

**BOARD OF SELECTMEN'S MEETING**  
**February 24, 2020**

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 negotiating position of the body.

A motion/Mr. Ampagoomian, seconded/Ms. Cannon to go into Executive Session under **M.G.L. Chapter 30A, S.21A #2** - To conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel (Town Manager's Contract extension). Roll Call Vote: Mr. Athanas/Yes, Mr. Ampagoomian/Yes, Mr. Melia/Yes, Ms. Cannon/Yes, and Mr. Nolan/Yes.

**Open Session Adjourned: 6:32 PM**

**Executive Session Convened: 6:33 PM**

**Executive Session Adjourned: 6:50 PM**

**Open Session Reconvened: 7:00 PM**

**APPROVAL OF MINUTES: December 16, 2019.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the December 16, 2019 meeting minutes as presented with the readings omitted. Vote yes/Athanas, Ampagoomian, Melia, Nolan. Abstain: Cannon.

**PUBLIC HEARING: *For reconsideration*/Application to transfer the Wines and Malt Beverages Package Store License from Village Variety, LLC [Mr. Ahmad Mustafa, Mgr.] to USRS 786, Inc. dba Village Variety, 84 Border Street, Whitinsville, MA 01588 [Mr. Rashid Ali, Mgr.] Present: Amjad Chaudhry, proposed owner/Vote to reconsider application.** Town Manager Gaudette explained that the ABCC recommended some changes in order for the license to move forward for approval. Mr. Chaudhry stated that the additional requirements have been submitted. A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to approve the reconsideration of the request to transfer the Wines and Malt Beverages Package Store License from Village Variety, LLC [Mr. Ahmad Mustafa, Mgr.] to USRS 786, Inc. dba Village Variety, 84 Border Street, Whitinsville, MA 01588. Vote yes/Unanimous.

**APPOINTMENTS/Resignations/None**

**CITIZENS' COMMENTS/INPUT/None**

**The Crafty Nest/1) Request permission to hold the Sidewalk Sale event on Church Street on Saturday, June 20, 2020 from 10 AM to 2 PM; 2) Request permission to close Church Street on Saturday, June 20, 2020 from 9 AM to 3 PM beginning at Unibank to the intersection of Cross Street; 3) Request to hang a banner across Church Street from Sunday, June 7, 2020 to Sunday, June 21, 2020 to advertise the Sidewalk Sale /Present: Laura VandenAkker and Lesley Woods.** Ms. VandenAkker stated that they are looking to hold the Sidewalk Sale again and hoping to make it an annual event. She noted that the event will be open to all brick and mortar businesses and they will be able to set

up on the street and advertise. They also plan to have a fire truck for kids to see along with a DJ, and a bouncy house. Selectman Ampagoomian asked about last year's attendance. Ms. VandenAkker stated that the attendance was great, and the street was packed; and they were very happy with it. A motion/Mr. Melia seconded/Mr. Nolan to approve the request to hold the Sidewalk Sale event on Church Street on Saturday, June 20, 2020 from 10 AM to 2 PM and to close Church Street from 9 AM to 3 PM beginning at Unibank to the intersection of Cross Street; and to hang a banner across Church Street from Sunday, June 7, 2020 to Sunday, June 21, 2020 to advertise the Sidewalk Sale. Vote yes/Unanimous.

**Friends of Northbridge Elders/Request to hang a banner across Church Street from Sunday, October 11, 2020 to Sunday, October 25, 2020 to advertise their annual Dinner Dance at the Whitinsville Golf Club on Friday, October 23, 2020 from 4 PM to 9 PM.** Ms. McCrea, President of the Friends of Northbridge Elders stated that this is the 3rd annual Dinner Dance. A motion/Mr. Melia, seconded/Mrs. Cannon to approve the request to hang a banner across Church Street from Sunday, October 11, 2020 to Sunday, October 25, 2020 to advertise the annual Dinner Dance at the Whitinsville Golf Club on Friday, October 23, 2020 from 4 PM to 9 PM. Vote yes/Unanimous.

**George Marson Whitin Memorial Community Center Association dba Whitin Community Center/Request for a One-day wines and malts license for the 7<sup>th</sup> annual Cars in the Park event to take place on Saturday, August 15, 2020 from 10 AM to 4 PM located at Whitin Park, 60 Main Street, Whitinsville.** A motion/Mr. Melia, seconded/Mr. Nolan to approve the request for a one-day wines and malts license for the 7<sup>th</sup> annual Cars in the Park event to take place on Saturday, August 15, 2020 from 10 AM to 4 PM located at Whitin Park, 60 Main Street, Whitinsville. Vote yes/Unanimous.

**Grille 122 Bar & Restaurant, 91 Providence Road, Whitinsville/Notice of application for a KENO license [Vote needed only if Board objects].** The Board does not object and no vote is required.

**Safety Committee Meeting Minutes [November 20, 2019]/Vote to accept recommendations.** Mrs. Cannon stated that the meeting minutes have a different date in the header of the meeting minutes than what is stated as the meeting date. Highway Superintendent Jamie Luchini replied that the date of the meeting minutes should be November 20, 2019. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to accept the recommendations of the Safety Committee as outlined in the minutes of November 20, 2019. Vote yes/Unanimous.

**Spring Annual Town Meeting [May 5, 2020] / Vote to place Selectmen's articles on the Warrant.** Town Manager Gaudette read the articles aloud. **ARTICLE 1: (Board of Selectmen)/Bills of a prior year:** Town Manager Gaudette explained that this is a regular housekeeping article and as of right now there are none. **ARTICLE 2: (Board of Selectmen) /FY19 Budget Adjustments:** Mr. Gaudette explained this article is for transfers within the FY20 budget. **ARTICLE 4: (Board of Selectmen)/FY'20 Sewer Enterprise Operation.** **ARTICLE 5: (Board of Selectmen)/FY'21 Water Enterprise Operation.** **ARTICLE 6: (Board of Selectmen)/Chapter 90.** **ARTICLE 7: (Board of Selectmen)/Compensating Balance Agreements.** Authorizes the Treasurer/Collector to enter into agreements with banks. **ARTICLE 8: (Board of Selectmen)/Annual Reauthorization of the Board of Health's and Playground and Recreation's Revolving Accounts.** Town Manager Gaudette explained there are three accounts as follows: Playground and Recreation for \$20,000, Food Health and Safety for \$22,500 and Compost Site for \$10,000. We are required to set the dollar amounts. **ARTICLE 9: (Board of Selectmen)/Transfer money to the Compensated Absences Fund.** Mr. Gaudette explained this is also a yearly article. **ARTICLE 10: (Board of Selectmen)/FY'21 Pine Grove Cemetery Operations.** Mr. Gaudette explained this article will transfer money from the Cemetery Trust to fund the operations of the Pine Grove Cemetery for FY'21. **ARTICLE 15: (Board of Selectmen)/Transfer money from the Sewer Enterprise Fund.** Mr. Gaudette explained this article is part of the capital plan which will be approved by the Building, Planning and Construction Committee. Mr. Gaudette stated this would be for two projects. **ARTICLE 16: (Board of**

**Selectmen)/Water Department Capital.** Fund for infrastructure repairs /water mains on Linwood Ave., Court St., Jon Cir., and Edgemere Ave. **ARTICLE 17: (Board of Selectmen)/Capital Projects.** To see if the Town will vote to transfer from the undesignated fund balance (free cash) the following sums of money to be expended under the direction of the Director of Public Works. **ARTICLE 18: (Board of Selectmen)/Transfer money from the Town Building Maintenance Fund.** Mr. Gaudette explained this article is for maintenance of Town-owned buildings and facilities in Fiscal Year 2021. **ARTICLE 23: National Grid (Electric) Easement.** Town Manager Gaudette explained that this article will authorize National Grid an easement for the new Balmer School. **ARTICLE 24: Eversource (propane) Easement:** Mr. Gaudette stated this authorizes Eversource right and easement for the Propane at the new Balmer School. **ARTICLE 26: Fire Station.** Raise and appropriate funds for a new fire station. Selectmen Athanas asked about the cash flow for the cemetery. Town Manager Gaudette explained that we have a capital account and an operating account, Mr. Gaudette further explained that any surplus will be used first before using the capital funding. A motion/Mr. Ampagoomian, seconded/Mr. Melia to place the May 5, 2020 Spring Annual Town Meeting articles on the Warrant. Vote yes/Unanimous.

**Town Manager Employment Agreement Renewal.** Chairman Athanas stated that the Board of Selectmen have agreed to renew the Town Manager's employment agreement, commencing August 28, 2020 for three years ending on August 27, 2023. He continued stating that the Board feels Mr. Gaudette has done a tremendous job, legal expenses are down, the Town's bond rating continues to be strong, and they feel the Town is in a strong financial position. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to renew the Town Manager's employment agreement for three years as noted above. Vote yes/Unanimous.

**Historical Commission Update: Present: Kenneth Warchol and Lenny Smith.** Mr. Warchol stated that after 40 years as Chairman of the Northbridge Historical Commission he has stepped down from his role as Chairman and Lenny Smith was voted in as the new Chairman. Mr. Warchol added that he will be staying on until his term is complete. With that he said he wanted to share what the Commission is moving towards, especially now that we are part of a National Park. Mr. Warchol stated that his goals were preservation, education and building pride in the community. Over the last 40 years, 387 properties were added to the national historic register, after 640 hours of research of the history of the building. There are 56 signs on historic homes throughout Northbridge, many of which need to be replaced. Mr. Warchol also created the walking tour brochure in 1984, which allows for a self-guided tour. In 1985, he created a five-page booklet that sums up the history of Northbridge. In 1978, Paula McGowan requested doing a trolley tour in town, and the first year a bus was used, which was very successful selling out all three tours. The following year, the Commission decided to get a trolley for the tour, and Mr. Warchol bought his own Paul Whittin attire so he could dress up as Paul Whittin during the Trolley Tour. From 1976 to 2009, every Northbridge student received a tour and he believes it should be done again. In 1989, the first pictorial book of the Town of Northbridge was created. Mr. Warchol stated that three property preservation awards have been received by Northbridge over the years, which led to the receipt of grants. Another project completed by the Commission are the pictures on the walls of Town Hall portraying what the downtown area used to look like. Mr. Warchol has also answered over 400 letters and emails on genealogy and about the houses that their relatives lived in and about the restoration of property. House tours were done for 8 years with a dinner that followed at the Victorian. In 2010, Mr. Warchol chaired the Committee for a letter writing campaign to get the National Park. He mentioned that moving forward he wished to see the signage on historical homes replaced; reprinting the tour brochures; and complete the National Register for the remainder of the town. Finally, he noted that the town's 250<sup>th</sup> anniversary is approaching in 2022 and he feels the Board should appoint a committee to plan a celebration. Mr. Smith added that with the money the Commission receives they will continue to make it work. Selectman Melia thanked Mr. Warchol for his many years of service and dedication to the Historical Commission as well as his many years as a School teacher. He also said that Mr. Smith will be a great replacement once he gets settled in. Selectman Melia suggested that Mr. Smith should go over the budget with the Town Manager. Mr. Ampagoomian stated that Mr. Warchol's summary of the last 40 years is eye-opening and suggested approaching Blackstone Valley Tech to see

about printing the brochure. He also asked where we go from here to get more tourism, and if the National Park has any assistance to offer. Mr. Warchol responded that this is partially in their budget as well, and as they get more established the budget may grow, but at this point they aren't available yet. Selectmen Athanas stated that he is sad to see Mr. Warchol step away, but he will be missed and thanked him for his dedication to preserve the Town's history. Mr. Smith informed the Board that the Commission has spent a large amount of time putting together a nomination for Mr. Warchol to receive a lifetime achievement State Preservation Award.

**TOWN MANAGER'S REPORT:** **1) Key Meetings Attended:** Monday, February 10, 2020 – Attended the Selectmen Meeting. Monday, February 10, 2020 – Participated in Fire Station Conference Call with Design Team. Monday, February 10, 2020 – Met with Wayne Darragh (COG) re: CDBG projects. Wednesday, February 12, 2020 – Met with Friends of Lasell to discuss Turf Field project status. Friday, February 14, 2020 – Held a Department Managers Meeting at the Police Station. Tuesday, February 18, 2020 – Met with State Representative David Muradian. Tuesday, February 18, 2020 – Met with NPS Superintendent McKinstry and Business Manager Walker to discuss FY2019 Budget and Capital needs. Wednesday, February 19, 2020 – Met with Chairman Athanas to discuss 2.24.20 Agenda. Thursday, February 20, 2020 – Met with resident regarding purchasing town-owned parcel. Thursday, February 20, 2020 – Attended the Turf Field Bid Opening. **2) Balmer School Building Project:** Project construction by Fontaine Brothers continues. Steel erection is underway. Trade bids continue to be finalized and CM amendments have been approved. The MSBA visited the project last on Wednesday, January 22, 2020 for a regular site visit and will be coming to Town again on March 18, 2020. The School Building Committee met last week on February 12, 2020. **3) Fire Station Project (Feasibility Study):** The design team presented to the Board of Selectmen on February 10<sup>th</sup> to provide a second major progress update with the key component being cost estimates and taxpayer impacts. The Fire Chief presented the preliminary design layout to the Safety Committee this past week on February 19<sup>th</sup>. The design team will be presenting to the Fire Department staff on February 25<sup>th</sup> at the Fire Station. The Town Manager and Fire Chief will also present the same to the Finance Committee next week on February 26<sup>th</sup>. A draft feasibility study report, incorporating all information date, was distributed to the BPCC who will be developing comments for their next meeting on February 26<sup>th</sup>. The date for the next public forum is March 2<sup>nd</sup> at 7 PM located at the Northbridge High School auditorium. The website is up and running and several comments have been received. Website link is [www.northbridgefirestationproject.org](http://www.northbridgefirestationproject.org). **4) Lasell Field Turf Project:** The project construction was advertised on January 30<sup>th</sup> and bids were submitted today on February 20, 2020. The BPCC will meet with Activitas next week on February 26, 2020 to discuss team the bid results. The Town Manager will provide an update to the BOS at the March 9<sup>th</sup> Meeting to advise of the selected contractor, bid price, and construction schedule. **5) The FY2021 Budget Process:** Staff has submitted budget and capital requests. The Town Manager has met with the School Department to discuss both budget and capital needs. The Town Manager presented the preliminary budget/capital plan/draft budget to Staff on Friday, February 14<sup>th</sup> and will be in front of the Finance Committee next week on February 26<sup>th</sup>. The Board of Selectmen will review the Draft Warrant at their meeting this Monday, February 24<sup>th</sup>.

**SELECTMEN'S CONCERNS:** **Selectman Nolan(1)** stated he hopes that any historical artifacts from the current Fire Station will be able to be moved to the new Fire Station. **2)** requested an update on the Church Street Extension landfill. **Selectman Cannon** stated that it would be nice to hold another open house for the Fire Station so that residents can see the deterioration in person. **Selectman Melia** thanked Northbridge Community Television for allowing the Selectmen to hold their meeting in the cable studio due to the Primary Election voting scheduled to take place in the Selectmen's Meeting Room. **Selectman Ampagoomian(1)** asked if the Town Manager could look into the cost to have the Historical documents scanned in so they can be stored somewhere. Town Manager Gaudette stated that he would check with the Library, as they have an archive section. **2)** asked about potholes in town and if they were still being repaired. Mr. Luchini, Highway Superintendent, stated that they have a crew out almost daily, and luckily there have been no repeat potholes so far. **3)** asked if there was an update on Plummer's Corner. Mr. Luchini

replied that they are hoping the TIP project can assist, and explained they need to get the 122-corridor study completed and will know more after that. **4)** asked about the Batcheler Road Cemetery gravestones that are tipped over. Mr. Luchini stated that they will have Whitinsville Monument take a look at them to see what can be done. **5)** sends his condolences to Harry and Linda Berkowitz for the loss of Theresa Lawrence (Linda's mother). **Selectman Athanas** asked how the salt supply is holding up. Mr. Luchini replied they have used a fair amount of salt but have not gone over budget severely.

**ITEMS FOR FUTURE AGENDA/None**

**CORRESPONDENCE/None**

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

**Meeting Adjourned: 8:12 PM**

**Respectfully submitted,**

**Daniel Nolan, Clerk**

**/mjw**

**LIST OF DOCUMENTATION**

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

**February 24, 2020**

**EXECUTIVE SESSION 6:30 PM**

**PLEDGE OF ALLEGIANCE**

**I. APPROVAL OF MINUTES:**

**A. December 16, 2019**

-Copy of December 16, 2019 meeting minutes

**II. PUBLIC HEARING: B. *For reconsideration*/Application to transfer the Wines and Malt Beverages Package Store License from Village Variety, LLC [Mr. Ahmad Mustafa, Mgr.] to USRS 786, Inc. dba Village Variety, 84 Border Street, Whitinsville, MA 01588 [Mr. Rashid Ali, Mgr.] Present: Amjad Chaudhry, proposed owner/Vote to reconsider application**

-Copy of recommendation of the investigator

-Copy of CORI Request Form (Omitted)

-Copy of Passport copy

-Copy of Lease agreement

-Copy of amendment to purchase and sale agreement

**III. APPOINTMENTS/Resignations**

**IV. CITIZENS' COMMENTS/INPUT**

**V. DECISIONS:**

**C. The Crafty Nest/1) Request permission to hold the Sidewalk Sale event on Church Street on Saturday, June 20, 2020 from 10 AM to 2 PM; 2) request permission to close Church Street on Saturday, June 20, 2020 from 9 AM to 3 PM beginning at Unibank to the intersection of Cross Street; 3) request to hang a banner across Church Street from Sunday, June 7, 2020 to Sunday, June 21, 2020 to advertise the Sidewalk Sale /Present: Laura VandenAkker and Lesley Woods**

-Copy of letter requesting approval to hold the Sidewalk Sale, close Church Street and hang a banner

-Copy of approval email from DPW Director, James Shuris

-Copy of approval email from Police Chief, Walter Warchol

**D. Friends of Northbridge Elders/Request to hang a banner across Church Street from Sunday, October 11, 2020 to Sunday, October 25, 2020 to advertise their annual Dinner Dance at the Whitinsville Golf Club on Friday, October 23, 2020 from 4 PM to 9 PM**

-Copy of letter requesting to hang a banner across Church Street to advertise the Annual Dinner Dance

**E. George Marson Whittin Memorial Community Center Association dba Whittin Community Center/Request for a one-day wine and malt special license for the 7<sup>th</sup> annual Cars in the Park event to take place on Saturday, August 15, 2020 from 10 AM to 4 PM located at Whittin Park, 60 Main Street, Whitinsville**

-Copy of application for a one-day wine and malt beverages license

-Copy of Revenue Enforcement and Protection Attestation



- Copy of Workers' Compensation Affidavit
- Copy of Hold Harmless Agreement
- Copy of license routing slip

**F. Grille 122 Bar & Restaurant, 91 Providence Road, Whitinsville/Notice of application for a KENO license [Vote needed only if Board objects]**

- Copy of letter from the State Lottery Commission for a KENO license application

**G. Safety Committee Meeting Minutes [November 20, 2019]/Vote to accept recommendations**

- Copy of November 20, 2019 Safety Committee meeting minutes

**H. Spring Annual Town Meeting [May 5, 2020] / Vote to place Selectmen's articles on the Warrant**

- Copy of 2021 Budget Calendar for the Spring Annual Town Meeting
- Copy of draft warrant for the Spring Annual Town Meeting
- Copy of FY 2020 Capital Program

**I. Town Manager Employment Agreement Renewal/None**

**VI. DISCUSSIONS:**

**J. Historical Commission Update: Present: Kenneth Warchol and Lenny Smith/None**

**VII. TOWN MANAGER'S REPORT**

**VIII. SELECTMEN'S CONCERNS**

**IX. ITEMS FOR FUTURE AGENDA**

**X. CORRESPONDENCE**

**XI. EXECUTIVE SESSION 6:30 PM: Under M.G.L. c.30A, Sec. 21 #2: To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel.**