

**BOARD OF SELECTMEN'S MEETING**  
**April 8, 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. Present: Board Members: Ampagoomian, Athanas and Melia. Selectman Nolan and Selectwoman Cannon were absent, and it is duly noted. Also Present: Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

**APPROVAL OF MINUTES: January 7, 2019.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the January 7, 2019 meeting minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas and Melia.

**PUBLIC HEARING/None**

**APPOINTMENTS/By the Board of Selectmen: Ashley Bannon, Cultural Council/Present: Yurima Guilarte, Chair.** Ms. Guilarte introduced Ms. Bannon and stated that she has great experience with museums, grant writing and marketing and feels those skills will benefit Ms. Bannon's membership on the Cultural Council. Ms. Bannon stated she recently moved to town in June and was looking to get involved in the community and felt that joining the Cultural Council would be a good way to get involved. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to appoint Ashley Bannon to the Cultural Council. Vote yes/Messrs. Ampagoomian, Athanas and Melia.

**By The Town Manager [Annual Reappointment]: Daniel Chauvin, Animal Control Officer.** Town Manager Gaudette stated that this is an annual reappointment and he fully recommends moving forward with it. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to affirm the appointment of Daniel Chauvin as the Animal Control Officer. Vote yes/Messrs. Ampagoomian, Athanas and Melia.

**CITIZENS' COMMENTS/INPUT/None**

Chairman Melia stated that the Board would now be moving to the discussions portion of the agenda prior to taking up the decisions.

**Community Forum for a Recreational Marijuana Retail Establishment – Eskar LLC – proposed location is 200 Commerce Drive. [Present: Michael Hunnewell].** Mr. Hunnewell noted per the requirements of Mass. General Laws an advertisement was placed in the Telegram and Gazette and filed with the Town Clerk's Office. They also obtained an abutters list as well. Continuing, Mr. Hunnewell stated the retail location will be housed at 200 Commerce Drive, which is zoned industrial. He described the store layout and the benefits of the location, which includes over 50 parking spaces. Mr. Hunnewell explained that the actual store will be located on the second floor of the building and they will not be sharing an entry point with any other business, so it will be easier to maintain traffic. He further explained they are required to have a generator on site in case of a power outage and a security guard on the premises during open hours. Mr. Hunnewell stated the 3% local tax will result in estimated annual revenues between \$100,000 to \$200,000 to the town. He pointed out that they still have a way to go for their complete approval, but to date they have received approval from the Safety Committee and Zoning Board of Appeals. They also have the proper variance and at this point and will be proceeding with the Special Permit process and then begin submitting the packet to the State. Selectman Athanas asked what the timeframe is for the State Permit. Mr. Hunnewell said the State cannot give a time frame, but he believes they would be through the permitting process in about 6 to 8 months. He mentioned that in 6 months they will be able to get a provisional then they can begin building. After that is complete they will do a final inspection. Selectman

Ampagoomain asked if the financial summary is based on sales from a sister business or a projected revenue. Mr. Hunnewell stated that it is based on the store in Colorado and projected on that. Selectman Melia opened the discussion to the public. Michael Joyce of 61 Plummer Park stated that his concern is that the marijuana business is fairly new to everyone. He noted the State has established a 500-foot rule, yet it seems like it is being thrown out for the very first applicant. There being no further comments, Chairman Melia stated they would move to the Host Community Agreement.

**Host Community Agreement for Eskar LLC. [Present: Michael Hunnewell].** Town Manager Gaudette stated that there are three parts to this process, which are the Host Community Agreement, the Cannabis Control Commission license, and local permitting. He said that the state sets clear guidelines as to what the Town can ask for as well as the terms and conditions. Town Manager Gaudette explained that the main parts of the agreement are impact payments and the state allows a max of 3%. The Town Manager advised that the town negotiated for the 3% along with a community development payment above and beyond that and subject to local property and personal property. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the Host Community Agreement with Eskar LLC. Vote yes/Messrs. Ampagoomian, Athanas and Melia.

**Pine Grove Cemetery/Glenn Jorritsma [Lot No. 19A, Locust Ave. / Single burial plot].** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the sale of lot No. 19A, Locust Ave. to Glenn Jorritsma. Vote yes/Messrs. Ampagoomian, Athanas and Melia.

**Spring Annual Town Meeting [May 7, 2019] / Vote positions on warrant articles. (Draft 11 – 4.4.19)**

Chairman Melia announced that the Town Manager would give a brief description of each article and the board will vote their positions all at once. **ARTICLE 1 (Prior year bills):** Town Manager Gaudette stated that there are no prior year bills and the recommendation is to pass over. The Finance Committee voted to pass over this article. **ARTICLE 2 (FY '19 Budget Adjustments):** Town Manager Gaudette stated that this article is for budget transfers for the current year, which includes about \$350,000 dollars in transfers, a majority of which is related to snow and ice. The Finance Committee voted to support this article. **ARTICLE 3 (FY' 20 Omnibus Budget Article):** Town Manager Gaudette stated that this article is for the Town's operating budget beginning July 1, 2019. The Finance Committee voted to support this article. **ARTICLE 4 (FY'20 Sewer Enterprise Fund):** Town Manager Gaudette stated that the Finance Committee voted to support this article. **ARTICLE 5 (FY '20 Water Enterprise Fund):** Town Manager Gaudette stated that the Finance Committee voted to support this article. **ARTICLE 6 (Chapter 90):** Town Manager Gaudette stated that this article gives the Town authorization to spend this money. The Finance Committee voted to support this article. **ARTICLE 7 (FY '20 Compensated Balance Agreement):** Town Manager Gaudette explained this article will allow the Treasurer/Collector to enter into a compensating balance agreement or agreements for FY 2020, pursuant to Chapter 44, Section 53F of the M.G.L. The Finance Committee voted to support this article. **ARTICLE 8 (FY20 Annual Reauthorization of BOH and Play & Rec. revolving accounts):** Town Manager Gaudette stated that this article sets the FY20 spending limits for the Town's revolving funds under section 5-113 of the Northbridge Code. The Finance Committee voted to support this article. **ARTICLE 9 (Transfer \$24,750 from Line 46 – Retirement Benefits to Compensated Absences Fund):** Town Manager Gaudette explained this article is to transfer funds from Retirement Benefits to the Compensated Absences Fund. The Finance Committee voted to support this article. **ARTICLE 10 (Transfer \$74,100 from Pine Grove Cemetery Trust for FY'20 cemetery operations):** Town Manager Gaudette stated that this article is for the operating budget of the Pine Grove Cemetery and based on available revenues. The Finance Committee voted to support this article. **ARTICLE 11 (Transfer \$87,000 from Overlay Surplus for Assessors quinquennial evaluation of properties):** Town Manager Gaudette stated that the Board of Assessors has requested to transfer \$87,000 from the Overlay Surplus for the Revaluation of properties in the Town of Northbridge. The Finance Committee voted to support this article. **ARTICLE 12 (Accept MGL C. 59, s.21A½ allows certified Assessors to receive additional compensation in an**

**amount equal to 10% of reg. compensation):** Town Manager Gaudette stated that this article is sponsored by the Board of Assessors, which allows for additional compensation for any certified Massachusetts Assessor. The Finance Committee voted to support this article. **ARTICLE 13 (Transfer \$150,000 from the Retained Earnings of the Sewer Enterprise Fund for 3rd segment of CWMP; physical Improvements and repairs to sewer lines):** Town Manager Gaudette explained the purpose of this article is to transfer \$150,000 for the purpose of funding compliance with the Comprehensive Wastewater Management Plan. The Finance Committee voted to support this article. **ARTICLE 14 (Transfer \$360,000 from the Retained Earnings of the Sewer Enterprise Fund to develop a technically based metal reduction system to comply with EPA Adm. Order):** Town Manager Gaudette stated that this article is to transfer from the Retained Earnings Account of the Sewer Enterprise Fund, the amount of \$360,000 for the purpose of the development of a Technically Based Metal Reduction System for the Northbridge sewer system to comply with EPA Administrative Order. The Finance Committee voted to support this article. **ARTICLE 15 (Transfer \$52,200 of unexpended funds from the Sewer Capital Account to remove/replace the UST at the WWTP):** Town Manger Gaudette explained this article will transfer \$52,200 for the Removal and Replacement of an Underground Fuel Oil Storage Tank at the Wastewater Treatment Plant. The Finance Committee voted to support this article. **ARTICLE 16 (Transfer \$619,920 from the Retained Earnings of the Water Enterprise Fund for infrastructure repairs/water mains on Linwood Ave., Court St., Jon Cir., and Edgemere Ave.):** Town Manager Gaudette stated the purpose of this article is to transfer from the Retained Earnings Account of the Water Enterprise Fund the amount of \$619,920 for the purpose of financing water infrastructure repairs, including the replacement of water mains, within the streets of Linwood Avenue, Court Street, Jon Circle, Benson Road, and Edgemere Avenue. The Finance Committee voted to support this article. **ARTICLE 17 (Capital Projects: sidewalks, pavement, radios for Fire Dept., Police Assess Center, Police Dept. security cameras, UST/Town Hall, Fire Station feasibility study, green comm. projects, Pine Grove roads/tree removal, and Town Hall VRF project):** Town Manager Gaudette explained that this article will transfer from the undesignated fund balance (free cash) for a Town-Wide Sidewalk Maintenance Program; Town-wide Pavement Maintenance Program; replacement of Fire Department Communication Radios; a Police Department Assessment Center; Police Station Security Cameras; and Town Hall Underground Fuel Oil Storage Tank Removal (Public Works); and other miscellaneous projects. The Finance Committee voted to support this article. **ARTICLE 18 (Transfer \$49,600 from Town Building Maint. Fund for Town Hall Slate Roof Eval; Town Hall Flooring/stairs; School floor burnishers/buffing Machines):** Town Manager Gaudette explained that this is revenue, which is generated from the Solar Pilot Program and is used for small Town Building projects including Town Hall Annex Slate Roof Repairs; Town Hall Slate Roof Evaluation; Town Hall Entryway Flooring and Stairway Treatment Improvements; install an ADA-compliant door at the rear entry of Town Hall; purchase two Floor Burnishers and two Buffer Machines for the School Department. The Finance Committee voted to support this article. Selectman Athanas asked how much is currently in this account. Town Manager Gaudette explained there is about \$60,000 dollars and we are looking to spend about \$50,000 dollars. **ARTICLE 19 (Transfer from Free Cash for School Capital Projects and/or equipment: technology, Heating System repairs; railing on stairs leading to NHS Fields; asbestos abatement):** Town Manager Gaudette explained that this article will transfer from the undesignated fund balance (free cash) for District-wide Technology Purchases; Heating System Repairs at the Middle School, installation of a railing on the stairs leading to the High School Upper Fields, and an Abatement for Asbestos in the Middle School Boiler Rooms. The Finance Committee voted to support this article. **ARTICLE 20 (Amend Zoning Bylaw: rezone from R-3 to B-2: 1734 Prov. Rd., 1702 Prov. Rd., 1700 Prov. Rd., and 1682 Prov. Rd.):** Town Manager Gaudette stated that this article will rezone the parcels of land identified as 1734 Providence Road (Assessors' Parcel 23-6), 1702 Providence Road (Assessors' Parcel 23-10), 1700 Providence Road (Assessors' Parcel 23-12), and 1682 Providence Road (Assessors' Parcel 23-14) from Residential-Three (R-3) to Business-Two (B-2). The Finance Committee voted to support this article. **ARTICLE 21 (Lasell Field turf, track, bleachers and lighting;**

**Subject to Debt Exclusion ballot question):** Town Manager Gaudette explained that this article was co-sponsored by the School Committee and the Board of Selectmen for capital improvements to Lasell Field including installation of athletic turf at Lasell Field; making associated capital improvements to the Lasell Field complex, including the track, bleachers and lighting; and purchasing the necessary capital equipment to maintain the turf, provided however that no borrowing shall be made nor debt incurred hereunder unless and until the Town first votes to exempt from the provisions of M.G.L. Chapter 59, Section 21C (Proposition 2½, so-called), the amounts required to pay the principal and interest of said borrowing. The Finance Committee voted to support this article. **ARTICLE 22 (Petition to Add footnote 7 to Table of Use Regs. to allow Marijuana Cultivator in R-2 area by special Permit if subject property consists of more than 12 acres):** Town Manager Gaudette explained this petition is similar to petition in the Fall regarding the Recreational Marijuana Zoning, and the Planning Board recommended zoning changes. The petitioner proposed an expansion to allow a Marijuana Cultivator, be permitted by Special Permit of the Planning Board in the Residential-Two (R-2) Zoning District in accordance with Section 173-18.6 [Recreational Marijuana Establishments] of the Northbridge Zoning Bylaw provided the subject property consists of more than 12 acres and associated structures are setback a minimum of 100-feet from the property line. The Finance Committee decided to defer their vote until the night of Town Meeting due to the fact that the Planning Board still needs to hold a public hearing. Town Manager Gaudette recommended doing the same. A motion/Mr. Athanas, seconded/Mr. Ampagoomain to support Articles 1 through 21. Vote yes/Messrs. Ampagoomian, Athanas and Melia. A motion/Mr. Ampagoomain, seconded/Mr. Athanas to take no position on Article 22 until the Planning Board holds their public hearing. The Board will vote their position prior to the Spring Annual Town Meeting, May 7<sup>th</sup>. Vote yes/Messrs. Ampagoomian, Athanas and Melia.

**Annual Town Election [May 21, 2019]/Vote to place Question(s) on the Annual Town Election Ballot – Turf Field Project Debt/Capital Exclusion.** Chairman Melia explained that this item will be deferred to a special Selectmen's Meeting that is scheduled for Wednesday, April 10, 2019 at 5:30 PM so all members of the Board can be present.

**School State Championship Signs [Present: Jamie Luchini, Highway Superintendent].** Town Manager Gaudette explained that he was asked how the town handles championship signs and the time frame to keep such signs up. For that purpose, he said he asked Highway Superintendent Jamie Luchini to take inventory of all the State Championship signs that have been erected in town. Mr. Luchini advised that with respect to the 2015 State Football Championship sign, it was spearheaded by Representative Muradian and the signs were made by Blackstone Valley Tech. He noted that sign was added to existing championship sign poles in order to prevent sign clutter. Chairman Melia mentioned that in discussion with the Town Manager it was recommended to display the signs for a 10-year duration and when a sign is removed from the roadway it can be placed on a field fence or within the school. Selectman Athanas asked if the Town Manager could put together a policy with a 10-year window and ask Mr. Luchini to look into the cost from BVT to get the new signs made. Selectman Ampagoomian stated once the policy is changed we should notify the schools. Town Manager Gaudette stated that he is going to inform them tomorrow. Town Manager Gaudette stated that he would draft a policy for a future meeting.

**TOWN MANAGER'S REPORT: 1) Key Meetings Attended:** Monday, March 25, 2019 – Attended the Board of Selectmen's Meeting. Tuesday, March 26, 2019 – Attended a Fiscal Policy Committee Meeting at MMA Boston. Wednesday, March 27, 2019 – Attended the Finance Committee Meeting. Monday, April 1, 2019 – Met with Chairman Melia. Wednesday, April 3, 2019 – Attended a Regional Town Managers' Luncheon. Wednesday, April 3, 2019 – Attended Teachers Association Negotiations. Wednesday, April 3, 2019 – Attended the Finance Committee Meeting. Thursday, April 4, 2019 – Met with Chairman Melia to discuss the BOS agenda. Thursday, April 4, 2019 – Attended the Fire Station RFQ pre-bid conference. Friday, April 5, 2019 – Held a Department Managers' Meeting. Friday, April 5, 2019 – Hosted a Sub-Committee Meeting for the Alternatives Feasibility Study Project. **2) Balmer School Building Project:**

The architect Dore & Whittier is working on Design Development with the CM-at-Risk Fontaine Brothers. The School Building Committee is reviewing design elements with the project team and as they begin permitting for the project. The Notice of Intent has been submitted to the Conservation Commission. **3) Fire Station Project (Feasibility Study):** The Project Team has advertised the Request For Quotation. A pre-submittal conference with prospective architect teams occurred this week. Submittals are due April 26, 2019. **4) LED Streetlight Conversion:** The Town has sent off signed closing documents to National Grid for signature and recording. Once the closing occurs, construction will begin. **5) Recreational Marijuana:** The Board will be holding the Public Forum and discussing the Host Community Agreement for **Eskar LLC/Hunnewell**. this Monday April 8<sup>th</sup>. The Board will also hold the Public Forum and discuss the Host Community Agreement for **The Botanist** (cultivation) on April 22<sup>nd</sup>. The Host Community Agreement for **True Nature's Wellness** (retail) has been approved by the BoS and the company's next steps include getting Planning Board and Cannabis Control Commission approvals. **6) Solar PILOTs:** The PILOT for Nexamp (Sutton Solar 2 project – Lasell Road) has been signed. The PILOT discussions for Syncarpha (Northbridge I & II project – Linwood Ave, also Puddon I & II) are ongoing. **7) FY2020 Budget and Capital Plan Development:** The Finance Committee held their last budget/warrant meeting this Wednesday, April 3, 2019. The Board of Selectmen will be voting their positions on all articles and placing any questions on the ballot at the upcoming meeting on April 8<sup>th</sup>.

**SELECTMEN'S CONCERNS:** **Selectman Athanas** asked if the Parks and Recreation Commission has been moving forward with a dog park. Town Manager Gaudette stated that he has not had any correspondence in regard to a dog park but there were talks of updating the Open Space Plan and discussion could include that. **Selectman Ampagoomian** asked about his concern with the marijuana buffer zone and if the town complies with it. Town Manager Gaudette replied that a separate Board granted it, but the State has guidelines in terms of location of these facilities when you are drafting the zoning. The Zoning Board of Appeals is allowed to grant dimensional variances, which is what they did. The Town Manager noted there is a buffer, being the rail road tracks. **Selectman Melia 1)** Attended the Northbridge High School 10-year reaccreditation ceremony and commended the students on a job well done with their presentation. **2)** mentioned that the School Department is looking into renaming the new Balmer School and the School Committee will be choosing a name at their April 23, 2019 School Committee meeting.

#### **ITEMS FOR FUTURE AGENDA/None**

#### **CORRESPONDENCE/None**

#### **EXECUTIVE SESSION/None**

Selectman Ampagoomian reminded everyone that Sunday, April 14, 2019 is Palm Sunday and the Knights of Columbus is hosting a Breakfast from 8 AM to 12 Noon.

Chairman Melia announced that a Special Selectmen's meeting is scheduled for April 10, 2019 at 5:30 PM and the next regularly scheduled Selectmen's meeting is April 22, 2019 AT 7 PM.

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

**Meeting Adjourned: 8:03 PM**

**Respectfully submitted,**

**Daniel Nolan, Clerk**

/mjw



**LIST OF DOCUMENTATION**

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

**April 8, 2019**

- I. APPROVAL OF MINUTES: A. January 7, 2019**  
-Copy of January 7, 2019 meeting minutes
- II. PUBLIC HEARING**
- III. APPOINTMENTS/By the Board of Selectmen: B. Ashley Bannon, Cultural Council/Present: Yurima Guilarte, Chair**  
-Copy of Ashley Bannon's Talent Bank Form  
  
**C. By The Town Manager [Annual Reappointment]: Daniel Chauvin, Animal Control Officer /No documentation**
- IV. CITIZENS' COMMENTS/INPUT**
- V. DECISIONS:**
  - D. Host Community Agreement for Eskar LLC [Present: Michael Hunnewell]**  
-Copy of draft copy of the Host Community Agreement
  - E. Pine Grove Cemetery/Glenn Jorritsma [Lot No. 19A, Locust Ave.]**  
-Copy of cemetery deed
  - F. Spring Annual Town Meeting [May 7, 2019] / Vote positions on warrant articles**  
-Copy of Spring Annual Town Meeting Warrant (Draft 11)
  - G. Annual Town Election [May 21, 2019]/Vote to place Question(s) on the Annual Town Election Ballot – Turf Field Project Debt/Capital Exclusion**  
-Copy of ballot question
- VI. DISCUSSIONS:**
  - H. Community Forum for a Recreational Marijuana Retail Establishment – Eskar LLC – proposed location is 200 Commerce Drive [Present: Michael Hunnewell]**  
-Copy of PowerPoint presentation
  - I. School State Championship Signs [Present: Jamie Luchini, Highway Superintendent]/No documentation**
- VII. TOWN MANAGER'S REPORT**
- VIII. SELECTMEN'S CONCERNS/No Documentation**
- IX. ITEMS FOR FUTURE AGENDA/None**
- X. CORRESPONDENCE/None**
- XI. EXECUTIVE SESSION/None**