

BOARD OF SELECTMEN'S MEETING
September 23, 2019

A meeting of the Board of Selectmen was called to order by Chairman James Athanas at 6:30 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Board Members Present: Ampagoomian, Athanas, Cannon, Melia and Nolan. Also Present: Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

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

A motion/Mr. Ampagoomian, seconded/Mr. Melia to go into Executive Session under **M.G.L c.30A, Sec. 21 #2** - To conduct contract negotiations with Non-Union personnel (Town Manager); and to reconvene in open session. Roll Call Vote: Mr. Athanas/Yes, Mr. Ampagoomian/Yes, Mr. Melia/Yes, Mrs. Cannon/Yes, and Mr. Nolan/Yes.

Open Session Adjourned: 6:31 PM

Executive Session Convened: 6:31 PM

Executive Session Adjourned: 6:50 PM

Open Session Reconvened: 7:00 PM

APPROVAL OF MINUTES: A./1) August 27, 2019 (Joint meeting with the School Committee). A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the August 27, 2019 minutes as presented with the reading omitted. Vote yes/Unanimous. **2) September 9, 2019 [Executive Session].** A motion/Mr. Nolan, seconded/Mrs. Cannon to approve but not release the September 9, 2019 Executive Session meeting minutes. Vote yes/Unanimous.

PUBLIC HEARING/None

APPOINTMENTS/By the Board of Selectmen [Vote to appoint]/1) Nikki Roadman, Council on Aging 2) Bonnie Poquette, Council on Aging/Present: Kelly Bol, Senior Center Director. Mrs. Bol introduced Ms. Roadman and Ms. Poquette stating that she is very excited to have them join the Council on Aging Board, which will make the board whole. Chairman Athanas asked both candidates to tell the Board a little about themselves. Ms. Roadman explained that she was introduced to Ms. Bol at an event held at Marty Green Properties. She added that she previously worked in assisted living and looks forward to spending time at the Senior Center. Ms. Poquette stated that she has been volunteering at the Senior Center and now that her kids are older, she is looking forward to helping more in the community. Ms. Bol also took this opportunity to introduce the new Council on Aging Chairman Jean Mistretta, who has been on the Board for 6 years. The Selectmen welcomed her aboard. A motion/Mr. Melia, seconded/Mr. Ampagoomian to appoint Nikki Roadman and Bonnie Poquette to the Council on Aging. Vote yes/Unanimous.

INTRODUCTION: New Northbridge Public Schools Superintendent, Amy McKinstry. Ms. McKinstry thanked the Board for inviting her to the meeting. She stated that she was appointed at the end of last year, but this marks her 6th year of being with the Northbridge Public Schools District. She said she has had the opportunity to get to know the town and community well and loves it here. Ms. McKinstry noted she is in her 21st year of working in education having previously worked in the Town of Southbridge

(14 years), Spencer and East Brookfield prior to coming to Northbridge. Ms. McKinstry stated she was the previous Director of Curriculum for Northbridge, where she was working with the teachers. As Superintendent, she is able to work with the community and families and loves it. She explained that she is currently working on union contracts, the new Balmer School project [transitioning staff and students for the move], and is in year 2 of the District's strategic plan. Ms. McKinstry added she is looking forward to making productive partnerships with the community and town officials and hopefully beyond that. She also announced that the School Dept. is hosting homecoming on Saturday, September 28th from 7am – 5pm with varsity field hockey, varsity girls' and boys' soccer and of course, football. Selectman Melia congratulated Ms. McKinstry on her new position and stated he has heard nothing but positive comments. Selectman Ampagoomian asked Supt. McKinstry how she sees the school rising to be rivals against other school districts. Ms. McKinstry replied that the district's strategic plan this year is a strong one; one of the goals being academic rigor and challenging students to reach greater heights and initiatives around the personal success of their students. She pointed out that the personal success of the students is not just about college, but about college and career readiness and preparing students for life. Ms. McKinstry explained that a lot of the work they have been focusing on is aligning the curriculum across the district from Pre-K to Grade 12 and maintaining consistency across grades. Selectman Ampagoomian also asked if a questionnaire has been sent out to former seniors who have completed their first year of college in regard to rating how well the Northbridge school system prepared them for college. Ms. McKinstry replied that they do multiple surveys and follow up with graduated students for many reasons, because they want to see if they stayed in school, how they have prepared them, and follow their course. She then offered to provide the Board with that information if they are interested. Lastly, Selectman Ampagoomian asked about cursive writing and if it will continue to be taught. Ms. McKinstry asserted that it is a dying art and because of technology it is not as pivotal as it used to be. Unfortunately, cursive writing is not part of the curriculum and is not necessary for students to learn right now. Selectman Nolan welcomed Supt. McKinstry and encouraged her to attend and Selectmen's meetings if there is anything she would like to discuss. Selectwoman Cannon congratulated Ms. McKinstry and stated she is looking forward to working with her. Chairman Athanas asked the Superintendent what she sees as her biggest challenge moving forward and followed up with asking about the shrinking Revolver accounts and how she plans to address that in the coming years. Ms. McKinstry replied that the budget will definitely be the biggest challenge. Continuing, she noted there are more requirements and the demographics of the students change and as that changes there may be more students that require special services, which requires more money. She also said she is fortunate to have Melissa Walker, because she is brilliant with numbers, and they often times discuss strategic ways to reallocate resources, both human and monetary to bridge the gaps in the Revolver accounts.

CITIZENS' COMMENTS/INPUT/None

Whitinsville Christian School/Request to hang a banner across Church Street from Sunday, September 29, 2019 to Sunday, October 13, 2019 to advertise their Dutch Apple Pie sale. A motion/Mr. Melia, seconded/Mr. Nolan to approve the request from the Whitinsville Christian School to hang a banner across Church Street from Sunday, September 29, 2019 to Sunday, October 13, 2019 to advertise their Dutch Apple Pie sale. Vote yes/Unanimous.

Town Clerk's Office/Requests to hang a banner across Church Street as follows: 1) Sunday, February 23, 2020 to Sunday, March 8, 2020 (Presidential Primary, March 3rd). 2) Sunday, May 10, 2020 to Sunday, May 24, 2020 (Annual Town Election, May 19th). 3) Sunday, September 6, 2020 to Sunday, September 20, 2020 (State Primary, September 15th). 4) Sunday, October 25, 2020 to Sunday, November 8, 2020 (Presidential Election, November 3rd). A motion/Mr. Melia, seconded/Mr. Nolan to approve the Town Clerk's Office's requests to hang a banner across Church Street as follows: 1) Sunday, February 23, 2020 to Sunday, March 8, 2020 (Presidential Primary, March 3rd). 2) Sunday, May 10, 2020 to Sunday, May 24, 2020 (Annual Town Election, May 19th). 3) Sunday, September 6, 2020 to Sunday,

September 20, 2020 (State Primary, September 15th). 4) Sunday, October 25, 2020 to Sunday, November 8, 2020 (Presidential Election, November 3rd). Vote yes/Unanimous.

Small Business Saturday [Shop Small Event]/Request to hang a banner across Church Street from Sunday, November 17, 2019 to Sunday December 1, 2019 to advertise the Small Business Saturday event to be held on Saturday, November 30, 2019 from 10 AM to 4 PM. A motion/Mr. Nolan, seconded/Mrs. Cannon to approve the request from Shop Small to hang a banner across Church Street from Sunday, November 17, 2019 to Sunday December 1, 2019 to advertise the Shop Small Saturday on Saturday, November 30, 2019 from 10 AM to 4 PM. Vote yes/Unanimous.

Balmer School Project [Permanent Borrowing] / Vote to sign bonds in the amount of \$30,000,000. Town Accountant Neil Vaidya, Treasurer Collector Julie Harris and Unibank Financial Advisor Margaret McClain were present to discuss the Balmer School Project's permanent borrowing. Mr. Vaidya advised the Town went out to bid for the first piece of the borrowing in the amount of \$30,000,000 dollars. He explained that there were 8 bids returned ranging from 2.72% to 2.77% and the lowest bid went to UMB Bank out of Texas at 2.72%. Ms. McClain then clarified that the Town is borrowing \$30,000,000 but will be getting proceeds of approximately \$31,800,000 but only pays back the \$30,000,000. Mr. Vaidya reported that when the town went out to bid for this project, the rate to borrow money was estimated at 4.5%, however, because the rate came in at 2.72%, the town is saving about \$5,800,000 on this piece of the borrowing. Mr. Vaidya stated the notes before them have a principal payment of a \$1,000,000 every year for 30 years plus interest. Selectman Melia asked when the citizens can expect to see an increase in their real estate tax bills. Mr. Vaidya replied January 1, 2020. Chairman Athanas asked what the approximate dollar amount of the next borrowing would be. Ms. McClain stated it would be between \$20,000,000 to \$25,000,000. Mr. Vaidya followed up stating that there is a spending cap that needs to be met when we borrow the money, so it needs to be spread out. A motion/Mrs. Cannon, seconded/Mr. Ampagoomain to sign the permanent borrowing bonds for the Balmer School Project in the amount of \$30,000,000. Vote yes/Unanimous.

Sewer Connection Fees for the Balmer School Project. Town Manager Gaudette stated we received a request from the construction manager to the Board of Selectmen, who serve as the Sewer Commissioners, to waive the sewer connection fees on the permit for the Balmer School Project. Mr. Gaudette recommends, after speaking with staff, to waive the fees. The DPW Director explained that the fee is based on the amount of fixtures, which in this case amounts to \$103,000 dollars. Mr. Shuris expressed his concern for making such a large sacrifice. Mr. Kuras, Sewer Superintendent, stated for many years the Retained Earnings were over \$1,000,000, but have been steadily decreasing over time. Mr. Shuris added that if the fee is waived, they will need to look for ways to save money on the expense side. He also made clear that they do not want to see the school building project go over budget, but they also do not want to see sewer rates increase again. Chairman Athanas asked how much revenue is coming in. Mr. Shuris replied it is about \$2.3 million dollars. Town Manager Gaudette asked if Mr. Kuras could explain what the connection fee is used for and the costs related to this project. Playing devil's advocate, Mr. Gaudette added, essentially, we are taking the flow at Cross Street and bringing it to Balmer making no additional costs in the flow. Mr. Shuris explained that the sewer connection fee is a system development fee for maintaining the system, the pump stations, callbacks, allowing people the right to tie in, and the chemicals used to treat the water. Selectwoman Cannon asked how the fee is calculated. Mr. Shuris explained it is based off the number of fixtures, which includes sinks, toilets, bubblers, showers, multiplied by \$462 dollars per fixture. Selectman Ampagoomian clarified that the Balmer School project is not currently factored into the budget. Mr. Shuris replied that it is not. Selectman Melia expressed that he understands their reasoning for not wanting the sewer connection fees to be waived but also does not want to the cost go up for the Balmer School project. Selectman Melia stated he was not being critical but asked shouldn't they have known about the connection fees when the project came about. Mr. Shuris replied that they knew about the connection but never about the request to waive the fees. Selectman Melia expressed that he does not want to increase the price tag of

the Balmer School and means no disrespect to their response in defending their Department but believes the fee should be waived. Town Manager Gaudette added he thinks the School should be considered as one of our Departments, and in looking at our own buildings another town entity would not charge another. He noted that it is not money lost either but instead would be one Department transferring money to another Department. A motion/Mr. Melia, seconded/Mr. Ampagoomian to waive the sewer connection fees for the Balmer School Project. Vote yes/Unanimous.

Tax PILOT Agreements – Solar Panel Field Projects (Puddon I and Puddon II). Town Manager Gaudette stated that the language in the Tax PILOT agreements was negotiated with the assistance of Kopelman and Paige. He explained that the difference between this agreement compared to others is that this project includes the real estate as well, as they own it. Typically, a solar company leases the land. Town Manager Gaudette stated that Puddon I & II are at \$56,000 for revenue plus the \$19,000 for the real-estate, which generates \$75,000 dollars for each project for a total of \$150,000 per year over 20 years. Selectman Melia asked if these PILOT agreements are approved tonight what will the annual revenue to the Town be for all solar projects. Mr. Gaudette stated once all solar farms are built, revenue will be around \$300,000 dollars per year. Continuing, the Town Manager advised the revenue will go into a building and maintenance account and when the capital needs are evaluated funds in the account would go to smaller projects that would not require a borrowing. Chairman Athanas asked when the project is projected to be up and functioning. Town Manager Gaudette responded that the project is currently under construction or close to beginning construction and should be completed in about six months to a year. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the Tax PILOT Agreements for the Puddon I and Puddon II solar panel field projects. Vote yes/Unanimous.

Chairman Athanas stated that they would be taking the Town Manager's Performance Evaluation out of order to get to agenda items with presenters.

Assessment Center for the ranks of Chief of Police and Lieutenant/Present: Chief Warchol and Mark Morse (MMA Consulting). Chief Warchol advised those present that he has been a full-time Police Officer in the Town of Northbridge for over 40 years and is eligible to retire at any time with a 90-day notice. He further mentioned that according to state law Firefighters and Police Officers are required to retire at the age of 65, which would bring him to August 20, 2021. He stated that they plan to hold the assessment in November 2019, so the results should be returned by January of 2020. The results are good for 2 years with an option to extend for a 3rd year. Chief Warchol explained that the assessment center is series of exercises designed to test how well a candidate would perform the job using simulations and role play to replicate on-the-job scenarios. Candidates are evaluated on qualities such as leadership, decision making, interpersonal skills and written and oral communication. Chief Warchol said that there will be a panel of members from the field who develop scenarios and test the candidates on how well they perform. Selectman Ampagoomian asked how many candidates have stepped forward with interest. Chief Warchol replied informally it would be the Lieutenant and the 4 Sergeants. Selectman Ampagoomian also inquired if there would be another assessment center to fill the Sergeant's position(s). Chief Warchol explained that since a Sergeant's exam was completed and still current, they would be able to use that exam and extend it, if needed. Mr. Morse explained that there are a number of people involved in the process such as the exercises coordinator, which is what he does, and he works with those involved in developing the exercises. There are also assessors typically made up of 3 members, a majority of which are in the industry who evaluate the performance. In our case there would be 2 panels with the overlapping candidate pool. Mr. Morse added that with the Chief's position, they would have a Human Resources person involved. In addition, there may be other people involved in the role play segment. Mr. Morse added that once the Town hires the consultant, the Human Resources Division is notified, who will then generate a posting and candidates apply online for the position. The scoring is based on 80% of the assessment center and 20% of education and experience. Mr. Morse explained that there may be additional preferences and gave an example of a veteran who receive 2 points or having 25 years of experience. He also stated that there is a clear set of standards and ethical

guidelines that need to be followed. Town Manager Gaudette asked how much time the candidates have from when they apply until the assessment. Mr. Morse responded that the posting needs to be up for 3 weeks and then an orientation session would be completed, which will leave a substantial amount of time. Chief Warchol added that they are all aware it is coming, and some have attended preparation classes. Selectman Ampagoomian asked that even though it is a civil service exam that it is kept to internal candidates. Chief Warchol stated he is correct and added they have a residential preference as well. Town Manager Gaudette thanked them for coming and advised the Board that he would be updating them throughout the process.

Whitinsville - Downtown Crossroads Local Historic District Bylaw/Present: Harry Berkowitz & Ken Warchol, Members - Local Historic District Study Committee. Mr. Berkowitz advised that support for the bylaw includes the Whitin Community Center, the Whitinsville Historical Society, Osterman Management, and Village Congregational Church, all of which are proposed to be included in the district. He explained that the committee limited the district as much as they could. Selectman Athanas read aloud the list of 12 properties proposed to be included in the district as follows: Colonel James Fletcher Home, Whitinsville Brick Mills and Forge, Whitinsville Cotton Mill, Stephen F. & Mary Ann Bachelor House, Memorial Town Hall, Aldrich School Building, Town Common/Memorial Park, Village Congregational Church, Whitinsville Savings Bank, Whitinsville Social Library, George Marston Whitin Memorial Community Center, and Trinity Episcopal Church. Mr. Berkowitz added that most of the properties are already under historical restrictions and added that the perks of adopting this bylaw would be the possibility of sidewalk replacement in the proposed district and receipt of grants. Selectman Ampagoomian asked what the next step would be. Mr. Berkowitz replied the next step would be Town Meeting approval and the Board's support the bylaw. Town Manager Gaudette stated that the Board will be voting their positions on all warrant articles on October 7, 2019.

Town Manager's Performance Evaluation. Chairman Athanas explained that last year the Board set goals for the Town Manager and it is time for him to be evaluated on those goals for his progress throughout the year. He noted that the scale is based on ratings of 1 to 5, with 5 being the best and announced the Town Manager's overall score was a 4.4 out of a possible 5. Continuing, Chairman Athanas explained the evaluation took into consideration budget and financial information, personnel administration and public relations, interactions with the board, employee and labor relations, staff development, intergovernmental, and goal/performance attainment. He stated that the Board approved a 2% COLA and a 3% merit increase. Selectman Melia stated he is proud of Mr. Gaudette; that he has taken on a lot of major projects and feels he is doing a tremendous job. Selectman Ampagoomian added that Mr. Gaudette was the town's first Town Planner, so his past experience has helped with the town projects in understanding the permitting and the process as a whole. Selectwoman Cannon stated that this was her first review of the Town Manager and it was an amazing year and the knowledge Mr. Gaudette possesses is wise beyond his years. She also added that she looks forward to working with him over the next few years. Chairman Athanas added that the Town Manager has been great to work with and responds quickly to any questions he has.

TOWN MANAGER'S REPORT: 1) Key Meetings Attended: Monday, September 9, 2019 – Completed desktop user Cyber Training. Monday, September 9, 2019 – Attended the Board of Selectmen's Meeting. Tuesday, September 10, 2019 – Attended the celebration of National Senior Center Month at our Senior Center for a session on "The Key to Aging Well", put on by Kelly Bol and her staff and also attended by our local legislative delegation, Chief Warchol, and Superintendent McKinstry. Wednesday, September 11, 2019 – Met with Kevin Callahan, Vocational Coordinator at NPS, to discuss a potential student internship program. Wednesday, September 11, 2019 – Attended the Finance Committee Meeting. Friday, September 13, 2019 – Held the Lasell Artificial Turf RFP proposal opening. Tuesday, September 17, 2019 – Attended the School Building Committee Meeting. Wednesday, September 18, 2019 – Met with internal working group to review the Lasell Field RFP Submittals in order to make a shortlist recommendation to the BPCC. Wednesday, September 18, 2019 – Attended the Finance Committee and BPCC Meetings. Thursday,

September 19, 2019 – Attended a Mass Managers Association (MMA) meeting in Fort Devens and also attended a MMA Police Chiefs/Managers Subcommittee meeting. **1) Balmer School Building Project:** The School Building Committee met this past Tuesday, September 17th to go over invoices and CM amendments that included sub-bid results. The project construction by Fontaine Brothers is well under way. Grading, tree removal and replacement of a 36” drainage culvert across the site have taken place. The 3rd party sewer analysis has been completed and forwarded to the OPM for review. Fontaine is preparing the Building Permit application for review. The Committee meets again on October 1, 2019. **3) Fire Station Project (Feasibility Study):** The BPCC met with Kaestle-Boos Architects this past week on Wednesday, September 18, 2019. Highlights of the meeting included an update from KBA on the Fire Programming, draft response time analysis, site selection and criteria analysis, and draft site restriction plans. KBA and the BPCC are still working to finalize these components of the study. Once complete, the Town Manager will schedule a special BOS meeting to have KBA and the BPCC present these items in order to get feedback from the Board and public. Following that BOS meeting, the project items will be posted on the Town’s website to garner additional feedback. **4) Lasell Field Turf Project:** The RFP responses (7 were submitted on 9/13/19) were reviewed by a working group of NPS High School Principal Tim McCormick, NPS Facilities Director Richard Maglione, Friends of Lasell Rep Tim Labrie, BPCC members Steve Nye and Michael Beaudoin, and me. The group made a recommendation for interviews to BPCC at their meeting this past week on Wednesday, September 18th. The BPCC will be interviewing the firms of Activitas, Gale Associates, WDA, and Vertex on Wednesday, September 25th with the hope of selecting a design firm and issue a Notice to Proceed with the design aspect of the project at their meeting on October 2nd. **5) Recreational Marijuana:** The Host Community Agreements for **True Nature’s Wellness** (retail), **Eskar** (retail and cultivation) and **The Botanist** (cultivation) have all been approved by the BoS. The applicants’ next steps include getting local site permitting (Planning Board/ConComm.) and Cannabis Control Commission approvals.

SELECTMEN'S CONCERNS: **Selectman Melia/1)** reminded Mr. Luchini, Highway Superintendent of the water runoff fence on Arcade Street and asked who the contact person would be to have it removed. Mr. Luchini replied that it is a private contractor and the fence is required to stay up for a minimum of a year. **2)** received a complaint from a resident on Lake Street who had concerns about the high traffic volume and large trucks going back and forth for the new school project. Selectmen Melia added that he would like to bring this issue to the Safety Committee to have them review it and get back to the Board on whether or not anything can be done. Town Manager Gaudette added that it might be better to have it go through the School Building Committee as they have more knowledge and coordination with the project. Town Manager Gaudette added that the earth removal portion of the project, which is the beginning stages, has the highest volume of truck traffic but should be dwindling down as they move into the next phase, which would be the steel. Selectwoman Cannon said that they will beginning the foundation pouring in October, so the earth moving should decrease. She also pointed out that the School Building Committee’s webpage has specific traffic patterns and the best routes to use from the studies and added that she believes there are guidelines around the timeframes as well. She mentioned she intends to bring it up at the next School Building Committee meeting and the construction meeting on Thursday. Chief Warchol added that Thomas Dejordy, the School Resource Officer, has reported it is going smoothly with the kids getting on and off the busses. He also explained that the Safety Committee did discuss the blackout times as an option during drop off and pickup times, and typically they hire a detail to schedule when the trucks are coming in. **Selectman Ampagoomian/1)** mentioned the donation bins in town. Town Manager Gaudette stated that one has been removed and believes there is one remaining. Chief Warchol added that there is one remaining and they are working on getting a hold of the company to have it removed. **2)** stated that Benson Road looks good. **3)** asked Mr. Luchini about Plummers Corner. Mr. Luchini stated he is still working on it and they will need a traffic engineer to handle it.

ITEMS FOR FUTURE AGENDA/None
CORRESPONDENCE/None

EXECUTIVE SESSION / 6:30 PM: Under M.G.L c.30A, Sec. 21 #2 - To conduct contract negotiations with Non-Union personnel (Town Manager).

Selectman Ampagoomian stated he will not be attending the October 21, 2019 Board of Selectmen's meeting.

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

Meeting Adjourned: 8:39 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

September 23, 2019

I. APPROVAL OF MINUTES:

A. 1) August 27, 2019 (Joint meeting with the School Committee)

-Copy of August 27, 2019 Joint meeting minutes

2) September 9, 2019 [Executive Session]

-Copy of September 9, 2019 meeting minutes omitted until approved to be release by Town Counsel

II. PUBLIC HEARING/None

III. APPOINTMENTS/B. By the Board of Selectmen [Vote to appoint] 1) Nikki Roadman, Council on Aging

-Copy of Nikki Roadman's talent bank form

2) Bonnie Poquette, Council on Aging

-Copy of Bonnie Poquette's talent bank form

INTRODUCTION: New Northbridge Public Schools Superintendent, Amy McKinstry/No documentation

IV. CITIZENS' COMMENTS/INPUT/None

V. DECISIONS

C. Whitinsville Christian School/Request to hang a banner across Church Street from Sunday, September 29, 2019 to Sunday, October 13, 2019 to advertise their Dutch Apple Pie sale.

-Copy of email from the Whitinsville Christian School requesting to hang a banner across Church Street

D. Town Clerk's Office/Request to hang a banner across Church Street as follows:

1) Sunday, February 23, 2020 to Sunday, March 8, 2020 (Presidential Primary, March 3rd)

2) Sunday, May 10, 2020 to Sunday, May 24, 2020 (Annual Town Election, May 19th)

3) Sunday, September 6, 2020 to Sunday, September 20, 2020 (State Primary, September 15th)

4) Sunday, October 25, 2020 to Sunday, November 8, 2020 (Presidential Election, November 3rd)

-Copy of email from the Town Clerks Office requesting to hang a banner across Church Street

E. Shop Small/Request to hang a banner across Church Street from Sunday, November 17, 2019 to Sunday, December 1, 2019 to advertise the Shop Small Saturday on Saturday, November 30, 2019 from 10 AM to 4 PM

-Copy of email form Jessie Schotanus requesting to hang a banner across Church Street

F. Balmer School Project [Permanent Borrowing] / Vote to sign bonds in the amount of \$30,000,000

-Copy of vote of the Board of Selectmen

G. Sewer Connection Fees for Balmer School Project

- Copy of email from Jim Mauer, Sr. Project Manager, Fontaine Bros., Inc. requesting to waive the cost of the sewer connection fee
- Copy of Sewer Connection Permit

H. Tax PILOT Agreements – Solar Panel Field Projects (Puddon I and Puddon II)

- Copy of Solar Panel Tax Pilot agreement for the Syncarpha Puddon I solar project
- Copy of Solar Panel Tax Pilot agreement for the Syncarpha Puddon II solar project

I. Town Manager's Performance Evaluation

- Copy of Town Manager Evaluation Cumulative Score Sheet

VI. DISCUSSIONS

J. Assessment Center for the ranks of Chief of Police and Lieutenant/Present: Chief Warchol and Mark Morse (MMA Consulting)

- Copy of letter from Chief Warchol requesting an Assessment Center
- Copy of overview of the MMA Consulting group Assessment Center
- Copy of flow chart process

K. Whitinsville - Downtown Crossroads Local Historic District Bylaw/Present: Harry Berkowitz & Ken Warchol, Members - Local Historic District Study Committee

- Copy of flowchart on establishing a Local Historic District
- Local Historic District Bylaw
- Copy of general agreement between the National park service, Blackstone River Valley National Historic Park and the Town

VII. TOWN MANAGER'S REPORT/No documentation

VIII. SELECTMEN'S CONCERNS/No documentation

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION: L. 6:30 PM: Under M.G.L c.30A, Sec. 21 #2 - To conduct contract negotiations with Non-Union personnel (Town Manager).

- Documentation removed until approved to be released by Town Council