

BOARD OF SELECTMEN'S MEETING
April 27, 2020

A meeting of the Board of Selectmen was called to order by Chairman James Athanas at 7:00 PM, virtually using Zoom Video Communication, Video conferencing app at

<https://us02web.zoom.us/j/83673782469?pwd=S3JQOUVyZEtvM1RuUGhkcUFLVXdMQT09>

Meeting ID: 836 7378 2469 /Password: 036847. Board Members Present: Athanas, Cannon, Melia and Nolan. Selectman Ampagoomian joined the meeting at 7:34 PM. Also present: Adam D. Gaudette, Town Manager, and Henry Lane, Town Moderator.

Chairman Athanas asked all attendees to mute their microphones unless they are speaking or wish to speak. Inappropriate comments and/or disruptive behavior would result in immediate dismissal.

Chairman Athanas read the following aloud: Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order concerning imposition on strict limitations on the number of people that may gather in one place, meetings of the Northbridge Board of Selectmen will be conducted via remote participation to the greatest extent possible. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order.

APPROVAL OF MINUTES: A. January 13, 2020. A motion/Mr. Nolan, seconded/Mr. Melia to approve the January 13, 2020 meeting minutes as presented with the readings omitted. Vote yes/Athanas, Cannon, Melia and Nolan.

PUBLIC HEARING/None

APPOINTMENTS: B. By the Town Manager: 1) Rochelle Thompson, Inspector of Animals/Vote to nominate [*Note: Appointment is subject to certification by the State*]. A motion. Melia, seconded/Mr. Nolan to nominate Rochelle Thompson as Inspector of Animals. Vote yes/Athanas, Cannon, Melia and Nolan.

2) Maurice Guilbault, Alternate Inspector of Animals/Vote to nominate [*Note: Appointment is subject to certification by the State*]. A motion/Mr. Nolan, seconded/Mrs. Cannon to nominate Maurice Guilbault as the bAlternate Inspector of Animals. Vote yes/Athanas, Cannon, Melia and Nolan.

3) Daniel Chauvin, Animal Control Officer (Annual Reappointment)/Vote to affirm. A motion/Mr. Melia, seconded/Mr. Nolan to affirm the reappointment of Daniel Chauvin as Animal Control Officer. Vote yes/Athanas, Cannon, Melia and Nolan.

C. Resignations: Amanda Foster, Disability Commission. A motion/Mr. Melia, seconded/Mr. Nolan to accept the resignation of Amanda Foster from the Disability Commission and to send a letter of appreciation for her service. Vote yes/Athanas, Cannon, Melia and Nolan.

CITIZENS' COMMENTS/INPUT/None

MSM Management dba Sparetime recreation, 117 Church Street/One-day Entertainment Applications/Present: Mark Moon. Town Manager Gaudete stated that the approval of these licenses would depend upon the current restriction, and any following restrictions, banning gathers of 10 or more. Mr. Moon stated that he is planning on hosting a one-and-a-half-hour comedy show and as or right now he has been working with seven comedians. He explained to the Board that he is aware of seventy (70) person

occupancy set forth by the Building Department. Mr. Moon further explained that he does not plan to exceed that and plans to sell tickets in advance. Mr. Moon explained that providing that the comedy shows go well and there is a business for it he will look to get an engineer to examine the building so he will be able to apply for a full-time entertainment license. At this time, there are four shows scheduled for June 20, 2020; July 18, 2020, August 15, 2020 and September 19, 2020. Selectmen Melia asked what type of audience they intend to attract and noted he had some concerns for parking and the possibility of disturbances. Mr. Moon responded that he plans to sell tickets in advance, and not allow walk-ins, which will make them aware in advance how many guests will be at the show. He added that if they sell or have a large number of guests, they plan to ask for a Police detail. Chairman Athanas asked how many parking spots are available. Mr. Moon stated there are thirty (30) to forty (40) spots on the side of the building and street parking will also be available. A motion/Mr. Melia, seconded/Mr. Nolan to approve the One-Day entertainment licenses for MSM Management dba Sparetime recreation, 117 Church Street, for the following dates of June 20, 2020; July 18, 2020, August 15, 2020 and September 19, 2020 subject to fire safety inspection, building inspection, approved seating inspection and pending the social gather ban is lifted. Vote yes/Athanas, Cannon, Melia and Nolan.

2020 Annual License Renewals [Junk Dealers, Bowling & Billiards] / Vote to approve subject to the payment of all monies due the Town. A motion/Mr. Melia, seconded/Mr. Nolan to approve the 2020 annual licenses subject to the payment of all monies due to the Town. Vote yes/Athanas, Cannon, Melia and Nolan.

Stone Hill Condominiums – Sewer Connection Fee Reduction Request/Present: Henry Lane. Mr. Lane explained that the estimate that it will be one-third of the regular flow of a condominium and they are requesting a reduction based on the expected amount of decreased flow. Town Manager Gaudette stated that the calculation fee would be reduced from \$762,960 to \$224,692. He also recommended eliminating the Inflow & Infiltration fee (I & I), which requires addition removal of excess water coming in. Town Manager Gaudette further mentioned that the Department of Environmental Protection sent a letter several years ago stating that the Town is compliant and no longer needs the I & I Policy. Town Manager Gaudette also recommended that \$22,800 be put in escrow for the purposes of completing a Sewer Capacity Study and also be required to make any improvements recommended by the Study. Lastly, the applicant shall draft an enforceable agreement to be reviewed and approved by Town Counsel to require full sewer connection fee payment at any time an over-55 unit is housed by someone with no age restriction. Selectman Melia asked how do you determine that those living there are 55 or older? Mr. Lane stated that the project is approved under the special permit process, and the zoning restriction is only available to someone 55 or older. Mr. Lane further explained that it would be very difficult for someone to sneak in who was under the age of 55. Town Manager Gaudette asked if the development would have a homeowner's association? Mr. Lane replied yes, there will be. Selectman Melia requested we add this to the schedule for the future projects. Selectman Nolan asked if the developer would still be responsible for additional costs. Mr. Lane stated that the developer is committed to paying for the study and additional costs that come along, however, if it is something determined to be the town's responsibility, they would likely come back to the town to look to come to a mutual agreement for cost. Selectman Athanas asked if significant fees occur how we would address it going forward? Town Manager Gaudette suggested approving it, contingent upon the details of the letter provided and the Board can come back and negotiate at a later date, if needed. A motion/Mr. Melia, seconded/Mrs. Cannon to approve Sewer Connection Fee Reduction Request for the Stone Hill Condominiums. Vote yes/Athanas, Cannon, Melia and Nolan.

Annual Town Meeting Postponement by the Moderator (June 23rd) Present: Moderator Henry Lane. Mr. Lane stated that under the legislation we can only postpone the meeting thirty (30) days out which would take us to Tuesday, May 26, 2020. He further explained that he will then postpone again for another thirty (30) days to get us to June 23, 2020. Town Manager Gaudette stated that once the Board votes, he will notify all Departments and the public, as required by law. Town Manager Gaudette Advised that the

Town does have the right to go past June 30, 2020, for the purposes of establishing a budget, but the hope is that we can have the meeting June 23, 2020. No vote is required by the Board of Selectmen as this is a Town Moderator decision, and the Board has been informed of Town Moderator Henry Lane's decision.

Selectman Ampagoomian joined the meeting at 7:34 PM

Vote to postpone the Annual Election (June 30th). Town Manager Gaudette explained that with the plan to postpone the Annual Town Meeting it only makes sense to do the same for the Annual Town Election while also keeping the Town Meeting scheduled prior to the Election. Selectman Melia asked about the possibility of doing a drive-up election, if needed. Town Manager Gaudette stated we would look at options as we get closer and added that anything we do would need approval from the State's Election Division. A motion/Mr. Melia, seconded/Mrs. Cannon to postpone the Annual Election to June 30, 2020. Vote Yes/Unanimous.

Annual Town Election [May 19, 2020] / Vote to sign warrant *only needed if the postponement is not approved***.** This item was not required and thus was passed over.

Vote to Extend the Taxes Due Deadline from May 1st to June 1st due to COVID-19/Present: Treasurer/Collector Julie Harris. Ms. Harris stated that approving to extend taxes would allow those who are struggling financially an extra month to pay their property tax bills, until June 1, 2020. Ms. Harris stated she has not had a lot of inquiries requesting an extension on their taxes but feels it would be beneficial. Selectman Melia asked if other towns were also participating in an extended tax deadline. Ms. Harris replied yes. A motion/Mr. Nolan, seconded/Mr. Melia vote to extend taxes due deadline from May 1, 2020 to June 1, 2020 due to COVID-19. Vote yes/Unanimous.

DISCUSSIONS/None

TOWN MANAGER'S REPORT: Town Manager Gaudette announced that the Board will not be meeting May 4, 2020 and will plan to meet next on May 18, 2020 and hope to have more information regarding the protocols for Town Meeting and Town Election. Town Manager Gaudette stated that he is waiting for the Governor's announcement this week. Town Manager Gaudette added that the Town Hall is still closed to the public and staff are still working diligently from home. The Town is still working on building permits and other Town Hall business keeping the social distancing order in place. Town Manager Gaudette praised the Firefighters, EMT staff and Police Department who are working on the front line of this pandemic and keeping the public safe. Visit the www.northbridgema.org for the most current information and Press Releases. Selectman Athanas requested an update on the School and turf project. Town Manager Gaudette stated that both projects moving forward, under guidance from the State with working under the COVID-19 pandemic. Town Manager Gaudette further explained that the steel has gone up for the School and they have been pouring concrete. As for the turf project, work began on April 6th, with the track having been stripped of loam, drainage infrastructure is currently being installed, and the former light posts, goal posts and bleacher system have been dismantled.

SELECTMEN'S CONCERNS: **Selectman Melia 1)** asked if the Town will be having severe cuts in the next fiscal year where we could be seeing department layoffs. Town Manager Gaudette stated that the 2020 tax levy is coming in as it typical would and we do not expect an impact for 2020. Town Manager Gaudette further explained that the spending freeze is to make Departments cognizant of financials. Town Manager Gaudette stated that we could be looking at impact on lottery aid, but we are awaiting to see what the State comes out with. Capital funds will be moving forward since we have that money now and it is not for long term operating funds. **2)** stated that Representative Muradian assisted in the donation of a dry-fogging system to disinfect cruisers and ambulances. The fogging system was donated by Michael Robinson of in New England Disposal and Company. Selectman Melia thanked Mr. Robinson and his company for their

time and generous donation and requested a letter of appreciation be sent. **Selectman Ampagoomian** asked about closing off Burger King parking lot to stop drivers from cutting across the parking lot to avoid the light. Town Manager Gaudette stated that discussions have been had to put up a temporary blockade and this has been discussed with the owners of Burger King. **Selectman Athanas** urged those willing to go out in public use masks and continue to take it seriously, using the social distancing practice put forth by the Centers for Disease and Control Prevention.

ITEMS FOR FUTURE AGENDA/NONE
CORRESPONDENCE/NONE
EXECUTIVE SESSION/NONE

A motion/Mr. Melia, seconded/Mrs. Cannon to adjourn the virtual public meeting. Vote yes/Unanimous.

Meeting Adjourned: 7:47 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

April 27, 2020

- I. Call Meeting to Order:** Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order concerning imposition on strict limitations on the number of people that may gather in one place, meetings of the Northbridge Finance Committee will be conducted via remote participation to the greatest extent possible. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order.
- II. APPROVAL OF MINUTES: A. January 13, 2020**
-Copy of the January 13, 2020 meeting minutes
- III. PUBLIC HEARING/None**
- IV. APPOINTMENTS: B. By the Town Manager:**
- 1) Rochelle Thompson, Inspector of Animals/Vote to nominate** [*Note: Appointment is subject to certification by the State*]
-Copy of letter from the Department of Agricultural Resources requesting the Nomination
-Copy of nomination page
- 2) Maurice Guilbault, Alternate Inspector of Animals/Vote to nominate** [*Note: Appointment is subject to certification by the State*]
-Copy of nomination page
- 3) Daniel Chauvin, Animal Control Officer (Annual Reappointment)/Vote to affirm/No documentation**
- C. Resignations: Amanda Foster, Disability Commission**
-Copy of resignation letter
- V. CITIZENS' COMMENTS/INPUT/None**
- VI. DECISIONS:**
- D. MSM Management dba Sparetime recreation, 117 Church Street/One-day Entertainment Applications**
-Copy of MSM Management Inc. dba Sparetime Recreation's One-Day Entertainment Application
-Copy of Revenue Enforcement and Protection Attestation
-Copy of Workers' Compensation Affidavit
-Copy of Certificate of Liability insurance certificate
-Copy of event dates listing
-Copy of Articles of Organization Certificate
- E. 2020 Annual License Renewals [Junk Dealers, Bowling & Billiards] / Vote to approve subject to the payment of all monies due the Town**
-Copy of 2020 Junk and Bowling license renewals

F. Stone Hill Condominiums – Sewer Connection Fee Reduction Request Present: Henry Lane

- Copy of proposal letter from Town Manager Gaudette regarding the Sewer Connection Fee
- Copy of letter from Lane and Hamer Law Office requesting the reduction in the sewer connection fee
- Copy of recommendation from Sewer Superintendent Mark Kuras
- Copy of Sewer Schedule
- Copy of minutes from February 16, 2010 regarding the Linwood Mill Redevelopment project, which included a sewer reduction fee
- Copy of approval letter for the Linwood Mill Redevelopment Project for the reduced sewer connection fee
- Copy of discussion paper on the Linwood Mill Redevelopment Project Sewer Connection Fees
- Copy of letter from the Department of Environmental Protection regarding a consent order for the Linwood Mill Redevelopment project
- Copy of letter from CDM Smith regarding the Stone Hill Condos Sewer Capacity Study

G. Annual Town Meeting Postponement by the Moderator (June 23rd) Present: Moderator Henry Lane

- Copy of letter from Town Moderator Henry Lane stating that the Annual Town Meeting is Rescheduled to June 23, 2020
- Copy of Massachusetts General Law Title VII, Chapter 39, Section 10A

H. Vote to postpone Annual Election (June 30th)

- Copy of House Bill Number 2608 regarding the postponement of 2020 municipal elections
- Copy of information regarding postponing the Town Election

Annual Town Election [May 19, 2020] / Vote to sign warrant **only needed if the postponement is not approved****/No Documentation**

J. Vote to Extend Taxes Due Deadline from May 1st to June 1st due to COVID-19 Present: Treasurer/Collector Julie Harris

- Copy of letter from Julie Harris, Treasurer/Collector notifying the Town Manager of the option to extend the due date of property taxes to June 1, 2020

- VII. DISCUSSIONS/None**
- VIII. TOWN MANAGER'S REPORT/No documentation**
- IX. SELECTMEN'S CONCERNS/No documentation**
- X. ITEMS FOR FUTURE AGENDA/None**
- XI. CORRESPONDENCE/None**
- XII. EXECUTIVE SESSION/None**