

**BOARD OF SELECTMEN'S MEETING**  
**June 3, 2019**

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

The Pledge of Allegiance was recited by those present.

Chairman Melia announced that there will be a moment of silence for the 12 lives that were lost due to the tragedy at the Virginia Beach, Virginia municipal building.

**APPROVAL OF MINUTES: May 7, 2019 – Spring Annual Town Meeting.** A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to approve the May 7, 2019 Spring Annual Town Meeting Minutes as presented with the readings omitted. Vote yes/Ampagoomian, Cannon, Melia and Nolan.

**PUBLIC HEARING/None**

**APPOINTMENTS: By the Board of Selectmen/Vote to Appoint: 1) Washa Liu, Disability Commission/Present: Jonathan Smith, Chairman.** Mr. Smith was unable to attend this meeting, so Commission member Bruce Frieswick was present to introduce Ms. Washa Liu. Mr. Frieswick stated that Ms. Liu attended a Disability Commission meeting and they feel she will be a great asset with her fantastic credentials. Ms. Liu stated that she has been a resident of Northbridge for 16 years and works as a Pediatrician. She also works closely with the Department of Public Health. Ms. Liu stated she enjoys helping those who are less fortunate, which is what led her to volunteer her time for this Commission. Selectman Ampagoomian asked about her practice in China. Ms. Liu explained that she is from China and came to the United States to do medical research and then went on to take the Medical Board exam to become a certified medical doctor in United States. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to appoint Ms. Washa Liu to the Disability Commission. Vote yes/Ampagoomian, Cannon, Melia and Nolan.

**APPOINTMENTS: By the Town Manager/Vote to Affirm: 1) Samantha Tacket-Marvill, Temporary Library Assistant, Whitinsville Social Library. Present: Rebecca Sasseville, Library Director.** Ms. Sasseville introduced both appointees, Ms. Tacket-Marvill and Mr. Jeremy Payson. She explained that the position is temporary and will conclude at the end of August. Ms. Sasseville stated that Ms. Tacket-Marvill is a graduate of Northbridge High School and is currently attending UMass Boston with a major in Criminology and Psychology. Ms. Tacket-Marvill works with children at Family Karate in Northbridge and is a substitute teacher for the Douglas Elementary School. Selectman Ampagoomian asked if Ms. Tacket-Marvill planned on going into law enforcement. Ms. Tacket-Marvill stated that her goal is to go to law school to become a lawyer. **2) Jeremy Payson, Temporary Library Assistant, Whitinsville Social Library.** Ms. Sasseville stated that Mr. Payson is a recent graduate of Douglas High School and will be attending Becker College in the Fall, with a major in Video Game Development. Ms. Sasseville stated that he will be a great addition to the team since he is currently working at the Simon Fairfield Public Library in Douglas and is very tech savvy. Selectman Ampagoomian noted that Mr. Payson was home-schooled and asked if there was a certain certification he was associated with or if it was through curriculum of the Douglas School system. Mr. Payson explained that they did a little bit of both; following the subjects by grade but also added other curriculum. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to affirm the Town Manager's appointments of Ms. Samantha Tacket-Marvill and Mr. Jeremy Payson as Temporary Library Assistants at the Whitinsville Social Library. Vote yes/Ampagoomian, Cannon, Melia and Nolan.

**3) Ryan Levesque, Sergeant, Police Department [effective June 16, 2019]/Present: Walter Warchol, Chief of Police.** Chief Warchol introduced Mr. Levesque and advised that a Civil Service Sergeant's Assessment Center took place in March, for the replacement of Sergeant Zollin who retired in April of 2018. Mr. Warchol explained that 3 officers passed the assessment center, making them eligible to become a Sergeant. The interview committee included Lieutenant Labrie, Sergeant Borelli, who is a supervisor for all 3 candidates, and Officer Chickinski, who is a senior ranking officer. The committee decided to recommend Officer Levesque for appointment as Sergeant. Chief Warchol stated that Mr. Levesque was appointed as a patrolman in September of 2016 and has a Bachelor of Science degree in Criminal Justice Management from Bridgewater State University. He explained that Mr. Levesque is a Firearms and Active Shooter Response Instructor. Mr. Levesque thanked the board for having him before them and explained that he has had the opportunity to learn a lot since he began as a patrolman and is looking forward to the future with this next step. Selectwoman Cannon asked if Chief Warchol could elaborate on what the Sergeant's exam entails. Chief Warchol explained that the officers are put through a series of scenarios answering questions to potential situations. The assessment ranks the officers based on their answers, which is 80% of their score and 20% is education experience. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to affirm the Town Manager's appointment of Mr. Ryan Levesque to Sergeant effective June 16, 2019. Vote yes/Ampagoomian, Cannon, Melia and Nolan.

**D. Resignations: Theodore E. Haringa, Council on Aging.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to accept the resignation of Mr. Theodore Haringa and send a letter of thanks. Vote yes/Ampagoomian, Cannon, Melia and Nolan.

#### **CITIZENS' COMMENTS/INPUT/None**

**Bond Anticipation Notes (New School Project)/Vote to Sign. Present: Julie Harris, Treasurer/Collector and Neil Vaidya, Town Accountant.** Mr. Vaidya explained that the bond is for a temporary borrowing for the Balmer School project in the amount of \$2 million to cover the expenses through June 30<sup>th</sup>. Ms. Harris said the bid was done last week and they received 3 bids. The bid was awarded to Oppenheimer and Company, at an interest rate of 2.15%. Mr. Vaidya stated that typically the notes are due in a year, but these notes will be due in October, with a permanent borrowing to be done in the fall. A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to award the sale of \$2 million bond anticipation notes dated June 10, 2019, payable October 10, 2019 to Oppenheimer and Company at a rate of 2.15%. Vote yes/Ampagoomian, Cannon, Melia and Nolan.

**Open Sky Community Services/Request to hang a banner across Church Street from Sunday, July 7, 2019 to Sunday, July 21, 2019 to advertise their Summer Concert Series that will take place on Thursday evenings from July 11, 2019 to August 29, 2019 at the Whitin Mill, 50 Douglas Road.** A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to approve Open Sky's request to hang a banner across Church Street from Sunday, July 7, 2019 to Sunday, July 21, 2019 to advertise the Summer Concert Series on Thursday evenings from July 11, 2019 to August 29, 2019 at the Whitin Mill, 50 Douglas Road. Vote yes/Ampagoomian, Cannon, Melia and Nolan.

**D & Ng, Inc. d/b/a King Jade Restaurant, 1229 Providence Road, Whitinsville, MA 01588/Application for an annual Weekday Entertainment License for Thursdays, Fridays, and Saturdays from 9 PM to 11:30 PM. Present: Julia VandenAkker.** Ms. VandenAkker noted that at the request of the Fire Chief, seats were removed from the area near the exit to make it easier to exit in case of an emergency. She also advised there will be a food safety manager present during karaoke and a TIPS certified employee present as well. Selectman Ampagoomian pointed out according to the floor plan it looks tight for space. Ms. VandenAkker stated that they don't plan on it being a big happening and will strictly enforce the seating capacity. Selectman Ampagoomian asked how they plan to handle noise. Ms. VandenAkker explained that they do not intend to let the volume go too high and the karaoke will end at

11 PM. Chairman Melia suggested the doors remain closed to prevent some of the sound from traveling. A motion/Mr. Ampagoomian, seconded/Mr. to approve an annual Weekday Entertainment license for King Jade Restaurant for Thursdays, Fridays and Saturdays from 9 PM to 11:30 PM, subject to obtaining an occupancy permit and with the restriction of their having no live bands. Vote yes/Ampagoomian, Cannon, Melia and Nolan.

**Safety Committee Meeting Minutes/1) April 25, 2018; 2) June 20, 2018; 3) September 19, 2018; 4) November 8, 2018; 5) December 12, 2018; and 6) March 5, 2019/Vote to accept recommendations.** A motion/Mr. Nolan, seconded/Mr. Ampagoomian to accept the recommendations of the Safety Committee as outlined in the minutes of April 25, 2018, June 20, 2018, September 19, 2018, November 8, 2018, December 12, 2018 and March 5, 2019. Vote yes/Ampagoomian, Cannon, Melia and Nolan.

**Tax Title Custodian Designation/Vote to name.** Town Manager Gaudette explained that at a Special Town Meeting in September of 1965, the Town voted the Treasurer to be the custodian of tax titles. Town Manager Gaudette advised that since there was nothing current changing the tax title custodian from Treasurer to the Treasurer/Collector, it was suggested by Town Counsel to take a vote to appoint the Treasurer/Collector as the Town's Tax Title Custodian. There being no further discussion, a motion/Mr. Ampagoomian, seconded/Mr. Melia to ratify and confirm appointment of the Town's Treasurer/Collector and the person holding the Office, as the Town's Tax Title Custodian under and pursuant to Section 77B of Chapter 60 of the Massachusetts General Laws. Vote yes/Ampagoomian, Cannon, Melia and Nolan.

**TOWN MANAGER'S REPORT: 1) Key Meetings Attended:** Monday, May 20, 2019 – Met with Financial Team and Unibank to discuss expected borrowings coming up for the DPW, School and Turf Field Project. Monday, May 20, 2019 – Participated in NTA negotiations. Monday, May 20, 2019 – Attended the Board of Selectmen Meeting. Tuesday, May 21, 2019 – Participated in Architect RFQ Interviews with the BPCC and Chief White. Tuesday, May 21 and Wednesday May 22, 2019 – Participated in a Community Leaders Collaborative Workshops with Open Sky (Alternatives). Wednesday, May 22, 2019 – Participated in Architect RFQ Selection Process with the BPCC and Chief White. Monday, May 27, 2019 – Attended Town Memorial Day Services. Tuesday, May 28, 2019 – Attended an MMA (Boston) Fiscal Policy Committee Meeting regarding Education Finance. Wednesday, May 29, 2019 – Met with Scott M (IT) regarding Phone System upgrades. Thursday, May 30, 2019 – Met with Chairman Melia regarding the June 3<sup>rd</sup> BOS agenda. **2) Balmer School Building Project:** The Building Committee held a meeting this week on Wednesday, May 29<sup>th</sup>. The architect Dore & Whittier continues to work on Design Development and Permitting with the CM-at-Risk Fontaine Brothers. The Planning Board approved the Site Plan Review on May 14<sup>th</sup>. The Conservation Commission is in the process of reviewing the Notice of Intent. Also, the Town is conducting additional Sewer Flow Analysis through a 3<sup>rd</sup> party consultant CDM Smith. A Design Status meeting with MSBA is scheduled for June 12<sup>th</sup> at Dore & Whittier Offices. **3) Fire Station Project (Feasibility Study):** The RFQ Submittals for Designer Selection Services were opened on Friday 26, 2019. We received 4 proposals. The BPCC held interviews on Tuesday, May 21, 2019 and met on Wednesday, May 22, 2019 to select a design firm. The firm Kaestle Boos out of Foxborough was selected. The Committee will be meeting on June 6, 2019 to discuss next steps. **4) Lasell Field Turf Project:** As you know the Annual Town Election Debt Exclusion Ballot Question was approved by a vote of 934-561. The BPCC has tentatively scheduled their next meeting for 7 pm on Thursday, June 6, 2019 to discuss next steps. They anticipate discussing the need for an OPM, procurement, doing design and then construction vs design-build, etc. Selectwoman Cannon asked if Mr. Gaudette had an idea on timelines. Town Manager Gaudette replied that it is not too early but believes realistically based on procurement alone it will push past the Fall football season. Town Manager Gaudette explained that the first step is to get someone to help with the project to guide us through the project. Town Manager Gaudette stated that realistically it will be the spring or fall until completion. **5) LED Streetlight Conversion:** The construction/installation efforts began Monday, April 29, 2019. The Contractor, Daigle, has been working in the areas of Linwood Ave, Main Street, Purgatory Road, Cooper Road, Adams Circle, No. Main Street,

Country Club Lane, and Fletcher Street. **6) Recreational Marijuana:** The Host Community Agreements for **True Nature's Wellness** (retail), **Eskar** (retail) and **The Botanist** (cultivation) have all been approved by the BOS. The applicants' next steps include getting Planning Board and Cannabis Control Commission approvals. **7) Solar PILOTs:** The PILOTs for Nexamp (Sutton Solar 2 project – Lasell Road) and Syncarpha (Northbridge I & II project – Linwood Ave) have been approved. The PILOT discussions for Syncarpha's Puddon I & II are ongoing.

**SELECTMEN'S CONCERNS:** **Selectwoman Cannon/1)** reminded residents that June 15, 2019 is the groundbreaking for the new Elementary School at 9 AM. **2)** also on June 15, 2019 at 10 AM is the Sidewalk Sale on Church Street. **3)** announced that the Northbridge Middle School will be hosting a Community Connection Celebration on Wednesday, June 5, 2019 at 7 PM in the Great Hall, located at the Town Hall, 7 Main Street, Whitinsville, MA. **Selectman Ampagoomian/1)** asked what the anticipated completion date is for the streetlight conversion project. Town Manager Gaudette replied that there is a conference call scheduled for this week with the Metropolitan Area Planning Council and Tanko Lighting and the hope is to have an answer by the end of the week. **2)** asked if Church Street would be on the list of the roads being paved. Town Manager Gaudette stated that he would talk to Jamie Luchini, Highway Superintendent to find out if that is on the list. **Chairman Melia 1)** received an email in regard to recycling in Town as to what should be recycled and how. Chairman Melia explained he spoke to the Town Manager on this prior to the meeting and he reached out to the Board of Health. Town Manager Gaudette explained that in follow up with the Board of Health, and in the regulations the providers are required to provide information to their customer on the aspects of recycling and allowable items.

**ITEMS FOR FUTURE AGENDA/None.**

**CORRESPONDENCE: Business Breakfast, Friday June 21, 2019, 8 AM to 10 AM.** Town Manager Gaudette stated that the 4<sup>th</sup> annual Business Breakfast is scheduled for June 21, 2019 from 8 AM to 10 AM. Town Manager Gaudette stated that representatives from the local business community, State Officials and Town Officials will be present.

**EXECUTIVE SESSION/None**

Chairman Melia announced that the next Board of Selectmen's meeting is scheduled for Monday, June 17, 2019.

A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to adjourn the public meeting. Vote yes/Board Members: Ampagoomian, Cannon, Melia and Nolan.

**Meeting Adjourned: 7:40 PM**

**Respectfully submitted,**

**Daniel Nolan, Clerk**

/mjw

## **LIST OF DOCUMENTATION**

### **BOARD OF SELECTMEN'S MEETING - OPEN SESSION**

**June 3, 2019**

#### **PLEDGE OF ALLEGIANCE**

- I. APPROVAL OF MINUTES: A. May 7, 2019 – Spring Annual Town Meeting**
  - Copy of May 7, 2019 Spring Annual Town Meeting minutes
- II. PUBLIC HEARING**
- III. APPOINTMENTS: B. By the Board of Selectmen/Vote to Appoint: 1) Washa Liu, Disability Commission/Present: Jonathan Smith, Chairman**
  - Copy of Washa Liu's Talent Bank Form

**C. By the Town Manager/Vote to Affirm: 1) Samantha Tackett-Marvill, Temporary Library Assistant, Whitinsville Social Library**

  - Copy of letter of recommendation from Whitinsville Social Library Director Rebecca Sasseville
  - Copy of offer letter to Samantha Tackett-Marvill
  - Copy of interview questions
  - Copy of Samantha Tackett-Marvill's cover letter
  - Copy of Samantha Tackett-Marvill's resume
  - Copy of Samantha Tackett-Marvill's application

**2) Jeremy Payson, Temporary Library Assistant, Whitinsville Social Library**

  - Copy of letter of recommendation from Whitinsville Social Library Director Rebecca Sasseville
  - Copy of offer letter to Jeremy Payson
  - Copy of interview questions
  - Copy of Jeremy Payson's cover letter
  - Copy of Jeremy Payson's resume
  - Copy of Jeremy Payson's application

**3) Ryan Levesque, Sergeant, Police Department [effective June 16, 2019]/Present: Walter Warchol, Chief of Police**

  - Copy of letter of recommendation from Police Chief Warchol
  - Copy of Ryan Levesque's resume

**D. Resignations: Theodore E. Haringa, Council on Aging**

  - Copy of letter of resignation from Theodore Haringa
- IV. CITIZENS' COMMENTS/INPUT**
- V. DECISIONS:**
  - E. Bond Anticipation Notes (New School Project)/Vote to Sign**
    - No documentation
  - F. Open Sky Community Services/Request to hang a banner across Church Street from Sunday, July 7, 2019 to Sunday, July 21, 2019 to advertise their Summer Concert Series event**

**to take place on Thursdays from July 11, 2019 to August 29, 2019 at the Whitin Mill, 50 Douglas Road**

-Copy of letter requesting to hang a banner

**G. D & Ng, Inc. d/b/a King Jade Restaurant, 1229 Providence Road, Whitinsville, MA 01588/ Request for an annual Weekday Entertainment License, Thursdays, Fridays, and Saturdays from 9 PM to 11:30 PM, subject to obtaining an occupancy permit and with the restriction of no live bands**

-Copy of Entertainment License Application

-Copy of Workers' Compensation Affidavit

-Copy of REAP form

-Copy of Certificate of Insurance

-Copy of floor plan

-Copy of License Routing Slip

**H. Safety Committee Meeting Minutes/1) April 25, 2018; 2) June 20, 2018; 3) September 19, 2018; 4) November 8, 2018; 5) December 12, 2018; 6) March 5, 2019/Vote to accept recommendations**

-Copy of April 25, 2018 Safety Committee Meeting Minutes

-Copy of June 20, 2018 Safety Committee Meeting Minutes

-Copy of September 19, 2018 Safety Committee Meeting Minutes

-Copy of November 8, 2018 Safety Committee Meeting Minutes

-Copy of December 12, 2018 Safety Committee Meeting Minutes

-Copy of March 5, 2019 Safety Committee Meeting Minutes

**I. Tax Title Custodian Designation/Vote to name**

-Copy of email from Attorney Doneski requesting the Board vote to designate the Treasurer/Collector as Tax Title Custodian

**VI. DISCUSSIONS/None**

**VII. TOWN MANAGER'S REPORT/No documentation**

**VIII. SELECTMEN'S CONCERNS/No documentation**

**IX. ITEMS FOR FUTURE AGENDA/No documentation**

**X. CORRESPONDENCE: J. Business Breakfast, Friday June 21, 2019, 8 AM to 10 AM**

-Copy of Business Breakfast Flyer

**XI. EXECUTIVE SESSION**