan Proposal – **No documentation.**

3) Fire Department Spaghetti Supper – **No documentation.**

4) Worcester Regional Transit Authority Bus Survey – **No documentation.**

5) Memorial Day Activities – **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
June 10, 2013**

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. Ampagoomian, Marzec, Athanas, and Melia. **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. Ampagoomian, seconded/Mr. Melia 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. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mr. Marzec/Yes, and Mr. Athanas/Yes. Mr. Nolan then assumed the Chair. Chairman Nolan called for **Nominations for Vice-Chairman:** A motion/Mr. Melia, seconded/Mr. Athanas to nominate Charles Ampagoomian 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 Ampagoomian as Vice Chair. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mr. Marzec/Yes, and Mr. Athanas/Yes. 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. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mr. Marzec/Yes, and Mr. Athanas/Yes.

Approval of Minutes. May 6, 2013 –A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the May 6, 2013 minutes as presented with the readings omitted. Vote yes/Unanimous. **May 20, 2013 [Executive Session]**–A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve but not release the May 20, 2013 Executive Session minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Melia, Athanas and Nolan. Abstain/Mr. Marzec.

Public Hearing/7:05 P.M. National Grid and Verizon New England – Petition for Joint or Identical Pole Locations on Beane's Lane. Plan No. 14278205, dated May 10, 2013. Installation of two new poles. Present: Crystal Tognazzi, National Grid and Tom Blicharz, Verizon New England.

Chairman Nolan read the public hearing notice aloud. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to open the public hearing. Vote yes/Unanimous. Chairman Nolan 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. Ms. Crystal Tognazzi introduced herself and stated that she was the representative from National Grid and that National Grid is petitioning for a Joint or Identical Pole Location on Beane's Lane, in order to provide Cumberland Farms with a new three phase electrical service. Chairman Nolan asked if anyone had any questions or concerns. Chairman Nolan asked if there are any abutters present that wish to speak on this matter to please come forward. Wilfred Dineen, 2227 ½ Providence Road, asked the location of the poles and Ms. Tognazzi explained that both poles would be set on the road side. Ms. Tognazzi also stated that all residents being fed from those lines will be notified prior to the poles being installed in case of an outage. Town Manager Kozak asked Ms. Tognazzi to send the DPW Director an email so he can post it on cable. Selectman Ampagoomian asked if there was an existing pole there already and Ms. Tognazzi replied no. There being no further questions or comments, a motion/Mr. Melia, seconded/Mr. Marzec to close the public hearing. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Ampagoomian/Yes, Mr. Melia/Yes, Mr. Nolan/Yes. Selectman Ampagoomian

asked Ms. Tognazzi why the double poles have not been removed yet and asked for assistance to get them removed. She will discuss with Bob Russell and get back to the town. A motion/Mr. Melia, 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 Beane's Lane. Proposed location of new Joint Owned Pole on Public property. Pole 2-50 and joint-owned Pole 2-51 in order to provide Cumberland Farms with a new three phase electrical service. Vote yes/Unanimous. Town Manager Kozak asked Mr. Blicharz of Verizon New England, if Verizon would be bringing FIOS to Northbridge. Mr. Blicharz mentioned that Verizon has terminated the placement of FIOS to any new communities

Appointment/By the Town Manager. Police Department Civilian Dispatcher/Michael R. Choquette. Present: Walter Warchol, Chief of Police. Chief Warchol asked the Board of Selectmen to affirm the Town Manager's appointment and then mentioned that Mr. Choquette replaced Jack Inger, who recently left to pursue other endeavors. Mr. Choquette is highly qualified and will be an asset to the department. A motion/Mr. Melia, seconded/Mr. Ampagoomian to affirm the appointment of Michael R. Choquette, Civilian Dispatcher. Vote yes/Unanimous. Selectman Melia asked that a letter be sent to Mr. Jack Inger for his long time service to the Town.

Citizens' Comments/Input. State Budget/Present: Sen. Michael Moore & Sen. Richard Moore – will be arriving @ 7:30 P.M. The Senator's will be arriving later so the Board of Selectmen will continue on with their meeting until they arrive.

Partial Release of Certificate Not to Encumber/Corey – 538 Cooper Road, Northbridge. Present: Attorney Faith Lane, Lane & Hamer. Attorney Lane advised the Board that she represents the Corey's on Cooper Road and that her clients deeded a vacant piece of their land to their son. Attorney Lane mentioned that her clients, The Corey's, hired her to draw up a deed and get the partial release from their lender from A 1997 mortgage. She went on to explain that she requested from Jennifer Dulmaine, a former Town Employee, in the Community Development Department a partial release of the Certificate Not To Encumber relating to a housing Rehabilitation Program from July 1, 2004, amended on June 14, 2015. Attorney Lane stated that she prepared the partial release for Jennifer Dulmaine, who in turn brought it to a Selectmen's meeting on June 5, 2006, which they signed and approved the release. The deed to the Corey's son was recorded on June 7, 2006, and subsequently their son built a home and mortgaged the premises several times apparently without any title problem surfacing. It has recently come to light that there was a second Certificate Not To Encumber dated June 2, 2005, which neither Jennifer Dulmaine nor Attorney Lane aware of (most likely because of the closeness in date to the amendment). Attorney Lane also mentioned that since the acreage was only a portion of Richard and Janice Corey's property on which they lived, the Town's Certificate Not To Encumber was still in place as to their remaining property. She stated that it would not have made sense to partially release one certificate without the other and if you review the previous minutes, of June 5, 2006, it would be evident that there was no intention to keep this 1.02 acre lot, now known as 552 Cooper Road, under any Certificate Not To Encumber. She asked the Selectmen to approve the partial release for that June 2, 2005 Certificate Not To Encumber, which matches the language in the earlier release given June 5, 2006. Town Manager Kozak recommends the Board of Selectmen release the lien. A motion/Mr. Athanas, seconded/Mr. Melia to approve the Partial Release of Certificate Not To Encumber dated June 2, 2005 for Richard and Janice Corey. Vote yes/Unanimous

Blackstone Valley Regional Recycling Center License Agreement. 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. Marzec, seconded/Mr.

Ampagoomian to sign the Blackstone Valley Regional Recycling Center License Agreement for another year. Vote yes/Unanimous.

Lease Agreements: Rockdale Village Foundation, Oliver Ashton Post #343. Town Manager Kozak informed the Board that this is an annual lease agreement with the Rockdale Village Foundation and Oliver Ashton Post #343 and recommended the Board sign the lease agreements for another year. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the Rockdale Village Foundation lease agreement for another year. Vote yes/Unanimous. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the Oliver Ashton Post #343 lease agreement for another year. Vote yes/Unanimous.

Northbridge Youth Soccer Association/Request permission to hang a banner over Church Street from July 21, 2013 through August 4, 2013 to advertise the 3v3 Annual Soccer Tournament to be held on August 10th & 11th. A motion/Mr. Marzec, seconded/Mr. Athanas to grant permission to the Northbridge Youth Soccer Association to hang a banner over Church Street from July 21, 2013 through August 4, 2013 to advertise the 3v3 Annual Soccer Tournament to be held on August 10, 2013 and August 11, 2013. Vote yes/Unanimous.

Mill House Wine & Spirits, Inc. [Alexis Giannopoulos]/Application for Common Victualler's License. Present: Attorney Robert Knapik & Alexis Giannopoulos, Manager. A motion/Mr. Melia, seconded/Mr. Athanas to approve the Mill House Wine & Spirits, Inc. [Alexis Giannopoulos, Mgr.] application for Common Victualler's License located at 670 Linwood Ave., Whitinsville, MA. Vote yes/Unanimous.

FY 2012 Audit/Present: Tim Harrison, Borgatti Harrison & Co. & Neil Vaidya, Town Accountant.

Mr. Harrison provided the Board of Selectmen with an overview of the results of the FY'12 audit and prior year recommendations. He began the presentation by speaking about the OMB 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 2012, the Town spent about \$1.5 million dollars in federal money. 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: **Prior Year**

Recommendations: Improve Internal 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. **Current**

Year Recommendations: 1) Prepare to Implement GASB Statement 68 – Mr. Harrison recommends the Town begin planning for the implementation of GASB Statement 68 by gaining an understanding of the new requirements and ensuring that the Town's applicable portion of the retirement system's unfunded liability is audited and available for inclusion in the financial statements. Mr. Harrison stated that they will be monitoring best practices for implementing this standard across the state and country and will provide guidance in the upcoming year(s). **2) Tax Title Accounts** – Mr. Harrison recommends that the Tax Collector follow Massachusetts General Laws regarding the recording of tax liens on uncollected real estate taxes every year. The other advantage to the Town for doing this besides securing the eventual collection of the past due taxes is that MGL allows interest charged while in tax title at a higher rate than the rate that is allowed while just a regular account receivable. **3) Review and Update Existing**

Financial Policies – Mr. Harrison recommends that the Town review existing written financial policies and update if necessary and also determine which policies have not been written and prepare those for the Board of Selectmen approval. He suggests that the Town have formal written policies for free cash, stabilization, investment guidelines for trust funds and stabilization funds, investment guidelines for general funds and other funds, and debt policy. Selectman Melia stated that he is concerned with the Tax Title Accounts and asked why nothing has been done in three years. Mr. Harrison explained it wasn't mentioned prior because the Treasurer/Collector was new and there is a learning curve. He suggested

training for the Treasurer/Collector. Ms. Kimberly Yargeau addressed the Board by advising them that during the first two years of working for the town there was no money in the budget to advertise and make the takings. She also mentioned that one of her staff members was working on the takings but has since resigned. Mr. Harrison explained that any monies spent for the takings [any associated costs] such as legal fees and advertising would eventually come back to the town. The complete Management Letter can be found on file in the Town Manager's Office.

Citizens' Comments/Input. State Budget/Present: Sen. Michael Moore & Sen. Richard Moore.

Chairman Nolan welcomed Senator Michael Moore and Senator Richard Moore to Northbridge. Senator Richard Moore advised the Board that the last time they spoke was because of the concerns with the Rockdale Bridge. He mentioned that they [Rep. George Peterson, Sen. Michael Moore & Sen. Richard Moore] sent a letter to the Highway Administrator looking for answers as to why the bridge was at a standstill. Senator Richard Moore explained that the response for the delay was because of an unforeseen subsurface ledge condition in the river and needed to have someone redesign of the excavation support system. He then noted that he received notice that the opening of two-way traffic in Rockdale should begin in September. On another note, Senator Richard Moore mentioned that the Senate and House have both passed their versions of the budget and doesn't feel there are any significant differences between the two budgets. He thinks the budget will be back for final enactment within the next two to three weeks. Senator Michael Moore discussed the local aid numbers by saying that they started the budget process with a 1.2 billion dollar budget gap that they needed to close and by the end of the budget the senate budget totaled 33.989 billion dollars. He then mentioned that Chapter 70 funding was increased by the House by 15 million dollars and then stated that the circuit breaker account was fully funded. Senator Michael Moore advised the Board of Selectmen to send a letter of support to the Conference Committee advocating for the higher numbers. Selectman Athanas asked if the Chapter 90 funds to the Town of Northbridge would be increased and Senator Michael Moore replied that it would increase about 50% but until the conference committee is worked out its hard to say what the percentages will be. Selectman Ampagoomian asked whether they'll know the budget numbers before or after June 30, 2013 and Senator Michael Moore replied before June 30, 2013. Selectman Ampagoomian asked if there would be any increases in grants for municipalities to apply for building police and fire stations. Senator Michael Moore stated that the Municipal Regionalization and Efficiencies grants program was increased by 10 million dollars and Senator Richard Moore then explained that the state is in no position to be able to fund anymore. Selectman Marzec asked if there were any movements on the senate side or on the legislative side regarding unfunded mandates for the school, such as, no child left behind and special education budgets. Senator Richard Moore explained that the examples Selectman Marzec provided are for Congressman McGovern or Senator Warren to handle because they are federal mandates. Town Manager Kozak asked about the cost of transportation to the Norfolk Agricultural School and getting assistance for the schools. Senator Richard Moore explained that the Department of Education is in the process of setting up a reimbursement process for cities and towns. Town Manager Kozak discussed how the Town of Northbridge was suppose to receive around \$80,000.00 in unrestricted aid but received about half of that and is hoping that the senate and others support the House version and restore the unrestricted aid. Senator Michael Moore suggested sending a letter to the Conference Committee to fight for the money and Town Manager Kozak replied that he would send a letter.

Departmental Updates/Present: Walter Warchol, Police Chief, Gary Nestor, Fire Chief, James Shuris, DPW Director, and R. Gary Bechtholdt, Town Planner. 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 January 1st through May 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) Memorial Day Ceremony: Attended the activities in Whitinsville and at the American Legion. There was a very good turnout and the music and speakers were excellent. **2) Summer Concert Series:** Alternatives will be holding the Summer Concert Series beginning Friday, June 28, 2013, from 6 PM to 8 PM., prior to the Northbridge Fourth of July fireworks celebration. Concerts will then be held every Thursday evening from 6 PM to 8 PM until September 10th. **3) Whitinsville Social Library Summer Program:** Announced that June 15th is a Family Day Celebration of the Library Building's 100th Year & the beginning of the Summer Reading Kickoff program. **4) Town Hall Windows/Update:** The contractor has begun installing replacement windows on the second floor. Work should be completed by the end of June. Town Manager Kozak mentioned that the lower windows were not part of the grant program but will be done. **5) Lease of St. Patrick's Property for School Department Purposes (Portable Trailers):** The renewal of the contract is being finalized by the School Department and will be presented to the School Committee at their next meeting. The item will be placed on the next Selectmen's agenda [June 24, 2013]. **6) Pine Grove Cemetery:** The Town was approached by a trustee of the Pine Grove Cemetery Association to inquire if the Town would be interested in obtaining the Pine Grove Cemetery property & assets. Recently, James Shuris and I conducted a tour of the facility with one of the trustees to see the property layout. It is a beautiful piece of property with an office, garage and equipment. It includes 10 acres of land that is undeveloped, with ample room for expansion. Mr. Shuris and Town Manager Kozak asked the trustees for information regarding the property layout, equipment and other assets. I recommend that we do an analysis to determine the potential for the town to obtain the property. **7) Town Manager Goals and Objectives:** Requested the Board to propose three to four goals in FY 14, for the Town Manager. Please give the information to the Chairman of the Board who will review and prioritize them with the Town Manager. **8)** Announced that there is a non-veteran opening on the Trustees of Soldiers' Memorials and will require a joint meeting of the Board of Selectmen and Trustees of Soldiers' Memorials to fill the vacancy. He recommended posting the vacancy and accepting applications until June 28th. He mentioned a joint meeting of the Board of Selectmen and Trustees of Soldiers' Memorials will take place sometime July to fill the vacancy.

Selectmen's Concerns. Selectman Ampagoomian 1) Asked if the Building, Planning and Construction Committee could look at the current Fire Station facility. **2)** Asked Town Manager Kozak if there could be a section on the Town's website to place "Municipal Projects" where all the projects going on could be listed and updated weekly for residents to view. **3)** Mentioned taking another look at a new fire station and DPW facility. **4)** Congratulated Jay Athanas for being re-elected to the Board and thanked the residents of Northbridge for re-electing him. **Selectman Athanas)** Congratulated Selectman Ampagoomian on being re-appointed to the Board and thanked the residents for re-electing him to the Board. He then thanked everyone for going out to vote. **Selectman Marzec 1)** Trash recycling. **2)** Open Space & Field Space Issue. **3)** Mentioned that he saw an article referencing restaurants and a .75% tax increase and this is something the Northbridge Board of Selectmen chose not to do. He then suggested using this money for economic purposes and reconnecting with the Blackstone Valley Chamber of Commerce. He also suggested that the Selectmen meet with business owners to find out how things are going and assist them with staying open and allowing them to grow.

Executive Session. A motion/Mr. Nolan, seconded/Mr. Ampagoomian 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 not to reconvene in open session. Chairman Nolan then declared that an open meeting may have a detrimental effect on the bargaining position of the body. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes; Mr. Athanas/Yes and Mr. Nolan/Yes.

Meeting Adjourned: 9:36 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

June 10, 2013

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

I. APPROVAL OF MINUTES

B. 1) Copy of May 6, 2013 minutes. **2)** Copy of May 20, 2013 Executive Session minutes.
[Removed from backup documentation as they have not been released by Board of Selectmen]

II. PUBLIC HEARING

C. 1) Copy of public hearing notice. **2)** Copy of National Grid & Verizon petition. **3)** Copy of pole petition drawing. **4)** Copy of abutter's list. **5)** Copy of memo to assessor's office.

III. APPOINTMENTS/By the Board of Selectmen

D. 1) Copy of letter from Walter Warchol, Police Chief, regarding new dispatcher hire. **2)** Copy of Michael R. Choquette's resume.

IV. CITIZENS' COMMENTS/INPUT

E. No documentation.

V. DECISIONS

F. 1) Copy of letter from Lane & Hamer re: 538 Cooper Road, Northbridge. **2)** Copy of Partial Release of Certificate Not To Encumber. **3)** Copy of Exhibit A. **4)** Copy of Certificate Not to Encumber. **5)** Copy of Board of Selectmen minutes dated June 5, 2006. **6)** Copy of Certificate Not to Encumber. **7)** Copy of Amendment to Certificate Not to Encumber. **8)** Copy of Partial Release of Certificate Not to Encumber.

G. Copy of Blackstone Valley Regional Recycling Center license agreement.

H. 1) Copy of Rockdale Village Foundation lease agreement; **2)** Copy of Oliver Ashton Post #343 lease agreement.

I. Copy of email from Craig Mahoney requesting permission to hang a banner over Church Street to advertise their annual Soccer 3v3 Tournament/Festival.

J. Mill House Wine & Spirits, Inc. 1) Copy of application for common victualler license. **2)** Copy of license. **3)** Copy of license routing slip's from Department Heads.

VI. DISCUSSIONS

K. Departmental Updates 1) Copy of Quarterly Report's from Fire Department, Department of Public Works and Community Planning & Development.

L. Copy of FY 2012 Audit

VII. TOWN MANAGER'S REPORT

M. 1) Memorial Day Ceremony – **No documentation.**

2) Summer Concert Series – **Copy of 2013 Summer Concert Series**

3) Whitinsville Social Library Summer Program – **Copy of programs.**

4) Town Hall Windows/Update – **No documentation.**

5) Lease of St. Patrick's Property for School Department Purposes (Portable Trailers) – **No documentation.**

6) Pine Grove Cemetery – **No documentation.**

7) Town Manager Goals and Objectives – **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
June 24, 2013**

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, Athanas, and Melia. **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.

Chairman Nolan announced that due to audio problems the presentation for Patrick Slaney's Certificate of Recognition will take place later in the meeting.

Approval of Minutes. May 20, 2013 –A motion/Mr. Melia, seconded/Mr. Athanas to approve the May 20, 2013 minutes as presented with the readings omitted. Vote yes/Messrs. Melia, Athanas and Nolan. Abstain/Mr. Marzec. **June 10, 2013 [Executive Session]**–A motion/Mr. Athanas, seconded/Mr. Marzec to approve but not release the June 10, 2013 Executive Session minutes as presented with the readings omitted. Vote yes/Messrs. Athanas, Marzec, Melia and Nolan.

Appointments/By the Town Manager. Town Manager's 2013 Annual Reappointments/Vote to Affirm [listing enclosed in agenda packet]. A motion/Mr. Melia, seconded/Mr. Marzec to affirm the Town Manager's 2013 Annual Reappointments as indicated on the list provided in the agenda packets. Vote yes/Messrs. Athanas, Marzec, Melia and Nolan. **Board of Selectmen's 2013 Annual Reappointments/Vote to approve [listing enclosed in agenda packet].** All individuals who did not respond to their reappointment letter will not be reappointed this evening. If they wish to be reappointed they will need to turn in their paperwork and will then be placed on a future Board of Selectmen's agenda for reappointment. A motion/Mr. Melia, seconded/Mr. Marzec to approve the Board of Selectmen's 2013 Annual Reappointments, who responded yes, as indicated on the list provided in the agenda packets. Vote yes/Messrs. Athanas, Marzec, Melia and Nolan. [a copy of the reappointments will be on file in the Town Manager's Office] **Cultural Council/Mary Barlow** - A motion/Mr. Marzec, seconded/Mr. Melia to appoint Mary Barlow to the Cultural Council. Vote yes/Messrs. Athanas, Marzec, Melia and Nolan. **Resignation: Council on Aging/Winifred Sears.** A motion/Mr. Marzec, seconded/Mr. Melia to accept the resignation of Winifred Sears from the Council on Aging and send a letter of appreciation. Vote yes/Messrs. Athanas, Marzec, Melia and Nolan.

Citizens' Comments/Input. None.

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

Fall Annual Town Meeting [October 22, 2013]/Vote to close the warrant on Friday, August 23, 2013 at Noon. A motion/Mr. Marzec, seconded/Mr. Melia to close the warrant for the Fall Annual Town Meeting, on Friday, August 23, 2013 at Noon. Vote yes/Messrs. Athanas, Marzec, Melia and Nolan.

Lease of St. Patrick's Property for School Department Purposes (Portable Trailers). Present: Melissa Walker. Ms. Walker mentioned that the commercial lease with the Roman Catholic Bishop of Worcester by St. Patrick's Church is due to expire on June 30, 2013 and the school requested a new 5-year lease. She explained that rent for Year 1 is the same \$25,000.00, and then it will go up \$500/year for the next four years. A motion/Mr. Melia, seconded/Mr. Marzec to approve the commercial lease of St.

Patrick's Property for School Department purposes (portable trailers). Vote yes/Messrs. Athanas, Marzec, Melia and Nolan.

FY '13 Year End Budget Transfers. Present: Neil Vaidya, Town Accountant. Neil Vaidya, Town Accountant, announced that there are a few FY '13 end-of-year transfers needed to keep departments from being negative in their accounts. **1)** A motion/Mr. Melia, seconded/Mr. Marzec to approve the transfer of \$1,000.00 from the Town Clerk's Salaries & Wages Account 01001610-511000 to the Town Clerk's Elections and Registrations Account 01001610-578000. Vote yes/Messrs. Athanas, Marzec, Melia and Nolan. **2)** A motion/Mr. Melia, seconded/Mr. Marzec to approve the transfer of \$5,000.00 from the Police Department Salaries & Wages Account 01002100-511000 to the Police Department Supplies Account 01002100-542000. Vote yes/Messrs. Athanas, Marzec, Melia and Nolan. **3)** A motion/Mr. Melia, seconded/Mr. Marzec to approve the transfer of \$3,000.00 from the Assessor's Department Salaries & Wages Account 01001410-511000 to the Fire Department Salaries & Wages Account 01002200-511000. Vote yes/Messrs. Athanas, Marzec, Melia and Nolan. **4)** A motion/Mr. Melia, seconded/Mr. Marzec to transfer \$4,000.00 from the Landfill Analysis Professional & Technical Account 01004330-530000 to the Fire Department's Professional & Technical Account 01002200-534000. Vote yes/Messrs. Athanas, Marzec, Melia and Nolan. **5)** A motion/Mr. Melia, seconded/Mr. Marzec to transfer \$11,297.00 from the DPW Highway Division Salaries & Wages Account 01004200-511000 to the Education-Trade School Account 01003500-532100. Vote yes/Messrs. Athanas, Marzec, Melia and Nolan. **6)** A motion/Mr. Melia, seconded/Mr. Marzec to transfer \$14,703.00 from the DPW Highway Division Salaries & Wages Account 01004200-511000 to the DPW Highway Division Repairs & Maintenance Account 01004200-524001. Vote yes/Messrs. Athanas, Marzec, Melia and Nolan. **7)** A motion/Mr. Melia, seconded/Mr. Marzec to transfer \$40,000.00 from the Employee Benefits Non-Departmental Employer Insurance Benefits Account 01009100-517000 to the Employee Benefits Non-Departmental Medicare-Employer Portion Account 01009100-517001. Vote yes/Messrs. Athanas, Marzec, Melia and Nolan.

Mill House Wine & Spirits, Inc. [Alexis Giannopoulos]/Application for KENO License. Town Manager Kozak informed the Board that no action needs to be taken on this matter unless the Board chooses not to allow "Keno" at the above mentioned establishment. If that is the case then the Board has 21 days to notify the State Lottery Commission of its opinion. There being no further discussion, no motion is needed for this item because the Board of Selectmen support the "KENO" license application for Mill House Wine & Spirits, Inc.

Wastewater Treatment Plant Sludge Upgrade Project. A motion/Mr. Marzec, seconded/Mr. Melia to sign and approve the notes for the Wastewater Treatment Plant Sludge Upgrade Project. Vote yes/Messrs. Athanas, Marzec, Melia and Nolan.

Presentation: Patrick Slaney - Certificate of Special Recognition in recognition of his graduation from Mass. Maritime Academy and being commissioned as a Second Lieutenant in the Army National Guard 125th Quartermaster Company. Chairman Nolan presented Patrick Slaney with a Certificate of Recognition from the Board of Selectmen.

Departmental Updates/Present: Doreen Cedrone, Town Clerk, James Sheehan, Building Inspector, Kelly Bol, Senior Center Director, Neil Vaidya, Town Accountant, and Kimberly Yargeau, Treasurer/Collector. 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 January 1st through May 31st. A copy of the department head's quarterly report can be found in the minute's book in the Town Manager's Office.

Worcester County Selectmen's Association/Invitation to join the Association. Chairman Nolan explained that a letter came in the mail asking the Selectmen to join the Worcester County Selectmen's Association. The annual dues are \$50.00 per Town no matter how many Selectmen in the Town. One vote per Town; only one board member per Town may vote and if that member is unable to, then an alternate can vote in his or her stead. The Selectmen agreed to discuss this matter at their next Board of Selectmen's Meeting on July 15, 2013, when Selectman Ampagoomian returns.

Town Manager's Report/1) Donation of furniture by Unibank: Announced Unibank donated the following furniture to the Highway Department: (3) oak desks, (2) hutches/cases, and, (2) credenzas with draws. **2) Whitinsville Christian School Sign:** Mentioned that the Whitinsville Christian School requested the DPW to place another sign at the end of Quaker Street (near Upton line) noting their Basketball State Championship. **3) Emergency Management Training Session:** Attended the Emergency Management Table-Top exercise on flu pandemic events. This training session was put on by Mark Widner, which included individuals from various departments, surrounding towns and state agencies. **4) Town Hall Update:** Windows have been installed and we are now awaiting completion of work for storm and basement windows. **5) Building, Planning & Construction Committee Meeting:** Attended meeting for updates on various projects. A representative from Central Mass Regional Planning Commission met with the committee to discuss the future charette session. **6) Fourth of July Fireworks:** The Fire Department will be holding their annual 4th of July Fireworks at the Northbridge Middle School on Friday, June 28, 2013, beginning at 6 PM. Donations are welcomed. **7) Town Manager Goals & Objectives:** Enclosed are the goals and objectives that the Town Manager and Chairman of the Board of Selectmen prepared. Suggestions came from all Board members and the Town Manager.

Selectmen's Concerns. Selectman Athanas 1) Mentioned that there is a flag down in the water at Arcade Pond and asked if the Veteran's office should be notified. Town Manager Kozak will advise the Veteran's Office so he can check it out. **2)** Asked who is responsible for trees hanging over wires that are on private property but are on the edge of the road. Town Manager advised that homeowners can contact National Grid. **Selectman Marzec 1)** Asked about the Town's website and if there are any ideas, issues or improvements needing to be done to it. **2)** Any updates on street sweeping and roads projects. **3)** Status of installing gas lines in town and is there any interest from townspeople to add gas. **4)** Due to businesses closing in town, should letters be sent to business owners asking if there is something the Town can do to help them out. **5)** Stated that he is on the Fields Adhoc Committee and they are preparing for a meeting to discuss their updates and concerns. **Selectman Melia 1)** Double Pole issue on Hill Street near Benson Road. **2)** Mentioned a large pot hole on Church Street, near Koopman's Lumber, that needs to be filled in. **3)** Status of Sutton Street Project and Town Manager Kozak replied there is no schedule yet and is due to be advertised any day. This project will take about two years to be completed and will be starting hopefully in the fall. **4)** Status of Douglas Road Bridge because there hasn't been any activity. Town manager Kozak replied that he would look into it and get back to him. **5)** Offered his condolences to the families of Rose Gonynor Murray, Neil Leardi, and Dorothy Benoit.

Executive Session. A motion/Mr. Nolan, seconded/Mr. Athanas 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 not to reconvene in open session. Chairman Nolan then declared that an open meeting may have a detrimental effect on the bargaining position of the body. Roll Call Vote: Mr. Melia/Yes, Mr. Marzec/Yes; Mr. Athanas/Yes and Mr. Nolan/Yes.

Meeting Adjourned: 7:50 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

June 24, 2013

A. Copy of Patrick Slaney Certificate of Special Recognition.

I. APPROVAL OF MINUTES

B. 1) Copy of May 20, 2013 minutes. **2)** Copy of June 10, 2013 Executive Session minutes.
[Removed from backup documentation as they have not been released by Board of Selectmen]

II. PUBLIC HEARING **None.**

III. APPOINTMENTS/By the Board of Selectmen

C. 1) Copy of Town Manager's 2013 Annual Reappointments & Board of Selectmen's 2013 Annual Reappointments. **2)** Copy of attendance records. **3)** Copy of Mary Barlow's Talent Bank Application & resume. **4)** Copy of Winifred Sears resignation letter.

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS

D. Copy of dog warrant.
E. Copy of Fall Annual Town Meeting Warrant motion.
F. Copy of map & lease agreement between the School and Roman Catholic Bishop of Worcester by St. Patrick's Church.
G. Copy of End of Year Transfers from the Town Accountant.
H. Copy of letter from the Massachusetts State Lottery Commission regarding Mill House Wine & Spirits, Inc. request for a KENO license.
I. Copy of bond anticipation notes for the Wastewater Treatment Plant Sludge Upgrade.

VI. DISCUSSIONS

J. Departmental Updates - No quarterly reports from Town Clerk, Building Inspector, Council On Aging, Town Accountant and Treasurer/Collector
L. Copy of letter from the Worcester County Selectmen's Association.

VII. TOWN MANAGER'S REPORT

M. 1) Donation of furniture by Unibank – **No documentation.**
2) Whitinsville Christian School Sign – **No documentation**
3) Emergency Management Training Session – **Copy of program.**
4) Town Hall/Update – **No documentation.**
5) Building, Planning & Construction Committee Meeting – **No documentation.**
6) Fourth of July Fireworks – **No documentation.**
7) Town Manager Goals and Objectives – **No documentation.**

VIII. SELECTMEN'S CONCERNS - No documentation

IX. ITEMS FOR FUTURE AGENDA- No documentation

X. CORRESPONDENCE- No documentation

XI. EXECUTIVE SESSION-Copy of confidentiality and non-disclosure agreement.

**Board of Selectmen's Meeting
July 08, 2013**

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

The Pledge of Allegiance was recited by those present.

Approval of Minutes. June 24, 2013 [Executive Session]—A motion/Mr. Melia, seconded/Mr. Marzec to approve but not release the June 24, 2013 Executive Session minutes as presented with the readings omitted. Vote yes/Messrs. Marzec, Melia and Nolan. Abstain/Mr. Ampagoomian.

Appointments/By the Town Manager. Board of Selectmen's 2013 Annual Reappointments/Vote to approve. A motion/Mr. Marzec, seconded/Mr. Melia to approve the Board of Selectmen's 2013 Annual Reappointments who responded yes, Terence Bradley, Conservation Commission, Angela Dolber, Cultural Council, James Mahoney, Disability Commission, Jon Frieswick, Disability Commission, Randi Zanca, Green Committee [School Committee Rep]. Vote yes/Messrs. Ampagoomian, Marzec, Melia and Nolan. **Cultural Council/Gretchen Tucker** – Ms. Angela Dolber mentioned that Ms. Tucker will be a great fit to the Cultural Council. Ms. Tucker provided a brief description of her background and mentioned that she is very interested in being appointed to the Cultural Council. After a brief question and answer period, a motion/Mr. Marzec, seconded/Mr. Melia to appoint Gretchen Tucker to the Cultural Council. Vote yes/Messrs. Ampagoomian, Marzec, Melia and Nolan.

Citizens' Comments/Input. None.

Re-authorize Bonds for Sutton Street Sewer Repair. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the sale of \$311,000 bond anticipation notes dated July 19, 2012 payable June 27, 2014 to Unibank at a rate of 0.60%. Vote yes/Messrs. Ampagoomian, Marzec, Melia and Nolan.

School Committee Vacancy. Present: Timothy Doiron. Mr. Doiron mentioned that Alicia Cannon resigned from the School Committee effective June 30, 2013 and per Mass. General Law they need to notify the Board of Selectmen of the vacancy. Selectman Marzec asked if the School Committee vacancy can wait until September versus now. Mr. Doiron stated that there is not a lot going on during the summer. Town Manager Kozak mentioned that they can post a vacancy on cable and the town's website and hold a joint meeting in September. The Board of Selectmen agreed to post the school committee vacancy and will accept talent bank applications until Friday, August 30th at Noon time. A motion/Mr. Marzec, seconded/Mr. Melia to post the vacancy and accept talent bank applications until August 30th at Noon time. Vote yes/Messrs. Ampagoomian, Marzec, Melia and Nolan. It was also decided to hold a joint meeting of the Board of Selectmen and School Committee at 7 PM on Tuesday, September 10, 2013 at the High School.

School Based Health Center. A motion/Mr. Ampagoomian, seconded/Mr. Melia to sign the letter of support for the School Based Health Center. Vote yes/Messrs. Ampagoomian, Melia, Marzec and Nolan.

Ash Street. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to sign the Ash Street Easement Deed as authorized at the Spring Annual Town Meeting. Vote yes/Messrs. Ampagoomian, Melia, Marzec and Nolan.

July 15, 2013 Selectmen's Meeting. A motion/Mr. Ampagoomian, seconded/Mr. Melia to cancel the July 15, 2013 Board of Selectmen's Meeting. Vote yes/Messrs. Ampagoomian, Marzec, Melia and

Nolan.

Town Manager's Report. None

Selectmen's Concerns. Selectman Melia announced that Harbro Car Sales is celebrating their 40th Anniversary and congratulated them.

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

Meeting Adjourned: 7:29 P.M.

Respectfully submitted,

~~*James Athanas~~ James Marzec, Clerk

/dmg

At their regularly scheduled meeting of August 12, 2013, the Board voted to amend the July 8, 2013 minutes as follows: Selectman Marzec stated that he was Clerk for the July 8, 2013 Board of Selectmen's Meeting because Selectman Athanas was absent. He asked for Selectman Athanas's name be deleted as Clerk and insert his name.

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

July 8, 2013

I. APPROVAL OF MINUTES

A. Copy of June 24, 2013 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen]

II. PUBLIC HEARING

None.

III. APPOINTMENTS/By the Board of Selectmen

B. 1) No documentation. 2) Copy of Gretchen Tucker's Talent Bank Application.

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS

C. Copy of bond anticipation notes for the Sutton Street Sewer Repair.

D. Copy of letter from Tim Doiron notifying the Town Manager and Board of Selectmen of School Committee vacancy.

E. Copy of letter of support for School Based Health Center.

F. Copy of Ash Street Easement Deed.

VI. DISCUSSIONS

None

VII. TOWN MANAGER'S REPORT

None

VIII. SELECTMEN'S CONCERNS - No documentation

IX. ITEMS FOR FUTURE AGENDA- No documentation

X. CORRESPONDENCE- No documentation

XI. EXECUTIVE SESSION

**Board of Selectmen's Meeting
August 12, 2013**

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

The Pledge of Allegiance was recited by those present.

Approval of Minutes. June 10, 2013 –A motion/Mr. Marzec, seconded/Mr. Athanas to approve the June 10, 2013 minutes as presented with the readings omitted. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan. **June 24, 2013** –A motion/Mr. Marzec, seconded/Mr. Athanas to approve the June 24, 2013 minutes as presented with the readings omitted. Vote yes/Messrs. Marzec, Athanas and Nolan. Abstain/Mr. Ampagoomian. **July 8, 2013** – Selectman Marzec explained that he was the Clerk for the July 8th Selectmen's meeting because Selectman Athanas was absent. He asked that Selectman Athanas's name be removed from the meeting minutes as Clerk and replace it with his. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the amended July 8, 2013 minutes as presented with the readings omitted. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan.

Appointments/By the Board of Selectmen. 1) Election Workers (Democrat, Republican, and Unenrolled)/Vote to appoint. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to appoint the Democrat, Republican, and Unenrolled Election Officers as listed in the Selectmen's agenda packets. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan. **2) Central Mass. Regional Planning Commission [CMRPC]: 1) Second Delegate.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to appoint Chairman Daniel Nolan as Northbridge's Second Delegate to the CMRPC. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan. **2) Alternate.** A motion/Mr. Athanas, seconded/Mr. Marzec to appoint Selectman Charles Ampagoomian as Northbridge's Alternate to the CMRPC. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan. **3) Board of Selectmen's 2013 Annual Reappointment(s)/James Hackett, Cable Advisory Committee; Devin Stevens, Ad Hoc Fields Committee. [H.S. Student Rep.].** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the Board of Selectmen's 2013 Annual Reappointments, James Hackett, Cable Advisory Comm; Devin Stevens, Ad Hoc Fields Comm. [H.S. Student Rep.]. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan. **4) By Joint Appointment with the Trustees of Soldiers' Memorials: James Gallagher [Non-Veteran position]. Present: Thomas Farley, Chairman of the Trustees of Soldiers' Memorials and Committee Members: Richard Trier and James Henderson.** Mr. Farley mentioned that he's known Mr. Gallagher for quite some time and stated he is well qualified and will be a great asset to the committee. Selectman Ampagoomian stated that Mr. Gallagher is talented, dedicated and will be a great fit to the committee. The Select Board welcomed Mr. Gallagher aboard. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to appoint James Gallagher, non-veteran position to the Trustees of Soldiers' Memorials. Vote yes/Messrs. Athanas, Marzec, Ampagoomian, Nolan, Farley, Trier and Henderson.

Citizens' Comments/Input. None.

Past & Present Etc. [Richard Clark]/Application for a Junk Dealer's License. Mr. Clark mentioned that he lives at 1167 Main Street, Whitinsville, and has been a resident of Northbridge for over 20 years. He then stated that he would like to open his business, Past & Present Etc. at 670 Linwood Ave., Whitinsville and his hours of operation will be Thursday & Friday, 10 AM to 6 PM, Saturday, 9 AM to 5 PM and Sunday, 12 PM to 5 PM. Selectman Ampagoomian asked what his hours of operation would be and Mr. Clark 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. Ampagoomian, seconded/Mr. Athanas to grant Past & Present Etc. [Richard Clark] a Junk Dealer's license. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan.

Sewer Abatement Appeal [Janet & Richard Diehl]. Present: Mark Kuras, Sewer Superintendent, James Shuris, DPW Director. Town Manager Kozak mentioned that the Board of Selectmen are the water and sewer commissioners and noted that there is an appeals process to follow with respect to the billing. He explained that Janet and Richard Diehl filled out an application for a utility abatement, which after review was denied by Mark Kuras, Sewer Superintendent. That being said, Mr. & Mrs. Diehl feel that because no one is currently occupying the vacant real estate they should not be charged the usage fee. Mr. Kuras explained that the sewer usage rates are set rates and any usage of 800 cubic feet or less, per quarter is \$60.50. He then stated that if Mr. & Mrs. Richard Diehl had their water turned off at the current location, their sewer bill would be zero dollars but then mentioned that to turn the water back on there is a fee associated with that. A motion/Mr. Athanas, seconded/Mr. Marzec not to grant Mr. & Mrs. Richard Diehl a sewer abatement for their property located at 139 Upton Street, Northbridge, MA. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan. A letter will be sent to Mr. & Mrs. Richard Diehl regarding the Board's decision.

Operation Graduation [Selena Livingston]/Request to conduct a Boot Drive at Memorial Square and Ovia Square on Saturday, September 28, 2013 from 9:00 A.M. to 1:00 P.M. Selectman Ampagoomian asked if there was a rain date and Town Manager Kozak replied no, they have not asked for one. Selectman Ampagoomian also stated that he would only like the Board grant permission at Memorial Square, not Ovia. He personally feels there are safety concerns with Ovia Square. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve Operation Graduation's request to conduct a Boot Drive at Memorial Square and Ovia Square on Saturday, September 28, 2013 from 9:00 AM to 1:00 PM subject to the Town's Boot Drive policy established by the Board on December 4, 2006 and amended on April 28, 2008 and the safety requirements of the Northbridge Police Department. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan. Selectman Ampagoomian made a motion to revisit the Town's Boot Drive policy, specifically the location. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to have the Board of Selectmen, Police Department and Safety Committee revisit the Town's Boot Drive Policy, specifically the Ovia Square location. Vote yes/Messrs. Ampagoomian, Athanas and Nolan. Vote no/Mr. Marzec.

St. Camillus Health Center [Bonnie Dryden]/1) Requests a Charity Wine License for their 8th annual fundraising event to be held Friday, September 20, 2013 from 6 PM to 10 PM. 2) Request permission to hang a banner across Church Street from September 15, 2013 through September 22, 2013 to advertise their annual Evening at the Mansion Wine Tasting Event. 1) A motion/Mr. Marzec, seconded/Mr. Athanas to grant a Charity Wine License to St. Camillus Health Center for their 8th annual fundraising event to be held Friday, September 20, 2013 from 6 PM to 10 PM. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan. 2) A motion/Mr. Marzec, seconded/Mr. Athanas to grant permission to St. Camillus Health Center to hang a banner over Church Street from September 15, 2013 through September 22, 2013 to advertise their 8th Annual Fundraising Event to be held on Friday, September 20, 2013. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan.

Riverdale Cemetery Deed/Carol Lewis – Lot #2. A motion/Mr. Marzec, seconded/Mr. Athanas to sign the Riverdale Cemetery Deed for Lot #2 – Carol Lewis. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan.

Northbridge Fire Department/Request permission to conduct a "Fill the Boot" drive for Muscular Dystrophy Association on Saturday, August 31, 2013, from 9:00 AM to 12:00 PM at Memorial Square. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to grant permission to the Northbridge Fire Department to conduct a "Fill the Boot" drive for the Muscular Dystrophy Association on Saturday, August 31, 2013, 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/Messrs. Marzec, Athanas, Ampagoomian and Nolan.

Safety Committee Minutes [July 23, 2013]. Chairman Nolan mentioned that due to a recent letter from the School Department, regarding a safety concern at one of the schools, he asked the other members of the Board if they wished to table this item to a future meeting or accept the minutes as is. Chairman Nolan suggested to allow the Safety Committee time to discuss the issues at hand at their next meeting and then place the minutes back on a future agenda. A motion/Mr. Nolan, seconded/Mr. Athanas to table the acceptance of the Safety Committee Minutes [July 23, 2013] until their next Board meeting of September 9, 2013. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan.

Worcester County Selectmen's Association/Invitation to join the Association. Chairman Nolan briefly explained that this was discussed at a previously held Board of Selectmen's meeting and that they need to decide whether or not to join the Worcester County Selectmen's Association. The annual dues are \$50.00 per Town no matter how many Selectmen in the Town. One vote per Town; only one board member per Town may vote and if that member is unable to, then an alternate can vote in his or her stead. They need to decide this evening if they wish to join the association and which Selectman should represent Northbridge, along with an alternate. A motion, Mr. Ampagoomian, seconded/Mr. Marzec to join the Worcester County Selectmen's Association and have Selectman Charles Ampagoomian be the representative for the Northbridge Board of Selectmen. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan.

Gilmore Drive [Acceptance of Easement Deed]. A motion/Mr. Athanas, seconded/Mr. Marzec to accept the Gilmore Drive Easement Deed as approved at the Spring Annual Town Meeting. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan.

Ashton Place LLC/License Agreement. Town Manager Kozak advised that this agreement allows the water company permission to go onto the Ashton Place property [located at the old Northbridge Nursing Home, Providence Road] to do repairs. Town Manager Kozak mentioned that Town Counsel has approved this license and that he recommends approving the license. A motion/Mr. Marzec, seconded/Mr. Athanas to approve the license agreement with Ashton Place LLC. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan.

Fall Annual Town Meeting [October 22, 2013]/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: Town Manager Kozak advised that the first three are housekeeping articles. Article 1: article for prior year bills Article 2: article for budget transfers Article 3: to transfer funds to the stabilization account. Article 4: article to provide funding to relocate the fire department dispatch to the police department He mentioned that he is working with the Fire Chief and Police Chief on an analysis and is asking the Board of Selectmen to support this article. Article 5: one or more articles to accept property and associated assets and funds from the trustees of pine grove cemetery. He mentioned that the Pine Grove Cemetery Trustees are asking the Town to take over the property and in order to move forward this article would need to be approved at Town Meeting. Article 6: article to amend the code of the Town of Northbridge article 8-100, dogs, in order to meet new state regulations. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to place Articles 1 through 6 on the Fall Annual Town Meeting Warrant. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan. Town Manager Kozak reminded everyone that the warrant closes on August 23, 2013 and there could be other articles.

Taxpayer Request Letter. Town Manager Kozak explained that a letter came in from a resident asking the Selectmen to consider adopting a state law to allow for taxes to be frozen for the age of 65 and older.

After researching this request and talking with the Town Assessor, Town Manager Kozak mentioned that there is currently an exemption the town utilizes for people who are 65 and older and have a certain income. He also mentioned that there are other enhancements to this program but not for freezing taxes in place. He noted that the Town Assessor did some more research and informed him that there is currently a bill out there that was submitted, but hasn't been acted upon, that could freeze taxes for the elderly. At this point in time, the town doesn't have that avenue to go down but suggested he would continue to do more research on this topic and report back to the Board of Selectmen in the future. Selectman Marzec advised that he has a concern with this, that being, the real estate for the home would never increase and feels that when the elderly person sells their home the taxes for that property should go back to the town. The Selectmen all agreed that before they move forward with this they would like to know the financial impact it would have on the community among other concerns. The Town Manager will continue to research this item and discuss at a future Selectmen's meeting. Selectman Ampagoomian suggested that his Select Board discuss this agenda item at a future meeting. This would allow for more time in researching this issue.

Selectman Melia arrived at 7:30 PM

Town Manager's Report/1) Central Homeland Security Equipment: The town received public safety equipment from the Central Homeland Security Region. A copy of the equipment was included in the Selectmen's packet. Town Manager Kozak announced the items received: 2- Shelter Privacy Screens, 1 - large trailer, enclosed equipment, 2 - bulbs for magnum light tower, 2-wheelchairs, 2-walkers, 5-20' x 30' tarps, 2-collapsible water containers, 3-quick shelter, 6-cot-military style, 1-portable generator, 1 light tower, 15-traffic cones, 2-GPS handheld, 5- A-frame barricade (rail), 5-A-frame barricade (legs) and 2-batteries Part 4-D-1000. **2) Planning Board Vacancy:** Announced that there is a Planning Board vacancy and the deadline for applications is August 30, 2013. **3) School Committee Vacancy:** Announced that there is a School Committee vacancy and the deadline for applications is August 30, 2013. **4) Sutton Street Reconstruction Project:** The project is moving forward and the final construction and easement plans are in progress and being prepared. The bid process will begin soon. The Town Manager's Office is in the process of distributing checks for the various takings. He mentioned that residents need to contact the Town and return their letters in order to receive their funds. **5) Bridge Update:** The Ross Rajotte Bridge will be closing on Monday, August 19, 2013 through August 20, 2013 and detour signs will be in place. It is now anticipated that work will be completed in November. **6)** Announced that if residents have any concerns with mosquito's to contact the Central Mass. Mosquito Control as the spraying season is soon coming to an end.

Selectmen's Concerns. Selectman Marzec 1) Asked the Highway Director, James Shuris if there would be any signage placed at the detour areas saying that businesses are still open even though the bridge is closed. Mr. Shuris mentioned that he would discuss this with the Police Department. **2)** Asked when the work on the roads would begin and Mr. Shuris mentioned that they had a problem and had to go back out and rebid. He then announced that they awarded a bid today and the work will begin soon. **3)** Mentioned that he received some phone calls regarding the poor condition of Hill Street. Mr. Shuris mentioned that Hill Street will be looked at soon but with the Sutton Street project they are holding off. **4)** Asked if Swift Road would be getting gas? Town Manager Kozak will look into this. **5)** Asked about the status of the causeway over Carpenter Road and who owns it and who should be taking care of it. **6)** Update on trash programs and Town Manager Kozak mentioned that he would have an update at their next meeting. **7)** Abandoned property in town (somewhere on Goldthwaite and other places)? How many are there and who owns them? **Selectman Athanas 1)** Asked the DPW Director if he planned to send out a Reverse 911 notifying residents on when the various road projects begin. Mr. Shuris replied that the contractors will be going around placing door hangers on the resident's home and noted that a notice would be placed on the town's website. Mr. Shuris then stated that if the Town Manager and/or Board of Selectmen want a Reverse 911 sent out, they can do that too. He also suggested having a neighborhood

meeting to keep them abreast of the projects. **2)** Stated that he is concerned about an article that was placed in the paper on heroin abuse in Town. After speaking with different people, he was wondering if there are funds to do early intervention or fund programs for the school to educate kids on heroin/pill abuse. He feels that the Board of Selectmen, in conjunction with the School, should be taking a proactive step and addressing this before it ends up being a bigger issue in town. **Selectman Ampagoomian 1)** Mentioned that the surveyors were out on Sutton Street and asked if this was the first step. James Shuris, DPW Director responded that he thinks it is the contractors who are bidding on the job. **2)** Asked if there are any plans to extend gas, sewer lines and upgrade water on Goldthwaite Road. Mr. Shuris replied no because the cost associated in putting sewer lines on Goldthwaite Road would be 2.4 million dollars and he doesn't believe water will be done either because of the cost. They will extend and improve some of the sidewalks but that's it. **3)** Mentioned that he has some concerns with the Ross Rajotte Bridge because the steel plate is collapsing/pitching on the right side and once it settles, he's wondering what effect it might have. Mr. Shuris mentioned that it went from 8 inches in the air down to a settlement. It's a lot better now but he will address his concerns to the contractor. **4)** Asked the Town Manager which vehicle would be placed in the Rockdale Fire Station because he is concerned with a stamp pipe that comes down from the ceiling that they utilize to fill up the tankers. **5)** Asked if the water tanker's were fixed and Town Manager Kozak replied that he wasn't sure. **6)** Asked if Town Manager Kozak spoke to Len Jolles or Mark Anderson about the parking lot for the new fire station. Town Manager Kozak mentioned that he and Gary Nestor, Fire Chief will be meeting with Mr. Jolles this week. **7)** Asked Town Manager Kozak to look into converting the old Fowler Road Playground into a dog walking park. Town Manager Kozak mentioned that the access to the playground is not real good to that piece of property but he'll still look into it. **8)** Asked Mr. Shuris if another article regarding the subsidy for the roads be coming before the Board and Mr. Shuris mentioned that they still have about \$625,000 in Chapter 90 funds to spend so they won't be presenting another article. **9)** Any update on a DPW facility or a charrette? Town Manager Kozak mentioned that he will be providing an update in the near future. **10)** Asked Mr. Shuris to tell Rob Van Meter, Highway Superintendent welcome back. **Selectman Melia 1)** Asked if the Safety Committee Minutes were approved and Chairman Nolan replied that the Board tabled them till a future meeting. **2)** Mentioned the drug use article that was in the paper and stated that Northbridge has a drug problem like every other town and state. He mentioned that any drug awareness program is based on three things: Education, Enforcement and Rehabilitation and explained that the Board and School should be involved by educating students on drug abuse. **Selectman Athanas** asked Selectman Melia when the last time the school had a Resource Officer and he replied that the Dear Program was stopped 15 years ago due to the loss of grant money however he thinks the School Department kept it going for a little while but then ended due to lack of funds. **Selectman Athanas**/stated that he remembers discussing the possibility of bringing in a school resource officer position at a previous Selectmen's meeting and Town Manager Kozak advised that the position has been funded and that a school resource officer will be placed in the schools in the upcoming months. Selectman Marzec inquired about how other towns are funding these type of programs but there was no response.

Executive Session. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to go into Executive Session 1) Under M.G.L. Chapter 30A, S. 21 #6 - To consider the purchase, exchange, lease or value of real property & 2) Under M.G.L. Chapter 30A, S. 21 #3 – To discuss strategy with respect to contract negotiations and not to reconvene in open session. Chairman Nolan then declared that an open meeting may have a detrimental effect on the bargaining position of the body. Roll Call Vote: Mr. Melia/Yes, Mr. Marzec/Yes; Mr. Athanas/Yes and Mr. Nolan/Yes.

Meeting Adjourned: 8:18 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

August 12, 2013

I. APPROVAL OF MINUTES

A. 1) Copy of June 10, 2013 minutes. **2)** Copy of June 24, 2013 minutes. **3)** Copy of July 8, 2013 minutes.

II. PUBLIC HEARING

None.

III. APPOINTMENTS/By the Board of Selectmen

B. 1) Copy of election officials for Unenrolled, Democratic and Republican. **2)** Copy of Central Mass. Regional Planning Commission appointment letter dated July 5, 2013. **3)** None. **4)** Copy of Trustees of Soldiers' Memorial memo to the Board of Selectmen & a Copy of James Gallagher resume.

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS

C. 1) Copy of Past & Present Etc. [Richard Clark] application for Junk Dealer's License **2)** Copy of tax form, **3)** Copy of workers compensation insurance, **4)** Copy of business certificate & request, **5)** Copy of license routing slips from Department Heads.

D. 1) Copy of letter dated 6/25/13 from Mark Kuras, Sewer Superintendent. **2)** Copy of letter from Janet Diehl requesting an appeal from the Board of Selectmen. **3)** Copy of application for utility abatement. **4)** Copy of Schedule of rates for sewer services. **5)** Copy of Northbridge bylaws for utility abatement requests.

E. 1) Copy of email from Selena Livingston requesting a boot drive for Operation Graduation. **2)** Copy of Police Chief's Response and DPW Director's Response.

F. 1) Copy of letter from St. Camillus requesting a Charity Wine License and to hang a banner over Church Street. **2)** Copy of transmittal form and application to the ABCC. **3)** Copy of certificate of good standing and other required paperwork for the ABCC.

G. Copy of Riverdale Cemetery Deed for Carol Lewis.

H. Copy of letter from the Northbridge Fire Department requesting permission to conduct a boot drive on August 31, 2013 from 9 A.M. to 12 P.M. at Memorial Drive to benefit Muscular Dystrophy. **2)** Copy of Police Chief's Response and DPW Director's Response.

I. 1) Copy of safety committee minutes dated July 23, 2013. **2)** Copy of letter from Nancy Spitulnik, Superintendent of Schools.

J. Copy of letter from the Worcester County Selectmen's Association.

K. 1) Copy of letter from the Millbury Credit Union regarding Gilmore Drive. **2)** Copy of Easement Deed.

L. 1) Copy of letter from the Law Office of St. Pierre & St. Pierre. **2)** Copy of Ashton Place, LLC license agreement.

M. Copy of Fall Annual Town Meeting [October 22, 2013] warrant articles.

VI. DISCUSSIONS

N. Copy of letter from John Doldoorian, Sr., resident in Town.

VII. TOWN MANAGER'S REPORT

O. 1) Central Mass. Homeland Security Equipment – Copy of receiving documents from Central Mass. Homeland Security Region.

2) Planning Board Vacancy – No documentation

3) School Committee Vacancy – No documentation.

4) Sutton Street Reconstruction Update – No documentation.

5) Bridges Update – No documentation.

VIII. SELECTMEN'S CONCERNS - No documentation.

IX. ITEMS FOR FUTURE AGENDA- No documentation.

X. CORRESPONDENCE- No documentation.

XI. EXECUTIVE SESSION-Copy of confidentiality and non-disclosure agreement.

**Board of Selectmen's Meeting
September 9, 2013**

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. Marzec, Athanas, Melia and Ampagoomian. **Also Present:** Theodore D. Kozak, Town Manager.

The Pledge of Allegiance was recited by those present.

Chairman Nolan announced that the Board would be going into Executive Session and declared that having an open meeting may have a detrimental effect on the bargaining position of the body.

A motion/Mr. Ampagoomian, seconded/Mr. Melia 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 [Pine Grove Cemetery] – and to reconvene in Open Session. Roll Call Vote: Mr. Melia/Yes; Mr. Ampagoomian/Yes; Mr. Athanas/Yes, Mr. Marzec/Yes, and Mr. Nolan/Yes.

Open Session Adjourned: 6:31 PM

Executive Session Convened: 6:32 PM

Executive Session Adjourned: 7:08 PM

Approval of Minutes. August 12, 2013 [Executive Session] – A motion/Mr. Marzec, seconded/Mr. Melia to approve but not release the August 12, 2013 Executive Session minutes as presented with the readings omitted. Vote yes/ Unanimous.

Public Hearings. 7:05PM – 1) 7:05 PM – New China Pacific LLC d/b/a New China Pacific Restaurant [Jackie Lee, Manager] – Application for an All Alcohol Common Victualler License for 683 Linwood Ave., Whitinsville, MA 01588. Chairman Nolan read the public hearing notice aloud. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to open the public hearing. Vote yes/Unanimous. **Present: Attorney Robert Knapik and Jackie Lee, Manager & Part Owner.** Attorney Knapik mentioned that Mr. Lee, his client, is in the process of re-opening the old China Pacific Restaurant in the Town of Northbridge and would like an All Alcohol Common Victualler's Liquor License. Attorney Knapik explained that Mr. Lee will be acquiring the restaurant and making the necessary improvements and refurbishments in accordance to the plans that were submitted to the Town. Chairman Nolan asked if there were any abutters present with questions. No abutters were present. Selectman Melia asked Mr. Lee if he has an Alcohol Intervention Certificate and Mr. Lee replied not yet. Selectman Melia explained that he and other staff members, who will be serving alcohol, will require this certificate prior to opening. Selectman Melia also asked Mr. Lee if he had an opening date and Mr. Lee replied in about two to three months. Selectman Athanas asked Mr. Lee about his commute to the restaurant and his hours of operation. Mr. Lee responded that he's been travelling this distance to work for years and then Attorney Knapik announced the business hours of operation for the restaurant would be Monday through Saturday, 11:00 A.M. to 2:00 A.M., Sunday, 12:00 P.M. to 1:00 A.M. Selectman Ampagoomian asked Mr. Lee how many employees he intended to hire and Mr. Lee replied eight to ten. He asked if they would be having Keno and Lottery and Mr. Lee replied yes. Selectman Ampagoomian then asked if the building would be brought up to code with all the renovations and Attorney Knapik explained that his client received a list from the Building Inspector, Fire Department and Board of Health on everything that needs to be done to bring the building up to code. There being no further questions, a motion/Mr. Marzec, seconded/Mr. Ampagoomian to close the public hearing. Vote yes/Unanimous. A motion/Mr. Melia, seconded/Mr. Ampagoomian to grant local approval to New China Pacific LLC d/b/a New China Pacific

Restaurant for an All Alcohol Common Victualler's liquor license located at 683 Linwood Ave., Whitinsville, MA. Vote yes/Unanimous.

2) 7:20 PM – Samarpan, Inc. d/b/a 1 Quickstop Convenience [Bhikhabhai Patel, Manager] – Application to transfer the Wine & Malt Package Store License from Steve Tran d/b/a 1 Quickstop to Samarpan, Inc. d/b/a 1 Quickstop Convenience. Chairman Nolan read the public hearing notice aloud. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to open the public hearing. Vote yes/Unanimous. **Present: Attorney Gerald Madaus & Bhikhabhai Patel, Manager.** Chairman Nolan asked members of the Board if they had any questions. Selectman Ampagoomian asked Mr. Patel if he was TAMs [Techniques of Alcohol Management] certified and Mr. Patel replied yes. Selectman Ampagoomian how many employees he intended on hiring and Mr. Patel replied two, plus him. There being no further questions/comments, a motion/Mr. Ampagoomian, seconded/Mr. Marzec to close the public hearing. Vote yes/Unanimous. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the transfer of the Wine & Malt Package Store License from Steve Tran d/b/a 1 Quickstop to Samarpan, Inc. d/b/a 1 Quickstop Convenience. Vote yes/Unanimous.

Appointments/By the Town Manager. Carmen Borelli/Student Police Officer. Present: Walter Warchol, Chief of Police. Chief Warchol introduced Carmen Borelli and recommended that he be appointed as a full-time Student Police Officer. Mr. Borelli then provided a brief description of his qualifications. He mentioned that he went to school in Grafton and moved to Northbridge in 2007. He graduated from Worcester State College, with a Bachelor of Science Degree in Criminal Justice and then went to Nichols College and received his Masters of Business Administration in Security Management. The Board of Selectmen welcomed Mr. Borelli aboard and wished him well. A motion/Mr. Ampagoomian, seconded/Mr. Melia to affirm the appointment of Carmen Borelli as a Student Police Officer effective September 16, 2013. Vote yes/Unanimous. **Veterans Clerk, Annmarie Cleary. Present: Ronald Tetreau, Veterans Director & Annmarie Cleary.** Mr. Tetreau announced that after interviewing several applicants Annmarie was by far the most qualified candidate and will be an asset to his department. Ms. Cleary introduced herself and provided the Board with a brief background of her work experience. The Board congratulated Ms. Cleary and welcomed her aboard. A motion/Mr. Melia, seconded/Mr. Athanas to affirm the Town Manager's appointment of Annmarie Cleary as the part-time Veterans Clerk for the Town of Northbridge. Vote yes/Unanimous. **Resignation/By the Board of Selectmen.** Peter Lawson, Cultural Council. A motion/Mr. Ampagoomian, seconded/Mr. Melia to accept the resignation of Peter Lawson from the Cultural Council and send a letter of appreciation for his service to the town. Vote yes/Unanimous.

Citizens' Comments/Input. None.

Kyoto of Whitinsville [Thien Phan, Manager], 185 Church Street, Whitinsville/Application for a non-alcoholic Common Victualler's License. Mr. Phan introduced himself and mentioned that he has another restaurant in Shrewsbury and is expanding his family business to Northbridge. Selectman Melia announced that Kyoto of Whitinsville has already been approved by the Alcoholic Beverage Control Commission and received their All Alcohol Common Victualler's License and are just coming this evening for their non-alcoholic Common Victualler License. He then asked Mr. Phan when he planned to open his restaurant and Mr. Phan replied any day. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve Kyoto of Whitinsville's [Thien Phan, Mgr.] application for a Common Victualler's License located at 185 Church Street, Whitinsville, MA. Vote yes/Unanimous.

MRA Multisport [Alex Rogozenski]/1) Request permission to hold the 2nd annual "1st Day 5K" run / 2.5K walk on January 1, 2014, 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 mentioned that this is an annual event and last year they had over 220 participants. The funds will benefit Northbridge

Operation Graduation. A motion/Mr. Ampagoomian, seconded/Mr. Melia to grant permission to MRA Multisport [Alex Rogozenski] to hold the 2nd annual “1st Day 5K” run/2.5K walk on January 1, 2014 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. **2) Request permission to hold “Race of Rams” Duathlon/5K, Sunday, May 4, 2014, at 8:30 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 a duathlon is when you run, bike and run again. Chairman Nolan suggested that Mr. Rogozenski attend a future Board of Selectmen’s Meeting, under Citizens Comments, to remind residents of the event since it’s so far away. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to grant permission to MRA Multisport [Alex Rogozenski] to hold “Race of Rams” Duathlon/5K on Sunday, May 4, 2014, at 8:30 A.M., subject to the conditions set forth by the Northbridge Police Department requiring the use of police details for traffic. Vote yes/ Unanimous.

Safety Committee Minutes [July 17, 2013]/Vote to accept recommendations. A motion/Mr. Melia, seconded/Mr. Marzec to accept the recommendations of the Safety Committee as outlined in the minutes of July 17, 2013. Vote yes/Unanimous.

Northbridge Special Education Parent Advisory Council [Kathy Lyons]/Request permission to hang a banner over Church Street from December 1, 2013 through December 8, 2013 to advertise “National Inclusive Schools Week”. A motion/Mr. Ampagoomian, seconded/Mr. Melia to grant permission to the Northbridge Special Education Parent Advisory Council [Kathy Lyons] to hang a banner over Church Street from December 1, 2013 through December 8, 2013 to advertise “National Inclusive Schools Week”. Vote yes/Unanimous.

Northbridge Association of Churches [Carolyn Mitchell]/Request to hold the 39th annual Blackstone Valley Cropwalk to be held Saturday, October 19, 2013 at 9:00 A.M. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve Northbridge Association of Churches request to hold the 39th annual Blackstone Valley Cropwalk on Saturday, October 19, 2013 at 9 A.M. subject to the safety requirements of the Police Department. Vote yes/Unanimous.

Village Congregational Church [Robert G. Sherwood, Pastor]/Request permission to use Memorial Park on Sunday, October 6, 2013, from 9:00 A.M. to 11:00 A.M. A motion/Mr. Ampagoomian, seconded/Mr. Melia to grant permission to The Village Congregational Church to use Memorial Park on Sunday, October 6, 2013, from 9:00 A.M. to 11:00 A.M. subject to the approval of the Police Department and the Department of Public Works. Vote yes/Unanimous.

Mantown Consignment [Brian Provencal], 2679 Providence Road, Northbridge/Application for a Junk Dealer’s License. A motion/Mr. Melia, seconded/Mr. Marzec to grant Mantown Consignment [Brian Provencal] a Junk Dealer’s license. Vote yes/Unanimous.

Alternatives [Dennis Rice]/Request permission to use Memorial Park for a community art project in celebration of World Smile ☺ Day on October 4, 2013 through October 6, 2013. Present: Cristi Collari. Ms. Collari mentioned that Alternatives is doing a Community Art Project with staff, individuals, and the community in conjunction with World Smile Day. She mentioned that individuals from Alternatives will be hanging paper plates (that have drawing/writing on them) in the park. A motion/Mr. Marzec, seconded/Mr. Melia to grant permission to Alternatives to use Memorial Park for a community art project in celebration of World Smile ☺ Day on October 4, 2013 through October 6, 2013. Vote yes/Unanimous.

Fall Annual Town Meeting Warrant [October 22, 2013]/Vote to sign warrant upon completion and final review by Town Counsel. Town Manager Kozak mentioned that the Board has a copy of a draft

warrant that was provided by Town Counsel and the final warrant will be provided soon. He also noted that the place of the venue might change because one of the articles on the warrant might draw a larger crowd. The Chairman and Moderator think the Middle School Gymnasium or the High School Field House might be a better place to hold the Fall Annual Town Meeting. He then asked the Board of Selectmen to sign the Fall Annual Town Meeting Warrant upon completion and final review by Town Counsel. A motion/Mr. Ampagoomian, seconded/Mr. Melia to sign the October 23, 2012 Fall Annual Town Meeting Warrant upon completion and final review by Town Counsel and the possibility of changing the venue to a different location if needed. Vote yes/Unanimous.

Northbridge Homecoming Parade [James Verdone]/Request permission to close Linwood Ave. for Homecoming Parade on September 26, 2013. Town Manager Kozak explained that because of the timing for this request he felt it was important to place this on tonight's agenda. Chairman Nolan read aloud an email from James Verdone, Music Director at the Northbridge High School. He noted that in an attempt to boost school, community spirit and pride, they are looking to bring back the Northbridge High School Homecoming Parade that used to be a huge hit in the Town of Northbridge. That said, Homecoming is on September 28, 2013 and the High School is looking for permission to close Linwood Ave for about 15 minutes to hold their parade from the Northbridge High School to the Northbridge Middle School. The parade would start around 9:45 A.M. and end at 10:00 A.M. A motion/Mr. Melia, seconded/Mr. Ampagoomian to grant permission to James Verdone [Northbridge Homecoming] to close Linwood Ave. on September 28, 2013 for the Northbridge Homecoming Parade subject to the safety requirements of the Police Department. Vote yes/Unanimous.

Boot Drive Policy. Selectman Ampagoomian mentioned that he asked for the Boot Drive policy to be placed on tonight's agenda because he was unclear that Ovia Square was accepted as part of the Town's Boot Drive policy. He then noted that because Ovia Square was accepted by the Board of Selectmen, he is satisfied with that. There was no further discussion on the Boot Drive policy.

E-Permitting Contract. Town Manager Kozak explained that last year the Town applied for an E-Permitting Grant program for the community and then noted that the Central Mass. Regional Planning Commission was awarded funds to go forward with hiring a company to use. The company selected is DesLauriers Municipal Solutions Inc. is a very reputable company and is used in other communities throughout the state. The first year of the funding will be taken care of by the grant the Town received, and years 2 and beyond will be picked up by the town. The cost associated will be a 3% surcharge on the Town's permits and licenses. Town Manager Kozak mentioned that all the towns records will be electronic, which will allow for better reporting capabilities, and easier for the public to research information. He then noted that next year the charge to the Town for the use of the software is \$9,000 and he recommends going forward with this. That being said, he mentioned that the E-Permitting contract will be signed by him this week and hopes to be in effect shortly thereafter.

Roads Program Update. Present: James Shuris, DPW Director. Mr. Shuris mentioned that work has already begun at Castle Hill Estates. He announced that the Town has already started with crack sealing, and infra-red treatment on distressed areas in Castle Hill Estates. That said, the micro surfacing will begin next week due to rain. He noted that they have four areas that they are focusing on: Castle Hill Estates, Goldthwaite Road and North Main Street, Presidential Estates and Prague Street. These four areas will cost about \$900,000.00. Mr. Shuris then mentioned that crack sealing has begun at Presidential Farms on Jefferson Ave., Eisenhower Drive and a portion of Lincoln Circle and then added that the micro surfacing crew will return in the spring to resurface the above roads in Presidential Estates. Mr. Shuris announced that he has a pre-construction meeting with J. H. Lynch and All States Asphalt for Goldthwaite Road and North Main Street. He explained that once they receive a definite schedule on the road work, he will place the information on the town's website and send out a Reverse 911 letting residents know when the work will begin in their area. He also noted that a sign board will be placed in the vicinity of the work

area. Mr. Shuris advised the Select Board that he feels the road work for Goldthwaite Road and North Main Street will be completed by the end of September if all goes well. That said, Mr. Shuris mentioned that reclamation will begin on Sprague Street following the completion of Goldthwaite Road. This will be followed by adjustments to the catch basins, a 3" course of binder asphalt will be installed, and in the springtime a chip seal will be installed to seal the pavement and provide a wearing surface. Mr. Shuris explained that the sidewalks in town are failing and are in need of repair. That being said, he's been doing some research to see if the town can receive federal funding on the failing sidewalks in town. He advised the Selectmen that he would like to have a discussion with them in the near future on whether or not it's right to remove the old concrete sidewalks and put in asphalt sidewalks. Selectman Athanas asked if the bids for the Sutton Street Project went out and Mr. Shuris replied that the bids went out and will come back within two weeks. He then advised the Board that the contractors have informed him that the plans and specs have not been made available to the bidders. That said, it could extend the due date and then noted that the project is being run by the state.

Selectmen's Meeting Schedule (vote to change). Town Manager Kozak explained that on September 23, 2013 he will be attending the International City Manager's Conference [ICMA] in Boston and will not be able to attend the Selectmen's Meeting. He asked Chairman Nolan to place this item on the agenda to see if the Board would entertain the motion of changing the meeting to September 30, 2013. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to move Selectmen's Meeting Schedule (vote to change) from Discussion to Decision. Roll Call Vote: Mr. Athanas/yes, Mr. Marzec/yes, Mr. Ampagoomian/yes, Mr. Melia/yes and Mr. Nolan/yes. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to reschedule the September 23, 2013 Board of Selectmen's Meeting to September 30, 2013. Vote yes/Unanimous.

Town Manager's Report/1) Summer Read Around Town Program: Participated in the Summer Read Around Town Program with the School Department, which included a tour of Town Hall. **2) EPA Project:** Attended a meeting on the Regional Stormwater Project, which will assist the Town in implementing an EPA requirement for stormwater. **3) Trash Haulers Study Grant Application:** We have submitted an application for assistance on the trash pick-up in the community. We anticipate receiving a response in a few weeks. **4) Open Space & Recreation Plan:** Announced there will be an Open Space & Recreation Plan Meeting on September 10, 2013, at 6:00 P.M. at Memorial Town Hall. We are still seeking interested residents in participating in the updating of the plan. **5) Planning Board/School Committee Vacancy:** a) Announced there is still a vacancy on the Planning Board. Talent Bank forms should be returned to the Town Manager's Office by the end of this month. b) Announced that we have one applicant for the open position on the School Committee and a joint meeting will take place on September 10, 2013, at 6:30 P.M. at the School Committee Meeting. **6) Community Development Block Grant – DR Initiative:** The Town has applied for a grant to move the Rockdale Youth Center to St. Peter's School in Rockdale. We are working with the Whitin Community Center on this endeavor. **7) Pine Grove Cemetery:** Town Manager Kozak will provide an update on the analysis for the Town to take over the cemetery. Town Manager Kozak reported that he and James Shuris, DPW Director looked at the property, buildings and grounds and we are currently putting together a budget proposal to go forward at Town Meeting in October.

Selectmen's Concerns. Selectman Ampagoomian 1) asked if the Town's website is updated for residents to view the upcoming projects. Mr. Shuris replied no. Selectman Ampagoomian then suggested placing all the upcoming projects on the town's website. **2)** Asked the status of the Worcester Regional Bus Transportation routes and Town Manager Kozak advised that he hasn't heard anything yet but will follow up this week. **3)** Double poles – asked James Shuris, DPW Director to look into the following double poles: Benson Road/Providence Road, Hill Street/Benson Road/Batcheller Road, Church Street Extension – near the ball park, Church Street – near the Armenian Church. **4)** Announced that he will be attending the Worcester County Selectmen's Meeting next week in Sturbridge. **5)** Asked for the Highway

Department to look at Casey/Sunshine Drive because he heard part of the road has collapsed. **Selectman Melia**/Mentioned that he received a phone call/invitation to the St. Camillus Adult Day Center. He announced that they are having an Open House on Thursday, September 12, 2013, from 2 PM and 6 PM at Linwood Mills. Town Manager Kozak and all the Selectmen are invited to attend. **Selectman Athanas**/Asked Walter Warchol, Police Chief to provide an update on the number of break-ins in Town. Chief Warchol advised that there have been about 7 break-ins and most of them have been drug related. He then stated that the Northbridge Police have arrested two of the subjects. He commended Detective Donald Roy, Lieutenant Timothy Labrie, and Officer Jarrod Woeller for all their hard work in solving these crimes. **Selectman Marzec** /Asked about looking into vacant lots, unpaid taxes, property foreclosures in town. **Selectman Ampagoomian**/Announced that Dr. Sang K. Chung and Dr. Merle F. MacNeil are both retiring and each has served the Town for 40 plus years. He wished them both well on their retirement and thanked them for all their years of service to the community.

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

Meeting Adjourned: 8:42 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

September 9, 2013

I. APPROVAL OF MINUTES

A. 1) Copy of August 12, 2013 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen]

II. PUBLIC HEARING

B. 1) New China Pacific LLC d/b/a New China Pacific Restaurant – a) Copy of Public Hearing Notice. b) Copy of abutter notice. c) Copy of request for abutters' list. d) Copy of abutters. e) Copy of application for alcoholic beverage license. f) Copy of floor plan. g) Copy of manager application. h) Copy of passport. i) Copy of personal information form. j) Copy of applicant's statement. k) Copy of manager's certificate of resolution. l) Copy of license routing slips from Department Heads.

2) Samarpan, Inc. d/b/a 1 Quickstop Convenience – a) Copy of Public Hearing. b) Copy of application for alcoholic beverage license. c) Copy of floor plan. d) Copy of applicant's statement. e) Copy of manager application. f) Copy of naturalization paper. g) Copy of alcohol intervention certificate. h) Copy of personal information form. i) Copy of certificate of vote. j) Copy of license routing slips from Department Heads.

III. APPOINTMENTS/By the Board of Selectmen

C. 1) a) Copy of appointment letter to Town Manager Kozak. b) Copy of Carmen Borrelli's Resume. **2)** Copy of Annmarie Cleary's Resume. **3)** Copy of Peter Lawson's resignation letter.

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS

D. 1) Copy of Kyoto of Whitinsville, LLC application for Common Victualler's License. **2)** Copy of license routing slips from Department Heads.

E. 1) Copy of email dated 8/20/13 from Alex Rogozenski requesting two road races. **2)** Copy of 1st Day 5K Run & 2.5K Walk. **3)** Copy of Race of Rams. **4)** Copy of Police Chief Response. **5)** Copy of DPW Response.

F. Copy of safety committee minutes.

G. Copy of email dated August 29, 2013 from Kathy Lyons requesting permission to hang a banner across Church Street to advertise National Inclusive Schools Week.

H. 1) Copy of letter from Northbridge Association of Churches requesting permission to conduct their 39th annual Blackstone Valley Crop Hunger Walk. **2)** Copy of Police Chief's Response. **3)** Copy of DPW's Response.

I. Copy of letter from the Village Congregational Church requesting permission to use Memorial Park for services on October 6, 2013. **2)** Copy of Police Chief's Response. **3)** Copy of DPW Director's Response.

J. 1) Copy of Mantown Consignment's Junk Dealer's License. **2)** Copy of license routing slips from Department Heads.

K. 1) Copy of letter from Alternatives requesting permission to use Memorial Park from October 4th through October 6th to advertise World Smile Day. **2)** Copy of pamphlet.

KK. 1) Copy of email from James Verdone requesting permission to close down Linwood Ave. for their Homecoming Parade on September 28, 2013. **2)** Copy of route.
L. Copy of Fall Annual Town Meeting Warrant [October 22, 2013]

VI. DISCUSSIONS

M. Copy of Town of Northbridge Boot Drive Policy.
N. Copy of Central Mass. Reg. Planning Commission Technical Proposal
O. Copy of Tentative Road Work Schedule for Fall 2013.
P. No documentation.

VII. TOWN MANAGER'S REPORT

Q. 1) Summer Read Around Town Program – **No documentation.**
2) EPA Project – **No documentation.**
3) Trash Haulers Study Grant Application – **No documentation.**
4) Open Space & Recreation Plan – **Copy of meeting agenda.**
5) Planning Board/School Committee Vacancy – **No documentation.**
6) Community Development Block Grant – DR Initiative – **No documentation.**
7) Pine Grove Cemetery – **No documentation.**

VIII. SELECTMEN'S CONCERNS - No documentation.

IX. ITEMS FOR FUTURE AGENDA- No documentation.

X. CORRESPONDENCE- No documentation.

XI. EXECUTIVE SESSION-No documentation.

**Board of Selectmen's Meeting
September 10, 2013
Joint Meeting with the School Committee**

A joint meeting of the Board of Selectmen and Northbridge School Committee was called to order by School Committee Chairman Timothy Doiron at 6:32 PM, Northbridge High School Media Center, 427 Linwood Ave., Whitinsville, MA. **Select Board Members Present:** Messrs. Ampagoomian, Athanas, and Nolan. **Absent:** Messrs. Melia and Marzec were absent and it is duly noted. **School Committee Members Present:** Timothy Doiron, Julie Gawlak, Michael LeBrasseur, Selena Livingston, Michael McGrath, and Randi Zanca. **Absent:** Mr. Michael McGrath.

The Pledge of Allegiance was recited by those present.

Approval of Minutes. None.

Public Hearings. None.

Appointments/By the Board of Selectmen. Susan Brouwer, School Committee/Vote to appoint. A motion/Mr. LeBrasseur, seconded/Ms. Livingston to appoint Susan Brouwer to the open position on the School Committee which will expire in May of 2014. Roll Call Vote: Mr. Doiron/Yes, Ms. Gawlak/Yes, Mr. LeBrasseur/Yes, Ms. Livingston/Yes, Ms. Zanca/Yes, Mr. Nolan/Yes, Mr. Ampagoomian/Yes, and Mr. Athanas/Yes.

Citizens' Comments/Input. None.

Decisions. None

Discussions. None

Town Manager's Report. None.

Selectmen's Concerns. None.

A motion was made and seconded to adjourn the Joint Meeting between the Northbridge School Committee and Northbridge Board of Selectmen. Vote yes/Unanimous.

Meeting Adjourned: 6:41 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

JOINT MEETING BETWEEN THE BOARD OF SELECTMEN AND NORTHBRIDGE SCHOOL COMMITTEE – OPEN SESSION

September 10, 2013

- I. APPROVAL OF MINUTES**
None.
- II. PUBLIC HEARING**
None.
- III. APPOINTMENTS/By the Board of Selectmen**
A. 1) Copy of Susan Brouwer's Talent Bank Application
- IV. CITIZENS' COMMENTS/INPUT – None.**
- V. DECISIONS – None.**
- VI. DISCUSSIONS – None.**
- VII. TOWN MANAGER'S REPORT – None.**
- VIII. SELECTMEN'S CONCERNS - None.**
- IX. ITEMS FOR FUTURE AGENDA- None.**
- X. CORRESPONDENCE- None.**
- XI. EXECUTIVE SESSION-None.**

**Board of Selectmen's Meeting
September 30, 2013
Joint Meeting w/the Planning Board**

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 6:15 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Marzec, Athanas, Melia and Ampagoomian. **Also Present:** Theodore D. Kozak, Town Manager.

Chairman Nolan announced that the Board would be going into Executive Session and declared that having an open meeting may have a detrimental effect on the bargaining position of the body.

A motion/Mr. Ampagoomian, seconded/Mr. Melia to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 – To discuss strategy with respect to litigation and M.G.L. Chapter 30A, S. 21#6 - To consider the purchase, exchange, lease or value of real property [Pine Grove Cemetery] – and to reconvene in Open Session. Roll Call Vote: Mr. Ampagoomian/Yes; Mr. Melia/Yes, Mr. Athanas/Yes, Mr. Marzec/Yes, and Mr. Nolan/Yes.

Open Session Adjourned: 6:15 PM

Executive Session Convened: 6:16 PM

Executive Session Adjourned: 6:56 PM

Open Session Reconvened: 7:00 PM

The Pledge of Allegiance was recited by those present.

Plaque Presentation. Town Manager Kozak presented plaques to the following employees with 25 or more years of service to the Town: Ruth Boudreau, Julie Harris, and Fire Chief Gary Nestor. Chairman Nolan presented the following volunteers with 25 or more years of service to the Town: Barbara Gaudette, Harold D. Gould, Jr., George Murray, and David Piper. Sgt. Stephen Zollin, Walter Convent, Peter Lachapelle, and Dennis McCowan also received recognition but were not present at the meeting. Their plaques will be mailed to their home addresses.

Approval of Minutes. August 12, 2013 – A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the August 12, 2013 minutes as presented with the readings omitted. Vote yes/Unanimous.

September 9, 2013 – A motion/Mr. Melia, seconded/Mr. Athanas to approve the September 9, 2013 minutes as presented with the readings omitted. Vote yes/Unanimous. **September 9, 2013 [Executive Session]** – A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve but not release the September 9, 2013 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

September 10, 2013 [Joint Meeting w/the School Committee] – A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve the September 10, 2013 Joint Meeting with the School Committee minutes as presented with the readings omitted. Vote yes/Messrs. Athanas, Ampagoomian and Nolan. Abstain/Messrs. Marzec and Melia.

Public Hearings. None.

Appointments/By the Board of Selectmen. By Joint Appointment with the Planning Board: Mark Key/Planning Board. Present: Brett Simas, Chairman of the Planning Board and Barbara Gaudette, Committee Member. Mr. Simas mentioned that the Planning Board recommends the appointment of Mark Key and then stated that Mr. Key is highly qualified and will be a great asset to the

Planning Board. That being said, the Planning Board met on September 10, 2013 and voted to appoint Mark Key to the Planning Board. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to appoint Mark Key to the Planning Board. Vote yes/Messrs. Melia, Ampagoomian, Athanas, Marzec, Nolan, and Simas. Vote yes/Ms. Gaudette. **Open Space & Recreation Plan Update Committee: Present: Lorraine Langille, Joy Anderson and Jeremy Deorsey. Not Present: William Mello.** Chairman Nolan asked each of the three candidates to provide a little background information about themselves. Joy Anderson, 446 Main Street, Whitinsville, mentioned that she is currently on the Conservation Commission and has been voted by the Conservation Commission to be the representative for the Open Space & Recreation Plan Update Committee. Lorraine Langille, 23 Linkside Court, Northbridge, mentioned that she has lived in town for about 30 years and has been actively involved in the community. She is very interested in the Open Space & Recreation Committee and then mentioned that she does a lot of hiking, biking, and kayaking. Jeremy Deorsey, Heritage Drive, Whitinsville, mentioned that he graduated from Northbridge High School and went off to college and the service. He recently moved back to Northbridge and wanted to get involved in the Town. Selectman Melia thanked all the applicants for applying and wished them well on the Open Space & Recreation Plan Update Committee. A motion/Mr. Melia, seconded/Mr. Athanas to appoint Lorraine Langille, Joy Anderson and Jeremy Deorsey to the Open Space & Recreation Plan Update Committee. Vote yes/Unanimous. Chairman Nolan mentioned that they would revisit William Mello's Talent Bank application at a later Board of Selectmen's meeting when he can be present for the meeting.

Citizens' Comments/Input. None.

Blackstone Valley Chamber of Commerce [Jeannie Hebert]/Application for a one-day Beer & Wine License for their Business After Hours event to be held Wednesday, January 8, 2014 from 5:30 PM to 7:30 PM @ St. Camillus Adult Day Center, 670 Linwood Ave., Lower Level, Whitinsville. **Present: Leslie Ruchala, Program & Event Coordinator for the Blackstone Valley Chamber of Commerce.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to grant the Blackstone Valley Chamber of Commerce a one-day Beer & Wine license for their Business After Hours event to be held Wednesday, January 8, 2014 from 5:30 PM to 7:30 PM at the St. Camillus Adult Day Center, 670 Linwood Ave., Lower Level, Whitinsville. Vote yes/Unanimous.

Confirmatory Order of Taking (Sutton Street Project). Town Manager Kozak mentioned that he's been working with the State on the Sutton Street Project and this past summer they had order of takings for permanent roadway easements and temporary construction easements on the reconstruction of Sutton Street. The engineering firm that is working for the Town and State found a couple small changes to the layout of the road which would require the Board of Selectmen to do another taking. He asked the Board to support and sign the Confirmatory Order of Taking. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the Confirmatory Order of Taking on the Sutton Street Project. Vote yes/Unanimous.

Fall Annual Town Meeting Warrant/Vote positions on warrant articles. Present: Sal D'Amato, Chairman of the Finance Committee. Chairman Nolan asked the Select Board members if the articles regarding the Planning Board's recommendations be discussed first and the Select Board agreed to move forward and discuss these articles. Present: R. Gary Bechtholdt, Town Planner, Brett Simas, Member of the Planning Board, and Henry Lane, Attorney for the petitioners. Mr. Bechtholdt explained that Articles 9 and 10 are petition zoning articles and announced that Attorney Henry Lane would provide a brief overview on each article. **Article 9 [Amend Zoning Bylaws by adding Article XX-Large Scale Solar Photovoltaic Installations]** - Attorney Lane mentioned that Article 9 is to change/amend the zoning bylaws to specifically allow Large Scale Solar farms in the business three zone in town. The particular site in question is the Ryan property on Lasell Road (across from the new Walmart/National Grid). Attorney Lane noted that the site is located in Northbridge and Sutton and the Town of Northbridge would be adopting a bylaw that would mimic Sutton's bylaw for solar installation. Mr. Simas mentioned

that the Planning Board voted 4-0 to adopt the large scale solar photovoltaic installations. A motion/Mr. Athanas, seconded/Mr. Melia to support Article 9. Vote yes/Unanimous. The Finance Committee voted to support Article 9. **Article 10 [Amend Zoning Bylaws by adding Large Scale Solar Voltaic Facilities under the heading of “Community Facilities” to the Table of Use Regulations]** – Attorney Lane explained that Article 10 is just adding the use to the Table of Use Regulations. Mr. Simas mentioned that the Planning Board voted 4-0 to adopt this zoning amendment. A motion/Mr. Melia, seconded/Mr. Athanas to support Article 10. Vote yes/Unanimous. The Finance Committee voted to support Article 10. **Article 11 [Petition to adopt a resolution restoring Constitutional Governance]** - Present: Joy Anderson, 446 Main Street, Whitinsville, and Erika Damico, 444 Main Street, Whitinsville. Ms. Anderson asked the Board to support a resolution restoring Constitutional Governance. She explained that neither Congress nor the President can Constitutionally authorize the detention and/or disposition of any person in the united States, or citizen of the United States “under the law of war” who is not serving “in the land or naval forces, or in the Militia, when in actual service in time of War or public danger,” it is unconstitutional. A motion/Mr. Athanas, seconded/Mr. Melia to not support Article 11. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Melia/Yes, Mr. Ampagoomian/Yes, Mr. Nolan/No. The Finance Committee voted not to support Article 11. Mr. Kozak asked the Town Accountant to join Mr. D’Amato at the table. Present: Sal D’Amato, Chairman of the Finance Committee and Neil Vaidya, Town Accountant. Town Manager Kozak mentioned that he would provide a brief summary of each warrant article. **Article 1 [Bill(s) of a prior year]** – Town Manager Kozak mentioned that Article 1 is for previous year bills and then announced that there are no previous bills of a prior year. A motion/Mr. Marzec, seconded/Mr. Melia to pass over Article 1. Vote yes/Unanimous. The Finance Committee voted unanimously to pass over Article 1. **Article 2 [FY ’14 budget transfers]** – Town Manager Kozak mentioned that there are three budget transfer items and stated them as follows: 1) To transfer from the Town Manager’s Line from expense to personnel \$1391.00; 2) To transfer from the Assessors Line Personnel to raise and appropriate the additional sum of \$8500.00; 3) To transfer from the Treasurer/Collector’s Line Personnel to Expenses the additional sum of \$20,000.00 to purchase a new payroll system. A motion/Mr. Melia, seconded/Mr. Marzec to support Article 2. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 2. **Article 3 [Finance the cost to relocate the Fire Dispatch Center –Equipment, supplies, personnel costs, etc. to the Police Department]**. Town Manager Kozak mentioned that the cost to make this move is around \$135,000.00. A motion was made by Selectman Melia to support Article 3, after further discussion on the dollar amount, Selectman Melia withdrew his motion. A motion/Mr. Athanas, seconded/Mr. Marzec to take no position on Article 3, until October 21, 2013. Vote yes/Unanimous. The Finance Committee voted to take no position until their meeting of October 17, 2013. **Article 4 [Acquisition of the property known as Pine Grove Cemetery and funding of said acquisition]**. Town Manager Kozak mentioned that Article 4 would be for the town to support the acquisition of the cemetery. Town Manager Kozak suggested that until he has all the information, he suggested tabling this article till their October 21st meeting. Mr. D’Amato mentioned that the Finance Committee has asked Town Manager Kozak and James Shuris, DPW Director to put forth a financial pro forma to see if this could be a self-sustaining business venture. That being said, it appears that the financial pro forma that Town Manager Kozak provided shows that the Town would break even. Selectman Melia asked if a fact sheet would be distributed prior to Town Meeting to the residents of Northbridge and Town Manager Kozak advised that a fact sheet will be put out to the public prior to Town Meeting. A motion/Mr. Ampagoomian, seconded/Mr. Melia to table Article 4 until the October 21st Meeting. Vote yes/Unanimous. The Finance Committee voted to support Article 4. **Article 5 [Acceptance of all or a portion of the personal property, funds, and accounts of Pine Grove Cemetery]**. Town Manager Kozak mentioned that Article 5 would be for the town to accept any additional property or personal funds. A motion/Mr. Ampagoomian, seconded/Mr. Melia to table Article 5 until their October 21st Meeting. Vote yes/Unanimous. The Finance Committee voted to support Article 5. **Article 6 [School Committee - \$38,330 to School Department for mold remediation at the High School]**. Present: Melissa Walker, Business Manager, Nancy Spitulnik, Superintendent of Schools, Timothy Doiron, Chairman of the School Committee. Ms. Walker mentioned that over the summer the

High School experienced some mold and had to have a company come in for mold remediation. She explained the cost to bring a company in would be \$38,330.00 and we don't know if the insurance will cover the cost or not. She also mentioned that the insurance company might only cover up to \$15,000 and the remainder will be the cost to the School. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to support Article 6. Vote yes/Unanimous. The Finance Committee voted to support Article 6. **Article 7 [Transfer of funds to Stabilization Fund]**. Town Manager Kozak explained that we have about \$200,000 to raise and appropriate at Town Meeting. He suggested tabling this item because we don't know the final numbers to be determined. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to table Article 7 until their October 21st meeting. Vote yes/Unanimous. The Finance Committee voted to table Article 7. **Article 8 [Amendment to Section 8-100 (Dogs) of the Code of the Town of Northbridge]**. Town Manager Kozak explained that the Town Clerk found out that the State changed the requirements for the dog control law. The Town Clerk is recommending the amendment to the bylaw be in compliance with the state. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to support Article 8. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 8.

School Department Budget Recap & State of the Schools Presentation/Present: Nancy Spitulnik, Superintendent of Schools and Melissa Walker, Business Manager. Facing a \$2.7 million budget gap for fiscal 2014, and the near depletion of its savings account in fiscal 2015, the School Department asked the Selectmen Monday to begin discussing solutions to bridge that gap and to sustain services. Ms. Walker, Business Manager of the School Department explained that they want to work with the Board of Selectmen and Finance Committee to come up with a solution to fund and maintain the educational programs and services that are currently in place. The School Department gave a presentation that included its accomplishments, initiatives and challenges. Among the highlights were new technology engineering program for middle and high school; an increase in Advanced Placement classes and enrollment; a growing music program, and school building safety initiatives. Superintendent of Schools Nancy Spitulnik said that while student enrollment seems to be slowing, student needs are growing at a faster pace. The school district has seen an increase in low-income students, as well as students who do not speak English. In addition, Ms. Spitulnik said, the town needs to start discussing ways to fix its crowded and aging elementary and middle schools. While the district is projecting that it will spend \$353,000 less than anticipated of its \$25.2 million budget, it is looking at a projected increase of 1.99 percent next year. The lower figure has been due in large part to resignations, retirements, cuts in transportation costs and improved energy savings. Ms. Walker mentioned that since 2007 the annual budget increase has been about 1.6 percent. The expenses are growing faster than revenues, and the gap between the operating budget and the appropriation is increasing. She then added that the savings account has been used to close that gap in the past. The balance in the savings account to start the fiscal year on July 1st was \$3.3 million. The balance at the end of the fiscal year is predicted to be \$1.9 million. By June 30, 2015, the balance is predicted to be \$111,000. While Selectman Thomas Melia warned that a Proposition 2 ½ override may not pass, School Committee Chairman Timothy Doiron said the town needs to start looking at the consequences of not supporting an override and needs to start considering all financial solutions. Mr. Doiron said the hope is it does not get there and we need to find a solution to what is an appropriate means of not only solving this but to keep us from coming back.

Double Poles [National Grid & Verizon]. Town Manager Kozak explained that he invited a representative from both Verizon and National Grid, however neither of them could attend tonight's meeting. He then noted that they will be coming to a future meeting in November.

Selectmen's Meeting Schedule (vote to change). Town Manager Kozak asked the Board if they could cancel the October 7th meeting and meet on October 21st. A motion/Mr. Marzec, seconded/Mr. Melia to move Selectmen's Meeting Schedule (vote to change) from Discussion to Decision. Roll Call Vote: Mr. Athanas/yes, Mr. Marzec/yes, Mr. Ampagoomian/yes, Mr. Melia/yes and Mr. Nolan/yes. A motion/Mr.

Marzec, seconded/Mr. Melia to cancel the October 7, 2013 Board of Selectmen's Meeting and meet on October 21, 2013. Vote yes/Unanimous.

Town Manager's Report/1) Milford Casino Project: Town Manager Kozak mentioned that the Central Mass. Regional Planning Commission is working with the surrounding communities on the impact of the proposed Milford casino. Town Manager Kozak met with representatives from the Planning Commission and is working on this project to discuss the potential impacts to the community. It was suggested that the Town of Northbridge may wish to submit a letter to the casino proponent to include Northbridge as a surrounding community. **2) 2014 Snow & Ice Program:** Town Manager Kozak announced that the Department of Public Works has prepared a pamphlet for citizens regarding the Town's Snow and Ice program. This will be made available to the public and will be placed on the Town's webpage. **3) Northbridge Emergency Management Agency/Free Training Courses:** The Town of Northbridge Emergency Management Agency will be conducting Emergency Preparedness Training courses for the public. Classes will be on Monday's and Wednesday's starting September 30th for four weeks, from 6:30 PM to 8:45 PM. For more information contact Northbridge Emergency Management at 508-266-0603. **4) MassDEP's FY 14 In-Kind Technical Assistance Program:** We have received confirmation on the In-Kind Technical Assistance Program to explore the cost benefit to have the town-wide curbside trash collection. This program will start in the near future. **5) ICMA Conference:** Town Manager Kozak attended the International City Manager's Association Conference in Boston from Saturday, September 21st through Wednesday, September 25th. This annual event included a trade show exhibition, guest speakers and several forums and workshops to improve the skills of Municipal Managers. **6) Historical Commission Trolley Tour:** Announced that on October 12, 2013, the Northbridge Historical Commission will be holding an event called "Northbridge: the Whitin Legacy", which will consist of slideshow, trolley tours, and a tour of the Fletcher House by Paul Whitin a/k/a Kenneth Warchol. **7) Katherine Brown's 100th Birthday Celebration:** Attended Katherine Brown's 100th Birthday Celebration at the Senior Center on September 26, 2013. Presented a certificate of special recognition on behalf of the Board of Selectmen honoring her birthday.

Selectmen's Concerns. Selectman Melia 1) Wished Katherine Brown a Happy Birthday. **2)** Mentioned that he spoke to Neil Vaidya, Town Accountant, regarding the Retirement System. He asked if Mr. Vaidya could provide a report, in the future to the Board on the Town of Northbridge's present and future needs of the pension system. **3)** Asked James Shuris, DPW Director, to begin the process of getting a DPW Facility. **Selectman Ampagoomian 1)** Asked Town Manager Kozak about the status of the bus transportation with the Worcester Regional Transit Authority and Town Manager Kozak advised that he doesn't have any specifics yet but will follow up with them this week. **2)** Asked if Town Manager Kozak heard anything from the Building, Planning & Construction Committee on the charrette. Town Manager Kozak noted that it is on hold because the BPCC is looking for more information from the Board of Selectmen. Chairman Nolan mentioned that he will be presenting the opinion of the Board on Thursday, October 3, 2013. **3)** Asked James Shuris, DPW Director the status of the roads and Mr. Shuris replied Castle Hill Estates is complete, Goldthwaite Road and North Main Street have been reclaimed and should be completed within the next two weeks. Mr. Shuris then stated that he needs to reassess the work for the remainder of the year because of concerns he has with the cost of Goldthwaite Road and North Main Street. That being said, once he has the final price he will determine whether or not to move forward on Sprague Street and Presidential Farms. He also mentioned that the contract is good for a year so if they need to postpone Sprague Street and Presidential Farms till springtime, they can. **4)** Mentioned the DPW Facility and the possibility of renovating it. **Chairman Nolan/Asked Mr. Shuris** how the roads from the previous year holding up, such as; Quaker Street and Mendon Road. **Selectman Athanas/Status of the Ross Rajotte Bridge** and Mr. Shuris mentioned that they are working on the South Bound lane and by the end of November there should be two lanes open for traffic. **Selectman Marzec 1)** Mentioned that a resident contacted him about the traffic on the Church Street extension and Quaker Street and asked if there was something the safety committee or DPW could do. Chief Warchol advised that this has been a

problem for a lot of years but will take a look at it again and see what he can come up with. **2)** Asked Mr. Shuris if he can look into installing gas lines on Swift Road. Mr. Shuris advised that Nstar informed him that the average cost to a homeowner would be \$6,000.00, which he feels is steep. **3)** Asked if the Town Bulletin Board is for town business only and Town Manager Kozak advised it's for town business and non-profit organizations only.

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

Meeting Adjourned: 8:42 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

September 30, 2013

PLAQUE PRESENTATION – Copy of names of individuals receiving a plaque.

I. APPROVAL OF MINUTES

A. 1) Copy of August 12, 2013 minutes. 2) Copy of September 9, 2013 minutes. 3) Copy of September 9, 2013 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen]. 4) Copy of September 10, 2013 Joint Meeting with the School Committee minutes.

II. PUBLIC HEARING

III. APPOINTMENTS/By the Board of Selectmen

B. 1) Copy of letter dated September 16, 2013 from R. Gary Bechtholdt, Town Planner and a copy of Mark Key's Talent Bank application. 2) a) Copy of Lorraine Langille's Talent Bank application. b) Copy of memo dated July 11, 2013 from the Conservation Commission and a copy of Joy Anderson's Talent Bank application. c) Copy of Jeremy Deorsey's Talent Bank application. d) Copy of William Mello's Talent Bank application.

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS

C. 1) Copy of Blackstone Valley Chamber of Commerce application for a one-day wines and malt license. 2) Copy of Hold Harmless Agreement. 3) Copy of license routing slips from Department Head's.

D. Copy of Confirmatory Order of Taking.

E. 1) Copy of articles and positions. 2) Copy of Fall Annual Town Meeting Warrant Articles. 3) Copy of email from R. Gary Bechtholdt, Town Planner. 4) Copy of Zoning Amendment for Article 9 & 10.

VI. DISCUSSIONS

F. Copy of presentation from Nancy SPitulnik and Melissa Walker on School Department Budget Recap & State of the Schools Presentation.

G. Double Poles- No documentation.

H. Selectmen's Meeting Schedule – No documentation.

VII. TOWN MANAGER'S REPORT

I. 1) Milford Casino Project – **No documentation.**

2) 2014 Snow & Ice Program – **Copy of pamphlet.**

3) Northbridge Emergency Management Agency/Free Training Courses – **Copy of Emergency Preparedness Training document.**

4) MassDEP's FY14 In-Kind Technical Assistance Program – **Copy of letter dated September 19th from the MassDEP.**

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

6) Historical Commission Trolley Tour – **Copy of Historical Commission Meeting Minutes.**

7) Katherine Brown's 100th Birthday Celebration – **No documentation.**

VIII. SELECTMEN'S CONCERNS - No documentation.

IX. ITEMS FOR FUTURE AGENDA- No documentation.

X. CORRESPONDENCE- No documentation.

XI. EXECUTIVE SESSION-Copy of summons.

**Board of Selectmen's Meeting
October 21, 2013**

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 6:15 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Marzec, Athanas and Melia. Selectman Ampagoomian was absent and it is duly recorded. **Also Present:** Theodore D. Kozak, Town Manager.

Chairman Nolan announced that the Board would be going into Executive Session and declared that having an open meeting may have a detrimental effect on the bargaining position of the body.

A motion was made and seconded 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 [Pine Grove Cemetery] – and to reconvene in Open Session. Roll Call Vote: Mr. Melia/Yes, Mr. Athanas/Yes, Mr. Marzec/Yes, and Mr. Nolan/Yes.

Open Session Adjourned: 6:17 PM

Executive Session Convened: 6:18 PM

Executive Session Adjourned: 7:01 PM

Open Session Reconvened: 7:04 PM

As part of a badge requirement, Cub Scouts [Pack 150] took a tour of Town Hall and then joined the Selectmen's meeting to lead The Pledge of Allegiance.

The Pledge of Allegiance was recited by those present.

Approval of Minutes. September 30, 2013 – A motion/Mr. Melia, seconded/Mr. Marzec to approve the September 30, 2013 minutes as presented with the readings omitted. Vote yes/Messrs. Melia, Athanas, Marzec and Nolan. **September 30, 2013 [Executive Session]** – A motion/Mr. Melia, seconded/Mr. Athanas to approve but not release the September 30, 2013 Executive Session minutes as presented with the readings omitted. Vote yes/Messrs. Melia, Athanas, Marzec and Nolan.

Public Hearings. None.

Appointments/By the Town Manager. Janyce Murray, Library Assistant. Present: Jennifer Woodward, Library Director. Ms. Woodward introduced herself and Mrs. Murray. Mrs. Murray announced that she is retired and use to work as a librarian at the Northbridge Middle School. She explained that she misses working in a library and when she saw that there was an opening at the Whitinsville Social Library she figured she would apply for it. Selectman Melia mentioned that he has known Mrs. Murray for a long time and stated that she is highly qualified and would be a great asset to the library. A motion/Mr. Melia, seconded/Mr. Athanas to affirm the Town Manager's appointment of Janyce Murray as a Library Assistant at the Whitinsville Social Library. Vote yes/Messrs. Melia, Athanas, Marzec and Nolan. **RESIGNATION. Wayne DeForest, Council on Aging.** A motion/Mr. Marzec, seconded/Mr. Athanas to accept the resignation of Wayne DeForest from the Council on Aging and send a letter of appreciation for his services to the Town. Vote yes/Messrs. Melia, Athanas, Marzec and Nolan.

Citizens' Comments/Input. None.

Whitinsville Social Library/Application for a one-day All Alcohol License for a Cocktail Party to be held on Saturday, November 16, 2013 from 6:00 P.M. to 9:00 P.M. on the premises of the Whitinsville Social Library. Present: Jennifer Woodward, Library Director. Mrs. Woodward announced that the Trustees of the Library use to hold cocktail parties at the Whitinsville Social Library and decided it was time to do it again since it's going to be the library's 100th anniversary. She mentioned that everyone is welcomed and tickets can be purchased at the library. A motion/Mr. Athanas, seconded/Mr. Melia to grant the Whitinsville Social Library a one-day All Alcohol License for their Cocktail Party to be held Saturday, November 16, 2013 from 6:00 PM to 9:00 PM at the Whitinsville Social Library, 17 Church Street, Whitinsville. Vote yes/Messrs. Melia, Athanas, Marzec and Nolan.

MRA Multisport [Alex Rogozenski]/Request to hold a road race [includes half marathon/7k running event/family walk and kids run] on Sunday, April 6, 2014 at 10AM. Mr. Rogozenski explained that this road race is a fundraising event for the Whitin Community Center. He mentioned that he has provided Walter Warchol, Police Chief with the route and event documentation. He then stated that he will work closely with the Northbridge Police Department to coordinate the road closures. A motion/Mr. Melia, seconded/Mr. Marzec to grant permission to MRA Multisport [Alex Rogozenski] to hold a road race [includes half marathon/7k running event/family walk and kids run] on Sunday, April 6, 2014 at 10AM., subject to the conditions set forth by the Northbridge Police Department requiring the use of police details for traffic. Vote yes/Messrs. Melia, Athanas, Marzec and Nolan.

Riverdale Cemetery Deed/1) Lot No. 17 [Glen and Helena Bloem] - A motion/Mr. Melia, seconded/Mr. Athanas to sign the Riverdale Cemetery Deed for Lot #17 – Glen and Helena Bloem. Vote yes/Messrs. Melia, Athanas, Marzec and Nolan. **2) Lot No. 8C [Linda Fernandes] - A motion/Mr. Marzec,** seconded/Mr. Melia to sign the Riverdale Cemetery Deed for Lot #8C – Linda Fernandes. Vote yes/Messrs. Melia, Athanas, Marzec and Nolan.

Fall Annual Town Meeting [October 22, 2013]/Vote positions on warrant articles 3, 4, 5, and 7. Present: Sal D'Amato, Chairman of the Finance Committee. Mr. Kozak mentioned that he would provide a brief summary of each warrant article. **Article 3 [Finance the cost to relocate the Fire Department Dispatch Center (equipment, supplies, personnel costs, etc.) to the Police Department]** – Town Manager Kozak mentioned that Article 3 was passed over because the Finance Committee requested quotes for the move of the radio equipment from the Fire Department to the Police Department. The Finance Committee approved the amount of \$117,000 that can be used for the relocation of the radio equipment. A motion/Mr. Melia, seconded/Mr. Marzec to support Article 3. Vote yes/Messrs. Melia, Athanas, Marzec and Nolan. The Finance Committee voted to support Article 3. **Article 4 [Acquisition of the property known as Pine Grove Cemetery and funding of said acquisition]** – Town Manager Kozak mentioned that Article 4 is for the Town to accept as a gift Pine Grove Cemetery. Selectman Marzec stated this is an emotional and financial issue. That being said, if the Town acquires the cemetery, the town will have to make sure that they maintain the cemetery with town funds forever. He suggested tabling this item until the Spring Annual Town Meeting so that everyone can understand what this issue is about and then stated that based on the information he has received, he cannot support this article at the present time. Selectman Athanas mentioned that he agrees with Selectman Marzec but looks at Pine Grove Cemetery as a business venture and stated that he supports the Town taking over the cemetery. A motion/Mr. Melia, seconded/Mr. Athanas to support Article 4. Vote yes/Messrs. Melia, Athanas, and Nolan. Vote no/Mr. Marzec. The Finance Committee voted to support Article 4. **Article 5 [Acceptance of all or a portion of the personal property, funds, and accounts of Pine Grove Cemetery Association].** A motion/Mr. Melia, seconded/Mr. Athanas to support Article 5. Vote yes/Messrs. Melia, Athanas, and Nolan. Vote no/Mr. Marzec. The Finance Committee voted to support Article 5. **Article 7 [Transfer of funds to stabilization fund].** Town Manager Kozak mentioned that he and the Town Accountant proposed that \$55,000.00 go into the stabilization fund. The Finance Committee supported this transfer and recommends the Selectmen support this transfer of funds. A

motion/Mr. Melia, seconded/Mr. Athanas to support Article 7. Vote yes/Messrs. Melia, Athanas, Marzec and Nolan. The Finance Committee voted to support Article 7. Town Manager Kozak announced that Article 6 had a change in the dollar amount needed for the High School mold remediation. The amount suggested \$38,330 will now change to \$23,330. Chairman Nolan announced that Vice Chairman Charles Ampagoomian will not be attending Town Meeting due to a scheduled business trip.

Town Manager's Report/1) Road and Bridge Projects /Update **Road Projects:** Road work has been completed in Caste Hill Estates and surveying work has begun on Sutton Street. A base coat has been put down on Goldthwaite Road and North Main Street and the final coat should be done within the week. **Bridge Projects:** A temporary bridge has been put in place on Douglas Road and work continues on the Ross Rajotte Bridge in Rockdale. **2) Sewer Department / Update:** The new sludge containment system is almost complete and will be in operation shortly. The Comprehensive Wastewater Management Plan is in final draft and the consultant will be coming to a future Selectmen's meeting. **3) Central Mass. Regional Planning Commission:** The Town Manager attended the regional meeting and received an update on e-permitting and other grant programs including emergency management and storm water protection. The Commission is also exploring opportunities for shared procurement of various town services. **4) Downtown Initiative Technical Assistance Grant:** The Town Planner and I met with a representative from WRT Management [The Shop] regarding the ability to obtain a technical assistance grant for improving opportunities for businesses within that facility. **5) Worcester Regional Transit Authority / Bus Routes:** Two routes have been identified by the Central Mass. Regional Planning Commission to begin on or about December 1, 2013. A representative will attend a board meeting in November to provide more information on the bus routes.

Selectmen's Concerns. Selectman Marzec/Mentioned he was disappointed to hear that WRT Management has left the Town of Northbridge and asked other board members to help find ways to fill the vacant store fronts. Chairman Nolan asked if there are any updates on the Sutton Street project. James Shuris, DPW Director mentioned that Mass. Department of Transportation received seven bids and awarded the bid to Amorello Construction in the amount of \$7.2 million dollars. Mr. Shuris stated that the Mass DOT surveying team is now on Sutton Street putting in offsets on the entire project. He noted that some of the stakes appear to be encroaching on people's private property so he wanted these folks to know that these stakes are only for offsets not for limits of construction. He also noted that Mass DOT does not have a signed contract just yet but after Amorello Construction signs the contract they will have a kick off meeting. He mentioned the project might start this fall but he feels it will start in the springtime and will last for two construction seasons.

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

Meeting Adjourned: 7:52 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

October 21, 2013

I. APPROVAL OF MINUTES

A. 1) Copy of September 30, 2013 minutes. 2) Copy of September 30, 2013 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen].

II. PUBLIC HEARING

III. APPOINTMENTS/By the Town Manager

B. Copy of Janyce Murray's resume.

RESIGNATION.

C. Copy of Wayne DeForest's resignation letter.

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS

D. 1) Copy of Whitinsville Social Library application for a one-day All Alcohol license. 2) Copy of Hold Harmless Agreement. 3) Copy of license routing slips from Department Head's.

E. 1) Copy of Alex Rogozenski's email requesting approval to hold a half marathon and 7K road race on Sunday, April 6, 2014 at 10 A.M. 2) Copy of route and event information. 3) Copy of Police Chief's response and DPW's response.

F. 1) Copy of cemetery deed for Glen and Helena Bloem. 2) Copy of cemetery deed for Linda Fernandes.

G. Copy of positions on warrant articles.

VI. DISCUSSIONS

None.

VII. TOWN MANAGER'S REPORT

H. 1) Road and Bridge Projects/Update – **No documentation.**

2) Sewer Department/Update – **No documentation.**

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

4) Downtown Initiative Technical Assistance Grant - **No documentation.**

5) Worcester Regional Transit Authority/Bus Routes – **No documentation.**

VIII. SELECTMEN'S CONCERNS - No documentation.

IX. ITEMS FOR FUTURE AGENDA- No documentation.

X. CORRESPONDENCE- No documentation.

XI. EXECUTIVE SESSION-Copy of Pine Grove Cemetery Summary Sheet & documentation.

**BOARD OF SELECTMEN'S MEETING
FALL ANNUAL TOWN MEETING**

October 22, 2013

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 6:30 PM, Northbridge High School Field House, 427 Linwood Avenue, Whitinsville, MA. **Present:** Messrs. Melia and Athanas. Selectman Ampagoomian and Selectman Marzec were not present and it is duly recorded. **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. Athanas seconded/Mr. Melia, to adjourn the Selectmen's Meeting at the conclusion of the Fall Annual Town Meeting this evening. Vote yes/Unanimous.

Meeting Adjourned: 9:39 P.M.

Respectfully submitted,

James Athanas, Clerk

s/

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

October 22, 2013

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

SPECIAL MEETING

October 29, 2013

A special 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, Athanas, and Ampagoomian. Selectman Marzec was not present and it is duly recorded.

Also Present: Theodore D. Kozak, Town Manager.

Whitinsville Community Center's 90th Anniversary Celebration [Hosted by James and Betty Knott, Whittin Lasell Manor, 120 Hill Street, Whitinsville, MA]

1) One-day All Alcohol Liquor License: A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the Whittin Community Center's request for a one-day All Alcohol Liquor License for the above mentioned event and location subject to a Life Safety Inspection by the Fire Department and Building Inspector. Vote yes/Messrs. Melia, Ampagoomian, Athanas and Nolan.

2) One-day Entertainment License: A motion/Mr. Athanas, seconded/Mr. Melia to approve the Whittin Community Center's request for a one-day Entertainment License for the above mentioned event and location subject to a Life Safety Inspection by the Fire Department and Building Inspector. Vote yes/Messrs. Athanas, Melia, Ampagoomian and Nolan.

Meeting Adjourned: 6:35 P.M.

Respectfully submitted,

James Athanas, Clerk

s/

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

October 29, 2013

APPROVAL OF MINUTES/None

PUBLIC HEARING/None

APPOINTMENTS/RESIGNATIONS/None

CITIZENS' COMMENTS/INPUT/None

DECISIONS

Whitinsville Community Center's 90th Anniversary Celebration [Hosted by James and Betty Knott, Whitin Lasell Manor, 120 Hill Street, Whitinsville, MA]

- 1) One-day All Alcohol Liquor License – Copy of Liquor License application and motion
- 2) One-day Entertainment License – Copy of Entertainment License application and motion

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 4, 2013**

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, Athanas, Ampagoomian and Melia. **Also Present:** Theodore D. Kozak, Town Manager.

The Pledge of Allegiance was recited by those present.

Approval of Minutes. October 21, 2013 [Executive Session] – A motion/Mr. Melia, seconded/Mr. Athanas to approve but not release the October 21, 2013 Executive Session minutes as presented with the readings omitted. Vote yes/Messrs. Athanas, Marzec, Melia and Nolan. Abstain/Mr. Ampagoomian.
October 22, 2013 [Fall Annual Town Meeting] – *Selectman Marzec mentioned that he showed up a few minutes late for the Selectmen's meeting prior to the Fall Annual Town Meeting and wanted it noted. A motion/Mr. Melia, seconded/Mr. Athanas to approve the October 22, 2013 Fall Annual Town Meeting minutes as presented with the readings omitted. Vote yes/Messrs. Athanas, Marzec, Melia and Nolan. Abstain/Mr. Ampagoomian. **October 29, 2013 [Special Meeting]** – A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the October 29, 2013 Special Meeting minutes as presented with the readings omitted. Vote yes/Messrs. Athanas, Ampagoomian, Melia and Nolan. Abstain/Mr. Marzec.

Public Hearings. None.

Appointments/By the Board of Selectmen. William Mello, Open Space & Recreation Plan Update Committee. Present: William Mello. Mr. Mello thanked the Selectmen for considering him for the Open Space and Recreation Plan Committee appointment. He mentioned that he has always had a great interest for open space and feels there's a great need for this committee. Selectman Marzec thanked Mr. Mello for coming forward to serve on the committee and stated that he would be a great asset. A motion/Mr. Marzec, seconded/Mr. Melia to appoint William Mello to the Open Space & Recreation Plan Update Committee. Vote yes/Unanimous.

Citizens' Comments/Input. None.

Samarpan, Inc. d/b/a 1 Quickstop Convenience, 206 North Main Street, Whitinsville [Bhikhabhai Patel]/Application to transfer the Common Victualler's License from Steve Tran d/b/a 1 Quickstop Convenience Store [Steve Tran] to Samarpan, Inc. d/b/a 1 Quickstop Convenience [Bhikhabhai Patel]. Present: Mr. Bhikhabhai Patel, Owner of Samarpan, Inc. and his son, Mr. Sanjay Patel. Selectman Melia asked Mr. Patel if he and his employees are TIPS [Training for Intervention Procedures] certified and Mr. Sanjay Patel responded that they are TIPs certified. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the transfer of the Common Victualler's License from Steve Tran d/b/a 1 Quickstop Convenience Store [Steve Tran] to Samarpan, Inc. d/b/a 1 Quickstop Convenience [Bhikhabhai Patel]. Vote yes/Unanimous.

HEMA Investment Inc. d/b/a New Ultramart Convenience Store, 1119 Providence Road, Whitinsville [Manish Patel]/Application to transfer the Common Victualler's License from Ultramart Convenience Store [Tariq Khalil] to HEMA Investment Inc. d/b/a New Ultramart Convenience Store [Manish Patel]. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the transfer of the Common Victualler's License from Ultramart Convenience Store [Tariq Khalil] to HEMA Investment Inc. d/b/a New Ultramart Convenience Store [Manish Patel]. Vote yes/Unanimous.

The \$Price is Right\$ [Maurice Bisceglia], 178 Church Street, Whitinsville/Application for a Junk Dealer's License. Selectman Ampagoomian asked what the hours of operation would be for his business

and Mr. Bisceglia responded that his business is part-time and would be open 7 days a week closing by 9 P.M. He wasn't sure what time he would open because of a food business that he owns in Shrewsbury, MA. A motion/Mr. Melia, seconded/Mr. Athanas to grant The \$Price is Right\$ [Maurice Bisceglia] a Junk Dealer's license. Vote yes/Unanimous.

Fruitti Frozen Yogurt, 1223 Providence Road, Whitinsville [Thien Phan]/Application for a Common Victualler's License. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve Fruitti Frozen Yogurt's [Thien Phan] application for a Common Victualler's License located at 1223 Providence Road, Whitinsville, MA. Vote yes/Unanimous.

2014 Holiday Calendar. Selectman Ampagoomian asked if the 2014 Holiday calendar is posted on the town's website and Town Manager Kozak responded that he wasn't sure but would ask his office staff. Selectman Ampagoomian then suggested placing it on the website if it's not already there. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the 2014 Holiday Calendar. Vote yes/Unanimous.

2014 Board of Selectmen's Meeting Schedule. Selectman Ampagoomian asked that the 2014 Board of Selectmen's Meeting Schedule be placed on the Town's website. Chairman Nolan noted that the schedule reflects their summer meetings. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the 2014 Board of Selectmen's Meeting Summer Schedule. Vote yes/Unanimous.

2014 Mass Downtown Initiative Technical Assistance Grant/Vote to authorize the Chairman of the Board of Selectmen to sign the grant application. Town Manager Kozak explained that this is the technical assistance grant program for Whittin Machine Works and the Board of Selectmen need to authorize the Chairman to sign the grant application. A motion/Mr. Melia, seconded/Mr. Ampagoomian to authorize the Chairman of the Board of Selectmen Daniel Nolan to sign the grant application.

Village Congregational Church [Stephanie Stevens]/Request permission to hang a banner across Church Street from November 17th through December 1st to advertise their Christmas Fair on Saturday, December 7th from 9 AM to 2 PM. A motion/Mr. Marzec, seconded/Mr. Melia to grant permission to the Village Congregation Church [Stephanie Stevens] to hang a banner across Church Street from November 17th through December 1st to advertise their Christmas Fair on Saturday, December 7th from 9 A.M. to 2 P.M. Vote yes/Unanimous.

Ambulance Charges & Services/Present: Gary Nestor, Fire Chief. Chief Nestor explained that several weeks ago he approached Town Manager Kozak on increasing the ambulance fees in Northbridge. That being said, Chief Nestor asked several of the surrounding communities what they charged for their ambulance services and when was the last time they raised their rates. He noted that a copy of his spreadsheet was placed in the Selectmen's packet for their review and a copy of that document can be found in the Town Manager's Minutes Book. Chief Nestor then announced that Northbridge hasn't increased their rates since 2006. He mentioned that Auburn raised their rates in 2013, Douglas in 2012, Hopkinton in 2010, Mendon in 2011, Uxbridge in 2013 and Upton in 2011. Chief Nestor provided the Board with his suggested rate increases and then asked the Board of Selectmen to approve the moderate rate increases for ambulance services. Town Manager Kozak announced that he supports the rate increase that Fire Chief Nestor has put forward. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to move Ambulance Charges and Services from discussion to decision. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Melia/Yes, Mr. Ampagoomian/Yes, and Mr. Nolan/Yes. A motion/Mr. Ampagoomian, seconded/Mr. Melia to accept the new ambulance rates as recommended by Gary Nestor, Fire Chief. Vote yes/Unanimous.

Two School Committee Vacancies. Present: Randeem Zanca, Vice Chairman of the School Committee. Ms. Zanca announced that there are two vacancies on the School Committee and mentioned

that she would like to set up a Joint Meeting with the School Committee and Board of Selectmen for December 3, 2013 at 6:30 P.M. in the Media Center at the High School. Town Manager Kozak suggested the deadline for applications be submitted by Wednesday, November 27th at noon time. Selectman Melia asked if there was a particular reason for the three resignations in the past few months and Ms. Zanca mentioned that it's both politics and work related issues.

Memorial in honor of Floyd Convent/Present: Trustees of Soldier's Memorials [Thomas Farley]. Present: Thomas Farley, Chairman of the Trustees of Soldier's Memorials and Committee Members: Richard Trier, James Henderson. Also Present: Kenneth Trajanowski, Former Veteran's Agent. Mr. Farley explained that Mr. Trajanowski would like a memorial placed at Edgemere and Hope Street for his Uncle Floyd Convent, who was killed in action, in Italy, on December 15, 1943. Mr. Farley mentioned that the Trustees voted unanimously to support the memorial for Floyd Convent. Selectman Melia mentioned that Mr. Floyd Convent already has a bridge named after him and wasn't sure if the memorial should be moved to Edgemere and Hope Street. Mr. Trajanowski stated that the bridge was named after him by the state and had nothing to do with the Town. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to move the Memorial in honor of Floyd Convent from discussion to decision. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Melia/Yes, Mr. Ampagoomian/Yes, and Mr. Nolan/Yes. Selectman Ampagoomian asked that the Board be notified when the dedication of the memorial takes place. Mr. Trajanowski mentioned that there is a tentative date scheduled for the memorial on November 21, 2013. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the Memorial for Floyd Convent to be located at the corner of Edgemere and Hope Street. Vote yes/Unanimous.

Double Poles [National Grid & Verizon]/Present: Ellen Cummings, Verizon and Robert Russell, National Grid. Selectman Ampagoomian explained that Verizon, National Grid and Charter Communications have all promised the Town of Northbridge that they would take care of the town's double pole issue and to no avail have they done so. Selectman Ampagoomian then asked the representative from Verizon and National Grid to explain to the Board of Selectmen why the double poles haven't been taken down. Mr. Russell, Representative from National Grid, explained that removing double poles is a joint partnership with Charter and Verizon and mentioned that there are currently about 34 double poles left in Northbridge. He explained the process for removing double poles and then stated that if there is a safety concern regarding a double pole then they will take care of it immediately once notified. Ms. Cummings, Representative from Verizon mentioned that she has been working closely with Mr. Russell to take care of all the double poles in cities and towns. She explained that it would be helpful if the town could email both her and Mr. Russell with the pole location and number to expedite the process. Town Manager Kozak mentioned that the Highway Department, Police Department and Selectmen have all sent emails to Charter, Verizon and National Grid to take down certain double poles and each and every time they receive the same response. He then noted that each of you blame the other carrier and this needs to stop. Mr. Russell noted that National Grid is always working collaboratively with each carrier to remove double poles in a timely manner. Mr. Shuris stated that since no one is managing the utility companies, he suggested a Project Manager to oversee the carriers. That being said, Mr. Shuris suggested that he be the Project Manager and put together a timeline/schedule and list where each utility carrier is on the double pole. Mr. Shuris also suggested meeting once a month to share this information with each of the utility carriers. Mr. Russell and Ms. Cummings agreed to meeting once a month as a team with Mr. Shuris to discuss the status of double poles in the Town of Northbridge.

Department of Environmental Protection Waste Hauler Grant - Scope of Work. Town Manager Kozak mentioned that today he received a draft "Scope of Work" from Irene Congdon, Representative of Massachusetts Department of Environmental Protection. He then explained that the Town of Northbridge is seeking to determine if a curbside residential trash and recycling program is viable for the Town. Currently, the residents hire one of 6 private haulers to pick up their trash. The Town of Northbridge has

more than 5,700 households that are paying between \$300 - \$400 a year for limited trash collection; collectively they are paying a premium of \$1.7 million a year for trash collection. He mentioned that each Board of Selectmen received a copy in their Selectmen's packet for their review and then noted that Ms. Congdon will be present at the next Selectmen's meeting to seek approval.

Town Manager's Report. **1) Roads Program Update:** Announced that the paving of Goldthwaite Road and North Main Street are completed. The Sutton Street surveying work is still in progress. **2) Town Hall Update:** Announced the Town Hall windows are completed and the final painting of interior windows will be completed this week. **3) Annual Labor Relations Seminar - Hosted by the Mass. Municipal Personnel Association:** Attended a labor relations seminar and received updates on changes in legislation and court decisions regarding union matters. **4) Worcester Regional Transit Authority Update:** The Worcester Regional Transit Authority has finalized their routes and schedule for Northbridge. Services will begin on December 1st. He mentioned a copy of the draft route schedule was enclosed in their Selectmen's packet for review.

Selectmen's Concerns. **Selectman Melia/**Asked James Shuris, DPW Director about the DPW Facility and if there are any plans to move forward. Mr. Shuris stated that he would be present at the next Building, Planning and Construction Committee to discuss the plans for a facility. **Selectman Athanas/1)** Asked Mr. Shuris if the leaf project was still going and Mr. Shuris replied that the Highway Department has picked up over 2100 bags of leaves and will continue to pick them up until the first snow storm. **2)** Asked if Mr. Shuris had the opportunity to survey the Town-owned buildings to see potential maintenance issues. Mr. Shuris mentioned that he is working with Paul Halacy at the School Department on putting together a comprehensive building facilities maintenance program. Mr. Shuris also mentioned that he has a spreadsheet that indicates each building, with a scope of work and an estimate of services. A copy of the spreadsheet will be provided to the Board of Selectmen. **3)** Asked if there is any grant monies to fix the Great Hall in Town Hall. Town Manager Kozak stated that he is looking into this already. **Selectman Marzec 1)** Mentioned that he had a conversation with the Town Manager regarding finding open space in the Town of Northbridge for a new fire station and school. He would like someone to follow-up on locations like Castle Hill and Kroll Farm. **2)** Asked if someone could look into Kloczek's property on Providence Road, Northbridge to see if this property could be used for something in the future. **Selectman Ampagoomian 1)** Asked Town Manager Kozak to discuss the water leak in front of Town Hall. Town Manager Kozak mentioned that because of the bridge work, the state asked the water company to shut the water off going across the bridge. That being said, when the water company was closing down various valves, they found the one at Memorial Square was not working properly and needing repair. He mentioned the Town will not be charged for the leaking water and it will be repaired by the weekend. **2)** Asked for an update with the dispatching center and Town Manager Kozak mentioned that the Fire Chief and Police Chief are moving forward now that Town Meeting has approved the funds. They are looking to have the program up and running by July. **3)** Asked if Town Manager Kozak knew when the striping will take place at the Ross Rajotte Bridge and when the jersey barriers will be removed? James Shuris, DPW Director mentioned that everything should be done by the end of November. **4)** Town Hall Window Dressings – Mr. Shuris mentioned that the window dressings have been ordered and will be installed after the painting is completed. **5)** Status of new fire station? Mr. Shuris mentioned that the Building, Planning and Construction Committee are still in the brainstorming process but then added that they are thinking about the possibility of a joint DPW and Fire Station facility. Chairman Nolan suggested having a Joint Meeting with the Building, Planning & Construction Committee to discuss the Fire Station and DPW Facility. Selectman Melia asked Mr. Shuris how many more years to the roads project and Mr. Shuris replied is what a five year plan and there are three left. Selectman Ampagoomian announced that King Jade Restaurant was issued a minor violation by the ABCC and suggested that the Local Licensing Board send a letter of acknowledgement.

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

Meeting Adjourned: 8:52 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

November 4, 2013

I. APPROVAL OF MINUTES

A. 1) Copy of September 30, 2013 minutes. 2) Copy of October 30, 2013 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen].

II. PUBLIC HEARING

III. APPOINTMENTS/By the Town Manager

B. Copy of Janyce Murray's resume.

RESIGNATION.

C. Copy of Wayne DeForest's resignation letter.

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS

D. 1) Copy of Whitinsville Social Library application for a one-day All Alcohol license. 2) Copy of Hold Harmless Agreement. 3) Copy of license routing slips from Department Head's.

E. 1) Copy of Alex Rogozenski's email requesting approval to hold a half marathon and 7K road race on Sunday, April 6, 2014 at 10 A.M. 2) Copy of route and event information. 3) Copy of Police Chief's response and DPW's response.

F. 1) Copy of cemetery deed for Glen and Helena Bloem. 2) Copy of cemetery deed for Linda Fernandes.

G. Copy of positions on warrant articles.

VI. DISCUSSIONS

None.

VII. TOWN MANAGER'S REPORT

H. 1) Road and Bridge Projects/Update – **No documentation.**

2) Sewer Department/Update – **No documentation.**

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

4) Downtown Initiative Technical Assistance Grant - **No documentation.**

5) Worcester Regional Transit Authority/Bus Routes – **No documentation.**

VIII. SELECTMEN'S CONCERNS - No documentation.

IX. ITEMS FOR FUTURE AGENDA- No documentation.

X. CORRESPONDENCE- No documentation.

XI. EXECUTIVE SESSION-Copy of Pine Grove Cemetery Summary Sheet & documentation.

**Board of Selectmen's Meeting
November 18, 2013**

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. Marzec, Athanas, Ampagoomian and Melia. **Also Present:** Theodore D. Kozak, Town Manager.

Chairman Nolan announced that the Board would be going into Executive Session and declared that having an open meeting may have a detrimental effect on the bargaining position of the body.

A motion was made and seconded to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 – To discuss strategy with respect to contract negotiations and M.G.L. Chapter 30A, S. 21#6 – To consider the purchase, exchange, lease or value of real property [Pine Grove Cemetery] – and to reconvene in Open Session. Roll Call Vote: Mr. Melia/Yes, Mr. Athanas/Yes, Mr. Marzec/Yes, and Mr. Nolan/Yes.

Open Session Adjourned: 6:32 PM

Executive Session Convened: 6:35 PM

Executive Session Adjourned: 6:57 PM

Open Session Reconvened: 7:00 PM

The Pledge of Allegiance was recited by those present.

Approval of Minutes. October 21, 2013 – A motion/Mr. Melia, seconded/Mr. Athanas to approve the October 21, 2013 Meeting minutes as presented with the readings omitted. Vote yes/Messrs. Athanas, Marzec, Melia and Nolan. Abstain/Mr. Ampagoomian.

Public Hearings. None.

Appointments/By the Board of Selectmen. Council on Aging (2 vacancies). 1) Jean Mistretta and 2) John Doldoorian. Present: Kelly Bol, Senior Center Director. Ms. Bol introduced Jean Mistretta and John Doldoorian and mentioned that they are both going to be an asset to the Council on Aging. Mr. Doldoorian mentioned that he was born and raised in Northbridge and would like to give back to the community. The Selectmen thanked the candidates for coming forward to serve on the Council on Aging and wished them both well. A motion/Mr. Marzec, seconded/Mr. Melia to appoint Jean Mistretta and John Doldoorian to the Council on Aging. Vote yes/Unanimous. **Conservation Commission - Jeremy Deorsey. Present: John Brown, Chairman of the Conservation Commission.** Mr. Brown introduced Jeremy Deorsey and mentioned that his board voted 4-0 in favor of Mr. Deorsey serving on the Conservation Commission. Mr. Deorsey announced that he is an Officer in the National Guard and moved back to Northbridge after school and training in Florida. He noted that he wants to be involved in Town is currently serving on the Open Space Committee. The Selectmen thanked him for coming forward and wished him well. A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint Jeremy Deorsey to the Conservation Commission. Vote yes/Unanimous.

Citizens' Comments/Input. None.

Chairman Nolan announced the Blackstone Valley Detachment 911 of the Marine Corp League will be conducting their annual Toys for Tots and Teens Campaign commencing on Monday, December 2, 2013. The location of the distribution site will be Millville American Legion on Route 122 in Millville from 9

AM to 5 PM and the site will be open from November 25, 2013 until Christmas Eve. Other drop-off sites in Northbridge are: Gaudette Insurance (both Whitinsville and Grafton), Harbro Sales and Service, Whittin Community Center, Northbridge Town Hall, and the Whitinsville Wellness Center. Other locations include: Sutton, Uxbridge, Mendon and Hopedale. He noted that if a group or organization would like to collect toys for the drive please contact William Audette at 774-217-0315. You can drop off new and unwrapped toys at any one of the locations or the distribution center in Millville. Monetary donations are also welcomed and they are urging anyone interested to stop by the center in Millville to see what the marines are doing during the Toys for Tot Drive. In order to pick up toys at the distribution center one must have a proper identification and include proof of children. All toys collected remain in the Blackstone Valley and will be distributed within the Valley.

Winter Parking Ban [December 1, 2013 through April 1, 2014]. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the Winter Parking Ban from December 1, 2013 through April 1, 2014 [to be extended if necessary] during the hours of 1:00 AM to 6:00 AM, as requested by the Northbridge Police Department. Vote yes/Unanimous.

Department of Environmental Protection Waste Hauler – Scope of Services. Town Manager Kozak mentioned that Irene Congdon, Representative from MassDEP was supposed to be here this evening but is not currently here. Town Manager Kozak mentioned that if the Board wishes to move on and vote, the final report for the scope of work to determine the actual costs of a curbside trash and recycling program was enclosed in their packets. A motion/Mr. Marzec, seconded/Mr. Athanas to approve the final report of the Department of Environmental Protection Waste Hauler Project - Scope of Services. Vote yes/Unanimous.

Community Innovation Challenge Grant [Public Safety Dispatch]. Town Manager Kozak mentioned that the Town is applying for additional funds to purchase equipment for the dispatch unit. Money was appropriated at Town Meeting but he is also trying to seek grant opportunities. He asked the Board to authorize him to sign the grant application. Selectman Melia asked how much the grant application is for and Town Manager Kozak mentioned that the expenses at Town Meeting were for \$112,000 but he doesn't have the final amount yet. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to authorize Town Manager Kozak to sign the Community Innovation Challenge Grant Application for Public Safety Dispatch. Vote yes/Unanimous.

Community Innovation Challenge Grant [Stormwater Management]. Town Manager Kozak mentioned that this is a regional grant for Stormwater Management that the Town was part of last year. There is a new opportunity of grant funds for training and equipment for Stormwater Management and asked the Board to allow him to sign the grant. Town Manager Kozak mentioned that last year was close to \$200,000. A motion/Mr. Marzec, seconded/Mr. Athanas to authorize Town Manager Kozak to sign the Community Innovation Challenge Grant for Stormwater Management. Vote yes/Unanimous.

Comprehensive Wastewater Management Plan/Present: Benjamin Levesque, Chad Kershaw, Robert Otoski from CDM Smith and Mark Kuras, Northbridge Sewer Superintendent. A presentation on a Comprehensive Wastewater Management Plan for the Northbridge Wastewater Treatment Plant was given by Representative's from CDM Smith. Mr. Levesque mentioned that the Town appropriated \$225,000 to develop a capital plan for the future of the Wastewater Treatment Plant and has spent about \$100,000. He also mentioned that \$1,200,000 was appropriated for an upgrade on the sludge management equipment and the project came in under budget by \$40,000. That said, the project is complete and stated that the Town took a proactive approach in planning for the future. Mr. Levesque then went on to explain that the scope of their analysis was to update/develop a comprehensive sewer system map, evaluate capabilities of existing sewer system, review of all pumping stations, review of wastewater treatment plant and develop a capital improvement plan. Mr. Levesque noted that the Town

will need to comply with a new National Pollutant Discharge Elimination System [NPDES] permit. Permit requirements include Wastewater Treatment Plant effluent limits and operation and maintenance of the sewer system. A copy of the PowerPoint presentation can be found in the Town Manager's office. Mr. Kershaw mentioned that the Town was proactive in completing sewer studies and construction projects on the existing sewer system. He noted the infiltration/inflow studies of the Whitinsville, Rockdale and Linwood Areas and then mentioned the areas of collection system improvements, Whitinsville and Rockdale interceptor replacement, Siphon under the Blackstone River replacement, and approximately 11,500 LF of trenchless rehabilitation to Whitinsville, Rockdale and Linwood areas. Mr. Kershaw explained that when it came to the analysis they used the 2011 wastewater treatment plant data and found that approximately 49% of the Town's annual sewer flow was I/I (clean water). He noted that they also used the GIS mapping database and storm water management model to stimulate flows and assess the hydraulic capacity. Mr. Kershaw stated that there were three scenarios: 1) Dry weather and high ground water from April 2010, 2) high runoff and low ground water from August 2011, and 3) high runoff and high ground water from March 2010. These conditions identify potential capacity problems under existing conditions and future build-out. Mr. Levesque recommended the Town take the next following steps: improve their flow monitoring program, sewer model update, sewer system evaluation study/program and this would allow the Town to go into the areas that are identified as sources – flow isolation, cctv inspections, manhole inspections, smoke testing, house-to-house inspections and dye testing. He also mentioned the Town establish a collection system rehabilitation program and recommended updating the GIS Mapping records. Lastly, Mr. Levesque provided a next steps schedule for the Town of Northbridge to follow and mentioned that the town continue to focus on spending money efficiently on capital planning, gather more information/evaluation prior to implementing construction projects and SSES programs, negotiate schedule for compliance for NPDES Permit, implementation of sewer system evaluations over next 2 years, WWTP sampling/testing related to nitrogen and phosphorus removal should commence immediately. After a brief question and answer session, the Board of Selectmen thanked CDM Smith for their presentation on Comprehensive Wastewater Management Plan.

Town Manager Kozak announced that Irene Congdon, Representative from MassDEP has arrived and asked the Board if they minded if she spoke on the Department of Environmental Protection Waste Hauler – Scope of Services. That being said, the Board of Selectmen had no problem letting Ms. Congdon speak. Ms. Congdon mentioned that there has been a lot of positive feedback on the Town going out to bid for trash haulers. She announced that the grant has been approved and an RFP will be going out. She mentioned the process will take 12 to 18 months and the biggest part of the program will be educating the public. She noted that there are currently five trash haulers in Northbridge and she met with the three biggest ones that handle the residential service. The Board thanked Ms. Congdon for coming to their meeting this evening.

Worcester Regional Transit Authority (Bus Routes)/Present: Jonathan Church, Central Mass. Regional Planning Commission. Mr. Church mentioned that it's been about a year now since he's been working with the town to come up with proposals for bus routes. That said, based on the survey results and the feedback received from the public meetings the bus route schedules have been developed and they will begin servicing the Town of Northbridge on December 2, 2013. Notices will be sent to residents via flyers, newspaper ad, website [both WRTA and Town], and cable. Mr. Church noted that the Worcester Regional Transit Authority will have two routes into Northbridge from the Walmart in Whitinsville to the Shoppes at Blackstone Valley in Millbury and from the Grafton Train Station to the New Village Neighborhood. Bus fare is \$1.50 full fare and .75 cents one-way. Mr. Church mentioned that the vehicles will be housed at the Police Department and all the details have been worked out with both the Town Manager and Chief of Police.

Special Town Meeting for New China Pacific Restaurant. Present: Attorney Henry Lane, Lane and Hamer. The New China Pacific on Linwood Street planned to reopen the long-vacant restaurant by

New Year's, but a zoning glitch has delayed the opening. The restaurant is located in an industrial zone, which does not allow for restaurants. The building, however, had been functioning as a restaurant when that zoning went into effect in 1967 and was grandfathered. Unbeknownst to anyone until recently, the grandfathering expired after the building sat vacant for more than two years, meaning the restaurant cannot open unless the zoning is changed to a business zone. Attorney Lane, who is representing the existing owner, stated there is no way to remedy that, short of changing zoning to allow that business to operate in a business zone. The Town of Northbridge does not allow use variances, so the choice is to rezone or have it remain vacant until someone finds an industrial use for it. It's just something everyone overlooked. If anyone thought about it, they would have taken steps to freeze the grandfathering, but no one knew time was running out. Attorney Lane added this his clients anticipate covering the \$4,500.00 cost of a special town meeting for rezoning.

A motion/Mr. Ampagoomian, seconded/Mr. Marzec to move Special Town Meeting for New China Pacific Restaurant from discussion to decision. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Ampagoomian/Yes, Mr. Melia/Yes and Mr. Nolan/Yes.

A motion/Mr. Marzec, seconded/Mr. Melia to schedule a Special Town Meeting of the New China Pacific Restaurant for January 14, 2014. Selectman Ampagoomian requested to amend the motion as follows by including the following language to the motion: to have the proposed existing owner of the China Pacific cover all costs associated with the Special Town Meeting. Vote yes/Unanimous.

A motion/Mr. Marzec, seconded/Mr. Melia to open the Special Town Meeting Warrant this evening. Vote yes/Unanimous.

A motion/Mr. Marzec, seconded/Mr. Melia to close the Special Town Meeting Warrant on Monday, December 2, 2013 at Noon time. Vote yes/Unanimous.

Town Manager's Report. **1) Code Red:** Reminded residents to sign up for Code Red services if they have not done so already. Information is located on the Town's home page or the Police Department's website. **2) Northbridge Emergency Management Agency Update:** Held an emergency management meeting to prepare for any storms during the winter months. **3) Insurance Advisory Committee/Wellness Program:** We are currently working with the Insurance Advisory Committee and Health Insurance companies to hold wellness fairs for town employees. **4) Mass DEP Grant for compost bins:** The Town has received \$1250.00 in grant funds to purchase compost bins through the Board of Health. Further information will be forthcoming for the public to purchase these bins. **5) Leaf Pick-Up/Snow Removal Operation: Leaf Pick-Up** - The Town has picked up almost 5,000 bags of leaves and plans to continue to pick up leaves until December 6, 2013 or the first major snow storm. Contact the Highway Department for pick-up. **Snow Removal** - The Highway Department has prepared their equipment for winter snow removal. A pamphlet for residents can be obtained at the Town Hall, Library, Senior Center, DPW garage, or on the Town's website. **6) School Committee Vacancies:** There are two vacancies on the School Committee and the deadline for submitting applications is Monday, November 25, 2013 and a Joint Meeting with the School Committee will be the following week, December 3, 2013, at 6:30 P.M. at the Northbridge High School Media Center.

Selectmen's Concerns. **Selectman Athanas/**Asked if the water main break was handled in a timely manner and Town Manager Kozak mentioned that it was handled as quickly as possible but a part had to be ordered. **Selectman Marzec/**Mentioned that the Goldthwaite Road project came out really good but asked if the Highway Department could have white lines painted near the edge of the road. **Selectman Melia/1)** Mentioned that the road projects in town are moving ahead nicely but noted that there is a bump on North Main Street and Overlook Street that should be straightened out. Town Manager Kozak mentioned that nothing can be done until springtime. **2)** Mentioned that a couple of leaf bags fell out of

one of the Highway trucks on Linwood Ave. and explained that the bags are sitting on the Linwood Mills side of the road. **3)** Asked if there was a Building, Planning and Construction Committee meeting and if anything was discussed on the DPW facility. Town Manager Kozak mentioned that he hasn't heard anything yet but will look into it. **Selectman Ampagoomian 1)** Asked when the Jersey barriers will be removed at the Ross Rajotte Bridge and Town Manager Kozak replied before winter. **2)** Asked if everything was still on track with the Sutton Street project and Town Manager Kozak replied yes.

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

November 18, 2013

- I. APPROVAL OF MINUTES**
 - A.** 1) Copy of October 21, 2013 minutes.
- II. PUBLIC HEARING**
- III. APPOINTMENTS/By the Board of Selectmen**
 - B. 1. A.** Copy of Jean Mistretta's Talent Bank Application. **B. 1. B.** Copy of John Doldoorian's Talent Bank Application.
 - B. 2.** Copy of Jeremy Deorsey's Talent Bank Application, resume and memorandum from the Conservation Committee recommending appointment.
- IV. CITIZENS' COMMENTS/INPUT**
 - Copy of Toys for Tots announcement.
- V. DECISIONS**
 - C.** Copy of Winter Parking Ban notice from the Police Department.
 - D.** Copy of Mass. Department of Environmental Protection Waste Hauler's Final Report.
 - E.** Copy of Community Innovation Challenge Grant for Public Safety Dispatch.
 - F.** Copy of Community Innovation Challenge Grant for Stormwater Management.
- VI. DISCUSSIONS**
 - G.** Copy of PowerPoint presentation on Comprehensive Wastewater Management Plan from CDM Smith.
 - H.** Copy of Bus Routes from the Worcester Regional Transit Authority.
 - I.** No documentation.
- VII. TOWN MANAGER'S REPORT**
 - J.** 1) Code Red – **Copy of sign up notification from the Police Department.**
 - 2) Northbridge Emergency Management Agency Update – **No documentation.**
 - 3) Insurance Advisory Committee/Wellness Program – **No documentation.**
 - 4) Mass DEP Grant for compost bins. - **No documentation.**
 - 5) Leaf Pick-Up/Snow Removal Operation – **No documentation.**
 - 6) School Committee Vacancies – **No documentation.**
- VIII. SELECTMEN'S CONCERNS - No documentation.**
- IX. ITEMS FOR FUTURE AGENDA- No documentation.**
- X. CORRESPONDENCE- No documentation.**
- XI. EXECUTIVE SESSION - Copy of AFSCME, Council 93, Local 1709 Memorandum of Agreement with the Town of Northbridge.**

**Board of Selectmen's Meeting
December 2, 2013**

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, Ampagoomian and Melia. **Also Present:** Theodore D. Kozak, Town Manager. **Absent:** Selectman Athanas was absent and it is duly recorded.

The Pledge of Allegiance was recited by those present.

Approval of Minutes. November 18, 2013 – A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the November 18, 2013 Meeting minutes as presented with the readings omitted. Vote yes/Messrs. Marzec, Ampagoomian, Melia and Nolan. **November 18, 2013 [Executive Session]** - A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve but not release the November 18, 2013 Executive Session minutes as presented with the readings omitted. Vote yes/Messrs. Marzec, Melia, Ampagoomian and Nolan.

Public Hearings. None.

Appointments/By the Board of Selectmen. None.

Citizens' Comments/Input. None.

Special Town Meeting [January 14, 2014]. A motion/Mr. Ampagoomian, seconded/Mr. Melia to sign warrant upon completion and final review by Town Counsel. Vote yes/Messrs. Marzec, Melia, Ampagoomian and Nolan.

Screening Committee for the position of Superintendent of Schools. Chairman Nolan asked the Board of Selectmen if any of them were interested in serving on the screening committee for the position of Superintendent of Schools. Selectman Marzec mentioned that he served on the screening committee last time and asked to be nominated again. A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint Selectman James Marzec as the Board of Selectmen's Representative for the Screening Committee for the position of Superintendent of Schools. Vote yes/Messrs. Marzec, Melia, Ampagoomian and Nolan.

Osterman Propane, LLC [Water & Sewer Easements]. Present: Robert Knapik, Attorney. Attorney Knapik announced that he is representing Osterman Propane, LLC. He mentioned that Osterman Propane, LLC will be undergoing construction on their property for installation of sewer and water lines for a project that was approved for office and medical use facilities. He also mentioned that the Town has requested that the land owner grant an easement for water and sewer allowing the Town to maintain/repair/replace the water and sewer infrastructure. That being said, Town Counsel has reviewed the documents prepared for water and sewer easements and suggested some minor revisions, which were agreed upon by the land owner. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the Osterman Propane, LLC [water and sewer easements] as presented. Vote yes/Messrs. Marzec, Melia, Ampagoomian and Nolan.

Mutual Aid Agreement [Police Department]. Present: Walter Warchol, Chief of Police. Chief Warchol requested the Board of Selectmen approve the Mutual Aid Agreement with the City of Worcester. He noted that the Town of Northbridge has a valid Mutual Aid agreement with approximately 80 communities in Worcester County. On a weekly basis Northbridge Police Officers travel into the City of Worcester for a variety of official duties. The Mutual Aid Agreement gives limited police powers to Northbridge Police Officers while in the City of Worcester on official duty for court appearances in the

Worcester County Courthouse and transporting and guarding prisoners receiving medical treatment at city hospitals. Without this agreement Northbridge Police Officers would have no official police authority while performing their official duties in the City of Worcester. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to move the Mutual Aid Agreement from Discussion to Decision. Roll Call Vote: Mr. Marzec/Yes, Mr. Melia/Yes, Mr. Ampagoomian/Yes and Mr. Nolan/Yes. A motion/Mr. ampagoomian, seconded/Mr. Marzec to approve the Mutual Aid Agreement [Police Department] which was developed and written by Attorney Jack Collins, MA Chiefs of Police Association and the City of Worcester. Vote yes/Messrs. Marzec, Melia, Ampagoomian and Nolan.

1025 Mendon Road Conservation Restriction. Present: Justin Arbuckle, Member of the Conservation Commission. Mr. Arbuckle mentioned that the property located at 1025 Mendon Road, unfortunately fell by the wayside back in 2008. He explained that issue came before the Conservation Commission and was approved and built with the back third of the lot, which backs up to Miscoe Brook. It was given to the town as a conservation restriction area but was never filed. The house is going to be sold for the third time, which is how this issue was detected. Mr. Arbuckle noted that there is currently no certificate of compliance on record. The way the restriction works, the back section of the lot coming off the brook becomes conservation land. The Conservation Commission deemed it appropriate and didn't attach a monetary value to it so the owners retain ownership of the land. However, the Conservation Commission and the Town maintain control of it till the Board of Selectmen vote to release it back to the owners and remove the conservation restrictions. Mr. Arbuckle then noted that Town Counsel has reviewed the documents and are now ready to be signed. A motion/Mr. Ampagoomian, seconded/Mr. Melia to move 1025 Mendon Road Conservation Restriction from Discussion to Decision. Roll Call Vote: Mr. Marzec/Yes, Mr. Melia/Yes, Mr. Ampagoomian/Yes and Mr. Nolan/Yes. A motion/Mr. Marzec, seconded/Mr. Melia to approve the 1025 Mendon Road Conservation Restriction as presented by the Conservation Commission. Vote yes/Messrs. Marzec, Melia, Ampagoomian and Nolan.

Town Manager's Report. 1) Milford Hospital Meeting: Attended the Milford Hospital breakfast meeting with other dignitaries and Town Managers from the area for their announcement on the expansion at the hospital, which will include a new emergency unit. **2) Solid Waste/Regional Meeting:** Attended a regional meeting on trash and solid waste programs to learn more about various types of trash collection operations that are currently being used in Massachusetts and New England. **3) WRTA Bus Service in Town:** The new bus transportation service started today, December 2, 2013 and residents are welcome to take advantage of the service. **4) Tax Rate Classification Hearing on December 16, 2013:** Announced the hearing will be held on December 16, 2013. The classification hearing is a little later this year because the Assessors had to complete the Tri-Annual Evaluation of Property.

Selectmen's Concerns. Chairman Nolan) Mentioned that the Historical Society recently launched a new website www.northbridgehistoricalsociety.com with facts and information about the Town. They encourage individuals to submit information to the email posted on their website. **Selectman Marzec 1)** Asked about the status of double poles and Town Manager Kozak replied we still have them. He then noted that he hasn't received a report from the DPW Director yet but will look into it. 2) Asked about the status of putting white lines on Goldthwaite Road and Town Manager Kozak replied that he gave this information to the DPW Director and will follow-up with him tomorrow. **Selectman Ampagoomian 1)** Asked if the DPW Director, James Shuris submitted a plan for renovation of the Highway facility to the Building, Planning and Construction Committee. Town Manager Kozak explained that the DPW Director was supposed to attend the Building, Planning and Construction Committee meeting but the meeting was cancelled. Town Manager Kozak mentioned that he will invite the Building, Planning and Construction Committee and James Shuris, DPW Director to the next Board of Selectmen's Meeting [December 16, 2013]. 2) Announced that he hopes everyone takes advantage of the new bus transportation. 3) Sent his condolences to Town Manager Kozak and his family on the loss of his father-in-law.

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

Meeting Adjourned: 7:20 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

December 2, 2013

I. APPROVAL OF MINUTES

A. 1) Copy of November 18, 2013 minutes. 2) Copy of November 18, 2013 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen]

II. PUBLIC HEARING

III. APPOINTMENTS/By the Board of Selectmen

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS

B. Copy of Special Town Meeting Warrant [January 14, 2014].

C. No documentation.

D. Copy of Osterman Propane, LLC [Water and Sewer Easements].

VI. DISCUSSIONS

E. 1) Copy of memo dated November 15, 2013 from Walter Warchol, Chief of Police. 2) Copy of Mutual Aid [Police Department] Agreement with the City of Worcester.

F. 1) Copy of memo dated November 18, 2013 from the Conservation Commission. 2) Copy of 1025 Mendon Road Conservation Restriction. 3) Copy of legal description. 4) Copy of Order of Conditions.

VII. TOWN MANAGER'S REPORT

G. 1) Milford Hospital Meeting – **No documentation.**

2) Solid Waste/Regional Meeting – **No documentation.**

3) WRTA Bus Service in Town – **No documentation.**

4) Tax Rate Classification Hearing on December 16, 2013 - **No documentation.**

VIII. SELECTMEN'S CONCERNS - No documentation.

IX. ITEMS FOR FUTURE AGENDA- No documentation.

X. CORRESPONDENCE- No documentation.

XI. EXECUTIVE SESSION

**Board of Selectmen's Meeting
December 3, 2013
Joint Meeting with the School Committee**

A joint meeting of the Board of Selectmen and Northbridge School Committee was called to order by School Committee Chairman Randi Zanca at 6:30 PM, Northbridge High School Media Center, 427 Linwood Ave., Whitinsville, MA. **Select Board Members Present:** Messrs. Ampagoomian, Melia and Nolan. **Absent:** Messrs. Athanas and Marzec were absent and it is duly noted. **School Committee Members Present:** Randy Zanca, Susan Brouwer, Michael LeBrasseur, and Selena Livingston. **Absent:** Ms. Julie Gawlak.

The Pledge of Allegiance was recited by those present.

Approval of Minutes. None.

Public Hearings. None.

Appointments/By the Board of Selectmen. Michael Clements and Christopher Reilly, School Committee/Vote to appoint. A motion/Mr. Susan Brouwer, seconded/Mr. Melia to appoint Michael Clements and Christopher Reilly to the open positions on the School Committee. The appointees will serve until the next Town Election in May of 2014. Roll Call Vote: Ms. Brouwer/Yes, Mr. LeBrasseur/Yes, Ms. Livingston/Yes, Ms. Zanca/Yes, Mr. Nolan/Yes, Mr. Ampagoomian/Yes, and Mr. Melia/Yes.

Citizens' Comments/Input. None.

Decisions. None

Discussions. None

Town Manager's Report. None.

Selectmen's Concerns. None.

A motion/Mr. Melia, seconded/Mr. Ampagoomian to adjourn the Joint Meeting between the Northbridge School Committee and Northbridge Board of Selectmen. Vote yes/Unanimous.

Meeting Adjourned: 6:50 P.M.

Respectfully submitted,

Daniel Nolan, Clerk

/dmg

LIST OF DOCUMENTATION

JOINT MEETING BETWEEN THE BOARD OF SELECTMEN AND NORTHBRIDGE SCHOOL COMMITTEE – OPEN SESSION

December 3, 2013

- I. APPROVAL OF MINUTES**
None.
- II. PUBLIC HEARING**
None.
- III. APPOINTMENTS/By the Board of Selectmen**
A. 1) Copy of Michael Clement's and Christopher Reilly's Talent Bank Application
- IV. CITIZENS' COMMENTS/INPUT – None.**
- V. DECISIONS – None.**
- VI. DISCUSSIONS – None.**
- VII. TOWN MANAGER'S REPORT – None.**
- VIII. SELECTMEN'S CONCERNS - None.**
- IX. ITEMS FOR FUTURE AGENDA- None.**
- X. CORRESPONDENCE- None.**
- XI. EXECUTIVE SESSION-None.**

**Board of Selectmen's Meeting
December 16, 2013**

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, Athanas, Ampagoomian and Melia. **Also Present:** Theodore D. Kozak, Town Manager.

The Pledge of Allegiance was recited by those present.

Approval of Minutes. November 4, 2013 – A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the November 4, 2013 Meeting minutes as presented with the readings omitted. Vote yes/Unanimous. **December 3, 2013 [Joint Meeting w/School Committee]** - A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the December 3, 2013 Joint Meeting with School Committee minutes as presented with the readings omitted. Vote yes/Messrs. Melia, Ampagoomian and Nolan. Abstain/Mr. Marzec and Athanas

Public Hearings. 7:05PM/FY 2014 Tax Rate Classification Hearing/Present: Robert Fitzgerald, Principal Assessor. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to open the public hearing. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Ampagoomian/Yes, Mr. Melia/Yes and Mr. Nolan/Yes. 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, the LA-4, which illustrates total taxable properties and their use codes and parcel counts. He then focused on Exhibit #2, and mentioned last year's tax rate was \$12.35 and the rate is estimated to increase to \$13.26 an increase of .91, which equates to about a \$278 increase on the tax bill for an average single family home. Mr. Fitzgerald explained that the reason for some of the increase was due to the slight increase in the assessed value of properties this year [about \$6 million], which accounted for a \$(.05) decrease in the rate; Proposition 2½ added about .30 cents to the rate; New Growth added about .17 cents to the rate; an increase in the Capital Outlay Expenditure reduced about .43 cents to the rate; and lastly, a the Debt Exclusion adding approximately .92 to the tax rate. 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 #3, a DOR form, illustrating the percentage share of each class of property, Residential – 86.62%, Open Space – 0%, Commercial – 8.35%, Industrial – 2.00%, and Personal Property – 3.01%. 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. Focus shifted to Exhibit #5, which illustrated the 2013 approved tax rates of nine nearby communities and their corresponding average single family tax bills. The exhibit shows Northbridge has the lowest tax rate and tax bill. Exhibit #6 illustrated the tax change for single family, commercial, and industrial properties from last year to this year.

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 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. Ampagoomian, seconded/Mr. Marzec to close the Public Hearing. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Ampagoomian/Yes, Mr. Melia/Yes and Mr. Nolan/Yes. As the result of tonight's hearing, the Town of Northbridge will continue with a single tax rate [for FY 2014] for all classes of property including residential, commercial, and industrial.

Appointments/By the Board of Selectmen. None.

Citizens' Comments/Input. None.

2014 Annual Liquor License Renewals/Vote to approve. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the 2014 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.

2014 Miscellaneous License Renewals [Common Victualler, Class II, Class III, Automatic Amusement Devices, Entertainment, etc.]/Vote to approve. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the 2014 Miscellaneous License Renewals subject to the payment of all outstanding monies due the Town. Vote yes/ Unanimous.

Community Development Block Grant – Disaster Recovery Grant [Rockdale Youth Center Relocation Project]. Present: R. Gary Bechtholdt, Town Planner. Mr. Bechtholdt reminded the Board that back in August 2013, a letter of interest was sent to the Department Housing and Community Development [DHCD] requesting funds as part of its Community Development Block Grant – Disaster Recovery program for the Rockdale Youth Center Relocation project. He noted that grant funds are applied for specific disaster recovery-related purposes, such as: Hurricane Sandy in 2012, severe winter storm in 2011, Tropical Storm Irene in 2011, a Tornado in 2011, and another severe winter storm in January, 2011. That being said, the Town's proposal (Rockdale Youth Center Relocation Project) was designated a Category 1 project as part of the state's Disaster Recovery Action Plan and received approval from Department of Housing & Urban Development. The Disaster Recovery funds in the amount of \$601,654.00 will be awarded to Northbridge and used to relocate the Rockdale Youth Center out of the 100-year flood plain to the St. Peter's Parish building on Church Ave. The funds will also be used to pay off the mortgage of the current youth center property, demo the existing building and renovate the parish building (building code fire/accessibility, etc.) to allow for the continued public outreach programs and services offered through the Whitin Community Center (Rockdale Youth Center). He then asked the Board of Selectmen to vote to authorize the Chairman to sign the contract agreement (which hasn't been received yet) and engage in the services with Central Mass. Regional Planning Commission

to provide Administrative Services in cooperation with the Town Planner. Town Manager Kozak thanked Mr. Bechtholdt, Town Planner, and Mark Widner, Representative of Central Mass. Regional Planning for all their hard work. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to authorize Chairman to execute contract with Mass DHCD and other certifications required for project. Vote yes/Unanimous.

Community Development Block Grant – Disaster Recovery Grant [Rockdale Youth Center Relocation Project]. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to engage services of Central Mass. Regional Planning Commission to provide Administrative Services in cooperation with Town Planner. Vote yes/Unanimous.

Northbridge Historical Commission/Vote to accept monetary donations. Present: Kenneth Warchol, Chairman of the Historical Commission. Mr. Warchol announced that the Historical Commission funded the Historic Trolley Tours on Sunday, October 12, 2013 and received a few checks as donations to help fund the cost of renting the trolley. A motion/Mr. Melia, seconded/Mr. Athanas to accept the monetary gifts in the amount of \$1,172.00 to be used as donations towards the cost to rent a trolley for the Historic Trolley Tours, which took place on Sunday, October 12, 2013. Vote yes/Unanimous.

Open Space & Recreation Plan Update Committee/Vote to appoint Board of Selectmen's Representative. Selectman Ampagoomian announced that he would like to be the Selectmen's Representative for the Open Space & Recreation Plan Update Committee. A motion/Mr. Marzec, seconded/Mr. Melia to designate Charles Ampagoomian as the Selectmen's Representative for the Open Space & Recreation Plan Update Committee. Vote yes/Unanimous.

Safety Committee Minutes [December 4, 2013]/Vote to accept recommendations. A motion/Mr. Ampagoomian, seconded/Mr. Melia to accept the recommendations of the Safety Committee as outlined in the minutes of December 4, 2013. Vote yes/Unanimous.

FEMA Flood Plain Mapping/Present: Mark Anderson, Heritage Design Group – Postponed to the next Board of Selectmen's Meeting [January 6, 2014].

Sewer Charges/Present: Mark Anderson, Heritage Design Group - Postponed to the next Board of Selectmen's Meeting [January 6, 2014].

Town Manager's Report. 1) **American Automobile Association Traffic Safety Awards Luncheon:** Attended an awards luncheon with Walter Warchol, Chief of Police. Officer Richard Gorman, Northbridge Police Department, received a Pedestrian Safety Award and was recognized for his continuing efforts with the department in traffic safety and education in the community. 2) **Evergreen Center/Donation of Holiday Wreath:** Staff and residents of the Evergreen Center of Milford presented the Town Manager with a wreath made by their clients. 3) **Building, Planning and Construction Committee/Update:** The committee requested additional information from the DPW Director regarding options for a new facility and asked that I attend the next meeting. 4) **Special Town Meeting Update:** The Planning Board and Finance Committee met and discussed the two articles for the January 14, 2014 Special Town Meeting. 5) **Double-Pole Meeting:** Mr. Shuris attended a double-pole meeting with National Grid and Verizon and mentioned that there are 33 double-poles left in town. A priority list was established and it will be reviewed by National Grid, Verizon and Charter on a monthly basis. 6) **Douglas Road Bridge/Update:** Announced that the new lane on the temporary Douglas Road Bridge is now open. 7) **Code Red Update:** Once again reminded residents to sign up for Code Red services if they have not done so already. Information is located on the home page of the Town's website or the Police Department's website. 8) **Toys for Kids and Teens Campaign:** Once again, the annual Toys for Kids and Teens campaign, sponsored by the Blackstone Valley Detachment 911 Marine Corps League, is

conducting a Toys for Tots collection. Donation boxes are located in the Town Hall, Town Hall Annex and various other locations around town. The deadline for donations is Tuesday, December 24, 2013, however, if there continues to be a need please contact William Audette at 774-217-0315. 9) Town Manager Kozak mentioned that Senator Richard Moore is participating in the wreaths across the Commonwealth and will be in Northbridge on December 19, 2013, 2:00 P.M. @ Memorial Square.

Selectmen's Concerns. **Selectman Melia 1)** Mentioned that several residents are inquiring about the status of a crosswalk near Linwood Mills on Linwood Ave. **2)** Congratulated the Northbridge High School Football Team, coaches and their families for being the Central Mass. Champs and runner ups for the State Championship at Gillette Stadium. **3)** Mentioned there was a newspaper article on the closing of Laurieann's Restaurant and noted that it was nice of the restaurant owner to recognize the Town for helping them out. **Selectman Ampagoomian 1)** Asked about the status of the Ross Rajotte Bridge and Town Manager Kozak replied that he asked the DPW Director to find out how much longer till the bridge is completed and the DPW Director advised that he didn't receive a response yet from the state. **2)** Asked if the fence at the Town Hall Annex is being removed and Town Manager Kozak replied that it was a discussion item but nothing was ever determined. **3)** Reminded residents if they have private contractors plowing their driveways please ask them not to plow snow into the roadways, as it is prohibited. **4)** Reminded private and commercial contractors that the sand at the Highway Department is for Town residents. **5)** Asked residents in town to please try and shovel out the fire hydrants near their homes in case of an emergency. **Selectman Athanas 1)** Mentioned that he received a few complaints regarding the conditions of the roads after the storm. **2)** Mentioned that he received a phone call from a resident regarding how hard it is to get a permit for a new business in the Town of Northbridge. He asked if there was an easier way to gather all the boards and committees together once a month to meet and create an easier process. **Selectman Marzec 1)** Mentioned that the side streets in Town were awful and asked if the roads could be brought down to pavement. **2)** Reminded residents that there is a Winter Parking Ban in effect for certain streets in Town from December 1, 2013 through April 1, 2014. **3)** Mentioned that he is glad to see the Douglas Bridge open but mentioned that he has concerns with trucks making the turn. **4)** Asked if the Board could revisit, in the near future, Remote Access for meetings. **Selectman Melia/**Asked if turning streetlights back on could be revisited for safety reasons. The Select Board wished the residents in Town a Merry Christmas and Happy New Year.

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

Meeting Adjourned: 8:05 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

December 16, 2013

I. APPROVAL OF MINUTES

A. 1) Copy of November 4, 2013 minutes. 2) Copy of December 3, 2013 Joint Meeting with the School Committee minutes.

II. PUBLIC HEARING

B. 1) Copy of public hearing legal ad. 2) Copy of Northbridge Tax Classification Hearing for Fiscal Year 2014.

III. APPOINTMENTS/By the Board of Selectmen

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS

C. Copy of spreadsheet listing all establishments with an Alcoholic Beverages License.

D. Copy of spreadsheet listing all establishments with miscellaneous licenses in the Town of Northbridge.

E. & F. 1) Copy of email from Gary Bechtholdt, Town Planner regarding Community Development Block Grant. 2) Copy of memo dated 12/12/13 regarding CDBG – Disaster Recovery Program – Rockdale Youth Center Relocation Project.

G. 1) Copy of memorandum and email from Sharon Susienka regarding donations to the Town of Northbridge. 2) Copy of Telegram & Gazette article on the Historic Trolley Tours slated in Northbridge.

H. 1) Copy of email from Gary Bechtholdt, Town Planner requesting the Board of Selectmen to designate one of their members to be a representative for the Open Space and Recreation Plan Update Committee. 2) Copy of a memorandum dated 9/23/13 regarding the Northbridge Open Space and Recreation Plan Update.

I. Copy of the December 4, 2013 Safety Committee Minutes.

VI. DISCUSSIONS

J. No documentation.

K. No documentation.

VII. TOWN MANAGER'S REPORT

L. 1) American Automobile Association Traffic Safety Awards Luncheon – **No documentation.**

2) Evergreen Center/Donation of Holiday Wreath – **No documentation.**

3) Building, Planning & Construction Committee/Update – **No documentation.**

4) Special Town Meeting Update. - **No documentation.**

5) Double Pole Meeting – **Copy of contact list.**

6) Douglas Road Bridge Update – **No documentation.**

7) Code Red Update – **No documentation.**

8) Toys for Kids and Teens Campaign – **No documentation.**

VIII. SELECTMEN'S CONCERNS - No documentation.

IX. ITEMS FOR FUTURE AGENDA- No documentation.

X. CORRESPONDENCE- No documentation.

XI. EXECUTIVE SESSION – None.