

BOARD OF SELECTMEN'S MEETING
December 7, 2020

A virtual meeting of the Board of Selectmen was called to order by Chairman Alicia Cannon at 7:00 PM, using Zoom Video Communication (Video Conferencing App) at: **Meeting ID:** 812 2008 5189 **Passcode:** 634601 **Dial by phone:** 1-646-558-8656. Board Members Present: Cannon, Ampagoomian, Athanas, Melia, and Collins. Also Present: Adam D. Gaudette, Town Manager.

Chairman Cannon read the following notice aloud.

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 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.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: November 23, 2020. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the November 23, 2020 meeting minutes as presented with the readings omitted. Vote yes/Unanimous.

Selectman Cannon announced that it was not time for the Public Hearing yet and moved on to Appointments.

APPOINTMENTS/By the Board of Selectmen (Vote to Appoint): Joan McManus, Council on Aging - Present: Kelly Bol, Senior Center Director. Mrs. Bol stated that Joan is a resident of the Linwood Mill apartments and was a Certified Nursing Assistant in her professional life. Mrs. Bol noted that Joan is very involved in activities at the Linwood Mill complex and feels she will be a great asset to the Council on Aging. A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint Joan McManus to the Council on Aging. Vote yes/Unanimous.

PUBLIC HEARING - 7:05 PM /Whitehorse Truck & Trailer Service & Sales, LLC/Request for a Class I - New Car Dealer license for the sale of new and used trailers only [Ryan Rudy, Mgr.] Present: Ryan Rudy & Attorney Robert Knapik, Law Office of W. Robert Knapik, P.C. Chairman Cannon read aloud the public hearing notice. A motion/Mr. Ampagoomian seconded/Mr. Athanas to open the public hearing. Vote yes/Unanimous. Attorney Knapik explained that the business involves the sale of horse trailers as well as some equipment. He indicated that Mr. Rudy currently has a business in Northborough but is looking to relocate to Northbridge at 100 Commerce Drive located in Osterman Commerce Park. Mr. Knapik explained that the Zoning Board of Appeals issued a Special Permit for the use at this location. Selectman Ampagoomian asked how the trailers will come in, whether it is on a trailer or by crate that would need to be assembled. Mr. Rudy replied that they have a contract with Kingston Horse Trailers, they will build the trailers there and then they get pulled in. Selectman Melia asked if a Class I license covers both new and used trailers. Mr. Knapik explained that they originally applied for a Class II license, but the license wasn't necessary. Town Manager Gaudette clarified that the manufacturer requires a dealer's license, but the State doesn't, however, some cities and towns have issued them. He added that the Class I license covers new and used vehicles, which is why we decided to go with that. A motion/Mr. Melia, seconded/Mr. Athanas to close the public hearing. Vote yes/Unanimous. A motion/Mr. Collins, seconded/Mr. Melia to approve and issue a Class I Dealers License to Whitehorse Truck & Trailer Service & Sales, LLC, for the sale of new and used trailers only. Vote yes/Unanimous.

PUBLIC HEARING -7:10 PM Massachusetts Electric Company dba National Grid/Petition No. 30272377 [Quaker St] Installing new solely owned Pole #207-84 and anchor across street from existing jointly owned Pole #206 to eliminate tree guy. Present: Michael Parent, National Grid, Distribution and Design. Chairman Cannon read aloud the public hearing notice. A motion/Mr. Collins seconded/Mr. Melia to open the public hearing. Vote yes/Unanimous. Mr. Parent clarified that it should be to install a solely owned pole #207-84 and anchor across street from existing jointly owned Pole #207, not pole 206. Mr. Parent stated that currently the pole is held up with wire to a tree, so they are asking for a stub pole with an anchor to pull the pole back in line. There being no questions or comments from the public, a motion/Mr. Melia, seconded/Mr. Collins to close the public hearing. Vote yes/Unanimous. A motion/Mr. Melia seconded/Mr. Athanas to approve Petition No. 30272377 [Quaker St] Installing new solely owned Pole #207-84 and anchor across street from existing jointly owned Pole #207 to eliminate the guy wire. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT/None

Safety Committee Minutes [November 18, 2020]/Vote to accept the recommendations. Selectman Melia commented on Item I: To reconsider Agenda Item II “Whitinsville Golf Course”, of the September 2020 Safety Committee Minutes. Continuing, Mr. Melia stated he does not feel that there is a safety issue at the location that was discussed at the Safety Committee meeting and the Board of Selectmen never voted on the item at a previous meeting as the minutes state. He said that he is in favor of the remaining items on the minutes with the exception of Item I. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the Safety Committee Meeting minutes of November 18, 2020, with the stipulation that *Item I - Reconsider Agenda Item II “Whitinsville Golf Course”, of the September 2020 Safety Committee Minutes*” is not approved and No Parking signage is not to be erected in the area of the Whitinsville Golf Club driving range. Vote Yes/Unanimous.

2021 Miscellaneous License Renewals [Common Victualler, Class II, Class III, Automatic Amusement Devices, Weekday Entertainment, Sunday Entertainment, etc.]/Vote to approve subject to the payment of all monies due the Town. Selectman Collins asked if all the establishments were in line with the COVID regulations. Town Manager Gaudette replied that there have been no violations and the Board of Health has been working with establishments to remain in compliance and we do not have any reason not to approve any of these renewals. A motion/Mr. Ampagoomian, seconded/Mr. Collins to approve the 2021 Miscellaneous License Renewals [Common Victualler, Class II, Class III, Automatic Amusement Devices, Weekday Entertainment, Sunday Entertainment, etc.] subject to the payment of all monies due the Town. Vote yes/Unanimous.

2021 Annual Liquor License Renewals/Vote to approve subject to the payment of all monies due the Town. A motion Mr. Collins, seconded/Mr. Ampagoomian to approve 2021 Annual Liquor License Renewals subject to the payment of all monies due the Town. Vote yes/Unanimous.

Council on Aging/Request to broadcast shows on cable – Present: Kelly Bol, Senior Center Director. Mrs. Bol explained that she is looking to broadcast senior programming on Channel 194 and is looking for the Board’s permission to do so. She said that over the past couple months the Council on Aging has formed a great relationship with the local cable station and it was discovered that channel 194 is underutilized so the Council on Aging saw it as an opportunity to do senior programing and outreach to seniors. Mrs. Bol explained that she did reach out to Timothy McCormick the High School Principal to make sure he would be okay with the Council on Aging utilizing the cable channel, as it is mostly used by the School and he was in full support. They also discussed a collaboration between the High School and COA. Town Manager Gaudette stated that he feels it’s a great idea and the reason it came before the Board of Selectmen was a request from the Cable Committee as it is a public access, and since the Selectmen issue the franchise

license, they requesting the Selectmen's approval. Selectman Collins asked what the programing would consist of; would it be entertainment or updates for seniors. Mrs. Bol responded that it would be both along with fitness classes too, which are currently held via Zoom, but a majority of the Senior Center members are not able to participate using Zoom. Selectman Athanas asked about how many hours of programming would be utilized. Mrs. Bol replied that they plan to use a couple of hours each day and also plan to use the bulletin as well to release helpful information. A motion/Mr. Athanas, seconded/Mr. Melia to approve the request from the Council on Aging to broadcast shows on cable access. Vote yes/Unanimous.

Bylaw Review Committee. Town Manager Gaudette stated that the Bylaw Review is coming up for 2021, and the Selectmen have a choice to appoint two Board members, a board member, and a member at large or advertise for two members at large. Town Manager Gaudette stated that this will appear on a future agenda. The Board decided to appoint one board member and one member at large when the time comes.

TOWN MANAGER'S REPORT: 1) Key Meetings Attended: Monday, November 23, 2020 – BPCC Working Group Zoom call to review OPM RFQ Proposals. Monday, November 23, 2020 – Attended the Board of Selectmen Zoom Meeting. Tuesday, November 24, 2020 – Attended the BPCC Zoom Meeting to discuss the Lasell Field and Fire Station projects. Tuesday, December 1, 2020 – Attended the Lt Governor's Zoom Call for Town Managers. Tuesday, December 1, 2020 – Listened to the MA DPH Bi-Weekly Conference Call. Wednesday, December 2, 2020 – Conference Zoom Call with the Treasurer/Collector, Town Accountant and NFP; the Town's health insurance broker of record. Wednesday, December 2, 2020 – Conference Call with Colliers, finalist for Fire Station OPM, regarding Project Team make-up. Wednesday, December 2, 2020 – Conference Call with SFC Stephen Lewis from the National Guard Armory in Town to discuss town/guard partnership. Friday, December 4, 2020 - Listened to the MA DPH Bi-Weekly Conference Call. **2) Balmer School Building Project:** Project construction by Fontaine Brothers continues with precautionary measures in place per State construction guidelines for construction projects moving forward during the pandemic. The majority of the site work has been completed allowing for work to be conducted in the interior of the building (framing, drywall, painting, finishing, etc.). The majority of the masonry work has been recently completed. The Town Manager is working with Town Counsel on agreements for fence replacement for the abutters off Overlook Street. **3) Lasell Field Turf Project:** The project is nearing completion. The GC Green Acres is working through punch list items. The handicapped-accessible lift was inspected by the State late last week. The project has been issued a Temporary Certificate of Occupancy and now that the lift has been completed, the Building Inspector will be able to issue the full Certificate of Occupancy once he receives the State inspection documentation. The BPCC is meeting next week on Tuesday, December 9th to pay bills and review project close-out. **4) Fire Station Project:** The RFQ for the OPM was advertised and the Town received 7 proposal submissions. were received this past week on November 12th. A working group of the BPCC is reviewed the proposals initially in order to narrow down a recommendation to the BPCC to interview 3 finalists. The 3 finalists are CHA, Colliers, and Pomroy Associates. The BPCC is meeting next week on Wednesday, December 9th to prepare for the interviews which will be held December 16th. **5) FY2021 Budget:** The Town Manager has begun to prepare for the FY2021 Budget and Capital Development process. Staff will receive assignments on Monday, Dec. 7, 2020.

SELECTMEN'S CONCERNS: Selectman Ampagoomian 1) asked about the violations of firewood being stored too closely to the pond at Lovey's and asked if it was possible to reach out the landowner to see if there is anything they can work out. Town Manager Gaudette filled in viewers, that his was part of the weekly report provided by the Conservation Commission and has been an ongoing issue. Mr. Gaudette stated that the Conservation Commission has been in contact with the landowner and he has been involved throughout the process. He added that they are not looking to fine businesses but instead are being pro-business by working with businesses to bring them into compliance. **2)** stated that he was approached by a resident that a birch tree was taken down at the Community Center and asked if anyone was made aware of this and why it was removed. **3)** commented that the lights at Memorial Park look fantastic **4)** asked when

the glass on top of the table in the Board of Selectmen's room will be replaced. Mr. Luchini replied that he will get it replaced and explained that he had put it on the back burner as no one was meeting in there. **Selectman Athanas 1)** asked Highway Superintendent Jamie Luchini how the plowing went from the latest snowfall. Mr. Luchini stated that it went well, the storm was fairly quick, and the regular issues of damaged mailboxes came after the snowfall event and one truck had mechanical issues that is being worked on. **2)** asked Town Manager Gaudette what the regular COVID count is for the Town of Northbridge. Town Manager Gaudette stated the active cases are around 60, we did move into the red last week, but over the last few weeks we have come back down to the yellow. **Selectman Melia 1)** brought up Church Street right outside the Stone Hill Condominium Development where the road was dug up but was not filled with topcoat and now there are two potholes. Mr. Luchini mentioned that it is scheduled to be paved with a topcoat on December 14th and will be addressed in the Spring if needed. **2)** asked about the timeline LED Streetlight project as it is carrying on. Town Manager Gaudette replied that it is completed but through the audit process lights may have been missed, however, the Town has received reimbursement through the grant process and changed the billable rate with National Grid. **3)** referred to the DPW Director's weekly report and asked what the Police Station drainage assessment report is. Mr. Luchini explained that water that is coming off the roof of the Police Station is puddling and causing leaks in the floor and causing flooding and molding issues. Mr. Luchini explained that Mr. Shuris hired a consultant to complete a PERC test and to find out what could be done to get the gutters and water moved away from the building.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

Selectman Cannon announced that the next meeting would be held January 11, 2021 virtually using Zoom Software.

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

Meeting Adjourned: 8:05 PM

Respectfully submitted,

Russell D. Collins, Clerk

/mjc

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

December 7, 2020

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES: A. November 23, 2020.

-Copy of November 23, 2020 meeting minutes

II. PUBLIC HEARING - 7:05 PM / B. Whitehorse Truck & Trailer Service & Sales, LLC/Request for a Class I - New Car Dealer license for the sale of new and used trailers only [Ryan Rudy, Mgr.] Present: Ryan Rudy & Attorney Robert Knapik, Law Office of W. Robert Knapik, P.C.

-Copy of Legal advertisement
-Copy of Class I license application
-Copy of internal layout
-Copy of external layout
-Copy of Certificate of organization
-Copy of abutters' List Request
-Copy of abutters notice
-copy of Abutters list
-Copy of Police Chief signoff
-Copy of Building Department signoff
-Copy of Zoning Board of Appeals Special Permit

C. PUBLIC HEARING -7:10 PM Massachusetts Electric Company dba National Grid/Petition No. 30272377 [Quaker St] Installing new solely owned Pole #207-84 and anchor across street from existing jointly owned Pole #206 to eliminate tree guy. Present: Michael Parent, National Grid, Distribution and Design

-Copy of notice to abutters
-Copy of petition to install new solely owned poles
-Copy of response/comments from the DPW director
-Copy of abutters list

III. APPOINTMENTS/By the Board of Selectmen: D. Joan McManus, Council on Aging/Vote to appoint - Present: Kelly Bol, Senior Center Director

-Copy of talent bank application for Joan McManus

IV. CITIZENS' COMMENTS/INPUT/None

V. DECISIONS:

E. Safety Committee Minutes [November 18, 2020]/Vote to accept the recommendations

-Copy of November 18, 2020 Safety Committee meeting minutes

F. 2021 Miscellaneous License Renewals [Common Victualler, Class II, Class III, Automatic Amusement Devices, Weekday Entertainment, Sunday Entertainment, etc.]/Vote to approve subject to the payment of all monies due the Town

-Copy of 2021 Miscellaneous License Renewals listing

G. 2021 Annual Liquor License Renewals/Vote to approve subject to the payment of all monies due the Town

-Copy of 2021 Annual Liquor License Renewals listing

GG. Council on Aging/Request to broadcast shows on cable – Present: Kelly Bol, Senior Center Director/No documentation

VI. DISCUSSIONS:

H. Bylaw Review Committee

-Copy of excerpt of the Town Charter regarding the Bylaw Review Committee.

VII. TOWN MANAGER'S REPORT

VIII. SELECTMEN'S CONCERNS

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION