

**Board of Selectmen's Meeting  
January 6, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 6:30 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Athanas, Ampagoomian and Melia. **Also Present:** Theodore D. Kozak, Town Manager. **Absent:** Selectman Marzec was absent and it is duly noted.

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

A motion was made and seconded to go into Executive Session under M.G.L. Chapter 30A, S. 21#6 – To consider the purchase, exchange, lease or value of real property [Pine Grove Cemetery] – and to reconvene in Open Session. Roll Call Vote: Mr. Melia/Yes, Mr. Athanas/Yes, and Mr. Nolan/Yes.

Open Session Adjourned: 6:32 PM

Executive Session Convened: 6:35 PM

Executive Session Adjourned: 6:50 PM

Open Session Reconvened: 7:00 PM

The Pledge of Allegiance was recited by those present.

**Eagle Scout Awards Presentation: 1) Thomas McGowan; 2) Jacob Nordquist; 3) Andrew Reiter. Present: Thomas McGowan, Jacob Nordquist, Andrew Reiter. Also present: Charles Thompson.** Selectman Ampagoomian introduced Mr. Thomas McGowan, Mr. Jacob Nordquist and Mr. Andrew Reiter and then provided the Board with a brief description of their Eagle Scout project. The Selectman congratulated Mr. McGowan, Mr. Nordquist and Mr. Reiter on their Eagle Scout Award.

**Approval of Minutes. December 2, 2013** – A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the December 2, 2013 Meeting minutes as presented with the readings omitted. Vote yes/Messrs. Melia, Ampagoomian and Nolan. Abstain/Mr. Athanas.

**Public Hearings.** None.

**Appointments/By the Board of Selectmen.** None.

**Citizens' Comments/Input.** None.

**2236 Family Wok, Inc., 2236 Providence Road, Northbridge [Jian Chen, Mgr.]/Application to transfer the Common Victualler's License from ASJ28 Inc. d/b/a Hong Kong Café [John Ng, Mgr.] to 2236 Family Wok Inc. [Jian Chen, Mgr.].** A motion/Mr. Athanas, seconded/Mr. Melia to approve the transfer of the Common Victualler's License from ASJ28 Inc. d/b/a Hong Kong Café [John Ng, Mgr.] to 2236 Family Wok, Inc. [Jian Chen, Mgr.] Vote yes/Messrs. Athanas, Ampagoomian, Melia and Nolan.

**Special Town Meeting Warrant [January 14, 2014] /Vote positions on warrant articles.** Town Manager Kozak mentioned that Article 1 and Article 2 are petition articles. Article 1 is to extend the B-1 zone to include the property formerly known as the China Pacific Restaurant in Linwood. Town Manager Kozak mentioned that the Planning Board and Finance Committee both supported Article 1 and 2. A

motion/Mr. Ampagoomian, seconded/Mr. Melia to support Article 1. Vote yes/Messrs. Athanas, Ampagoomian, Melia and Nolan. Article 2 is to provide zoning relief and flexibility for retail and service uses in building constructed prior to November 7, 1967. A motion/Mr. Ampagoomian, seconded/Mr. Melia to support Article 2. Vote yes/Messrs. Athanas, Ampagoomian, Melia and Nolan.

**Survey/Present: Open Space & Recreation Update Committee. Jeremy Deorsey and Joy Anderson.**

Mr. Deorsey mentioned that the Open Space & Recreation Update Committee is requesting permission from the Board of Selectmen to hand out their survey at the Special Town Meeting on Tuesday, January 14, 2014. A copy of the survey was provided to the Selectmen before their discussion. Mr. Deorsey then explained that the committee is trying to update the Town's Open Space & Recreation Plan and are looking for views and opinions from the townspeople that are important to this process. Selectman Athanas asked how people could obtain the survey and Mr. Deorsey mentioned through digital access such as social media sites, public access, flyers, cable access and hand delivering to nursing homes. Town Manager Kozak informed the committee that they could place the survey on the town's homepage. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to move this discussion to decision. Roll Call Vote: Mr. Athanas/Yes, Mr. Melia/Yes, Mr. Ampagoomian/Yes, and Mr. Nolan/Yes. A motion/Mr. Ampagoomian, seconded/Mr. Melia to grant permission to the Open Space & Recreation Update Committee to place their survey at the Special Town Meeting [January 14, 2014]. Vote yes/Messrs. Athanas, Ampagoomian, Melia and Nolan

**FEMA Flood Plain Mapping/Present: Mark Anderson, Heritage Design Group – Postponed to the next Board of Selectmen's Meeting [January 27, 2014].**

**Sewer Charges/Present: Mark Anderson, Heritage Design Group - Postponed to the next Board of Selectmen's Meeting [January 27, 2014].**

**Snow Operation Update/Present: James Shuris, DPW Director.** Mr. Shuris told Selectmen that one hundred and sixty tons of salt, thirty-six hours of snow and wind, seven inches of snow and one five-foot-wide, eight-inch-deep pothole on Sutton Street. That is last week's storm by the numbers. Mr. Shuris explained that a crew of town employees and subcontractors hit the streets early Thursday morning and battled the storm for the next thirty-six hours. He mentioned that you couldn't tell today, but they spent a considerable amount of effort fighting that storm. He said that there was only seven or eight inches of snow, but there were gusty winds, freezing temperatures to the point the salt was not effective, and that the crew plowed the streets and the snow would drift back. Mr. Shuris stated that even though the crews were pretreating the roads starting at 1 A.M. Thursday, the winds stymied efforts to keep up. He added that the town employees, plus eleven contractors, worked throughout the storm, resting only a few hours. Mr. Shuris mentioned that there were some complaints that the roads were not clear, but slushy, the day after the storm. He then said, that he tends not to have the crews come out after the storm because clearing the street often puts snow back in the driveways, sidewalks and around mailboxes that residents spent time clearing. Mr. Shuris was faced with complaints that town roads weren't as clear as state roads, such as Route 122. Mr. Shuris stated that Mass DOT spends a tremendous amount of money scraping and treating the streets, noting that the town does not have the same amount of money and equipment available. He explained that the state has five contractors on Route 122 [Providence Road] for five miles of road without parked cars, one stoplight, and they travel in tandem. They salt heavily and plow heavily. On Saturday, their plow was scraping the street and sparks were flying. He mentioned that if he let the crew of town employees and subcontractors do that, he wouldn't have a job because he would be abusing the town equipment and funds. Mr. Shuris also explained that the trucks the state uses have six wheels or greater, they don't use 350s or pickups. They don't have to deal with the same conditions we do. He then stated that he is not making excuses, but has never worked in a town or city that has the same type of equipment Mass DOT does. Mr. Shuris then added that the DPW will have one truck equipped to use liquid calcium later this year.

**Town Manager's Report.** **1) Annual Christmas Tree Recycling Day, January 11, 2014:** The annual Christmas tree recycling day will be on January 11, 2014 from 9:00 A.M. to 2:00 P.M. at the Wastewater Treatment Plant. **2) Special Town Meeting January 14, 2014:** Reminded everyone that the Special Town Meeting will be held on January 14, 2014, at 7 PM, at the Northbridge Middle School. **3) Northbridge Fire Department Awarded Student Awareness of Fire Education (S.A.F.E.) Grant & Senior SAFE Grant:** Announced that the Northbridge Fire Department has been awarded \$4,686.00 for the S.A.F.E Grant and \$3,018.00 for Senior SAFE Grant. **4) Medical Marijuana Zoning Provision:** Announced that the Planning Office, Board of Health, Building Inspector and Police Chief have been meeting since the Fall Annual Town Meeting discussing a possible local land use provision for Northbridge. A draft bylaw is being reviewed by Town Counsel and will be circulated in the upcoming months for review and potential consideration for adoption at the 2014 Spring Annual Town Meeting. **5) Worcester Regional Transit Authority Bus Service Schedule:** Due to a change in commuter rail schedules, a new bus schedule for Northbridge will be going into effect soon. The new schedule will be placed on the town's homepage. **6) Community Development Block Grant Award:** The Town has received notice of a \$601,654 grant award for the new youth community center at St. Peter's School in Rockdale. **7) Construction Magazine Article:** Announced that the Northbridge Department of Public Works was featured in the December issue of the New England Construction Magazine.

**Selectmen's Concerns.** **Selectman Athanas/**Asked the status of the DPW facility and Town Manager Kozak explained that the Building, Planning & Construction Committee haven't met yet but are meeting this week and will provide an update at their next meeting. **Selectman Melia/**Attended a retirement party for Albert Lamoreaux, Northbridge resident and a former FBI agent. He then sent his congratulations to Al and his family, and wishes him a long and healthy retirement. **Selectman Ampagoomian 1)** asked if other Board members received phone calls on the new tax bills that were recently sent out. He mentioned that he received a few phone calls from individuals in town and they mentioned they were shocked to see how much their tax bill went up. Town Manager Kozak explained that there was an increase in the rate. He mentioned last year there was a one-year savings that the state required the town to reduce the tax rate because of the payment of the bond for the schools. This was a one-year reduction of taxes but this year the town is back on the normal plain. Every year it's always been a 2 ½ % increase, which is normal, plus there is a one-time capital exclusion for some items, such as trucks. He also mentioned that the past couple years the valuations have gone down and this year the town actually had an increase to home valuations. Town Manager Kozak mentioned that if anyone has any questions to please contact him. **2)** Status of new Fire Station and asked if there have been any more discussions with Mr. Leonard Jolles. Town Manager Kozak advised that there have not been any discussions with Mr. Jolles and that he is still waiting to hear from him. **3)** Asked if there has been any progress on hiring a new DPW Secretary/Clerk and Town Manager Kozak informed the Board that Mr. Shuris is working with his staff to decide on a candidate. **4)** Status of the Ross Rajotte Bridge and Mr. Shuris mentioned that he will contact Mass DOT to see what's going on.

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

**Meeting Adjourned: 7:43 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

/dmg

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

January 6, 2014

**Eagle Scout Award. Copy of Thomas McGowan, Jacob Nordquist, and Andrew Reiter biographies.**

**I. APPROVAL OF MINUTES**

**A.** 1) Copy of December 2, 2013 minutes.

**II. PUBLIC HEARING**

**III. APPOINTMENTS/By the Board of Selectmen**

**IV. CITIZENS' COMMENTS/INPUT**

**V. DECISIONS**

**B.** 1) Copy of 2236 Family Wok Inc.'s application for Common Victualler's License. 2) Copy of license routing slips from Department Heads.

**BB.** 1) Copy of Special Town Meeting Warrant listing Article 1 & 2. 2) Copy of Special Town Meeting Warrant.

**VI. DISCUSSIONS**

**C.** No documentation.

**D.** No documentation.

**E.** No documentation.

**F.** No documentation.

**VII. TOWN MANAGER'S REPORT**

**G. 1)** Annual Christmas Tree Recycling Day, January 11, 2014 – **No documentation.**

**2)** Special Town Meeting January 14, 2014 – **No documentation.**

**3)** Northbridge Fire Department Awarded Student Awareness of Fire Education (S.A.F.E.) Grant & Senior SAFE Grant – **Copy of grant letter awarding the Town of Northbridge.**

**4)** Medical Marijuana Zoning Provision – **No documentation.**

**5)** Worcester Regional Transit Authority Bus Service Schedule – **No documentation.**

**6)** Community development Block Grant Award – **Copy of letter.**

**7)** Construction Magazine Article – **No documentation.**

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

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

**X. CORRESPONDENCE- No documentation.**

**XI. EXECUTIVE SESSION – No documentation.**

**BOARD OF SELECTMEN'S MEETING  
SPECIAL TOWN MEETING**

**January 14, 2014**

A meeting of the Board of Selectmen was called to order at 6:50PM by Vice Chairman Ampagoomian, Northbridge Middle School Auditorium, 171 Linwood Avenue, Whitinsville, MA. **Present:** Messrs. Melia, Marzec, and Athanas. Chairman Nolan was not present and it is duly noted. **Also Present:** Theodore D. Kozak, Town Manager and Sharon Susienka, Exec. Asst. to the Town Manager.

**Town Meeting Business.** There being no business before the Board, a motion/Mr. Ampagoomian, seconded/Mr. Melia, to adjourn the Selectmen's Meeting at the conclusion of the Special Town Meeting this evening. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Athanas.

**Meeting Adjourned: 7:30 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

s/

**LIST OF DOCUMENTATION**

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

**January 14, 2014**

**APPROVAL OF MINUTES/None**

**PUBLIC HEARING/None**

**APPOINTMENTS/RESIGNATIONS/None**

**CITIZENS' COMMENTS/INPUT/None**

**DECISIONS/None**

**DISCUSSIONS/None**

**TOWN MANAGER'S REPORT/None**

**SELECTMEN'S CONCERNS/None**

**ITEMS FOR FUTURE AGENDA/None**

**CORRESPONDENCE/None**

**EXECUTIVE SESSION/None**

**Board of Selectmen's Meeting  
January 27, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Athanas, Marzec, Ampagoomian and Melia. **Also Present:** Theodore D. Kozak, Town Manager.

The Pledge of Allegiance was recited by those present.

Chairman Nolan announced that Selectman Athanas is running late but will be in attendance shortly.

**Presentation of Certificate of Appreciation to Dr. Merle F. MacNeil in honor of his retirement.**

Chairman Nolan presented Dr. Merle F. MacNeil with a certification of appreciation in honor of his retirement. He then mentioned that Dr. MacNeil has been a dedicated physician in Town for over 42 years. Dr. MacNeil thanked the Board of Selectmen, Town Manager and the Townspeople for taking the time to think of him and stated that it has been a pleasure working in the town. The Board of Selectmen thanked Dr. MacNeil and wished him well in his retirement.

**Presentation of Certificate to Linda Skillen in honor of her retirement.**

Town Manager Kozak presented Linda Skillen, Administrative Assistant to the Chief of Police, with a certificate in honor of her retirement from the Town of Northbridge after having served the Town for 30 years. Town Manager Kozak expressed his sadness and extended his appreciation for all the hard work and dedication that Mrs. Skillen provided to the Town of Northbridge and wished her well in her retirement. The Board of Selectmen thanked Mrs. Skillen for her years of dedication to the Town and then they all congratulated her and wished her well in her retirement.

**Approval of Minutes. December 16, 2013** – A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the December 16, 2013 Meeting minutes as presented with the readings omitted. Vote yes/Messrs. Melia, Ampagoomian, Marzec and Nolan. **January 6, 2014** – A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the January 6, 2014 Meeting minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Nolan, and Melia. Abstain/Mr. Marzec. **January 6, 2014 [Executive Session]** - A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve but not release the January 6, 2014 Executive Session minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Nolan, and Melia. Abstain/Mr. Marzec. **January 14, 2014 [Special Town Meeting]** – A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the January 14, 2014 Special Town Meeting minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Marzec and Melia. Abstain/Mr. Nolan.

**Public Hearings.** None.

**Appointments/By the Town Manager. Shawn Matte, Administrative Assistant to the Chief of Police. Present: Shawn Matte, Walter Warchol, Chief of Police.** Town Manager Kozak mentioned that he recommends the appointment of Mrs. Matte and announced that she has some big shoes to fill as Linda Skillen's replacement and wishes her well. Chief Warchol mentioned that after interviewing several applicants Shawn was the most qualified candidate and has been an employee of the town for over 20 years. He noted that she will be an excellent fit and looks forward to working with her. The Board congratulated Mrs. Matte and welcomed her aboard. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to affirm the Town Manager's appointment of Shawn Matte as the Administrative Assistant to the Chief of Police. Vote yes/Messrs. Marzec, Melia, Ampagoomian and Nolan.

Selectman Athanas arrived at 7:15 P.M.

**Anna Struna, DPW Secretary/Clerk and James Shuris, DPW Director. Present: Anna Struna and James Shuris, DPW Director.** Town Manager Kozak mentioned that he recommends the appointment of Ms. Anna Struna. Mr. Shuris announced that after interviewing several applicants Anna was by far the most qualified candidate and will be an asset to his department. The Board congratulated Ms. Struna and welcomed her aboard. A motion/Mr. Marzec, seconded/Mr. Melia to affirm the Town Manager's appointment of Anna Struna as the DPW Secretary/Clerk. Vote yes/Unanimous.

**Citizens' Comments/Input.** None.

**Riverdale Cemetery Deed/Lot No. 27 [Laurine Raymond-Jordan]** - A motion/Mr. Melia, seconded/Mr. Ampagoomian to sign the Riverdale Cemetery Deed for Lot #27 – Laurine Raymond-Jordan. Vote yes/Unanimous.

**Spring Annual Town Meeting [May 6, 2014] /Vote to close warrant on Friday, March 7, 2014 @ Noon.** A motion/Mr. Marzec, seconded/Mr. Melia to close the Spring Annual Town Meeting warrant on Friday, March 7, 2014 @ Noon. Vote yes/Unanimous.

**Annual Town Election Warrant [May 20, 2014]. Vote to give notice to the Town Clerk to place vacancies from elected boards on the Town Election Warrant.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to notify the Town Clerk of the following vacancies and to place said vacancies on the May 20, 2014 Town Election Ballot: School Committee: One 2-year term, School Committee: One 1-year term, Trustees of Soldiers' Memorials – Non-Veteran: One 2-year term, Redevelopment Authority: One 1-year term, Redevelopment Authority: One 2-year term, Redevelopment Authority: One 3-year term, Redevelopment Authority: One 4-year term. Vote yes/Unanimous.

**Armenian Apostolic Church/1) Request permission to hang a banner over Church Street from April 13, 2014 to April 27, 2014 in honor of "Martyrs' Day".** A motion/Mr. Melia, seconded/Mr. Athanas to grant permission to the Armenian Church to hang a banner over Church Street from April 13<sup>th</sup> through April 27<sup>th</sup> in honor of "Martyrs' Day". Vote yes/Unanimous. **2) Request permission to hang a banner over Church Street from August 3, 2014 to August 17, 2014 to advertise their Annual Picnic to be held on Sunday, August 17, 2014.** A motion/Mr. Melia, seconded/Mr. Athanas to grant permission to the Armenian Apostolic Church to hang a banner over Church Street from August 3<sup>rd</sup> to August 17<sup>th</sup> to advertise their Annual Picnic to be held on Sunday, August 17, 2014. Vote yes/Unanimous.

**Linda Usher/Request permission to hold the 26th Annual "Whitin Five Mile Road Race" on Thursday, November 27, 2014 (Thanksgiving Day) at 8:10 A.M. .** A motion/Mr. Marzec, seconded/Mr. Melia to grant permission to Linda Usher to hold the 26th Annual "Whitin Five Mile Road Race" on Thursday, November 27, 2014 at 8:10 A.M., subject to the safety requirements of the Police Department. Vote yes/Unanimous.

**Northbridge Education Foundation [Robert Knapik] 1) Request permission to hold their 3<sup>rd</sup> annual 5K Road Race & Walk, Saturday, March 29, 2014 @ 9:00 A.M. 2) Request permission to hang a banner across Church Street from March 9, 2014 to March 23, 2014 to advertise their race.** **Present: Robert Knapik.** 1) A motion/Mr. Melia, seconded/Mr. Marzec to grant permission to the Northbridge Education Foundation to hold their 3<sup>rd</sup> annual 5K Road Race & Walk, Saturday, March 29, 2014 @ 9:00 A.M., subject to the safety requirements of the Police Department. Vote yes/Unanimous. 2) A motion/Mr. Melia, seconded/Mr. Marzec to grant permission to the Northbridge Education Foundation to hang a banner across Church Street from March 9, 2014 to March 23, 2014 to advertise their race. Vote yes/Unanimous.

**Safety Committee Minutes [January 15, 2014]/Vote to accept recommendations.** A motion/Mr. Athanas, seconded/Mr. Ampagoomian to accept the recommendations of the Safety Committee as outlined in the minutes of January 15, 2014. Vote yes/Messrs. Ampagoomian, Nolan, Marzec and Athanas. Abstain/Mr. Melia.

**FEMA Flood Plain Mapping/Present: Mark Anderson, Heritage Design Group.** Mark Anderson of Heritage Design Group announced that he asked the Board of Selectmen a couple years ago to support his plan to request a revision in the Mumford River's flood plain. That being said, after doing an extensive amount of studies of the river and their characteristics, FEMA has finally agreed with their calculations that the flood plain/zone needs to be lowered by two feet. Mr. Anderson mentioned that with the drop in elevation, property owners along the river would save a significant amount of money in flood insurance, and, in addition, reducing the flood plain area would free up seven to ten acres of industrial-zoned property which would be open for development. Mr. Anderson explained that now with everything being established from a technical standpoint, he is looking for the support of the Board of Selectmen to acknowledge that they agree to move forward with the flood study. Mr. Anderson also mentioned that it would also open up some commercial development from the other side of the Mumford River - Douglas Road. Town Manager Kozak mentioned that this item will be placed on the next Board of Selectmen's agenda [February 10, 2014].

**Sewer Charges/Present: Mark Anderson, Heritage Design Group.** Mr. Anderson mentioned that he is representing V. E. Properties, which property is owned by Vincent Osterman. That being said, he explained that Mr. Osterman and his family are developing a commercial business park off of Church Street extension. The first phase was to develop a new maintenance building which is up and operational right now. He mentioned that the next phase is going to be totally private developed, private roadway system and will never go to the Town. All of the infrastructure will be owned, operated and maintained by V.E. Properties. He then announced that Milford Regional Hospital is one of their largest tenants and they are putting up a new medical facility to replace the one on Granite Street. He then noted that when it came time to get their sewer connection permit, the way the regulations are written in Northbridge, is that the assessment charge is based on each individual unit. That being said, the medical facility will have about 98 fixtures in that particular building and after totaling the fixtures by unit it came up to around \$44,620, and that's just for the right to apply for a permit. After conducting some research, Mr. Anderson found that the Milford Regional Medical Center facility on Granite Street is slightly smaller, and they use about 700 to 800 gallons of water a day that average out to about two, four bedroom houses. That being said, the sewer connection fee charge would be about \$15,000.00. He also mentioned that he went to view the Tri-River Family Health Center in Uxbridge and stated that it is about the same size facility as the one that is being built on the Osterman property and then noted that their facility uses 700 to 800 gallons a day. Mr. Anderson mentioned that the sewer connection fee is too high and is asking the Board of Selectmen to review the charge. Town Manager Kozak mentioned that after working with Richard Sasseville, former DPW Director and CDM Corp, the fees were established about fifteen years ago to help recoup some of the costs for new buildings. Town Manager Kozak mentioned that the town has received the application for an abatement and then noted that it will probably be denied by Mark Kuras, Sewer Superintendent or James Shuris, DPW Director based on the town's current regulations. He also explained that after it's been denied it can come before the Board of Selectmen for them to review and make a decision. Selectman Melia asked Mr. Anderson what he considers a fair price and asked him to compare what other town's charge. Town Manager Kozak mentioned that you can't compare sewer charges with other towns because each town has different sewer structures. The Board of Selectmen will revisit this item at their next Board of Selectmen's meeting [February 10, 2014].

**Building, Planning & Construction Committee Update/Present: Thomas Pilibosian, Chairman of the Building, Planning and Construction Committee and James Shuris, DPW Director.**

Mr. Pilibosian mentioned that at their last meeting Mr. Shuris stated that he is putting together a proposal of what can be done on Fletcher Street. Mr. Shuris said that he is looking at a scaled down version of the facility at the existing site, 11 Fletcher Street. He then noted that they are looking to utilize the existing brick building and the possibility of putting a second floor on the facility for the administration. Mr. Shuris then stated they want to work outside the flood plain because they don't want to change the topography of the site. That being said, they will work with the Conservation Commission and Zoning Board to make sure nothing changes. He also mentioned that his department uses the Fire Station for seasonal storage on different pieces of equipment and is looking to continue storing their seasonal equipment there since they don't have the space at the Highway Department. Mr. Shuris explained that they are looking to make the facility/facilities as small as possible so that they can stay on the same site. Town Manager Kozak explained that the Building, Planning and Construction Committee is just looking to see if the Board of Selectmen would support the scaled down version of renovating the existing highway site. Selectman Athanas suggested that James Shuris, DPW Director and the Building, Planning and Construction Committee take their time and figure out all the logistics before presenting their proposal/plan for a new facility. He would rather have all the details and concept of the facility beforehand so there won't be any uncertainty when the proposal is presented to the Board and public.

**Departmental Updates/Present: Walter Warchol, Police Chief, Gary Nestor, Fire Chief, James Shuris, DPW Director, and R. Gary Bechtholdt, Town Planner.** Town Manager Kozak mentioned that the Police Department and Planning Board are unable to present their updates this evening and noted that they will be rescheduled to a later date. Town Manager Kozak then mentioned that the Fire Chief and DPW Director were present to provide updates on their accomplishments, budget projections and their future needs. With that being said, both Department Heads provided their departmental updates covering the period of July 1, 2013 through December 31, 2013. A copy of the department head's quarterly report can be found in the minute's book in the Town Manager's Office.

**Findings on Adhoc Fields Committee/Present: James Marzec.** Selectman Marzec provided an update on the town's playgrounds and athletic facilities. He mentioned the committee researched the conditions of the following fields: Linwood ball fields, Vail ball fields, Rockdale Foundation & American Legion Ball Fields, Riverdale Playground, Plummer's Playground and Lasell Field and then noted that the top five priorities for these facilities are: irrigation, field reconstruction, maintenance, vandalism and parking. He explained that irrigation is one of the most necessary elements for maintaining a good structure of grass for all of the baseball diamonds, soccer fields and football fields. That being said, the following fields have irrigation and/or water lines: 1) Lasell Field & the fields behind the new High School (full), 2) Rockdale Foundation & American Legion Fields (water line & sprinkler system on Little League Baseball Diamond only), and 3) Vail Field (2 water lines), Linwood Ball Fields, Riverdale & Plummer's Park Playgrounds (nothing). Selectman Marzec then mentioned that field reconstruction is the next priority which includes: aeration, over seeding, loaming, fertilization and insecticide applications. The 3<sup>rd</sup> priority is maintenance which is lacking on all of the fields in town. Selectman Marzec mentioned that the DPW mows the grasses on all of the town fields and the school maintenance department mows the grasses at Lasell Field and the Athletic fields behind the new high school. That being said, the Adhoc Fields Committee agrees that a full-time maintenance and parks department was necessary in order to maintain these facilities and/or to reconstruct them as necessary. A full-time parks department under the leadership of the DPW and under the leadership of an experienced baseball and turf individual could help maintain these facilities and over time could save the town thousands of dollars from entire reconstructions of the ball fields. Selectman Marzec stated that overall the fields will require a lot of money to fix. He then mentioned that Kathy Robinson from the Worcester Regional Planning Office informed his committee that there might be some historical repair grant money [Vail Field bleachers] and that his committee can apply for it. That said, he mentioned that once the fields are suitable, the town

needs to continue to maintain and repair them properly for the present and future of the community. Selectman Marzec mentioned that he understands that this year will be difficult when it comes to finances but his committee was in charge of putting together a plan on the conditions of the town's playgrounds and athletic fields.

**Town Manager's Report. 1) Mass. Municipal Association Annual Meeting & Trade Show:**

Attended the Annual Trade Show meeting in Boston including various workshops and other functions. He mentioned that there were a number of guest speakers and noted that the Governor didn't present his budget at the meeting but did send the budget via the internet (just prior to the Mass. Municipal Assoc. Meeting). Town Manager Kozak noted that he was disappointed with the numbers because local aid and education was level funded. He then asked the Board of Selectmen if they wanted to invite Representative George Peterson, Senator Michael Moore, Senator Richard Moore and Congressman James McGovern in to discuss the budgets at a future Selectmen's Meeting. 2) **Tax Title Property**

**Auction:** Announced that tax title properties are being auctioned by the Treasurer/Collector's office on the proposed date - Friday, March 14, 2014 at Noontime. Properties being auctioned: 1) 2094 Quaker Street, Northbridge, 2) 84 Border Street, Whitinsville, and 3) C Street, Whitinsville. 3) **Real Estate Tax**

**Due Date:** Announced that Real Estate Taxes are due on February 1, 2014, but because it's a Saturday, property taxes will not be due until Monday, February 3, 2014. 4) **Ross Rajotte Bridge Update:** James Shuris, DPW Director, contacted the state about the ongoing work on the Ross Rajotte Bridge and was told that the work should be completed this April. 5) **Northbridge Memorial Town Hall – Mass.**

**Historical Commission Preservation Award:** Mentioned that the Town has applied for this year's 2014 Mass. Historical Preservation Award for the Northbridge Town Hall and is looking for the Board's support. 6) **Worcester Regional Transit Authority Bus Service Schedule:** Announced that he received notice that the proposed change to Route B is being postponed indefinitely and that the original schedule will remain in effect until further notice. A notice regarding the bus schedule was placed on the town's website should anyone need the schedule or route information. 7) Announced that the Chairman of the Finance Committee would like to invite the Board of Selectmen and public to their meeting with the School Committee, tomorrow night @ 6:00 P.M. in the Board of Selectmen's Meeting Room.

**Selectmen's Concerns. Selectman Ampagoomian 1)** Asked Town Manager Kozak to look into the rededication of the Ross Rajotte Bridge. 2) Asked if there are any ridership numbers from the Worcester Regional Transit Authority on the bus service. 3) Announced the next Worcester County Selectmen's Meeting is being held on April 17, 2014, @ 6 P.M. in the Town of Millbury at the Asa Waters Mansion. **Selectman Marzec 1)** Asked if the town could build any permanent structures for the people who are waiting for the bus service. 2) Mentioned that he received several phone calls on why the real estate's taxes went up. 3) Mentioned that business owners are concerned about the business climate and suggested having some business owner's come in and provide ideas for the town. 4) Announced that he is currently on the School Superintendent Search Committee and they are moving ahead with the interview process. **Chairman Nolan**/Mentioned that he attended the Mass. Municipal Association Conference and attended a seminar on "technology". He mentioned there was an open source app that was called "fixed my road" and this would be a way for people to report a pothole or problem in there town. He suggested that the town look into this app as it is supposed to be free.

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

**Meeting Adjourned: 7:43 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

**/dmg**

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

January 27, 2014

**Copy of Dr. Merle F. MacNeil's Certificate of Appreciation in honor of his retirement.**

**Copy of Linda Skillen's Certificate in honor of her retirement.**

#### **I. APPROVAL OF MINUTES**

**A. 1)** Copy of December 16, 2013 minutes. **2)** Copy of January 6, 2014 minutes. **3)** Copy of January 6, 2014 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen]. **4)** Copy of January 14, 2014 Special Town Meeting minutes.

#### **II. PUBLIC HEARING**

#### **III. APPOINTMENTS/By the Board of Selectmen**

**B. 1. a)** Copy of memo from Walter Warchol, Chief of Police asking for Shawn Matte to be appointed as the new Administrative Assistant to the Chief of Police. **1. b)** Copy of Shawn Matte's resume. **2)** Copy of Anna Struna's appointment letter.

#### **IV. CITIZENS' COMMENTS/INPUT**

#### **V. DECISIONS**

**C.** Copy of Riverdale Cemetery Deed/Lot No. 27 for Laurine Raymond-Jordan.

**D.** No documentation.

**E.** Copy of memo dated January 22, 2014 from Doreen Cedrone, Town Clerk, regarding vacancies in Town Offices.

**F.** Copy of email from Peter Bedigian regarding 2014 Banner Requests for the Armenian Church.

**G. 1)** Copy of email from Linda Usher regarding the 26<sup>th</sup> annual Thanksgiving Whitin Five Road Race. **2)** Copy of response from Walter Warchol, Police Chief. **3)** Copy of response from James Shuris, DPW Director.

**H. 1)** Copy of email from Rob Knapik regarding Northbridge Education Foundation 5K Road Race and Walk. **2)** Copy of letter requesting permission for the NEF 5K Road Race and Walk/Map and requesting permission to hang a banner across Church Street. **3)** Copy of response from Walter Warchol, Police Chief. **4)** Copy of response from James Shuris, DPW Director.

**I.** Copy of Safety Committee Minutes [January 15, 2014].

#### **VI. DISCUSSIONS**

**J.** No documentation.

**K.** No documentation.

**L.** No documentation.

**M.** Departmental Updates 1) Copy of Quarterly Report's from Fire Department, Department of Public Works and Community Planning & Development.

**N.** Copy of Ad Hoc Fields Committee Update

#### **VII. TOWN MANAGER'S REPORT**

**O. 1)** Mass. Municipal Association Annual Meeting & Trade Show – **No documentation.**

**2)** Tax Title Property Auction – **Copy of letter dated January 21, 2014 from Sullivan & Sullivan Auctioneers, LLC.**

- 3) Real Estate Tax Due Date – **No documentation.**
- 4) Ross Rajotte Bridge Update – **No documentation.**
- 5) Northbridge Memorial Town Hall – Mass. Historical Commission Preservation Award – **Copy of letter to Brona Simon at the Mass. Historical Commission.**
- 6) Worcester Regional Transit Authority Bus Service Schedule – **No documentation.**

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

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

**X. CORRESPONDENCE- No documentation.**

**XI. EXECUTIVE SESSION – No documentation.**

**Board of Selectmen's Meeting  
February 10, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 6:30 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Marzec, Athanas, Ampagoomian and Melia. **Also Present:** Theodore D. Kozak, Town Manager.

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

A motion was made and seconded to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 – To discuss strategy with respect to contract negotiations and M.G.L. Chapter 30A, S. 21#6 – To consider the purchase, exchange, lease or value of real property [Pine Grove Cemetery] – and to reconvene in Open Session. Roll Call Vote: Mr. Melia/Yes, Mr. Athanas/Yes, Mr. Marzec/Yes, and Mr. Nolan/Yes.

Open Session Adjourned: 6:32 PM

Executive Session Convened: 6:35 PM

Executive Session Adjourned: 6:48 PM

Open Session Reconvened: 7:00 PM

The Pledge of Allegiance was recited by those present.

**Present: Representative George Peterson, Senator Michael O. Moore and Senator Richard T. Moore.** Chairman Nolan welcomed Representative George Peterson and Senator Richard Moore and then mentioned that Senator Michael Moore is running late but will be attending. Rep. Peterson announced that the House budget will be out the third week in April and will be debating it the last week of April. He mentioned that the Speaker of the House already anticipates adopting more local aid than what the Governor proposed. The Governor has a little over \$2 Million dollars in Chapter 70 and level funded for the unrestricted local aid and other major accounts. Senator Richard Moore began by stating that Representative Peterson will be missed when he retires. He then explained that because they are still in the hearing stage with budgets he cannot address the numbers and the serious problems that towns and cities will be facing. Senator Moore did mention that the overall revenue has been improving in the state but explained that they are still not back to where they want to be. Senator Richard Moore explained that all of them [Representative Peterson, Senator Michael Moore and he] will work very hard to find additional revenue in the budget to make it a little less painful for the communities and school districts. Senator Michael Moore mentioned that their number one priority is local aid and bring back as much as possible. He then noted that the revenue numbers for next year are coming in around 4.9 to 5 % higher than this year. Selectman Ampagoomian explained that the cost of doing business in our school systems and municipality has increased where the revenue sharing has not increased to meet our financial needs. That being said, the unfunded mandates are destroying the ability for school systems to educate our children as well as the small unfunded mandates that are directed to the municipal side. It hard for the town and school system to cope with these unfunded mandates. Selectman Ampagoomian asked the Senator's and Representative if the Governor veto's the increase of local aid and Chapter 70 funds, is there a way for the house and senate to override the Governor's veto to allow the school districts to have extra funding to carry out what they need to do. Representative Peterson responded that it depends on the number and that it's a possibility the House and Senate could override it. Senator Richard Moore mentioned that whatever veto's this Governor, or any of the other Governor's, in which whom he has served, have always overridden every veto regardless of the party of the Governor. Town Manager

Kozak expressed his disappointment with the Governor's proposal because there is no additional local aid and Chapter 70 funds. He mentioned it is very difficult for communities to survive. He noted that cities and towns can't keep going year after year with the services and no additional revenue. Town Manager Kozak hopes that he can depend on Representative Peterson, Senators Moore and Moore's assistance to share this information with the Governor. Representative Peterson expressed his gratitude for being able to serve our community for the past twenty years and noted it has been both a pleasure and privilege. That being said, he thanked David Muradian, Chief of Staff/Legislative Assistant for assisting him and being by his side for the past 7 to 8 years. He also thanked the Board of Selectmen for their help and effort while he's been in office. Senator Richard Moore formally introduced Timothy Harvey as his new District Director. Chairman Nolan announced the Northbridge Finance Committee & School Committee are both present for tonight's meeting to discuss the FY 15 Budget. Salvatore D'Amato, Chairman of the Finance Committee and Melissa Walker, Director of Administrative Services provided a PowerPoint presentation on the School Department's FY 15 Revenue Expenses, Expense Increases – Level Services, Out of District Special Education Programs, 5 Year Comparison – Energy Savings, Budget Impact with \$64,150 Annual Increase in Chapter 70, Budget Impact with \$3,000,000 additional revenue – \$1.4 million FY15 and \$400K FY16-FY19, Examples of Unfunded Mandates. Mr. D'Amato mentioned the presentation is very detailed and shows what the school expenses have been over the past several years. A copy of the presentation can be found in the Town Manager's Office. Mrs. Walker mentioned that large increases in revenue are needed in order to sustain their school program and services. Mr. D'Amato explained that the reduction in federal and state aid, along with the increase demand for the unfunded mandates has finally put the Town of Northbridge in a crisis situation. Representative Peterson mentioned that several towns and communities are facing the same shortfall problems that Northbridge is facing. He mentioned that cutting services and raising taxes is tough on all communities and then when you start talking about an override, it gets pretty ugly. He then explained that an override will help fund services needed in communities and then noted that any money raised in an override will stay within the community. The Board of Selectmen thanked Representative George Peterson, Senator Michael Moore and Senator Richard Moore for coming to their meeting this evening.

**Approval of Minutes.** None.

**Public Hearings.** None.

**Appointments/By the Board of Selectmen.** None.

**Citizens' Comments/Input. Mr. Philip Simmons, 96 Fowler Road, Northbridge.** Mr. Simmons provided the Board of Selectmen with a handout. He mentioned that on January 2, 2014, he received a permit to burn brush. He stated the conditions were perfect, there was a southwest breeze less than 7 miles per hour, 3 to 6 inches of snow on the ground, brush was in a low gully, shielded, and trees are bare. He mentioned that after an hour and a half into burning his brush, the Fire Department came onto his property and put his brush fire out at the request of the Fire Chief. Mr. Simmon's asked that the burning program be removed from the Fire Department's responsibilities and assigned to the Department of Public Works. He also asked that the Fire Chief be reprimanded for killing this program and would like something placed in his personnel file. Chairman Nolan explained that the Board does not engage in a back in forth situation but will look into this matter.

**National Grid and Verizon New England/Petition for a joint pole relocation on Quaker Street to remove old pole line in woods and relocate to the side of Quaker Street [Plan #15750245, dated 1/13/14]. Present: Michael Fraser, National Grid.** Selectman Ampagoomian asked Mr. Fraser if Verizon and Charter Communication have been notified and Mr. Fraser stated that communication went out to them but wasn't sure if National Grid received their approval yet. Selectman Ampagoomian asked when are the old poles being removed and when the new poles are being installed. Mr. Fraser did not

have a date for when they would be removed or installed. Selectman Ampagoomian also asked if this is Town property or private property and Mr. Fraser will look into this matter further. That being said, Town Manager Kozak asked Mr. Fraser to discuss these questions with Verizon and Charter Communication and then come back to a future meeting. Selectman Melia asked if the DPW Director was still meeting with National Grid and Verizon monthly to discuss the double poles in town and Town Manager Kozak replied yes. The Board of Selectmen did not approve this request and asked Mr. Fraser to come to a future meeting when he has answers to their questions. They also suggested coordinating with Verizon and Charter Communication and bringing back a timeline for when the poles will be removed and installed. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to table to a future meeting the National Grid and Verizon New England/Petition for a joint pole relocation on Quaker Street to remove old pole line in woods and relocate to the side of Quaker Street until all questions can be answered. Vote yes/Unanimous.

**Young Neighbors In Action – St. Patrick’s Church [Gracia Casey]/Request permission to hold a 5K Road Race on Saturday, May 31, 2014 @ 9:00 A.M. to fundraise on behalf of World Youth Day.**

Ms. Casey mentioned that the Young Neighbors in Action are a bunch of students from St. Patrick’s Church that are in college or high school looking to raise money to go to World Youth Day in Warsaw, Poland. A motion/Mr. Melia, seconded/Mr. Ampagoomian to grant permission to Young Neighbors In Action-St. Patrick’s Church to hold a 5K Road Race on Saturday, May 31, 2014 @ 9:00 A.M. to fundraise on behalf of World Youth Day, subject to the safety requirements of the Police Department. Vote yes/Unanimous. Selectman Ampagoomian suggested to contact Sharon Susienka to add their request to the Town Bulletin Board, if available.

**FEMA Flood Plain Mapping.** Town Manager Kozak mentioned that at the last Board of Selectmen’s meeting, Mark Anderson, Heritage Design, spoke to them about the Flood Plain Mapping for the Mumford River’s flood plain. **Present: John Brown, Chairman of the Conservation Commission and Jeremy Deorsey, Member of the Conservation Commission.** Mr. Brown announced that the Conservation Commission does not recommend signing the FEMA document due to the fact that the Town has not determined that the land and any existing or proposed structures be removed from the special flood hazard area (SFHA) are or will be reasonably safe from flooding as defined in 44CFR.2(c). Mr. Deorsey explained the reasoning for not recommending signage is because the language, in which, it is presented in the document. He mentioned the way it is written and how it reads, if there were any errors within the actual evaluation, the Town would be held liable for any property that would be flooded that is now not located within the flood plain area. Mr. Deorsey suggested that a third party plan review be done before his commission approves the signage of the FEMA document. Town Manager Kozak suggested asking FEMA for an extension to allow Mr. Anderson, Heritage Design more time to resolve this issue. Mr. Anderson doesn’t feel that a third party plan review is needed and disagrees with the Conservation Commission on their logic. Selectman Ampagoomian asked if Town Counsel has reviewed the document and Town Manager Kozak replied no. Town Manager Kozak mentioned that he will have Town Counsel review the document and give us their opinion. He also mentioned that he will contact FEMA to ask for an extension. Mr. Anderson stated that his client is still moving forward. He noted that after the Town has their Town Counsel review the document he can submit the supplemental submittal in a couple weeks. A motion/Mr. Marzec, Seconded/Mr. Melia to table the FEMA Flood Plain Mapping to a future agenda to allow time for Town Counsel to review the document and provide their opinion. Vote yes/Unanimous.

**Sewer Charges. Present: Mark Kuras, Sewer Superintendent and Mark Anderson, Heritage Design.** Mr. Anderson mentioned that James Shuris, DPW Director, he asked him to do a comparison of the existing building on Granite Street to the new site on Church Street extension. That being said, Mr. Shuris also asked for four things: # of employees (41 and will remain the same), square footage (the new facility will be 1500 square feet bigger than the old facility), there are no new programs, and # of fixtures

(98 fixtures in the new facility and the old facility has 66 fixtures). Mr. Anderson mentioned that \$45,000 is a lot of money to pay for a hook-up fee. Mr. Kuras explained that the regulations for the fees were set up many years ago by the Board of Selectmen and noted that if the Board wishes to change them, than they can. Town Manager Kozak suggested that if the Board wishes to deduct 45 exam sinks, this would save Mr. Anderson's client \$20,790.00. The cost to Mr. Anderson's client would be reduced to \$24,210.00. The Selectmen all agreed to reduce the hook-up fee. A motion/Mr. Athanas, seconded/Mr. Melia to lower the sewer charge fee based on the exclusion of the 45 lavatory exam sinks. Vote yes/Unanimous. Selectman Ampagoomian asked for a review of the Sewer Policy pertaining to hook-ups be done.

**The Grill [John Pardee]/Fee for Transfer of All Alcohol Common Victualler License. Present: John Pardee.** Mr. Pardee mentioned that he is in the process of transferring his All Alcohol Common Victualler License to a new owner. He would like to know if the fee that he just paid to the Town on January 1<sup>st</sup> for the renewal of license can be applied to the new owner's license. He asked the Board of Selectmen to consider this option to help out the new business owner. The Board of Selectmen will review this matter and take this under advisement. This item will be placed on the next Board of Selectmen's Agenda [February 24, 2014] for consideration.

**Blackstone Valley Regional Recycling Center Proposal. Present: William Walsh, Blackstone Valley Regional Recycling Center and Tom Berkowitz Trucking Inc.** Mr. Walsh announced that his proposal to increase recycling, reduce trash disposal and ease the burden on Senior Citizens. Currently, the Blackstone Valley Regional Municipal Recycling Center operates, for the Town of Northbridge, a Drop-Off Recycling Center behind the Fire Station at 193 Main Street, Northbridge. He mentioned that they would like to relocate the current assets to the newly State Permitted Recycling Station at Tom Berkowitz Trucking. The new location offers Northbridge residents a new and far more accessible location which will allow them to dispose of trash more economically. The Recycling Operation will be a joint operation of Municipal and Private enterprise. He then mentioned that all assets will be relocated from 1193 Main Street to Tom Berkowitz Trucking, Inc. [TBT], 279 Douglas Road, Northbridge. The Blackstone Valley Regional Municipal Recycling Center [BVRMRC] will operate the (State permitted) Recycling Center. TBT will operate the (State permitted) Solid Waste Transfer Station. The Town of Northbridge will authorize and support this operation and permits are in force from the Commonwealth of Massachusetts for this operation. Mr. Walsh also mentioned that operations will begin July 1, 2014, the recycling center would be open twelve months a year, and hours of operation would be: Wednesday, 8:00 A.M. to 2:00 P.M. and Saturday, 8:00 A.M. to Noon. Mr. Walsh stated that this is a major increase in site availability to residents. He mentioned that paper, cardboard, plastic is free. Trash will be priced per bag – 32 gallon bag \$5.00 and curbside pickup is available. A copy of their fee schedule will be located in the Town Manager's Office for review. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to move this item from Discussion to Decisions for a vote. Chairman Nolan suggested waiting to vote on this until their next agenda to give people the opportunity to comment if needed. The Board agreed to wait and place this item under Decisions on their next agenda [February 24, 2014].

**Departmental Updates [July through December]/Present: Walter Warchol, Police Chief, R. Gary Bechtholdt, Town Planner, and Kelly Bol, Council on Aging.** Town Manager Kozak announced that the Police Chief & Lieutenant Timothy Labrie, Town Planner and Director of Council on Aging were present to provide updates on their accomplishments, budget projections and their future needs. With that being said, the Department Heads provided their departmental updates covering the period of July 1, 2013 through December 31, 2013. A copy of the department head's quarterly report can be found in the minute's book in the Town Manager's Office.

**Town Manager's Report. 1) Snow Removal Update:** Mentioned that this was the 13<sup>th</sup> snow event this year and it was a 24-hour storm with 12 inches of snow. As of now, we have had roughly 49 inches of

snow this year. The approximate cost of the storm is \$15,000 for sand and salt and around \$10,000 to \$12,000 for contractors and overtime. **2) Tax Title Property Auction:** Announced that tax title properties are being auctioned by the Treasurer/Collector's office on Friday, March 14, 2014, at Noontime, in the Board of Selectmen's Room at Town Hall. Properties being auctioned are: 1) 2094 Quaker Street, Northbridge, 2) 84 Border Street, Whitinsville, and 3) C Street, Whitinsville.

**3) WRTA Bus Program:** Announced that in December, Route A had 68 passengers and Route B had 69 passengers. In January, Route A had 77 passengers and Route B had 97 passengers. Considering this winter, WRTA is encouraged by the ridership but will continue to market the program.

**4) Assessors – Property Tax Analysis:** Announced that Robert Fitzgerald, Town Assessor, is preparing an analysis to be placed on the Town's homepage. He will explain the process for establishing the tax rate and the difference between last year's and this year's tax rate.

**5) Blackstone Valley Chamber of Commerce – Businesses inquiry:** Announced that he contacted Jeannie Hebert, President and CEO of the Blackstone Valley Chamber of Commerce. He mentioned that Ms. Hebert has not heard of any complaints by businesses on how the town handles permitting but will check into this matter and get back to us. Also, Ms. Hebert is working with former Lt. Governor Timothy Murray on his program to increase industrial usage in the Valley and noted that she will be attending a future Board of Selectmen's meeting in the future to discuss these issues.

**Selectmen's Concerns. Selectman Athanas 1)** Asked if James Shuris, DPW Director received any information on the hot box and Town Manager Kozak replied that he is looking into it. **2)** Status on the Building Maintenance Schedule. Town Manager Kozak mentioned that James Shuris, DPW Director and Paul Halacy, School Department are working on it. **Selectman Marzec 1)** Mentioned that since the ridership is up for the WRTA Bus Program maybe someone can put up a bus top shelter. **2)** Trash Hauling Issue – he would like to pursue the options available to us. **3)** Businesses in Town – Would like to try and get businesses in the community together to hear their concerns. **4) Superintendent Search Committee** – Mentioned that he has been serving on the committee and that the committee will be giving their recommendation to the School Committee tomorrow night. That said, he thanked everyone who served on the Superintendent Search Committee.

Chairman Nolan announced that Town Manager Kozak has requested to carryover up to 5 additional vacation days through June 30, 2014. A motion/Mr. Melia, seconded/Mr. Ampagoomian to allow Town Manager Kozak to carryover up to 5 additional vacation days no later than June 30, 2014. Vote yes/Unanimous.

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

**Meeting Adjourned: 9:56 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

/dmg

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

February 10, 2014

#### Copy of School Department's FY15 Budget Presentation

**I. APPROVAL OF MINUTES**

**II. PUBLIC HEARING**

**III. APPOINTMENTS/By the Board of Selectmen**

**IV. CITIZENS' COMMENTS/INPUT**

Copy of Phil Simmon's letter and photographs dated January 2, 2014 regarding burning brush.

**V. DECISIONS**

**A.** 1) Copy of National Grid and Verizon New England petition for a joint pole relocation on Quaker Street to remove old pole. 2) Copy of email from James Shuris, DPW Director.

**B.** 1) Copy of email from Gracia Casey requesting to hold a 5K Race on Saturday, May 31, 2014. 2) Copy of map. 3) Copy of response from Walter Warchol, Chief of Police and James Shuris, DPW Director.

**C.** Copy of memorandum from the Conservation Commission regarding FEMA Flood Plain Mapping.

**D.** Copy of memorandum from Mark Kuras, Sewer Superintendent regarding sewer charges.

**VI. DISCUSSIONS**

**E.** Copy of letter from John Pardee on the transfer fee of liquor license for The Grill.

**F.** Copy of Blackstone Valley Regional Recycling Center Proposal and fee schedule.

**G.** Copy of Departmental Updates for Community Planning and Development, Police Department, and Council on Aging.

**VII. TOWN MANAGER'S REPORT**

**H.** 1) Snow Removal Update – **No documentation.**

2) Tax Title Property Auction – **No documentation.**

3) WRTA Bus Program – **Copy of email from Jonathan Church, CMRPC.**

4) Assessors – Property Tax Analysis. - **No documentation.**

5) Blackstone Valley Chamber of Commerce – Businesses inquiry – **No documentation.**

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

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

**X. CORRESPONDENCE- No documentation.**

**XI. EXECUTIVE SESSION – No documentation**

**Board of Selectmen's Meeting  
February 24, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 6:30 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Marzec, Athanas, Ampagoomian and Melia. **Also Present:** Theodore D. Kozak, Town Manager.

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

A motion was made and seconded to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 – To discuss strategy with respect to contract negotiations – and to reconvene in Open Session. Roll Call Vote: Mr. Melia/Yes, Mr. Athanas/Yes, Mr. Marzec/Yes, and Mr. Nolan/Yes.

Open Session Adjourned: 6:32 PM

Executive Session Convened: 6:35 PM

Executive Session Adjourned: 6:55 PM

Open Session Reconvened: 7:00 PM

The Pledge of Allegiance was recited by those present.

**Approval of Minutes. February 10, 2014 [Executive Session].** A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve but not release the February 10, 2014 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

**Public Hearings.** None.

**Appointments.** None.

**Citizens' Comments/Input.** None.

**Northbridge Historic Commission.** A motion/Mr. Melia, seconded/Mr. Ampagoomian to accept a monetary gift for the Historic Commission, in the amount of \$400.00 from Jack and Linda Davis to put towards the cost of a sign for the Kmiotek house. Vote yes/Unanimous.

**Special Town Meeting [January 14, 2014].** A motion/Mr. Marzec, seconded/Mr. Melia to accept a monetary donation in the amount of \$2930.50 from Kuo Tai, Inc. d/b/a China Pacific Restaurant towards the cost of the Special Town Meeting that was held on Tuesday, January 14, 2014. Vote yes/Unanimous.

**The Grill [John Pardee]/Fee for Transfer of All Alcohol Common Victualler License.** Town Manager Kozak just reiterated what Mr. Pardee requested at their last Board of Selectmen's meeting [February 10, 2014]. He stated that Mr. Pardee is requesting the Town prorate/reduce the fee for his 2014 All Alcohol Common Victualler License that he paid for back in December. Selectman Melia mentioned that the Local Licensing Authority has never reduced fees in the past for individuals who transfer a liquor license and doesn't want to set a precedent now. A motion/Mr. Ampagoomian, seconded/Mr. Melia not to prorate/reduce the fees associated with the transfer of the All Alcohol Common Victualler liquor license for The Grill.

**Blackstone Valley Regional Recycling Center Proposal.** Town Manager Kozak explained that at their previous meeting a proposal was given by William Walsh, Blackstone Valley Regional Recycling Center to move the recycling center from behind the Fire Station, 193 Main Street, Whitinsville to Tom Berkowitz's Trucking, 279 Douglas Road, Northbridge. Town Manager Kozak recommends the move of the recycling center to 279 Douglas Road. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the move of the Blackstone Valley Regional Recycling Center from behind the Fire Station, 193 Main Street, Whitinsville to Tom Berkowitz's Trucking, 279 Douglas Road, Northbridge. Vote yes/Unanimous.

**Operation Graduation [Selena Livingston]/Request to conduct a Boot Drive at Memorial Square and Ovia Square on Saturday, April 12, 2014 from 9:00 A.M. to 1:00 P.M.** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve Operation Graduation's request to conduct a Boot Drive at Memorial Square and Ovia Square on Saturday, April 12, 2014 from 9:00 AM to 1:00 PM subject to the Town's Boot Drive policy established by the Board on December 4, 2006 and amended on April 28, 2008 and the safety requirements of the Northbridge Police Department. Vote yes/Unanimous.

**Departmental Updates [July through December]/Present: Robert Fitzgerald, Town Assessor, Kimberly Yargeau, Treasurer/Collector, Neil Vaidya, Town Accountant, and Jeanne Gniadek, Board of Health.** Town Manager Kozak announced that the Department Heads were present to provide updates on their accomplishments, budget projections and their future needs. With that being said, the Department Heads provided their departmental updates covering the period of July 1, 2013 through December 31, 2013. A copy of the department head's quarterly report can be found in the minute's book in the Town Manager's Office.

**Town Manager's Report. 1) Groundbreaking Ceremony & Reception:** Announced that Osterman Management, LLC, Milford Regional Medical Center & Tri-County Medical Associates will be having a groundbreaking ceremony and reception on March 7, 2014, @ 11:00 A.M., located at 100 Commerce Drive, Northbridge. The Board of Selectmen are invited to attend. **2) Central Mass. Metropolitan Planning Organization:** Attended a meeting last week and mentioned that the Sutton Street Project is still on schedule. Construction will begin this spring. **3) Snow Storm Update:** The DPW Director will be providing Town Manager Kozak with a snow storm report for the past two weeks. Town Manager Kozak mentioned that there have been 5 more additional storms since February 10<sup>th</sup> thus bringing the total snow accumulation this year to 76.8 inches. Total spent this winter on salt, sand, contractors and overtime for DPW Employee's is \$400,244.09. A copy of the breakdown is located in the minute's book in the Town Manager's Office. **4) Solid Waste Program Update:** Mentioned that he and Jeanne Gniadek, Board of Health have been working with a representative from the Department of Environmental Protection on the specifications for an RFP on the solid waste program. The Representative will be attending the Board of Selectmen's Meeting on March 3, 2014 to present a plan. **5) FEMA Flood Plain Mapping:** Mentioned that he is currently working with representatives from FEMA, Town Counsel and Mark Anderson, Heritage Design on information required for the FEMA Flood Plain proposal. Town Manager Kozak stated that the proposal is being reviewed by FEMA and Town Counsel so the Town should be able to take action on, should the Board of Selectmen wish to take action on it, within the next couple weeks. He also noted that it is a complex issue and wants to make sure the verbiage doesn't hold the town liable for any damages. **6)** Announced that Dr. Michael Fitzpatrick, Blackstone Valley Regional Vocational Technical High School mentioned that the school will be on TV "Chronicle – Channel 5" tomorrow evening [February 25<sup>th</sup>] around 7:30/8:00 P.M.

**Selectmen's Concerns. Selectman Athanas/1)** Asked how much the town is over on the snow and ice budget and Town Manager replied about \$325,000.00. **2)** Status of hot box analysis from the DPW Director. Town Manager Kozak mentioned that Mr. Shuris, DPW Director will be attending the next Board of Selectmen's meeting to provide his analysis. **3)** Asked if there is a way to get information out to

residents regarding the need for additional funding for the School. Chairman Nolan announced that he invited Salvatore D'Amato, Chairman of the Finance Committee and the School Committee to their next meeting to discuss the school budget. **Selectman Marzec**/Mentioned that Hill Street is terrible and something needs to be done sooner rather than later. He feels that some type of signage for Hill Street needs to be displayed warning people of the road condition. **Selectman Melia 1)** Asked Town Manager Kozak if budget hearings were in process and Town Manager Kozak replied that they are starting next week with the Town Department's. **2)** Mentioned the rumor in Town is that the School Department is looking for a \$3 Million override. He then suggested that the Chairman of the Finance Committee be present at the future Board of Selectmen's Meetings to discuss the FY 15 budgets. Town Manager Kozak mentioned that James Shuris, DPW Director will be present at the next meeting to discuss the Road Maintenance Program. Selectman Melia asked if the DPW Director was planning to put forth an article for town meeting and Town Manager Kozak replied yes. **Selectman Athanas**/Asked Town Manager Kozak to provide him with the total cost to replace Hill Street. **Selectman Ampagoomian 1)** Asked when the Building, Planning & Construction Committee will be coming before them to discuss the DPW facility proposal and Town Manager Kozak stated that he didn't know but would look into it. **2)** Mentioned the Fire Station Facility. **3)** Status of the New China Pacific Restaurant and Town Manager Kozak replied that he hasn't heard anything. Chairman Nolan mentioned that the Finance Committee did approach him to attend tonight's meeting and he thought it was best for them to attend the next meeting. He then apologized for not having the Finance Committee at tonight's meeting, however they will be in attendance for their next meeting. Selectman Ampagoomian asked the Board if they should do a proclamation for Representative George Peterson before he leaves office and they all agreed to do something.

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

**Meeting Adjourned: 8:30 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

**/dmg**

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

February 24, 2014

#### I. APPROVAL OF MINUTES

A. Copy of February 10, 2014 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen].

#### II. PUBLIC HEARING

#### III. APPOINTMENTS/By the Board of Selectmen

#### IV. CITIZENS' COMMENTS/INPUT

#### V. DECISIONS

B. Copy of memorandum from Sharon Susienka regarding Jack & Linda Davis donation.

C. Copy of memorandum from Sharon Susienka regarding monetary donation from the Kuo Tai Inc. d/b/a China Pacific Restaurant for the Special Town Meeting.

D. Copy of letter from John Pardee on the transfer fee of liquor license for The Grill.

E. Copy of Blackstone Valley Regional Recycling Center Proposal and fee schedule.

F. 1) Copy of email from Selena Livingston requesting permission for Operation Graduation to hold a boot drive on April 12, 2014 from 9 AM to 1 PM. 2) Copy of responses from Walter Warchol, Police Chief and James Shuris, DPW Director.

#### VI. DISCUSSIONS

G. Copy of Departmental Updates for Board of Health, Town Assessor, and Town Accountant. There was no documentation from the Treasurer/Collector.

#### VII. TOWN MANAGER'S REPORT

H. 1) Groundbreaking Ceremony & Reception on March 7, 2014 [Osterman Management, LLC, Milford Regional Medical Center & Tri-County Medical Associates] – **Copy of flyer.**

2) Central Mass. Metropolitan Planning Organization Update – **No documentation.**

3) Snow Storm Update – **No documentation.**

4) Solid Waste Program Update – **No documentation.**

5) FEMA Flood Plain Mapping – **No documentation.**

#### VIII. SELECTMEN'S CONCERNS - No documentation.

#### IX. ITEMS FOR FUTURE AGENDA- No documentation.

#### X. CORRESPONDENCE- No documentation.

#### XI. EXECUTIVE SESSION – Copy of Proposed Health Insurance Plan Design Changes.

**Board of Selectmen's Meeting  
March 3, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Marzec, Athanas, Ampagoomian and Melia. **Also Present:** Theodore D. Kozak, Town Manager.

The Pledge of Allegiance was recited by those present.

**Approval of Minutes. January 27, 2014.** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the January 27, 2014 minutes as presented with the readings omitted. Vote yes/Unanimous.

**Public Hearings. 7:05 P.M. Rockdale Sports Bar, LLC/Vote to transfer All Alcohol Common Victualler license from The Pardee Group, Inc. d/b/a The Grill [John Pardee, Manager] to Rockdale Sports Bar, LLC [David MacNeil, Manager]. Present: Attorney Gerald E. Shugrue.** Chairman Nolan read the public hearing notice aloud. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to open the public hearing. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes; Mr. Nolan/Yes Mr. Ampagoomian/Yes and Mr. Melia/Yes. Attorney Shugrue advised that his client would like the Local Licensing Authority to approve the transfer of liquor license from The Pardee Group, Inc. d/b/a The Grill [John Pardee, Manager] to Rockdale Sports Bar, LLC [David MacNeil, Manager]. Chairman Nolan asked if anyone in the room had any questions or concerns. There being none, he then asked members of the Board if they had any questions. Selectman Athanas asked what the Rockdale Sports Bar, LLC hours of operation would be and Mr. MacNeil replied Monday through Friday 11 A.M. to 2 A.M., Saturday – 12 PM to 1 A.M, and Sunday 12 PM to 2 AM. Selectman Athanas also asked if food would be served and Mr. MacNeil stated they are working with the Board of Health to offer food in the future. Selectman Melia asked if he and his employees were TIPs [Training for Intervention Procedures] certified and Mr. MacNeil replied yes. There being no further questions/comments, a motion/Mr. Marzec, seconded/Mr. Ampagoomian to close the public hearing. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes; Mr. Nolan/Yes Mr. Ampagoomian/Yes and Mr. Melia/Yes. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the transfer of the All Alcohol Common Victualler's License from The Pardee Group, Inc. d/b/a The Grill [John Pardee, Mgr.] to Rockdale Sports Bar, LLC [David MacNeil, Mgr.]. Vote yes/Unanimous.

**Appointments.** None.

**Citizens' Comments/Input.** None.

**Rockdale Sports Bar, LLC, 2043 Providence Road, Northbridge [David MacNeil]/1) Application to transfer the Common Victualler's License from The Pardee Group, Inc. d/b/a The Grill [John Pardee, Mgr.] to Rockdale Sports Bar, LLC [David MacNeil, Mgr.]** Selectman Melia asked Mr. MacNeil if he was applying for all the same licenses that Mr. John Pardee had with the Town and Mr. MacNeil replied "the same". A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the transfer of the Common Victualler's License from The Pardee Group, Inc. d/b/a The Grill [John Pardee, Mgr.] to Rockdale Sports Bar, LLC [David MacNeil, Mgr.]. Vote yes/Unanimous. **2) Rockdale Sports Bar, LLC, 2043 Providence Road, Northbridge [David MacNeil]/Application to transfer the Sunday Entertainment License from The Pardee Group, Inc. d/b/a The Grill [John Pardee, Mgr.] to Rockdale Sports Bar, LLC [David MacNeil, Mgr.]** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the transfer of the Sunday Entertainment License from The Pardee Group, Inc. d/b/a The Grill [John Pardee, Mgr.] to Rockdale Sports Bar, LLC [David MacNeil, Mgr.]. Vote yes/Unanimous. **3) Rockdale Sports Bar, LLC, 2043 Providence Road, Northbridge [David MacNeil]/Application to transfer the Entertainment License from The Pardee Group, Inc. d/b/a**

**The Grill [John Pardee, Mgr.] to Rockdale Sports Bar, LLC [David MacNeil, Mgr.]** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the transfer of the Entertainment License from The Pardee Group, Inc. d/b/a The Grill [John Pardee, Mgr.] to Rockdale Sports Bar, LLC [David MacNeil, Mgr.]. Vote yes/Unanimous.

**School Department [Dr. Nancy Spitulnik, Superintendent]/1) Vote to authorize the Superintendent of Schools to submit a Statement of Interest to the Mass. School Building Authority for W. Edward Balmer School. Present: Dr. Nancy Spitulnik, Superintendent.** Dr. Nancy Spitulnik, Superintendent of Schools explained that by approving the Statement of Interest this allows the W. Edward Balmer School to be on a list with the State to receive possible funding for renovations and additions. There is no guarantee there will be funding but if the school qualifies there is no obligation by the town to proceed further. Chairman Nolan read the following Statement of Interest aloud: I move that the **Board of Selectmen** at their March 3, 2014 Meeting, in accordance with its Charter, by-laws, and ordinances vote to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest dated January 16, 2014 for **W. Edward Balmer School** located at 21 Crescent Street, Whitinsville, which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future. #5 replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related cost in a school facility, #7 replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements, and hereby further specifically acknowledges that by submitting this Statement of Interest, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits Northbridge to filing an application for funding with the Massachusetts School Building Authority. A motion/Mr. Melia, seconded/Mr. Athanas to support the submittal of a Statement of Interest to the Mass. School Building Authority for W. Edward Balmer School. Vote yes/Unanimous. **2) Vote to authorize the Superintendent of Schools to submit a Statement of Interest to the Mass. School Building Authority for Northbridge Elementary School.** Dr. Nancy Spitulnik, Superintendent of Schools explained that by approving the Statement of Interest this allows the Northbridge Elementary School to be on a list with the State to receive possible funding for renovations and additions. There is no guarantee there will be funding but if the school qualifies there is no obligation by the town to proceed further. Chairman Nolan read the following Statement of Interest aloud: I move that the **Board of Selectmen** at their March 3, 2014 Meeting, in accordance with its Charter, by-laws, and ordinances vote to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest dated January 16, 2014 for **Northbridge Elementary School** located at 30 Cross Street, Whitinsville, which describes and explains the following deficiencies and the priority category for which an application may be submitted to the Massachusetts School Building Authority in the future. #5 replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related cost in a school facility, and hereby further specifically acknowledges that by submitting this Statement of Interest, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits Northbridge to filing an application for funding with the Massachusetts School Building Authority. A motion/Mr. Melia, seconded/Mr. Athanas to support the submittal of a Statement of Interest to the Mass. School Building Authority for Northbridge Elementary School. Vote yes/Unanimous. **3) Vote to authorize the Superintendent of Schools to submit a Statement of Interest to the Mass. School Building Authority for Northbridge Middle School.** Dr. Nancy Spitulnik, Superintendent of Schools explained that by approving the Statement of Interest this allows the Northbridge Middle School to be on a list with the State to receive possible funding for renovations and additions. There is no guarantee there will be funding but if the school qualifies there is no obligation by the town to proceed further. Chairman

Nolan read the following Statement of Interest aloud: I move that the **Board of Selectmen** at their March 3, 2014 Meeting, in accordance with its Charter, by-laws, and ordinances vote to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest dated January 16, 2014 for **Northbridge Middle School** located at 171 Linwood Ave., Whitinsville, which describes and explains the following deficiencies and the priority category for which an application may be submitted to the Massachusetts School Building Authority in the future. #5 replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related cost in a school facility, and hereby further specifically acknowledges that by submitting this Statement of Interest, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits Northbridge to filing an application for funding with the Massachusetts School Building Authority. A motion/Mr. Melia, seconded/Mr. Athanas to support the submittal of a Statement of Interest to the Mass. School Building Authority for Northbridge Middle School. Vote yes/Unanimous.

**Spring Annual Town Meeting [May 6, 2014].** Town Manager Kozak presented the following draft articles to the Board for their review and recommended that they vote to place them on the Spring Annual Town Meeting warrant: **ARTICLE 1:** Town Manager Kozak mentioned that there are no prior bills but in case one appears he suggested keeping this article on the warrant. To see if the Town will vote to raise and appropriate and/or transfer from the unexpended appropriated funds of one of the departments of the Town the following sums of money and authorize the payment of prior year bills or take any other action relative thereto. A motion/Mr. Marzec, seconded/Mr. Melia to place Article 1 on the Spring Annual Town Meeting Warrant. Vote yes/Unanimous. **ARTICLE 2:** To see if the Town will vote to amend the votes taken under Article 3 of the 2013 Spring Session of the Annual Town Meeting (May 7, 2013), and under Article 2 of the 2013 Fall Session of the Annual Town Meeting (October 22, 2013), appropriations and transfers under the Omnibus Budget Article; or take any other action relative thereto. A motion/Mr. Melia, seconded/Mr. Athanas to place Article 2 on the Spring Annual Town Meeting Warrant. Vote yes/Unanimous. **ARTICLE 5:** To see if the Town will vote to raise and appropriate and/or transfer from the Retained Earnings Account of the Sewer Enterprise Fund a sum of money to operate the Sewer Enterprise Operation of the Department of Public Works for FY 2015; or take any other action relative thereto. A motion/Mr. Athanas, seconded/Mr. Marzec to place Article 5 on the Spring Annual Town Meeting Warrant. Vote yes/Unanimous. **ARTICLE 6:** To see if the Town will vote to raise and appropriate and/or transfer from the Retained Earnings Account of the Water Enterprise Fund a sum of money to operate the Water Enterprise Operation of the Department of Public Works for FY 2015; or take any other action relative thereto. A motion/Mr. Melia, seconded/Mr. Athanas to place Article 6 on the Spring Annual Town Meeting Warrant. Vote yes/Unanimous. **ARTICLE 7:** James Shuris, DPW Director mentioned that because the roads in Northbridge are so bad there needs to be continuous funding every year. He noted that the Town cannot rely upon Chapter 90 funds so he put together a roads maintenance program for the next five years. The cost would be around \$6 million dollars over the next five years and mentioned that the Town only receives \$480,000 per year of Chapter 90 funds. He recommended that Hill Street be done the first year in segments, beginning with the southern end first, because the total cost to redo Hill Street is \$1.7 Million. Mr. Shuris then mentioned that Douglas Road, Fletcher Street, a portion of Benson and Fowler Road will be done the second year and cost around \$1.3 million. He noted that Benson, Fowler, Highland, Church Street to Cooper and Sprague Street would be just shimming level with the chip seal. The third year consists of preservation and maintenance on Walker Street, Dover, Tracy Road, Kerry, Michael Lane, Acorn Road, Mason Road, Swift Road and Linwood Avenue. He also mentioned that he would like to fix Pine Street, Spring Street, Cross Street and Cottage Street. That said, he then mentioned that in Year 4, Church Street, Church Street Extension, Ovia Square to Mendon Road, Kelly Road and Cooper Road would be done. Mr. Shuris mentioned that in Year 5 some of the sub-divisions would need to be done, such as: Lea Ave, Brenda Drive, Danielle Lane, Alana Drive, Jessica Way, Rose Ave, June Street, and Nicole Ave. Mr. Shuris explained that this road

maintenance program will cost about 3.7 million dollars. Town Manager Kozak explained that this article will require a debt exclusion and ballot question as well in order for these roads to get fixed. The Board of Selectmen all agreed that they cannot support this article because it is too much money right now. To see if the Town will vote to appropriate a sum of money and such additional funds as may become available from the Commonwealth's Department of Transportation, Chapter 90 Bond Issue proceeds, to be used by the Department of Public Works for the repair and maintenance of Town roads in conformance with MGL and further to see if the Town will vote to meet said appropriation by borrowing and to authorize the Treasurer/Collector, with approval of the Board of Selectmen, to issue bonds or notes of the Town therefor in anticipation of the receipt of said State Aid; or take any other action relative thereto. The Board took no action with regards to placing Article 7 on the warrant. **ARTICLE 8:** To see if the Town will vote to authorize the Treasurer/Collector to enter into a compensating balance agreement or agreements for FY 2015, pursuant to Chapter 44, Section 53F of the M.G.L.; or take any other action relative thereto. A motion/Mr. Melia, seconded/Mr. Ampagoomian to place Article 8 on the Spring Annual Town Meeting Warrant. Vote yes/Unanimous. **ARTICLE 10:** To see if the Town will vote to appropriate and/or transfer a sum of money from sale of lot receipts and burial charges for Pine Grove Cemetery for the purpose of funding cemetery operation costs of the Department of Public Works for Fiscal Year 2015; or take any other action relative thereto. A motion/Mr. Melia, seconded/Mr. Ampagoomian to place Article 10 on the Spring Annual Town Meeting Warrant. Vote yes/Unanimous. **ARTICLE 11:** To see if the Town will vote to transfer a sum of money from the Town Building Maintenance Fund for maintenance of town buildings; or take any other action relative thereto. A motion/Mr. Melia, seconded/Mr. Athanas to place Article 11 on the Spring Annual Town Meeting Warrant. Vote yes/Unanimous. **ARTICLE 12:** To see if the Town will vote to appropriate from the Retained Earnings Account of the Sewer Enterprise Fund, the sum of \$250,000.00 (TWO HUNDRED FIFTY THOUSAND AND 00/100 DOLLARS) to be expended under the direction of the Director of Public Works, for the purpose of financing work recommended by the Northbridge Comprehensive Wastewater Management Plan which was prepared as outlined in the Massachusetts Department of Environmental Protection's "Guide to Comprehensive Wastewater Management Planning" for maintenance, repair and expansion of the Town's sanitary sewer system and wastewater treatment, said work to include commencement of a sewer system evaluation study (SSES) program with system flow isolation studies, CCTV inspections, manhole inspections, smoke testing, and other evaluation means with GIS updates as needed, and additional sewer modeling as required plus additional work to assist in the evaluation of alternatives for the Northbridge Wastewater Treatment Plant to meet new EPA issued permit limits for discharge of nitrogen to the effluent receiving water; or take any other action relative thereto. A motion/Mr. Marzec, seconded/Mr. Athanas to place Article 12 on the Spring Annual Town Meeting Warrant. Vote yes/Unanimous. **ARTICLE 13:** To see if the Town will vote to appropriate the sum of \$250,000.00 (TWO HUNDRED FIFTY THOUSAND AND 00/100 DOLLARS) to be expended under the direction of the Director of Public Works, for the purpose of design, construction and engineering services during construction of improvements to existing sludge gravity thickeners at the Northbridge Wastewater Treatment Plant including replacement of the complete internal mechanism feed wells, tubes, arms, bridges, drives and motors plus any associated electrical and instrumentation and control work, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws, that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, be authorized to borrow said sum of money and issue bonds or notes therefor under Chapter 44 of the General Laws and/or chapter 29C of the General Laws or any other enabling authority, that the Treasurer, with the Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof, that the Board of Selectmen be authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary to carry out the project; or take any other action relative thereto. A motion/Mr. Athanas, seconded/Mr. Marzec to place Article 13

on the Spring Annual Town Meeting Warrant. Vote yes/Unanimous. **ARTICLE 14:** James Shuris, DPW Director mentioned that he has looked into purchasing an Asphalt Hot-Box and would cost around \$20,000 to \$30,000. He feels that this would be a good investment for the Town but then stated that a road patch can only occur if the conditions allow it to occur. He then reminded everyone that a hot-box is for a temporary repair not for a permanent fix. To see if the Town will vote to appropriate a sum of money for the purpose of financing the purchase of an Asphalt Hot-Box and Accessories for use by the Highway Division of the Department of Public Works; or take any other action relative thereto. A motion/Mr. Ampagoomian, seconded/Mr. Melia to place Article 14 on the Spring Annual Town Meeting Warrant. Vote yes/Unanimous. **ARTICLE 20:** To see if the Town will vote to authorize the Board of Selectmen to execute a deed or other instrument releasing any right or rights of the Town in or to any gravel or gravel banks in or on the land described in a deed recorded with the Worcester District Registry of Deeds in Book 3220, Page 161 and known as Oakhurst Farm; or take any other action relative thereto. A motion/Mr. Marzec, seconded/Mr. Melia to place Article 20 on the Spring Annual Town Meeting Warrant. Vote yes/Unanimous. **ARTICLE 21:** Town Manager Kozak mentioned that this is a new article that was passed last year to allow the Town to utilize funds from the PILOT receipts on a solar farm. The funds can now be used to maintain Town buildings and the amount totals \$39,500.00. To see if the Town will vote to approve an Agreement for Payment in Lieu of Taxes (PILOT) pursuant to the provisions of MGL Chapter 59, Section 38H(b), and Chapter 164, Section 1, or any other enabling authority, for a certain sum and a certain term of years, between the Town and the property owner for real property and personal property relating to a Renewable Energy Generation Facility on the land located on Lasell Road known as Oakhurst Farm and shown on Assessors' Map \_\_\_\_\_ as Parcel \_\_\_\_\_; or take any other action relative thereto. A motion/Mr. Athanas, seconded/Mr. Melia to place Article 21 on the Spring Annual Town Meeting Warrant. Vote yes/Unanimous.

**FY 15 School Budget Overview/Present: Dr. Nancy Spitulnik, Superintendent of Schools, Melissa Walker, Business Manager and Chairman of the Finance Committee Sal D'Amato.** Dr. Spitulnik presented an overview of the budget and budget process. Ms. Walker mentioned that fiscal 2015 comes with its challenges and noted that with increases in fixed and mandated costs, minimal to no growth in revenue and dwindling money in certain accounts, the schools need the tax increase. The School Committee has proposed a \$26 million operating budget for fiscal 2015 in order to provide the current level of services, and is looking at a \$3.5 million gap. The current budget is \$25.1 million. The new fiscal year begins July 1. Complicating the finances is a minimal increase of \$64,150 in Chapter 70 state aid. In fiscal 2013, Chapter 70 aid was \$15,086,281, and it increased by \$63,775 to \$15,150,056; the proposed increase in fiscal 2015 is to \$15,214,206. In addition to stagnant state aid, school officials said they are faced with meeting several unfunded state and federal mandates, including anti-bullying legislation; the McKinney-Vento act, providing transportation to homeless students in the district, and Massachusetts Comprehensive Assessment System accountability measures. To help close a budget gap, the school department usually taps its "revolver" accounts, the starting total balance of which was \$2.1 million. An additional \$1.4 million is expected in projected revenue, but after using that money to cover the gap, only \$24,122 would be left. School officials cautioned the revolvers need to maintain a large enough balance to cover emergency expenses. The school district has five revolver accounts, explained School Business Manager Melissa Walker: the School Choice revolver, where money is received from other districts when a student chooses to switch to Northbridge; the tuition revolver for preschool tuition and tuition from a few special needs students from outside districts who pay to attend Northbridge schools; the circuit breaker revolver, which is a special education reimbursement from the state; the athletic revolver, where athletic and club fees and gate receipts are deposited, and the use-of-school revolver, where the rental fees paid by outside groups to use school facilities are deposited. School officials warned the town last year of the precarious state of the budget and overuse of revolver accounts. "We expected this was going to happen at some point," Ms. Walker said. "What we didn't know was how much additional funding we would get from Chapter 70. There have been scenarios in past years that we didn't know about, such as federal grant funding, that helped us out, but we don't have them now." School officials said the \$3

million override would be used to fund increases over the next five years — \$1.4 million in fiscal 2015, and \$400,000 each year beginning in fiscal 2016 through fiscal 2019. The school district then would trim \$400,000 from its fiscal 2015 budget and then reduce between \$230,000 and \$240,000 each year from fiscal 2016 through fiscal 2019. Such a plan — the combination of override money and cuts — would allow the fiscal 2015 budget to increase 1.84 percent, with 1.6 percent increases each of the following four years, while keeping a 5 percent to 7 percent emergency reserve in the revolver accounts. The School Department estimates the impact of the override on the owner of the average single-family home, valued at \$265,000, would be a \$66-per-quarter increase in the first year, for a total of \$263 the first year; and a \$19-per-quarter increase for each of the remaining four years, for a total tax increase of \$76 annually. "We really don't have a lot of incoming revenue," Ms. Walker explained. "If we just do an override for one year, it just improves revenue for that one year, but the next year our expenses will still go up. How do we plan for revenue the next year and the additional increases in the following year? We didn't want to be in the same spot next year. We didn't want come back to the town and ask for another override and fight for revenue. We were focused on coming up with a sustainable five-year plan." If the override were to pass, the school district would still need to reduce the budget by \$399,686: \$122,106 in non-salary reductions and \$277,530 in salary reductions. Among the salary reductions are: \$38,444 for a maintenance position; \$26,385 for a school resource officer; \$47,172 for a Grade 2 teacher at the W. Edward Balmer School and \$53,671 for middle-school Spanish teachers, which effectively eliminates the Grade 7 Spanish program. "This helps to show the picture that we are not asking for money we don't need, and we aren't looking for an override to add staff or build up the school district," Ms. Walker said. If the override does not pass, an additional \$800,000 in deeper cuts will have to be made, and those would include 18 staff members throughout the district, among them: an assistant principal, morning secretary and an art teacher, all at Northbridge Elementary School; a Grade 3 and Grade 4 teacher, an instructional coach, librarian and two special education tutors at the W. Edward Balmer School; a librarian, additional Spanish teacher and behavior technician at the Northbridge Middle School; and a culinary teacher, a French teacher, Latin teacher, health and wellness teacher, special education social studies teacher, behavior technician and lunch aide/athletic secretary at the high school. In addition, there would be \$108,980 in non-salary reductions, including four clubs at the high school; 10 clubs and the band/chorus at the middle school; co-op athletic programs, including golf, wrestling, hockey and swimming and middle school athletics; stipends and supplies. Mr. Kozak said if the school is forced to reduce its programs, students will likely leave the district, which will result in less state aid revenue. The municipal side of the budget is also facing a \$130,000 deficit. Mr. Kozak said the town is looking at delaying some equipment expenses and road projects. "Ladies and gentlemen, we are facing a perfect storm in this community. Things are coming to a head," Selectman James Marzec warned Monday night. "We are on the precipice of setting the school district back 10 years. The reality is it is only going to get worse. How many students will leave the school district because of this? We have to do something or try to do something."

**Irene Congdon, DEP/Review RFP for Solid Waste Contract. Present: Irene Congdon, Regional Recycling Coordinator for Massachusetts Department of Environmental Protection.** Ms. Congdon mentioned that the Town applied for a technical assistance grant to look into a curbside program for trash and recycling. She noted that she met with the Board of Health and all the haulers that service the Town of Northbridge and has since drafted an RFP [Request for Proposal] for Solid Waste and Recycling Contract. Town Manager Kozak mentioned that Town Counsel is currently reviewing the RFP. Ms. Congdon then explained that the request for proposal will be weekly curbside solid waste collection; and weekly curbside single-stream recyclables collection and processing. The program will include 64 gallon cart curbside solid waste (refuse) collection; 64 gallon cart curbside single-stream recycling collection of solid waste and recyclables for 1 to 3 family units and municipal and school buildings, which are in the program until they opt out of the program. The goal is to review the proposal numbers by April 18, 2014, and make a decision on whether the curbside program is right for the Town of Northbridge. Ms. Congdon mentioned that the program is not on the tax base, it's a flat fee program and stated that

currently residents pay around \$400.00 a year for trash service and this program would cost the residents about \$200.00 a year. She mentioned that she is having a workshop on March 2, 2014, in Holden, and invited the Select Board and Town Manager to attend. She noted that the Town of Holden's program is similar to what Northbridge is reviewing. Selectman Athanas asked if resident's need to opt into the program and Ms. Congdon explained that in order for the Town to have an efficient program, all residents in Northbridge will receive a letter about the bill and if they choose to opt out of the program then they will need to show another bill. Selectman Ampagoomian asked 1) if the program needed a public hearing and Ms. Congdon stated that she will go through that process, and 2) if the program needed Town Meeting approval, which Town Manager Kozak responded no, just the Board of Selectmen's approval. Town Manager Kozak mentioned that if anyone has any questions with the RFP to please contact his office. Chairman Nolan asked who would be involved in the selection process and Town Manager Kozak mentioned that there would be a member of the Board of Selectmen, Jeanne Gniadek, Board of Health, another representative of the Board of Health, Gary Bechtholdt, Town Planner, and himself to help review the proposals. Town Manager Kozak thanked Ms. Congdon for coming in to discuss the RFP.

**Departmental Updates [July through December]/Present: James Sheehan, Building Inspector, Doreen Cedrone, Town Clerk and Jennifer Woodward, Library Director.** Town Manager Kozak announced that the Department Heads were present to provide updates on their accomplishments, budget projections and their future needs. With that being said, the Department Heads provided their departmental updates covering the period of July 1, 2013 through December 31, 2013. A copy of the Library and Town Clerk's quarterly report can be found in the minute's book in the Town Manager's Office.

**Registered Marijuana Dispensary – (draft) Zoning Bylaw provision. Present: R. Gary Bechtholdt, Town Planner.** Mr. Bechtholdt provided a brief overview of two zoning amendment articles that the Planning Board has voted to sponsor for this upcoming Spring Annual Town Meeting. The first article would be to delete in its entirety Section 173-18.4 [Temporary Moratorium on Medical Marijuana Treatment Centers] and replace therewith Section 173-18.4 [Registered Marijuana Dispensary]. The second article would be to revise Section 173-12 [Table of Use Regulations] by adding "Registered Marijuana Dispensary" to be permitted by Special Permit (Planning Board) within the Industrial-Two (I-2) Zoning District. Mr. Bechtholdt mentioned that he sent the draft zoning amendment articles to Town Counsel for their review and comments. In addition, he mentioned that the Planning Board also received information prepared by Town Counsel concerning the local zoning adoption regulating Medical Marijuana Dispensaries which includes a Three Part Series; 1) Regulations of Medical Marijuana-Related Uses: First in a Three Part Series – General Background and Overlay Districts – (Includes draft model overlay district bylaw), 2) Regulations of Medical Marijuana-Related Uses: Second in a Three Part Series – Case Study – Lessons from the Town of Westborough Zoning Bylaw, and 3) Regulations of Medical Marijuana-Related Uses: Last of Three Part Series – Evaluating Existing Zoning Bylaws/Ordinances for Regulation of Agricultural. Mr. Bechtholdt then mentioned that the Planning Board will be holding its required public hearing on Tuesday, March 11, 2014, Town Hall, at 7:35 P.M.

**Town Manager's Report.** 1) **Bid Conference for Sutton Street Project:** Mentioned that the State held a contractor's bid conference for a work schedule to be done on the Sutton Street project. The utilities are the first items to be handled, including removal of trees, water & sewer, and telephone poles. Work will begin as soon as the weather permits. 2) **Open Space & Recreation Plan Update Committee/Public Workshop @ 6 P.M., Tuesday, April 8, 2014 at Town Hall:** All residents are encouraged to attend. 3) **Installation of caution signs for potholes:** – The DPW has put up caution signs on Hill Street to alert drivers of the potholes. 4) **Tax Title Property Auction:** - Announced that tax title properties are being auctioned by the Treasurer/Collector's office on the proposed date - Friday, March 14, 2014 at Noontime. Properties being auctioned: 1) 2094 Quaker Street, Northbridge, 2) 84 Border Street, Whitinsville, and 3)

C Street, Whitinsville. Town Manager Kozak mentioned that if anyone has questions to please contact the Treasurer/Collector's Office.

**Selectmen's Concerns.** **Selectman Ampagoomian 1)** Asked if the residents will be notified of when the Sutton Street project will be starting and Town Manager Kozak responded yes. **2)** Any plans on removing the mounds of snow in downtown Whitinsville and Rockdale and the DPW Director replied yes. **3)** Asked the Select Board when the correct time is to do all the projects in Town and suggested a 3 or 5 year plan be put together. **4)** Status of Double Poles and Town Manager Kozak mentioned that there is some progress on the double poles.

**Executive Session.** A motion/Mr. Marzec, seconded/Mr. Ampagoomian to go into Executive Session under M.G.L. Chapter 30A, S. 21 #3 - To discuss strategy with respect to contract negotiations and not to reconvene in open session. Chairman Nolan then declared that an open meeting may have a detrimental effect on the bargaining position of the body. Roll Call Vote: Mr. Melia/Yes, Mr. Marzec/Yes; Mr. Athanas/Yes and Mr. Nolan/Yes.

**Meeting Adjourned: 10:09 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

**/dmg**

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

March 3, 2014

#### I. APPROVAL OF MINUTES

A. Copy of January 27, 2014 minutes.

#### II. PUBLIC HEARING

B. Rockdale Sports Bar, LLC – a) Copy of Form 43. b) Copy of Public Hearing. c) Copy of application for alcoholic beverage license. d) Copy of floor plan. e) Copy of applicant's statement. f) Copy of manager application. g) Copy of passport. h) Copy of personal information form. i) Copy of Vote of Corporate Board. j) Copy of license routing slips from Department Heads. k) Copy of license.

#### III. APPOINTMENTS/By the Board of Selectmen

#### IV. CITIZENS' COMMENTS/INPUT

#### V. DECISIONS

C. **1) a.** Copy of Rockdale Sports Bar, LLC application for a Common Victualler License. **b.** Copy of license routing slips from Department Heads. **2) a.** Copy of Rockdale Sports Bar, LLC application for a Sunday Entertainment License. **b.** Copy of license routing slips from Department Heads. **3) a.** Copy of Rockdale Sports Bar, LLC application for an Entertainment License. **b.** Copy of license routing slips from Department Heads.

D. School Department – Statement of Interest – 1) Copy of Statement of Interest for W. Edward Balmer; 2) Copy of Statement of Interest for Northbridge Elementary School; 3) Copy of Statement of Interest for Northbridge Middle School.

E. Spring Annual Town Meeting – Copy of warrant articles.

#### VI. DISCUSSIONS

F. Copy of FY 15 School Budget Overview Presentation.

G. Copy of “draft” RFP for Solid Waste Contract.

H. Copy of Departmental Updates for Town Clerk and Library. There was no documentation from the Inspector of Buildings.

I. **1)** Copy of Planning Board Memorandum to Town Clerk regarding the Zoning Amendment Articles for Registered Marijuana Dispensary. **2)** Copy of Zoning Map. **3)** Copy of Planning Board Memorandum and Zoning Amendment Articles for Registered Marijuana Dispensary to Attorney David Doneski. **4)** Copy of memorandum to Brett Simas, Chairman of the Northbridge Planning Board. **5)** Copy of Kopelman & Paige's Community eUpdates on Regulation of Medical Marijuana-Related Uses: Three Part Series. **6)** Copy of the Planning Board's Public Hearing Notice. **7)** Copy of Zoning Map for Registered Marijuana Dispensary in Northbridge.

#### VII. TOWN MANAGER'S REPORT

J. **1)** Bid Conference for Sutton Street Project – **No documentation.**

**2)** Open Space & Recreation Plan Update Committee/Public Workshop @ 6 P.M., Tuesday, April 8, 2014 at Town Hall – **No documentation.**

**3)** Installation of caution signs for potholes – **No documentation.**

**4)** Tax Title Property Auction – **No documentation.**

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

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

**X. CORRESPONDENCE- No documentation.**

**XI. EXECUTIVE SESSION – No documentation.**

**Board of Selectmen's Meeting  
March 17, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Athanas, Ampagoomian and Melia. **Also Present:** Theodore D. Kozak, Town Manager. Chairman Nolan announced that Selectman Marzec will be arriving later.

The Pledge of Allegiance was recited by those present.

**Approval of Minutes. February 10, 2014** – A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the February 10, 2014 Meeting minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Melia, Athanas and Nolan. **February 24, 2014** – A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the February 24, 2014 Meeting minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Melia, Athanas and Nolan. **February 24, 2014 [Executive Session]**. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve but not release the February 24, 2014 Executive Session minutes as presented with the readings omitted. Vote yes/Messrs. Athanas, Ampagoomian and Nolan. Abstain/Mr. Melia. **March 3, 2014 [Executive Session]**. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve but not release the March 3, 2014 Executive Session minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Melia, Athanas and Nolan.

**Public Hearings.** None.

**Resignations. Beverly Morrisette, Council on Aging.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to accept the resignation of Beverly Morrisette from the Council on Aging and send a letter of appreciation for her service to the town. Vote yes/Messrs. Ampagoomian, Melia, Athanas and Nolan. **James Mahoney, Disability Commission.** A motion/Mr. Melia, seconded/Mr. Athanas to accept the resignation of James Mahoney from the Disability Commission and send a letter of appreciation for his service to the town. Vote yes/Messrs. Ampagoomian, Melia, Athanas and Nolan.

**Citizens' Comments/Input. Mr. Phillip Simmons, 96 Fowler Road, Northbridge** mentioned that he attended a previous Selectmen's Meeting to discuss a complaint he had with the Fire Department on burning brush in his backyard. He noted that he received a response from the Fire Department addressing his complaint and disagrees with what transpired that day. Chairman Nolan asked Mr. Simmons what the Board of Selectmen could do to satisfy him and Mr. Simmons stated that he asked that the Highway Department be in charge of the burning brush process. Town Manager Kozak disagreed with Mr. Simmons' comment and stated that the Northbridge Fire Department is very professional. Town Manager Kozak suggested meeting with Mr. Simmons, Gary Nestor, Fire Chief and himself to discuss the situation and come to a resolution. **Thomas Valdivia, William White and Brian Castell, Northbridge Firefighter's Union.** Members of the Northbridge Fire Department asked the Board of Selectmen for a \$350,000 public safety proposition 2 ½ override to hire four more additional firefighters. The firefighters' request, which also includes funding for an additional police officer comes on the heels of the School Committee's request for a \$3 million dollar override. Mr. Valdivia mentioned that he and other members of the Fire Department are looking for two overrides to be separate questions before voters, not a combined override question. He then advised the Board that their current staffing level is twelve full-time firefighters, all of whom are also EMT's or paramedics, and three are on duty per shift. That being said, given the high volume of ambulance calls, the station is often uncovered, in which they rely on off-duty full-time firefighters, call firefighters and EMT's to come in from home to respond to calls. He then stated by having the additional positions this would allow the Fire Department to be properly staffed twenty-four hours a day to respond to residents. He also mentioned that the Northbridge Fire Department

relies heavily on out of town mutual aid support and this is burdening the other towns with our call volume. That said, in 2012, the Northbridge Fire Department had approximately 155 ambulance calls where other out of town ambulances had to come in because the Northbridge Fire Department couldn't cover their second ambulance. In 2013, that number rose to 180. Because of the increased out of town ambulance calls, Mr. Valdivia stated that the Police Officers frequently call their dispatcher from the scene of an emergency wanting to know if an ambulance is coming from out of town or if it will be one of their own. In addition to the delay of the response, the Town is losing revenue. Revenue which could be used by the Town to help defray the cost of additional personnel. Mr. Valdivia explained that the Northbridge Fire Department is one of the busiest department's in all the surrounding towns. He then mentioned that by raising the staffing level, this would allow for them to perform other vital services in the Town such as: fire prevention inspections, safety inspections, equipment maintenance and training. Selectmen Melia said that when the merger of fire and police dispatching is complete, it will free up four firefighters who had previously been on the desk. Chairman Nolan stated that he supports the firefighter's request, but is on the fence as to whether or not it should be a separate question. Selectman Ampagoomian suggested putting it on as a separate question. Mr. Valdivia explained that the Firefighter's Union is just asking for the residents of Northbridge to consider passing their override request so that they can better serve the Town of Northbridge. The Selectmen were split on their support of the firefighters' request.

**Selectman Marzec arrived.**

**Blackstone Valley Gardeners [Cynthia Kosciak]/Requests permission to use Memorial Park on Saturday, June 7, 2014, from 9:00 A.M. to 2:00 P.M. for a public plant sale.** A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the Blackstone Valley Gardeners' request to use Memorial Park on Saturday, June 7, 2014, from 9:00 A.M. to 2:00 P.M. for a public plant sale. Vote yes/Unanimous.

**Riverdale Cemetery Deed/Lot No. 20B [Leonard and Pamela Krygsman III] -** A motion/Mr. Marzec, seconded/Mr. Melia to sign the Riverdale Cemetery Deed for Lot #20B – Leonard and Pamela Krygsman III. Vote yes/Unanimous.

**Spring Annual Town Meeting May 6, 2014]. Vote to sign warrant upon completion and final review by Town Counsel.** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to sign the warrant upon completion and final review by Town Counsel. Vote yes, Unanimous.

**RFP for Solid Waste Contract. Present: Irene Congdon, Regional Recycling Coordinator for Massachusetts Department of Environmental Protection.** Town Manager Kozak mentioned that the RFP for Solid Waste Contract can now be advertised. He also mentioned that at a future Selectmen's Meeting the Board will need to appoint someone as the Representative to review the RFP. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the RFP for Solid Waste and Recycling Contract. Vote yes/Unanimous.

**Young Neighbors in Action – St. Patrick's Church [Gracia Casey]/Requests permission to hold a 5K Road Race on Saturday, June 7, 2014 at 10:00 A.M. to fundraise on behalf of World Youth Day.** Selectman Athanas mentioned that the Board of Selectmen approved a request at their last Selectmen's Meeting for Young Neighbors in Action – St. Patrick's Church to hold a 5K Road Race. That being said, there is another road race being held that day and the Young Neighbors in Action would like to change their road race date from May 31, 2014 to Saturday, June 7, 2014. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to grant permission to Young Neighbors in Action – St. Patrick's Church [Gracia Casey] to hold a 5K Road Race on Saturday, June 7, 2014 at 10:00 A.M. to fundraise on behalf of World Youth Day. Vote yes/Unanimous.

**Alternatives 29<sup>th</sup> Annual Valley Friendship Tour, Saturday, May 31, 2014/1) Request permission to hang a banner across Church Street from May 18, 2014 through June 1, 2014 to advertise the 29<sup>th</sup> Annual Valley Friendship Tour fundraiser.** A motion/Mr. Marzec, seconded/Mr. Athanas to approve Alternatives' request to hang a banner across Church Street from May 18, 2014 through June 1, 2014 to advertise their 29th Annual Valley Friendship Tour fundraiser to be held Saturday, May 31, 2014. Vote yes/Unanimous. **2) Request permission to conduct the race and close Douglas Road at the start of each race beginning at 8:00 A.M., 9:00 A.M., 10:00 A.M. and 11:00 A.M.** A motion/Mr. Marzec, seconded/Mr. Athanas to approve Alternatives' request to conduct the race and close Douglas Road at the start of each race beginning at 8:00 A.M., 9:00 A.M., 10:00 A.M., and 11:00 A.M. subject to the safety requirements of the Northbridge Police Department. Vote yes/Unanimous.

**Ballot Question to consider a possible Proposition 2 ½ override. Present: Walter Warchol, Chief of Police, Gary Nestor, Fire Chief, and Dr. Nancy Spitulnik, Superintendent of Schools.** Town Manager Kozak mentioned that the School Department and Finance Committee have been discussing the need for considering a possible proposition 2 ½ override. He then mentioned that there will be two ballot questions: 1) with omnibus with a normal budget, and 2) omnibus with an override. Walter Warchol, Chief of Police announced that in 2005, the Northbridge Police Department had 22 full-time officers and currently the Northbridge Police Department has 19 full-time officers. Chief Warchol then mentioned that on April 7<sup>th</sup> one of his officers will be the School Resource Officer, however, he noted that should his department lose an officer, he would then need to remove the officer from the School to maintain and protect the community at large. Chief Warchol mentioned that he provided the Select Board members with a comparison study of all the surrounding communities that are contiguous to Northbridge or with a similar size to Northbridge for their review. Dr. Nancy Spitulnik, Superintendent of Schools said that while she sympathized with the needs of other departments, the school override request was spread over five years, and was to maintain current funding. Even if the override passes, the schools will have to make cuts, just not as drastic as the cuts to be made if it fails. Gary Nestor, Fire Chief mentioned that the last time his department added multiple members to the personnel staff was back in 1986. The department currently has 12 full-time firefighters and 28 call firefighters. He then mentioned that in 1986 the Fire Department attended 1,960 calls and in 2013 they attended over 3,000 calls. Chief Nestor mentioned that by adding the additional personnel to his staff this would allow for his department to improve service and provide safety to the residents of the Town. Chairman Nolan mentioned that this item would be placed under decisions at their next Board of Selectmen's meeting.

Sal D'Amato, Chairman of the Finance Committee spoke briefly to say that his committee is responsible for sponsoring one article on the warrant, which is the omnibus budget. He then mentioned that somehow his committee is now responsible for sponsoring the override question and stated that this isn't right and not the way it should be. Mr. D'Amato explained how displeased he and his committer are with having to sponsor the override question and stated that it should have been the Board of Selectmen or School Department's responsibility, not the Finance Committee. That being said, Mr. D'Amato informed the Board of Selectmen that this will be the last time the Finance Committee sponsors more than one article. Town Manager Kozak explained that he asked the Finance Committee to sponsor the omnibus article with and without the override because he thought it was their responsibility. Town Manager Kozak said that because the Finance Committee always sponsors the omnibus budget that is why he thought the override question fell under the Finance Committee's jurisdiction. He then apologized to Mr. D'Amato and stated that there was no time left and if the Finance Committee didn't sponsor the override article(s) then the Town would have to call a Special Town Meeting. Walter Warchol, Chief of Police announced that he requested an additional police officer under the public safety override but after listening to the Superintendent of Schools this evening, withdrew his request, saying he could not justify adding additional personnel when the school department was simply fighting to maintain personnel. He said, I live in town and we are a team.

**Town Manager's Report. 1) WRTA Bus Route Changes:** Reported the WRTA new bus route schedule has finally been activated. We have information on the Town's homepage and pamphlets are available at Town Hall and the Library. **2) Groundbreaking Ceremony & Reception [Osterman Management, LLC, Milford Regional Medical Center & Tri-County Medical Associates]:** Attended the ceremony and reception with Selectman Melia and Walter Warchol, Chief of Police for the new medical facility on Church Street Extension. The event was very well attended. **3) Tax Title Property Auction Results:** - Announced the results of the Tax Title Auction that took place Friday, March 14, 2014 at Noontime. He reported that 84 Border Street sold for \$26,000.00, C Street Garages sold for \$18,000.00 and the property on Quaker Street sold for \$171,970.00.

**Selectmen's Concerns. Selectman Melia/Mentioned** that he attended the Groundbreaking Ceremony and reception for Osterman Management, LLC, Milford Regional Medical Center & Tri-County Medical Associates and noted that the Town will be receiving about \$70,000.00 in additional revenue (taxes). **Selectman Ampagoomian/1)** Asked Town Manager Kozak if he knew the status of the China Pacific Restaurant and Town Manager Kozak replied that he hasn't heard anything. **2)** Asked Town Manager Kozak to see if the Highway Department could go out to Pollard Road and fix a couple potholes. **Selectman Marzec 1)** Asked if there were any interested businesses/people who would like to get together to discuss the need to increase business in the Town of Northbridge. **2)** Mentioned that people aren't stopping at the Douglas Road Bridge. **3)** Asked if signs (keep to the right) could be placed near Cross Street and Church Street [near St. Patrick's Church] so that people know to jet to the right hand side. **Selectman Athanas/**Asked when the Sutton Street Project was starting and Town Manager Kozak mentioned that the State was waiting for the weather to break, which should be shortly. **Selectman Melia/**Asked the status of Pine Grove Cemetery. Town Manager Kozak replied that Town Counsel is waiting for information from the Attorney General's Office to make sure the proper steps are being followed with the transfer of the property. He also noted that the Trustees for Pine Grove Cemetery hired an Accountant to finalize the books and haven't received the final results yet.

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

**Meeting Adjourned: 8:43 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

**/dmg**

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

March 17, 2014

#### I. APPROVAL OF MINUTES

A. 1) Copy of February 10, 2014 minutes. 2) Copy of February 24, 2014 minutes. 3) Copy of February 24, 2014 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen]. 4) Copy of March 3, 2014 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen].

#### II. PUBLIC HEARING

#### III. RESIGNATIONS

B. 1) Copy of Beverly Morrissette's Resignation Letter. 2) Copy of James Mahoney's Resignation Letter.

#### IV. CITIZENS' COMMENTS/INPUT

#### V. DECISIONS

D. Copy of letter from the Blackstone Valley Gardeners requesting to use Memorial Park [Town Common] for a plant sale.

E. Copy of Riverdale Cemetery Deed/Lot No. 20B for Leonard and Pamela Krygsman III.

F. Copy of draft warrant for the Spring Annual Town Meeting, Tuesday, May 6, 2014.

G. Copy of RFP for Solid Waste and Recycling Contract.

GG. Copy of request to change Young Neighbors in Action's 5K Road Race date from May 31, 2014 to June 7, 2014.

GGG. Alternatives 29<sup>th</sup> Annual Valley Friendship Tour, Saturday, May 31, 2014 – 1) Copy of letter requesting permission to hang a banner over Church Street; 2) Copy of letter requesting to close down Douglas Road; 3) Copy of email from Walter Warchol, Chief of Police regarding their event.

#### VI. DISCUSSIONS

H. Copy of override expenses needed for Public Safety.

#### VII. TOWN MANAGER'S REPORT

I. 1) WRTA Bus Route Changes – **Copy of flyer with bus route changes.**

2) Groundbreaking Ceremony & Reception [Osterman Management, LLC, Milford Regional Medical Center & Tri-County Medical Associates – **No documentation.**

3) Tax Title Property Auction Results – **No documentation.**

#### VIII. SELECTMEN'S CONCERNS - **No documentation.**

#### IX. ITEMS FOR FUTURE AGENDA- **No documentation.**

#### X. CORRESPONDENCE- **No documentation.**

#### XI. EXECUTIVE SESSION - **None.**

**Board of Selectmen's Meeting  
April 7, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 6:30 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Marzec, Athanas, Ampagoomian and Melia. **Also Present:** Theodore D. Kozak, Town Manager.

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

A motion was made and seconded to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 – To discuss strategy with respect to contract negotiations – and to reconvene in Open Session. Roll Call Vote: Mr. Melia/Yes, Mr. Athanas/Yes, Mr. Marzec/Yes, and Mr. Nolan/Yes.

Open Session Adjourned: 6:32 PM

Executive Session Convened: 6:35 PM

Executive Session Adjourned: 6:55 PM

Open Session Reconvened: 7:00 PM

The Pledge of Allegiance was recited by those present.

**Approval of Minutes. March 3, 2014.** A motion/Mr. Marzec, seconded/Mr. Melia to approve the March 3, 2014 minutes as presented with the readings omitted. Vote yes/Unanimous.

**Public Hearings.** None.

**Appointments/By the Town Manager. Inspector of Animals/Rochelle Thomson.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to affirm the nomination of Rochelle Thomson as Inspector of Animals subject to the approval by the State Division of Animal Health. Vote yes/Unanimous.

**Citizens' Comments/Input. Kate Tracy, 110 Walker Street,** Northbridge mentioned that she is a concerned citizen of the Town and that there is a decision to be made this evening on whether to combine the public safety override question with the school override question. Ms. Tracy stated that the Town is facing a crisis of epic proportions and by separating the questions she feels it would divide the Town. She noted that the focus needs to be on the town as a whole. One question. One unified front. One town. Ms. Tracy asked the Board of Selectmen to consider combining the two questions instead of placing them separately on the ballot.

**Young Neighbors In Action – St. Patrick's Church [Gracia Casey]/1) Request a one-day Beer & Wine License for their Polish Picnic fundraising event to be held on the grounds of St. Patrick's Church on Saturday, June 7, 2014 from 11:00 A.M. to 2:00 P.M.** Ms. Casey announced that Young Neighbors in Action is trying to raise money for World Youth Day 2016. She mentioned that it will cost each person around \$3,000.00. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to grant Young Neighbors in Action- St. Patrick's Church a one-day Beer & Wine License for their Polish Picnic fundraising event to be held on Saturday, June 7, 2014 from 11:00 AM to 2:00 PM. Vote yes/Unanimous.

**Northbridge Fire Department/Request permission to hang a banner over Church Street from May 4th through May 18<sup>th</sup> to advertise their annual Spaghetti Supper to be held on Saturday, May 24, 2014.** A motion/Mr. Marzec, seconded/Mr. Ampagoomian to grant permission to the Northbridge Fire Department to hang a banner over Church Street from May 4th through May 18th to advertise their annual Spaghetti Supper to be held on Saturday, May 24, 2014. Vote yes/Unanimous.

**St. Patrick's Church/Request permission to hang a banner over Church Street from August 31st through September 14th to advertise their Annual Fall Festival to be held on Saturday, September 13, 2014.** A motion/Mr. Marzec, seconded/Mr. Ampagoomian to grant permission to St. Patrick's Church to hang a banner over Church Street from August 31st through September 13th to advertise their Annual Fall Festival to be held on Saturday, September 13, 2014. Vote yes/Unanimous.

**Rockdale Sports Bar, LLC, 2043 Providence Road, Northbridge [David MacNeil, Mgr.] /1) Application for a Sunday Entertainment License. Present: David MacNeil.** Mr. MacNeil announced that he is looking to bring some culture into the town by having recorded or live music, dancing by patrons and the use of amplification system in his sports bar. Selectman Ampagoomian asked Mr. MacNeil how he plans to accommodate the parking for his patrons and Mr. MacNeil replied that there are 30 parking spaces and the building capacity is 49. That being said, Mr. MacNeil mentioned that he would have a security person working at the entrance way so no more than 49 people would be allowed in his building. Selectman Athanas mentioned that Walter Warchol, Chief of Police had some concerns and then asked if any of the abutters were notified. Mr. MacNeil replied yes and stated that he spoke to Dick and Donna [abutter/neighbor] and that there wasn't a problem. Mrs. Kathleen Laflash, 145 South Main Street, [abutter] was present to discuss the Rockdale Sports Bar, LLC Entertainment license. Mrs. Laflash expressed her concerns by stating that noise and loud music has been a problem in the past. She noted that as long as the music isn't too loud, it's indoor, not outdoor music and that they aren't operating too late during the weekdays, then she would have no problem with the license. Selectman Athanas asked Mrs. Laflash what a good closing time would be and she replied 11:00 P.M. Selectman Melia mentioned that he would agree to 11:00 P.M. but if the Town receives any complaints then they can revoke the license. Mrs. Laflash also stated that she would allow the music to go until midnight on Friday and Saturday night, but that's it. A motion/Mr. Athanas, seconded/Mr. Melia to approve the Sunday Entertainment License for Rockdale Sports Bar, LLC [David MacNeil, Mgr.] with the condition being that there is no loud music after 11 P.M. Sunday – Thursday, and no loud music after midnight on Friday and Saturday. Vote yes/Unanimous. 2) **Application for an Entertainment License.** A motion/Mr. Athanas, seconded/Mr. Melia to approve an Entertainment License for the Rockdale Sports Bar, LLC [David MacNeil, Mgr.] with the condition being that there is no loud music after 11 P.M. Sunday – Thursday, and no loud music after midnight on Friday and Saturday. Vote yes/Unanimous.

**Spring Annual Town Meeting Warrant [May 6, 2014]/Vote position on warrant articles. Present: Salvatore D'Amato, Chairman of the Finance Committee.** Chairman Nolan provided a brief synopsis for each article. **ARTICLE 1: (Board of Selectmen) Bill(s) of a prior year.** Town Manager Kozak mentioned there are no bills from a prior year and asked the Finance Committee and Board of Selectmen to pass over Article 1. A motion/Mr. Ampagoomian, seconded/Mr. Melia to pass over Article 1. Vote yes/Unanimous. The Finance Committee voted to pass over Article 1. **ARTICLE 2: (Board of Selectmen) FY '14 Budget Transfers.** Town Manager Kozak mentioned that Article 2 are budgets transfers totaling \$100,700.00. A motion/Mr. Melia, seconded/Mr. Marzec to support Article 2. Vote yes/Unanimous. The Finance Committee voted to support Article 2. **ARTICLE 3: (Finance Committee) FY '15 Omnibus Budget Article.** Town Manager Kozak mentioned that this is the Town budget which is a flat budget and includes contractual raises and personnel changes for non-union employees. He also mentioned that the Town Clerk's budget went up due to elections and the Treasurer/Collector's Office will be switching to a payroll system instead of personnel. A motion/Mr.

Melia, seconded/Mr. Athanas to support Article 3. Vote yes/Unanimous. Mr. D'Amato announced that the Finance Committee voted unanimously to support Article 3 and not exceed the amount of \$39,060,000.00 [operating budget]. However, he noted that the Finance Committee voted not to support the Blackstone Valley Regional Vocational Technical High School budget for FY '15 due to the fact that the Northbridge School system will be cutting positions. **ARTICLE 4: (Finance Committee) Override Article.** Town Manager Kozak mentioned that there are two parts to the override and it would need to pass at both the May 6th Town Meeting and the May 20<sup>th</sup> Annual Election. Mr. D'Amato mentioned that the Finance Committee unanimously supports one override question, and if the Selectmen do not, the Finance Committee will meet and rescind their support. The time has come where we can no longer fund increases in personnel through the operational budget and if the override doesn't pass, more than 30 staff members will be cut at the schools and the town will lose state revenues because students will opt to go out of the school district. Town Manager Kozak announced that he supports the Town and School override and asked the Board of Selectmen to do the same. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to support Article 4. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 4. **ARTICLE 5: (Selectmen) FY '15 Sewer Enterprise.** To see if the Town will vote to raise and appropriate and/or transfer from the Retained Earnings Account of the Sewer Enterprise Fund a sum of money [\$2,077,012.00] to operate the Sewer Enterprise Operation of the Department of Public Works for FY 2015. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to support Article 5. Vote yes/Unanimous. The Finance Committee voted to support Article 5. **ARTICLE 6: (Selectmen) FY '15 Water Enterprise.** To see if the Town will vote to raise and appropriate and/or transfer from the Retained Earnings Account of the Water Enterprise Fund a sum of money [\$1,631,159.00] to operate the Water Enterprise Operation of the Department of Public Works for FY 2015. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to support Article 6. Vote yes/Unanimous. The Finance Committee voted to support Article 6. **ARTICLE 7: (Selectmen) Chapter 90.** Town Manager Kozak mentioned that this is to see if the Town will vote to appropriate a sum of money and such additional funds as may become available from the Commonwealth's Department of Transportation, Chapter 90 Bond Issue proceeds, to be used by the Department of Public Works for the repair and maintenance of Town roads in conformance with MGL and further to see if the Town will vote to meet said appropriation by borrowing and to authorize the Treasurer/Collector, with approval of the Board of Selectmen, to issue bonds or notes of the Town therefor in anticipation of the receipt of said State Aid [\$475,000.00]. A motion/Mr. Melia, seconded/Mr. Ampagoomian to support Article 7. Vote yes/Unanimous. The Finance Committee voted to support Article 7. **ARTICLE 8: (Selectmen) FY '15 Treasurer/Collector compensating balance agreement.** To see if the Town will vote to authorize the Treasurer/Collector to enter into a compensating balance agreement or agreements for FY 2014, pursuant to Chapter 44, Section 53F of the M.G.L. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to support Article 8. Vote yes/Unanimous. The Finance Committee voted to support Article 8. **ARTICLE 9: (Playground & Recreation) FY '15 Play & Rec. reauthorization of the revolving account for \$20,000.00.** To see if the Town will vote to reauthorize a revolving account pursuant to M.G.L. Chapter 44, Section 53E 1/2 for the Playground & Recreation Commission, to credit to such account any grants, donations, program user fees and fund raising proceeds received by said Commission and to authorize said Commission to expend from such account amounts required to maintain the Town's playgrounds and recreation fields, to make improvements thereto and to purchase, lease or rent equipment and support facilities for programs and activities taking place thereon provided, however, that the total amount which may be expended from the account in FY 2014 is \$20,000.00. A motion/Mr. Melia, seconded/Mr. Marzec to support Article 9. Vote yes/Unanimous. The Finance Committee voted to support Article 9. **ARTICLE 10: (Selectmen) Transfer money from lot receipts and burial charges [from Pine Grove Cemetery] to fund cemetery operation costs of the DPW [\$5,000].** A motion/Mr. Ampagoomian, seconded/Mr. Melia to support Article 10. Vote yes/Unanimous. The Finance Committee voted to support Article 10. **ARTICLE 11: (Selectmen) Transfer money from Town Building Maintenance Fund to maintain town-owned Buildings/facilities.** Town Manager Kozak explained that this is a new account that was established by special legislation and the funds that we received from the solar project [on the border of

Grafton/Northbridge] we have a PILOT [payment in lieu of taxes] account that the Town wishes to use for maintenance for town-owned buildings. The funds amount to \$39,213.00. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to support Article 11. Vote yes/Unanimous. The Finance Committee voted to support Article 11. **ARTICLE 12: (Selectmen) \$250,000 from Sewer Enterprise Fund to finance the maintenance, repair, and expansion of the Town's sanitary sewer and wastewater treatment plant.** A motion/Mr. Marzec, seconded/Mr. Melia to support Article 12. Vote yes/Unanimous. The Finance Committee voted to support Article 12. **ARTICLE 13: (Selectmen) \$250,000 from Sewer Enterprise Fund to improve the existing sludge gravity thickeners at the Wastewater Treatment Plant.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to support Article 13. Vote yes/Unanimous. The Finance Committee voted to support Article 13. **ARTICLE 14: (Selectmen) Purchase of an asphalt hot box for DPW.** To allow the Department of Public Works to purchase an Asphalt Hot Box in the amount of [\$26,606.00] using funds that were leftover from previous articles. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to support Article 14. Vote yes/Unanimous. The Finance Committee voted to support Article 14. **ARTICLE 15: (Blackstone Valley Tech. School Comm.) Approve 2.9 million debt of BV Tech for costs of adding, equipping, reconstructing and making repairs to the school.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to support Article 15. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/No, Mr. Melia/Yes, Mr. Nolan/Yes and Mr. Ampagoomian/Yes. The Finance Committee voted to support Article 15. **ARTICLE 16: (Assessors) \$24,000 for temp assistance to the Board of Assessors to measure and list all properties, interim year revaluation and software upgrades.** A motion/Mr. Melia, seconded/Mr. Ampagoomian to support Article 16. Vote yes/Unanimous. The Finance Committee voted to support Article 16. **ARTICLE 17: (Assessors) MGL C.59, S.5, Clause 41C adjust the age limit to persons 65 or older and/or raise the exemption amount.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to support Article 17. Vote yes/Unanimous. The Finance Committee voted to support Article 17. **ARTICLE 18: (Planning Board) Amend Zoning Bylaw – Delete Section 173-18.4 [Temporary Moratorium on Medical Marijuana Treatment Centers]. Replace with new Section 173-18.4 [Registered Marijuana Dispensary].** Mr. Gary Bechtholdt, Town Planner mentioned at the 2013 Spring Annual Town Meeting the town adopted a temporary zoning moratorium on Medical Marijuana Treatment Centers; this moratorium will expire on June 30, 2014. Article 18 proposes to delete the temporary moratorium section of the zoning bylaw and replace it with a new provision for Registered Marijuana Dispensary [RMD]. The new provision will define and regulate the siting of potential RMD's in Northbridge; allowing RMDs within the Industrial-Two (I-2) Zoning District by Special Permit of the Planning Board. A motion/Mr. Melia, seconded/Mr. Ampagoomian to support Article 18. Vote yes/Unanimous. The Finance Committee voted to support Article 18. **ARTICLE 19: (Planning Board) Amend Zoning Bylaw 173-12 [Table of Use Regulations] by adding “Registered Marijuana Dispensary].** Mr. Gary Bechtholdt, Town Planner mentioned that this zoning article is a companion article to Article 18 and passage of this zoning amendment article will add Registered Marijuana Dispensary [RMD] to the Table of Use Regulations [Section 173-12] allowing RMDs within the Industrial-Two Zoning District by Special Permit. A motion/Mr. Ampagoomian, seconded/Mr. Melia to support Article 19. Vote yes/Unanimous. The Finance Committee voted to support Article 19. **ARTICLE 20: (Selectmen) Authorize BOS to release any right(s) of the Town to any gravel/gravel banks in or on property known as Oakhurst Farm.** A motion/Mr. Athanas, seconded/Mr. Ampagoomian to support Article 20. Vote yes/Unanimous. The Finance Committee voted to support Article 20. **ARTICLE 21: (Selectmen) PILOT agreement on land located on Lasell Road [Oakhurst Farm] Map 1, Parcel 97 and Map 1, Parcel 98.** Town Manager Kozak mentioned this is a payment in lieu of taxes program that the State allows Towns to enter into agreements in which they have a period of time the taxes are paid at a stable rate. Town Manager Kozak asked that this item be tabled to the next meeting until he gets the rest of the information. A motion/Mr. Athanas, seconded/Mr. Marzec to take no position on Article 21. Vote yes/Unanimous. The Finance Committee voted to support Article 21. **ARTICLE 22: (Petition) Amend general bylaws to add “9-408 Residential Waste Collection and Disposal Contracts” to make any contract for the Collection, transportation, receipt, processing or disposal of residential and solid waste shall be**

**subject to and warded pursuant to, the provisions of Chapter 30B.** Mr. William Cundiff, 68 Windsor Ridge Drive, Whitinsville explained the petition article is about residential waste collection. He mentioned that when he found out that the Selectmen were seeking contracts from residential waste collection haulers this concerned him because of the procurement laws. He noted that the residential waste collection was exempt from M.G.L. Chapter 30B (a protection mechanism for taxpayers and rate payers). This law makes towns or government entities go through a procedural process when awarding contracts, solicit contracts or make a selection of a contract. He also explained that 30B requires a contract to be awarded to the lowest eligible and responsible bidder. This means that someone is qualified, capable of doing the work, and the person who has the lowest price. Currently, because waste collection is exempt from 30B, the town through the Selectmen could award the contract to someone who is not the lowest bidder, who is not qualified, they don't have to have a written contract and can have an endless contract. This petition article would require the Selectmen/Town to go through the 30B process in spite of the fact that waste collection is exempt from 30B. Town Manager Kozak asked the Board of Selectmen not to support this petition article. A motion/Mr. Ampagoomian, seconded/Mr. Marzec not to support Article 22. Vote yes/Unanimous. The Finance Committee voted to support Article 22. **Spring Annual Town Meeting Warrant [May 6, 2014]/Vote to place ballot question(s) on the Annual Town Election Warrant.** Town Manager Kozak explained that Town Council has provided a couple ballot questions should the Board of Selectmen wish to move forward with an override. Town Manager Kozak mentioned that the Selectmen can have one override question or two. Question A: Shall the Town of Northbridge be allowed to assess an additional \$3,265,800.00 in real estate and personal property taxes for the purposes of funding the School Department operating budget, and personnel and employee benefit costs of the Fire Department for the fiscal year beginning July 1, 2014? Question B: Shall the Town of Northbridge be allowed to assess an additional \$3 million in real estate and personal property taxes for the purpose of funding the School Department operating budget for the fiscal year beginning July 1, 2014? Question C: Shall the Town of Northbridge be allowed to assess an additional \$265,800.00 in real estate and personal property taxes for the purpose of funding personnel and employee benefit costs of the Fire Department for the fiscal year beginning July 1, 2014? Town Manager Kozak feels the Board of Selectmen should do one question (Question A) so that department's aren't pitted against each other. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to place Question A: Shall the Town of Northbridge be allowed to assess an additional \$3,265,800.00 in real estate and personal property taxes for the purposes of funding the School Department operating budget, and personnel and employee benefit costs of the Fire Department for the fiscal year beginning July 1, 2014? ballot question in the amount of \$3,265,800.00 on the Annual Town Election Warrant. Vote yes/Unanimous.

**Selectmen's Representative to Review the RFP for Solid Waste & Recycling.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint Daniel Nolan as the Selectmen's Representative to review the RFP for Solid Waste & Recycling. Vote yes/Unanimous.

**Town Manager's Report.** **1) Open Space & Recreation Plan Update Public Workshop:** Announced the workshop will take place on Tuesday, April 8, 2014, 6:00 P.M., at the Town Hall. Everyone is welcomed to attend. **2) Sutton Street Update:** Announced that work has begun on Sutton Street and the Contractor is onsite. He has begun reviewing the inlets and outlets for the storm drains/water flow and will be meeting with James Shuris, DPW Director to discuss taking down the trees on Sutton Street. **3) Chapter 90 Funding:** Received word of Chapter 90 funding of \$475,045.00. This only covers two-thirds of the funds approved by the legislator. The Governor is holding \$100 million dollars up for second year in a row. **4) Boston Firefighters' Services:** The members of the Northbridge Fire Department attended the funeral services of the two firefighter's who were tragically killed in the Boston fire. **5) Transmission poles at the American Legion Ballfield:** Three poles have fallen due to wind and wood rot. National Grid is currently working on locating replacement poles and then National Grid's personnel will replace these poles.

**Selectmen's Concerns. Selectman Athanas/1)** Asked if the dispatch consolidation was put on hold and Town Manager Kozak mentioned that it was pushed back for 6 months because he wants to make sure the town has the finances in place. **Selectman Ampagoomian 1)** Expressed his condolences to the families of the Boston Firefighters' who passed away. He mentioned that Donald Menard, Owner of Foxy Travel volunteered his bus and services, free of charge to transport the Northbridge Firefighters to both Lieutenant Walsh and Firefighter Kennedy's Memorial Service and Funeral. **2)** Status of double poles and Town Manager Kozak replied that there has been progress now that the weather is better. **3)** Mentioned that nothing is going on at the Ross Rajotte Bridge and Town Manager Kozak mentioned there was another conflict between the contractor and State so he contacted the State Representative's to see if they could help out. **4)** Status of the Flood Plain Mapping and Town Manager Kozak explained that Town Counsel has reviewed the information and asked if there was additional information. He then mentioned that Mr. Anderson from Heritage Design will be providing more information to Town Counsel and noted that he will keep the Board informed as information comes in. **5)** On April 17<sup>th</sup> the Worcester County Selectmen's Association is having their quarterly meeting at the ASA Waters Mansion in Millbury @ 6:00 P.M. Mr. Ampagoomian announced that former Selectman Joseph Montecalvo will be the speaker.

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

**Meeting Adjourned: 8:30 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

**/dmg**

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

April 7, 2014

- I. APPROVAL OF MINUTES**
  - A. Copy of March 3, 2014 minutes.
- II. PUBLIC HEARING**
- III. APPOINTMENTS/By the Board of Selectmen**
  - B. Copy of letter from the Department of Agricultural Resource regarding the Inspector of Animals. Copy of nomination form.
- IV. CITIZENS' COMMENTS/INPUT**
- V. DECISIONS**
  - C. 1) Copy of St. Patrick's Church Application for Special License. 2) Copy of map. 3) Copy of license routing slip from Department Heads.
  - D. Copy of letter from Northbridge Fire Department requesting to hang a banner over Church Street from May 21<sup>st</sup> through May 24<sup>th</sup> to advertise their annual Spaghetti Supper on May 24, 2014.
  - E. Copy of letter from St. Patrick's Church requesting to hang a banner over Church Street August 31<sup>st</sup> to September 14<sup>th</sup> to advertise their Annual Fall Festival on September 13, 2014.
  - F. 1) a. Copy of application for Sunday Entertainment License; b. license routing slips from Department Heads; c. copy of abutter notice; and d. copy of abutters. 2) a. Copy of application for Entertainment License; and b. license routing slips from Department Heads.
  - G. 1) Copy of Spring Annual Town Meeting Warrant Articles. 2) Copy of Proposition 2 ½ Override Questions. 3) Copy of zoning amendment articles. 4) Copy of memorandum from Planning Board to Town Clerk. 5) Copy of Article 19 – Registered Marijuana Dispensary.
- VI. DISCUSSIONS**
- VII. TOWN MANAGER'S REPORT**
  - I. 1) Open Space & Recreation Plan Update Public Workshop – **Copy of public workshop notice.**
  - 2) Sutton Street Update – **No documentation.**
  - 3) Chapter 90 Funding – **Copy of letter from the Commonwealth of Massachusetts.**
  - 4) Boston Firefighters' Services – **No documentation.**
  - 5) Transmission poles at the American Legion Ballot – **No documentation.**
- VIII. SELECTMEN'S CONCERNS - No documentation.**
- IX. ITEMS FOR FUTURE AGENDA- No documentation.**
- X. CORRESPONDENCE- No documentation.**
- XI. EXECUTIVE SESSION – No documentation.**

**Board of Selectmen's Meeting  
April 28, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Marzec, Athanas, Ampagoomian and Melia. **Also Present:** Theodore D. Kozak, Town Manager.

The Pledge of Allegiance was recited by those present.

**Approval of Minutes. March 17, 2014.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the March 17, 2014 minutes as presented with the readings omitted. Vote yes/Unanimous. **April 7, 2014 [Executive Session]**—A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve but not release the April 7, 2014 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Marzec, Athanas and Nolan. Abstain/Mr. Melia.

**Public Hearings.** None.

**Appointments/By the Board of Selectmen. Annual Reappointment.** Ann Riley, Board of Registrars [Republican Designee]. A motion/Mr. Melia, seconded/Mr. Marzec to reappoint Ann Riley as a Republican Designee to the Board of Registrars. Vote Yes/Unanimous. **By the Town Manager. Julie Harris, Assistant Treasurer/Collector.** Town Manager Kozak mentioned that Julie Harris has been the Payroll Clerk for about eight years and has done an excellent job throughout this time. He then mentioned that Assistant Treasurer Position has been vacant for over two years and would like for Julie to take over this position. Kimberly Yargeau mentioned that Julie Harris has been handling this role to the best of her ability since the position has been vacant. She has done a tremendous job and highly recommends her for the position. A motion/Mr. Melia, seconded/Mr. Ampagoomian to affirm the appointment of Julie Harris as Assistant Treasurer/Collector. Vote yes/Unanimous.

**Citizens' Comments/Input.**

**Northbridge Veterans' Council. 1) Request to hold Memorial Day Parade in Whitinsville on Monday, May 26, 2014 at 10:00 AM.** A motion/Mr. Melia, seconded/Mr. Athanas to grant permission to the Northbridge Veterans' Council to hold their Memorial Day Parade in Whitinsville on Monday, May 26, 2014 at 10:00 AM. Vote yes/Unanimous. **2) Request permission to use the Whitinsville Town Common for Memorial Day exercises.** A motion/Mr. Melia, seconded/Mr. Athanas to grant permission to the Northbridge Veterans' Council to use the Whitinsville Town Common for Memorial Day exercises. Vote yes/Unanimous.

**National Grid [Bruce Kut] and Verizon New England/Petition for a joint pole relocation on Quaker Street to remove an old pole line in woods and relocate to the side of Quaker Street [Plan #15750245, dated 1/13/14]. Present: Bruce Kut & Robert Russell, Representative's for National Grid.** Mr. Kut advised the Board that there is an existing pole in a wooded area and it's inaccessible and hard to maintain so National Grid is petitioning to install three new poles on Quaker Street and relocate the existing line to the side of the road for maintenance reasons. Mr. Russell mentioned that the property owner is the State and that he has personally spoken to a Representative at Charter Communication and Verizon and have their commitment to move the equipment off the poles once the new equipment is put on the street. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve a joint pole relocation on Quaker Street to remove an old pole line in woods and relocate to the side of Quaker Street [Plan #15750245, dated 1/13/14].

**Annual License Renewals [Junk Dealers, Pool Tables, Bowling & Billiards]/Vote to approve subject to the payment of all monies due the Town.** A motion/Mr. Athanas, seconded/Mr. Melia to approve the annual license renewals [Junk Dealers-Mantown Consignment, Past & Present Etc, Remember When Antiques, Blings & Things and Chatsworth Antiques, Bowling and Billiards – Sparetime Recreation, Inc.] subject to the payment of all outstanding liens. Vote yes/Unanimous.

**Determination and Consent Pursuant to Massachusetts Rules of Professional Conduct, Rule 1.7 – Representation of the Towns of Northbridge and Sutton re: Agreement for Payment-In-Lieu-of Taxes (Oakhurst Farm Solar Facility)/Vote consent to Kopelman & Paige’s representation of both towns regarding the proposed Agreement.** Town Manager Kozak explained that this is the proposed solar project that is on the border of Sutton and Northbridge. He noted that because both communities utilize Kopelman & Paige as their Town Counsel, the Northbridge Board of Selectmen need to consent to Kopelman & Paige representing both towns with regard to the payment in lieu of tax agreement for the solar facility at the Oakhurst Farm property. A motion/Mr. Ampagoomian, seconded/Mr. Melia to consent to Kopelman & Paige representation of both towns regarding the proposed Agreement. Vote yes/Unanimous.

**Spring Annual Town Meeting [May 6, 2014]/Vote position on Article 21[PILOT Agreement – Lasell Road].** Town Manager Kozak explained that the PILOT agreement is a monetary funding that the Company is willing to pay in which the Town would enter into a PILOT agreement. The land is located on Lasell Road [Oakhurst Farm]. He mentioned that they are still in negotiations with the Company and asked the Board of Selectmen to hold off on their position until he has the cost information. He also noted that he might not have this information for Town Meeting. Chairman Nolan announced that the Board will place this Article on their next agenda scheduled for May 5, 2014.

**Annual Town Election Warrant [May 20, 2014].** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to sign the Annual Town Election Warrant [May 20, 2014]. Vote yes/Unanimous.

**Mass DOT Winter Rapid Recovery Road Program.** Town Manager Kozak explained that the State will be giving towns and cities money (using parameters of the Chapter 90 program) to: 1) patching of potholes, cracking and other surface defects, including paving projects, 2) repair and/or replacement of signage, guardrail, storm grates, or road striping or painting, or 3) projects identified through written agreement between the MassDOT Highway Division District Office and the specific city or Town. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to sign the contract. Vote yes/Unanimous.

**RFP for Solid Waste and Recycling Program/Update.** Town Manager Kozak announced that the bids for the RFP Solid Waste and Recycling Program were opened on April 18<sup>th</sup> and there were four proposals. The proposals submitted were from Casella Waste Management, The Pratt Group, Tom Berkowitz Trucking and Republic Services. A team was comprised to review the proposals [Town Manager Kozak, Jeanne Gniadek, Paul Mckeeon and Gary Bechtholdt]. Town Manager Kozak mentioned that his team’s goal is to give a recommendation to the Board of Selectmen by next week’s meeting [May 5, 2014].

**Overview of Prop 2 ½ Override Question including financial impact on residents. Present: Dr. Nancy Spitulnik, Superintendent of Schools, and Gary Nestor, Fire Chief.** The one question on this year’s ballot is to see if residents will allow the town to assess an additional \$3,265,800 in real estate and personal property taxes for the purpose of funding the school department’s operating budget and the personnel and employee benefit costs of the fire department for the upcoming fiscal year 2015. In the last few months there has been a push, not only through the Northbridge Public Schools, but outside parent groups, to support the override, which just recently included the funding to help the Northbridge Fire Department. Dr. Spitulnik said this override will not just help the district in 2015, but for the next five years. She said this was designed to keep the district from coming back to taxpayers and keep what they

currently offer to students up and running. Dr. Spitulnik said “We just want to give the basic information”. She mentioned that the Northbridge schools have made tremendous gains in curriculum structure and programs. In a handout provided to residents explaining the dual override, which would give the town the go ahead to raise property taxes by more than 2.5 percent, \$1,400,000 would be collected over the following four years. The fire department is also requesting an override of \$265,800 to be collected next year to hire four more firefighters/EMT’s in order to improve their ability to respond to emergency calls, according to the flyer. These two override requests are combined into one override question for the town. Melissa Walker, School District Business Manager said residents can be secure in knowing the school’s budget process of the past several years has been nothing but an “open, transparent process.” Ms. Walker mentioned that if this doesn’t pass, the cuts will be throughout the entire district and could include 25 staff members. It would be pretty much across the board. If the override doesn’t pass, the school department will need to cut approximately \$1.2 million from the proposed level services budget. This translates to up to 25 staff members, resulting in increased class sizes and the possible loss of programs such as elementary art and library, middle school and high school foreign language classes, and the high school culinary arts program. Other possible cuts include all middle school interscholastic sports and the high school cooperative sports teams, wrestling, hockey, swimming and golf. Mr. D’Amato provided a PowerPoint presentation showing three scenarios for property valuation: one for \$165,000, one for 265,000 (average single family home) and one for 365,000. He mentioned that if the override passes this is a permanent increase to the tax base and revenue to fund the services needed to go forward. Town Manager Kozak mentioned that the second PowerPoint is a sample of the average tax bill for \$265,800 for fiscal year 2014. (A copy of the two PowerPoints can be found in the Town Manager’s Office and on the Town’s website).

**Trustees of Soldiers’ Memorials/Present: Thomas Farley/Renaming of the Douglas Road Bridge in honor of United States Marine L/CPL Thomas S. Perron. Present: Trustees of Soldiers’ Memorials Chairman Thomas Farley, Members Jim Gallagher and Richard Trier.** Mr. Farley mentioned that the Thomas S. Perron Memorial was moved so that the Douglas Road Bridge could be fixed and his committee would like to know when the bridge is completed if they could take the memorial and place it on the bridge and call it the Thomas S. Perron Bridge. He noted that the State does not own the bridge, the Town does. Chairman Nolan suggested moving the renaming of the Douglas Road Bridge in honor of United States Marine L/CPL Thomas S. Perron to decisions. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to move this discussion item to decisions. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Melia/Yes, Mr. Ampagoomian/Yes and Mr. Nolan/Yes. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the Renaming of the Douglas Road Bridge in honor of United States Marine L/CPL Thomas S. Perron. Vote yes/Unanimous.

**Town Manager’s Report. 1) Mass. Historical Commission:** Recognition of the Northbridge Town Hall rehabilitation project with a 2014 Mass. Historical Commission Preservation Award. Announced the Northbridge Town Hall will be honored this year at the Mass. Historical Commission’s 36<sup>th</sup> Annual Preservation Award ceremony on May 16, 2014. Details about the ceremony will be forthcoming. **2) Annual Town Election [May 20, 2014]/Voter registration timeline:** Announced the deadline for the May Election is Wednesday, April 30, 2014 and the Town Clerk’s Office will be open until 8:00 P.M. that evening. **3) Sutton Street Project/Update:** The Sutton Project is now underway and the DPW Director is coordinating with the State Project Manager on when the roads might be closed and when alternative routes are necessary. The DPW Director will be providing weekly updates online or as necessary. **4) Massachusetts Education & Government Association Award [MEGA]:** Announced that the Town received an award from MEGA for their improvements in loss control for Town and School employees.

**Selectmen's Concerns.** **Selectman Athanas/1)** Asked for an update on Pine Grove Cemetery. Town Manager Kozak replied that he doesn't have one yet. **2)** Sutton Street Construction – should this be addressed and Town Manager Kozak mentioned that the DPW Director is working with the State and detour signs will be placed. **3)** Status of the Building Maintenance Schedule/Inventory and Town Manager Kozak mentioned that it's in the works. **Selectman Melia/1)** Congratulated Town Manager Kozak and the Building, Planning & Construction Committee for the 2014 Mass. Historical Commission Preservation Award and the Massachusetts Education & Government Association Award. **2)** Road Projects. **3)** Mentioned that he received an email regarding the retirement of Dispatcher Homer Rajotte and wishes Homer well on his retirement. **Selectman Ampagoomian/**Status of Regionalizing the Dispatcher and Town Manager Kozak mentioned that it's been put on hold for about 6 months due to funding. He noted that he hopes to have it in place by the fall.

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

**Meeting Adjourned: 8:18 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

**/dmg**

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

April 28, 2014

- I. APPROVAL OF MINUTES**
  - A.** 1) Copy of March 17, 2014 minutes. 2) Copy of April 7, 2014 Executive Session minutes.  
[Removed from backup documentation as they have not been released by Board of Selectmen].
- II. PUBLIC HEARING**
- III. APPOINTMENTS/By the Board of Selectmen**
  - B.** 1) Copy of Ann Riley's letter for reappointment. 2) Copy of Julie Harris's letter promoting her to Assistant Treasurer/Collector.
- IV. CITIZENS' COMMENTS/INPUT**
- V. DECISIONS**
  - C.** Copy of James Marzec's email requesting to use Memorial Park for the Memorial Day Services.
  - D.** Copy of National Grid's letter, petition, order and map requesting to remove an old pole line in woods and relocate to the side of Quaker Street.
  - E.** Copy of licenses and listing of Annual License Renewals [Junk Dealer's Pool Tables, Bowling & Billiards].
  - F.** Copy of letter from Kopelman & Paige dated April 18, 2014 – Agreement for Payment-In-Lieu-of-Taxes (Oakhurst Farm Solar Facility)
  - G.** Copy of Spring Annual Town Meeting Warrant Articles.
  - H.** Copy of Annual Town Election Warrant.
  - HH.** Copy of program.
- VI. DISCUSSIONS**
  - I.** No documentation.
  - J.** Copy of projected override incremental tax increase and FY 14 Total Taxable Value
  - K.** No documentation.
- VII. TOWN MANAGER'S REPORT**
  - L.** 1) Mass. Historical Commission: Recognition of the Northbridge Town Hall rehabilitation project with a 2014 Mass. Historical Commission Preservation Award – **Copy of letter.**
  - 2) Annual Town Election – **No documentation.**
  - 3) Sutton Street Project – **No documentation.**
  - 4) Massachusetts Education & Government Association Award – **Copy of award.**
- VIII. SELECTMEN'S CONCERNS - No documentation.**
- IX. ITEMS FOR FUTURE AGENDA- No documentation.**
- X. CORRESPONDENCE- No documentation.**
- XI. EXECUTIVE SESSION – No documentation.**

**Board of Selectmen's Meeting  
May 5, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 6:30 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Athanas, Ampagoomian and Melia. **Also Present:** Theodore D. Kozak, Town Manager. Absent: Selectman James Marzec.

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

A motion was made and seconded to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 – To discuss strategy with respect to contract negotiations – and to reconvene in Open Session. Roll Call Vote: Mr. Melia/Yes, Mr. Athanas/Yes,\* ~~Mr. Marzec/Yes~~, and Mr. Nolan/Yes.

Open Session Adjourned: 6:34 PM

Executive Session Convened: 6:35 PM

Executive Session Adjourned: 6:45 PM

Open Session Reconvened: 7:00 PM

The Pledge of Allegiance was recited by those present.

Chairman Nolan announced that Selectman James Marzec is running late but will be arriving shortly to the meeting.

**Approval of Minutes.** None.

**Public Hearings.** None.

**Appointments.** None.

**Citizens' Comments.** None.

**Northbridge Youth Soccer Association/Request permission to hang a banner over Church Street from July 27, 2014 through August 3, 2014 to advertise the 3v3 Annual Soccer Tournament to be held on August 9<sup>th</sup> & 10<sup>th</sup>.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to grant permission to the Northbridge Youth Soccer Association to hang a banner over Church Street from July 27, 2014 through August 3, 2014 to advertise the 3v3 Annual Soccer Tournament to be held on August 9, 2014 and August 10, 2014. Vote yes/Messrs. Athanas, Ampagoomian, Melia and Nolan.

**Blackstone Valley Pop Warner Football & Cheerleading [Christine Fitzgerald]/Request permission to conduct a "boot drive" on Saturday, June 14, 2014 from 9:30 A.M. to 12:00 P.M., [Rain Date: June 15, 2014] at Memorial Square.** A motion/Mr. Athanas, seconded/Mr. Melia to grant permission to the Blackstone Valley Pop Warner to conduct a "boot drive" on Saturday, June 14, 2014 from 9:30 AM to 12 PM [Rain Date: Sunday, June 15, 2014] subject to the Town's Boot Drive policy. Vote yes/Unanimous. Vote yes/Messrs. Athanas, Ampagoomian, Melia and Nolan.

**Dog Complaint/Vote to set a dog hearing for Monday, May 19, 2014 @ 7:15 P.M.** Chairman Nolan mentioned that the Board of Selectmen received a dog complaint and have to set a public hearing date.

He noted that the hearing date of Monday, May 19, 2014 has changed to June 9, 2014 at 7:15 P. M. A motion/Mr. Ampagoomian, seconded/Mr. Melia to set a dog hearing for Monday, June 9, 2014 at 7:15 P.M. under public hearings. Vote yes/Messrs. Athanas, Ampagoomian, Melia and Nolan.

**Solid Waste and Recycling Program/Present: Irene Congdon (Powerpoint Presentation)/Vote to enter into a contract. Present:** Town Manager Kozak explained that Jeanne Gniadek, Paul Mckeeon, Gary Bechtholdt and he have been working on this program for about 4 to 5 months with Irene Congdon. He mentioned that they have reviewed the proposals and noted that Ms. Congdon volunteered to provide the Town with a PowerPoint presentation. Ms. Congdon mentioned that the Town of Northbridge received a technical assistance grant to look into the option of curbside trash and recycling. Ms. Congdon explained that taxes are not used but residents are paying and with each household contracting service you pay a premium cost, some people are paying about \$460 a year, the rates and services are not uniform, and trash haulers are out every day. She noted that recycling is limited and that about 300 households are using the recycling center in town. Ms. Congdon then explained that each resident would pay a flat fee and it would be a town contract vs. each resident having a contract. **Selectman Marzec arrived at the meeting.** Town Manager Kozak advised there were four proposals but didn't show significant savings at this time, with the parameters of two carts and a three year contract. He then mentioned that a five year contract with town-wide participation could see a savings of fifty percent. He noted that in the future they will consider the recycling carts but haven't at this time. Town Manager Kozak mentioned that there are options for residents to choose such as; weekly trash and weekly recycling, weekly trash and every other week recycling, every other week trash and weekly recycling. Ms. Congdon stated that Northbridge is working towards being a green community but currently the trash/recycling process is not green. Town Manager Kozak mentioned that right now the savings wasn't large enough for his group to recommend for the Town to take any one vendor. He then mentioned that through education, his group might be able to help the public know that there are opportunities to save money in trash in the future. Town Manager Kozak thanked his team and Irene Congdon for all their hard work. A motion/Mr. Melia, seconded/Mr. Ampagoomian not to enter into a Solid Waste and Recycling Program contract at this time. Vote yes/Unanimous.

**Retiree Health Insurance/Plan Design changes.** Town Manager Kozak mentioned that he has been working with the Insurance Advisory Committee and the Town's Insurance Consultant to look for ways to offer health insurance products that are more economical and still maintain the quality of the insurance plans. They feel one of the options that would help save money would be the retirees who are Medicare eligible [65 years or older/Senior plan]. Their choices right now are Medex 3 and Harvard Pilgrim Healthcare Medicare Enhance. The cost has been increasing over several years at close to 10% per year in both plans and this would be an indemnity type plan vs. an HMO type plan. He mentioned it would be beneficial for the town to switch to Medex 2 because it would lower the premium however there would be co-pays for pharmaceuticals, which they have never had before. Town Manager Kozak mentioned that the Insurance Consultant recommends Medex 2 and suggested not to offer the Medex 3 and Harvard Pilgrim Healthcare Medicare Enhance. This would save on average the retirees \$1134.00 a year. Town Manager Kozak recommended the Board of Selectmen vote tonight to make this change. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to authorize Town Manager Kozak to make the Plan Design changes and switch to MEDEX 2, as of July 1, 2014, and not offer Medex 3 and the Harvard Pilgrim Healthcare Medicare Enhance. Vote yes/Messrs. Nolan, Ampagoomian, Marzec and Athanas. Abstain/Mr. Melia.

**Opt-out Option for Health Ins [Active employees].** Town Manager Kozak mentioned that about 3 years ago [for active employees], the Town adopted an Opt-out program for employees who currently have health insurance. He mentioned that if an employee wishes to go to a plan outside of the Town then the Town would offer the employee a stipend of money. He explained that for an individual plan, the Town would offer the individual \$1,000.00 for waiving their health insurance coverage, and for a family plan,

the Town would offer \$2,000.00. He noted that there are twelve employees who currently take advantage of the opt-out program. He then explained that he would like to encourage more individuals to opt-out so that the Town can save money in their budget. That being said, he would like to increase the opt-out option amounts, by \$500.00, thus making the individual plan \$1500.00 and family plan \$2500.00. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve the increase by \$500.00 to the individual plan [\$1500.00] and family plan [\$2500.00] opt-out option for health insurance [active employees]. Vote yes/Unanimous.

**Spring Annual Town Meeting Warrant [May 6, 2014]/Vote position on Article 21 [PILOT Agreement – Lasell Road]. ARTICLE 21: (Selectmen) PILOT agreement on land located on Lasell Road [Oakhurst Farm] Map 1, Parcel 97 and Map 1, Parcel 98.** Town Manager Kozak mentioned that the numbers from the Company weren't what he had hoped they would be and recommended that at this time the Board of Selectmen pass over this article. A motion/Mr. Ampagoomian, seconded/Mr. Melia to pass over position on Article 21. Vote yes/Unanimous. The Finance Committee voted to support Article 21.

**State Reclamation and Mosquito Control Board/District Budget Request.** Town Manager Kozak advised that the State Reclamation & Mosquito Control Board implemented a new budget policy last year. They are asking the Mosquito Control Districts to send to cities and towns their districts budget asking for a show of support or non-support. Town Manager Kozak mentioned that the program is worthwhile and asked the Board to move this item to a decision tonight because of the deadline date. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to move this Discussion - Item G to Decisions. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Melia/Yes, Mr. Nolan/Yes and Mr. Ampagoomian/Yes. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to allow the Chairman to sign the declaration of support for the Mosquito Control Program for FY 2015. Vote yes/Unanimous.

**Town Manager's Report.** **1) Informational Forum re: Override:** Attended an informational forum at the Northbridge Middle School to provide information and answer questions with other town and school administrators concerning the override. This event was well attended and there were several good questions regarding how the override would affect the Town Departments, Community and taxpayers. **2) Open House for New Medical Center:** Attended an Open House at The Whittin Lasell Manor for the new medical center that is being built on the Osterman property [Church Street extension]. The event was well attended. **3) Cable Provider News:** Received a note from our cable provider that Comcast and Charter Communication are working on an agreement that if approved by Congress, all Charter franchises in New England will become part of the Comcast franchise. **4) WRTA Bus Rider Update:** Received an update, which shows increases in bus ridership in the Central Mass. area and the WRTA is encouraged by this increase in rider usage. **5) 5<sup>th</sup> Grade Interest Fair:** Attended the 5<sup>th</sup> Grade Interest Fair and once again, excellent projects were presented by the students.

**Selectmen's Concerns.** **Selectman Melia/1)** Mentioned that he attended the informational meeting on the override and stated that it was an excellent presentation. **2)** Mentioned that he attended the Open House at The Whittin Lasell Manor for the New Medical Center and it was well attended. **3)** Mentioned that he attended the 5<sup>th</sup> Grade Interest Fair and stated the children did a great job on their projects. **Selectman Athanas 1)** Asked if James Shuris, DPW Director could provide an update on the Sutton Street Project and Town Manager Kozak mentioned that he would have the DPW director come to the May 19<sup>th</sup> Board of Selectmen's Meeting. **2)** Asked if the DPW Director could provide an update on whether or not Hill Street will be fixed. **Selectman Marzec/Mentioned** that everyone needs to start thinking of ways to increase the commercial tax base and bringing additional business into town.

**Items for Future Agenda. 1)** Invite Jeanne Hebert, President & CEO, Blackstone Valley Chamber of Commerce & Timothy Murray, CEO, Greater Worcester Chamber of Commerce to the next Selectmen's Meeting. **2)** DPW & Fire Facility.

Chairman Nolan reminded everyone that Town Meeting is tomorrow evening, May 6<sup>th</sup>, at the High School Field House at 7:00 P.M.

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

**Meeting Adjourned: 7:59 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

**/dmg**

**\*At their meeting of June 9, 2014, the BOS voted to amend the May 5, 2014 minutes as recommended by Selectman James Marzec as follows: Paragraph #3, Line 3, remove Mr. Marzec/Yes.**

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

May 5, 2014

**I. APPROVAL OF MINUTES**

**II. PUBLIC HEARING**

**III. APPOINTMENTS/By the Board of Selectmen**

**IV. CITIZENS' COMMENTS/INPUT**

**V. DECISIONS**

**A.** Copy of email dated April 28, 2014 from Craig Mahoney requesting to hang a banner over Church Street, July 27<sup>th</sup> through August 3<sup>rd</sup> to advertise their 5<sup>th</sup> Annual Soccer 3v3 Tournament.

**B. 1)** Copy of letter from the Blackstone Valley Pop Warner Football and Cheerleading requesting approval for a boot drive at Memorial Square on June 14, 2014 from 9:30 AM to 12 PM. **2)** Copy of Chief of Police and DPW Director's response to request.

**C. 1)** Copy of letter to Mr. & Mrs. William Brown's letter regarding a dog complaint hearing. **2)** Copy of letter and attachments from Walter Warchol, Chief of Police outlining the dog complaint.

**D.** Copy of Solid Waste and Recycling Program PowerPoint presentation [Irene Congdon].

**E.** No documentation.

**F.** Copy of the Town of Northbridge's Voluntary Waiver of Health Insurance Opt-Out Program.

**FF.** Copy of the Spring Annual Town Meeting Warrant [position taken by the Board of Selectmen and Finance Committee]

**VI. DISCUSSIONS**

**G.** Copy of letter dated April 9, 2014 from the Commonwealth of Massachusetts State Reclamation & Mosquito Control Board

**VII. TOWN MANAGER'S REPORT**

**H. 1)** Informational Forum re: Override – **No documentation.**

**2)** Open House for New Medical Center – **No documentation.**

**3)** Cable Provider News – **No documentation.**

**4)** WRTA Bus Rider Update – **No documentation.**

**5)** 5<sup>th</sup> Grade Interest Fair – **No documentation.**

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

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

**X. CORRESPONDENCE- No documentation.**

**XI. EXECUTIVE SESSION – No documentation.**

**BOARD OF SELECTMEN'S MEETING**

**[ADJOURNED SESSION OF THE SPRING ANNUAL TOWN MEETING]**

**May 13, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 6:45 PM, Northbridge High School Auditorium, 427 Linwood Avenue, Whitinsville, MA. **Present:** Messrs. Melia, Marzec, Ampagoomian and Athanas. **Also Present:** Theodore D. Kozak, Town Manager and Sharon Susienka, Exec. Asst. to the Town Manager.

Town Manager Kozak reminded all Board members to return their town manager evaluation forms to Chairman Nolan as soon as possible.

**Town Meeting Business.** There being no further business before the Board at this time, a motion/Mr. Melia, seconded/Mr. Athanas, to adjourn the Selectmen's Meeting at the conclusion of the adjourned session of the Spring Annual Town Meeting this evening. Vote yes/Unanimous.

**Meeting Adjourned: 8:35 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

s/

**LIST OF DOCUMENTATION**

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

**May 13, 2014**

**APPROVAL OF MINUTES/None**

**PUBLIC HEARING/None**

**APPOINTMENTS/RESIGNATIONS/None**

**CITIZENS' COMMENTS/INPUT/None**

**DECISIONS**

**Town Meeting Business/No documentation**

**DISCUSSIONS/None**

**TOWN MANAGER'S REPORT/None**

**SELECTMEN'S CONCERNS/None**

**ITEMS FOR FUTURE AGENDA/None**

**CORRESPONDENCE/None**

**EXECUTIVE SESSION/None**

**Board of Selectmen's Meeting  
May 19, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Athanas, Ampagoomian and Melia. **Also Present:** Theodore D. Kozak, Town Manager. Absent: Selectman James Marzec.

The Pledge of Allegiance was recited by those present.

**Approval of Minutes. April 7, 2014.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the April 7, 2014 minutes as presented with the readings omitted. Vote yes/Messrs. Melia, Ampagoomian, Athanas and Nolan. **April 28, 2014.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the April 28, 2014 minutes as presented with the readings omitted. Vote yes/Messrs. Melia, Ampagoomian, Athanas and Nolan. **May 5, 2014 [Executive Session]**—A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve but not release the May 5, 2014 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas and Nolan. Abstain/Mr. Melia. **May 6, 2014 [Spring Annual Town Meeting].** A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the May 6, 2014 Spring Annual Town Meeting minutes as presented with the readings omitted. Vote yes/Messrs. Melia, Ampagoomian, Athanas and Nolan.

**Public Hearings. 7:05 PM: VE Properties IX, LLC [Keith DelleChiaie]/Application for Underground Storage Tank License for three (3) 1,000 gal. underground storage tanks to be located on property located at 100 Commerce Way, Northbridge, MA. Present: Gary Nestor, Fire Chief and Keith DelleChiaie.** Chairman Nolan read the public hearing notice aloud. A motion/Mr. Melia, seconded/Mr. Ampagoomian to open the public hearing. Roll Call Vote: Mr. Athanas/Yes, Mr. Melia/Yes, Mr. Ampagoomian/Yes, and Mr. Nolan/Yes. Mr. DelleChiaie mentioned that the building is currently being constructed and the storage for the propane will be used to heat the building. Selectman Ampagoomian asked if there are any monitoring systems to detect leaks in the underground storage tanks and Mr. DelleChiaie responded that there are tests that are permitted by the piping inspector. Selectman Athanas asked Chief Nestor if he has any issues or problems with VE Properties IX, LLC application for an underground storage tank license and he responded no. Chief Nestor then advised the Board of Selectmen that currently he has the authority to grant the permit for an Underground Storage Tank but only up to 2,000 gallons and anything over that has to be a license signed by the Board of Selectmen. He then noted that he signed off on the application but the Board has to approve and sign the license. Chairman Nolan asked if there were any abutters present with questions. No abutters were present. There being no further questions/comments, a motion/Mr. Ampagoomian, seconded/Mr. Melia to close the public hearing. Roll Call Vote: Mr. Athanas/Yes, Mr. Melia/Yes, Mr. Ampagoomian/Yes, and Mr. Nolan/Yes. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve VE Properties IX, LLC application for an Underground Storage Tank License for three (3) 1,000 gal. underground storage tanks to be located on property located at 100 Commerce Way, Northbridge, MA. Vote yes/Messrs. Melia, Ampagoomian, Athanas and Nolan.

**Appointments. By the Board of Selectmen. Cable Advisory Committee (two vacancies). Benjamin Corman and Thomas Norris. Present: Chairman of the Cable Advisory Committee Harry Berkowitz. Thomas Norris, 170 Morgan Road, Whitinsville,** mentioned that he has lived in town for 12 years and has worked for National Grid for over 21 years. He stated that he is very familiar with cable, Verizon and Comcast. **Benjamin Corman, 51 Brookway Drive, Northbridge,** mentioned that he has only lived in Northbridge for a few years and is currently working for DCU in facilities operation and management for over 10 years. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to appoint Thomas Norris and Benjamin Corman to the Cable Advisory Committee. Vote yes/Messrs. Melia, Ampagoomian, Athanas and Nolan.

**Citizens' Comments.** None.

**Safety Committee Minutes [March 19, 2014 & May 7, 2014]/Vote to accept recommendations.** After some brief questions and answers, the Board of Selectmen accepted the minutes. A motion/Mr. Melia, seconded/Mr. Ampagoomian to accept the recommendations of the Safety Committee as outlined in the minutes of March 19, 2014 & May 7, 2014. Vote yes/Messrs. Melia, Ampagoomian, Athanas and Nolan.

**Northbridge Fire Department/Request permission to hang a banner over Church Street from June 22, 2014 to July 06, 2014 to advertise their annual Fourth of July Fireworks Event schedule for Thursday, July 03, 2014.** A motion/Mr. Melia, seconded/Mr. Athanas to grant permission to the Northbridge Fire Department to hang a banner over Church Street from June 22, 2014 to July 06, 2014 to advertise their annual Fourth of July Fireworks Event scheduled for Thursday, July 03, 2014, on the Northbridge Middle School grounds. Vote yes/Messrs. Ampagoomian, Athanas, Nolan and Melia.

**Blackstone Valley Chamber of Commerce [Jeannie Hebert]/Application for a one-day Beer & Wine License for their Business After Hours event to be held Wednesday, June 18, 2014 from 5:30 PM to 7:30 PM @ Alternative Unlimited, Inc., 1 Main Street, Whitinsville. Present: Leslie Ruchala, Program & Event Coordinator for the Blackstone Valley Chamber of Commerce.** A motion/Mr. Melia, seconded/Mr. Ampagoomian to grant the Blackstone Valley Chamber of Commerce a one-day Beer & Wine license for their Business After Hours event to be held Wednesday, June 18, 2014 from 5:30 PM to 7:30 PM at Alternative Unlimited, Inc., 1 Main Street, Whitinsville. Vote yes/Messrs. Melia, Ampagoomian, Athanas and Nolan.

Town Manager Kozak mentioned that Ms. Hebert will be contacting the former Lieutenant Governor Timothy Murray who is now in the Worcester Chamber of Commerce to invite him in to discuss business development in the Blackstone Valley. Ms. Hebert noted that she has been working closely with Mr. Murray to put together some programs such as the Manufactures Roundtable and Healthcare Roundtable to help develop business in the Blackstone Valley.

**2014 Community Innovation Challenge Grant [Stormwater Management].** Vote to sign the agreement. Town Manager Kozak explained that this is the second year that the Town has taken part in this grant program and asked the Board of Selectmen to sign the agreement. A motion/Mr. Melia, seconded/Mr. Ampagoomian to sign the 2014 Community Innovation Challenge Grant [Stormwater Management] agreement. Vote yes/Messrs. Melia, Ampagoomian, Athanas and Nolan.

**Dog Warrant/Vote to approve and authorize Chairman to sign.** Town Manager Kozak respectfully requested that the Board of Selectmen approve and authorize Chairman Nolan to sign the dog warrant thereby giving the Animal Control Officer statutory powers for the upcoming year. A motion/Mr. Melia, seconded/Mr. Athanas to authorize Chairman Nolan to sign the dog warrant as requested by Town Manager Kozak. Vote yes/Messrs. Melia, Ampagoomian, Athanas and Nolan.

**Town Election Ballot Question.** Town Manager Kozak asked the Chairman of the Board to skip to the next discussion item since the Chairman of the Finance Committee was not present for the discussion item.

**Comprehensive Fiscal Management Goals. Present: Neil Vaidya, Town Accountant.** Mr. Vaidya explained that the Comprehensive Fiscal Management Goals is a tool designed to help the Town carry out some of the more complex functions of running the Town. It is a blueprint for how the Town should plan and manage the Town's resources. This plan encompasses many of the aspects of how the Town handles its cash management, how it should balance the budget with available resources, debt practices, and the

long-term needs of the Town's capital endeavors. Mr. Vaidya mentioned that this has been in place for several years and that the auditors recommended they be reviewed and updated.

**Town Manager Evaluation.** Chairman Nolan discussed the Town Manager's evaluation. Chairman Nolan mentioned that the Board of Selectmen each filled out a performance evaluation form on the Town Manager in which there were 8 criteria they had to rate the Town Manager on. They used the following scale: 1) Unsatisfactory – Is not meeting the minimum standards of the position of Town Manager; 2) Needs Improvement – Is meeting the requirements of the Manager's role, but improvement is needed to move an issue forward; 3) Satisfactory – Is meeting the requirements of the Manager's role; 4) Above Satisfactory – Understands the issues and is addressing the same; 5) Outstanding – Clearly exceeds what is required and expected by the Board. After a brief discussion regarding the evaluation structure of the Town Manager, Chairman Nolan announced the Selectmen gave the Town Manager an overall rating of 3.5g. Chairman Nolan announced the Town Manager's Goals and Objectives will be discussed at a future meeting. Town Manager Kozak thanked the Board of Selectmen for a fair review.

**Town Election Ballot Question. Present: Sal D'Amato, Chairman of the Finance Committee.** Mr. D'Amato provided a PowerPoint presentation to clarify some questions regarding the first Town Meeting. He mentioned there were several people in the community that were confused regarding the tax rate, etc. He explained that every town has a tax levy and it is based upon the amount of taxes raised from a property and commercial standpoint. The 2015 tax levy for Northbridge is \$18,790,152.00 and the estimated receipts are \$2,650,000 [will come from other sources] and other available funds is \$1,519,125.00 [ambulance receipts, etc]. He further explained how much monies the Town would receive in State Aid for FY 15: Chapter 70 - \$15,214,200.00, Unrestricted Local Aid - \$1.8 million and Other State Revenue - \$236,000.00. That being said, Total State Revenue \$17,278,661.00, less School Choice \$585,492.00 and Municipal Charges \$192,141.00. He noted this number can change should the override not pass and our school choice increases as it did several years ago. The cost of a student leaving Northbridge is about \$5,000.00 and there are about 118 students that are currently enrolled in other school districts. If another 100 students leave Northbridge than that's another \$500,000 dollars out of the \$17 million in state aid. Mr. D'amato then mentioned that the Net State Aid Available for the Town and School would be around \$16,500,728.00. Mr. D'Amato feels that it is the Finance Committee's job and responsibility to make sure the right information about the override is being presented to the residents in town. He explained that an override is a permanent increase to our tax base, this won't go away. He hopes the community makes the right decision.

**Town Manager's Report.** 1) **Mass. Historical Commission Preservation Award:** Attended a ceremony at the Mass. Historical Commission in Boston for the Town Hall Preservation Award. 2) **Ross Rajotte Bridge/Update:** Senator Moore's Office has informed us that work will begin shortly on the Ross Rajotte Bridge with funding from transportation bond bill. Work will be completed in approximately one month. 3) **Central Mass. Regional Planning Commission Meeting:** The Board of Selectmen are invited to attend the Central Mass. Regional Planning Commission Annual Meeting on June 12, 2014, from 5:30 P.M. to 8:30 P.M., at the Westborough Country Club. The Board of Selectmen are invited to attend. 4) **Pine Grove Cemetery/Update:** Currently working on computerization of all burial records and digital maps will soon be completed by the Central Mass. Regional Planning Commission. 5) **American Legion Invitation to Memorial Day Service:** The Rockdale Memorial Day Exercises will be held on Monday, May 26, 2014, at 11:30 A.M., at the American Legion. 6) **Officer Conrad Chickinski:** Received a commendation from Walter Warchol, Chief of Police, on Officer Chickinski's quick action in extinguishing a fire on Providence Road. On May 11, 2014, while on patrol, Officer Chickinski observed flames on a multi-family home and was able to extinguish those flames and assist residents. His prompt action prevented substantial loss to the property. 7) **Congressman James McGovern:** Congressman McGovern visited Northbridge last week to observe work being done by Kenneth Warchol on the local bee population. Over the years, there has been substantial bee die-off and

Mr. Warchol and other scholars from the area are researching the cause. Congressman McGovern will try to help obtain federal funds to study this issue.

**Selectmen's Concerns.** **Selectman Ampagoomian/1)** Asked if there are any grants to renovate the Great Hall and Town Manager Kozak replied that he had a conversation with the architect and Director at the Central Mass. Regional Planning Commission Annual Meeting who informed him that there are some available grants. Town Manager Kozak mentioned that he will be looking into this further. **Selectman Athanas 1)** Asked when the polls open tomorrow and Town Manager Kozak mentioned that the polls open at 7 AM and close at 8 PM. **2)** Asked when the voting results be certified and how can they find out the results. Town Manager mentioned that after the poll closes, the Town Clerk comes back to Town Hall and puts the results online. **Selectman Melia 1)** Received a phone call regarding fill being taken from the Sutton Street project and dumped at the Klocek property on Providence Road. He asked Town Manager Kozak to look into this and see if the fill is free? **2)** Reminded everyone that tomorrow is Election Day and expect to see a large turnout. **Selectman Ampagoomian 1)** Asked Town Manager Kozak if a replacement for the Highway Superintendent position has begun and how many applicants were there. Town Manager Kozak replied that the interviews are this week and there are about 7 or 8 applicants. **2)** Mentioned that the "VOTE NO" on the override signs were stolen. **3)** He apologized to all the seniors and residents who are on fixed incomes for not being an advocate on their behalf during the entire discussion of the override.

**Items for Future Agenda.** Selectman Ampagoomian suggested placing a new fire station site and DPW Facility.

**Executive Session.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to go into Executive Session under M.G.L. Chapter 30A, S. 21 #3 - To discuss strategy with respect to contract negotiations and to reconvene in open session. Chairman Nolan then declared that an open meeting may have a detrimental effect on the bargaining position of the body. Roll Call Vote: Mr. Ampagoomian/Yes, Mr. Melia/Yes, Mr. Athanas/Yes and Mr. Nolan/Yes.

**Open Session Adjourned: 8:19 P.M.**

**Executive Session Convened: 8:30 P.M.**

**Executive Session Adjourned: 8:39 P.M.**

**Open Session Reconvened: 8:40 P.M.**

A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve Town Manager Kozak's 1-year contract extension to June 30, 2016. Vote yes/Messrs. Ampagoomian, Melia, Athanas and Nolan.

A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve a 1.5% salary increase retroactive to January 1, 2014. Vote yes/Messrs. Athanas, Melia, Ampagoomian and Nolan.

**Open Session Adjourned: 8:48 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

**/dmg**

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

May 19, 2014

- I. APPROVAL OF MINUTES**
  - A.** 1) Copy of April 7, 2014 minutes. 2) Copy of April 28, 2014 minutes. 3) Copy of May 5, 2014 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen]. 4) Copy of May 6, 2014 Spring Annual Town Meeting Minutes.
- II. PUBLIC HEARING**
  - B.** 1) Copy of VE Properties IX, LLC [Keith DelleChiaie] Legal Ad for Public Hearing Notice. 2) Copy of license. 3) Copy of application. 4) Copy of map.
- III. APPOINTMENTS/By the Board of Selectmen**
  - C.** 1) Copy of Benjamin Corman's Talent Bank Application. 2) Copy of Thomas Norris's Talent Bank Application.
- IV. CITIZENS' COMMENTS/INPUT**
- V. DECISIONS**
  - D.** Copy of Safety Committee Minutes for March 19, 2014 and May 7, 2014.
  - E.** Copy of Firefighter Thomas Valdivia's letter requesting permission to hang a banner over Church Street to advertise their annual Fourth of July Fireworks Event on July 3, 2014.
  - F.** 1) Copy of Blackstone Valley's Chamber of Commerce's request for a one-day Beer & Wine License. 2) Copy of license. 3) Copy of License Routing Slip from Department Head's.
  - G.** Copy of agreement for 2014 Community Innovation Challenge Grant [Stormwater Mgmt.]
  - H.** Copy of Dog Warrant.
- VI. DISCUSSIONS**
  - I.** Copy of PowerPoint presentation.
  - J.** Copy of Comprehensive Fiscal Management Goals.
  - K.** Copy of Town Manager's Evaluation.
- VII. TOWN MANAGER'S REPORT**
  - L.** 1) Mass. Historical Commission Preservation Award – **No documentation.**
  - 2) Ross Rajotte Bridge Update – **Copy of Senator Richard Moore's Email.**
  - 3) Central Mass. Regional Planning Commission Meeting – **Copy of invitation.**
  - 4) Pine Grove Cemetery/Update – **No documentation.**
  - 5) American Legion Invitation to Memorial Day Service – **Copy of email.**
  - 6) Officer Conrad Chickinski – **Copy of letter from Walter Warchol, Chief of Police.**
  - 7) Congressman James McGovern – **No documentation.**
- VIII. SELECTMEN'S CONCERNS - No documentation.**
- IX. ITEMS FOR FUTURE AGENDA- No documentation.**
- X. CORRESPONDENCE- No documentation.**
- XI. EXECUTIVE SESSION – No documentation.**

**Board of Selectmen's Meeting  
June 9, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 6:15 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Athanas, Marzec, Ampagoomian and Melia. **Also Present:** Theodore D. Kozak, Town Manager.

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

A motion/Mr. Ampagoomian, seconded/Mr. Melia to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 – To discuss strategy with respect to contract negotiations [Police, Health Insurance, and Fire] – and to reconvene in Open Session. Roll Call Vote: Mr. Ampagoomian/Yes, Mr. Melia/Yes, Mr. Athanas/Yes, Mr. Marzec/Yes, and Mr. Nolan/Yes.

**Open Session Adjourned: 6:15 P.M.**

**Executive Session Convened: 6:16 P.M.**

**Executive Session Adjourned: 6:50 P.M.**

**Open Session Reconvened: 7:00 P.M.**

**Chairman Nolan asked the Girl Scouts to lead the Pledge of Allegiance.**

The Pledge of Allegiance was recited by those present.

**Certificates of Special Recognition presented to:** Meighan Casey, McKena Hendricks, Molly Prior, Mariah Boobar and Caitlyn MacNeil in honor of their accomplishment for earning a Girl Scout Silver Award. Chairman Nolan congratulated the five Girl Scouts and then presented Meighan Casey, McKena Hendricks, Molly Prior, Mariah Boobar and Caitlyn MacNeil with a certificate of special recognition for earning a Girl Scout Silver Award. Each Selectman congratulated Meighan Casey, McKena Hendricks, Molly Prior, Mariah Boobar and Caitlyn MacNeil on their Girl Scout Silver Award.

**Reorganization of the Board of Selectmen:**

Town Manager Kozak announced that he would proceed with the reorganization of the Board and polled the Board of Selectmen for **Nominations for Chairman:** A motion/Mr. Melia, seconded/Mr. Athanas to nominate Charles Ampagoomian as Chairman of the Board of Selectmen. Mr. Kozak asked if there were any further nominations. There being none, he closed nominations and asked for a vote on the nomination of Selectman Ampagoomian for Chairperson. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mr. Marzec/No, and Mr. Athanas/Yes. Mr. Ampagoomian then assumed the Chair. Chairman Ampagoomian called for **Nominations for Vice-Chairman:** A motion/Mr. Athanas, seconded/Mr. Nolan to nominate Thomas J. Melia as Vice-Chairman of the Board of Selectmen. Chairman Ampagoomian asked if there were any further nominations. There being none, he closed nominations and asked for a vote on the nomination of Selectman Melia as Vice Chair. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mr. Marzec/Yes, and Mr. Athanas/Yes. Chairman Ampagoomian called for **Nominations for Clerk:** A motion/Mr. Nolan, seconded/Mr. Melia to nominate James Athanas as Clerk of the Board of Selectmen. Chairman Ampagoomian asked if there were any further nominations. There being none, he closed nominations and

asked for a vote on the nomination of Selectman Athanas as Clerk. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mr. Marzec/Yes, and Mr. Athanas/Yes.

**Approval of Minutes. May 5, 2014** – Selectman Marzec mentioned that he was not present for the Executive Session Meeting and asked that his name be removed in the 3<sup>rd</sup> paragraph, line 3, Mr. Marzec/Yes. A motion/Mr. Marzec, seconded/Mr. Nolan to approve the amended May 5, 2014 minutes as presented with the readings omitted. Vote yes/Unanimous. **May 13, 2014 [Spring Annual Town Meeting]** - A motion/Mr. Melia, seconded/Mr. Nolan to approve the May 13, 2014 Spring Annual Town Meeting minutes as presented with the readings omitted. Vote yes/Unanimous. **May 19, 2014 [Executive Session]** - A motion/Mr. Nolan, seconded/Mr. Athanas to approve but not release the May 19, 2014 minutes as presented with the readings omitted. Vote yes/Messrs. Athanas, Nolan, Melia, and Ampagoomian. Abstain/Mr. Marzec.

**Appointments. By the Town Manager. Jamie Luchini, Highway Superintendent. Present: James Shuris, DPW Director. Jamie Luchini,** Mr. Shuris mentioned that he received 8 applicants and interviewed 4 candidates. He noted that Mr. Luchini was the most qualified and has over 14 years of experience with the Milford Department of Public Works. Mr. Luchini mentioned that he is looking forward to the opportunity of serving the Town of Northbridge and feels he will be a great asset to the Department of Public Works. Selectman Marzec welcomed Mr. Luchini and stated that he feels he will do just fine in Northbridge based on his credentials. Selectman Marzec stated that because of the unsuccessful override in Town, he feels that this isn't the right time to hire this type of position. A motion/Mr. Nolan, seconded/Mr. Melia to affirm the Town Manager's appointment of Jamie Luchini as Highway Superintendent. Vote yes/Messrs. Melia, Ampagoomian, Nolan. Vote no/Messrs. Athanas and Marzec. **Resignation. Brett Simas, Zoning Board of Appeals.** A motion/Mr. Nolan, seconded/Mr. Marzec to accept the resignation of Brett Simas, Zoning Board of Appeals and send a letter of appreciation thanking him for his service to the Town. Vote yes/Unanimous.

**Citizens' Comments.** None.

**St. Camillus Health Center/1) Requests a one-day Beer & Wine License for their annual fundraising event to be held at the Whitin Lasell Mansion on Friday, September 19, 2014 from 6:00 PM to 10:00 PM.** A motion/Mr. Marzec, seconded/Mr. Athanas to grant a one-day Beer & Wine License to St. Camillus Health Center for their 9<sup>th</sup> annual fundraising event to be held Friday, September 19, 2014 from 6 PM to 10 PM. Vote yes/Unanimous. **2) Requests permission to hang a banner over Church Street from September 14, 2014 to September 21, 2014 to advertise their 9<sup>th</sup> Annual Evening at the Mansion Wine Tasting Fundraiser scheduled for September 19, 2014.** A motion/Mr. Marzec, seconded/Mr. Athanas to grant permission to St. Camillus Health Center to hang a banner over Church Street from September 14, 2014 through September 21, 2014 to advertise their 9<sup>th</sup> Annual Fundraising Event to be held on Friday, September 19, 2014. Vote yes/Unanimous.

**Town Manager Goals and Objectives.** Town Manager Kozak read aloud his proposed FY 15 Goals and Objectives. They are as follows: 1) Work with Chamber of Commerce and local businesses to encourage business new growth and retention. 2) Work with Building, Planning and Construction Committee on Capital needs, including the DPW Facility and Fire Station. 3) Research and apply for grant programs for the community including the refurbishing of the Great Hall. 4) Work with new Superintendent of Schools on Town and Educational needs and explore cost savings to operational budget. 5) Update road improvement program with DPW Director and new Highway Superintendent. Determine what additional capital funds are warranted. 6) Review personnel policy including salary administration plan for non-union personnel. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to accept Town Manager's Goals and Objectives for FY 15. Vote yes/Unanimous.

**Memorandum of Agreement between Town of Northbridge & Northbridge Public Employee Committee.** Town Manager Kozak mentioned that this is the agreement he negotiated with the Public Employee Committee on behalf of the Town to make changes in the co-payments for health insurance within the next year. Selectman Melia stated that he was not part of any of the health insurance discussions and will not sign the agreement because he currently receives retiree health insurance from the Town. A motion/Mr. Nolan, seconded/Mr. Marzec to sign the Memorandum of Agreement between the Town of Northbridge & Northbridge Public Employee Committee. Vote yes/Messrs. Athanas, Marzec, Nolan and Ampagoomian. Abstain/Mr. Melia.

**Wastewater Treatment Plant Sludge Upgrade Project. Present: Mr. Neil Vaidya, Town Accountant.** Mr. Vaidya mentioned that this is a project that the Town borrowed money to help fund the Wastewater Treatment Plant Sludge Upgrade Project. A motion/Mr. Melia, seconded/Mr. Athanas to sign and approve the notes for the Wastewater Treatment Plant Sludge Upgrade Project. Vote yes/Unanimous.

**Re-authorize Bonds for Sutton Street Sewer Repair.** A motion/Mr. Melia, seconded/Mr. Athanas to approve the sale of \$1,086,000 Bond Anticipation Notes dated June 27, 2014 payable June 26, 2015 to Eastern Bank at a rate of 0.50%. Vote yes/Unanimous.

**Technical Assistance Grant to CMRPC for Reuse Study of 2040 Providence Road.** Town Manager Kozak mentioned that this is the Klocek Property and would like to apply for a technical assistance grant because the Community Planning & Development Committee believes this property could be reused. Selectman Melia asked who owns 2040 Providence Road and Town Manager Kozak replied Paul Klocek. Selectman Melia mentioned that he asked at a previous Selectmen's meeting why there were piles of debris being dumped at the Klocek property from the Sutton Street project? Town Manager Kozak mentioned that he spoke to Mr. Gerard Caya [Owner of property located at 2040 Providence Road] who is allowing the contractor [overseeing the Sutton Street project] to dump fill at 2040 Providence Road. James Shuris, DPW Director mentioned that MassDOT has no knowledge of this happening but he will look into this matter and talk to the contractor who is in charge of the Sutton Street Project. This being a different matter, Town Manager Kozak recommended the Board vote on the Technical Assistance Grant. A motion/Mr. Marzec, seconded/Mr. Nolan to submit the application to CMRPC for Reuse Study of 2040 Providence Road. Vote yes/Unanimous.

**Comprehensive Fiscal Management Goals. Present: Neil Vaidya, Town Accountant.** Town Manager Kozak explained that at the last Selectmen's Meeting, the Board was given a "draft" of the updated Comprehensive Fiscal Management Goals to review. Mr. Vaidya asked the Board of Selectmen if they had any questions regarding the Town's Comprehensive Fiscal Management Goals and if not, could they approve them. A motion/Mr. Nolan, seconded/Mr. Melia to approve the changes to the Comprehensive Fiscal Management Goals. Vote yes/Unanimous.

**Lease Agreements: 1) Rockdale Village Foundation 2) Oliver Ashton Post #343.** Town Manager Kozak mentioned that the Rockdale Village Foundation & Oliver Ashton Post #343 lease agreements are up and need to be renewed. Town Manager Kozak informed the Board that this is an annual lease agreement with the Rockdale Village Foundation and Oliver Ashton Post #343 and recommended the Board sign the lease agreements for another year. He then asked the Board of Selectmen to move this item to a decision. A motion/Mr. Melia, seconded/Mr. Athanas to move the lease agreements discussion to decisions. Roll Call Vote: Mr. Melia/Yes, Mr. Athanas/Yes, Mr. Nolan/Yes, Mr. Marzec/Yes, and Mr. Ampagoomian/Yes. A motion/Mr. Nolan, seconded/Mr. Marzec to approve the Rockdale Village Foundation lease agreement for another year. Vote yes/Unanimous. A motion/Mr. Nolan, seconded/Mr. Marzec to approve the Oliver Ashton Post #343 lease agreement for another year. Vote yes/Unanimous.

**School Department Update/Present: Dr. Nancy Spitulnik, Superintendent of Schools and Mike LeBrasseur, Chairman of the School Committee.** Mr. LeBrasseur provided an update on what's going to happen with the Northbridge Public Schools budget since the failure of the override. He started by thanking the Selectmen for their support and then mentioned that the School Committee has held two meetings to talk about their plans for the FY 15 budget. He mentioned that the School Department came in \$182,000 under budget for FY 14 because of some salary savings, out of district student tuition & transportation costs, savings in utilities, contracted services, legal support and professional development. Mr. LeBrasseur then mentioned that on the revenue side the School Department came in a little higher because of school choice [\$80,000 more than projected] and extra ordinary relief for special education [\$50,000]. He then went on to explain that when the School Committee met on May 27<sup>th</sup>, they had to cut \$1.14 million dollars from the budget and then read aloud all the FY 15 budget reductions [a copy of the list of reductions can be found in the Town Manager's Office]. Mr. LeBrasseur mentioned that his committee will be meeting soon to begin discussing FY 16 budgets and looks forward to working with the Selectmen and Town Manager.

Selectman Melia asked the Chairman of the Board if he could say a few words. Selectman Melia mentioned that in the wake of a failed \$3.26 million override last month, he suggested the town impose an immediate spending freeze and revisit the fiscal 2015 budget to cut each major department by 10 percent. Selectman Melia served as Chief of Police in tough economic times in early 1990s, suggested the town prepare for looming fiscal challenges immediately by beginning the spending freeze for non-contractual expenses, cutting all major departments' budgets by 10 percent and requiring the Town Manager to authorize any expenses over \$500.00. He feels as town leaders the Board of Selectmen need to take a proactive cost-savings approach immediately. He noted by adding a spending freeze now will help lessen the severity of the anticipated cuts in the school and town budget next fiscal year, which begins July 1<sup>st</sup>. Selectman Melia mentioned that back in the 1990s, he recalls every major town department laid off personnel. Based on his experience then, he said the savings from the spending freeze and budget cuts be put in free cash to absorb some of the cuts anticipated for the next few years. That being said, he thinks the town should act now and not wait to be reactive because the next several years will be tough. It is going to call upon better management, better supervision and thinking outside the box. Town Manager Kozak mentioned that a 10 percent reduction in all departments was too deep. This would mean cutting staff in all departments because you can't do it with expenses. Town Manager Kozak added that he has already been preparing for the financial challenges by budgeting conservatively and agrees with looking for cuts and looking at reductions, but 10 percent is pretty severe.

**Road Maintenance Program Update/Present: James Shuris, DPW Director.** Mr. Shuris mentioned that a bid package was recently sent out for resurfacing of various streets in town. He is estimating spending around \$620,000.00 and explained that there are about 33,000 square yards of road. When the bids are received on Wednesday, June 11, 2014, he will conduct a bid tabulation and mentioned that he hopes it comes in either at or below \$620,000.00 and then start the road work by the middle of July through early September. He also noted that the town received \$72,000.00 for potholes from the State and mentioned that \$24,000.00 has been earmarked and used for pavement markings. The remaining \$47,000.00 will be earmarked and used for miscellaneous levelling in town [such as Quaker Street]. Mr. Shuris then noted that Hill Street will be patched in sections from house numbers 200 to 800 and then near Sunset Drive. They will try to do the best they can depending on the money and how much everything costs. Mr. Shuris also mentioned to the Board that once the new Highway Superintendent starts they will put together a more detailed and aggressive plan for road permit openings and inspections and construction techniques. Selectman Athanas said that the town has to start looking at ways to cut back and then mentioned his idea about outsourcing the entire DPW. He suggested just having a DPW Director to be in charge of roads, DPW related functions but to outsource everything else. Selectman Nolan asked the DPW Director if he had any updates to when the State or Town would be notifying the residents of Sutton Street about the process and costs associated to sewer hook-up. Mr. Shuris explained

that Mark Kuras, Sewer Superintendent provided a letter to all the homeowners on Sutton Street who don't have sewer advising them of the sewer hook-up process. Mr. Shuris noted that for a new existing house it would cost \$8,000.00 to hook-up sewer, \$1,800.00 for water, and for existing homes (after 1997) it would be cost \$800.00.

**Town Manager's Report.** **1) TownPolitics.com Website:** Advised everyone that the website is not related to town business and that it is being conducted by a private citizen. The Town of Northbridge is NOT soliciting funds. **2) National Grid:** The transmission line project is just beginning. Additional information can be found on the Town's website. Public hearings were held on June 3<sup>rd</sup> in Sutton and June 4<sup>th</sup> in Uxbridge. **3) WRTA Bus Route Schedule:** The bus route schedule has been amended and is posted on the Town's website. **4) Legislative Breakfast:** Attended the Central Mass Regional Planning Commission's Legislative Breakfast on June 6, 2014. A number of items were discussed: Industrial and Commercial Improvements, Gateway Cities, Job Training Programs, Brownfield Redevelopment, Priority Development Areas, Mass Works Infrastructure Programs and Unfunded Mandates. **5) Memorial Day activities:** Attended Memorial Day activities, which were well attended. **6) Firefighter's annual spaghetti dinner:** This was a wonderful event and well attended.

**Selectmen's Concerns.** **Selectman Nolan**/Mentioned that he received a notification from the Boston Society of Civil Engineers conducts a statewide competition to design a bridge online. He then mentioned that 7 to 8 teenagers from Northbridge entered the contest. **Selectman Ampagoomian 1)** Congratulated Selectman James Marzec for coordinating and handling the Memorial Day activities. **2)** Asked Town Manager Kozak to invite Jeannie Hebert, President & CEO of the Blackstone Valley Chamber of Commerce and Timothy Murray, President and CEO of the Worcester Regional Chamber of Commerce to a future Selectmen's meeting. **3)** Status of Blackstone River Valley National Heritage Corridor. Town Manager will look into this. **4)** Asked Town Manager Kozak what Town will host the Quinsigamond Community College and Town Manager Kozak replied that a decision has not been made. **5)** Asked James Shuris to contact Mass Highway to let them know that there is a manhole cover [on Route 122] in front of Ocean State Job Lot that needs to be fixed. **6)** Update on locating signage for the Ross Rajotte Bridge and the DPW Director stated they have one but are still looking for the second one. **Selectman Melia 1)** Attended the firefighter's annual spaghetti dinner which was a success. **2)** Congratulated Selectman Marzec for organizing the Memorial Day activities.

#### **Items for Future Agenda.**

A motion/Mr. Marzec, seconded/Mr. Nolan to adjourn the meeting. Vote yes/Unanimous.

**Open Session Adjourned: 8:38 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

**/dmg**

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

June 9, 2014

**1) Copy of letter from Girl Scouts of Central & Western Massachusetts. 2) Copy of Certificates of Special Recognition presented to: Meighan Casey, McKena Hendricks, Molly Prior, Mariah Boobar and Caitlyn MacNeil in honor of their accomplishment for earning a Girl Scout Silver Award**

**A. Re-Organization of the Board of Selectmen. No documentation.**

**I. APPROVAL OF MINUTES**

**B.** 1) Copy of May 5, 2014 minutes. 2) Copy of May 13, 2014 Spring Annual Town Meeting minutes. 3) Copy of May 19, 2014 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen].

**II. PUBLIC HEARING**

None

**III. APPOINTMENTS/By the Board of Selectmen**

**C.** 1) Copy of appointment letter for Jamie Luchini as Highway Superintendent. 2) Copy of letter dated April 24, 2014 from Jamie Luchini. 3) Copy of resume.

**RESIGNATION.**

**D.** Copy of Brett Simas resignation.

**IV. CITIZENS' COMMENTS/INPUT**

**V. DECISIONS**

**E.** 1) Copy of Special License for St. Camillus Health Center. 2) Copy of letter from St. Camillus Health Center requesting a one-day wines and malt license and to hang a banner over Church Street. 3) Copy of application. 4) Copy of license routing slips from Department Heads.

**F.** Copy of Town Manager Kozak's Goals and Objectives.

**G.** Copy of Memorandum of Agreement between Town of Northbridge and Northbridge Public Employee Committee.

**H.** Copy of Wastewater Treatment Plant Sludge Notes.

**I.** Copy of bonds for Sutton Street Sewer Repair.

**J.** 1) Copy of email dated June 4, 2014 from Gary Bechtholdt, Town Planner. 2) Copy of memorandum regarding DLTA – Technical Assistance (CMRPC), 2040 Providence Road. 3) Copy of CMRPC Memorandum dated May 27, 2014.

**K.** Copy of Comprehensive Fiscal Management Goals

**VI. DISCUSSIONS**

**L.** 1) Copy of Rockdale Village Foundation Lease Agreement. 2) Copy of Oliver Ashton Post #343 Lease Agreement.

**M.** Copy of FY 15 School Budget Reductions.

**N.** No documentation.

**VII. TOWN MANAGER'S REPORT**

**O.** 1) TownPolitics.com Website – **No documentation.**

- 2) National Grid Transmission Line Project – **Copy of notice on Town’s website.**
- 3) WRTA Bus Route Schedule amended – **Copy of Route Map A and B.**
- 4) Legislative Breakfast – **No documentation.**
- 5) Memorial Day Activities – **No documentation.**
- 6) Firefighter’s annual spaghetti dinner – **No documentation.**

**VIII. SELECTMEN’S CONCERNS - No documentation.**

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

**X. CORRESPONDENCE- No documentation.**

**XI. EXECUTIVE SESSION – Copy of Town of Northbridge Employee & Retiree Health Insurance Programs.**

**Board of Selectmen's Meeting  
June 26, 2014**

A meeting of the Board of Selectmen was called to order by Vice Chairman Thomas Melia at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Marzec and Nolan. **Also Present:** Theodore D. Kozak, Town Manager. Absent: Selectman James Athanas and Chairman Charles Ampagoomian.

The Pledge of Allegiance was recited by those present.

**Approval of Minutes. May 19, 2014.** A motion/Mr. Nolan, seconded/Mr. Melia to approve the May 19, 2014 minutes as presented with the readings omitted. Vote yes/Messrs. Nolan and Melia. Abstain/Mr. Marzec. **June 9, 2014 [Executive Session]**—A motion/Mr. Marzec, seconded/Mr. Nolan to approve but not release the June 9, 2014 minutes as presented with the readings omitted. Vote yes/Messrs. Marzec, and Nolan. Abstain/Mr. Melia.

**Resignations. Susan Bateman and Constance Duquette, Council on Aging.** A motion/Mr. Marzec, seconded/Mr. Nolan to accept the resignations of Susan Bateman and Constance Duquette, Council on Aging and send a letter of appreciation thanking them for their service to the Town. Vote yes/Messrs. Marzec, Nolan, and Melia. **Terrance Bradley, Conservation Commission.** A motion/Mr. Nolan, seconded/Mr. Melia to accept the resignation of Terrance Bradley, Conservation Commission and send a letter of appreciation thanking him for his service to the Town. Vote yes/Messrs. Marzec, Nolan, and Melia. **Appointments/By the Town Manager. Town Manager's 2014 Annual Reappointments/Vote to Affirm [listing enclosed in agenda packet].** A motion/Mr. Nolan, seconded/Mr. Marzec to affirm the Town Manager's 2014 Annual Reappointments as indicated on the list provided in the agenda packets. Vote yes/Messrs. Marzec, Nolan, and Melia. **Board of Selectmen's 2014 Annual Reappointments/Vote to approve [listing enclosed in agenda packet].** A motion/Mr. Marzec, seconded/Mr. Nolan to approve the Board of Selectmen's 2014 Annual Reappointments as indicated on the list provided in the agenda packets. Vote yes/Messrs. Marzec, Nolan, and Melia. Vice Chairman Melia announced that the Council on Aging appointment [Neil Newton] will take place at the next Board of Selectmen's Meeting [July 14, 2014].

**Citizens' Comments.** Mrs. Catherine Stark, 490 Douglas Road, Northbridge, mentioned that her and other individuals are concerned about the condition and state of disrepair of Douglas Road and are asking the Selectmen to take the necessary steps to repair the road before tragedy strikes. Vice Chairman Melia explained the policy of when people come under Citizens' Comments that it's not a question and answer session and then advised Mrs. Stark that Douglas Road will be reviewed by the DPW Director and taken into consideration.

**Fall Annual Town Meeting [October 28, 2014]/Vote to close the warrant on Friday, August 29, 2014 at Noon.** A motion/Mr. Marzec, seconded/Mr. Nolan to close the warrant for the Fall Annual Town Meeting, on Friday, August 29, 2014 at Noon. Vote yes/Messrs. Marzec, Nolan, and Melia.

**Wastewater Treatment Plant Sludge Upgrade Project.** A motion/Mr. Nolan, seconded/Mr. Marzec to sign and approve the notes for the Wastewater Treatment Plant Sludge Upgrade Project. Vote yes/Messrs. Marzec, Nolan, and Melia.

**Whitin Community Center [Kevin Fusco]/ Request for an Entertainment License for their "Cars in the Park" event on Saturday, August 23, 2014 from 9:00 A.M. to 4:00 P.M. Present: Heather Elster.** A motion/Mr. Nolan, seconded/Mr. Marzec to grant Whitin Community Center an Entertainment

License for their “Cars in the Park” event on Saturday, August 23, 2014 from 9:00 A.M. to 4:00 P.M.  
Vote yes/Messrs. Marzec, Nolan, and Melia.

**Police Contract.** Town Manager Kozak mentioned that he negotiated a one-year Police Contract, for FY 14, with the proposed changes being a 1% COLA with no changes in language and then asked the Board of Selectmen to affirm the Police Contract. A motion/Mr. Nolan, seconded/Mr. Marzec to affirm the Police Contract. Vote yes/Messrs. Marzec, Nolan, and Melia.

**Blackstone Valley Regional Recycling Center License Agreement.** Town Manager Kozak informed the Board that this is an annual license agreement with the Blackstone Valley Regional Recycling Center and recommended the Board sign the agreement. The agreement is for three months – July 1, 2014 through September 30, 2014 another year. A motion/Mr. Marzec, seconded/Mr. Nolan to sign the Blackstone Valley Regional Recycling Center License Agreement. Vote yes/Messrs. Marzec, Nolan, and Melia.

**FY 2014 Year End Budget Transfers. Present: Neil Vaidya, Town Accountant.** Neil Vaidya, Town Accountant, announced that there are a few FY '14 end-of-year transfers needed to keep departments from being negative in their accounts. 1) A motion/Mr. Nolan, seconded/Mr. Marzec to approve the transfer of \$10,000.00 from the Police Department Salaries & Wages Account 01002100-511000 to the Police Department R & M Office Equipment Account 01002100-524008. Vote yes/Messrs. Marzec, Melia and Nolan. 2) A motion/Mr. Nolan, seconded/Mr. Marzec to approve the transfer of \$9,000.00 from the Education: Trade Schools/BVRVTHS Account 01001350-532100 to the Fire Department Call Firefighter Salaries Account 01002200-514000. Vote yes/Messrs. Marzec, Melia and Nolan. 3) A motion/Mr. Nolan, seconded/Mr. Marzec to approve the transfer of \$10,000.00 from the Interest - Short Term Debt Account 01007100-592510 to the Fire Department Supplies Account 01002200-542000. Vote yes/Messrs. Marzec, Melia and Nolan. 4) A motion/Mr. Nolan, seconded/Mr. Marzec to transfer \$5,400.00 from the Retirement Account 01009100-519100 and \$28,500.00 from the Employee Insurance Benefits Account 01009100-517000 to Employee Benefits Medicare Account 01009100-517001. Vote yes/Messrs. Marzec, Melia and Nolan.

Selectman Marzec asked if Discussion Item M-Revised Right of Way Program could be moved ahead of Item K – FY 2013 Audit. A motion/Mr. Marzec, seconded/Mr. Nolan to move discussion Item M – Revised Right of Way Program before Item K – FY 2013 Audit. Vote yes/Messrs. Marzec, Nolan and Melia.

**Revised Right of Way Program, Roads Program and Mechanic Position/Present: Jamie Luchini.** Mr. Luchini mentioned that the Revised Right of Way Program has one change on Page 7, what would it cost? This section will be deleted from the right of way program. Town Manager Kozak would like the Board of Selectmen to vote and adopt this policy for the future. It will be placed on the next agenda for approval. Mr. Luchini then addressed the “no roads left behind program”. He advised that the Town received the lowest bid for the roads program from J.H. Lynch & Sons, Inc. \$400,000 and noted that since the bid came in lower than they expected there will be money left to be put towards Douglas Road and Old Quaker Street. Selectman Nolan asked Mr. Luchini if Mr. Shuris could provide a roads program plan for the next couple of years for a future Selectmen’s meeting. Selectman Marzec would like to know if there are recent traffic counts and Mr. Luchini advised that he would look into this because he is not aware of what’s presently on file. Mr. Luchini then briefly discussed that the Town is without a mechanic right now and this has been causing some problems. He stated that it is very essential for Towns to have their own mechanic on-site. That being said, the winter season is fast approaching and the equipment needs attention and constant care. To contract this position out, it would be very costly. He expressed his concerns of not having a town mechanic and asked that the Board of Selectmen support the Town

Manager on moving forward to fill this position. Selectman Marzec, Nolan and Melia are all in favor of filling this vacancy.

**FY 2013 Audit/Present: Tim Harrison, Borgatti Harrison & Co. & Neil Vaidya, Town Accountant.**

Mr. Harrison provided the Board of Selectmen with an overview of the results of the FY'13 audit and prior year recommendations. Mr. Harrison mentioned that there were no significant deficiencies relating to the audit of the financial statements in the report on compliance and on internal control over financial reporting based on the audit of the financial statements. There were no instances of noncompliance material to the financial statements and no significant deficiencies relating to the audit of the major federal award program. He also mentioned that the auditor's report on compliance for the major award programs for the Town of Northbridge expresses an unqualified opinion and then stated there are no audit findings relative to the major federal award programs for the Town of Northbridge. The programs tested as major programs were: SPED Cluster and National School Lunch. The threshold for distinguishing Types A and B programs was \$300,000. The Town of Northbridge was determined to be a high-risk auditee. That being said, Mr. Harrison went on to the Basic Financial Statements and mentioned there were no findings. Mr. Harrison complimented Neil Vaidya and Michelle Laramee for doing a good job on the accounting records. He then turned to the Management letter where he touched on the following items: **Prior Year Recommendations: Improve Internal Controls Over Treasurers' Cash** – Mr. Harrison recommends the Town Treasurer begin preparing monthly bank reconciliations for the payroll and vendor checking accounts and, if need be, obtain training on how to perform this important treasury function. This function is also a key internal control. **Prepare to Implement GASB Statement 68** – Mr. Harrison recommends the Town begin planning for the implementation of GASB Statement 68 by gaining an understanding of the new requirements and ensuring that the Town's applicable portion of the retirement system's unfunded liability is audited and available for inclusion in the financial statements. Mr. Harrison stated that they will be monitoring best practices for implementing this standard across the state and country and will provide guidance in the upcoming year(s). **Tax Title Accounts** – Mr. Harrison recommends that the Tax Collector follow Massachusetts General Laws regarding the recording of tax liens on uncollected real estate taxes every year. The other advantage to the Town for doing this besides securing the eventual collection of the past due taxes is that MGL allows interest charged while in tax title at a higher rate than the rate that is allowed while just a regular account receivable. **Current Year Recommendations: Compensated Absences** – Mr. Harrison recommends that management review this recent legislation and consider funding this liability on an annual basis so that when an employee terminates employment there is no money already set aside for the payout.

**Appointment of Town Election Officers [Democrat, Republican, Unenrolled]/Present: Doreen Cedrone, Town Clerk and Sandra Ovia.** Town Manager Kozak mentioned that this is an annual appointment and is usually done between July 15<sup>th</sup> and August 15<sup>th</sup> because of Mass. General Law, Chapter 54, Section 12. Because the Board of Selectmen does not meet during this timeframe, Town Manager Kozak asked if the Board would like to call a special meeting or appoint the Board of Registrars to handle the appointment of the officers. The Board of Selectmen agreed to let the Board of Registrars make the appointment.

**Fox 25 News Zip Trip to Northbridge.** Town Manager Kozak announced that Fox 25 News will be zip tripping to Northbridge on July 11, 2014, from 6 AM to 10 AM. He mentioned that the American Legion will host the event. An email will be sent to the Board of Selectmen with the date, time and location.

**Capital Exclusion.** Town Manager Kozak mentioned that he met with the Superintendent of Schools to discuss the capital needs of the town and decided to hold off on any capital projects for this fiscal year. If the Board decides to go forward with a capital override (one-time), the Board would need to make a decision by the first week in August or at their next meeting in July, or call a special meeting. He then suggested a capital exclusion for the roads project. Nancy Spitulnik, Superintendent of Schools

mentioned that a list of possible items for a capital exclusion was put together and presented to the School Committee. She mentioned that they haven't heard back from the School Committee to date but they will be meeting soon to discuss. A list of items were: pick-up truck replacement, Balmer Kitchen repairs, Middle School auditorium air conditioner, Middle School locker room HVAC unit, additional security cameras, additional key fob boxes and technology switch additions and replacements. Town Manager Kozak mentioned that he would like one capital exclusion article on the FATM for around \$500,000 to \$600,000. The Selectmen agreed to a one-time capital exclusion and Town Manager Kozak advised that he would place this item on the next agenda under decisions.

**Town Manager's Report.** **1) Update on Bridge Work: Ross Rajotte Bridge** – The DPW has located one of the medallions and is still looking for the second one. Working with the state to reattach. **Douglas Road Bridge** – The Contractor will attach the memorial plaque for United States Marine L/CPL Thomas S. Perron. **2) Invitation to join the Coalition on Chapter 70, 71, 74 Requirements:** The Town of Spencer has contacted Northbridge and asked if we would join there coalition on the negative impacts to municipalities because of Chapter's 70, 71, 74 requirements. Chapter 70 is requiring communities to spend more on foundation requirements and Chapter's 71 & 74 are requiring additional spending for regional educational services. This community is asking Northbridge to join in changing the requirements of these chapters. **3) Mass Works Grant Application:** I am currently working with the Town Planner and DPW Director on an application to improve infrastructure on Quaker Street and Church Street Extension. This grant may be used in connection with the development at the Osterman Gas site. **4) Department Head Meeting:** At a recent Department Head Meeting I asked the Department Heads to look for ways to save expenditures on their FY 15 budget. I also asked them to provide me with the impact if a 10% reduction were required. **5) Central Mass. Regional Planning Commission Energy Resource Program for Citizens:** CMRPC is inviting the Town of Northbridge, with other communities to participate in a bulk electricity purchasing program for residents and businesses. This program currently includes 36 communities in Central and Western Massachusetts with the Hampshire Council of Government. They are encouraging our community to investigate this program. **6) Reminded everyone that the Fireworks are on Thursday, July 3<sup>rd</sup> at the Northbridge Middle School. Gates open at 6:00 PM and the fireworks will take place around 9:15 P.M.**

**Selectmen's Concerns.** **Selectman Marzec/**Asked about the status of Pine Grove Cemetery and Town Manager Kozak mentioned that it looks like the Town will take over the cemetery around the end of July.

#### **Items for Future Agenda.**

**Executive Session.** A motion/Mr. Marzec, seconded/Mr. Nolan to go into Executive Session under M.G.L. Chapter 30A, S. 21 #3 - To discuss strategy with respect to collective bargaining and not to reconvene in open session. Vice Chairman Thomas Melia then declared that an open meeting may have a detrimental effect on the bargaining position of the body. Roll Call Vote: Mr. Marzec/Yes, Mr. Nolan/Yes and Mr. Melia/Yes.

**Open Session Adjourned: 8:28 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

**/dmg**

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

June 26, 2014

#### I. APPROVAL OF MINUTES

A. 1) Copy of May 19, 2014 minutes. 2) Copy of June 9, 2014 Executive Session minutes.  
[Removed from backup documentation as they have not been released by Board of Selectmen].

#### II. PUBLIC HEARING

None.

#### III. RESIGNATIONS.

B. 1) a) Copy of Susan Bateman's Resignation. b) Copy of Constance Duquette's Resignation.  
2) Copy of Terrance Bradley's Resignation.

#### APPOINTMENTS/By the Town Manager.

C. 1) Copy of Town Manager's 2014 Annual Reappointments.

#### By the Board of Selectmen.

2) Copy of Board of Selectmen's 2014 Annual Reappointments.  
3) Copy of Neil Newton's Talent Bank Application.

#### IV. CITIZENS' COMMENTS/INPUT

D. Copy of Mr. & Mrs. Stark's email to Town Manager Kozak.

#### V. DECISIONS

E. Copy of motion for the Fall Annual Town Meeting [October 28, 2014].

F. Copy of email from Neil Vaidya and copy of motion for the meeting.

G. 1) Copy of Whitin Community Center's entertainment license. 2) Copy of application for entertainment license 3) Copy of license routing slips from Department Head's.

H. Copy of Article 17 Compensation – Proposed changes and current Police Union Contract.

I. Copy of Blackstone Valley Regional Recycling Center License Agreement.

J. Copy of End of Year Transfers for FY 14

#### VI. DISCUSSIONS

K. Copy of FY 2013 Audit.

L. Copy of M.G.L. Chapter 54, Section 12 Appointment of Town Election Officers.

M. 1) Copy of Road Opening Permit Rules & Regulations. 2) Copy of memorandum regarding "No Road Left Behind". 3) No documentation.

N. No documentation.

O. Copy of the school's possible Town Meeting Warrant Article Items.

#### VII. TOWN MANAGER'S REPORT

P. 1) Update on Bridge Work – **No documentation.**

2) Invitation to join the Coalition on chapter 70, 71, 74 Requirements – **No documentation.**

3) Mass Works Grant Application – **No documentation.**

4) Department Head Meeting – **No documentation.**

5) Central Mass. Regional Planning Commission Energy Resource Program for Citizens – **Copy of letter to Board of Selectmen.**

#### VIII. SELECTMEN'S CONCERNS - **No documentation.**

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

**X. CORRESPONDENCE- No documentation.**

**XI. EXECUTIVE SESSION – No documentation.**

**Board of Selectmen's Meeting  
July 14, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Marzec, Athanas and Nolan. Selectman Melia was absent and it is duly recorded. **Also Present:** Theodore D. Kozak, Town Manager.

The Pledge of Allegiance was recited by those present.

Chairman Ampagoomian announced the passing of Jack Driscoll, former State Representative and a longtime resident of Northbridge and sent his condolences to the family on his passing.

**Commendations for Citizen Rescue.** Chairman Ampagoomian and the Board of Selectmen commended the Northbridge Fire Department, Police Department and a resident for rescuing a citizen in the water. That being said, he provided commendations to the following individuals at the Northbridge Fire Department: Firefighter's Corey Flagg, Michael Plante, Scott Noel, Dennis Kimball, Thomas Valdivia and William White. Chairman Ampagoomian mentioned that the Officer's from the Northbridge Police Department could not attend tonight's meeting but recognized the individuals by reading their names aloud. Northbridge Police Department: Officer's Matthew Leonard, Conrad Chickinski and Sergeant Brian Patrinelli. Chairman Ampagoomian also provided commendations to: Firefighter Louis Bernard and John Sheridan. Lastly, but not present for tonight's meeting, he recognized citizen Weston Wright for his professionalism, dedication and commitment to the protection of life in response to a water rescue on July 4, 2014.

**Approval of Minutes.** **1) June 9, 2014.** A motion/Mr. Nolan, seconded/Mr. Athanas to approve the June 9, 2014 minutes as presented with the readings omitted. Vote yes/Messrs. Marzec, Athanas, Nolan and Ampagoomian. **2) June 26, 2014 [Executive Session]**—A motion/Mr. Nolan, seconded/Mr. Athanas to approve but not release the June 26, 2014 executive session minutes as presented with the readings omitted. Vote yes/Messrs. Marzec, Athanas, Nolan and Ampagoomian.

**Appointments/By the Board of Selectmen: Council on Aging: 1) Yvette Ayotte and 2) Neil Newton** Present: Kelly Bol, Senior Center Director. Ms. Bol introduced Yvette Ayotte and Neil Newton and mentioned that they are both going to be an asset to the Council on Aging. Mr. Newton mentioned that he has always been involved in politics and is looking forward to serving the Council on Aging. Ms. Ayotte mentioned that she has only lived in Northbridge for a few months and wanted to get involved in the community. The Selectmen thanked the candidates for coming forward to serve on the Council on Aging and wished them both well. A motion/Mr. Marzec, seconded/Mr. Athanas to appoint Yvette Ayotte and Neil Newton to the Council on Aging. Vote yes/Messrs. Marzec, Athanas, Nolan and Ampagoomian.

**Worcester County Selectmen's Association/Vote to select a voting member and alternate. 1) Second Delegate.** A motion/Mr. Nolan, seconded/Mr. Athanas to appoint Chairman Charles Ampagoomian as the voting member for the Worcester County Selectmen's Association. Vote yes/Messrs. Marzec, Athanas, Nolan and Ampagoomian. **2) Alternate.** A motion/Mr. Athanas, seconded/Mr. Marzec to appoint Selectman Thomas Melia as the alternate for the Worcester County Selectmen's Association. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan.

**Resignation: Brett Simas, Planning Board.** A motion/Mr. Nolan, seconded/Mr. Melia to accept the resignation of Brett Simas, Planning Board and send a letter of appreciation thanking him for his service to the Town. Town Manager Kozak noted that the Planning has a vacancy to be filed by joint-

appointment of the Planning Board and Board of Selectmen and will start immediately advertising to fill the vacancy. In September, the Board of Selectmen and Planning Board will hold a joint meeting to appoint a new member.

**Citizens' Comments. Wendy Folger 831 Marston Road, Whitinsville,** mentioned that after the override failed, a group of concerned citizens got together with the Northbridge Booster Club to collaborate fundraising events in an effort to reinstate as many Middle School athletic programs as possible. She announced that their first fundraising event will be trivia and karaoke night on Thursday, July 31, 2014, at the Uxbridge Progressive Club. All proceeds from the event will benefit Northbridge Middle School Athletics. On August 4, 2014 they will be hosting a golf tournament at the Whitinsville Country Club and all proceeds from ticket sales and golfer entry fees will benefit Northbridge Middle School Athletics. The Northbridge PTA will be hosting a silent auction/raffle with proceeds to benefit Balmer Show Choir and Middle School Clubs. She stated that they are by no means the answer to the budget crisis the school district is facing. They are just hoping to raise enough money to help the students. If anyone is interested or would like to make a contribution to this cause please contact Nikki Roadman at [nmenneto@yahoo.com](mailto:nmenneto@yahoo.com). **Gary Nestor, Fire Chief** announced that the Town was notified last Thursday that the Northbridge Fire Department has received a grant from FEMA in the amount \$712,500 to purchase an aerial ladder truck.

**Trading Post General Store [Tuan Van Dinh], 178 Church Street, Whitinsville/Application for a Common Victualler's License.** Selectman Athanas asked what the Trading Post General Store hours of operation would be and how many days of the week would the store be open. Mr. Dinh replied that the store would be open seven days a week and the hours would be 8:00 AM to 9:00 PM. A motion/Mr. Nolan, seconded/Mr. Marzec to approve the Trading Post General Store Common Victualler's license. Vote yes/Messrs. Marzec, Athanas, Nolan and Ampagoomian.

**The Virtual Giving Tree [Susan Smith]/Request permission to use Memorial Park for a Community Yard Sale and Fair on Saturday, September 20, 2014 from 9:00 A.M. to 3:00 P.M.** Ms. Smith mentioned that they are a non-profit organization that is focused on supporting the seniors in town. Chairman Ampagoomian asked if she had a rain date and Ms. Smith suggested September 27, 2014. Town Manager Kozak mentioned that he would ask the office if that date was available and let her know. A motion/Mr. Marzec, seconded/Mr. Athanas to grant permission to The Virtual Giving Tree to use Memorial Park for a Community Yard Sale and Fair on Saturday, September 20, 2014 from 9:00 A.M. to 3:00 P.M. Vote yes/Messrs. Marzec, Athanas, Nolan and Ampagoomian.

**Sultan Salahuddin d/b/a Sammy's Restaurant, 2147 Providence Road, Northbridge/Application for a Common Victualler's License** Vote yes/Messrs. Marzec, Athanas, Nolan and Ampagoomian. **Present: Sultan Salahuddin and Colene Halligan.** Ms. Halligan mentioned that their restaurant will be family oriented and folks can order take out. They will be serving Italian and American food. They will be open seven days a week from 11 AM to 9 PM. A motion/Mr. Nolan, seconded/Mr. Marzec to approve Sultan Salahuddin d/b/a Sammy's Restaurant for a Common Victualler's license. Vote yes/Messrs. Marzec, Athanas, Nolan and Ampagoomian.

**Safety Committee Minutes [June 25, 2014]/Vote to accept recommendations.** A motion/Mr. Marzec, seconded/Mr. Nolan to accept the recommendations of the Safety Committee as outlined in the minutes of June 25, 2014. Vote yes/Messrs. Marzec, Athanas, Nolan and Ampagoomian.

**Blackstone Valley Chamber of Commerce [Jeannie Hebert]/Requests a one-day All Alcohol License for an "After Hours Event" at Lasell Mansion on September 30, 2014 from 5:30 P.M. to 8:00 P.M.** A motion/Mr. Athanas, seconded/Mr. Nolan to grant the Blackstone Valley Chamber of Commerce a one-day All Alcohol license for their Business After Hours event to be held Tuesday, September 30, 2014

from 5:30 PM to 8:00 PM at the Lasell Mansion, 120 Hill Street, Whitinsville. Vote yes/Messrs. Marzec, Athanas, Nolan and Ampagoomian.

**Revised Right of Way Program, Roads Program (Vote to approve revisions). Present: James Shuris, DPW Dir.** Mr. Shuris mentioned that there will be no changes to the fee structure for the Right of Way Program. A motion/Mr. Nolan, seconded/Mr. Athanas to approve the revisions to the Right of Way Program. Vote yes/Messrs. Marzec, Athanas, Nolan and Ampagoomian.

**AFSCME Contract.** Town Manager Kozak mentioned that he just recently negotiated a one-year contract with AFSCME for FY 15, with a 1% [COLA] cost of living adjustment and no changes to the language. A motion/Mr. Athanas, seconded/Mr. Nolan to approve the one-year AFSCME Contract for FY 15, with a 1% cola and no changes to the language. Vote yes/Messrs. Marzec, Athanas, Nolan and Ampagoomian.

**Fall Annual Town Meeting (October 28, 2014)/Vote to place ballot question(s) for Capital Exclusion on November State Election Warrant.** Town Manager Kozak mentioned that at their last Selectmen's meeting the Board of Selectmen and School Department discussed placing ballot question(s) for Capital Exclusion on the November State Election Warrant. He then mentioned that there is a capital exclusion coming off the books this year, in the amount of \$623,000 and instead of having this come off the books they could use this opportunity to fund some much needed capital items for both the Town and School Department. That being said, he stated that the DPW needs about \$300,000 to reconstruct Main Street from North Main Street to Memorial Square. Town Manager Kozak also mentioned the grant that the Fire Department was fortunate to receive [\$712,500.00] and he thought possibly to include this in a separate question because the Fire Chief would like to have the guarantee of the funds. Dr. Catherine Stickney is requesting \$311,000.00 for a pick-up truck replacement, repairs to the W. Edward Balmer Elementary School kitchen, replacements for or repairs to the air conditioning units at the Middle School auditorium and the Middle School locker room, additional security cameras and the extension of other security programs already in place, and upgrades to technology infrastructure. The Selectmen agreed to moving forward and placing a Capital Exclusion on the November ballot but would like to have the questions separated into two ballot questions. Selectman Athanas fears that combining the two might not give each question a fair chance and he is concerned that the DPW has already been to the trough with \$625,000 for five years. He doesn't want people saying that they already gave them money for the roads. Selectman Nolan reiterated that the capital exclusion is not a Proposition 2 ½ override and it not related to the failed override earlier this year. A motion/Mr. Athanas, seconded/Mr. Nolan to place two ballot question(s) for Capital Exclusion on the November State Election Warrant. Vote yes/Messrs. Marzec, Athanas, Nolan and Ampagoomian. The Board of Selectmen will discuss funding the Fire Apparatus at their next Selectmen's meeting once they receive the final cost of the truck. The Board of Selectmen have all agreed to move forward with a capital exclusion but need a final cost before making a decision. The Board of Selectmen will schedule a special meeting for July 21, 2014.

**Jeannie Hebert, President & CEO Blackstone Valley Chamber of Commerce & Tim Murray.** Mr. Murray discussed how the Chamber of Commerce kicked off a capital campaign called the Worcester Economic Development Advancement Fund, which is to raise 1.2 million dollars over a two-year period, to help fund a couple new roles that the Worcester Regional Chamber of Commerce was asked to take on. That being said, 1) was to lead the business recruitment efforts for the city and the region, and 2) create a new partnership with the colleges and universities. Mr. Murray explained that April Anderson, a consultant was hired to work for Governor Deval Patrick and Mr. Murray to help enhance Economic Development in the region. He also stated that Ms. Anderson is very aware of all the economic development programs that exist at the state, federal and local level. Mr. Murray mentioned that Ms. Anderson and her team pulled together all the census data and workforce development data for the region [35 cities and towns]. He then commended Northbridge for having a single point of contact on their

website, listing all the permitting requirements, and ability to pull them off line and print them. Mr. Murray advised that the manufacturing roundtable went into effect last October to discuss workforce development, investment in technical schools and other training programs. In May of this year, they kicked off a Healthcare roundtable, where the Chief Executive Officers of Saint Vincent Hospital and the leadership of UMass Memorial and sole practitioners of Home Health Aid Companies participated in trying to recruit business within the region. Ms. Hebert mentioned that the Blackstone Valley Chamber of Commerce is working with Quinsigamond Community College to apply for a rapid response grant for workforce training. She then mentioned that a survey would be going out shortly to manufacturers in the valley, asking what types of skilled workers they would be needing so that they can draw up a curriculum and get it paid for by the grant. Ms. Hebert also stated that Northbridge has more developable land here in our area than in Worcester. She mentioned that by Northbridge keeping their website updated, it makes Northbridge very attractive because it makes it easier for developers to apply for permitting. Chairman Ampagoomian thanked Mr. Murray and Ms. Hebert for coming to tonight's meeting.

**Meters/Whitinsville Water Company. Present: Randy Swigor, Manager. Mr. Swigor provided a power point presentation to the Selectmen.** The Board of Selectmen have taken under advisement a proposal from the Whitinsville Water Co. to replace water meters in the town's water system. Replacing the water meters is estimated to cost about \$635,000 up front. The water company has proposed having the town reimburse it over a 20-year period. Under the initial cost estimate, the monthly payment from the town would be \$4,433. However, factoring in additional cost savings, such as eliminating the need for meter reading services and increased revenue, the total monthly payment for the new meter system would only be \$436. Town Manager Kozak said the board has taken the proposal under advisement and will revisit it in a few weeks when the Department of Public Works has had a chance to review it. According to the Whitinsville Water Co., the current meter system is 15 years old, which is five years older than the state Department of Environmental Protection's recommended maximum age of 10 years. The aging meters "under-register water," leading to lost revenue and an increase in unaccounted-for water. Randy Swigor, Manager of the Whitinsville Water Co., said the water company does a yearly average of unaccounted-for water. For the past two years, the system's average was 14 percent. Mr. Swigor said the state goal is 10 percent. "It's hard to say how much that will be reduced by with the new meters, but we estimate a 2 percent reduction in unaccounted-for water," Mr. Swigor said. The new meters have an estimated 20-year life span, are made of a composite material that does not rust or corrode, and can contract and expand with temperature changes. The new meters would also transmit data and readings remotely. Data from each meter would be collected by a central tower and then transmitted back to the central billing office for permanent storage. Mr. Swigor stated the new system would eliminate the need for meter readers because the meters can be read instantly from the office. This will save the town an estimated \$1,200 per month. In addition, the estimated 2 percent reduction in unaccounted-for water would result in a monthly increase of \$2,000 to the Water Department. In addition, the water company said, customers can expect "dramatic customer service improvements" in regards to leak detection and use history. Mr. Swigor estimates that between the town water system and other Whitinsville Water Co. sites, about 4,000 meters need to be replaced, mainly in Northbridge. The town would be responsible for reimbursing the water company just for meters in Northbridge. While the initial capital costs are estimated to be about \$635,000, the company is still soliciting prices for installation. Understanding the town is facing financial challenges, the water company proposes to fund the capital costs and then finance the project for the town for the next 20 years at the current 4.82 percent rate. The water company would install and own the meters. If the town approves the project, the water company can begin replacing meters shortly thereafter, and the job would be completed within 18 months. Residents would need to be home to allow water company employees inside to install the new meters.

**Roads Program/Central Mass. Study/Present: James Shuris, DPW Director.** Mr. Shuris informed the Board that in 2009 the Central Mass. Regional Planning Commission completed a study on roads in

Northbridge. The study showed it will cost \$3.5 million dollars to fix the roads based on their current condition. Last March, Mr. Shuris and his team put together a roads improvement program and then gave a Powerpoint presentation to the Board of Selectmen explaining how they will spend \$3.75 million dollars, over a 5-year period to fix the roads in Northbridge. Mr. Shuris then mentioned that 2.25 miles of road work will be fixed on Hill Street, ¾ quarter miles of road work will be done on Douglas Road and whatever monies is left will be put towards fixing a portion of Old Quaker Street. He noted that the bids came in at \$543,000 which is below our estimate of \$620,000 and his plan is to attack a portion of Hill Street, portion of Old Quaker Street, portion of Douglas Road, Sprague Street, and downtown Whitinsville by Ovia Square, Prospect Street and Cross Street. A pre-construction meeting is scheduled for Thursday, July 17, 2014, with J H Lynch to address these streets. Selectman Nolan asked how the Sutton Street Project was moving along and Mr. Shuris mentioned that the project is moving along well and that they are on-schedule. Selectman Ampagoomian asked Mr. Shuris to contact the Department of Tourism to see if there are any grants available to help fund the cost of fixing the Old Quaker Street – which is a scenic road. Mr. Shuris advised that he would look into this.

**Farnum Circle Subdivision Bond/Vote to call in the bond. Present: R. Gary Bechtholdt, Town Planner, II.** Mr. Bechtholdt explained the Planning Board is holding approximately \$19,800.00 to secure the completion of work required for this subdivision. He mentioned that over the past several years the Planning Board has attempted to work with the developer and property owners to help advance the subdivision. This effort resulted in modifying the subdivision approval; waiving certain requirements, however did not effectuate the completion of work required of the developer. The Planning office recommends the Board of Selectmen authorize the Planning Board to utilize the performance bond held for the purpose of completing the Farnum Circle Subdivision. A motion/Mr. Nolan, seconded/Mr. Marzec to move this discussion item to a decision for a vote. Roll Call Vote: Mr. Marzec/Yes, Mr. Athanas/Yes, Mr. Nolan/Yes, and Mr. Ampagoomian/Yes. A motion/Mr. Nolan, seconded/Mr. Marzec to authorize the Planning Board to call-in the performance bond held for the Farnum Circle subdivision. Vote yes/Messrs. Marzec, Athanas, Nolan and Ampagoomian.

**Cable Company Transaction. Present: Harry Berkowitz.** Town Manager Kozak mentioned that the Town of Northbridge received a letter in the mail from Comcast advising the Town that they are in the process of seeking permission from the FCC to switch cable companies with Charter. This would mean that the Town's cable television license is being transferred from Charter to Comcast. Town Manager Kozak mentioned that Comcast sent a form for the Selectmen to sign agreeing to consent to the transfer. Mr. Berkowitz advised that no matter if the Town agrees to become a Comcast community or not, it will not make a difference. He mentioned that the Selectmen's powers to oppose the transfer are very limited. Town Manager Kozak suggested signing the document. A motion/Mr. Marzec, seconded/Mr. Nolan to move the cable company transaction from discussion to decision. Roll Call Vote: Mr. Marzec/Yes, Mr. Athanas/Yes, Mr. Nolan/Yes, and Mr. Ampagoomian/Yes. A motion/Mr. Athanas, seconded/Mr. Marzec to accept the cable company transaction. Vote yes/Messrs. Marzec, Athanas, Nolan and Ampagoomian.

**Municipal Energy Aggregation.** Town Manager Kozak explained that the Hampshire County of Government has contacted Central Mass. Regional Planning Commission about talking to communities about having a community contract for all residential homes on purchasing supply for energy. Massachusetts is one of 14 or 15 states that have competition for supply and for several years communities like Northbridge have gone out to bid for electrical contracts. Town Manager Kozak mentioned that another Company contacted him last week and is interested in seeing the town go forward with a proposal to bid and supply energy for all residents. The Board of Selectmen would need to have an article at Town Meeting and ask the residents if they would like the Town to go out for bid to try and have a reduced cost in supply bill. The Board of Selectmen will need to make a decision on whether or not they wish to go forward and have an article at the Fall Annual Town Meeting regarding purchasing supply for energy.

**Town Manager's Report/1) Update on Flood Plain:** Town Counsel has recommended that the Town request a new flood plain calculation and be reviewed by a third party engineering company. The Conservation Commission is working on a cost to give to Mr. Leonard Jolles for this work. **2) Ross Rajotte Bridge:** The work on the Ross Rajotte Bridge is completed. There will be some flag holders installed and a rededication ceremony will take place sometime in September. **3) Linwood Mill Crosswalk:** The R A Fish Company is installing a new crosswalk at the Linwood Mill. **4) Fox 25 News Zip Trip:** Attended the Fox News Zip Trip and it was very well attended and interesting. **5) Northbridge Fireworks:** Town Manager Kozak mentioned that even though he wasn't in attendance, he heard the fireworks were very successful and very well attended.

**Selectmen's Concerns. Selectman Athanas/1)** Asked the status of the WRTA ridership program and Town Manager Kozak replied that he has not received the number as of yet. **2)** Asked Town Manager Kozak if there are any figures/cost on the renovation of the DPW building and James Shuris, DPW Director responded by providing an estimate of \$1.4 million dollars. Town Manager Kozak advised that the DPW Director is working with the Building, Planning and Construction Committee. **3)** Asked for an update on the maintenance of Town buildings and Town Manager Kozak mentioned that it's in the works. **Selectman Marzec/1)** Flood Plain issue – Asked if its site specific. Town Manager Kozak mentioned that it is site specific. **2)** Whitinsville Water Company – suggests getting other proposals before agreeing to lock into a 20-year plan with Whitinsville Water Company. **3)** Sent his condolences to the family of Jack Driscoll, former State Representative and Robert Parker, a member of the community. Mr. Parker was also a member of the Parks and Recreation Commission among other roles. **Chairman Ampagoomian/**Announced that he doesn't want to lose sight of building a new Fire Station.

A motion/Mr. Marzec, seconded/Mr. Nolan to adjourn the meeting. Vote yes/Messrs. Marzec, Athanas, Nolan and Ampagoomian.

**Meeting Adjourned: 9:21 P.M.**

**Executive Session/None.**

**Respectfully submitted,**

**James Athanas, Clerk**

**/dmg**

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

July 14, 2014

#### A. Copy of Commendations for Citizen Rescue

##### I. APPROVAL OF MINUTES

B. 1) Copy of June 9, 2014 minutes. 2) Copy of June 26, 2014 Executive Session minutes [Removed from backup documentation as they have not been released by Board of Selectmen].

##### II. PUBLIC HEARINGS/None.

##### III. APPOINTMENTS/RESIGNATIONS:

C. 1) a. Copy of email dated June 10, 2014 from Kelly Bol, Director of Council on Aging.  
b. Copy of Yvette Ayotte's Talent Bank Application & resume. c. Copy of Neil Newton's Talent Bank Application.

2) Worcester County Selectmen's Association/Vote to select a voting member and alternate

##### D. RESIGNATION:

Copy of Brett Simas, Planning Board resignation.

#### IV. CITIZENS' COMMENTS/INPUT. Copy of Wendy Folger's speech.

##### V. DECISIONS

E. 1) Copy of Trading Post General Store [Tuan Van Dinh], 178 Church Street, Whitinsville/Application for a Common Victualler's License. 2) Copy of license. 3) Copy of license routing slips.

F. 1) Copy of email dated June 30, 2014 from Susan Smith requesting permission to use Memorial Park for a Community Yard Sale and Fair on Saturday, September 20, 2014 from 9:00 A.M. to 3:00 P.M. 2) Copy of Walter Warchol, Chief of Police response to using Memorial Park.

G. Copy of Sultan Salahuddin d/b/a Sammy's Restaurant, 2147 Providence Road, Northbridge/Application for a Common Victualler's License. 2) Copy of license. 3) Copy of license routing slips.

H. Copy of Safety Committee Minutes [June 25, 2014].

I. 1) Copy of Blackstone Valley Chamber of Commerce [Jeannie Hebert] application for a one-day All Alcohol License for an "After Hours Event" at Lasell Mansion on September 30, 2014 from 5:30 P.M. to 8:00 P.M. 2) Copy of license. 3) Copy of notice of approval of special license to the ABCC. 4) Copy of license routing slips.

J. Revised Right of Way Program, Roads Program – No documentation.

K. AFSCME Contract – No documentation.

L. Fall Annual Town Meeting (October 28, 2014)/Vote to place ballot question(s) for Capital Exclusion on November State Election Warrant – No documentation.

##### VI. DISCUSSIONS

M. Jeannie Hebert, President & CEO Blackstone Valley Chamber of Commerce & Tim Murray – No documentation.

N. Meters/Whitinsville Water Company – Copy of Powerpoint presentation.

**O.** Roads Program/Central Mass. Study – No documentation.

**P.** 1) Copy of memorandum dated June 11, 2014 from R. Gary Bechtholdt II, regarding the Farnum Circle Subdivision Performance Bond. 2) Copy of letter to Town Clerk from the Planning Board. 3) Copy of letter to Michael Lambert from the Town Planner. 4) Copy of letter from JH Engineering Group, LLC.

**Q.** 1) Copy of letter from Comcast regarding Cable Company Transaction. 2) Copy of email from Attorney William Hewig, Kopelman & Paige. 3) Copy of memorandum regarding procedures for the Transfer of a Cable Television License.

**R.** Copy of Municipal Energy Aggregation pamphlet.

**VII. TOWN MANAGER'S REPORT**

**S. 1)** Flood Plain Update – No documentation.

**2)** Ross Rajotte Bridge – No documentation.

**3)** Linwood Mill Crosswalk – No documentation.

**4)** Fox 25 News Zip Trip – No documentation.

**5)** Northbridge Fireworks – No documentation.

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

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

**X. CORRESPONDENCE – No documentation.**

**XI. EXECUTIVE SESSION – No documentation.**

**Special Board of Selectmen's Meeting  
July 21, 2014**

A special meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 5:30 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Marzec, Melia, Nolan and Athanas. **Also Present:** Theodore D. Kozak, Town Manager.

Pledge of Allegiance was suspended.

**Approval of Minutes/None.**

**Public Hearings/None.**

**Appointments/Resignations/None.**

**Citizens' Comments/Input/None.**

**Fall Annual Town Meeting [October 28, 2014]/Vote to place ballot question for Capital Exclusion on November State Election Warrant. Present: Fire Chief Gary Nestor**

Chairman Ampagoomian asked Town Manager Kozak to address the Board. Mr. Kozak reviewed that at the last meeting the Board voted to place two Capital Exclusion questions on the November ballot:

- 1) \$311,000 for the School Department and
- 2) \$300,000 for the Town Road Maintenance Program.

Also discussed at the previous meeting was the possibility of a third Capital Exclusion question for the appropriation of funds for a new Fire Department ladder truck. The Town had been awarded \$712,000 toward the ladder truck cost for which there would still be a need for additional funds from the Town. There had been no estimate of the truck cost. Mr. Kozak invited Fire Chief Nestor to speak. Chief Nestor stated that following the last meeting he received a cost estimate from a vendor for \$940,000 to \$960,000. Chief Nestor concluded that with the \$712,000 award the need would be for \$240,000, using the lower cost estimate of \$940,000. Mr. Kozak summarized that if the Board did not want to have a Capital Exclusion question the recommendation for the new ladder truck would be for \$240,000. Selectman Marzec asked what would be the options for raising the funds for the truck purchase. Mr. Kozak responded that adding a ballot question could jeopardize the truck purchase. He added that there could be a Special Town Meeting but that would be an added expense. He suggested that additional funds might be found through transfers, Free Cash, the Stabilization Fund (although he would try not to utilize that option), or an Article not tied into the Ballot Question. He concluded that it would be up to the public as to how they would perceive raising the funds through other means. Selectman Marzec also inquired about how much is in the Stabilization Fund to which Mr. Kozak responded that there are two Stabilization Funds and that the health insurance Stabilization Fund has about 2 million dollars. Selectman Nolan then asked about the Stabilization Fund level to which Mr. Kozak responded that it is kept at about 5 percent, which he did not feel would be jeopardized with the truck funding. The Town Manager further noted that he would not use the total from the Stabilization Fund and he would add to it funds like transfers. Mr. Kozak concluded by saying that he would recommend using the Stabilization Fund. Selectman Athanas asked about the life cycle of the truck to which Chief Nestor responded that is about 30 years. He also questioned using long term funds when it really is a Capital Exclusion question due to the 30-year truck life cycle. Mr. Athanas then inquired if it would be advisable to ask residents at the Town Meeting for the funding. Then if they voted against that option the Stabilization Fund could be used. Mr. Kozak responded that in that case another Town Meeting would have to be scheduled and that funds would have to be in place and timing would be tight. Selectman Nolan stated that it would be difficult to tell residents that the Board wants them to pay for it but if they say no we have the money already in an account. He added that he wouldn't want to jeopardize the grant money. Mr. Kozak

suggested that if the proposed article is not tied into the Capital Exclusion it might be easier, otherwise there would have to be a Special Town Meeting. Selectman Melia said if the whole purchase price of the truck would be needed he would agree that a Capital Exclusion would be the right option. However, given that the amount needed would be relatively small he felt this was not the best course of action. Mr. Melia also acknowledged that the grant could be jeopardized. He further noted that the \$712,000 grant was to be used for unforeseen expenses, which would apply to the truck purchase. Mr. Melia also questioned whether it would be sensible to add to the two Capital Exclusion questions already approved to be on the ballot, adding that residents might come to resent taking a vote on funding that was already available through the grant. Selectman Marzec agreed that the Board of Selectmen should move forward using the grant money and the least amount of money needed could come from the Stabilization Fund. A motion/Mr. Nolan, seconded/Mr. Marzec for the Town Manager to move forward with the budget for the ladder truck to be paid with the grant money and the remainder paid with transfers, free cash, and/or the Stabilization Fund, if needed. Vote yes/Unanimous.

### **Municipal Energy Aggregation.**

Noting that this matter affects residents, Town Manager Kozak introduced Phillip Carr and his associate of Good Energy, a Municipal Energy Aggregation consulting company. The representatives stated that the company offers a residential program. It involves a law that exists in 5 states for deregulation where the municipal government body can essentially take all the residential electricity accounts out to bid in bulk. It's an offer to compete against the default rate of National Grid. The state numbers show that the average household in Massachusetts uses about 10,000 kilowatt hours a year. The Town of Northbridge which has 5,800 accounts adds up to 58,000,000 kilowatt hours. That is the equivalent of 3,000,000 square feet of commercial real estate. That translates from an individual with no buying power to buying power of 3,000,000 square feet of commercial real estate. Municipal Energy Aggregation is building a buying group that would be at least 100,000 households with 1,000,000 kilowatt hours and about 550,000,000 square feet of commercial real estate. This would allow for tremendous savings. Also the retail rates for National Grid change every six months and there was a significant increase this past winter. So there is no forward visibility about what the customer would be paying from one season to the next which makes household budgeting difficult. These energy markets are extremely volatile. Choices are: 1) stick with National Grid, 2) select an alternative from the open market, and 3) Municipal Energy Aggregation. With Municipal Energy Aggregation a collection of towns go out to purchase at the best price in the market with the best terms, no termination fees, budget certainties for 2, 3, or 4 years, and 100 percent renewable energy for a very small add-on. The company has about 600,000 households with a savings this year of about \$100,000,000. They buy strategically long-term and lock in the customer rate for 2 to 3 years. This was started in Illinois in 2011, which required passage of a referendum. The public has to be educated about this alternative. Since National Grid is a delivery company, jobs would not be affected. National Grid would always be available to provide service. As far as the process goes, an article would be presented and approved at Town Meeting and then a consultant would be selected. Plans would be submitted in November. Towns in the Commonwealth would be joined to form a large buying group. Ideally the Company would like to begin purchasing for the buying group in May of 2015. Selectman Nolan asked if the savings would apply to various types of residential real estate. Mr. Carr stated that it would apply to any real estate served by National Grid. Although small businesses are not well-served since they are not similar to the aggregate but there are options available to help them such as programs through the Chamber of Commerce. Selectman Marzec asked what other Massachusetts towns has the Company approached with an offer. Mr. Carr responded that they had conducted discussions with several towns, among them Freetown, Newton, New Bedford, and Worcester. Selectman Marzec also asked if the Board would have to include the matter at the next Town Meeting. Town Manager Kozak advised that it would be beneficial to include an article for the Fall Town Meeting to take advantage of the November purchase and let the people decide. He also advised that there were other options such as

the Hampshire Council of Governments plan and he hoped that by October the Board would have sufficient information to make a recommendation to the residents about the best company to utilize. Selectman Athanas asked what might be the savings for residents with Municipal Energy Aggregation. Mr. Carr gave a conservative estimate of \$100 per year. Chairman Ampagoomian also asked if Good Energy would open up public hearings for residents to be informed about the benefits of the Company. The Representative responded that the Company would provide information to residents through Town Meeting, if requested, and market the product through their media plan. Chairman Ampagoomian/2) Asked about the Company's Opt-Out Option. The Company's Representative responded that there has to be a 3-day long Opt-Out Option, which is the vehicle for getting buying power. However, the Community could opt out at any time at no cost. Town Manager Kozak added that the Board now has information which would enable them to vote on an article if they decide to do so at the next Board of Selectmen's meeting.

**Town Manager's Report. 1) WRTA Update** - Town Manager Kozak provided Board members with paperwork showing the updated ridership numbers for the WRTA as requested by a Select Board member. Ridership has steadily increased since December 2013 and the WRTA is encouraged by that.

Chairman Ampagoomian reviewed that at the last Board of Selectmen's meeting Selectman Athanas had asked about the memorial for all Town veterans who had served, noting that it is in the works. He also sent an email to a member of the Trustees of Soldiers' Memorials pertaining to the memorial for Operation Desert Storm for the first Gulf War, which is located on the lawn of the Town Hall. The email suggested since it appears that the member of the Trustees is considering putting one stone at the Town Hall that they look at the possibility of removing the existing stone to be placed between the Vietnam Memorial and the WWII Roll Call so that it is front and center to remind people of those who served in combat in Operation Desert Storm. Chairman Ampagoomian further noted that he asked the member of the Trustees to consider requesting the Board of Selectmen to reserve Adam's Five Corners after construction is completed so the Board may present it as a memorial square to WWII Veteran and former Northbridge State Representative Jack Driscoll.

A motion/Mr. Marzec, seconded/Mr. Melia to adjourn. Vote yes/Unanimous.

**Meeting Adjourned: 6:10 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

/s

## **LIST OF DOCUMENTATION**

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

**July 21, 2014**

- I. APPROVAL OF MINUTES/No documentation**
- II. PUBLIC HEARINGS/ No documentation**
- III. APPOINTMENTS/RESIGNATIONS/ No documentation**
- IV. CITIZENS' COMMENTS/INPUT/ No documentation**
- V. DECISIONS**
  - A. Fall Annual Town Meeting [October 28, 2014]/Vote to place ballot question for Capital Exclusion on November State Election Warrant:**
    - 1) Copy of draft capital exclusion question for an aerial ladder truck and back-up information from the Assessor's Office showing what the tax rate would be if the question is passed
    - 2) Copy of draft capital exclusion question for funding a road maintenance repair program and back-up information from the Assessor's Office showing what the tax rate would be if the question is passed
    - 3) Copy of draft capital exclusion question for capital purchases for the School Department and back-up information from the Assessor's Office showing what the tax rate would be if the question is passed
- VI. DISCUSSIONS**
  - B. Municipal Energy Aggregation – 1) Flyer about municipal energy aggregation and 2) Copy of a Municipal Electricity Aggregation Powerpoint Presentation**
- VII. TOWN MANAGER'S REPORT – Copy of email from Jonathan Church, CMRPC, showing the total ridership on the two WRTA buses serving Northbridge from December 2013 through June 2014.**
- VIII. SELECTMEN'S CONCERNS/ No documentation**
- IX. ITEMS FOR FUTURE AGENDA/ No documentation**
- X. CORRESPONDENCE/ No documentation**
- XI. EXECUTIVE SESSION/ No documentation**

**Board of Selectmen's Meeting  
August 18, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 6:15PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Marzec, Melia, and Athanas. Selectman Nolan was absent and it is duly recorded. **Also Present:** Theodore D. Kozak, Town Manager.

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

A motion/Mr. Marzec, seconded/Mr. Melia to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 – To discuss strategy with respect to contract negotiations [Pine Grove Cemetery] – and to reconvene in Open Session. Roll Call Vote: Mr. Ampagoomian/Yes, Mr. Melia/Yes, Mr. Athanas/Yes, and Mr. Marzec/Yes.

**Open Session Adjourned: 6:18 P.M.**

**Executive Session Convened: 6:20 P.M.**

**Executive Session Adjourned: 6:53 P.M.**

**Open Session Reconvened: 7:00 P.M.**

The Pledge of Allegiance was recited by those present.

**Approval of minutes/None.**

**Public hearings/None.**

Chairman Ampagoomian noted that the Board of Selectmen is experiencing difficulties with Charter Communications and their transmission lines which might result in difficulty hearing the meeting at home. He asked for the public to bear with the Board on this issue.

**APPOINTMENTS/By the Board of Selectmen: 1) Central Mass. Regional Planning Commission: (Second Delegate) -** A motion/Mr. Melia, seconded/Mr. Ampagoomian to appoint Selectman Dan Nolan as the Second Delegate to the CMRPC. Vote Yes/Messrs. Marzec, Melia, Ampagoomian and Athanas. **(Alternate) -** A motion/Mr. Athanas, seconded/Mr. Melia to appoint Mr. Ampagoomian as the Alternate representative to the CMRPC. Mr. Ampagoomian immediately stated he would accept the appointment. Vote yes/Messrs. Marzec, Melia, Ampagoomian and Athanas. **2) Conservation Commission: Gerald Ouillette, Jr. -** Mr. Ouillette appeared before the Board stating that he is a lifelong Northbridge resident with a background in site work and underground utilities. He expressed a desire to serve the Town. Also appearing before the Board, Justin Arbuckle, the current Acting Chairman of the Conservation Commission, expressed that the Conservation Commission is very impressed with Mr. Ouillette's years of service and stated that the Commission felt that Mr. Ouillette would be a valuable member to the Conservation Commission due to his background in the water and sewer industries. Selectman Melia thanked Mr. Ouellette for his desire to help the Town noting that he had known Mr. Ouillette for a long time and that he favored Mr. Ouillette's appointment to the Conservation Commission. A motion/Mr. Marzec, seconded/Mr. Melia to appoint Mr. Gerald Ouillette, Jr. to the Conservation Commission. Vote Yes/ Messrs. Marzec, Melia, Ampagoomian and Athanas. **3) Board of Health: Lani Crisia. Ms. Crisia** stated that she presently works for two Boards of Health, is a 10-year resident of Northbridge, has

young children who are students in the Northbridge Public Schools, and is interested in bringing her experience to the Northbridge Board of Health. Also present, Mr. Paul McKeon, Chairman of the Northbridge Board of Health, noted that he values Ms. Criasia's experience adding that she is currently the Secretary for the Charlton Board of Health and Brookfield Board of Health. A motion/Mr. Melia, seconded/Mr. Marzec to appoint Lani Criasia to the Board of Health. Vote Yes/Messrs. Marzec, Melia, Ampagoomian and Athanas. **4) Ad-Hoc Open Space & Recreation Plan Update Committee: Annika Bangma.** Town Manager Kozak stated that Annika Bangma was unable to be present at the Board of Selectmen's meeting. He added that Mr. Gary Bechtholdt, Town Planner, had stated that the Planning Board was interested in Ms. Bangma's candidacy if the Board of Selectmen wished to act. Mr. Melia stated that he had confidence that Mr. Bechtholdt had sufficiently interviewed Annika Bangma and that his recommendation of her for the position could be trusted. A motion/Mr. Melia, seconded/Mr. Marzec to appoint Annika Bangma to the Ad-Hoc Open Space & Recreation Plan Update Committee. Vote Yes/Messrs. Marzec, Melia, Ampagoomian and Athanas.

**CITIZENS' COMMENTS/INPUT - Roger Mathieu, 2713 Providence Road, Northbridge, MA,** noted that he had concerns with the funding of school sports and expected that School Committee member Randy Zanca would also address the Board of Selectmen regarding two sports that are lagging behind every other school sport: Hockey and the Swimming Team, which together require funding of \$40,000. He added that every other school sport had funding.

**State Primary Election [September 9, 2014]/Vote to sign election warrant.** A motion/Mr. Marzec, seconded/Mr. Melia to sign the election warrant for the State Primary [September 9, 2014]. Vote yes/Messrs. Marzec, Melia, Ampagoomian and Athanas.

**Operation Graduation/Request permission to conduct a Boot Drive at Memorial Square, Saturday, September 20, 2014 from 9:00 AM to 1:00 PM to benefit the Class of 2015. Present: Denise Foster.** Ms. Foster mentioned that rain or shine they will conduct their boot drive on Saturday, September 20, 2014. A motion/Mr. Melia, seconded/Mr. Athanas to approve Operation Graduation's request to conduct a Boot Drive at Memorial Square and Ovia Square on Saturday, September 20, 2014 from 9:00 AM to 1:00 PM subject to the Town's Boot Drive policy established by the Board on December 4, 2006 and amended on April 28, 2008 and the safety requirements of the Northbridge Police Department. Vote yes/Messrs. Marzec, Athanas, Melia and Ampagoomian.

**Northbridge Fire Department members/Requests permission to hold a Boot Drive at Memorial Square, Saturday, August 30, 2014 from 9:00 AM to 12:00 Noon to benefit the Muscular Dystrophy Association.** A motion/Mr. Melia, seconded/Mr. Athanas to grant permission to the Northbridge Fire Department to conduct a "Fill the Boot" drive for the Muscular Dystrophy Association on Saturday, August 30, 2014, from 9:00 AM to 12:00 PM at Memorial Square subject to the Boot Drive policy established by the Board on December 4, 2006 and amended on April 28, 2008. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Nolan.

**Alternatives /1) Request permission to hold its 30<sup>th</sup> Annual Valley Friendship Tour on Saturday, May 30, 2015 and to close Douglas Road at the start of each race beginning at 8:00 A.M., 9:00 A.M., 10:00 A.M. and 11:00 A.M. 1) Request permission to hang a banner across Church Street from May 17<sup>th</sup> through May 31<sup>st</sup> to advertise their 30<sup>th</sup> Annual Valley Friendship Tour event.** A motion/Mr. Melia, seconded/Mr. Athanas to approve Alternatives' request to hang a banner across Church Street from May 17, 2015 through May 31, 2015 to advertise their 30th Annual Valley Friendship Tour fundraiser to be held Saturday, May 30, 2015. Vote yes/Messrs. Marzec, Athanas, Melia and Ampagoomian. **2) Request permission to conduct the race and close Douglas Road at the start of each race beginning at 8:00 A.M., 9:00 A.M., 10:00 A.M. and 11:00 A.M.** A motion/Mr. Melia, seconded/Mr. Athanas to approve Alternatives' request to conduct the race and close Douglas Road at the

start of each race beginning at 8:00 A.M., 9:00 A.M., 10:00 A.M., and 11:00 A.M. subject to the safety requirements of the Northbridge Police Department. Vote yes/Messrs. Marzec, Athanas, Melia and Ampagoomian.

**MassWorks Church Street Extension Corridor Project/1) Vote to submit MassWorks application. 2) Vote to authorize acceptance of MassWorks funding.** Town Manager Kozak explained the Town is currently in the process of preparing an application to have work completed on Church Street extension. This is in conjunction with the Osterman Industrial Park mentioned that the application has to be submitted by the end of August. Town Manager Kozak suggests the Board of Selectmen move forward and have the Chairman sign the application. A motion/Mr. Melia, seconded/Mr. Athanas to submit the MassWorks application. Vote yes/Messrs. Marzec, Athanas, Melia and Ampagoomian. A motion/Mr. Melia, seconded/Mr. Athanas to authorize the Chairman to sign the application for MassWorks funding. Vote yes/Messrs. Marzec, Athanas, Melia and Ampagoomian.

**Fall Annual Town Meeting [October 28, 2014]/Vote to place articles on warrant. Town Manager Kozak asked that the Board of Selectmen skip this item and go to Discussions – Hampshire Power Municipal Energy Aggregation because this is an article that will need to be voted on.**

**Hampshire Power Municipal Energy Aggregation. Present: Bernard Kubiak, Consultant for The Hampshire Council of Governments [HCOG].** Mr. Kubiak mentioned that the Hampshire Council of Governments has been around for 15 years. All of their programs and services are available to every municipality in the Commonwealth of Massachusetts. Their programs and services are designed to save taxpayer money, keep investments local, contribute to health environment, and benefit the health of citizens. Mr. Kubiak explained that The Hampshire Council of Governments and the Central Mass. Regional Planning Commission unveiled a new partnership for energy services. Community Choice Aggregation [CCA] helps residents and businesses save money and become more informed and involved in electricity purchases. He mentioned that eight communities in CMRPC [Barre, Brookfield, East Brookfield, Mendon, New Braintree, North Brookfield, Upton and West Brookfield] participate in the program. He then explained that CCA is a program in which the participating cities and towns use their combined bulk buying power to seek lower electricity prices for residents and businesses. The program is unique in that the HCOG bundles the purchasing power of multiple communities, to create buying power that drives down prices and protects consumers. Mr. Kubiak asked Town Manager Kozak and the Board of Selectmen to consider them when entering into a contract for electricity.

**Fall Annual Town Meeting [October 28, 2014]/Vote to place articles on warrant.** Town Manager Kozak presented the following draft articles to the Board for their review and recommended that they vote to place them on the Fall Annual Town Meeting warrant: Town Manager Kozak advised that the first three are housekeeping articles. Article 1: article for prior year bills Article 2: article for budget transfers Article 3: to transfer funds to the Fire Department to purchase ladder truck. Article 4: article for roads maintenance program. Article 5: an article to have the Board of Selectmen enter into an agreement for the purchase of energy supply for the residents of Northbridge. Article 6: article to have the Town appropriate funds for the purchase of water meters and installation for the Town of Northbridge Water Distribution System. Article 7: an article to approve an Agreement for Payment in Lieu of Taxes for Solar Farm on Lasell Road known as Oakhurst Farm. Article 8: Article to enter into an Intermunicipal Agreement with the Town of Sutton for the expansion of the sanitary sewer on Main Street in Whitinsville. Town Manager Kozak mentioned that they don't need this article because Town Counsel informed him that you don't need Town Meeting approval for an Intermunicipal Agreement. Article 9: An article to authorize the imposition of a local excise in the statutory of .75% on the sale of restaurant meals. A motion/Mr. Melia, seconded/Mr. Athanas to place Articles 1 through 9 on the Fall Annual Town Meeting Warrant. Vote yes/Messrs. Marzec, Athanas, Melia and Ampagoomian.

**Northbridge Youth Baseball: Water/Sewer Hookup @ American Legion [Present: Rob Fraser and/or Jim Mulgrew].** He mentioned that a few years ago the Northbridge Youth Baseball came before the Board asking permission to waive the fees for sewer hook-up at the American Legion. He mentioned that the Selectmen passed it unanimously but when he approached the Highway Department this past fall they didn't have the signed paperwork from the Board of Selectmen. Mr. Mulgrew informed the Board that Mr. Shuris asked that he or someone from the Northbridge Youth Baseball come to a Selectmen's meeting and get the approval and signed paperwork. Town Manager Kozak mentioned that four years ago the Board of Selectmen granted a waiver for the Sewer Connection fee, not water. Town Manager Kozak advised Mr. Mulgrew that he or someone from the Northbridge Youth Baseball complete the application process for waiving the hook-up fee for water. Mr. Mulgrew has the completed application and gave it to Mr. Shuris. There being no further discussion, a motion/Mr. Athanas, seconded/Mr. Melia to move this item from discussion to a decision. Roll call vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Ampagoomian/Yes, Mr. Melia/Yes. A motion/Mr. Marzec, seconded/Mr. Melia to waive the water connection fees at the Legion Field in Rockdale for the Northbridge Youth Baseball. Vote yes/Messrs. Marzec, Athanas, Ampagoomian and Melia.

**National Grid Interstate Reliability Project [Electric Transmission Line]/Present: Michael Peterson, National Grid.** Mr. Peterson passed out a pamphlet outlining the National Grid Interstate Reliability Project and then explained that this project has been in the making for about 10 years and that they finally received the approval to proceed. The project will strengthen the Interstate transfer of electricity between Massachusetts, Rhode Island and Connecticut, and enhance the reliable performance of the high voltage transmission network that serves the region. The location of the new 75 mile 345-kilovolt line spans three states: Massachusetts, Rhode Island and Connecticut. The National Grid portion will begin in Millbury, MA and travel in the vicinity of Route 146 into North Smithfield, Rhode Island. It will then travel west to Burrillville, Rhode Island and into Connecticut where it will connect to a Northeast Utilities line. He mentioned the construction process has begun and will consist of the following phases: site preparation, installation of foundations, installation of structures, removal of decommissioned towers, wire stringing, substation upgrades, and site restoration and visual mitigation. He mentioned that project is moving along but are a little bit behind schedule. He mentioned that once the project is completed the town will have some new tax revenue.

**South Middlesex Opportunity Council: Subordination Agreement/Vote to approve.** Town Manager Kozak mentioned that the attorney for this matter couldn't attend tonight's meeting so he informed the Selectmen that the property of 35 Cross Place and 75-85 Church Avenue have renegotiated with another bank for better rates. There being no further discussion, a motion/Mr. Melia, seconded/Mr. Athanas to move Item J from discussion to a decision. Roll call vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Ampagoomian/Yes, Mr. Melia/Yes. A motion/Mr. Marzec, seconded/Mr. Melia to approve the Community Development Block Grant Subordination Agreement for 35 Cross Place and 75-85 Church Avenue, Northbridge. Vote yes/Messrs. Marzec, Athanas, Melia and Ampagoomian.

**Road Projects Update [Present: James Shuris, DPW Director & Jamie Luchini, Highway Superintendent].** Mr. Shuris announced that on Mr. Luchini's third day of working for the Town of Northbridge, he presented him with a memorandum of the Town's Road Program. He mentioned that essentially nothing has changed. Mr. Shuris explained that he has a contract for Hill Street, had a pre-construction meeting, physically marked the streets this morning and are ready to start the work this week. Mr. Shuris then mentioned that it will take about three weeks to complete Hill Street, Douglas Road and Sprague Street. Selectman Marzec asked Mr. Shuris to explain the cracks in the Ross Rajotte Bridge and Mr. Shuris mentioned that he and Mr. Luchini have seen the cracks and have contacted the Engineer and Mass DOT to see if they were aware of the situation. Mr. Shuris went on to state that Mass DOT notified the contractor to come out and make the necessary repairs. As of today, the contractor has

not responded to MassDOT and Mr. Shuris noted that the bridge is safe. Chairman Ampagoomian asked Mr. Shuris to keep the Board apprised of the situation and let them know when the bridge will be repaired. Town Manager Kozak asked Mr. Shuris and Mr. Luchini to do an analysis on the property located across from the Wastewater Treatment Plant. Mr. Luchini mentioned that he contacted a local land clearing business to take a look at the property. That being said, to clear 5 acres of land would cost around \$8,000.00 to \$10,000.00 and then noted that there is a drainage easement in there so someone would have to come in and survey some of the land to determine the boundaries of the wetlands. Mr. Shuris also mentioned that the fill/material from the Sutton Street Project is not suitable fill for this site. Selectman Melia mentioned that for five years now he was told that there is a lot of ledge there and Mr. Shuris stated that ledge is good. He explained that in Milford, MA there was a site that had a lot of ledge and the person developing the site crushed the ledge and sold it to help pay for the site. Selectman Melia asked if Mr. Caya was paying for the debris and fill from the Sutton Street project. Mr. Shuris stated that the contractor just told him he was dumping the fill and debris at the Klocek property and he is not aware of any money dealings in exchange for the fill. Mr. Luchini also noted that the fill is junk material and not good for the Providence Road site. Mr. Shuris will contact the contractor Amorello. A site walk will be set up in the near future for the Selectmen to view.

**CITIZENS' COMMENTS/INPUT – Randi Zanca, School Committee Member & Roger Mathieu, 2713 Providence Road, Northbridge, MA.** Ms. Zanca mentioned that she and Roger are planning a Spaghetti Dinner to help raise money for the Northbridge swim and hockey team. They are looking to raise around \$40,000 dollars in hopes to be able to restore these two sports. They are just looking to get some help from the town and will meet with Town Manager Kozak at a later date to discuss the finances.

Town Manager Kozak announced that earlier this morning there was a 3-alarm house fire at 44-46 Church Ave. and the residents were safely evacuated from the building however there were some pets that were lost. He thanked everyone who assisted with the fire.

**TOWN MANAGER'S REPORT. 1) Public Workshop (2040 Providence Road /Reuse Plan)** – Working with the Central Mass. Regional Planning Commission on a reuse plan for 2040 Providence Road property. A public workshop will be held at Town Hall on Tuesday, August 26, 2014 @ 7PM. The workshop is aimed at starting the conversation about the potential reuse of the site; review existing conditions; environmental assessment; and will explore potential redevelopment opportunities. **2) Congressman McGovern's visit** – Congressman McGovern was in town on Tuesday, August 19<sup>th</sup>. He, along with Jeannie Hebert, President/CEO-Blackstone Valley Chamber of Commerce, did a walking tour from the Chamber of Commerce to the Fire Station, where he presented a FEMA check to Fire Chief Gary Nestor for a new ladder truck. The Congressman also visited several businesses along the way. Ms. Hebert is working with Mr. McGovern to obtain funding for a Quinsigamond Community College satellite campus at The Shop. A visit to Town Hall will be scheduled in the future. **3) Central Mass Metropolitan Planning Commission [CMMPO]** – Infrastructure public meeting: The CMMPO announced that a public meeting for information and ideas on transportation funding for area communities will be held at the Uxbridge Town Hall at 5:30PM on September 24, 2014. The public is invited. **4) Deane Way Drainage Update** – The Town Planner and DPW met with the developers to address the drainage issues and put together a plan to stabilize the area due to erosion. **5) Town Hall Update** – There will be a meeting with the Architect on Tuesday, August 19<sup>th</sup> to prepare a scope of work for the Great Hall and Selectmen's Meeting Room as well as other areas that might need attention. **6) Central Mass Regional Planning Commission** – **a) Quarterly meeting update** – Attended a meeting, which addressed items on: Technical Grant Assistance; Buy Local programs; a newly formed coalition on the negative impact on municipal services due to Chapter 70,71 and 74 requirements; provided an update on the pre-disaster mitigation plan; and reviewed areas for regional procurement. **b) CAC [Central Agricultural Coalition] Buy Local Planning Initiative** – A notice has been placed on the Town's website. There is also a survey available for restaurants, grocers, retailers, schools, hospitals, and other to

determine how to encourage local purchase of local products. The survey will be available at least through the end of September. **7) Worcester Business Development Plan for Regional Freight Facilities** – Communities are being asked to identify potential sites for regional freight facilities. Working with Gary Bechtholdt on potential sites in Northbridge. 8) Announced that he received an email from Jennifer Woodward, Librarian and mentioned that the Library will be open on Friday's now from 1:00 P.M. to 6:00 P.M. The public can view the Town Library hours of operation on the Town's webpage.

**SELECTMEN'S CONCERNS. Selectman Athanas 1)** Mentioned that he's been reading some articles about a number of towns that are raising the age limit on selling tobacco. He asked the Select Board members if they wish to entertain this. Chairman Ampagoomian asked if the Board of Health could look into this study. **Selectman Melia/1)** Mentioned that with the current heroin usage in town is there anything the Town can do to assist with rehabilitation and what as a community can we do to offer these folks help. **2)** A citizen contacted him today regarding the fire and mentioned that an organization in town called Operation Suitcase can help these folks that have lost everything. **3)** Jack Driscoll Memorial – Mentioned that he has received letters and phone calls regarding changing Adam's Four Corners name to Jack Driscoll Memorial. He mentioned that Adam's Four Corners should remain that and feels that the Jack Driscoll Memorial be located somewhere else. **Chairman Ampagoomian 1)** Asked if the contractor could remove the pile of dirt on Dean's Way in front of Mrs. Osterman's house. **2)** Asked if the street sweeping can make it across the causeway to do Carpenter Road. **3)** Mentioned that Stephen Abraham, Register of Probate Court has rolled out a program on drug abuse in Worcester County and noted that he is speaking to the senior's at the Senior Center. He has invited him to come to Northbridge and speak to the Board of Selectmen regarding the drug abuse problem. **4)** Jack Driscoll Memorial - Mentioned that this was a suggestion but realized that a square cannot be named after a Veteran unless they were killed in action. They are looking elsewhere for a Memorial to honor Jack Driscoll.

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

**Meeting Adjourned: 8:50 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

**/dmg**

## **LIST OF DOCUMENTATION**

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

**August 18, 2014**

#### **I. APPROVAL OF MINUTES**

#### **II. PUBLIC HEARINGS**

#### **III. APPOINTMENTS:**

- A. 1)** Copy of Central Mass. Regional Planning Commission letter and form requesting a delegate and alternate.
- 2)** Copy of Gerald Ouillette, Jr. Talent Bank Application
- 3)** Copy of Lani Criasia Talent Bank Application
- 4)** Copy of Annika Bangma Talent Bank Application

#### **IV. CITIZENS' COMMENTS/INPUT**

#### **V. DECISIONS**

- B.** Copy of State Primary Election Warrant [September 9, 2014].
- C.** Copy of Operation Graduation Request to conduct a Boot Drive at Memorial Square, Saturday, September 20, 2014 from 9:00 AM to 1:00 PM to benefit the Class of 2015.
- D.** Copy of Northbridge Fire Department members Request to hold a Boot Drive at Memorial Square, Saturday, August 30, 2014 from 9:00 AM to 12:00 Noon to benefit the Muscular Dystrophy Association
- E. 1)** Copy of Alternatives request to hold its 30<sup>th</sup> Annual Valley Friendship Tour on Saturday, May 30, 2015 and to close Douglas Road at the start of each race beginning at 8:00 A.M., 9:00 A.M., 10:00 A.M. and 11:00 A.M. **2)** Copy of request to hang a banner across Church Street from May 17<sup>th</sup> through May 31<sup>st</sup> to advertise their 30<sup>th</sup> Annual Valley Friendship Tour event
- F. 1)** Copy of email from Gary Bechtholdt regarding MassWorks Church Street Extension Corridor Project. **2)** Copy of MassWorks documents.
- G.** Copy of Fall Annual Town Meeting Warrant [October 28, 2014].

#### **VI. DISCUSSIONS**

- H.** Hampshire Power Municipal Energy Aggregation
- I.** National Grid Interstate Reliability Project [Electric Transmission Line]/Present: Michael Peterson, National Grid
- J.** South Middlesex Opportunity Council: Subordination Agreement/Vote to approve
- K.** Northbridge Youth Baseball: Water/Sewer Hookup @ American Legion [Present: Rob Fraser and/or Jim Mulgrew]
- L.** Road Projects Update [Present: James Shuris, DPW Director]

Copy of email regarding structure fire at 44-46 Church Avenue, Northbridge.

#### **VII. TOWN MANAGER'S REPORT**

- M. 1)** Public Workshop (2040 Providence Road /Reuse Plan) Tuesday, August 26, 2014 (7PM – Town Hall)
- 2.** Congressman McGovern's visit
- 3.** Central Mass Metropolitan Planning Commission – Infrastructure public meeting

4. Deane Way Drainage Update
5. Town Hall Update
6. Central Mass Regional Planning Commission – a) Quarterly meeting update    b) CAC  
[Central Agricultural Coalition] Buy Local Planning Initiative
7. Worcester Business Development Plan for Regional Freight Facilities

**VIII. SELECTMEN’S CONCERNS**

**IX. ITEMS FOR FUTURE AGENDA**

**X. CORRESPONDENCE**

**XI. EXECUTIVE SESSION – 6:15 PM**

**N. Under M.G.L. Chapter 30A, S21 #3 – To discuss strategy with respect to contract negotiations**

**Board of Selectmen's Meeting  
September 8, 2014**

**The Executive Session originally scheduled for 6:30 PM was cancelled.**

A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Marzec, Melia, Nolan and Athanas. **Also Present:** Theodore D. Kozak, Town Manager.

The Pledge of Allegiance was recited by those present.

**Presentation:**

**1) Volunteer Service Awards: Kenneth Guertin, 35 years of service and Lucille Blair, 55 years of service [not present].** Chairman Ampagoomian presented a Volunteer Service Award to Kenneth Guertin for his 35 years of service to the Town. He also noted that a service award will be mailed to Lucille Blair for dedicating 55 years of service to the Town. **2) Employer Support of the Guard and Reserve Award presented to Police Chief Walter Warchol. Present: Paul Zbikowski, of the Department of Defense Employer Support of the Guard and Reserve.** Mr. Zbikowski explained that the mission is to help Armed Services members to have a good working relationship with their employers. Mr. Zbikowski added that Officer Carmen Borrelli, a Northbridge patrolman as well as a Captain in the Army National Guard, nominated Chief Warchol for the award in recognition of Chief Warchol's understanding and tremendous support toward Officer Borelli and his time taken to serve in the National Guard.

**APPROVAL OF MINUTES. June 26, 2014.** A motion/Mr. Marzec, seconded/Mr. Melia to approve the June 26, 2014 minutes as presented with the readings omitted. Vote yes/Unanimous. **July 14, 2014.** Mr. Marzec requested that the July 14, 2014 minutes be amended as follows: Under the heading of Selectmen's Concerns', Mr. Marzec's third comment regarding condolences sent to the family of Robert Parker, he would like to add the following language after the words "a member of the community": Mr. Parker was also a member of the Parks and Recreation Commission among other roles. A motion/Mr. Marzec, seconded/Mr. Nolan to approve the July 14, 2014 minutes as amended. Vote yes/Messrs. Marzec, Nolan, Athanas and Ampagoomian. Abstain/Mr. Melia. Mr. Melia abstained from voting, having been absent from that meeting. **July 21, 2014.** A motion/Mr. Marzec, seconded/Mr. Nolan to approve the July 21, 2014 minutes as presented with the readings omitted. Vote yes/Unanimous. **August 18, 2014.** A motion/Mr. Marzec, seconded/Mr. Melia to approve the August 18, 2014 minutes as presented with the readings omitted. Vote yes/Messrs. Marzec, Melia, Athanas, and Ampagoomian. Abstain/Mr. Nolan. Mr. Nolan abstained from voting, having been absent from that meeting. **August 18, 2014 [Executive Session]** – A motion/Mr. Marzec, seconded/Mr. Melia to approve but not release the August 18, 2014 minutes as presented with the readings omitted. Vote yes/Messrs. Marzec, Melia, Athanas, and Ampagoomian. Abstain/Mr. Nolan. Mr. Nolan abstained from voting, having been absent from that meeting.

**PUBLIC HEARINGS. 7:05PM National Grid [Present: Crystal Tognazzi]/Petition to remove 2 guys and anchors off customer's private property in parking lot of 117 Church Street and to install 2 sidewalk anchors to guy a spacer cable from Cross Street to Pole 14 Church Street [Plan #17183556, dated 8/21/2014].** A motion/Mr. Marzec, seconded/Mr. Nolan to open the public hearing. Vote yes/Unanimous. Crystal Tognazzi explained that Ken Couture, owner of 117 Church Street, brought to National Grid's attention that the pole in front of his property had guys positioned on his property that needed to be removed. She added that National Grid was proposing removing the guys and installing sidewalk guys which would be the only way that they could keep the pole from moving. Ms. Tognazzi

explained that the anchors are residing in the mulched area off the sidewalk. Guys are needed due to the existence of a spacer cable which creates tension on the pole. Mr. Marzec asked how long the guys had been there and if National Grid has the right to remove them. Ms. Tognazzi responded that typically National Grid has the right to move guys on private property but that it has to be legitimately completed on paper when there is an easement to avoid repercussions if the property is sold. Mr. Marzec asked if the guys in the sidewalk would hinder walking on the sidewalk. Ms. Tognazzi responded that sidewalk guys would impinge sidewalk plowing. She continued that there was no alternative to sidewalk guys and that Mr. Couture would not grant National Grid an easement. Mr. Marzec asked if Mr. Couture receives power off the guys to which Ms. Tognazzi responded that he does receive power which crosses over the roof and that it's an illegal service. Mr. Marzec recalled that Mr. Couture appeared before the Board of Selectmen complaining about sidewalk access in front of his buildings. Ms. Tognazzi added that when the National Grid engineer was at the location the engineer discussed with Mr. Couture that sidewalk guys would need to be installed. Ms. Tognazzi said drilling through the sidewalk would be required but that National Grid would have to bring back the sidewalk to its current location. Mr. Ampagoomian asked about pedestrian safety. Ms. Tognazzi responded that all of their guys have a big yellow guide on them so that you can see them and walk around them; therefore she doesn't believe that safety would be an issue. Mr. Melia asked what would happen if the Board of Selectmen voted not to allow sidewalk guys to be installed. Ms. Tognazzi responded that National Grid would have to convince the customer to give them an easement, which would be a battle. To Mr. Melia's question about compensation, she noted that customers are not typically compensated for easement guys. Mr. Melia noted his concern that the area is a heavily used intersection and he would like to have a picture of the guys to visualize how they might appear in the sidewalk. Mr. Melia suggested that the Board might be better off saying no and letting National Grid work out something with the property owner. Town Manager Theodore Kozak suggested that the Board get information from the DPW to find out how these issues would affect DPW operations as well as pedestrians. Mr. Melia suggested that the Board continue the hearing until the next Selectmen's meeting. Ms. Tognazzi was receptive to that idea adding that the Board of Selectmen, DPW, National Grid, and the customer could meet at the site and come to an agreement. Mr. Athanas asked if it is the property owner's responsibility to shovel the sidewalk to which the answer was no. A motion/Mr. Melia, seconded/Mr. Athanas to continue the public hearing until the next Selectmen's meeting on September 22<sup>nd</sup> at 7:05 PM and ask (through the Town Manager) the DPW Director and maybe the Building Inspector to inspect the area and take photographs to be sent to the Board ahead of the meeting. Vote yes/Unanimous.

**National Grid [Present: Crystal Tognazzi] and Verizon New England/Petition for a joint pole relocation on Douglas Road to relocate Pole #26 twenty feet east to clear new driveway for large trucks @ Tom Berkowitz Trucking, Inc. [Plan #17397772, dated 7/29/14]** Ms. Tognazzi explained that the pole resides at the corner of the driveway [public property] in front of Tom Berkowitz Trucking and the larger vehicles going in and out are having difficulty without coming very close to the facilities. A motion/Mr. Marzec, seconded/Mr. Melia to approve the above joint pole relocation. Vote yes/Unanimous.

**CITIZENS' COMMENTS/INPUT. Opiate Usage/Present: Stephen Abraham, Register of Probate Court.** Mr. Abraham explained that Probate and Family Court for Worcester County covers 60 cities and towns. He discussed the opioid epidemic adding that his colleague in Greenfield started a task force, which has evolved into a collaboration including Congressman Jim McGovern, District Attorney Joe Early and Sheriff Lew Evangelidis. They are proposing to extend the task force to Worcester County, particularly Southern Worcester County, beginning October 10, 2014. Mr. Abraham cited that the timing was right particularly since the Legislature has earmarked funds for a person to run the task force. On October 10<sup>th</sup>, the task force is planning to educate the public on the issue, which affects all segments of society and entire families. Mr. Abraham brought the issue to the Board to promote discussion, involvement and support. He added that he would provide information to Chairman Ampagoomian and that

he could be reached at his office if Board members had questions. Mr. Apagoomian asked how the task force coordinates with the Blackstone Valley Drug Task Force that has been so successful. Mr. Abraham responded that his task force is going to support and work in collaboration with all of the agencies, task forces, and police departments in Worcester County so that their joint efforts would be successful. Mr. Melia thanked Mr. Abraham, acknowledging the wide-ranging extent of the opioid epidemic, commenting that this is exactly what the Worcester County towns are looking for, and hoping that the Board would be supportive of this endeavor. To Town Manager Kozak's question about getting the word out within the school system, Mr. Abraham responded that the issue has no boundaries and the most important time to address the issue would be during school.

**APPOINTMENTS/Joint Appointment By the Board of Selectmen and Planning Board: Pamela Ferrara/Planning Board. Present: George Murray, Chairman of the Planning Board and Brian Massey, Planning Board member.** Mr. Murray expressed the long-standing need for an additional Planning Board member and that the Planning Board received one application for the open position. He noted that in the past, Ms. Ferrara did a very good job as Secretary to the Building, Planning, and Construction Committee, was a quick learner and he believed that she would be an asset to the Planning Board. Ms. Ferrara reviewed her qualifications including 8 years of municipal experience and expressed her desire to help the Town by being a Planning Board member. Mr. Nolan stated that Ms. Ferrara is diligent and qualified. He added that he has known her as a good neighbor for 10 years and that he wholeheartedly supports her appointment. Mr. Melia also voiced his support for Ms. Ferrara. A motion/Mr. Marzec, seconded/Mr. Melia to appoint Pamela Ferrara to the Planning Board. Vote yes/Unanimous. Planning Board Chairman Murray and Planning Board member Brian Massey extended their votes to approve appointment of Pamela Ferrara to the Planning Board.

**John Brown, Conservation Commission [Removal per Section 8-6 of the Town Charter]/Present: Chairman Justin Arbuckle.** Mr. Arbuckle reviewed that in February 2014, the Conservation Commission lost contact with Mr. Brown. He added that Barbara Kinney, Conservation Secretary, had tried to reach out to Mr. Brown and that they heard he had some health issues and had possibly moved away. Mr. Arbuckle noted that Mr. Brown had been a valuable member of the Conservation Commission but that it had been very difficult for the Commission to conduct meetings in his absence, causing the Commission to go past the 28-day limit on several projects and not having a quorum for voting. Mr. Arbuckle stated that Mr. Brown had not responded to a registered letter that had been sent to and received by him. Mr. Melia noted that he had read all the documentation and thought the Commission had done all it could possibly do including encouragement to Mr. Brown if he wished to return to the Commission. Mr. Melia added that the Commission had too much work and could not function effectively without full membership. He advocated removing Mr. Brown and moving on with another appointment. Mr. Athanas noted that the Town Manager's Office had also sent Mr. Brown a letter, inviting him to the Selectmen's meeting, with no response. A motion/Mr. Athanas, seconded/Mr. Marzec to remove John Brown from the Conservation Commission per Section 8-6 of the Town Charter. Vote yes/Unanimous. Preparations will begin to appoint a replacement member.

**Pine Grove Cemetery Agreement.** Per Mr. Ampagoomian, this item has been tabled until the next meeting because Town Counsel has been talking to Pine Grove's Counsel about some issues, which need to be resolved. Town Manager Kozak said he had recently spoken with Town Counsel who felt that the matter would be ready for discussion by the next Selectmen's meeting.

**Proposed Industrial Park on Providence Road.** Town Manager Kozak said that Mr. Melia had asked about utilization of the Town-owned site of about 25 acres of land across from the sewer beds on Route 122. He added that the new Highway Superintendent had been discussing with some individuals about lumber and other opportunities for the site. Town Manager Kozak noted that there would be some costs to remove lumber but also some opportunity to profit from it because the lumber is so valuable. Mr.

Kozak noted that he recently visited the site with the Highway Superintendent to get a better idea of what the Town might do with this area. There was discussion about development of a new road alongside Route 122, which might bring in some fill. Mr. Kozak added that the Highway Superintendent would be in touch with the State to determine State-owned boundaries near the site. Town Manager Kozak stated that there are 2 culverts on the site, one of which is closer to the area of interest and might interfere with wetlands or require fill due to a possible drainage issue. Town Manager Kozak concluded that the Selectmen might want to do more investigation in conjunction with the Highway Department, concerning ledge, culverts, or industrial and commercial development, putting together a plan as to how they would want to proceed. It might take some survey work or wetland mapping, the cost of which could be covered by the lumber sale. Also useful might be discussion with neighboring property owners to see what interest they might have in development of this site. Mr. Marzec recalled that a couple of years ago this issue came up, particularly re-locating some of the Town buildings that are in dire need, going off the top of the hill toward Providence Road. Town Manager Kozak responded that those ideas are possible; he again stressed the importance of putting together a plan. Mr. Marzec asked if there was any access by Linwood Avenue other than the Cemetery. Mr. Kozak responded that he didn't think Linwood Avenue would provide access but a plan involving nearby property owners in conjunction with Cemetery access could be developed. Mr. Melia expressed his support of this initiative and asked how it would be spearheaded, suggesting that neighbors might be invited to a discussion/meeting on this issue. He advised putting together a plan, probably to be presented at Town Meeting, and procuring funding to start the initiative. Mr. Marzec noted that something should be done with the property, which is in a prime location and should be used. Mr. Athanas asked if a survey had ever been done on the property to which Town Manager did not know and that it would have to be researched. Mr. Marzec recalled that the site had been discussed previously regarding the DPW, among the issues being the fill and ledge. Town Manager Kozak suggested getting the Planning Board involved to determine potential usage. He agreed to contact the Planning Board and invite Town Planner Gary Bechtoldt to a Selectmen's meeting for discussion. Also suggested was involving Town Counsel. Mr. Kozak recommended starting with wetlands mapping due to possible drainage issues. Mr. Ampagoomian requested that the Town Manager provide follow-up by getting the Town Planner on board as well as getting guidelines from the DPW. Mr. Kozak cautioned that the process could be lengthy but thought it was worth researching. Mr. Marzec emphasized that funding would have to be secured to determine viability from the perspective of the Town.

**TOWN MANAGER'S REPORT. 1) U.S. House Bill HB 1840** – The Town Manager advised the Board that the Town of Mendon is requesting our support for a proposed law to waive federal income taxes for participants of the Senior Tax Work-Off Program. Town Manager Kozak explained the Senior Tax Work-Off program allows seniors to provide service in a volunteer manner to get a credit on their real estate taxes. He believes that seniors should not be taxed on this and supports the bill. He will put together a letter of support for the law. **2) Road & Bridge/Updates** – The Town Manager provided an update on the progress of the Hill Street and Douglas Road paving projects, along with the Ross Rajotte & Douglas Road bridge project updates. **Roads:** Town Manager Kozak explained that most of the Hill Street work has been done and that there will be some other work to be completed near the driveways when work on the other roads is completed. Bad areas on Douglas Road have been re-milled and resurfacing should be completed within a week. Additional work near driveways and other work such as signage will be done after work on other roads is completed. The Town Manager noted that Sprague Street would be the next street to be worked on. If there are enough funds left, work would then begin on Old Quaker Street. **Bridges:** With respect to the Ross Rajotte Bridge, the DPW Director has talked to the State, which is working with the Contractor on the crack--not a structural concern but it should not have happened. He reported that the Douglas Road Bridge is well under way and the project should be completed this fall. Work is to be started on the temporary bridge. Town Manager Kozak stated he was pleased with the roads and bridges progress. **3) MassWorks Grant Application** –The Town Manager noted that the application has been submitted to the state in the amount of \$1,720,000.00 dollars for the

reconstruction of Church Street Extension, between Route 122 and Quaker Street. The Town Manager expressed his gratitude for Town Planner Bechtholdt's hard work, to DPW Director Shuris and his consultants for putting together cost information, and to Mr. Osterman who owns the Industrial Park. Mr. Kozak is hopeful that the grant will be approved, which the Town should hear about sometime after January 1, 2015. He added that his office had been encouraged by support from legislative offices as well as the Chamber of Commerce. The Town Manager also noted that his office had sent letters to neighboring communities requesting support. **4) Proposed Regulation on Tobacco Use - Board of Health Meeting on 9/16/14 @ 7:00 P.M.** – Mr. Kozak advised there will be a meeting to discuss the issue of having an ordinance to raise the age limit to 21 for purchasing tobacco products. Questions should be directed to the Board of Health. **5) Proposed 10% Reduction of Town Department Budgets** – Town Manager Kozak provided an overview of the budget items to be reduced if a 10% cut was required. He explained that the budget review is routinely done a couple of times a year to inform the public of what might occur if the budget were reduced. He cautioned that this was strictly informational and the 10% cut details did not indicate that a budget reduction was imminent. He also characterized the potential impact of such a reduction as severe. Accordingly, Mr. Kozak met with Town Departments to determine what a 10% budget reduction would mean: Police Department - \$245,000, which could mean 3 full time police officers (including a school resource officer utilized for drug education) and 2 part-time auxiliary officers or 2 full-time police officers and 3 part-time dispatchers (which could be switched to the police department), 2 part-time reserve officers, one cruiser and software upgrades. Fire Department - \$128,000, which could mean 2 firefighter/paramedic positions with benefits, reduction in call firefighter hours, training, and stipends. DPW - \$100,000, which would mean reduction of 1 or 2 employees – including a combination of custodial services, road maintenance funds, and street light reductions. Library - \$16,000, which would reduce the hours of operation by 5 hours per week along with personnel, which could lead to issues with certification, which was a concern in the past. Council on Aging - \$16,000 with reduction of hours, personnel, and various expenses. Town Hall - \$160,000, which would mean a reduction of personnel and hours of operation along with availability to the public, outside consultant training programs, and a hold on equipment purchase to upgrade the departments. The Town Manager said any questions may be directed to the Town Manager's Office.

At the request of the Town Clerk, Town Manager Kozak reminded everyone that the State Primary election is tomorrow from 7:00 am to 8:00 pm, so try to get out and vote! Finally, he reminded everyone that this week is the 13<sup>th</sup> anniversary of 9-11 and to the Town Manager's knowledge, no town activities have been planned.

**SELECTMEN'S CONCERNS. Selectman Athanas – 1)** Recalled that a few months ago he had inquired about the building maintenance update noting that the railing [adjacent to the Town Hall parking lot] is falling down. Mr. Kozak responded that the schedule was being worked on and that it was pretty much done. He then advised that the railings don't belong to the Town; they are on private property. Mr. Kozak noted that the Town maintains the railing that is close to the building driveway. **2)** Mr. Athanas also asked if there was any road money left in the 5-year plan that the Selectmen had accelerated. Mr. Kozak said that there were funds left and he would check with DPW Director Shuris as to the amount. **Selectman Marzec -1)** Commented that he was grateful to see the progress made with the Hill Street paving repairs. However, he noted that Sutton Street, a prime East/West connector going through the Town, remains a concern. He added that there are several detour signs in the area and that the street was being patched. He cautioned that as the winter approaches, the Selectmen have to hold the Contractor accountable because if repair work isn't completed, with the current "washboard" conditions the street will be virtually impassable and it could lead to accidents and other problems. **2)** Asked if there had been discussion as to when the fence that came down at the Linwood Avenue Bridge [across from the Mill] was going to be repaired. He added that Mass DOT had given the Selectmen a concerning report that the Town has a bridge headed toward serious disrepair. Mr. Marzec advised that the Selectmen need to be proactive and see about securing some funds to repair the bridge; it is a major thoroughfare leading to the

schools. Noting that he was at the site at the time of the accident, Mr. Melia added his concern that it was taking a long time for the repairs, going on about 2 months. Town Manager Kozak said that he had received a complaint from a citizen last week and asked the DPW Director to check into the situation. **Selectman Melia** - Stated that he had received a complaint regarding the Salvation Army location in Linwood that within approximately the last month there appeared to be a lot of trash dumped at the property. He added that if you drive by on weekends the trash stretches over 50 yards. He noted that a letter from the owner of the property to the abutters expressed the desire to expand to the south side of the building while everything that is being stored up is to the north side of it. Mr. Melia expressed concern also that to drivers in the area it appears to be a dump. He suggested the Town Manager have the Board of Health or Building Inspector check on the situation and to provide a report. **Selectman Athanas** - Asked about the status of the China Pacific. Town Manager Kozak responded that the Board of Health is waiting for the developer to finish the work. **Chairman Ampagoomian** - Noted that the Plummer's Park fence appears to have been deliberately taken down low enough so that people could skate board on the area. He requested that DPW check it and have the police get involved.

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

**Meeting Adjourned: 8:09 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

**/pf**

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

September 8, 2014

- A. Presentation: 1) Employer Support of the Guard and Reserve Award presented to Police Chief Walter Warchol: – Copy of information regarding Employer Support of the Guard and Reserve awards.  
2) Volunteer Service Awards: Kenneth Guertin, 35 years of service and Lucille Blair, 55 years of service [not present]—Copies of certificates

#### I. APPROVAL OF MINUTES

- B. 1) Copy of June 26, 2014 minutes  
2) Copy of July 14, 2014 minutes  
3) Copy of July 21, 2014 minutes  
4) Copy of August 18, 2014 minutes  
5) Copy of August 18, 2014 [Executive Session] minutes

#### II. PUBLIC HEARINGS

- C. Copy of National Grid's request for a pole location: cover letter, petition, order, and map; copy of abutters notice; copy of memo requesting an abutters list; copy of abutters list

#### III. APPOINTMENTS:

- D. 1) Copy of Pamela Ferrara's talent bank form  
2) Copy of letter to John Brown dated 9/3/14 [by Town Manager] regarding his removal from the Conservation Commission; copy of letter to John Brown dated 7/30/14 [by Conservation Commission]; copy of email from Barbara Kinney to John Brown dated 7/24/14 asking if he is willing to resign his position; copy of email from Barbara Kinney to John Brown dated 6/16/14 notifying him that the Conservation Commission has been having difficulty doing business due to his absence, etc.

#### IV. CITIZENS' COMMENTS/INPUT

- E. Opiate Usage/Present: Stephen Abraham, Register of Probate Court – **No documentation**

#### V. DECISIONS

- F. Copy of National Grid's / Verizon's request for a joint pole re-location: cover letter, petition, order, and map  
G. Pine Grove Cemetery Agreement - **No documentation**

#### VI. DISCUSSIONS

- H. Proposed Industrial Park on Providence Road – **No documentation**

#### VII. TOWN MANAGER'S REPORT

- I. 1) U.S. House Bill HB 1840 – **No documentation**  
2) Road & Bridge/Updates – **No documentation**  
3) MassWorks Grant Application – **No documentation**  
4) Proposed Regulation on Tobacco Use -Board of Health Meeting on 9/16/14 @ 7:00 PM - **No documentation**  
5) Proposed 10% Reduction of Town Department Budgets - **No documentation**

**VIII. SELECTMEN'S CONCERNS**

**IX. ITEMS FOR FUTURE AGENDA**

**X. CORRESPONDENCE**

**XI. EXECUTIVE SESSION - CANCELLED**  
**Under M.G.L. Chapter 30A, S21 #3 – To discuss strategy with respect to contract negotiations**

**Board of Selectmen's Meeting  
September 22, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 6:15 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Marzec, Melia, Nolan and Athanas. **Also Present:** Theodore D. Kozak, Town Manager.

The Pledge of Allegiance was recited by those present.

**APPROVAL OF MINUTES/NONE.**

**PUBLIC HEARING [Continued from 9/8/14]: 7:05PM - National Grid [Present: Crystal Tognazzi]/Petition to remove 2 guys and anchors off customer's private property in parking lot of 117 Church Street and to install 2 sidewalk anchors to guy the spacer cable from Cross Street to Pole 14 Church Street [Plan #17183556, dated 8/21/2014].** Ms. Tognazzi began and distributed a couple of emails from Bob Russell, National Grid's Municipal Representative for Northbridge, to the Selectmen. Ms. Tognazzi summarized the email contents as follows: Mr. Russell met with DPW Director James Shuris and the customer on Wednesday morning and they determined that the Town property line is exactly at the edge of sidewalk concrete. The customer has a berm with mulch inside so right where the sidewalk ends is where his property begins. Mr. Shuris and Mr. Russell determined that National Grid must enter at the edge of the concrete in order to stay within the public way. The drill bit is 6 inches wide and therefore they must enter a section of the concrete. The DPW Director wanted National Grid to know that it was a very congested area, 90% of which requires hand shoveling. He is aware that there could be a problem with sidewalk plowing and therefore requested to be present while National Grid drills. The final location of the guy anchors would be dependent on the drilling process and what they encounter underground. National Grid would do their best to stay as close as possible to the edge of concrete and would make the repairs accordingly. Ms. Tognazzi brought pictures to indicate what a sidewalk guy looks like. She explained that minimum clearance is 6 feet and maximum clearance is 10 feet between the pole and the end of the guy. From the sidewalk to the bar that goes across holding it open is a minimum of 10 feet for pedestrian crossing indicating that it would be safe for pedestrians crossing under the guy. National Grid's minimum requirement for vehicles or anything else crossing under it would be 16 feet, which Ms. Tognazzi noted on the diagram she provided. She then explained that National Grid currently has a down guy and anchor behind Pole 14 that is in the property at 117 Church Street. National Grid is proposing 2 sidewalk guys to be struck in a "V" off Pole 14. It's an intermediate pole which means it has single phase primary and then a 3-phase system going down Church Street. The only way they can counter the pull on the pole is to place 2 sidewalk guys instead of having those guys on private property. Mr. Melia asked if National Grid uses that option on other properties to which Ms. Tognazzi responded that they do that when an easement is not an option and they can't place the guys on private property. She noted that if the Town allows National Grid to have a down guy on public property they would prefer to do that but in this case that wasn't an option. Mr. Melia expressed concern for someone hitting the guy wire and difficulty with a plastic barricade. He then asked Ms. Tognazzi what happens if the Selectmen don't allow it. She responded that National Grid had proposed the replacement of the pole but the overhead supervisor had looked at it and based on the age and condition did not think that was cost effective. She advised that using a larger pole with National Grid covering the cost is an option. She added that National Grid has limited authority. Mr. Melia stated that he has an issue with the proposed sidewalk guys. He noted that he doesn't like the design and he felt it wasn't in the best interest of the Town to proceed with it due to the thick residential area with children and bicycles, along with the possibility of vandalism, which he thought would be unhampered by the flimsy barricade. He did not think the Selectmen should approve National Grid's proposal and added that he thought National Grid should provide another option or replace the pole. Mr. Marzec concurred with

Mr. Melia's statements and voiced concerns about public safety at the site. He questioned that if the pole is bad this would be a temporary fix, in which case why not replace the pole now? Ms. Tognazzi cautioned that the spacer cable is extremely heavy and there is constant tension on the pole. She agreed with the Selectmen's concerns but stated that if guys are not added the damage could be far worse. She noted that the only alternative would be to add a sub-pole to counteract the tension on the existing pole. Mr. Athanas asked if pole replacement would force the property owner to obtain conforming service. Ms. Tognazzi responded that National Grid could not force the customer to make such changes. Mr. Melia insisted that he would like to see another option. Ms. Tognazzi responded that she would have to get her supervisor involved. There being no further discussion, a Motion/Mr. Melia, seconded/Mr. Marzec to close the public hearing. Vote yes/Unanimous. Mr. Ampagoomian asked if there was anyone present who wished to comment on the issue and no one responded. A motion/Mr. Melia, seconded/Mr. Athanas not to allow the petition to remove the 2 guys and anchors off a customer's private property in the parking lot of 117 Church Street and to install 2 sidewalk anchors to guy and spacer cable from Cross Street to Pole 14 Church Street as illustrated on Plan Number 17183556, dated 8/21/2014. Vote yes/Unanimous. Mr. Ampagoomian clarified to Ms. Tognazzi that the Selectmen would wait to hear from National Grid about a new proposal/design that would be more public safety oriented.

**APPOINTMENTS/By the Board of Selectmen: Michelle L. Methé, Council on Aging. Present: Kelly Bol, Senior Center Director and Michelle L. Methé.** Ms. Methé, a resident of Northbridge, introduced herself noting her desire to be on the Council on Aging. Ms. Bol conveyed that she is very excited that Ms. Methé has expressed an interest in the Council on Aging. Ms. Bol noted that she is most impressed with Ms. Methé's extensive background working personally and professionally with seniors. She added that she favored having Ms. Methé approved for the appointment and it would fill the very last seat on the Council on Aging. Mr. Marzec thanked Ms. Methé for coming forward to apply for the position, stating that he had known Ms. Methé for many years and gave her his wholehearted support. Ms. Methé explained that she has been employed for 6 years as an occupational therapist for Overlook, an entity of Masonic Home, working with the senior population in their homes. A motion/Mr. Melia, seconded/Mr. Marzec to appoint Ms. Methé to the Council on Aging. Vote yes/Unanimous.

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

**Fall Annual Town Meeting [October 28, 2014]/Vote to sign the warrant.** A motion/Mr. Marzec, seconded/Mr. Nolan to sign the Fall Annual Town Meeting Warrant upon completion and final review by Town Counsel. Vote yes/Unanimous.

**Safety Committee Minutes [August 20, 2014] / Vote to accept recommendations.** A motion/Mr. Marzec, seconded/Mr. Nolan, to accept the recommendations of the Safety Committee as outlined in the minutes of August 20, 2014. Vote yes/Unanimous. There were no concerns voiced. Mr. Ampagoomian noted that the Safety Committee questioned the Selectmen's street light policy. Town Manager Kozak said he thought that the Committee questioned whether the street light policy was ever voted. Mr. Melia who had been Chairman of the Safety Committee said he thought it was voted. Mr. Kozak agreed to research it.

**Northbridge Youth Softball Association/Request to hang a banner across Church Street from November 30, 2014 to December 28, 2014 to advertise registration dates for the spring season.** Present: Chris Mathis, representative with the Northbridge Youth Softball Association. Mr. Mathis indicated that Sharon Susienka of the Town Manager's office informed him that banners are allowed to be hung across Church Street for a 2-week period but he was hoping the Board would allow a 3<sup>rd</sup> week. He advised he would like to hang the banner from December 28<sup>th</sup> to January 11<sup>th</sup> but if the Board allows a 3<sup>rd</sup> week he'd like to hang the banner from December 21<sup>st</sup> to January 11<sup>th</sup>. He added that registration would

be held on January 7<sup>th</sup> and January 10<sup>th</sup>. Town Manager Kozak recommended that approval of the banner dates of December 21<sup>st</sup> to January 11<sup>th</sup> be contingent upon no one else requesting the week of December 21<sup>st</sup>. If someone comes forward to request the week of December 21<sup>st</sup> the dates of the Youth Softball banner will revert to the originally requested December 28<sup>th</sup> to January 11<sup>th</sup>. A motion/Mr. Marzec, seconded/Mr. Nolan to approve the Youth Softball banner dates of December 21, 2014 to January 11, 2015 to be contingent upon no one else requesting the week of December 21<sup>st</sup>. If someone comes forward to request the week of December 21<sup>st</sup> the dates of the Youth Softball banner will revert to the originally requested December 28, 2014 to January 11, 2015. Vote yes/Unanimous.

**Blackstone Valley Gardeners [Cynthia Kosciak]/Requests permission to use Memorial Park on Saturday, May 30, 2015, from 9:00 A.M. to 12:00 P.M. for a plant sale.** Mr. Melia noted that this is a yearly request. A motion/Mr. Melia, seconded/Mr. Nolan to grant permission to Blackstone Valley Gardeners to use Memorial Park on Saturday, May 30, 2015, from 9:00 A.M. to 12:00 P.M. for a plant sale. Vote yes/Unanimous.

**Village Congregational Church [Robert G. Sherwood, Pastor]/Request permission to use Memorial Park on Sunday, October 5, 2014, from 9:00 A.M. to 11:00 A.M. for a worship service.** A motion/Mr. Marzec, seconded/Mr. Athanas to grant permission for Village Congregational Church to use Memorial Park on Sunday, October 5, 2014, from 9:00 A.M. to 11:00 A.M. for a worship service. Vote yes/Unanimous.

**Blackstone Valley Chamber of Commerce [Leslie Ruchala]/Requests a one-day Wines & Malt License for an “After Hours Event” at the New Milford Regional Medical Center located at Osterman Commerce Park, 100 Commerce Drive, Northbridge, on Thursday, October 2, 2014 from 5:30 P.M. to 7:30 P.M.** Ms. Ruchala explained that the event would commemorate the opening of the New Family and Occupational Medicine Center at Osterman Commerce Park. A motion/Mr. Marzec, seconded/Mr. Melia to grant Blackstone Valley Chamber of Commerce [Leslie Ruchala] a one-day Wines & Malt License for an “After Hours Event” at the New Milford Regional Medical Center located at Osterman Commerce Park, 100 Commerce Drive, Northbridge, on Thursday, October 2, 2014 from 5:30 P.M. to 7:30 P.M. Vote yes/Unanimous.

**Alternatives Unlimited, Inc. [Karen Goldenberg]/Request for a one-day Wines & Malt License for a “Bag Toss Competition” fundraising event to be held at the Alternatives’ Whitin Mill Community Plaza (weather permitting) or the Singh Performance Center [back up location] on October 11, 2014 from 12:00 P.M. to 5:00 P.M.** Present: Molly Hollibaugh from the Board of Directors at Alternatives and Michael Seibold, Director of Community Services at Alternatives. Ms. Hollibaugh distributed information to the Selectmen, explaining that the goal was to bring a new event and new faces to the Alternatives Plaza. The main purpose of the event is to increase awareness of the services that Alternatives provides and to raise needed funds. They are trying to get community members to visit and learn about Alternatives. Noting that Bag Toss has become a very popular game, Ms. Hollibaugh commented that it can be played by people of all ages and abilities. She stated that there will be friendly competition with hopefully between 80 and 100 participants, a guitar player and refreshments. She also advised that they won’t be serving liquor until 1:00 P.M. She added that they have several companies sponsoring the event including Koopman Lumber, Foxy Travel, Gaudette Insurance, and Zentangle Ink. A motion/Mr. Melia, seconded/Mr. Nolan to grant Alternatives Unlimited, Inc. a one-day Wines & Malt License for a “Bag Toss Competition” fundraising event to be held at the Alternatives’ Whitin Mill Community Plaza (weather permitting) or the Singh Performance Center [back up location] on October 11, 2014 from 12:00 P.M. to 5:00 P.M. Vote yes/Unanimous. Ms. Hollibaugh noted that more information and registration for the event is available on the Alternatives’ website.

**Determination and Consent Pursuant to Massachusetts Rules of Professional Conduct, Rule 1.7 – Representation of the Towns of Northbridge and Sutton for Sewer Connection/Intermunicipal Agreement.** Town Manager Kozak reviewed that there was an article on the warrant for the Northbridge Town Meeting to approve an Intermunicipal Agreement between the Towns of Sutton and Northbridge to extend a sewer line from Sutton into Northbridge that would go up to the Walmart facility. Mr. Kozak noted that both Northbridge and Sutton use the same law office, Kopelman & Paige, for legal representation the agreement would allow both towns to use one attorney. Since both towns consider this to be a worthwhile project, he recommends that Northbridge along with Sutton use the same attorney. A motion/Mr. Nolan, seconded/Mr. Melia to approve the Intermunicipal Agreement for Representation of the Towns of Northbridge and Sutton for Sewer Connection as required by the Massachusetts Rules of Professional Conduct, Rule 1.7. Vote yes/Unanimous.

**Pine Grove Cemetery Agreement.** Town Manager Kozak provided an overview stating that at last year's Town Meeting there was an approval to allow an agreement between the Town and the Pine Grove Trustees to be voted by the Selectmen. He noted that there were issues that had to be negotiated between Town Counsel and the attorney for the Trustees of Pine Grove Cemetery. These issues had been resolved and the Agreement was ready to enable the Selectmen to make a decision to allow the Town to take control of the Pine Grove Cemetery and all its assets from the Trustees. Town Counsel and Mr. Kozak recommended going forward with the Agreement, which is expected to be scheduled for the beginning of October this year. Mr. Melia inquired when the Agreement becomes public to which Mr. Kozak responded that once the Agreement is signed it becomes a public document. Mr. Marzec noted that he was and still is opposed to the issue, strictly on financial grounds. He added that with the budgetary issues the Town is facing now and in the foreseeable future he doesn't think it's appropriate to take over the cemetery. A motion/Mr. Melia, seconded/Mr. Nolan to approve the signing of the Agreements for the donation of the Pine Grove Cemetery property to the Town of Northbridge consisting of an asset donation agreement, a real estate donation agreement, a transfer, assignment and assumption agreement and a memorandum of agreement concerning expenditure of funds by Pine Grove Cemetery Association prior to final transfer to the Town, all subject to final approval of form by Town Counsel and to authorize the Chairman to execute such documents on behalf of the Board. Roll Call Vote: Selectman Athanas/Yes, Selectman Marzec/No, Selectman Melia/Yes, Selectman Nolan/Yes, and Chairman Ampagoomian /Yes. Vote was 4-1 in favor.

**Foodmart Convenience Store / Application for KENO To Go License.** Chairman Ampagoomian noted that his understanding was basically that the Selectmen do not have to take any action if they have no objections to the application. He explained that KENO to Go is a new game that Treasurer Grossman has introduced. He summarized from the Treasurer's wording that the Massachusetts Lottery is offering existing non-pouring agents their KENO To Go game, identical with existing online games such as Megabucks and Mass Cash. It is not providing agents with a KENO monitor as part of this program at this time. A member of the audience, Harry Berkowitz, explained from his experience that you buy the ticket and cash the ticket later. No objections were made by the Selectmen.

**Central Mass Metropolitan Planning Organization / Vote to appoint Selectmen's delegate.** Town Manager Kozak explained that this organization does transportation projects and every 3 years there is a new vote for membership on the Committee. Mr. Melia volunteered to be the Delegate, stating that he was the representative 3 years ago and Mr. Hebert, of the organization, was helpful in assisting the Selectmen to obtain funds for the repair of Sutton Street. Mr. Melia added that Thursday evening there is a meeting at the Uxbridge Town Hall with representatives of other Boards of Selectmen in the Valley to vote for a new representative and he would gladly volunteer. A motion/Mr. Marzec, seconded/Mr. Nolan to make Mr. Melia the Central Mass Metropolitan Planning Organization delegate. Vote yes/Unanimous.

**Sewer Abatement Appeal [Michael & Paula Minichiello]** Chairman Ampagoomian stated that this matter has been resolved to the satisfaction of the residents who applied for this abatement and therefore there is no need for discussion.

**WGM Fabricators, Inc. / Request for the Selectmen to adopt a resolution.** Present: James Sheehan, Building Inspector. Chairman Ampagoomian explained that Mr. Sheehan attended a meeting regarding WGM Fabricators, Inc., a new corporation seeking to relocate to Northbridge. Town Manager Kozak informed the Board that WGM Fabricators, Inc. [WGM] had approached the State to seek funding through bonds and because the Town does not currently have an active Industrial Development Finance Authority [IDFA], the State is requesting the Board allow the Massachusetts Development Finance Agency to assume the role of the IDFA in financing this project in town. Mr. Sheehan stated that he met with the owner of Woonsocket Glass and other representatives last week regarding the property at 369 Douglas Road. He noted that the property is zoned Industrial, which conforms to zoning and meets the required setbacks, frontage area and use, currently, light manufacturing/industrial. Mr. Sheehan also stated that the lot contains approximately 3 acres and has about 300 feet of frontage. He noted that the owner of Woonsocket Glass is interested in developing the property and spoke with him about new curb cuts, new driveway, parking requirements, a proposal for a 9,000 square foot addition to the building and the approval process for site plan and conservation. Mr. Sheehan added that Woonsocket Glass is a wholesale end distributor and fabricator of glass and mirror products to service commercial and manufacturing for the glass industry throughout New England. He added that WGM talked about the possibility of 2 shifts, approximately 30 – 35 employees maximum per shift. At this point Mr. Sheehan thinks WGM has started the approval process for site plan and conservation. Town Manager Kozak explained that the purpose of tonight's discussion was to ask the Selectmen to allow the Massachusetts Development Finance Agency act on behalf of the IDFA to issue the bonds. Mr. Kozak clarified the fact that this approval would only apply to this individual project. Mr. Melia said he saw no reason not to support the resolution and added that he thought it would be beneficial to the Town to encourage the new company coming from another state, bringing business into the Town and moving into a vacant building. Mr. Kozak mentioned that WGM may also appear before the Board for a "T.I.F." (Tax Increment Financing Plan) in the future. A motion/Mr. Melia, seconded/Mr. Marzec to move this item from Discussions to Decisions. Vote yes/Unanimous. A motion/Mr. Nolan, seconded/Mr. Melia that the Board of Selectmen adopt a resolution that the Board of Selectmen acting in the name and on behalf of the Town of Northbridge, Massachusetts and the Authority hereby request the Agency assume the role of the Authority in financing the project by issuance of the bonds pursuant to Massachusetts General Laws Chapter 23G and Chapter 40D and finance the project and that the Board of Selectmen cause a copy of this resolution to be delivered to the Agency. Roll Call Vote: Selectman Athanas/Yes, Selectman Marzec/Yes, Selectman Nolan/Yes, Selectman Melia/Yes, and Chairman Ampagoomian/Yes.

**Charter Communications –Change to digital broadcasting/Present: Harry Berkowitz, Chairman of the Cable Advisory Committee.** Mr. Berkowitz stressed the importance to the public of getting a digital cable box by October 14<sup>th</sup>. He clarified that if you already have a box you're okay, but if you have the cable hooked directly using a cable ready television you will no longer get a signal on October 14<sup>th</sup>. He added that this will happen throughout the whole system; they're going 100% digital, which will increase the number of channels that would be available. Mr. Berkowitz was referring to a letter that Charter had sent to their customers noting the October 14<sup>th</sup> deadline and a copy of the new Channel Line Up. He added that you can call an 800 number and they will ship the box to your house at no charge or you can pick one up at one of Charter Communication's stores at no charge. Mr. Berkowitz said that he didn't know if Charter's Grafton location would have the boxes and thought the easiest way to obtain the box would be to call the 800 number. He also said that the box is supposed to come with a diagram but it shouldn't be that difficult to hook it up. He noted that he asked Tom Cohan how it would be handled if anyone has a problem hooking up the box. Mr. Cohan communicated by email that the customer can request a technician to come to the home to install the box for which there would be a charge. Mr. Cohan

stated that on a case by case basis they would waive the installation fee if the customer has difficulty installing the box, such as instances involving a senior citizen or a handicapped individual. Mr. Berkowitz emphasized the importance of getting the cable box as soon as possible due to the October 14<sup>th</sup> deadline fast approaching. Additionally, Mr. Berkowitz stated that from the standpoint of NCTV there has been a problem with Charter. He said he thinks Charter has gone partially digital with the audio resulting in NCTV no longer getting its full audio signal sent out on Local Access. Mr. Berkowitz clarified that NCTV sends out a stereo signal and Charter does not accept it; they only accept one channel. So if you have a program for music broadcast in stereo you might get the music but not the lyrics or only a part of the music. Mr. Berkowitz stated that NCTV has addressed this repeatedly with Charter. He noted that it's a problem if you play music on the Bulletin Board channel. Furthermore, he explained if there is a church service they might record on the right channel only; and because Charter is only accepting the left channel you don't hear anything. Mr. Berkowitz added that Charter did send out a person who worked for Local Access, informing NCTV that they could only access the left channel setting. Mr. Berkowitz said that NCTV actually purchased stereo equipment some time ago to send to the head end (where its signal is sent and distributed) but he doesn't know why Charter isn't using it. Mr. Berkowitz stated that the last thing NCTV was told was that Bill Adrian who also works in Local Access was supposed to be working on this issue. He emphasized that this is not the fault of NCTV, which had spent a lot of money and provided updates to improve service to customers. He also added that this included using NCTV's own equipment to fix the sound for the Selectmen's meeting broadcast. He further noted that the contract with Charter, signed by the Selectmen, specifies that if you give Charter in stereo signal they will transmit in stereo signal. Mr. Berkowitz stated that he addressed this with Mr. Cohan who responded that this wording didn't apply to Local Access. Mr. Berkowitz added that NCTV hoped to get the problem straightened out prior to the Comcast takeover, projected for January. Mr. Athanas asked what Charter would charge for each box. Mr. Berkowitz responded that the first year the box is free (only one box is provided by Charter). After that it's \$6.99 per month for each box. He said the digital boxes at the Town Hall will be free. Mr. Kozak added that he lives in a different community covered by Comcast, which charges for the digital boxes. He commented that unfortunately it is part of the industry. Selectman Melia thanked Mr. Berkowitz for coming to the meeting and explaining the details of the Charter Communications letter and reported that cable customers had received a similar letter a couple of years ago. Mr. Berkowitz responded that the previous letter only applied to a specific area that was being tested; it went digital about a year ago so everyone in that area has a digital box. Mr. Melia questioned Charter's marketing strategy in offering so many channels and felt that Charter should try to save customers money instead of increasing the number of channels, many of which might not be necessary. Mr. Berkowitz noted that since cable channels are bundled the cable companies have to pay extra money for a series of channels. Mr. Melia then asked what we could do as a community. Mr. Berkowitz responded that individuals could refuse to do business with the cable company but the satellite option is pretty much the same cost. Selectman Marzec commented that he was flabbergasted and angry about the projected cost increase, especially when multiple TVs in a household are involved. He asked if one could purchase digital boxes elsewhere other than through Charter. Mr. Berkowitz said that when he asked Charter about this they responded that you have to purchase the boxes from Charter because the boxes need to have Charter coding. Mr. Marzec stated his frustration that the cable company charges so much money already and forces you to spend more money for boxes and excessive channels. He referred to cable as a monopoly over which we have no control. Chairman Ampagoomian suggested inviting Charter to another meeting to continue the discussion to which Mr. Marzec was agreeable. Mr. Kozak stated that he had asked Mr. Cohan to come to tonight's meeting but that he had other commitments. He added that Mr. Cohan planned to attend the Selectmen's meeting on October 20<sup>th</sup>. Mr. Kozak stated that he planned to invite Charter customers to attend the meeting. Mr. Berkowitz said that NCTV had approached Charter about their high rates to which Charter held firm noting that the State has jurisdiction over the rates. Mr. Marzec asked if there was any way that Charter could offer the Town a package deal. Mr. Berkowitz responded that there would be a provision for nursing homes with a box at each floor level instead of on each TV that would provide decoding but it would not be offered to households.

**TOWN MANAGER'S REPORT - 1. Emergency Management/Code Red.** Town Manager Kozak said that he wanted to remind the public that the Town has a Code Red system, which enables us to get emergency messages out to homeowners. This is particularly helpful as the weather becomes more challenging during the winter months. He pointed out that residents can sign up to receive Code Red messages on the Town's website [Home Page] and invited homeowners who had not already done so to sign up on their computer at home or on their cell phone. Mr. Kozak stated that this has been a successful program adding that questions about it can be directed to the Town Manager's Office or the Northbridge Police Department. **2. Special Legislation / Douglas Road Bridge.** Town Manager Kozak announced that his office received notice from Senator Moore's Office that special legislation was recently passed that approves the renaming the Douglas Road Bridge located outside the Town offices in honor of Corporal Thomas S. Perron. **3. WRTA Ridership /Update.** Town Manager Kozak stated that his office had received another update from Central Mass. and that ridership is still increasing, which is encouraging. **4. Leaf Collection Schedule.** Town Manager Kozak explained that the DPW has been preparing for the annual leaf collection, which they anticipate will start around October 20<sup>th</sup>. He added that this year the DPW will be approaching leaf collection differently by doing certain sections of town on specific days of the week, which would allow for greater organization. The Town Manager advised that information on this program can be obtained by calling the DPW or by going to the Town's website. He added that DPW Director Jim Shuris would be invited to a future Selectmen's meeting to explain about the program. **5. Roads program/Update.** Town Manager Kozak reported that Hill Street, Douglas Road and Sprague Street have been completed with the exception of some street striping and landscaping that he expected to be done within the next week or two. He added that the work had proceeded well. Mr. Kozak explained that some work would be done on Old Quaker Street this week with leftover funds from the project. **6. ICMA Conference.** Mr. Kozak said that he had attended the International City Managers Association Conference last week in North Carolina and that it was the 100<sup>th</sup> anniversary of the ICMA. He said that he attended several workshops including planning, economic and downtown development, and computer systems, along with a trade show. Mr. Kozak added that he received an award from ICMA for 30 years of Administrative service to municipalities. The Selectmen congratulated Mr. Kozak on his award.

**SELECTMEN'S CONCERNS.** **Selectman Melia 1)** Offered his congratulations to Mr. Kozak on receiving the ICMA award, noting the challenge of his many years of municipal service. Mr. Melia noted that he had received several compliments on the road work done on Hill Street and Douglas Road adding that he hadn't seen Sprague or the other streets. He mentioned that people seem very happy with the good job that the DPW accomplished with the project. Mr. Melia said he spoke with DPW Director Jim Shuris, who explained that the road striping would be done when Quaker Street and whatever street is left to do are completed. **2)** Mr. Melia noted that he drove past the Salvation Army site on his way to the meeting and their chain fence is up, hopefully to deter people from going in there at night. He added that it is still a mess there and he was going to ask Jim Sheehan to inspect it if it comes under his domain. Mr. Melia commented that neighbors and drivers from other towns shouldn't have to look at it while traveling on Providence Road, the main road that goes through Northbridge. He added that the Board of Health, Building Inspector or both should be down there. Town Manager Kozak said he would do his best to check into it. **Selectman Athanas 1)** On the roads, a number of people said they love the work that has been done. Mr. Athanas noted that people are concerned with Sutton Street not being "buttoned up" and winterized for this year and that the work has slowed from the early part of the season. He asked for a guarantee that it would be completed in the next month or so. Town Manager Kozak said he would check on it. **Selectman Marzec 1)** asked if there was any update on the New China Pacific. **2)** He also questioned the status of the repair work on the Linwood Avenue Bridge, several items of which he found troubling. **3)** Mr. Marzec asked for an update regarding the municipal agreement, noting that there were 2 firms that came before the Selectmen concerning energy. Mr. Kozak responded that the first step in the municipal agreement is to go before the Town Meeting and if it passes the Selectmen would consider through an agency the proposals. **4)** Lastly, Mr. Marzec wanted to extend his thoughts and feelings

toward the family of Ocean Taylor who was struck by the bus in Town. He hopes that the boy is on the mend. **Selectman Nolan 1)** Asked if progress was made on the release of some of the older Executive Session minutes. Mr. Kozak responded that he has spoken to Town Counsel about it.

A motion/Mr. Athanas, seconded/Mr. Marzec to adjourn the meeting. Vote yes/Unanimous.

**Meeting Adjourned: 8:18 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

**/pf**

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

September 22, 2014

- I. **APPROVAL OF MINUTES/None.**
- II. **PUBLIC HEARING [Continued from 9/8/14]:**
  - A. **7:05PM - National Grid [Present: Crystal Tognazzi]**/Petition to remove 2 guys and anchors off customer's private property in parking lot of 117 Church Street and to install 2 sidewalk anchors to guy the spacer cable from Cross Street to Pole 14 Church Street [Plan #17183556, dated 8/21/2014].
- III. **APPOINTMENTS/By the Board of Selectmen:**
  - B. Copy of Michelle L. Methé's Talent Bank Application to the Council on Aging
- IV. **CITIZENS' COMMENTS/INPUT**
- V. **DECISIONS**
  - C. Copy of the Fall Annual Town Meeting Warrant
  - D. Copy of the August 20, 2014 Safety Committee Minutes.
  - E. Copy of Northbridge Youth Softball Association's request to hang a banner across Church Street from November 30, 2014 to December 28, 2014 to advertise registration dates for the spring season.
  - F. Copy of Blackstone Valley Gardeners request for permission to use Memorial Park on Saturday, May 30, 2015, from 9:00 A.M. to 12:00 P.M. for a plant sale.
  - G. Copy of Village Congregational Church's request for permission to use Memorial Park on Sunday, October 5, 2014, from 9:00 A.M. to 11:00 A.M. for a worship service.
  - H. Copy of Blackstone Valley Chamber of Commerce's application packet for a one-day Wines & Malt License for an "After Hours Event" at the New Milford Regional Medical Center located at Osterman Commerce Park, 100 Commerce Drive, Northbridge, on Thursday, October 2, 2014 from 5:30 P.M. to 7:30 P.M.
  - I. Copy of Alternatives Unlimited, Inc.'s application packet for a one-day Wines & Malt License for a "Bag Toss Competition" fundraising event to be held at the Alternatives' Whittin Mill Community Plaza (weather permitting) or the Singh Performance Center [back up location] on October 11, 2014 from 12:00 P.M. to 5:00 P.M.
  - J. Copy of the Intermunicipal Agreement between Northbridge and Sutton for a sewer connection on Main Street.
  - K. Copy of the Pine Grove Cemetery Agreement
  - L. Copy of letter from the State regarding a KENO To Go License at Foodmart Convenience Store
  - M. Copy of letter from the Central Mass Metropolitan Planning Organization to appoint Selectmen's delegate
- VI. **DISCUSSIONS**
  - N. Copy of Sewer Abatement Appeal from Michael & Paula Minichiello and backup documentation. [This item was cancelled as the issue was settled prior to the Selectmen's meeting.]
  - O. Copy of Resolution to be adopted by the Board of Selectmen regarding WGM Fabricators, Inc.

**P. Charter Communications - Change to digital broadcasting – No documentation**

**VII. TOWN MANAGER'S REPORT**

- Q.**
1. Emergency Management/Code Red - **No documentation**
  2. Copy of Special Legislation
  3. Copy of email from Jonathan Church dated Sept. 11<sup>th</sup> regarding WRTA Ridership
  4. Copy of Leaf Collection Schedule - **No documentation**
  5. Roads program/Update - **No documentation**
  6. ICMA Conference - **No documentation**

**VIII. SELECTMEN'S CONCERNS**

**IX. ITEMS FOR FUTURE AGENDA**

**X. CORRESPONDENCE**

**XI. EXECUTIVE SESSION – 6:15 P.M.**

**R. Under M.G.L. Chapter 30A, S21 #3 – To discuss strategy with respect to contract negotiations** – Copy of Pine Grove Cemetery Acquisition document [Asset Donation; Transfer, Assignment, and Assumption Agreement; Real Estate Donation Agreement; and Summary of Transfer of Funds to Town]

**Board of Selectmen's Meeting  
October 6, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 6:30 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Marzec and Nolan. Selectman Melia and Selectman Athanas were absent and it is duly recorded. **Also Present:** Theodore D. Kozak, Town Manager.

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

A motion was made and seconded to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 – To discuss strategy with respect to collective bargaining – and to reconvene in Open Session. Roll Call Vote: Mr. Marzec/Yes, Mr. Nolan/Yes, and Mr. Ampagoomian/Yes.

Open Session Adjourned: 6:31 PM

Executive Session Convened: 6:32 PM

Executive Session Adjourned: 6:50 PM

Open Session Reconvened: 7:00 PM

The Pledge of Allegiance was recited by those present.

**Approval of Minutes.** September 22, 2014 [Executive Session]. A Motion/Mr. Nolan, seconded/Mr. Marzec to accept the minutes. Vote Yes/Messrs. Marzec, Nolan, and Ampagoomian.

**Public Hearing/None.**

**Appointments/By the Town Manager.** Present: Bruce Smith, Master Mechanic, DPW, Jamie C. Luchini, DPW Highway and James Shuris, DPW Director. Introducing Bruce Smith, Jamie Luchini noted that he is highly qualified, would “hit the ground running” and would be able to turn around the DPW equipment program. Mr. Bruce Smith stated that he had been repairing equipment, including cranes and trucks, since he was 20 years old and is now working on rigs. He added that he can work on hydraulics and is not afraid to tackle any kind of equipment. Mr. Nolan welcomed Mr. Smith, commenting that he is happy to have him at the DPW, especially that snow season is coming. Mr. Marzec and Mr. Ampagoomian also welcomed Mr. Smith. A motion/Mr. Nolan, seconded/Mr. Marzec to affirm the Town Manager's appointment of Bruce Smith as Master Mechanic for the DPW. Vote Yes/Messrs. Marzec, Nolan, and Ampagoomian.

**Citizens' Comments/Input/None.**

**State Election [November 4, 2014].** A motion/Mr. Marzec, seconded/Mr. Nolan to sign the November 4, 2014 State Election warrant. Vote Yes/Messrs. Marzec, Nolan, and Ampagoomian.

**Mill House Wine & Spirits, Inc./Notification of Change of Hours.** Town Manager Kozak explained that there was a change in the Massachusetts General Laws that now allows off premises liquor establishments [package stores] to open at 10AM on Sundays. A motion/Mr. Marzec, seconded/Mr. Nolan to approve Mill House Wine & Spirits' request to open at 10AM on Sundays. Vote Yes/Messrs.

Marzec, Nolan, and Ampagoomian.

**Friendly Discount Liquors/Notification of Change of Hours.**

A motion/Mr. Marzec, seconded/Mr. Nolan to approve Friendly Discount's request to open at 10AM on Sundays. Vote Yes/Messrs. Marzec, Nolan, and Ampagoomian.

**Arcade Package Store/Notification of Change of Hours.** A Motion/Mr. Marzec, seconded/Mr. Nolan to approve Arcade Package Store's request to open at 10AM on Sundays. Vote Yes/Messrs. Marzec, Nolan, and Ampagoomian.

**Fall Annual Town Meeting [October 28, 2014]/Vote Positions On Warrant Articles. Present: Plato Adams, Chairman of the Finance Committee. ARTICLE 1:** (Selectmen) Bill(s) of a prior year:

Town Manager Kozak advised that there are no bills from a prior year and asked the Board of Selectmen to pass over Article 1. A motion/Mr. Marzec, seconded/Mr. Nolan to pass over Article 1. Vote yes/Messrs. Marzec, Nolan and Ampagoomian. The Finance Committee voted unanimously to pass over Article 1. **ARTICLE 2:** (Selectmen) FY '15 Budget Transfers: Town Manager Kozak stated there is one budget adjustment needed for Blackstone Valley Tech in the amount of \$33,040. A motion/Mr. Marzec, seconded/Mr. Nolan to support Article 2. Vote yes/Messrs. Marzec, Nolan and Ampagoomian. The Finance Committee voted unanimously to support Article 2. **ARTICLE 3:** (Selectmen) Fire Department Ladder Truck: A motion/Mr. Marzec, seconded/Mr. Nolan to support Article 3. Vote yes/Messrs. Marzec, Nolan and Ampagoomian. The Finance Committee voted unanimously to support Article 3. **ARTICLE 4:** (Selectmen) \$300,000 for a Road Maintenance and Repair Program: A motion/Mr. Nolan, seconded/Mr. Marzec to support Article 4. Vote yes/Messrs. Marzec, Nolan and Ampagoomian. The Finance Committee voted unanimously to support Article 4. **ARTICLE 5:** (Selectmen) Energy aggregation and adoption of resolution: A motion/Mr. Marzec, seconded/Mr. Nolan to support Article 5. Vote yes/Messrs. Marzec, Nolan and Ampagoomian. The Finance Committee voted unanimously to support Article 5. **ARTICLE 6:** (Selectmen) Purchase of water meters and associated equipment including a meter reading system: A motion/Mr. Nolan, seconded/Mr. Marzec to support Article 6. Vote yes/Messrs. Marzec, Nolan and Ampagoomian. The Finance Committee voted unanimously to support Article 6. **ARTICLE 7:** (Selectmen) Tax Payment Agreement [Lasell Road]: A motion/Mr. Marzec, seconded/Mr. Nolan to support Article 7. Vote yes/ Messrs. Marzec, Nolan and Ampagoomian. The Finance Committee voted unanimously to support Article 7. **ARTICLE 8:** (Selectmen) Intermunicipal Agreement with the Town of Sutton for Main Street Sewer Extension: A motion/Mr. Marzec, seconded/Mr. Nolan to support Article 8. Vote yes/ Messrs. Marzec, Nolan and Ampagoomian. The Finance Committee voted unanimously to support Article 8. **ARTICLE 9:** (Selectmen) .75% Meals Tax. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to support Article 9. Vote yes/Messrs. Marzec and Ampagoomian. Vote no/Mr. Nolan. The Finance Committee voted unanimously to support Article 9. **ARTICLE 10:** (School Committee) Capital purchases [subject to capital outlay expenditure exclusion] – replacement of pick-up truck; kitchen repairs at Balmer; replace air conditioner at NMS; replace locker room HVAC at NMS; and security cameras/key cards/fob boxes at all schools: A motion/Mr. Nolan, seconded/Mr. Marzec to support Article 10. Vote yes/Messrs. Marzec, Nolan and Ampagoomian. The Finance Committee voted unanimously to support Article 10. **ARTICLE 11:** (Planning Board) Amend Zoning Bylaw Section 173-20 Table of Height and Bulk Regulations: A motion/Mr. Marzec, seconded/Mr. Nolan to support Article 11. Vote yes/Messrs. Marzec, Nolan and Ampagoomian. The Finance Committee voted unanimously to support Article 11. **ARTICLE 12:** (Board of Health) Amend 9-400 of the Code of the Town of Northbridge [Paragraph 9-402 Prohibited Refuse]: A motion/Mr. Marzec, seconded/Mr. Nolan to support Article 12. Vote yes/Messrs. Nolan, Marzec and Ampagoomian. The Finance Committee voted unanimously to support Article 12.

**Sammy's Restaurante, 2147 Providence Road, Northbridge/ Request to do BYOB.** Town Manager Kozak commented that this was reviewed by the Safety Committee and they had no issues. He noted that

this had come up in the past due to an establishment not having a liquor license. Mr. Kozak said he was sure that Sammy's Restaurante had received a copy of the BYOB policy. A motion/Mr. Nolan, seconded/Mr. Marzec to grant permission to Sammy's Restaurante to allow BYOB on their premises. Vote Yes/Messrs. Marzec, Nolan, and Ampagoomian. Town Manager Kozak agreed to notify Sammy's Restaurante of the Board's decision.

**Northbridge Association Of Churches/Request to hold their 40<sup>th</sup> Annual Blackstone Valley Crop Walk on Saturday, October 18, 2014 at 9AM.** A motion/Mr. Marzec, seconded/Mr. Nolan to approve subject to the safety requirements of the Northbridge Police Department. Vote Yes/Messrs. Marzec, Nolan, and Ampagoomian.

**Departmental Reports: 1) Town Clerk [Doreen Cedrone].** Ms. Cedrone noted the following highlights from her department. The Board of Registrars met on August 18th and appointed the election officers for the current period. Additionally, the State Vital Records launched electronic filing of death certificates on September 1st. Finally the State Primary held on September 9<sup>th</sup> proceeded well with a turnout of about 14%. Ms. Cedrone added that the Town Clerk's Office is now preparing for the State Election to be held Tuesday, November 4<sup>th</sup>, for which absentee ballots would be mailed. She noted that everyone should have received a red booklet from the State that includes all the ballot questions and candidates. Ms. Cedrone observed that the booklet does not include the Town's two local questions, which would be placed on the Town's website. She noted that if the Town has a good voter turnout and remains in the lead in November there is a good chance that Northbridge could win the Lou Bertozzi award for a second time. Ms. Cedrone stated that last week she and her assistant, Linda Zywiec, attended the Fall Massachusetts City and Town Clerks' Conference in Springfield, taking the Elections class. She added that in July, Linda began her first year of a three-year, week-long program for credits toward her Certified Municipal Clerk designation. Ms. Cedrone noted that she herself has started pursuing the step after Certified Municipal Clerk, which is the Master Municipal Clerk designation. Finally, she stated that the Town Clerk's Office has begun the preliminary steps for the 2015 Census. Mr. Marzec expressed his thanks to Ms. Cedrone.

**2) Council on Aging [Kelly Bol, Director of the Northbridge Senior Center].** Referring to the handout of highlights for the first quarter of Fiscal 2015, Ms. Bol noted that always number one is their transportation program. She added that in-town transportation is up by 11% from last year while the out of town medical program is showing a 42% decrease from last year, which she is tracking. Ms. Bol stated that total attendance is up by 14%. She noted that the Senior Center continues to be an intake site for Fuel Assistance through SMOC with the expectation that three workers will be available onsite to help Seniors 60 years of age and older with this program. Ms. Bol stated that the Senior Center continues to be available to help Seniors with informal counseling, the SNAP program, Food Pantry referrals, housing assistance, and information and referrals to appropriate agencies. She added that there has been high attendance at weekly programs and special events include day trips at affordable rates. Ms. Bol recognized and thanked the members of the Council on Aging as well as the Town Manager, Board of Selectmen, Finance Committee, and the Northbridge residents for their support of the Council on Aging. Lastly, Ms. Bol announced that there would be a Flu Clinic at the Senior Center tomorrow from 10:30 AM -12:30 PM and 4:00 PM to 6:00 PM for Northbridge residents, 6 months or older, presented by the Northbridge Board of Health and VNA Services. To Mr. Ampagoomian's questions about the Food Pantry, Ms. Bol responded that the Food Pantry is coordinated and run by the Northbridge Association of Churches and is available Tuesday 10 AM – 12 PM and Thursday 1 PM – 3 PM. She added that Senior Center staff is available Monday through Friday (early closing on Friday) to assist with drop off for the Food Pantry.

**3) Library [Director of the Whitinsville Social Library Jennifer Woodward ]** Ms. Woodward explained that the Town funds most of the staffing of the Library and 33% of the books, indicating a

tremendous financial challenge in operating the library. She noted that July and August are the biggest library months with the theme of last summer being science. Ms. Woodward added that kids' programs, primarily paid through the generosity of Unibank, were scheduled several times per week for eight weeks. She stated that there was a 40% increase in participation in the Summer Reading Program funded by West End Creamery and Davis Farmland in Sterling (which is one of the Library's museum pass programs). Ms. Woodward added that there was also a program supported by the Whitinsville Social Library Corporation in which the children could earn money for animal charities. She noted that the Library is a Town department but has a separate nonprofit, which is the Whitinsville Social Library Corporation; both of these entities work together to fund the Library. Ms. Woodward stated that during the summer the Library reported the State statistics for Fiscal Year 2014; the financial aspect and use of the Library with overall borrowing (lead by kids) was up more than 17%, similar to the previous year. In addition she noted that there was a 22% increase in items sent to the Library from other libraries, which totals over 7,000 items. Ms. Woodward indicated that borrowing by non-residents increased by 54%. She noted that in September the Library circulated 1,000 more kid items than the previous month. She also explained that since Labor Day, the Library has been open more hours, including Fridays from 1:00 PM to 6:00 PM, which does not cost the Town any extra money. Basically, she spreads the staff "thinner" and there is slightly later hours on Monday. She added that the change in hours allows for maximum State funding. Regarding the facility, Ms. Woodward noted that the building is 100 years old and they are running out of space. However, they plan to use the basement area to expand the adult reading area and provide for more quiet space, all of which will carry the Library for a while. Funding for the remodeling would be provided by the Whitinsville Social Library Corporation. Ms. Woodward noted that she hopes to have an open house on December 6<sup>th</sup>. Finally, she announced that the Corporation had their 170<sup>th</sup> annual meeting on September 18<sup>th</sup> with reports by the Chairman, Treasurer, and Library Director, as well as voting for the Trustees of the Library and 6 new Corporators.

Chairman Ampagoomian thanked Town Clerk Doreen Cedrone, Northbridge Senior Center Director Kelly Bol and Whitinsville Social Library Director Jennifer Woodward for providing their information.

Mr. Ampagoomian said he hoped the residents had acquired more information about these departments and would provide continued support to the Library and the Senior Center. He also hoped that residents would vote in the upcoming election.

**2014 Bagged Leaf Collection Program/Present: James Shuris, DPW Director and Jamie Luchini, Highway Superintendent.** DPW Director Shuris noted that leaf collection schedules had been distributed to the Selectmen and were also available on the Town's website. He explained that there are six different areas including open areas with designated days for leaf collection that would allow the DPW to more efficiently perform this process. Mr. Luchini noted that since he took over in July, there had been more emphasis on better managing and streamlining the men, time, and funds available. A leaf collection schedule that had previously been available was brought back. He also reviewed the schedule, explaining that leaf pickup would start on October 20<sup>th</sup> and continue at least through Thanksgiving or until the snow starts and the Department is no longer able to proceed with the program. He noted that copies of the leaf collection schedule would be available on the website as well as the DPW, Town Clerk's Office and Town Manager's Office. Mr. Nolan suggested that the schedule also be placed on the local Cable station. Mr. Shuris commented that last year the DPW picked up almost 7,000 bags of leaves and there would possibly be more leaves this year indicating the challenge of leaf collection in preparation for winter. Mr. Ampagoomian asked about using a vacuum truck for leaf pickup. Mr. Shuris responded that they do use the vacuum truck for cemeteries, fields, and downtown in the Memorial Square. To Mr. Ampagoomian's question about attaching the leaf schedule to Town billing, Mr. Luchini responded that he thought this type of distribution was being done through the Town Clerk's Office. Mr. Shuris added that information about the snow and ice program would also be mailed with the taxes and sent with dog licenses through the Town Clerk's Office. Mr. Ampagoomian thanked Mr. Shuris and Mr.

Luchini for the update.

**TOWN MANAGER'S REPORT - 1) Quinsigamond Community College Grant.** Town Manager Kozak noted that he attended the grant announcement at Alternatives that the College had received a grant for \$300,000 to study having a pilot program in Northbridge. He added that this had been ongoing for years and was becoming more promising. **2) Milford Regional Ribbon Cutting Ceremony.** Town Manager Kozak explained that he attended a ribbon cutting ceremony on October 2<sup>nd</sup> for the new state of the art medical facility to be located at Osterman Park on Church Street Extension in Northbridge. **3) Economic Development Initiative.** Town Manager Kozak stated that he met with Jeannie Hebert, Blackstone Valley Chamber of Commerce, a consultant from the Worcester Regional Chamber of Commerce and Gary Bechtholdt, Town Planner, to discuss economic development initiatives in Northbridge. The Worcester Regional Chamber of Commerce said it will definitely help with potential economic development opportunities as well as partnering with Mass. Development on town-owned industrial land on Providence Road. **4) Fire Prevention Week.** Town Manager Kozak announced that this week is Fire Prevention Week and Chief Nestor will be putting some fire safety information on the Town's website for residents. **5) Transportation Survey.** Town Manager Kozak explained that the Central Mass. Regional Planning Commission is conducting a transportation survey regarding transportation needs in the Valley. The survey will be placed on the Town's website for residents to fill out, which helps with long-term planning. **6) Legislative Breakfast.** Town Manager Kozak noted that he attended a legislative breakfast in Oxford on Friday, October 3<sup>rd</sup>. Discussion focused on the MMA's legislative priorities for the next calendar year: Chapter 90, infrastructure, education, energy, recycling, and double poles. Mr. Kozak said that he also inquired about additional funding for Housing Authority maintenance. **7) Central Mass. Metropolitan Planning Organization.** Town Manager Kozak reported that Selectman Melia attended a CMMPO meeting in Uxbridge on September 24<sup>th</sup>. He noted that Jon Hebert of Sutton was selected as the Southeast sub-region's representative and Jennifer Modica, Uxbridge Selectwoman, was selected as the alternate.

**Selectmen's Concerns. Selectman Marzec 1)** In that Milford Regional has a new site, what is the plan for the former site? Mr. Kozak responded that he had asked Milford Hospital to keep us informed about the former site but that he had not received an update on it. **2)** Asked if there was any update on the Route 122 badlands site across from the sewer beds. Mr. Kozak responded that there had been no update. **3)** Inquired about the pole issue on Church Street (near the Bowling Alley). Mr. Shuris responded that National Grid submitted an alternate plan whereby a pole would be installed on the opposite side of the street adjacent to the old Aubuchon building and an additional pole at the corner of Prospect and Church. Mr. Shuris added that when he reviewed the alternate plan his initial reaction was that it wasn't an option; it would be worse than what we have now. He recommended that National Grid find an alternate solution to remedy the situation. His suggestion to National Grid would be to install a more stable pole in the same location that wouldn't require any guy wires. **4)** Asked when the top coat was going to be applied to Sutton Street because many people are concerned with winter fast approaching that the street will become virtually impassable. Asked if there was any way of requesting that the Contractor add a temporary top coat so that it could be plowed in the winter. Mr. Shuris gave reassurances that the work is progressing on schedule with a lot of improvement and the goal is to have everything buttoned up by the first snowfall. He added that he would address the issue once again with more urgency. **Chairman Ampagoomian 1)** advised that an individual who works at The Shop and who parks in the parking lot at Forest Street told him that the sidewalk needs to be plowed and sanded better because it was very slippery last year. Mr. Luchini responded that he and Mr. Shuris were working on a plan to plow and sand the sidewalks more quickly and efficiently with added personnel for storm coverage. **2)** Asked how the Church Street Extension project is progressing. Mr. Shuris noted that they are moving right along; their goal was to have a 25% design complete by November as part of the application process, which would be met or beaten right now. He summarized that they are on or ahead of schedule.

Mr. Ampagoomian commented that we're in a political year and there are a lot of candidates running for office. He reminded everyone that the Town has a bylaw that says: 3 days after elections, including primaries, the signs have to be removed. He requested that if residents still have signs from the primary on their lawns and the Candidate has lost to please remove them or call the Candidate to pick them up.

**Correspondence.** Chairman Ampagoomian said he received a letter from Mr. Abbie R. Goodman who asked for the support of the Board of Selectmen to petition and endorse the "No" vote on Question One. Mr. Ampagoomian explained that the reason he is presenting the letter is that Question One is for the safety of roads and bridges and their approach to raising the money to fund the repairs is to increase the gas tax. Mr. Marzec advised leaving the issue as it is since he didn't think the Board should be taking a position on a political issue such as that.

A motion/Mr. Nolan, Seconded/Mr. Marzec to adjourn the meeting. Vote Yes/Messrs. Marzec, Nolan, and Ampagoomian.

**Meeting Adjourned: 8:13 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

October 6, 2014

- I. APPROVAL OF MINUTES**
  - A.** Copy of September 22, 2014 [Executive Session] minutes. [Removed from documentation as they have not been released].
- II. PUBLIC HEARING/None.**
- III. APPOINTMENTS/By the Town Manager:**
  - B.** Copy of Bruce Smith's Town of Northbridge employment application.
- IV. CITIZENS' COMMENTS/INPUT/None.**
- V. DECISIONS**
  - C.** Copy of Annual State Election Warrant
  - D. 1)** Copy of ABCC memo regarding approval of new Sunday hours for package store licensees and process to follow **2)** Copy of Mill House Wine & Spirits, Inc.'s application for Notification of Change of hours
  - E.** Copy of Friendly Discount Liquors' application for Notification of Change of hours
  - F.** Copy of Arcade Package Store's application for Notification of Change of hours
  - G. 1)** Copy of document for recording the Board's positions on Fall Annual Town Meeting warrant articles **2)** Copy of Fall Annual Town Meeting Warrant
  - H. 1)** Copy of Sammy's Restaurante's request to do BYOB at their establishment located at 2147 Providence Road, Northbridge **2)** Copy of email from Chief Warchol regarding BYOB **3)** Copy of Town of Northbridge's BYOB Policy
  - I.** Copy of Northbridge Association of Churches request to hold their 40<sup>th</sup> annual Blackstone Valley Crop Hunger Walk on Saturday, October 18, 2014 at 9AM.
- VI. DISCUSSIONS**
  - J.** Departmental Reports: **1)** Copy of Town Clerk's report **2)** Copy of Council on Aging's report and **3)** Copy of Library Director's report
  - K. 1)** Copy of memo regarding the 2014 Bagged Leaf Collection Program **2)** Copy of the leaf collection schedule and **3)** Copy of leaf collection map
- VII. TOWN MANAGER'S REPORT**
  - L. 1)** Quinsigamond Community College Grant – **No documentation**
  - 2)** Milford Regional Ribbon Cutting Ceremony – Copy of ribbon-cutting ceremony invite
  - 3)** Economic Development Initiative – **No documentation**
  - 4)** Fire Prevention Week – Copy of MEGA Risk Reminder for Fall Fire Safety
  - 5)** Transportation Survey – Copy of email from Nick Burnham, CMRPC, requesting residents to fill out a brief transportation survey
  - 6)** Legislative Breakfast – **No documentation**
  - 7)** Central Mass. Metropolitan Planning Organization – Copy of email from Nick Burnham, CMRPC, advising the Town Manager of a meeting on 9/24 in Uxbridge at which John Hebert

was chosen to represent the Southeast sub region of the CMMPO and Jennifer Modica was chose as his alternate

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

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

**X. CORRESPONDENCE – No documentation.**

**XI. EXECUTIVE SESSION**

**M. Under M.G.L. Chapter 30A, S21 #3 – To discuss strategy with respect to collective bargaining – No documentation.**

**Board of Selectmen's Meeting  
October 20, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Marzec, Athanas, Melia and Nolan. **Also Present:** Theodore D. Kozak, Town Manager.

**The Pledge of Allegiance was recited by those present.**

**Approval of Minutes.** **1) September 8, 2014.** A motion/Mr. Marzec, seconded/Mr. Athanas to approve the September 8, 2014 minutes as presented with the readings omitted. Vote yes/ Messrs. Marzec, Athanas, Melia, Nolan, and Ampagoomian. **2) September 22, 2014.** A motion/Mr. Marzec, seconded/Mr. Athanas to approve the September 22, 2014 minutes as presented with the readings omitted. Vote yes/ Messrs. Marzec, Athanas, Melia, Nolan, and Ampagoomian. **3) October 6, 2014 [Executive Session].** A motion/Mr. Marzec, seconded/Mr. Nolan to approve but not release the October 6, 2014 minutes. Vote yes/Messrs. Marzec, Athanas, Athanas, and Ampagoomian. Abstain/Messrs. Athanas and Melia who were absent from the October 6<sup>th</sup> meeting.

**Public Hearings-None.**

**Appointments/Resignations - None.**

**Citizens' Comments/Input-None.**

**Present: Alex Rogozenski/1) Request permission to hold "1<sup>st</sup> Day 5k" Road Race on Linwood Avenue, Thursday, January 1, 2015 at 11AM. 2) Request permission to hold a half marathon, Sunday, March 29, 2015 at 10AM and 3) Request permission to hold the "Race of Rams" [Duathlon, 5k run and kids event] on Sunday, May 17, 2015 at 8AM at Northbridge High School.** Mr. Marzec suggested that the Selectmen consider all three race items on the agenda as requested by Mr. Rogozenski at the same time. Mr. Rogozenski explained that MRA has hosted the same three events for the past three years. Mr. Melia commented that all the Department heads had given their okay on this, it had been successful previously and that he had no problems with the request. To Mr. Nolan's question, Mr. Rogozenski explained that a duathlon is a multisport event where participants run, bike, and run again. A motion/Mr. Marzec, seconded/Mr. Nolan to approve all three events. Vote yes/Unanimous.

**"Save Northbridge Wrestling" fundraiser/Present: Gracia Casey/Request permission to hold a boot drive at Memorial Square on Saturday, October 25, 2014 from 9AM-2PM.** Ms. Casey explained that her son, a senior at Northbridge High School, has been a member of the Northbridge Wrestling Team for the last three years. She noted that the goal is to raise \$11,000 by November 2<sup>nd</sup> to keep the wrestling team going. Ms. Casey added that they had a raffle on the previous day which raised \$1,300.00. Mr. Marzec thanked Ms. Casey and Ms. Foster (for the Swim Team) for coming before the Selectmen, noting that all Town sports are important. A motion/Mr. Marzec, seconded/Mr. Nolan to grant permission to Ms. Casey to hold the boot drive at Memorial Square on Saturday, October 25, 2014 from 9AM-2PM, subject to the safety requirements of the Northbridge Police Department. Vote yes/Unanimous.

**Northbridge High School Swim Team Fundraiser/Present: Denise Foster/Request permission to hold a boot drive at Memorial Square on Saturday, November 1, 2014 from 9AM to 12 Noon.** Ms. Foster noted that they need to raise \$10,000 by November 2<sup>nd</sup> to keep the swim team going, adding that they had previously held fundraisers including a car wash. A motion/Mr. Marzec, seconded/Mr. Nolan to

grant permission to Ms. Foster to hold a boot drive at Memorial Square on Saturday, November 1, 2014 from 9AM to 12 Noon, subject to the safety requirements of the Northbridge Police Department. Vote yes/Unanimous.

**Jyoti Enterprises, Inc. d/b/a Gary's Variety/Notification of Change of hours.** Town Manager Kozak, Mr. Melia, and Chairman Ampagoomian clarified that the hours on Sunday would be changed to a 10:00 a.m. opening relative to the recent change in Massachusetts Laws. A motion/Mr. Melia, seconded/Mr. Nolan to approve Gary's Variety's request to open at 10AM on Sundays. Vote yes/Unanimous.

**Mina's Foods, Inc. d/b/a Vera's Mini Mart/Notification of Change of hours.** A motion/Mr. Melia, seconded/Mr. Nolan to approve Vera's Mini Mart's request to open at 10:00AM on Sundays. Vote yes/Unanimous.

**New China Pacific Restaurant, 683 Linwood Ave., Whitinsville/Application for Keno License.** Mr. Melia noted that this item only has to be voted on if the Board objects to the establishment having a Keno license. For the record, there were no objections made by the Board regarding the Keno License.

**Firefighter's Contract/Vote to approve.** Town Manager Kozak advised the Board that negotiations with the Firefighter's union were ongoing for some time but ended at an impasse, which led to several mediation sessions. Fortunately, an agreement was reached for a two-year contract. He stated that had an agreement not been reached, they would have gone to arbitration. Mr. Kozak then reviewed the new terms of the contract and asked the Board to approve same: 1% salary increases each year, \$100 increase in the clothing allowance, increase in the stipends for Paramedics (\$1,000) and EMTs (\$750), a decrease in consecutive work hours from 12 hours to 10 hours, holiday pay to be based on 1/5 of a week's pay, a new 12-hour shift during day time operations with 2 complete teams on duty for better coverage, a \$600 increase in base pay for firefighters, a \$1,250 stipend for firefighters who work the new shift, requirement of a flu vaccine for all firefighters by November 30<sup>th</sup>, and incorporation of the drug and alcohol testing policy. A motion/Mr. Melia, seconded/Mr. Marzec to approve the Firefighter's Contract for the period of July 1, 2013 to June 30, 2015. Vote yes/Unanimous.

**Cable Changes/Present: Tom Cohan, Charter Communications, Harry Berkowitz, Cable Advisory Commission, and Mr. Bill Tartaglia, Executive Director of Northbridge Community Television.** Mr. Berkowitz explained that they were there to discuss several items including the new channel lineup for Charter, which changed the location of the local access channels 11, 12, and 13 to 191, 192, and 194 respectively. He noted that the reason they were so concerned was that the staff and the producers had made Channel 11 a very popular channel in Northbridge. Mr. Berkowitz added that Channel 11 [Local Access] offers political talk, programming from the Access Network as well as our own programming, local sports, and special interest programs by Sharron Ampagoomian. He noted that her travel segments are of special interest to the elderly in bringing them subject matter that they wouldn't ordinarily see. Mr. Berkowitz observed that Channel 12 [Government Access] is important in that it televises the Selectmen's meetings and is used by the Town Clerk's Office to post board/committee vacancies, governmental meeting notices as well as regular Town announcements. He added that Channel 13 [Education Access] has progressed to the point of doing their own programming such as taping school events and broadcasting the School Committee meetings. Mr. Berkowitz said that he received a call while on the air from a confused resident who couldn't find his show due to the channel lineup changes. Mr. Berkowitz also pointed out that there had been an audio problem with Channel 11 and recalled an audio problem during broadcasting of the Selectmen's meetings, which had been corrected using their own equipment. Mr. Berkowitz explained that a stereo signal is sent to Charter but Charter can't accept it--they only accept the left channel and the right channel doesn't get broadcast. As a result, some of the broadcast church services can't be heard. Mr. Berkowitz also said that he received a call from someone watching a basketball broadcast but could not hear a thing. He added that if they broadcast stereo music you only

hear half of it. Continuing, he said that they gave equipment to Charter at the head end to enable stereo broadcasting but for some reason it isn't being used. Mr. Berkowitz summed up that they want Charter to comply with the contract that was signed. He explained that when the contract was being negotiated they put in the contract that the Town would retain Channels 11, 12 and 13 as our local access channels because Charter was changing the contract in other parts of the country. Mr. Berkowitz also added that it's in the contract that if a stereo signal is sent, we would get a stereo broadcast back. He then suggested that the Board rescind the vote taken about a month ago to not contest the takeover of Charter by Comcast to send a message. Tom Cohan then provided some background as to why Charter went to an all-digital signal. He explained that over the last 18 months, Charter invested 2 billion dollars nationwide in upgrading all of Charter's systems to all-digital. Mr. Cohan noted that the last areas to be upgraded are in New England, which should be finished by the first week of December. He added that this would allow Charter to compete more effectively with their major competitors, Direct TV and Dish Network, satellite options, which offer many channels. Mr. Cohan stated that as part of the upgrade Northbridge customers are receiving 80 new HD channels, which most of their customers are interested in. He explained that going all-digital allows Charter to utilize the band width that they have available more efficiently. Mr. Cohan added that this upgrade would increase the video on demand options available to customers, many of which are free and relatively recent or new movies. He further stated that this would soon allow Charter to increase their standard Internet speed from 30 to 60 megabits per second, which would be one of the fastest speeds in the country. Mr. Cohan emphasized that being competitive allows Charter to continue to provide revenues to the public educational access operation; the better Charter does, the higher the revenues that Charter provides to the Access operations that are based on a percentage of Charter's gross revenue. So if Charter is losing customers to Direct TV and the Dish Network the Access operations are losing funding support as well. Mr. Cohan explained that to remain competitive, Charter reconfigured their entire channel line-up and nationwide they created a "public service neighborhood" on the system so that nationwide, all local access channels are in the 190-195 range. Included in that is Charter TV 3 in Northbridge, which was moved into that block of channels. Mr. Cohan added that in other states such as Connecticut and New York the state legislative channels were also moved into that 190-195 block. Mr. Cohan admitted that he probably personally failed with the license that Charter had with Northbridge and that on Friday he spoke with Town Manager Kozak and Bill Tartaglia to try to explain some of the things that could be done to make things right. He said that the key thing is to inform the customers about where the channels are even though every Charter customer received an advance notice with the new digital channel lineup. Mr. Cohan added that several weeks in advance of the all-digital change, the video, "The Lady in the Blue Dress", was repeatedly shown to Charter customers explaining the new digital changes. He stated that Charter offered to do the same video that explains how you can find the Access channels, 191, 192 and 193, in the community. Mr. Cohan said that Charter is also offering to show 30 second ad spots to explain about the new channels. Mr. Marzec thanked Mr. Berkowitz and Mr. Cohan for attending the Selectmen's meeting. He recalled his personal experience with the all-digital programming, stating that his wife had to wait over an hour and a half at the Grafton Charter location to get cable boxes and he and his wife despise Charter customer service, which he characterized as "horrible". Mr. Marzec read from a letter sent by a constituent living in Florida who had a very similar change-over experience. The constituent notes that the most galling part is set-top boxes are not required and you do not have to have the provider activate the digital receiver. Mr. Marzec expressed frustration with the difficulty setting up the boxes (one for each TV) and wondered how senior citizens with limited income were coping with the changeover with only 1 box being provided free of charge for the first year. Mr. Cohan responded that Charter gave customers a 30-day notice of the changes, with several options for customers to obtain a box. He noted that customers who contacted Charter for assistance early in the 30 days prior to the change-over received better service than those who waited longer to call. Mr. Cohan added that customized letters were sent to customers with varying plans to replace existing boxes. He also stated that plans for the change-over took place prior to Comcast involvement in the Company. Mr. Melia asked how digital boxes are used for nursing homes where there are TVs for many of the patients. Mr. Cohan responded that Charter has different solutions for nursing

homes and hotels and that there is a master unit or head end onsite, which is distributed to individual TVs. Mr. Melia asked what would happen if the Board of Selectmen rescinded their vote regarding Comcast. Mr. Cohan responded that the time had run out to be able to rescind the vote and the vote had nothing to do with the issues that were being discussed. Mr. Cohan explained that it was possible for the individual to set up a program in the remote for the individual's favorite channels. He added that Charter is in the mass marketing business and has to offer many channels to appeal to many people and be competitive. Mr. Melia noted that a lot of money had been invested in marketing using the logo for NCTV-11 in items such as signs, t-shirts, jackets and banners to promote Northbridge's PEG channels; this now represents a loss with the change in channels. Mr. Berkowitz added that Comcast still uses lower numbered channels. Mr. Athanas expressed the futility trying to work out the issues with Charter, asking Mr. Berkowitz for a solution. Mr. Berkowitz said that he would like to bring in the director for NCTV and have him work out things with Charter. Mr. Cohan stated that none of their Access channels are stereo. He suggested that when programming is to be brought into Northbridge they should be providing the audio on both channels. Mr. Bill Tartaglia, the Executive Director of Northbridge Community Television, commented that Worcester had the same problem with stereo at the same time Northbridge had it. He added that Worcester called Charter about the problem and it wasn't fixed. Chairman Ampagoomian stated that the stereo was authorized through the contract between Northbridge and Charter, which was entered in good faith. He advised that Charter work it out with NCTV, the Board of Directors of NCTV, and the Cable Advisory Board to come up with the best possible solution and then return to the Board with recommendations of how to go forward.

**Departmental Reports: Police Dept. [Walter Warchol, Chief], Fire Dept. [Gary Nestor, Chief], DPW [James Shuris, DPW Dir., Mark Kuras, DPW Sewer Dept. Superintendent, Jamie Luchini, DPW Highway Dept.], and Planning [Gary Bechtholdt, Town Planner] Police Dept.:** With the absence of Chief Walter Warchol, Lieutenant Timothy Labrie gave the report for the Northbridge Police Department from July to September 2014. There were 4900 calls for service, 191 calls handled by Animal Control Officer, 104 traffic accidents investigated, 507 traffic citations issued, 373 medical calls answered and 68 motor vehicle lock-outs. Lieutenant Labrie added that 142 people were arrested or summonsed into court (Uxbridge Court and Milford Juvenile Court) including 79 adult males, 46 adult females, 16 juvenile males, and 5 juvenile females. He noted that the charges included assault and battery, assault and battery with a dangerous weapon, breaking and entering, breaking and entering motor vehicles, credit card fraud, destruction of property over \$250.00, larceny over \$250.00, operating under the influence of alcohol, numerous controlled substance/narcotic violations, reckless endangerment of a child, and unarmed robbery. Lieutenant Labrie added that there were numerous misdemeanors and other crimes. He also pointed out that the Police Department, once again, participated in the "Read Around Town" program, where he read to about 40 children and gave them a nice tour of the station. Lieutenant Labrie also noted that Sergeant Brian Patrinely conducted a class at the police department on Forensic Evidence for approximately 60 high school students, which he has successfully done for several years. Lieutenant Labrie indicated that the police department is a member of the Blackstone Valley Drug Task Force, which agreed to accept new member communities of Milford, Bellingham and Hopedale. He noted that the Task Force has experienced great success fighting the heroin problem in communities. Lieutenant Labrie explained that Officer Tom Dejordy, who has been the police department's School Resource Officer since April 2014, was unable to attend the Selectmen's meeting. He noted that Officer Dejordy handles school incidents and will attend a later meeting to provide a report on his duties and activities in the schools. To Mr. Athanas' question, Lieutenant Labrie responded that the number of arrests for controlled substances has increased, which he attributed to the Blackstone Valley Task Force stepping up its resources, most recently targeting "low level" dealers in Town, which has been very successful.

**Fire Dept.:** Fire Chief Gary Nestor reported that in the period of July to September 2014 the Fire Department responded to 216 fire emergencies, 506 ambulance emergencies, 83 non-emergency calls for service, visited the schools to conduct SAFE classes 11 times, and installed smoke and carbon monoxide detectors in the homes of senior citizens. He noted that this program has been very successful with the firefighters visiting and installing detection devices in the homes of 32 seniors. Chief Nestor added that fire prevention activities accounted for 152 inspections, 141 permits issued, and collection of \$5,580.00 in permit fees. He noted that of the 506 ambulance emergencies, there were 290 ALS calls and the ambulance service collected \$187,778.72. Chief Nestor reported that during this period they had 1 structure fire, 1 motor vehicle fire, and 14 outside fires, adding that the losses to the affected properties will exceed \$300,000.00. He noted that the call fire and ambulance payroll for this period was \$22,366.07. Chief Nestor also reported that they were notified in July that they were receiving a FEMA Grant toward the purchase of a new ladder truck. He added that the grant was in the amount of \$712,500.00 and will pay for approximately 75 percent of the vehicle. Chief Nestor explained further that they have an article on the Fall Town Meeting Warrant for \$240,000, which would provide the additional revenue necessary to move forward with the purchase. He noted that they have drawn up the specifications and advertised for bids. Finally, Chief Nestor explained that in September they started the process of dismantling the municipal fire alarm system in preparation for the consolidation of the Public Safety Dispatch project. He added that the project would take several months to complete. Chief Nestor concluded that they are still working with the Master Box owners while they transition to a 3<sup>rd</sup> party answering service. Relative to the dismantling of the fire boxes, Mr. Ampagoomian asked if there are any fire boxes that are attached to nursing homes or Housing Authority buildings. Chief Nestor explained that those are Master Boxes meaning that they transmit directly to the Fire Station and those are the ones they are working on now to transition to a third party. Mr. Marzec asked if Chief Nestor viewed that the number of times we were helped by other communities, 64, was high compared to the number of times we helped other communities, at 10. Chief Nestor responded that this is consistent with what it's been for the last several years. To Mr. Marzec's question whether increased staffing would help Chief Nestor answered that it would. Town Manager Kozak noted that the Fire Department employees just negotiated a new contract with the Town, which would help staffing.

**Dept. of Public Works:** DPW Director James Shuris noted that he brought with him his management team, Mark Kuras, DPW Sewer Dept. and Jamie Luchini, DPW Highway Dept. He expressed thanks to the DPW workers for doing a tremendous job, the Selectmen for their support toward the DPW, and the voters in the Town for supporting the DPW. Director Shuris commented that the DPW has done a lot of great things this year. He noted that they completed about 5 miles of road this year made possible by a Town Article that was passed 3 years ago. Director Shuris added that they received \$71,257 from MassDOT due to the effects of last year's bad winter. He noted that they had an Article for the Town Meeting in October for additional money. Director Shuris added that in conjunction with the Planning Department because of the Osterman Business Park they have a potential project, \$2.2M MassWorks, .8-mile "Church Street Extension Corridor Project", currently at the 25% design/engineering phase. He projected that if they get the grant they should be shovel-ready by April of next year. Director Shuris added that if they don't receive the grant this year they would apply next year. He explained that the project would consist of a review of the traffic signals at the intersection of Quaker Street and the end of Church Street Extension to improve the congestion. Director Shuris noted that the "Bagged Leaf Collection Program" was underway, adding that last year they picked up 6900 bags of leaves. Director Shuris reported that the DPW mowed over 91 acres of parks, cemeteries, common areas, ball fields and playgrounds. He noted that Sutton Street, MassDOT's 7.8M project is moving along very well. Director Shuris added that before year end the sewer main, water main, drainage, utility pole relocation, and all of the exposed areas will be temporarily paved for the winter. He noted that right now our goal according to MassDOT is to have all the laterals for water and sewer installed including the extension from Eisenhower out to Hill Street. Mr. Shuris commented that he feels very good about the project. Director Shuris said a dedication was held last week for the Rajotte Bridge which is now complete. He noted that

the Douglas Road Bridge construction is moving right along with a timeline of next month for completion of the east side of the bridge. Mr. Shuris reported that the National Grid double poles have been reduced by 50% leaving a remaining total of 16 about which they continue to speak with National Grid about removal. He also reported that as of October 1<sup>st</sup> they awarded a contract for custodial services to a private firm, allowing a DPW employee to be freed up for other tasks. Mr. Shuris noted that financially they are within the budget for Highway, Sewer and Water. He added that Whitinsville Water is doing a great job with the Leak Detection program and Filtration Plant with no complaints of dirty water. Jamie Luchini spoke on a few points: 1) Severe weather. Despite severe weather beginning on July 3<sup>rd</sup> through the following week the DPW Highway Department had been able to keep the roads open and deal with the cleanup in the following days. 2) Implementation of a work order system. They have put together a system for tracking resident calls for various jobs and concerns, creating a more efficient method for keeping track of work being done as well as what still needs to be completed. Since July Mr. Luchini has tracked about 150 work orders that have been completed since July when they implemented this system. 3) Private and utility contractors. They have opened the door in dealing with private and utility contractors by stressing the importance of communication. This ensures greater detail in the opening and completion of work being done on the roads. As a result problem areas such as North Main and Crescent Streets as well as the crosswalk on Linwood Avenue have been repaved correctly. 4) Mechanic. A full time master mechanic was hired in the area of fleet management lessening the workload and difficulty with vehicle repairs. 5) 2014 Leaf Program. Mr. Luchini commented that this is a fantastic program for the residents of Northbridge for hauling away leaves to the composting area. He added that they have streamlined this effort by dividing the Town into sections for collection on certain days. Mr. Luchini noted that this allows residents to plan accordingly and makes pickup more cost effective. He added that the map and fliers that were mailed out can be found on the Town website. 6) 2014 No Road Left Behind Program. Mr. Luchini noted the improvements on Hill Street, Douglas Road, Spring Street, and Old Quaker Street. He characterized it as a “piece it together” program to get the most out of the funds that are available. They have sought out the worst areas and main roads in desperate need of repair to make commuting in Northbridge better. Additionally they hope to continue to improve these as well as many other roads with the continued support and funding from the residents of Northbridge.

Mark Kuras, Sewer Superintendent, discussed the following points. 1) Comprehensive Wastewater Management Plan (CWMP). At the plant this program is currently identifying infiltration rates for each sub-area as part of the flow monitoring study by CDM Smith. 2) Gravity Thickener Project. Plans and specifications are assembled to solicit bids this fall. 3) Sutton Street Project. As Jim Shuris had mentioned the project is going well. 4) NPDES. A final order was signed and they are doing extensive testing and process changes to meet the permit numbers. 5) Promotions at the Plant. Mike Havalotti was promoted to Assistant Plant Manager, and Paul L’Esperence was promoted to Laboratory Technician. They are currently advertising to fill the vacant WWTP Operator position. Town Manager Kozak commented that the Sewer Permit [NPDES] is very important and they were very concerned that the testing numbers would be too high. He noted that Mr. Kuras and his staff were working very hard, deserving to be congratulated for their work with the consultants.

Mr. Shuris commented on DPW progress; the Town Meeting approved the DPW articles, Mr. Kuras had done a great job for example with the plans and projects, \$670,000 was spent on the roads project this past year because of the additional funds, they have uncommitted funds of \$101,476.00 going into January 2015, and they have \$470,000 in Chapter 90 funds every year. He added that their program was calling for 1.1 million dollars and they want to maintain the momentum and complete the existing projects next year.

**Planning Dept.:** Gary Bechtholdt, Town Planner, summarized the following report information for the various subdivisions permitted or undergoing construction as well as an overview of the recently approved site development plans, narrative on the zoning amendment article, update and overview of

local initiatives, grants, and economic development opportunities as well as Planning Board and other meetings held during this quarter. **1) Subdivision Developments.** The Planning Office continues to oversee the development of 8-10 residential subdivisions throughout the Town. The Planning Board has engaged the services of JH Engineering Group out of Worcester to review and inspect improvements in coordination with the Department of Public Works on behalf of the Town. **2) Site Development Plans.** During this quarter the Planning Board approved one site plan application for 135 Providence Road (Salvation Army Thrift Store) for building expansion to include 3 more retail spaces totaling an additional 19,000 square feet. During the site plan review the Planning Board examined with the owner/applicant the ongoing concerns of the outdoor storage and illegal dumping of goods and materials around the building. As part of the re-development the owner shall install security cameras and signs prohibiting after hours drop-off. The approximately 24,000 square-foot medical office building “Milford Regional Medical Center “ in Phase 1 of Osterman Commerce Park completed construction. The Planning Board and the Town Manager continue to be in contact with Vincent Osterman, the property owner, on future project build-out on that site. **3) Zoning Amendment.** The Planning Board is sponsoring zoning amendment Article 11 to (1) increase the maximum height permitted within the Industrial- One and Industrial-Two Zoning Districts from 30-feet and 45-feet respectively to 60-feet and (2) increase the maximum number of stories within the I-1 and I-2 Zoning Districts from 2 and 3-stories (respectively) to 4-stories. The intent of the Article is to improve and enhance economic development opportunities within the industrial zoned properties understanding that the current requirements may be too restrictive and inconsistent with requirements of surrounding communities. As part of this consideration the Planning Board sought and obtained input and support from the Fire Chief and Building Inspector. **4) Ongoing initiatives.** The Open Space & Recreation Plan Update Committee continues to meet regularly, particularly once a month. They are planning to meet with the Board of Selectmen with an informal presentation before the end of the year to provide an update, inform the residents of the status and the opportunity to seek additional funds. **5) Community Block Grant Funds.** The Planning Office continues to administer and oversee the Disaster Recovery grant funds for the relocation of the Rockdale Youth Center from its current site in a flood plain on Providence Road to the school building on Church Avenue owned by St. Peter’s Church. The Town recently awarded a Designer Services contract to an architect with Dixon Salo Architects, Inc. (Worcester, MA) who is preparing the construction drawings which hopefully will be ready to send out to bid for a contractor in the coming months. The work is scheduled to be completed by September of 2015. Once completed, the former Rockdale Youth Center will be demolished. **6) District Local Technical Assistance Program – Priority Development Area.** The CMRPC (Central Massachusetts Regional Planning Commission) will work with the Planning Office and Planning Board in preparation of a Reuse Plan for 2040 Providence Road, an ongoing initiative. **7) Economic Development Initiatives. The MassWorks Infrastructure Grant Program.** In August of 2014, the town submitted a MassWorks Infrastructure Grant application for economic development to be done in conjunction with the planned build-out of the recently approved Osterman Commerce Park located off Church Street Extension (includes the new Milford Regional Medical Center) to be known as the “Church Street Extension Corridor Project”. This is to consist of roadway and geometry improvements to Church Street Extension and Quaker Street (totaling \$1.72 million). The project will include extending sidewalk from its current terminus on Church Street Extension through to the Blackstone River and Canal Heritage State Park, signalization of the Church Street and Quaker Street intersection and creation of a left-turn lane on Church Street Extension to Osterman Commerce Park. This would be a relatively quick turn-around program by the end of the year. **2040 Providence Road – Reuse Study.** This location is a former auto salvage yard. On August 26, 2014, the Planning Board hosted a public workshop specific to 2040 Providence Road in conjunction with the preparation of a reuse study for the property, aimed at starting the conversation and brainstorming about potential reuse of the site. The study will examine existing conditions, environmental assessment and explore potential redevelopment opportunities that are economically viable, environmentally friendly and complementary to the surrounding area. Possible rezoning/zoning amendments may be considered for mixed use with a presentation before the Selectmen this year. **Blackstone Valley Chamber of Commerce.** On September 14, 2014, the Town Manager and

Town Planner Bechtholdt met with Jeannie Hebert (Blackstone Valley Chamber of Commerce), and April Anderson Lamoureux of Anderson Strategic Advisors, LLC, a consulting firm working with the Tim Murray of the Worcester Regional Chamber of Commerce to review the various economic development initiatives currently underway in Northbridge. As part of this review, they discussed partnering with MassDevelopment regarding the town-owned industrial land on Providence Road. Mr. Bechtholdt explained that MassWorks is the State's finance and development authority created in 1998 as part of an act of legislation and Mr. Bechtholdt will be meeting with Sarah O'Neil from the Worcester office this week to review the 20+ acre parcel owned by the Town for potential site evaluation for economic development and if that locus has a potential to be productive. **8) Northbridge Memorial Town Hall – Interior Study.** Working with the Town Manager, the Town Planner met with McGinley Kalsow & Associates, Inc. to discuss the scope of work to identify interior improvements within the Great Hall and the Board of Selectmen's Chamber; the initial report (with cost estimates) is anticipated to be received on or before October 31, 2014. **9) Planning Board Meetings.** The Planning Board held 6 meetings and hosted 1 public workshop this quarter. To Mr. Melia's question of how many additional buildings are planned for Osterman Park Mr. Bechtholdt responded that a build-out of about 250,000 square feet or about 4 buildings was projected; the Planning Board did not want to be too restrictive on this. Mr. Melia thanked the department heads for their work noting the challenge of managing major departments for a town of 16,000 people and that their reporting was educational for the audience and Selectmen alike. Mr. Ampagoomian commented on catch basins noting the projected rain and advising the DPW to clear the leaves from those areas to ensure proper drainage. Mr. Ampagoomian thanked the department heads for good presentations as well as their service and protection. Mr. Ampagoomian noted that the new Superintendent of Schools had consistently attended the Selectmen's meetings since becoming employed with the Town of Northbridge, which showed great leadership. Mr. Ampagoomian then invited Dr. Catherine A. Stickney, Superintendent of Schools, from the audience to speak about the schools. Superintendent Stickney addressed the Selectmen, thanking them for the opportunity to speak. She noted that she had found a great collaborative relationship with the other departments in town. Superintendent Stickney added that they had been very welcoming and the schools had gotten off to a good "kick start", noting that they had nearly 2,500 students. Superintendent Stickney said that she was looking forward to continuing to improve the classroom instruction, working with teachers in their professional development, trying to work on safety, especially safety in busing and pedestrian concerns and working within the confines of a difficult budget. She concluded that she would like to return at a later date to present more details with which Chairman Ampagoomian was agreeable.

**Local Business initiative.** Mr. Ampagoomian asked Town Planner Gary Bechtholdt to come forward for a few minutes for discussion. He noted that the Town Manager, Building Inspector Jim Sheehan, Town Planner Gary Bechtholdt, and Chairman Ampagoomian attended a meeting with a business owner, after which Mr. Bechtholdt had a very good idea about inviting local businessmen to the Selectmen's meetings, maybe once a month to spotlight a business to provide information to the residents. Mr. Bechtholdt added that this would increase public awareness about where a business is located and what they do; it could be a local restaurant or retail manager, reviewing store hours and services or a local employer announcing potential job opportunities. He concluded that there are a lot of great businesses in town and this would be an opportunity to support the community. Mr. Melia noted his approval of this idea. Town Manager Kozak agreed, suggesting that they contact the Chamber of Commerce for help organizing a plan. Mr. Marzec commented that putting a spotlight on businesses would be a great opportunity. He added that he is fully prepared to facilitate this idea.

**TOWN MANAGER'S REPORT/1) Ross Rajotte Bridge - rededication ceremony, Saturday, October 18<sup>th</sup> @ 10:00AM.** Town Manager Kozak noted that he attended the ceremony, which was well attended and included the family of Ross Rajotte, who were very appreciative of the rededication. **2) REMINDER: a) Annual Town Meeting** – Tuesday, October 28<sup>th</sup> @ 7PM at the Middle School.

**b) State Election – Tuesday, November 4<sup>th</sup>, 7AM to 8PM.** Mr. Kozak stated that the Town Clerk had asked him to provide information to voters regarding the upcoming election. Absentee ballots are available at the Town Clerk’s office with a deadline of submission by noon on the day before the election. Mr. Kozak noted that red voting information booklets were mailed to residents and they are available at the Town Hall. He added that there were 4 State questions and 2 additional capital exclusion questions tied to the Town Meeting on the ballot. Mr. Kozak further explained that the Town questions concerned School and roadway expenses. He emphasized that voters should be aware that there were 2-sided ballots. Mr. Kozak urged residents to vote, noting that there was a good chance that Northbridge could win the contest for the highest voter turnout in the area. **3) Bridge Work/Update.** Mr. Kozak noted the good job by the DPW on the Douglas Road and Ross Rajotte bridges. **4) State Dept. of Public Health/ Ebola update.** Mr. Kozak stated that he and Fire Chief Nestor attended a webinar to talk about the issues in the Ebola crisis and inform communities that this is a large issue for hospitals as well as public safety. He added that there are some protocols that the State is working on and that Chief Nestor has been keeping up with the information. **5) Central Mass. Metropolitan Planning Organization.** Mr. Kozak noted that he attended the Central Mass. Metropolitan Planning Organization meeting at which new guidelines were being discussed for future projects. This could have implications for the Church Street Extension project since it could be an alternative source of funding if MassWorks doesn’t come through with their funding.

**Selectmen’s Concerns. Selectman Marzec** - Requests that when Comcast officially takes over Charter to invite the new representative to a Board meeting to discuss the concerns that the Selectmen have, including having the former lower channel numbers reinstated and the box issue. **Selectman Melia/1)** Asked Mr. Kozak if there was any movement on the flood plain issue on Main Street on the Sharp property. Mr. Kozak responded that yes, he just received 2 proposals last Thursday and Friday, which he would review. **2)** Regarding the Salvation Army site-- he drove by the area tonight and it was cleaned up very well. **Selectman Athanas** - Suggested that the poll workers advise voters that the ballots are double-sided. Mr. Kozak said that he would check into it.

**Correspondence.** Mr. Ampagoomian read a letter that the Town received pertaining to the Sutton Street project. The writer thanked Jim Shuris and the rest of the DPW as well as the Town of Northbridge for their recent efforts on his behalf in modifying the Sutton Street plan to accommodate his request for an alternative solution to the telephone pole being placed in his garden in front of his home. He noted that Jim was so terrific to work with; he responded quickly to his calls and provided excellent follow-up. Mr. Ampagoomian added that when he was at Shaw’s Supermarket an individual from Old Quaker Street was thoroughly ecstatic on how well the road repairs turned out. Mr. Ampagoomian commented that the reason that he mentioned the positive feedback is that so often public officials get negative feedback; one individual had a concern and it was resolved respectfully, properly and quickly for the very best result. He thanked Mr. Shuris and the DPW for their great public service, which makes the Selectmen’s jobs easier.

A Motion Mr. Marzec, seconded Mr. Athanas to adjourn the meeting. Vote Yes/Unanimous.

**Meeting Adjourned: 8:50 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

/pf

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

October 20, 2014

#### I. APPROVAL OF MINUTES

- A. 1) Copy of September 8, 2014 minutes
- 2) Copy of September 22, 2014 minutes
- 3) Copy of October 6, 2014 Executive Session minutes

#### II. PUBLIC HEARING / None

#### III. APPOINTMENTS/RESIGNATIONS / None

#### IV. CITIZENS' COMMENTS/INPUT / None

#### V. DECISIONS

**B.** Copy of Alex Rogozenski's email dated 10/5/14 and flyer requesting: **1)** permission to hold "1<sup>st</sup> Day 5k" Road Race on Linwood Avenue, Thursday, January 1, 2015 at 11AM; **2)** permission to hold a half marathon, Sunday, March 29, 2014 at 10AM; and **3)** permission to hold the "Race of Rams" [Duathlon, 5k run and kids event] on Sunday, May 17, 2015 at 8AM at Northbridge High School

-Copy of email from Chief Warchol dated 10/7/14 with comments concerning the above requests.

-Copy of email from DPW Dir. Shuris dated 10/9/14 with comments concerning the above requests.

**C.** Copy of email from Gracia Casey dated 10/6/14 requesting permission to hold a "Save Northbridge Wrestling" boot drive fundraiser at Memorial Square on Saturday, October 25, 2014 from 9AM-2PM.

-Copy of email from Chief Warchol dated 10/7/14 with comments regarding the boot drive request.

-Copy of email from DPW Dir. Shuris dated 10/8/14 with comments regarding the boot drive request.

**D.** Copy of email from Denise Foster [swimdiva97] requesting permission to hold a boot drive for the Whittin Community Center Swim Team at Memorial Square on Saturday, November 1, 2014 from 9AM to 12 Noon.

-Copy of email from Chief Warchol with comments regarding the WCC's boot drive request.

**E.** Copy of application and corporate vote from Jyoti Enterprises, Inc. d/b/a Gary's Variety for a Change in Sunday hours.

**F.** Copy of application and corporate vote from Mina's Foods, Inc. d/b/a Vera's Mini Mart for a Change in Sunday hours.

**G.** Letter from Mass. State Lottery Commission regarding the New China Pacific Restaurant's request for a Keno license at 683 Linwood Ave., Whitinsville, MA.

**H.** Copy of Firefighter's Contract

#### VI. DISCUSSIONS

**I.** Copy of email from Jack Davis to Jim Marzec dated 10/14/14 regarding Charter's switch to digital boxes and Mr. Marzec's response indicating that Tom Cohan, Charter Communications, would be present at the next Selectmen's meeting, October 20th.

-Copy of letter from Bill Tartaglia dated 10/16/14 noting his dissatisfaction with the changes being made by Charter Communications and possible cable license violations.

- Copy of document illustrating the NCTV11 Logo and the list of promotional items that can no longer be used due to the change in the Channel line-up.
- Copy of email from Bill Tartaglia to Dan Glanville dated 10/20/14 regarding the PEG Access Channels change.
- Copy of pages 24, 28, and 37 of the Cable License
- Copy of letter dated 10/3/14 from the FCC regarding applications of Comcast et al to consent to the assignment of licenses or transfer control of licensees
- Copy of Telegram article dated 10/1/14 regarding Charter.
- Copy of press release dated 9/30/14 regarding Charter.
- Copy of article dated 7/18/14 regarding Charter.
- Copy of article dated 5/8/14 regarding Charter.
- J.** Copy of Departmental Reports from: Police Dept. [Walter Warchol, Chief], Fire Dept. [Gary Nestor, Chief], DPW [James Shuris, DPW Dir.], and Planning [Gary Bechtholdt, Town Planner]
- K.** Local Business initiative – **No documentation**

## **VII. TOWN MANAGER’S REPORT**

- L. 1) Ross Rajotte Bridge** - rededication ceremony, Saturday, October 18<sup>th</sup> @ 10:00AM – **No documentation**
- 2) REMINDER: a) Annual Town Meeting** – Tuesday, October 28<sup>th</sup> @ 7PM – **No documentation**
- 3) Copy of Town Clerk’s State Election information**
- 4) Bridge Work/Update** - **No documentation**
- 5) State Dept. of Public Health – Ebola update** - **No documentation**
- 6) Central Mass. Metropolitan Planning Organization** - **No documentation**

## **VIII. SELECTMEN’S CONCERNS / None**

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

## **X. CORRESPONDENCE / None**

## **XI. EXECUTIVE SESSION**

**BOARD OF SELECTMEN'S MEETING  
FALL ANNUAL TOWN MEETING**

**October 28, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Ampagoomian at 6:30 PM, Northbridge Middle School Auditorium, 171 Linwood Avenue, Whitinsville, MA. **Present:** Messrs. Melia, Marzec, Nolan and Ampagoomian. Selectman Athanas was not present at this time. **Also Present:** Theodore D. Kozak, Town Manager and Sharon Susienka, Exec. Asst. to the Town Manager.

**Town Meeting Business. A) Article 2 [Budget Adjustments]:** In addition to the \$33,040 budget adjustment for the Blackstone Valley Vocational Regional School District, the Town Manager informed the Board that there were two (2) additional adjustments that needed to be voted on; one being to raise an additional \$15,000 for Fire Department Personnel and the second being a transfer of \$10,000 from Ambulance Receipts to Ambulance Personnel both due to the settlement of the Fire Department union contract. A motion/Mr. Marzec, seconded/Mr. Nolan to rescind the Board's prior vote on October 6, 2014. Vote yes/Messrs. Marzec, Nolan, Melia and Ampagoomian. A motion/Mr. Marzec, seconded/Mr. Nolan to accept the revised adjustments as presented by Town Manager Kozak. Vote yes/Messrs. Marzec, Nolan, Melia and Ampagoomian.

Selectman Athanas arrived at 6:40 PM.

**B) Article 6 [Purchase and Installation of Water Meters]:** Town Manager Kozak advised the Board that the Retained Earnings have not yet been certified by the Department of Revenue so the Town cannot use the Retained Earnings as a source of funding for this Article. Consequently, the motion must be amended and a vote retaken. For the Board's benefit, Mr. Kozak noted that the original funding plan was to appropriate \$350,000 from the Retained Earnings Account of the Water Enterprise Fund and to borrow \$375,000 but now, the entire amount of \$725,000 will have to be borrowed. A motion/Mr. Marzec, seconded/Mr. Melia to amend the motion for Article 6 recommended by the Town Manager as follows: I move that the Town vote, pursuant to Chapter 44, section 7 of the General Laws and any other enabling authority, to borrow the sum of \$725,000 for the purchase and installation of water meters and associated equipment, including a meter reading system, for the Town of Northbridge Water Distribution System, said sums to be expended under the direction of the Department of Public Works. Vote yes/Unanimous. Selectman Marzec requested the Town Manager to explain this to the public, if asked.

**C) Pine Grove Cemetery. 1) Vote to adopt a new fee schedule.** The Town Manager informed the Board that the Town officially took over Pine Grove Cemetery on Friday, October 24<sup>th</sup> and recommended they adopt the following fee schedule:

**SERVICES**

Interments  
Interments / Cremation No Service

**FEE**

\$1,300  
\$ 750

|                                  |        |
|----------------------------------|--------|
| Interments/ Cremation w/Service  | \$ 850 |
| Interments – Stillborn / infants | \$ 300 |

**LOTS**

|                              |   |         |
|------------------------------|---|---------|
| Single                       |   | \$1,600 |
| Multiple                     | X | \$1,600 |
| Cremation Lot 3 x 3          |   | \$ 600  |
| Stillborn Lot                |   | \$ 200  |
| Install Marker               |   | \$ 325  |
| Install Foundation / Sq. Ft. |   | \$ 325  |

A motion/Mr. Nolan, seconded/Mr. Athanas to adopt the new fee schedule as shown above. Vote yes/Messrs. Messrs. Nolan, Melia, Athanas and Ampagoomian. Vote no/Mr. Marzec.

**2) Vote to accept assets.** Town Manager Kozak stated that Town Counsel prepared a proper motion so the Board can vote to accept the assets of the Pine Grove Cemetery Association. A motion/Mr. Nolan, seconded/Mr. Athanas that the board vote to accept, on behalf of the Town and pursuant to Section 53A of Chapter 44 of the General Laws and any other enabling authority, the donation of the assets of Pine Grove Cemetery Association, as set forth in, and in confirmation of, the asset donation agreement between the Town of Northbridge and Pine Grove Cemetery Association dated October 24, 2014. Vote yes/Messrs. Messrs. Nolan, Melia, Athanas and Ampagoomian. Vote no/Mr. Marzec.

Harry Berkowitz, Chairman of the Cable Advisory Committee approached the Board and updated them on Charter [cable] issues. He feels the Town has a good shot at taking legal action against Charter Communications. Selectman Melia suggested that Mr. Berkowitz attend the next Selectmen’s meeting on November 3, 2014.

There being no further business before the Board at this time, a motion/Mr. Marzec, seconded/Mr. Athanas, to adjourn the Selectmen’s Meeting at the conclusion of the Fall Annual Town Meeting this evening. Vote yes/Unanimous.

**Meeting Adjourned: 9:07 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

s/

**LIST OF DOCUMENTATION**

**BOARD OF SELECTMEN'S MEETING – OPEN SESSION  
FALL ANNUAL TOWN MEETING**

**October 28, 2014**

**APPROVAL OF MINUTES/None**

**PUBLIC HEARING/None**

**APPOINTMENTS/RESIGNATIONS/None**

**CITIZENS' COMMENTS/INPUT/None**

**DECISIONS**

**Town Meeting Business:**

**A) Article 2 [Budget Adjustments] – List of revised budget adjustments**

**B) Article 6 [Purchase and Installation of Water Meters] – Copy of wording for revised motion to be put forth**

**C) Pine Grove Cemetery/1) Vote to adopt a new fee schedule – Copy of new fee schedule**

**2) Vote to accept assets – Copy of motion to be put forth**

**DISCUSSIONS/None**

**TOWN MANAGER'S REPORT/None**

**SELECTMEN'S CONCERNS/None**

**ITEMS FOR FUTURE AGENDA/None**

**CORRESPONDENCE/None**

**EXECUTIVE SESSION/None**

**Board of Selectmen's Meeting  
November 3, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 6:30 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Athanas, Melia and Nolan. Selectman Marzec was absent and it is duly recorded. **Also Present:** Theodore D. Kozak, Town Manager.

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

A motion was made and seconded to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 – To discuss strategy with respect to litigation [Cable License]– and to reconvene in Open Session. Roll Call Vote: Mr. Athanas/Yes, Mr. Melia/Yes, Mr. Nolan/Yes, and Mr. Ampagoomian/Yes.

Open Session Adjourned: 6:31 PM

Executive Session Convened: 6:32 PM

Executive Session Adjourned: 6:58 PM

Open Session Reconvened: 7:00 PM

**The Pledge of Allegiance was recited by those present.**

**Approval of Minutes. 1) October 6, 2014.** A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the October 6, 2014 minutes as presented with the readings omitted. Vote yes/Messrs. Nolan and Ampagoomian. Abstain/Messrs. Athanas and Melia who were absent from the October 6<sup>th</sup> meeting. **2) October 28, 2014 [Fall Annual Town Meeting].** A motion/Mr. Melia, seconded/Mr. Nolan to approve the October 28, 2014 minutes as presented with the readings omitted. Vote yes/Messrs. Athanas, Melia, Nolan, and Ampagoomian.

**Public Hearings/None.**

**Appointments/By the Board of Selectmen. Heather Beland, Playground & Recreation Commission.** Present: David Scichilone, Chairman-Playground & Recreation Commission and Heather Beland. Ms. Beland explained that she has lived in Northbridge for about 4 years, adding that she would like to be more involved in the community. She noted the importance of sports and recreation and that she was informed by Mr. Scichilone about the vacancy on the Playground & Recreation Commission. Mr. Scichilone added that Ms. Beland had been responsive to communication by the Commission and the Commission was in favor of Ms. Beland becoming a member. Selectman Melia thanked Ms. Beland for applying for the opening, asking if there was anything in particular that she would like to see accomplished regarding playgrounds and recreation. Ms. Beland responded that she was hoping to bring a fresh perspective to the Commission. A motion/Mr. Nolan, seconded/Mr. Athanas to appoint Ms. Beland to the Playground & Recreation Commission. Vote yes/Messrs. Athanas, Melia, Nolan, and Ampagoomian.

**Northbridge Special Education Parent Advisory Council [Kathy Lyons]/Request permission to hang a banner over Church Street from November 23, 2014 through December 7, 2014 to advertise "National Inclusive Schools Week".** A motion/Mr. Melia, seconded/Mr. Athanas to give permission to Northbridge Special Education Parent Advisory Council to hang a banner over Church Street from

November 23, 2014 through December 7, 2014 to advertise “National Inclusive Schools Week”. Vote yes/Messrs. Athanas, Melia, Nolan, and Ampagoomian.

**2015 Technical Assistance Grant [Mass Downtown Initiative Grant]-Economics of downtown/Vote to submit.** Town Manager Kozak explained that this is a grant program that we applied for last year for which we were unsuccessful. He added that the Community Planning & Development Office under the direction of Town Planner Gary Bechtholdt recommends that we re-apply. Mr. Kozak emphasized that we are trying to work with the Shop [Whitin Machine Works] and Mr. Len Jolles [Whitinsville Redevelopment Trust Management – WRT] who oversees the operation, has graciously agreed to help with the grant application. A motion/Mr. Melia, seconded/Mr. Athanas to approve submission of an application for the 2015 Technical Assistance Grant [Mass Downtown Initiative Program]. Vote yes/Messrs. Athanas, Melia, Nolan, and Ampagoomian.

**Douglas Road Bridge / Vote to install a Memorial Plaque. Present: Trustees of Soldiers’ Memorials Chairman Tom Farley and members Ron Massey, Jim Gallagher, Richard Trier, and Daniel Beneway.** Chairman Ampagoomian noted as required, he is the Ex-Officio member of the Trustees of Soldiers’ Memorials. The Trustees requested that the Douglas Road Bridge be dedicated in honor of Thomas Perron. It was recalled that at the square between Douglas Road and Fletcher Street there was a stone with a plaque that had already been dedicated to Mr. Perron. However, because of the construction on the Douglas Road Bridge, the plaque had to be moved and was placed on the corner of Memorial Square. Since the Douglas Road Bridge is nearing completion, the Trustees of Soldiers’ Memorials would like to dedicate the Bridge, renaming it the “Perron Memorial Bridge”. Talks had been conducted with Thomas Galvin of MassDOT to have the plaque formed and installed in the Bridge to protect the plaque from being taken. Mr. Galvin seemed agreeable and sent DPW Director Jim Shuris an email recommending that the Board of Selectmen send a letter to MassDOT requesting permission to have the plaque installed in the town-owned Bridge. If this procedure is done now before the concrete is completed on the bridge, it will be placed at the southeast corner of the Bridge, near the entrance to the Highway Department. This makes the most sense for installation of the plaque, otherwise a space would have to be chiseled out of the concrete later and it would be difficult to place the plaque with existing lettering or numbering. The Trustees of Soldiers’ Memorials are also talking about putting a sign on each end of the Bridge to ensure that people would see the tribute. The Trustees of Soldiers’ Memorials were asking the Selectmen to draft and send a letter to MassDOT to request the plaque installation in the Bridge. Mr. Ronald Massey noted that he brought the plaque to Whitinsville Monumental Works for repairs, to prevent it from being taken, and to get a price to get it refurbished. A motion/Mr. Melia, seconded/Mr. Athanas to send a letter to MassDOT to request permission to install the Thomas Perron plaque on the Douglas Road Bridge so that placement can be done as soon as possible. Vote yes/Messrs. Athanas, Melia, Nolan, and Ampagoomian. Mr. Ampagoomian noted that Corporal Thomas Perron was killed in the Marine barracks in Lebanon along with about 240 Marines who were weaponless. Mr. Ampagoomian thanked the Trustees of Soldiers’ Memorials for their service and requested that the Selectmen mail the requested letter to MassDOT the next day.

**481 Yogi Convenience Store, Inc. d/b/a Highland Farms / Notification of Change of Sunday Hours.** Chairman Ampagoomian pointed out that this new law pertains to all Section 15 licensees [Package Stores] in Massachusetts and allows them to open two hours earlier at 10AM on Sundays. A motion/Mr. Melia, seconded/Mr. Athanas to approve Highland Farm’s request to open at 10:00AM on Sundays. Vote yes/Messrs. Athanas, Melia, Nolan, and Ampagoomian.

**Departmental Reports: Assessors [Robert W. Fitzgerald, Principal Assessor]. 1) Department of Revenue Measure and List Requirement.** The most important thing done by the Assessor’s Office in this quarter [July 2014 – September 2014] was to perform the Department of Revenue’s Measure and List Requirement, which is needed by the DOR every 9 years. He added that it requires the Assessor’s Office to measure and check every house, making sure that the information is correct for assessment purposes.

Mr. Fitzgerald said that they hired 4 temporary people including 3 college students who required training and a retired worker. He noted that they are required to be finished by Fiscal Year 2016 and are on track with the project. **2) Compiled mailing lists for exemptions and mailed forms. 3) Department of Revenue interim adjustment requirement.** Assessor's Office verified sales of 2013 to base adjustments for FY 2015 valuation, completed LA-15 Sales Coding for approval, and adjusted data by use code based on sales. Department of Revenue reviewed and approved changes for FY 2015. During the winter staff makes necessary changes. Mr. Melia asked Mr. Fitzgerald if he had seen an increase in the Northbridge valuations in the last year or two. Mr. Fitzgerald responded that for the past 3 years valuations had stabilized, adding that there had been a slight increase from last year to this year.

**Accounting [Neil Vaidya, Town Accountant].** **1)** The new fiscal year began on 7/1/14 and it has gone rather smoothly. **2)** The Accounting Office's Intern from Worcester State University began work in early June. She keyed the 2015 budgets for all departments including the School's budget and has assisted the Treasurer's Office with various tasks. **3)** Most of the Department's work is in the months of May through early December during which there are two open fiscal years at the same time. In the fall there are many submissions that are due to the Commonwealth including Snow and Ice Data Report, Receivables Balance Checklist, Statement of Indebtedness, Cash Recon Worksheet, School End of Year Report, Schedule A, and the Balance Sheet. **4)** There were several meetings in early September in preparation for the now completed Fall Annual Town Meeting. **5)** The Town certified the following amounts for FY'14: Free Cash \$956,877.00, Water Enterprise \$1,490,440.00 and Sewer Enterprise \$1,020,454.00. Mr. Vaidya noted that relatively speaking these are healthy balances compared to last year. This was the very first year in many that our receivables for both Personal Property and real estate decreased compared to the previous fiscal year--a sign the taxpayers are paying their bills owed to the Town. **6)** The Town showed strong collection rates for all of the 3 major funds, General, Water and Sewer. Banks escrowing taxes is a big help to the Town in ensuring that the real estate taxes get paid. Overall, FY'14 proved to be a very good year financially for the Town; we met all benchmarks in all major categories including local receipts for motor vehicle excise, licenses and permits and interest revenue. **7)** We continue to move forward with the process of outsourcing the Town's payroll. This has been a big challenge with issues including terminology and the way a municipality processes its payroll compared to a private company. **8)** Mr. Vaidya attended some education classes that dealt primarily with retirement issues. In September, he attended the PERAC Forum at the College of the Holy Cross. This year's biggest issues continue to deal with Other Post Employee Benefits (OPEB) and how cities and towns will need to address this growing problem, but more importantly how it will affect the Town's Financial Statements. Mr. Vaidya thanked all the department heads and Town employees who do their jobs every day. He noted that it's not easy keeping track of 75 million dollars; it requires a lot of hard work and effort, especially at year-end, and employees' help is greatly appreciated. Mr. Ampagoomian asked how the management letters are coming along. Mr. Vaidya responded that they are coming along well. He added that the auditors will be coming in the beginning of December and progress should be noted then. Town Manager Kozak commented that we are about \$200,000.00 over last year's amount for Free Cash. He added that the main reason for this is that the Town sold property. Mr. Kozak recommended that the \$200,000.00, a one-time situation from a property sale, be used for a one-time capital project and not used for the General Fund. Mr. Vaidya added that the Board of Selectmen voted a policy that sets our benchmark for Free Cash at \$750,000.00 to be used for operations and anything over that benchmark can be used for a capital item or thrown into Stabilization. He recommended that we stick to that policy. To Mr. Melia's question, Mr. Vaidya responded that we have about \$1.7 million dollars in the Stabilization Fund.

**Board of Health [Jeanne M. Gniadek, Board of Health Administrator]** **1) Flu Vaccination Clinics.** The Board of Health / VNA sponsored clinic was held at the Senior Center on October 7<sup>th</sup> – 97 residents attended. School-based flu clinic has been scheduled for December 10<sup>th</sup> from 3-5pm at the High School. **2) Emergency Operations Planning.** Completed a DRAFT Drive-Thru Emergency Dispensing Plan for incorporation into the Public Health Emergency Operations Plan (EOP). This plan could be used for mass dispensing of antibiotics using the DRIVE-THRU dispensing model rather than meeting with people

in an anthrax type of event. Also completed a pretty strong draft of a shelter support plan, which has been distributed to the different departments. It includes checklists, staffing guidelines, some message templates, contact information, etc. that would be needed to open a shelter. Blackstone Valley Regional Emergency Planning Committee (BVREPC): The BVREPC held a table-top exercise on October 9<sup>th</sup> at the Millbury High School which Ms. Gniadek attended. The exercise scenario was the crash of a fuel tanker resulting in multiple car accidents and injuries, fuel spillage, fire, and mass evacuation of a heavily populated flea market. The BVREPC consists of the following 5 towns: Grafton, Upton, Millbury, Sutton, and Northbridge and requires representation from Fire, Police, Health, DPW, Emergency Management, hospitals, environmental groups, and local industries. **3) Housing.** Received 5 requests for inspections of dwelling units by tenants. Of these five, 2 are being pursued through the Worcester Housing Court as the owner failed to make repairs. The Board is seeking an Enforcement Order through Housing Court against a property owner who has failed to repair a municipal sewer line that is in disrepair allowing raw sewage to discharge onto the property. **Linwood Mill:** The Linwood Mill Apartments applied for a variance from the Housing Code to shorten the heating season (defined as September 15<sup>th</sup> through June 15<sup>th</sup>). The residents and property management wanted to shorten the heating season with a start date of October 15<sup>th</sup> as they stated that many units get extremely warm and they would like the air conditioning to extend past September 15<sup>th</sup>. The Board denied the variance request as they felt that the issue was not the heating season but a problem with the HVAC system. **4) Food Service.** New Establishments: Reviewed, Approved & Inspected: Sammy's Restaurant, Dollar Tree, Trading Post General Store, and the New China Pacific Restaurant (total of 15 inspections: Construction Checks, Pre-Opening and Opening Inspections). Other inspections completed during this time frame: 50 routine inspections and 18 follow-up inspections. Certificate of Merit Program: The Board recognizes food service establishments (establishments that prepare food on-site) that at the time of their routine inspections have NO critical violations and 5 or less other violations through the awarding of a certificate of merit. A list of establishments that received certificates this calendar year was provided to the Board of Selectmen by Ms. Gniadek. **5) Inspector of Animals.** Quarantines Issued: 19. Barn Inspections conducted due to complaints: 2. Rabies Submissions: 3 bats & 1 woodchuck were submitted for rabies testing – all were negative. **6) Pine Grove Cemetery.** Work continues on inputting data from the cemetery records. **7) Title 5 – Walmart Septic System.** The septic system at Walmart is in failure – the system consists of a 30,000 gallon septic tank and a pump chamber, which has been shut down to stop the flow of effluent into the leaching field. The tank is being pumped on an almost daily basis until a determination is made to either repair the system or connect to municipal sewer (available if the Town of Sutton is able to extend their sewer line to Valley Parkway. **8) Permit Renewal Notices.** Permit renewal notices were mailed today (November 3<sup>rd</sup>) to the following: 82 food establishments, 12 trash haulers, 2 tanning salons, 21 disposal works installer license holders, 13 septic haulers, 8 dumpster contractors and 2 swimming pools. **9) Recycling Center.** The recycling center located behind the Fire Station on Main Street is now accepting sharps (needles and syringes). Bring to center either in a sharps container or in a sealed hard plastic bottle such as a laundry bottle. **10) Compost Bins.** Compost bins are still available in the Board of Health office - \$30.00. **11) Compost Site.** Just a reminder that the compost site located at the Wastewater Treatment Plant is open Wednesdays from 1-5 PM and Saturdays from 9 AM – 3 PM for disposal of yard waste. You can purchase your sticker for access to the site (\$15) at the Board of Health office. The compost site will be closing on November 29<sup>th</sup> for the season.

**Building Department [James S. Sheehan, Jr., Inspector of Buildings] 1) Permits.** 180 building permits, 117 electrical permits, 69 plumbing permits and 54 gas permits were issued. Out of the 180 building permits 16 were issued for new housing units, the majority of which were located within the subdivisions of Shining Rock, Presidential and Camelot. There were a total of 40 building permits issued for solar panels (primarily residential). The 180 building permits are approximately 30% higher than the 3-year average for this period and approximately 40% higher than the 5-year average. The total of 16 housing units was approximately 25% higher than the 3 year average for this period and 80% higher than the 5 year average. **2) Construction Value.** The construction value of the building permits issued for the quarter was approximately 7 million dollars. This value is approximately 30% higher than the 3-year

average for this period. **3) Revenue.** The Building Department generated a total of \$69,000 in revenue from July-September. Building permits generated \$52,000, electrical permits generated \$8,900, and plumbing permits generated \$8,900. The \$69,000 in revenue is approximately 7% below our 5 year average for revenue for this time period. **4) Continuing Education.** Mr. Sheehan attended the annual New England Building Officials seminar at UMass from October 6-8. This was an excellent opportunity to improve his knowledge and keep up with the code changes. All the inspectors in Mr. Sheehan's office take the required continuing education courses as mandated by the State. **5) Notes.** The new China Pacific Restaurant received their occupancy permit last week and re-opened last Saturday. There are a couple of proposed projects in the review process at this time. **a)** The property at 369 Douglas Road which includes an 8,800 square foot addition and site improvements for WGM Fabricators. **b)** The property at 135 Providence Road (Salvation Army) is a proposed 19,000 square foot addition (retail) with site improvements and the demolition of an existing multi-family structure. CSL License – continuing education is required to renew your CSL license. Unrestricted 12 hours, restricted 10 hours and specialty 6 hours. On a final note as required by the State, the Building Department and Fire Department will begin their joint inspections of establishments that serve alcohol starting in the next couple of weeks. Mr. Ampagoomian asked if any special license is needed for inspection of solar panels to which Mr. Sheehan responded, “No.”

**School Department [Superintendent of Schools Dr. Catherine A. Stickney]** Noted that this third quarter was her introduction to the Superintendence. **1) Superintendent's Entry Plan.** During the summer Dr. Stickney met with individuals around town, listening to the Community regarding the operations of the schools, which she found very informative and enjoyable – great suggestions and ideas! Dr. Stickney is in the process of completing an entry report with her findings that will help us move forward with a strategic plan that they will begin working on in January. **2) Buildings and Grounds:** preparation in the summer for the new school year, cleaning the buildings and getting the grounds prepared. In October, they had their 4-year visit with the MSBA to complete their needs assessment. Around Columbus Day they had finished their work on the Balmer kitchen. They started in April, issuing the gas line, which precipitated into greater needs once they got into the work of replacing most of the equipment in the lines that was about 50 years old. This resulted in items on the Town meeting warrant for a capital exclusion. **3) Analysis of budgets, contracts, cost savings measures and safety procedures.** It was a summer of challenging and difficult decisions. Moving forward with their FY15 budget, they faced cutting 15 teaching positions, which resulted in losing 23 classes at the high school and 2 programs. Space also has presented some challenges with class rooms designed for no more than 30 students that are now holding 45. They also faced the elimination of clubs, middle school sports, and some of their co-op sports, many of which have been restored due to parent donations and community generosity, which is greatly appreciated, however they are concerned about the sustainability. They started a concurrent enrollment program at the high school with QCC; with some of their classes being taken at QCC, which offers credit if students complete the courses with a passing grade. The credit is applied to QCC if they attend that college after graduation. So they are continuing to focus on improving all their programs, instruction, and enrichment opportunities for their students. **4) New grant applications and professional development.** They were able to apply for grants, which brought in additional professional development at no cost and other opportunities and stipends that brought in about \$15,000. There are a few more grants that they are waiting to hear about, which may afford more opportunities. **5) Analysis of student data, programming and staffing.** They are still providing 13 advanced placement courses at the high school, which enable students to get credit toward college. This year they started 5 career academies at Northbridge High School. Each is a 4-year program with job shadowing and internship opportunities. **6) Programs and activities that provide collaboration between departments and organizations.** These included “Read around the Town” with Whitinsville Social Library, reviewing their safety protocols with their invaluable school resource officer, working with the Police and Fire departments and Playground and Recreation in terms of summer scheduling. Activities also include work with NCTV, which has helped them upgrade the equipment for students in their Broadcasting Academy. Dr. Stickney also noted that they worked with Blackstone Valley Ed

Foundation; approximately 25 students attended the Manufacturing Day and this past weekend 8 students attended a Middle School S.T.E.M. Career Day Conference at Tufts. They are also working with the Chamber of Commerce and QCC to engage students more with the sites (hopefully at the satellite location, which may be coming). Dr. Stickney noted she is working collaboratively with Dr. Fitzpatrick of the Blackstone Valley Regional Vocational Technical High School to arrange some opportunities for students at Middle School. Finally, Dr. Stickney added that we had a very exciting sports season; she congratulated Coach Lachapelle on his 324<sup>th</sup> victory. Dr. Stickney concluded that they are continuing to move forward this year and find opportunities to communicate with the Community, share information and proceed with the budgeting process. She noted that she produced her first video message on the school website discussing and providing clarity on capital exclusion items. Dr. Stickney added that she is looking forward to appearing on "About the Valley" on November 13<sup>th</sup>. Mr. Melia welcomed Dr. Stickney to her first year as Superintendent, commenting that everything he hears indicates that she is doing a great job. He noted that it's good to see her at community events such as football games. Thanking the Department heads for briefing the Board, Chairman Ampagoomian commented that residents who observed the reporting now have information as to the workings and transparency of town government and the school department.

**Aggregate Power Committee/Vote to formulate committee.** Town Manager Kozak explained that the warrant article to initiate the process to find an aggregate electricity supplier for all town residents and businesses in the community was approved at Town Meeting. He also advised that approval of the article authorizes the Board of Selectmen to establish a committee to oversee the process, which he had discussed with the Finance Committee. The Town Manager recommended forming an Aggregate Power Committee with about 5 people and suggested having a Finance Committee member participate, the School's Business Manager [who works with the Town Manager for power supply purchases], the Town Planner, who is also very good at putting together proposals, and a representative from the Chamber of Commerce [since it represents both residential and business] and noted that he spoke with Jeannie Hebert, President of the Chamber, who said that she would discuss this with the Chamber. Finally, he suggested having a Member at Large to serve on the Committee. Mr. Kozak concluded that the Committee would choose a company within a week and hopefully return with information for the Board by January 1, 2015. Mr. Melia thought that forming a committee is a great way to go and favorably commenting on the speed at which this was being planned. Mr. Ampagoomian recommended establishing a definite time frame. Mr. Kozak agreed to advertise the request for a Member at Large for the Committee. He added that anyone who is interested in becoming a member may contact the Town Manager's Office.

**TOWN MANAGER'S REPORT/1) State Election.** Mr. Kozak announced the State Election will take place on Tuesday, November 4<sup>th</sup> from 7 AM to 8 PM at the High School. He advised that the Town Clerk had asked him to provide the following information to voters regarding the election: Absentee ballots are available at the Town Clerk's office and the deadline for submission is by noon on the day before the election. He also stated that informational red voting booklets were mailed to all residents and are available at the Town Hall. He added that there are 4 state questions and 2 additional capital exclusion questions [tied to the Town Meeting] on the ballot and that they are located on the back of the ballot. He emphasized that voters should be aware that there are 2 sides to the ballot. Mr. Kozak further explained that the two Town questions concerned School and roadway expenses. Lastly, he pointed out the additional importance of having a high voter turnout noting that there was a good chance that Northbridge could win an award for the highest voter turnout in the area. **2) Pine Grove Cemetery Update.** The Town has officially taken over the cemetery as of October 24<sup>th</sup>. We have contacted the funeral directors to inform them and we've already had two funerals. Tom Ciccone is the Town's contractor for burials. We will also be getting assistance from the Worcester County House of Correction to clean up leaves in the cemetery. The Town Clerk's Office will be helping with the sale of the lots; DPW will be overseeing the burials and would be the contact point for this. **3) Leaf Program Update:** Reminder: This year leaves are being picked up by zone, which is a better-organized system. To find the schedule for your area you may go to the Town's website or call the DPW at 508-234-3581. **4) Annual Labor Relations**

**Seminar.** Attended this seminar with Sharon Susienka of the Town Manager's office last Friday. Topics included the Impacts of the Affordable Care Act for public employers, Workers Compensation and Trends in Negotiations as well as civil service law. **5) Chamber of Commerce – Local Business Spotlight Update.** Contacted the Chamber of Commerce. They will provide us with businesses to attend Board meetings in the future. The Chamber is also putting together a breakfast event where people can meet town officials. **6) MassWorks Grant Application.** The Town did not get the grant to rebuild Church Street Extension so we will try again next year.

**Selectmen's Concerns. Selectman Athanas-Mentioned** an incident in a neighboring community where the bus driver was allegedly drunk and went through a number of stop signs. He asked if we CORI bus drivers and it was confirmed that we do. Mr. Melia noted that he heard the news report about the incident and they did a CORI check but it only went back 5 years and the driver's previous convictions happened before that. **Selectman Melia/1)** Congratulated and commended Northbridge High School Coach Ken Lachapelle for becoming the winningest football coach in state history. Displaying newspaper clippings about the Coach, Mr. Melia noted that Friday night was win number 324, which "put Northbridge on the map". He added that he had been a classmate and teammate of Coach Lachapelle. Mr. Melia said it was a great accomplishment for the Town, School, Ken's family, football team and players. He added that at some future date he would like to give Mr. Lachapelle a proclamation to let him know how proud the Selectmen and the Class of 1966 are of his accomplishments. **2)** Stated that the purchasing of non-manual drive-by water meters for the Town side of the Water Company (which is half the Town) failed at the Fall Annual Town Meeting and asked the Town Manager, what associated costs would this mean for the Town, especially knowing that after the cost of the meters the decreased costs would benefit only half the Town. Town Manager Kozak responded that he didn't have an answer at this time and most likely they would re-visit the issue in the spring, perhaps at the Spring Annual Town Meeting. Mr. Nolan clarified that the cost of the meters was being borne by the Enterprise Fund and not tax dollars. **Chairman Ampagoomian** noted that tomorrow, November 4<sup>th</sup>, is a very important day in which a new governor, a new state senator, and state representative for our district would be elected. He added that there are ballot questions on the state as well as town levels. Mr. Ampagoomian advised citizens to vote and to read the 2 ballot questions (5 and 6) that pertain to the roads and schools in our community.

A Motion Mr. Marzec, seconded Mr. Athanas to adjourn the meeting. Vote Yes/Messrs. Marzec, Nolan, Melia, Athanas and Ampagoomian.

**Meeting Adjourned: 8:50 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

/pf

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

November 3, 2014

- I. **APPROVAL OF MINUTES**
  - A. 1) Copy of October 6, 2014 minutes
  - 2) Copy of October 28, 2014 minutes [Fall Annual Town Meeting]
- II. **PUBLIC HEARING / None**
- III. **APPOINTMENTS:**
  - B. Copy of Heather Beland's Talent Bank Application
- IV. **CITIZENS' COMMENTS/INPUT / None**
- V. **DECISIONS**
  - C. Copy of email dated October 22, 2014 from Kathy Lyons requesting permission to hang a banner across Church Street from November 23<sup>rd</sup> through December 7<sup>th</sup> to advertise National Inclusive Schools Week
  - D. Copy of memo dated October 29, 2014 from Town Planner Gary Bechtholdt regarding the 2015 Technical Assistance Grant
    - Copy of Application Cover Sheet
    - Copy of documentation from DHCD regarding the Massachusetts Downtown Initiative FY2015 Technical Assistance Program
  - E. Douglas Road Bridge/Vote to install a Memorial Plaque - **No documentation.**
  - F. Copy of application and corporate vote from 481 Yogi Convenience Store, Inc. d/b/a Highland Farms for a Change in Sunday hours.
- VI. **DISCUSSIONS**
  - G. Copy of Departmental Reports from: Assessors Office [Robert Fitzgerald]; Town Accountant [Neil Vaidya]; Board of Health [Jeanne Gniadek]; Building Inspector [James Sheehan]; and School Department [Catherine Stickney]
  - H. Aggregate Power Committee/Vote to formulate committee – **No documentation**
- VII. **TOWN MANAGER'S REPORT**
  - I. 1) State Election – **No documentation**
  - 2) Pine Grove Cemetery Update – **No documentation**
  - 3) Leaf Program– **No documentation**
  - 4) Annual Labor Relations Seminar - **No documentation**
  - 5) Chamber of Commerce Local Business Spotlight - **No documentation**
  - 6) MassWorks Grant Application - **No documentation**
- VIII. **SELECTMEN'S CONCERNS / None**
- IX. **ITEMS FOR FUTURE AGENDA / None**
- X. **CORRESPONDENCE / None**
- XI. **EXECUTIVE SESSION- Under M.G.L. Chapter 30A, S21 #3 – To discuss strategy with respect to litigation. – No documentation**

**Board of Selectmen's Meeting  
November 17, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 6:15 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Marzec, Athanas, Melia and Nolan. **Also Present:** Theodore D. Kozak, Town Manager.

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

A motion was made and seconded to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 – To discuss strategy with respect to collective bargaining [Police Dept.] and under M.G.L. Chapter 30A, S. 21#3 to discuss strategy with respect to litigation [Charter Communications] – and to reconvene in Open Session. Roll Call Vote: Mr. Marzec/Yes, Mr. Nolan/Yes, Mr. Melia/Yes, Mr. Athanas/Yes, and Mr. Ampagoomian/Yes.

Open Session Adjourned: 6:16 PM

Executive Session Convened: 6:17 PM

Executive Session Adjourned: 6:58 PM

Open Session Reconvened: 7:00 PM

**The Pledge of Allegiance was recited by those present.**

**RETIREMENT AWARD.** By way of introduction Chairman Ampagoomian stated that the award recipient, Dennis Kimball, had served a total of 45 years as a firefighter for the Commonwealth of Massachusetts. The Retirement Award was given in honor of his retirement and recognition of 15 years of outstanding service to the Town of Northbridge. Mr. Ampagoomian added that Mr. Kimball is a good friend and family member. He also advised that the Northbridge residents appreciate call firefighters who have normal jobs in addition to responding to the tones and covering the shifts no matter where they might be.

**APPROVAL OF MINUTES. 1) October 20, 2014.** A motion/Mr. Marzec, seconded/Mr. Nolan to approve the October 20, 2014 minutes as presented with the readings omitted. Vote yes/Unanimous. **2) November 3, 2014 [Executive Session].** A motion/Mr. Nolan, seconded/Mr. Athanas to approve but not release the November 3, 2014 minutes. Vote yes/Messrs. Athanas, Melia, Nolan, and Ampagoomian. Abstain/Mr. Marzec.

**PUBLIC HEARING [7:05PM/FY'15 Tax Rate Classification Hearing]/Present: Robert Fitzgerald, Principal Assessor.** Chairman Ampagoomian read the legal ad appearing in the 10/17/2014 Worcester Telegram & Gazette aloud. A motion/Mr. Marzec, seconded/Mr. Nolan to open the public hearing for the annual tax rate classification hearing. Vote yes/Unanimous. Mr. Fitzgerald noted that the classification hearing allows the Selectmen to decide whether or not to shift the tax burden between classes of properties. He added that this would not increase any revenues in the community but simply shift the burden of the tax. Referring to handouts distributed to the Selectmen, Mr. Fitzgerald stated that there were 3 options: (1) Residential Factor (Split Tax Rate). The Board of Selectmen has the option to select a residential factor of "1" or less. If a factor of "1" is selected there would be a single tax rate for all residential, commercial, industrial and personal property. If a factor of less than "1" is adopted, there would be a shift from the residential property class to the commercial, industrial and personal property

classes. (2) Residential Exemption. The Board of Selectmen may adopt a residential exemption of up to 20% of the average assessed value of all properties other than commercial, industrial and personal property. The properties must be owner-occupied. All properties assessed below the town average (\$224,000) would have a reduction in taxes. Properties assessed above the town average including residential non-owner occupied properties and unimproved land would have a higher tax rate. Mr. Fitzgerald noted that this option is mostly popular in cities that have a high amount of apartment owners. The Board of Assessors did not recommend adopting this option since it is more need-based. (3) Small Commercial Exemption. Any business operating as of January 1, 2014, with less than ten employees and having a total assessed value of less than one million dollars would be eligible. The savings of the eligible taxpayers will be borne by the commercial and industrial properties that are ineligible as well as vacant commercial and industrial parcels. The Board of Assessors did not recommend adopting this option since it is need-based. Mr. Fitzgerald noted that he included in the Selectmen's packets 3 years of tax levy information to indicate where we've been and where we're headed with the last portion being FY'15. He commented that last year the tax rate was \$13.26; this year with the passage of the \$300,000 DPW Capital Exclusion article the tax rate was increased by 12 cents to \$13.38. He said that most of the tax rate calculation is standard until you get to capital exclusions, which is where it can vary. He noted the Department of Revenue (tax limitation) handout page, which shows the \$300,000 capital expenditure exclusion and the amount the Town would be allowed to tax is \$19,076,485. The next page indicates the result of shifting the tax rate by 10%, 25%, and 50% from residential to commercial and industrial properties. With a 10% increase residential properties would save an average of about \$50 but commercial and industrial would pay on average an extra \$880 and \$993 respectively. On the next page, Mr. Fitzgerald showed that residential properties make up the largest share, at about 87%, compared to commercial, industrial and personal property totaling 13%. Therefore, the Board of Assessors recommended keeping a single tax rate. Mr. Fitzgerald noted that he also included in the Selectmen's packet answers to questions that people often have such as the average single family value and 10-year average single family tax bill over 10 years, which were showed in graphs. He explained that whereas the average tax bill 10 years ago was about \$2,500 it is now about \$3,600; so every year it steadily increases about \$100. Mr. Fitzgerald added that the next page of the handout shows FY 2014 average single family tax bills of 10 surrounding communities with Northbridge at the lower end. The next page of the handout shows the excess levy capacity, which is the amount that we could have raised through taxation but didn't. Since 2003, we have been taxing every cent we can. This year we have an excess levy capacity of \$13,403. Mr. Kozak asked how the property values changed over the past year. Mr. Fitzgerald responded that last year the average single family value was \$265,000; this year it is \$266,500. He estimated that the values have been pretty much flat for the last 3 years. Mr. Fitzgerald pointed out that the Selectmen were not required to take a vote at this time. Mr. Melia stated that he was in favor of a single tax rate. A motion/Mr. Nolan, seconded/Mr. Marzec to close the public hearing. Vote yes/Unanimous.

Mr. Ampagoomian announced that the National Grid public hearing was cancelled by National Grid.

**APPOINTMENTS:** Mr. Ampagoomian advised that the temporary appointment for the Board of Registrars was no longer needed and had been withdrawn.

**Thomas Parente, WWTP Operator, DPW Sewer Division. Present: Mark Kuras, Sewer Superintendent and Thomas Parente.** Mr. Kuras stated that they had advertised the position, conducted interviews and chose Mr. Thomas Parente. Mr. Kuras noted Mr. Parente's extensive experience and felt he would fill the vacancy quite well and is glad to have him aboard. Town Manager Kozak asked Mr. Kuras to explain how the vacancy was created. Mr. Kuras responded that an employee left to go to another town and 2 people moved up to higher positions, which created an opening in the department. Mr. Parente then thanked the DPW and the Town of Northbridge for hiring him for the position, noting his belief that with his background and experience he would be an asset to the Town of Northbridge. He added that he looked forward to working for the Town. Mr. Melia asked Mr. Parente

what prompted him to apply for the position. Mr. Parente responded that he heard about the opening, noting that he had work experience in the wastewater field years ago. Mr. Melia mentioned Mr. Parente's extensive background working for municipalities. A motion/Mr. Nolan, seconded/Mr. Melia to approve the appointment of Thomas Parente as a Wastewater Treatment Plant Operator for the DPW Sewer Division. Vote yes/Unanimous.

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

Congratulating our new State Representative, David Muradian, Mr. Ampagoomian asked him to come forward to be introduced to the residents of Northbridge. Mr. Muradian thanked the Selectmen for the opportunity to appear at the meeting. He also thanked the individuals and constituents of Northbridge and surrounding towns for electing him to the State Representative position. Mr. Muradian stated that he brings a wealth of experience to the position having worked for State Representative Peterson for 7 years. He added that the office would continue to be accessible and he would continue to appear at the Senior Center and Selectmen's meetings. Mr. Muradian noted that the Selectmen had his contact information and that he was looking forward to advocating for the communities he represents. Mr. Melia offered his congratulations and observed that he was looking forward to working with Mr. Muradian. The Selectmen all congratulated Mr. Muradian. Mr. Muradian promised to work very hard in the new position.

**Aggregate Power Committee – Vote to establish membership as follows: Finance Committee Member; Town Planner, Business Manager [School Dept.]; Blackstone Valley Chamber of Commerce Rep.; and one Member at Large.** Mr. Kozak reviewed that at the previous meeting it was recommended moving forward with a short term committee to choose a company for the aggregate purchase supply for residents and businesses in the community. A motion/Mr. Nolan, seconded/Mr. Marzec to establish the membership to the Aggregate Power Committee as indicated above. Vote yes/ Unanimous. Mr. Kozak named the following people who had agreed to become committee members: Steven Gogolinski, Fin. Comm. Member; Gary Bechtholdt, Town Planner; Melissa Walker, School Department Business Manager and Jeannie Hebert, Blackstone Valley Chamber of Commerce President and CEO. Mr. Kozak noted that no one has come forward for the Member at Large position. He is hoping that someone will volunteer for membership to help the Town with this important decision. Mr. Kozak added that it won't be a long-lasting committee. A motion/Mr. Marzec, seconded/Mr. Melia to support Town Manager Kozak's member recommendations as noted above. Vote yes/Unanimous.

**New China Pacific, LLC d/b/a New China Pacific Restaurant [Jackie Lee, Manager] /Application for a non-alcoholic Common Victualler's license.** A motion/Mr. Marzec, seconded/Mr. Melia to approve the New China Pacific Restaurant's application for a non-alcoholic Common Victualler's license. Mr. Melia commented that he asked Town Manager's Office Executive Assistant Sharon Susienka why this was just coming up now and was informed that it was overlooked when the liquor license was being transferred. Vote yes/Unanimous.

**Samarpan Inc. d/b/a 1 Quickstop / Notification of Change in Sunday Hours.** A motion/Mr. Marzec, seconded/Mr. Nolan to approve 1 Quickstop's request to open at 10:00AM on Sundays. Vote yes/ Unanimous.

**Crystal Gas, Inc. / Notification of Change in Sunday Hours.** A motion/Mr. Marzec, seconded/Mr. Nolan to approve Crystal Gas' request to open at 10:00AM on Sundays. Vote yes/Unanimous. Chairman Ampagoomian noted that Massachusetts Law allows all Package Stores to open at 10:00AM on Sundays.

**Charter Communications.** Town Manager Kozak explained that the Cable Committee made recommendations that were discussed in Executive Session in response to Charter Communication's proposal to change the Access channels. He noted that the Selectmen asked the Cable Committee to continue negotiations with Charter and come back to the Selectmen once an agreement has been reached.

**Safety Committee Minutes [October 15, 2014]/Vote to accept the recommendations.** A motion/Mr. Nolan, seconded/Mr. Melia to accept the recommendations of the Safety Committee as outlined in the minutes of October 15, 2014. Vote yes/Unanimous.

**All Night Winter Parking Ban [December 1, 2014 to April 1, 2015]/Vote to approve.** Chairman Ampagoomian identified the exceptions to the ban as follows. On the even numbered side: D Street, High Street, Linden Street, Main Street from Buma Square to Border Street, Maple Court, Overlook Street, Upper High Street from #66 to #100, Water Street from Main Street to gate at the Shop yard entrance, Johnston Avenue from Brook Street to the end of Johnston Avenue at dead end and Upper Border Street from D Street North. On the odd numbered side: East Street from Johnston Avenue to Christian Reformed Church parking lot, Forest Street, Johnston Avenue from Church to East Street, Pine Street, Prospect Street from Cottage Street to Church Street, Water Street from gate behind Fire Station to bottom of hill, 20 feet North of fire hydrant and Granite Street from #23 Granite to East Street. Mr. Ampagoomian added that violators of the ban will be tagged and if interfering with snow removal operations will be towed at the owner's expense. Mr. Melia clarified that the Winter Parking Ban applies to all streets except those mentioned by Mr. Ampagoomian. A motion/Mr. Marzec, seconded by Mr. Nolan to approve the All Night Winter Parking Ban beginning December 1, 2014 through April 1, 2015, from 1:00AM to 6:00AM--with the date extended if weather conditions make it necessary. Vote yes/Unanimous.

**National Grid Pole Relocation [Church Street, Whitinsville] / Present: Crystal Tognazzi and James Shuris, DPW Director.** Ms. Tognazzi stated that National Grid is still proposing the sidewalk guys behind Pole 14 and that it was brought to National Grid's attention through the Board of Selectmen's meeting and multiple engineering visits to the site that the pole needs to be replaced with a much larger pole, which National Grid will do. Ms. Tognazzi noted that they normally set 40 foot Class 3 Poles. She added that the current pole is a Class 3 Pole, which they propose replacing with a Class 2 Pole to be set at the furthest corner of the sidewalk closest to the road. The anchors would be set at the furthest back portion of the sidewalk. Referring to the photo that was provided to the Selectmen [see agenda packet], Ms. Tognazzi indicated that it shows how they have marked it in the field and it's going to be set slightly to the right rather than the existing location. She added that they will break up the cement and re-pour to get the anchors as close to private property as possible without encroaching on it. Ms. Tognazzi said the engineer made markings so that the Selectmen could see how things were expected to go and it would be a thicker straighter pole with the anchors to be placed further right, easterly of the existing pole to reduce concern about congestion. Ms. Tognazzi noted that there is no other way they can guy the pole. Thanking Ms. Tognazzi for appearing again before the Selectmen, Mr. Marzec asked how long the process would take. She responded that if their proposal gets approved the process would be completed as soon as possible. Town Manager Kozak cautioned that this is a discussion and not a public hearing. Mr. Marzec voiced his concern that the guy wires should be on the Town's right of way. Having fully reviewed the proposal Mr. Shuris voiced his approval. He noted that after speaking with Bob Russell, the Town's National Grid representative, he felt the new pole had greater structural integrity to it. He added that it's a good remedy to the situation and gave reassurance that there would be sufficient site clearance following the proposed installation. Mr. Melia asked if there were any similar set-ups in town. Ms. Tognazzi responded that she noticed 17 sidewalk guys during a drive near Potpourri and a very similar one in front of Crystal Gas. Mr. Melia also asked if the guy wires would be protected with some sort of fluorescent covering. Ms. Tognazzi responded that the guy wires would have a yellow covering for sight purposes. She agreed to put together more documentation and attend a public hearing at an upcoming Board of Selectmen's meeting.

**TOWN MANAGER'S REPORT: 1) Cub Scout Project [Nov. 9, 2014] / Clean-up of Shining Rock Trails.** Mr. Kozak explained that the Webelos Cub Scout Pack 21 of Millville, MA, attended the Northbridge Conservation Commission meeting on October 22<sup>nd</sup> to request to clean up the trails at

Shining Rock. The Conservation Commission approved the project and the clean-up took place on Sunday, November 9<sup>th</sup>. The scouts are completing requirements for the Arrow of Light and Conservation Awareness Award badges. **2) Veterans Breakfast @ Northbridge Middle School.** Mr. Kozak noted that he attended the annual breakfast put on by the Middle School students. He added that it was a very nice event, very well attended by the Veterans. Mr. Kozak commented that it would be a good idea to have additional residents at future Veterans Breakfasts. **3) WRTA Bus Update.** The monthly update shows ridership continues to increase on Route B, however last month there was a small decrease in ridership on Route A so the CMRPC is following up with the drivers. There will also be a new bus stop at the new medical outpatient center on Church Street Extension which should help Route A. **4) Town of Spencer – Invite to Regional Forum re: Education Foundation Budget and Minimum Local Contribution.** Adam Gaudette, Town Administrator of Spencer, has invited communities to participate in a regional forum to discuss the financial impact of students attending vocational schools. This event will be held on November 30<sup>th</sup> at 6:30 PM at the Wachusett School Auditorium and the public is invited to attend. **5) Pine Grove Cemetery Update.** The mapping has been completed by the Central Massachusetts Planning Commission. We are continuing to computerize the records. The prisoners will be in town next week to help with the fall clean-up of the cemetery. **6) Potpourri Seasonal Job Openings.** They asked the Town to let the public know there are seasonal job openings available. The information has been posted on the home page of the Town's website.

**SELECTMEN'S CONCERNS.** **Selectman Athanas /** Voiced concern that the \$300,000 article for the schools did not pass. He is worried that this is a sign of things to come and wondering if the Selectmen should begin thinking about a 10% budget cut across the board. Mr. Kozak disagreed because they have a minimum effort requirement that we are fulfilling, we are giving contributions to the schools, and today he would not recommend the budget cut. **Selectman Marzec / 1)** Thanked Mr. Athanas for bringing up his concerns about the budget. He noted that an individual called him about Potpourri. Mr. Marzec commented that Potpourri is pulling out of Northbridge and going to Littleton and the loss of business in the community is causing him concern. **Selectman Marzec / 2)** Stated that he has questions about the financial picture of Pine Grove Cemetery and would like to have regular updates on it.

**ITEMS FOR FUTURE AGENDA / None.**

**CORRESPONDENCE / None.**

A motion/Mr. Marzec, seconded/Mr. Nolan to adjourn the meeting. Vote yes/Unanimous.

**Meeting Adjourned: 7:46 PM**

**Respectfully submitted,**

**James Athanas, Clerk**

/pf

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

November 17, 2014

Copy of Certificate presented to Dennis Kimball for 15 YEARS OF SERVICE as a Call Firefighter.

#### I. APPROVAL OF MINUTES

- A. 1) Copy of October 20, 2014 minutes  
2) Copy of November 3, 2014 Executive Session minutes – Removed from documentation as they have not been released.

#### II. PUBLIC HEARING – B. 1) 7:05PM/FY'15 Tax Rate Classification Hearing]/Present: Robert Fitzgerald, Principal Assessor

- Copy of legal ad for Allocation of Local Tax Levy for FY '15
- Copy of memo from the Board of Assessors dated November 17, 2014 regarding the tax rate classification hearing
- Copy of document showing the levy limits for FY 13, FY 14 and FY 15
- Copy of DOR document showing the calculations for the FY 14 and FY 15 levy limit for budget planning purposes
- Copy of document comparing a single tax rate, 110%, 125% and 150% shifts of tax rate to commercial and industrial properties for average single family, average commercial and average industrial property
- Copy of DOR document showing Minimum Residential Factor Computation for FY 15
- Copy of FY 15 Chart labeled Valuation by Class [percentages]
- Copy of graph labeled Average Single Family Home 2005-2015
- Copy of graph labeled Northbridge Ten Year Average Single Family Tax Bill 2005-2015
- Copy of graph labeled FY 14 Average Single Family Tax Bills of Surrounding Communities
- Copy of graph labeled Excess Levy Capacity 2000-2015
- Copy of graph labeled New Growth Ten Years 2005-2015

~~2) 7:15PM/National Grid Petition for Joint Pole Location [Present: Crystal Tognazzi] – Petition to install Pole 27-5-20' to the easterly direction of Pole 28. Installing pole to bring a new service to building at 369 Douglas Road. [Plan #17530997, dated 10/7/2014]. **Hearing cancelled per National Grid.**~~

#### III. APPOINTMENTS:

- C. 1) ~~Suzanne Fregeau, Board of Registrars [Temporary Appointment]~~ **Withdrawn per Town Clerk.**  
2) Copy of Thomas Parente's resume and Town of Northbridge employment application

#### IV. CITIZENS' COMMENTS/INPUT / None.

#### V. DECISIONS

- D. Aggregate Power Committee – Vote to establish membership as follows: Finance Committee Member; Town Planner, Business Manager [School Dept.]; Blackstone Valley Chamber of Commerce Rep.; and one Member at Large – **No documentation**  
E. Copy of New China Pacific's Application for a non-alcoholic Common Victualler's license  
F. Copy of Samarpan Inc.'s application and Vote of Corporate Board for Notification of Change in Sunday Hours  
G. Copy of Crystal Gas' application and Vote for Notification of Change in Sunday Hours

**H. Charter Communications – No documentation**

**I. Copy of Safety Committee Minutes [October 15, 2014]**

**J. Copy of Winter Parking Ban announcement**

**VI. DISCUSSIONS**

**K. Copy of drawing showing National Grid's Pole Relocation [Church Street, Whitinsville]**

**VII. TOWN MANAGER'S REPORT**

**L. 1) Copy of memo from Barbara Kinney dated November 3, 2014 about the Cub Scout Project - Clean-up of Shining Rock Trails**

**2) Veterans Breakfast @ Northbridge Middle School – No documentation**

**3) Copy of email from Jonathan Church dated November 10, 2014 showing WRTA's total ridership from Dec. 2013 to Oct. 2014**

-Copy of graph showing total ridership for Route A Dec. 2013 to Oct. 2014

-Copy of graph showing total ridership for Route B Dec. 2013 to Oct. 2014

**4) Copy of email from Adam Gaudette dated November 3, 2014 regarding Town of Spencer – Invite to Regional Forum re: Education Foundation Budget and Minimum Local Contribution**

**5) Pine Grove Cemetery Update – No documentation**

**6) Copy of Potpourri Seasonal Job Openings Flyer**

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

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

**X. CORRESPONDENCE / No documentation**

**XI. EXECUTIVE SESSION**

**M. 1) To discuss strategy with respect to collective bargaining. – No documentation.**

**2) To discuss strategy with respect to litigation [Charter Communications].**

-Copy of proposal from the Cable Advisory Committee

-Copy of email dated November 5, 2014 from Town Counsel [Atty. William Hewig] outlining a summary of legal remedies against Charter's License breach.

**Board of Selectmen's Meeting  
December 1, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Marzec, Athanas, Melia and Nolan. **Also Present:** Theodore D. Kozak, Town Manager.

**The Pledge of Allegiance was recited by those present.**

**APPROVAL OF MINUTES/ 1) November 3, 2014.** A motion/Mr. Melia, seconded/Mr. Nolan to approve the November 3, 2014 minutes as presented with the readings omitted. Vote yes/Messrs. Athanas, Melia, Nolan, and Ampagoomian. Abstain/Mr. Marzec. **2) November 17, 2014 [Executive Session].** A motion/Mr. Nolan, seconded/Mr. Marzec to approve but not release the November 17, 2014 minutes. Vote yes/Unanimous.

Chairman Ampagoomian announced that the Board Meeting would break to honor the Blackstone Valley Pop Warner Cheerleaders who earned first place in a New England Regional Competition. He invited representatives to explain about the league and the accomplishment for the residents of Northbridge. The representatives noted that Blackstone Valley Pop Warner Cheerleaders team includes 25 girls on the Pee Wee team who made the nationals. Blackstone Valley Pop Warner is comprised of individuals from Northbridge and Uxbridge, participating in both football and cheerleading. From August through November the girls practice several nights a week to perfect their routines. There are 3 different competitions to qualify for nationals and it is a huge accomplishment to be New England champions. They have been working very hard since November 15<sup>th</sup> to fundraise for the team's trip to Florida. The representatives expressed how proud they are of the girls and thankful for community support of the team. The Coach noted that they have a website where donations to the team may be made. A video was shown with the team's winning cheerleading routine to illustrate their accomplishment. On behalf of the Selectmen and the residents of Northbridge, Chairman Ampagoomian congratulated the team on their success, encouraging them to "keep up the good work". Mr. Ampagoomian also thanked Selectman Marzec for bringing the news about the team to the Board's attention.

**PUBLIC HEARINGS/7:05PM - 4K's Auto Exports LLC [Present: Abdul Kafal and his son Sammie Kafal]** / Application for a Class II License at 134 Linwood Avenue, Whitinsville, MA. Chairman Ampagoomian quoted the Town of Northbridge Public Notice under Chapter 140, Section 59, of the Massachusetts General Laws that a public hearing will be held on Monday, December 1, 2014 at 7:05 PM, in the Selectmen's Room, Northbridge Town Hall, 7 Main Street, Whitinsville, MA to consider the application of 4K's Auto Exports LLC for a Class II – Used Car Dealer's License at 134 Linwood Avenue Whitinsville, MA to buy/sell used cars. A motion/Mr. Nolan, seconded/Mr. Marzec to open the public hearing. Vote yes/Unanimous. Mr. Melia noted that he had previously spoken with Mr. Kafal and that his application was before the Board 2 or 3 months ago with the home address and it was turned down because the Building Inspector determined that the business was not allowed at that location. Mr. Melia asked Abdul Kafal to explain how the corporation operates as an online business. Mr. Kafal responded that he buys only from auctions or online. He added that he has to have the title for every car he buys online. Mr. Kafal noted that since he was not able to operate his business at a residential address he now does business online and that he has 2 spots for cars at 134 Linwood Avenue. He stated that he also advertises online. Mr. Athanas questioned if Mr. Kafal takes possession of the car at all to which Mr. Kafal responded that he does not. Mr. Athanas noted that Mr. Kafal just has a store front for his business. Mr. Melia asked Mr. Kafal if he had discussions about the business with town officials other than the Building Inspector and Town Hall staff to which Mr. Kafal responded that he did not. A motion/Mr. Marzec, seconded/Mr. Nolan to close the public hearing. Vote yes/Unanimous. A motion/Mr. Athanas, seconded/Mr. Marzec to approve the application for a Class II License [Wholesale Only] at 134 Linwood

Avenue, Whitinsville, MA. Vote yes/Unanimous.

**National Grid and Verizon New England / Petition for Joint Pole Re-Locations on Providence Road, Plan No. 18261863, dated October 30, 2014.** Chairman Ampagoomian read the petition aloud. “Massachusetts Electric Company and Verizon New England, Inc. request permission to relocate poles, wires, cables and fixtures, including anchors, guys and other such necessary sustaining and protecting fixtures along and across the following public way or ways: Providence Road P#193 & 194. National Grid petitions for the relocation of P193 & 194. These poles along with overhead facilities were temporarily relocated in 2012 to accommodate bridge construction. Both poles and overhead facilities will be relocated back to their original locations behind the sidewalk. Wherefore they ask that they be granted a joint relocation for and permission to erect and maintain poles, wires, cables and fixtures to be placed thereon, together with anchors, guys and other such sustaining and protecting fixtures as they must find necessary, said poles to be located substantially in accordance with the plan filed herewith marked: Plan No. 18261863 Dated: 10/30/2014. Also for permission to lay and maintain underground cables conduits, wires and necessary equipment in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes. Your petitioners agree to reserve space for one cross arm at a suitable point on each of said poles for the fire, police, telephone and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.” Mr. Michael Parente who works for a design company in connection with National Grid out of Hopedale spoke about moving the poles back. Mr. Melia commented that the site of the pole relocation is the Ross Rajotte Bridge. Mr. Athanas noted that he had seen a comment from DPW Director Jim Shuris advising that debris be cleaned up at the site. Mr. Parente responded that he had seen the email from Mr. Shuris. Mr. Athanas asked Mr. Parente how long it takes to remove the old poles. Mr. Parente responded that they would install the new poles in the locations, transfer their wires there, and if there are any other utilities on the other poles those would have to be moved over by those utilities; he could not give a time frame for the work. Jamie Luchini, Highway Supt., said that he thought there had been some communication from Charter Communications about this. He expressed confidence that the process would be efficiently handled. Mr. Ampagoomian advised that the double poles be removed in a timely fashion and that he would be watching over that process. There being no further comments, a motion/Mr. Nolan, seconded/Mr. Ampagoomian, to close the public hearing. Vote yes/Unanimous. A motion/Mr. Melia, seconded/Mr. Marzec, to allow the petition for joint pole relocations on Providence Road, Plan No. 18261863 dated October 30, 2014, as presented. Vote yes/Unanimous.

**APPOINTMENTS/By the Town Manager: Officer Richard Gorman – Promotion to Sergeant.**

Present: Chief Walter Warchol and Officer Richard Gorman. Town Manager Kozak noted that the Sergeant position had been open for 4 years. Chief Warchol explained that the interview committee unanimously recommended Officer Gorman be promoted to Sergeant. He stated that Officer Gorman is well-qualified and recommended that Town Manager Kozak appoint Officer Gorman to Sergeant. Officer Gorman introduced himself, explaining that he is an 11-year veteran of the Northbridge Police Department and a lifelong resident of Northbridge. He noted that he obtained a Bachelor’s Degree in Government from Clark University and a Master’s Degree in Criminal Justice from UMass Lowell. Mr. Melia congratulated Officer Gorman and his family for a job well-done. Mr. Melia added that when he was with the Northbridge Police Department Officer Gorman was hired and that he has always done a tremendous job for the Department. Mr. Athanas commented that Officer Gorman was obviously very well-qualified. He asked if the duties would change significantly from patrolman to sergeant. Chief Warchol responded that the Sergeant position is very important, adding that the police sergeant provides guidance and instruction to the less experienced patrolmen, sets the tone for the shift, and has a lot more responsibility than a patrolman. He also explained that for budgetary reasons, the Department had been without one of the Sergeant positions for 4 years but that he felt it was well worth it to have Sergeants in the Department. Mr. Melia noted that the Police Department has always had 5 sergeants: 4 uniformed sergeants and a detective sergeant who oversees the investigations in the Department. He added that it is

particularly important to have that line of supervision on all shifts. A motion/Mr. Melia, seconded/Mr. Athanas, to affirm the Town Manager's appointment of Richard Gorman as Sergeant for the Northbridge Police Department. Vote yes/Unanimous. Officer Gorman's wife then pinned the badge on his uniform. Chairman Ampagoomian congratulated Officer Gorman and advised him to always wear his vest.

**By the Selectmen: Marie Rebecchi, Member At Large – Aggregate Power Committee.** Chairman Ampagoomian explained that Marie Rebecchi volunteered to be the Member At Large for the Committee. and noted that Ms. Rebecchi has done a very good job filling in for Donna Gosselin in the Town Manager's Office. Town Manager Kozak added that Ms. Rebecchi is also on the Council on Aging and would be a good representative for the Aggregate Power Committee. He noted that this appointment would complete the Committee. A motion/Mr. Melia, seconded Mr. Marzec, to appoint Marie Rebecchi as the Member At Large to the Aggregate Power Committee. Vote yes/Unanimous.

**CITIZENS' COMMENTS/INPUT - Local Business Spotlight: Featuring - Petals Fine Florals & Gifts/Present: Jen Wolf, Proprietor.** Chairman Ampagoomian noted that this is a new feature of Select Board meetings, which allows local businesses an opportunity to explain where they are located, and what they can offer to the public. Jennifer Wolf introduced herself as the proprietor of Petals Fine Florals & Gifts. She explained that she has been in business for 3 years and is located at 110 Church Street. Ms. Wolf is a full line florist and gift shop owner with gifts that are 100% made in Massachusetts. She has one full-time employee and several seasonal employees. Ms. Wolf offers classes at her shop and works with the Senior Center where she just held a Thanksgiving class. She has also conducted classes at the Balmer School and donated flowers to the Bistro Club in Town. Ms. Wolf and her husband are 19-year residents of the Community and have 2 children who attend school in Town. Mr. Nolan expressed gratitude to Ms. Wolf for her involvement and support in the Community and utilization of local products and local help in her business. Ms. Wolf noted that she is closed Sundays and Mondays and open Tuesday through Friday 10-5 and Saturdays 10-1 which does change around the holidays, which she posts on her website and on Facebook. Mr. Athanas commented that Ms. Wolf had provided floral arrangements for him and his wife adding praise for her work and very personable demeanor. Mr. Marzec agreed with Mr. Athanas' comments, adding that Ms. Wolf is a tremendous asset to the Community. Ms. Wolf commented that she and other merchants recently celebrated "Small Business Saturday", which was a great success and included over 200 customers visiting her shop and area. Chairman Ampagoomian noted that the floral arrangement on the meeting room table was created by Ms. Wolf and asked that the camera provide a close-up of the flowers as an example of Ms. Wolf's handiwork. He added that his family had been involved in the gardening and floral industries in the past. Mr. Ampagoomian noted his respect for independent businesses, which he commended for their "personal touch". In response to Mr. Ampagoomian's question, Ms. Wolf said she is with Teleflora and not FTD flower wiring service. Mr. Melia commented that he had heard great things about Ms. Wolf's business, noting that it is the type of business conveniently located in the downtown area that the Selectmen want to support and wished her well. Mr. Ampagoomian stated that this was the first of hopefully many more "local business spotlights". Town Manager Kozak commented that he would like to invite a business to the first Board meeting of each month employing the assistance of the local Chamber of Commerce.

**2015 Selectmen's Meeting Schedule/Vote to approve.** A motion, Mr. Marzec, seconded/Mr. Nolan to approve. Vote yes/Unanimous.

**2015 Holiday Schedule/Vote to approve.** A motion, Mr. Marzec, seconded/Mr. Melia to approve. Vote yes/Unanimous.

**Brenda McAuliffe d/b/a Cellar Sooper / Notification of change in Sunday hours.** Mr. Ampagoomian noted that this matter was related to a change in state law. A motion/Mr. Marzec, seconded/Mr. Nolan to approve Cellar Sooper's request to open at 10:00AM on Sundays. Vote yes/Unanimous.

**2014-2015 Snow & Ice Program/Roads and Bridge Projects Update - Present: Jamie Luchini, Highway Superintendent.** Town Manager Kozak noted that DPW Director James Shuris was unable to attend the meeting due to illness. Mr. Luchini stressed that he would like the public to know that during snowstorms his focus is the main roads and sidewalks, which will be constantly taken care of and salted at appropriate times. He noted that he is very adamant about sidewalk care; the Department hires extra help at hourly wages to drive the sidewalk tractors, one ton pickup trucks, and smaller equipment at the DPW. Mr. Luchini thanked both the highway and sewer employees at the DPW who work together to do a “stand-up job” and deserving of praise. He added that with frequent vehicle breakdowns, the workers cover for each other working tirelessly; he couldn’t ask for a better crew and the public should be aware of it. Mr. Luchini stated that all main roads will be sufficiently cleared and treated with secondary roads treated when the storm ends. He encouraged residents to call the Department with any problems that may arise. He referred to the Thanksgiving storm as a test where snow clearing operations were efficiently handled. Mr. Marzec thanked Mr. Luchini for appearing at the meeting and providing the update. He noted that a couple of residents had the unfortunate experience of having their mailboxes knocked over. Mr. Marzec asked if putting up the property reflectors helps. Mr. Luchini responded that mailboxes are a constant problem; it’s not always the fault of the plow but often the slush that comes off it. He added that if the mailbox is in the Town’s right-of-way, it is the resident’s responsibility. Mr. Marzec asked how residents would contact the DPW with concerns when a snowstorm happens on the weekend. Mr. Luchini recommended that after hours, residents should call the Police Department and that they can also leave a voicemail message at the DPW. He noted that the DPW was managing with the present staff and that hiring hourly-rate employees is a cost-effective means to handle the extra workload during storms. To Mr. Marzec’s question of whether all the extra employees have liability insurance, Mr. Luchini responded that all the private contractors do have liability insurance and are fully licensed. Mr. Athanas asked how the parking ban was working out to which Mr. Luchini responded that they haven’t run into any problems and the parking ban just went into effect today. Mr. Nolan asked how we are doing on salt. Mr. Luchini responded that we have  $\frac{3}{4}$  of a shed and he ordered another 8 loads, 2 of which arrived today. He added that he hasn’t heard of any salt shortage yet. Mr. Marzec asked if salt is available for residents to which Mr. Luchini responded that a sand and salt mixture is available at the DPW for residents. Mr. Luchini then responded to Mr. Kozak’s question about pot holes and said the hot box is being used instead of cold patch to effectively fill up potholes. Mr. Melia suggested that the DPW keep an eye on the area near St. Patrick’s Church where there has been continual pothole problems. Mr. Luchini noted that the Highway Department had completed all goals for their Road Program. He added that they were lucky that the tax payers voted to appropriate funding for the roads and that they expected to break ground in April 2015. Mr. Luchini mentioned that some areas of concern are Main Street, including removal of the old trolley tracks, Fletcher Street, as well as Hill Street, Douglas Road, Old Quaker Street, and Sprague Street, which have remaining areas that need attention. He added that the Carpenter Road area may become a joint project with the Whitinsville Water Company, which plans to open a water line there. Mr. Luchini also noted that Cooper Road and Kelly Road are in really bad shape but they are holding off repairing them due to ongoing repairs to Sutton Street, which is needed for access to Cooper and Kelly Roads. Mr. Melia asked when we can expect the Douglas Road Bridge to be completed. Mr. Luchini responded that the current work should be wrapped up in a few weeks. He noted that they are laying granite now to the edges of the road and they will hold on the final paving for the spring so any settling of the road will be done. Mr. Luchini commended the workers for getting the paving work done quickly before the Thanksgiving storm arrived. He responded to Mr. Melia that the temporary bridge would be removed in the spring. Mr. Luchini noted that there were a lot of unforeseen circumstances with Sutton Street but he felt that the company repairing the road had done a commendable job. Mr. Melia asked about the status of the Ross Rajotte Bridge. Mr. Luchini responded that there was minimal cracking under one of the buttresses and there were some concrete issues. He added that a state contractor was brought in and the problem was repaired. Chairman Ampagoomian cautioned that there is a town bylaw that you can’t plow the snow across the public way to the other side and that residents should inform their plowing contractors of this. He commended Mr. Luchini on a great presentation, which was very informative and residents should feel very enlightened and appreciate what the DPW does. To a question

about the Leaf Program, Mr. Luchini responded that it would be continue for this week, they would make one more final round through all the sections and at the completion of this week the leaf program would be completed. He noted that they had picked up slightly more than 6,000 bags of leaves this year and that it had been a success using the new system breaking the town into sections.

**Ambulance Rates / Present: Gary Nestor, Fire Chief.** Chief Nestor explained that he was there to ask for consideration for modest increases in the ambulance rates. He added that the rates will still be somewhat lower than some of the other communities. Mr. Nestor noted that just by increasing the rates last year by a small amount we were able to generate about \$100,000.00 in revenue. He added that recently Hopedale and Upton were able to provide their own life support systems. Mr. Nestor said that he had spoken to the Town Manager about raising the rates and that he felt it was appropriate at this time to do this so as not to burden the users of the ambulance with the cost. He noted that this year they had about 100 more calls than last year. Mr. Athanas commented that our rates have been considerably lower than other communities for quite some time. Mr. Melia asked if insurance covers all or most of the ambulance cost. Chief Nestor responded that it depends on the insurance company. Mr. Kozak noted that in the last couple of years they have tried to get more aggressive with collections. A motion/Mr. Melia, seconded/Mr. Marzec to move this item from Discussions to Decisions. Vote yes/Unanimous. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Nolan/Yes, Mr. Melia/Yes, and Mr. Ampagoomian/Yes. A motion/Mr. Nolan, seconded Mr. Melia to approve the ambulance rates [10% increase across the board] as recommended by Chief Nestor. Vote yes/Unanimous.

**TOWN MANAGER'S REPORT/1) FREE FLU CLINIC:** The Town Manager announced that the Northbridge Board of Health is offering a free flu clinic at Northbridge High School on Wednesday, December 10<sup>th</sup> from 3PM to 5PM. **2) NATIONAL GRID POLE RE-LOCATION [CHURCH STREET, WHITINSVILLE]:** Town Manager Kozak informed the Board that the hearing for this pole re-location was closed by the Board of Selectmen at their September 22, 2014 meeting, therefore, National Grid has been informed that a new public hearing will have to be scheduled to act on the revised plan for this pole re-location. **3) GOVERNOR'S PROPOSED BUDGET REDUCTIONS:** Mr. Kozak advised that the proposed budget reductions would equate to a \$50,000 cut for Northbridge, however, the Speaker of the House has indicated that he does not want to reduce Local Aid as part of the remedy for the State's shortfall. **4) CHAPTER 70 SEMINAR:** The Town Manager attended a Chapter 70 seminar at Wachusett Regional High School. Representatives from the State discussed the Chapter 70 formula and how it works. Various communities expressed concerns over the shift in responsibility to the communities to pay the minimum effort for education. There is also a new committee in the Legislature to study the Chapter 70 formula. **5) AFFORDABLE HEALTHCARE UPDATE:** This meeting focused on changes to the Affordable Care Act that will begin to affect cities/towns in July 2015. Various avenues are being reviewed to help fulfill the requirements under the Act.

**SELECTMEN'S CONCERNS. Selectman Athanas 1)** Said that he would like to congratulate Northbridge Football Coach James Cannon. He added that the team is still undefeated. Mr. Marzec suggested that it would be nice to get a good contingent from Town to show up this Saturday evening at 8:00 PM at Gillette Stadium for the Superbowl game.

**ITEMS FOR FUTURE AGENDA/None.**

**CORRESPONDENCE/None.**

**EXECUTIVE SESSION/None.**

A Motion Mr. Marzec, seconded Mr. Athanas to adjourn the meeting. Vote Yes/Unanimous.

**Meeting Adjourned: 8:21 PM**

**Respectfully submitted,**

**James Athanas, Clerk**

**/pf**

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

December 1, 2014

#### I. APPROVAL OF MINUTES

A. 1) Copy of November 3, 2014 minutes      2) Copy of November 17, 2014 [Executive Session] minutes. – Removed from documentation as they have not been released.

#### II. PUBLIC HEARINGS/7:05PM

##### B. 4K's Auto Exports LLC [Abdul Kafal, Mgr.]

- Copy of legal ad for public hearing.
- Copy of application for a Class II License at 134 Linwood Avenue, Whitinsville, MA.
- Copy of corporate certificate
- Copy of two-year lease [2 parking spots at 134 Linwood Avenue, Whitinsville, MA]
- Copy of request for abutter's list
- Copy of abutter's notice
- Copy of license routing slips from Planning, Police, Fire, Conservation, Board of Health, Assessor's, and Treasurer/Collector's Offices.

##### C. National Grid and Verizon New England / Petition for Joint Pole Re-locations on Providence Road, Plan No. 18261863, dated October 30, 2014.

- Copy of letter from National Grid dated October 31, 2014 for joint pole relocation petition
- Copy of petition for joint pole relocation
- Copy of map
- Copy of National Grid letter to DPW Director asking for input
- Copy of email from Jim Shuris dated 11/24/14 in response to the petition outlining his concerns.

#### III. APPOINTMENTS

##### By the Town Manager:

##### D. Officer Richard Gorman – Promotion to Sergeant

- Copy of memo from Chief Warchol dated 11/24/14 recommending Off. Gorman's promotion
- Copy of Off. Gorman's resume

##### By the Selectmen:

##### E. Marie Rebecchi, Member At Large – Aggregate Power Committee

- Copy of Marie Rebecchi's Talent Bank Form

#### IV. CITIZENS' COMMENTS/INPUT

**Local Business Spotlight:** Featuring - Petals Fine Florals & Gifts/Present: Jen Wolf, Proprietor

-No documentation

#### V. DECISIONS

##### F. 2015 Selectmen's Meeting Schedule/Vote to approve

- Copy of proposed meeting schedule

##### G. 2015 Holiday Schedule/Vote to approve

- Copy of proposed holiday schedule

##### H. Brenda McAuliffe d/b/a Cellar Sooper / Notification of change in Sunday hours

- Copy of application and corporate vote from Brenda McAuliffe d/b/a Cellar Sooper for a Change in Sunday hours.

**VI. DISCUSSIONS**

**I.** 2014-2015 Snow & Ice Program/Roads and Bridge Projects Update - Present: James Shuris, DPW Director and Jamie Luchini, Hwy. Supt.

-Copy of 2014-2015 "Snow and Ice Program" flyer

**J.** Ambulance Rates / Present: Gary Nestor, Fire Chief

-Copy of proposed ambulance rates

**VII. TOWN MANAGER'S REPORT**

**K. 1)** Free Flu Clinic – December 10<sup>th</sup> @ Northbridge High School, from 3PM to 5PM - **No documentation**

**2)** National Grid Pole Re-location [Church Street, Whitinsville] - **No documentation**

**3)** Governor's Proposed Budget Reductions - **No documentation**

**4)** Chapter 70 Seminar - **No documentation**

**5)** Affordable Healthcare Update - **No documentation**

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

**IX. ITEMS FOR FUTURE AGENDA/None**

**X. CORRESPONDENCE/None**

**XI. EXECUTIVE SESSION/None**

**Board of Selectmen's Meeting  
December 15, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Marzec, Athanas, Melia and Nolan. **Also Present:** Theodore D. Kozak, Town Manager.

**The Pledge of Allegiance was recited by those present.**

**Presentation: Certificate of Appreciation - Representative George N. Peterson, Jr.** Chairman Ampagoomian presented a Retirement Award to Representative George N. Peterson, Jr. in honor of his retirement and in recognition of his 20 years of outstanding leadership and service on behalf of the Town of Northbridge. Representative Peterson expressed his gratitude, noting that it had been a great experience serving the people of Northbridge, Grafton, Upton, "a little bit of" Sutton, and Westborough. He added that he never thought he would be serving for 20 years and that it had been very rewarding.

**Announcement by Town Clerk Doreen Cedrone: Northbridge is the recipient of the Senator Lou Bertonazzi Outstanding Citizenship Award.** Ms. Cedrone announced that she was there to publicly congratulate the voters of Northbridge because Northbridge won the Senator Louis Bertonazzi Foundation Outstanding Citizenship Award. She added that this had also been achieved in 2008. Ms. Cedrone explained that the award was given to the town with the highest average voting percentage for the past 4 elections and noted that we competed with 19 other towns. Ms. Cedrone explained that the 4 elections included the Special State Election in June 2013, the 2014 Town Election, the State Primary in September, and the State Election in November. She pointed out that she had personally seen Northbridge residents come out to vote in all types of weather including pouring rain, sleet, extreme cold and heat. Ms. Cedrone added that voters turned out at various times of the day including early morning and some submitted absentee ballots due to their busy schedules. She stated that she was very proud of Northbridge voters for winning this award and expressed her thanks to them for their effort and for once again putting Northbridge in the limelight. Ms. Cedrone advised that Senator Bertonazzi would be at the January 26<sup>th</sup> Board of Selectmen's meeting to present the award to Northbridge. She recognized the election workers who played such a vital role in the election process, working long hours and showing professionalism. Mr. Melia congratulated Ms. Cedrone, noting that Ms. Cedrone and her department work very hard. He thanked her for putting Northbridge in the limelight. Mr. Ampagoomian congratulated and thanked Ms. Cedrone as well.

Mr. Melia spoke on behalf of himself, the Board of Selectmen, and the Police "family", offering sincere condolences to the family of retired policeman David Westbury, whose 17-year old son Jacob was involved in a motor vehicle accident the previous Tuesday and died a few days later as a result of his injuries. He announced that the wake would be held Wednesday at Carr Funeral Home in Northbridge and the funeral would take place the following day. Mr. Ampagoomian noted that David Westbury's wife is Police Officer Kristina Westbury and Jacob's stepmother.

**APPROVAL OF MINUTES. November 17, 2014.** A motion/Mr. Marzec, seconded/Mr. Nolan, to approve the November 17, 2014 minutes as presented with the readings omitted. Vote yes/Unanimous.

**PUBLIC HEARINGS/None.**

**APPOINTMENTS/By the Board of Selectmen: Leeann Hansson, Cultural Council.** Present: Christine Fung-A-Fat, Chairman, Northbridge Cultural Council and Leeann Hansson. Ms. Fung-A-Fat introduced Leeann Hansson as a former member of the Cultural Council, noting that the Cultural Council was very pleased to have Ms. Hansson return to the Council pending the Board of Selectmen's approval.

Ms. Hansson explained that she and Ms. Fung-A-Fat are friends, that as a former member she was familiar with the Council and there was a need for new members and she wanted to help. A motion/Mr. Melia, seconded/Mr. Nolan, to approve the appointment of Leeann Hansson to the Cultural Council. Vote yes/Unanimous. Ms. Fung-A-Fat noted that the appointment of Ms. Hansson would bring the number of Council members to 5 with the added possibility of a 6th member. Mr. Ampagoomian welcomed back Ms. Hansson to the Council.

**CITIZENS' COMMENTS/INPUT** – Harry Berkowitz: Local Access Issue. Mr. Berkowitz, Chairman of the Cable Advisory Board, explained that he wanted to update the Board of Selectmen on the situation with Charter. He noted that Local Access received a proposal from Charter Communications and Mr. Berkowitz planned to meet with his board to discuss it in January. Mr. Berkowitz commented that Local Access was asked not to publicly disclose the amount but there is a dollar figure involved. Mr. Berkowitz voiced some concern that the settlement would be tacked onto the cable bills. He noted that the Access fees aren't high, mentioning one bill for 22 cents, and a franchise fee for 81 cents. Mr. Berkowitz added that Access gets some of the profit from Charter which Charter offered to increase from 3.5 percent to 3.55 percent. He commented that the big change would be that Charter does not want us to word the license with an exemption for Charter. Therefore, if Comcast takes over the Company the license would stay the way it is with the current increase in channels, which Charter says is mandated by the law. Mr. Berkowitz voiced his concerns regarding getting our original Local Access channels back [Channels 11, 12 and 13]. He noted that Town Manager Kozak has forwarded this information to Attorney Bill Hewig to research whether the law mandates the increase in channels. Mr. Berkowitz said he would report back to the Board of Selectmen with an update on these issues.

**DECISIONS - Northbridge Education Foundation [Kathy Ducey]/1) Request to hold a 5K Road Race on Saturday, April 4, 2015 beginning at 9AM.** Present: Northbridge Education Foundation President/Treasurer Larry Brown and Vice President Kathy Ducey. Mr. Brown explained that the Foundation would like to hold their 4<sup>th</sup> annual 5K road race and added that they received clearance from the police and school departments. Mr. Brown advised that the race starts at 9AM and is usually over by about 10:30AM. A motion/Mr. Marzec, seconded/Mr. Melia to grant permission to NEF to hold the road race subject to the safety conditions of the Northbridge Police Department. Vote yes/Unanimous. **2) Request to hang a banner across Church Street from March 15 to March 29, 2015 to advertise the road race.** A motion/Mr. Marzec, seconded/Mr. Nolan to grant permission to NEF to hang a banner across Church Street to advertise the road race. Vote/yes/Unanimous.

**Northbridge High School DECA Club [Susan Palmer-Howes]/Request to hold a Boot Drive on Saturday, April 4, 2015 at Memorial and Oviaan Squares from 9AM to 12 Noon to raise funds for an international competition in Orlando, FL.** Introducing herself as the advisor of the Northbridge High School DECA Club Advisor, Susan Palmer noted that with increasing transportation costs she looked for a creative way to raise the funds to finance the trip. She therefore was seeking permission for the DECA Club to hold a Boot Drive. She added that the required age of the participants at the intersections for the Boot Drive would be 18 and would include high school seniors and parents. Mr. Melia commented that he saw no conflict of interest. A motion/Mr. Melia, seconded/Mr. Marzec, to grant permission to the DECA Club to hold a Boot Drive as requested and subject to the Boot Drive policy of the Town. Vote yes/Unanimous.

**Operation Graduation [Denise Foster] / Request to hold a Boot Drive on Saturday, May 2, 2015 from 9AM to 1PM at Memorial Square.** Denise Foster, Chairman of Operation Graduation, appeared before the Board, asking to run another Boot Drive like the one they had last fall. She added that they would also like to add Oviaan Square to the request. Ms. Foster noted that Operation Graduation understands the requirements of reflective vests, be at least 18 years of age, and include high school seniors and parents. A motion/Mr. Nolan, seconded/Mr. Marzec to approve Operation Graduation's request to hold a boot drive subject to the Boot Drive policy of the Town. Vote yes/Unanimous.

**2015 Annual Liquor License Renewals/Vote to approve subject to the payment of all monies due the Town.** A motion/Mr. Marzec, seconded/Mr. Nolan to approve the 2015 Annual Liquor License renewals subject to the payment of all monies due the Town. Vote yes/Unanimous.

**2015 Miscellaneous License Renewals [Common Victualler, Class II, Class III, Automatic Amusement Devices, Entertainment, etc.]/Vote to approve subject to the payment of all monies due the Town.** A motion/Mr. Marzec, seconded/Mr. Nolan to approve the 2015 Miscellaneous License renewals subject to the payment of all monies due the Town. Vote yes/Unanimous.

**DISCUSSIONS - 2040 Providence Road –Reuse Study (Present: Eric Smith, Central Mass Regional Planning Commission and Gary Bechtholdt, Town Planner).** Town Planner Bechtholdt reviewed that late in June/July of this year Northbridge applied for and subsequently was awarded a district type of assistance grant through CMRPC where they prepared a reuse study specific to 2040 Providence Road, a former auto salvage yard in the Rockdale section of Town. In August, the Planning Board hosted a public workshop with CMRPC inviting residents to an open forum to review the project initiative and offer ideas about the potential redevelopment of the site. The goal of the reuse plan is to identify potential redevelopment opportunities that are economically viable for the property owner, sensitive to the environment and complimentary to the locus area/the abutting properties. During the workshop and exploring the reuse study to be subsequently highlighted by Mr. Smith, is the concept of creating a mixed use zone for commercial retail and residential use. Once the draft is finalized a representative to the Planning Board may choose to sponsor a zoning amendment article based upon the discussions during the public workshop and the recommendations offered in the report. Mr. Bechtholdt referred to a copy of the draft report in the packet given to the Selectmen. Mr. Smith continued the discussion with a slide presentation of the Reuse Plan to address site overview, goals and objectives, planning process, site characteristics, zoning, clean-up and mitigation, reuse potential, local, regional and state partners, and findings and recommendations. He noted that 3 parcels comprise the site of 2040 Providence Road with ownership of Map 22 Parcel 25 - .71 acres by D&G Recycling, Map 22 Parcel 34 - 25.15 acres by Paul D. Klocek, Trustee, and Map 22 Parcel 27 - .21 acres by the Town of Northbridge. Mr. Smith referred to the site as a Brownfield, “meaning real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant”. He explained that the former auto salvage site contained tires, which are contaminants and cleanup progress has been made. CMRPC brought federal money into the Town with Phase I and Phase II Environmental Site Assessments (ESA), which were prepared by Fuss & O’Neill. CMRPC will prepare a report with a description of what is needed to bring the site to the cleanup stage. Mr. Smith noted that the suspected contamination was not as bad as had been suspected. He stated the overall goal is to seek redevelopment of the property by having the site cleaned up and restored to a tax revenue generating property. Mr. Smith added that CMRPC had integrated goals and objectives into the report from the Urban River Vision 2 (2007) and the 1994 Master Plan, the vision of which remains the same. He noted parking and mixed use issues and increasing recreation, particularly biking and walking path opportunities. He mentioned the Department of Environmental Protection (DEP) Consent Order and Supplemental Environment Project Proposal “SEPP” which spells out taking the property to cleanup and mitigation and requires the property owner to build a walking path to the river and install a canoe launch. He added that there is a Conservation Restriction, which further clarifies development in the area. Mr. Smith further noted that water and sewer and WRTA Transit are available in the area and the possibility of a walking path on the site becoming part of the larger Blackstone Valley Bikeway. He indicated environmental constraints including location in a flood plain and priority habitat. Mr. Smith mentioned funding options such as the Massachusetts Department of Conservation and Recreation (DCR) grant for trail/canoe launch and Blackstone River and Canal Commission Development Review and Grant Clearinghouse. He noted that recommendations would be that the Town adopt a zoning provision that allows for desired mixed use, the Town should support the property owner by assisting and completing the 2015 Recreational Trails Grant and Heritage Partnership Grant Program applications, and the Town

should work with DCR to see about the potential for the trail network to be extended north of Plummers Corner and bringing the Blackstone Valley Bikeway through this area. Mr. Marzec thanked Mr. Smith for appearing before the Board and for a thorough presentation. He asked Mr. Smith if this might be an opportunity for businesses being established in the area provided that they stay outside the existing flood plain. Mr. Smith responded that he would talk to the surveyor and engineer about it. Mr. Bechtholdt commented that since the flood plain is part of the area the available site for development would be reduced to one or two acres and this would be conducive to mixed use properties with the owner cleaning up the site and bringing revenue into the community. Mr. Smith explained that an example of a mixed use structure would be a building with a commercial area on the lower floor and apartments on the upper floors. Mr. Marzec asked about the height requirement of a commercial building on the site to which Mr. Bechtholdt responded that he would check on it. Mr. Melia asked if the hazardous material had been removed from the site to which Mr. Smith responded that it hadn't been fully removed. Mr. Bechtholdt added that a remediation plan would have to be included in the re-development. Mr. Melia asked if there was already enough business in the site area to which Mr. Bechtholdt responded that it would make good economic sense for additional business development in that area with the added benefits of site cleanup and recreation. He noted that the next step would be for the Planning Board to review the final document and if they agree with it to then sponsor a zoning amendment article for mixed-use for the property. Mr. Ampagoomian asked Mr. Bechtholdt if he intended to have additional public workshops to which Mr. Bechtholdt responded that it would make sense to have a follow-up workshop to minimize the impact to the abutters and since the site cleanup would affect them. Mr. Smith suggested that Mr. Bechtholdt post the draft report on the Planning Board website and that comments would be welcome, adding that the CMRPC current project work would end December 29th. Noting the recently passed authorization of the Blackstone Valley National Heritage Corridor, Mr. Ampagoomian asked about the possibility of the site becoming a national park at the federal level. Mr. Bechtholdt responded that this would be more specific to Whitinsville but that it was very good news for Northbridge. Mr. Ampagoomian thanked Mr. Smith for his report and thanked both Mr. Smith and Mr. Bechtholdt for their time.

**Northbridge School Committee [Present: Chairperson Mike Lebrasseur and Superintendent of Schools Catherine Stickney]/Online survey to request feedback from residents on the School Department's budget process for the 2015-2016 school year.** Mr. Lebrasseur explained that a focus of the School Committee is to improve communication to the community as well as create more opportunities to receive feedback and input from the community. He noted 2 things that are underway. Mr. Lebrasseur continued that about 10 days ago the School Committee launched a survey, primarily online, to obtain feedback from parents as well as voters, teachers and staff in the school district that could be used by the School Committee as they develop the 2015/2016 budget. He added that the School Committee would have some continuing decisions to make pending the financial status of their budget and that the survey would help them to prioritize what the community feels is important for their school district. Mr. Lebrasseur noted that the survey is available on the school website (nps.org) as well as the town website and in hard copy at the Administration Building, Senior Center, Library, Community Center, and at the town offices. He encouraged people to complete the survey to provide input. Mr. Lebrasseur added that the School Committee was providing a community input session tomorrow to include discussion on reducing student busing, from 6:00 – 6:45 PM at the High School auditorium. He noted that the School Committee was hoping to hear from parents and community members on their thoughts and questions on this topic. Mr. Lebrasseur requested having a joint meeting with the Board of Selectmen, the Finance Committee and the School Committee, as well as the Town Manager and School Superintendent. Noting that the School Department took a pretty big hit last year Mr. Lebrasseur stressed his belief that these entities really need to work together this year, sooner rather than later. Mr. Marzec thanked the School Committee for putting together the survey. He stated that he would like to be part of the discussion. Noting that the community input session was scheduled for only 45 minutes, Mr. Ampagoomian asked if there would be additional sessions. Mr. Lebrasseur responded that the School Committee chose the session time frame since it preceded their regular meeting but they could certainly schedule additional sessions. He added that if anyone was unable to attend the session they could

certainly reach out to the Superintendent or any of the School Committee members to directly share feedback. Mr. Lebrasseur noted that Friday, December 19<sup>th</sup> was the last day of the survey. Noting the traffic tie-up on Linwood Avenue due to student drop off and pickup, Mr. Melia asked if anyone had re-evaluated the routes and given consideration to possibly merging or consolidating some of the routes, which might also help with the busing budget. Mr. Lebrasseur responded that he didn't think that reducing the buses would help the traffic problem. He noted that the minimum requirement would eliminate 8 buses, reducing the budget by \$400,000. Mr. Lebrasseur also noted that the percentage of riders would be greatly reduced with the location limit being 2 miles from the schools for K-6. Superintendent Stickney and Mr. Melia both mentioned the possibility of fee-based busing. Speaking from an educator's perspective, Mr. Marzec commented that when faced with fee-based busing a lot of parents decide to provide their own school transportation for their children. He viewed that situation with inherent traffic problems to be much worse than busing. Mr. Ampagoomian expressed his thanks to Mr. Lebrasseur for his time with the hope that they could work together.

**Alternative Energy Proposal.** Present: Stefano Loretto, Business Development Director, Good Energy. Town Manager Kozak advised that about 6 weeks ago the Board put together a committee as a result of the action of Town Meeting to allow the town to look for a consultant to help with aggregate energy purchase for residential homes. Mr. Kozak explained that the committee met with the director of a company, the Southeastern Regional Planning and Economic Development District, which represents a number of communities. This company put together a very good RFP, which went out to a number of aggregate companies to establish ratings and determine the best company for the town's needs. That company happened to be one that the Board had been speaking with, Good Energy. Mr. Kozak cautioned that time is of the essence. He noted the dramatic increase in the cost of electricity and that although it's too late to put a plan into effect for this year the hope is to have it ready for next year's winter season. Steven Gogolinski, Chairman of the Aggregate Power Committee and member of the Finance Committee addressed the Board. He noted that the director of municipal management for the Southeastern Regional Planning and Economic Development District did most of the work for the project and the committee will recommend to the Board of Selectmen to join his group. Mr. Gogolinski added that Stefano Loretto, the representative for Good Energy, was present to answer questions. Mr. Kozak commented that it's a complex issue and that we're all learning as we go along. He then began to explain how the process works. He stated that 10 or 11 communities in the district are recommending that Good Energy, a consulting firm, help them to find a supplier. If Northbridge joins, it would be part of that group. Mr. Kozak added that the next step would be to approach the Department of Public Utilities (DPU), a State agency, which would have to approve the contract with the Southeastern Regional Planning and Economic Development District and Good Energy, making certain that whatever steps are needed to purchase the power that it would be done correctly. He said this takes a few months and hopefully by spring the town would be ready to go out to bid to find a supplier. Mr. Loretto noted that they were the consultants in the selection process for the Southeastern Regional Planning and Economic Development District (SRPEDD), which at this time consists of 11 towns, 8 of which are in National Grid, comprising approximately 85,000 households. He added that the benefit to the Town of Northbridge would be that it could leverage and be part of a larger group for the purchase of electricity. Mr. Loretto explained that the process, which Good Energy has worked hard to streamline would involve submission to the DPU as Mr. Kozak indicated but he also cautioned that the timeframe for this is unknown and could take 3 to 6 months. He added that the plans for the towns that have selected Good Energy would be submitted next month and they would love to have Northbridge participate. Mr. Loretto advised that the article has already been approved at the Fall Annual Town Meeting and the next step would be the review and approval of Good Energy's professional services agreement, which Mr. Loretto would be happy to send along tomorrow for the Town attorney to review. He concluded that it would be a highly competitive bid and would provide protection from the high volatility currently being seen. Mr. Loretto added that electric rates for the supply portion of billing had significantly increased from 8 cents to 16 cents over the past year. Mr. Marzec thanked Mr. Gogolinski and Mr. Loretto for their presentation. He expressed the view that the public has to realize the enormity of the current market volatility, noting from his experience

that New York co-ops had derived a great benefit from aggregate programs due to their predictability of payments. He added that it would be worth the Town's time and effort to pursue this, especially at this time due to the current volatility, rather than wait. Mr. Nolan asked Mr. Loretto how Northbridge compares to the other communities to which Mr. Loretto responded that there is a significant difference with 5,800 customers in Northbridge compared to 85,000 customers from the communities with similar market conditions involved in SRPEDD. Mr. Loretto added that Good Energy has a history in these programs, handling over 160 communities nationally with a price that was far better than that of most of their competitors, and never having a community leave their program. Noting that SRPEDD highly recommended Good Energy over many other companies. Mr. Kozak then suggested that the Board vote to move this item from Discussions to Decisions so the Board can vote to approve the committee's selection and vote to have Northbridge join SRPEDD. Mr. Melia asked if the current approach would take less time than if the town had handled it without the assistance of SRPEDD and Good Energy to which Mr. Kozak and Mr. Gogolinski responded that it definitely had saved time since they had already performed the groundwork. A motion/Mr. Marzec, seconded/Mr. Nolan to move this item from Discussions to Decisions. Roll Call Vote: Mr. Athanas/Yes, Marzec/Yes, Mr. Melia, Mr. Nolan/Yes, and Mr. Ampagoomian/Yes. A motion/Mr. Marzec, seconded/Mr. Athanas to accept the recommendations of the Aggregate Power Committee to select Good Energy as the committee's consultant and for the Town to join SRPEDD as mentioned above. Vote yes/Unanimous.

Mr. Melia asked what citizens should do when approached by companies with flyers and phone calls from third party suppliers (should they wait or not wait). Mr. Kozak indicated that it is a complicated issue. He asked Mr. Loretto to comment. Mr. Loretto acknowledged that the Commonwealth is being inundated with mailings, phone calls, door to door solicitations, and gift certificates. He commented that we need to protect residents in a way that we're informing them and offered to provide a website that they gave to the other 11 communities to inform residents. He described it as a link from the town's website. Mr. Loretto noted that the information begins with the statement that the program would not start until the summer of 2015 and any mailings that would be sent to residents would be recognizable as coming from the Town of Northbridge. He advises that in considering other offers, residents read all the fine print in the contract. Mr. Loretto cautioned that some companies have ambiguous wording in their contracts, particularly regarding the term of their offer, and to beware of cancellation charges for opting out of a program. Mr. Melia stated that he is advising residents to wait for the town committee to investigate and that it would be advantageous to participate in an aggregate program. Mr. Ampagoomian requested that Mr. Loretto send the informational link so that it can be put on our website. He thanked the Committee and Mr. Loretto, adding that hopefully the project can be completed quickly.

**Whitinsville Water Company / Water Meter System Improvements.** Town Manager Kozak advised that a proposal from the Whitinsville Water Company to install meters in the Northbridge system at no cost to the Town and to develop a Service Agreement over the life of the meter system did not pass at the Town Meeting due to a portion of the Service Agreement that was not acceptable. He noted that he had received a letter from the Whitinsville Water Company offering a variation of the original proposal eliminating the binding service agreement. Whitinsville Water Company felt installation of the new meters would be a cost savings to the Town due to the improved accuracy of the meters and replacing all the meters at once instead of on a "piece meal" approach. Randy Swigor, General Manager of the Whitinsville Water Company, appeared before the Board. He reviewed the rationale behind replacing all the meters and the benefit to the town in reduced costs. He noted that the risk to the Water Company in removing the service contract wording would be minimal. Mr. Nolan commented that some residents were concerned about possible harm that could be caused by the new meters due to radio waves. Mr. Swigor assured Mr. Nolan that the use of radio waves with the meters is minimal and not a health risk. Mr. Nolan asked who would own the meters to which Mr. Swigor responded that the Water Company would own them. Mr. Kozak interjected that if the Town paid for the meters the Town would own them. Mr. Nolan asked if everyone would have their meters replaced or if they could opt out. Mr. Swigor said there were no provisions for opting out. Mr. Swigor noted that the meters would run by a 20-year life

battery and not by electricity. Mr. Nolan asked about the expected life span of the meters to which Mr. Swigor responded that they have a 20-year life expectancy. Mr. Ampagoomian asked when Mr. Swigor expected to swap out the meters. Noting that the first part of the construction would be a central tower, Mr. Swigor responded that the meter installation would take place in March or April of 2015. Mr. Ampagoomian asked how much notice the customers would get to which Mr. Swigor responded that it would probably be at least a month's notice. He noted that it would be third party installation with a dedicated staff person handling customer calls and questions. Mr. Ampagoomian asked if the third party installers would be registered with the police department so that the police know about installation in residents' homes and residents feel safe by seeing installer identification. Mr. Swigor assured Mr. Ampagoomian that these precautions would be taken. Mr. Kozak had indicated that this would be a discussion and not a decision issue, suggesting that it would be advisable to invite DPW Director James Shuris to speak to the issue. Mr. Ampagoomian thanked Mr. Swigor for his time.

**TIF Proposal – Woonsocket Glass.** Town Manager Kozak explained that Woonsocket Glass is looking to locate and then expand their business at 369 Douglas Road. The Company has approached the Town with a TIF (Tax Increment Financing) proposal. Mr. Kozak noted that a TIF is a program that has existed for about 20 years, which Northbridge has previously been involved with that forgives some of the taxes for the new addition. He added that it helps the town in that it receives full taxes on the business that was there and the majority of the taxes based on the agreement for the new facility, along with additional employment opportunities, which helps the economy. Mr. Kozak advised that it requires a town meeting vote, which presents a small problem for the company. The company would like to move into the facility and start work this spring, but the next town meeting isn't until May. Mr. Kozak added that the other advantage to a TIF is that the company could apply for forgiveness on State Taxes but it would first need the town to approve a TIF. He noted that time is an issue in that the State would prefer to have the Town approve the TIF first and the addition work would have to be complete before tax forgiveness is granted. Mr. Kozak mentioned that one possibility would be to hold a special town meeting, which the company would be willing to pay for. Mr. Kozak felt that having a special town meeting would be awkward. Mr. Kozak noted that he happened to be at an economic development meeting the previous week in which the representative from Massachusetts Development who works on the TIF program was speaking about some of the projects and what's happening in the State. Mr. Kozak spoke to the representative about the issue and that it's a "catch 22" with the timing of town meetings. The representative said that he would talk to his director and get back to Mr. Kozak. He later called back to say that if the Board of Selectmen is willing to negotiate the TIF now and have an article for town meeting he would see if he could help with the process and there would not be a need for a special town meeting. Mr. Kozak asked the Board if it would consider moving the issue to Decisions to vote to allow Mr. Kozak to write a letter to the Business Development Office that the Board would entertain negotiating a TIF with the company and bring it forward to the May Town Meeting for a vote. Mr. Athanas commented that he didn't see a problem with it from a business standpoint that TIFs are very beneficial and that this should be moved along more quickly. To Mr. Melia's question whether the company had already purchased the property Mr. Kozak responded that he thought they had. Mr. Melia agreed with Mr. Athanas' comments, noting that the company is moving from Rhode Island, which is the type of thing that Northbridge wants to encourage. He added that it makes good sense to move forward on it and he supports it. A motion/Mr. Marzec, seconded/Mr. Nolan to move this item from Discussions to Decisions. Roll Call Vote: Mr. Melia/Yes, Nolan/Yes, Mr. Marzec, Mr. Athanas/Yes, and Mr. Ampagoomian/Yes. A motion/Mr. Marzec, seconded/Mr. Nolan to contact Woonsocket Glass to begin negotiations for a Tax Increment Financing agreement with the Town to be further approved by Town Meeting vote in May 2015. Vote yes/Unanimous.

Mr. Kozak recommended contacting the Assessor's and Planning Offices for discussions with the owner and report back to the Board as soon as possible. Mr. Ampagoomian noted that there have been several changes in TIF state regulations to which Mr. Kozak agreed, adding that the process has been simplified. Mr. Kozak cautioned that if this approach doesn't work out there would have to be a special town meeting

to address the issue.

**TOWN MANAGER'S REPORT -1) Wreath Presentation:** Mr. Kozak announced that clients and staff from the Evergreen Center in Milford, made their annual visit to Town Hall on December 10<sup>th</sup>, to present him with a holiday wreath, which was made by the clients. **2) Economic Development Forum:** Mr. Kozak attended this meeting and noted that discussion focused on various programs provided by Mass. Development and offered to communities including the MASS Bizworks Training and Marketing program and the Economic Development Incentive Program [EDIP]. **3) Legislative Breakfast:** Mr. Kozak explained that the Central Mass. Regional Planning Commission [CMRPC] held a legislative breakfast and the topic of discussion was the opiate epidemic in Central Mass. They also discussed the increased use of new smoking products like e-cigarettes and hookah pipes among youth. Various regulations were also discussed. The CMRPC indicated that they want to resume tobacco stings. Mr. Kozak mentioned his concern that with a new governor about to take office that budget priorities and information from the Governor's Office might be delayed and there is concern over local aid. **4) Road/Bridge Update:** Mr. Kozak commented on the Douglas Road Bridge and Sutton Street projects. The Douglas Road Bridge is pretty much done for the year and will be completed including the removal of the temporary bridge in the spring. Paving is continuing on Sutton Street with the State set to complete their work soon. Mr. Kozak added that the DPW is doing a good job repairing pot holes. He advised that if a pot hole is discovered it should be reported to the Police Department. Mr. Kozak noted that the new machine is working well; the patches are holding. **5) Burning Permits:** Mr. Kozak announced that the Fire Department will begin issuing burning permits on January 1<sup>st</sup>. He added that this year there will be a slight fee and an application containing information.

Mr. Kozak advised the Board that he is proposing a change in holiday hours, which was agreed to by the staff of the Town Offices that the Town Hall would be closed on the Friday after Christmas and the Friday after New Year's Day to help the town save on utility bills with the time being made up on Christmas Eve and New Year's Eve. He requested the support of the Board on this issue and they concurred.

**SELECTMEN'S CONCERNS. Selectman Nolan** - Congratulated the Northbridge Rams for making it to the Super Bowl, which he considers to be admirable that they were able to make it and play at Gillette twice now. He added that he is looking forward to their playing next year. **Chairman Ampagoomian** - Asked about the flood plan. Mr. Kozak responded that he received a call from Mr. Jolles and he is ready to proceed with the study and will be in touch with the Conservation Commission to get things going. **Chairman Ampagoomian** – Wished Northbridge residents a very Merry Christmas, Happy Hanukkah, Happy Kwanza, and Happy New Year.

**Meeting Adjourned: 8:45 PM**

**Respectfully submitted,**

**James Athanas, Clerk**

/pf

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

December 15, 2014

**Presentation:** Copy of Certificate of Appreciation for Representative George N. Peterson, Jr.

**Announcement by Town Clerk Doreen Cedrone:** Copy of Press Release announcing that Northbridge is the recipient of the Senator Lou Bertonazzi Outstanding Citizenship Award

#### I. APPROVAL OF MINUTES

A. Copy of the November 17, 2014 minutes.

#### II. PUBLIC HEARINGS

#### III. APPOINTMENTS/By the Board of Selectmen:

B. Copy of Leeann Hansson's Talent Bank Application

#### IV. CITIZENS' COMMENTS/INPUT – Harry Berkowitz: Local Access Issue. – No Documentation.

#### V. DECISIONS

C. Copy of Northbridge Education Foundation's request to hold a 5K Road Race on Saturday, April 4, 2015 beginning at 9AM

-Copy of NEF's request to hang a banner across Church Street from March 15 to March 29, 2015 to advertise the road race

-Copy of flyer for advertising the race

-Copy of map and registration form

-Copy of Police Chief Warchol's emailed response/comments dated 12/8/14

-Copy of DPW Director's emailed response/comments dated 12/9/14

D. Copy of Northbridge High School DECA Club's request to hold a Boot Drive on Saturday, April 4, 2015 at Memorial and Oviaan Squares from 9AM to 12 Noon

-Copy of Police Chief Warchol's emailed response/comments dated 12/9/14

-Copy of DPW Director's emailed response/comments dated 12/9/14

E. Copy of Operation Graduation's request to hold a Boot Drive on Saturday, May 2, 2015 from 9AM to 1PM at Memorial Square

-Copy of Police Chief Warchol's emailed response/comments dated 12/10/14

F. Copy of listing of 2015 Annual Liquor License Renewals

G. Copy of listing of 2015 Miscellaneous License Renewals [Common Victualler, Class II, Class III, Automatic Amusement Devices, Entertainment, etc.]

#### VI. DISCUSSIONS

H. Copy of the Powerpoint presentation illustrating the Reuse Plan for 2040 Providence Road

-Copy of PDA Analysis from CMRPC regarding the Reuse Plan for 2040 Providence Road

I. Copy of Northbridge School Committee's notice of an online survey to request feedback from residents on the School Department's budget process for the 2015-2016 school year

-Copy of School Budget survey

J. Alternative Energy Proposal – **No documentation**

K. Copy of letter from WWC dated 11/24/14 regarding water meter system improvements

KK. TIF Proposal – Woonsocket Glass – **No documentation**

**VII. TOWN MANAGER'S REPORT**

- L. 1) Wreath Presentation** – Picture of clients who made and presented a holiday wreath to the Town Manager
- 2) Economic Development Forum** – **No documentation**
- 3) Legislative Breakfast** – **No documentation**
- 4) Road/Bridge Update** – **No documentation**
- 5) Burning Permits** – **No documentation**

**VIII. SELECTMEN'S CONCERNS** – **No Documentation**

**IX. ITEMS FOR FUTURE AGENDA** – **None**

**X. CORRESPONDENCE** – **None**

**XI. EXECUTIVE SESSION** – **None**