BOARD OF SELECTMEN'S MEETING
January 11, 2016

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

Chairman Melia 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 Under M.G.L. C. 30A, §21 #3 – To discuss strategy with respect to litigation and under M.G.L. C. 30A, §21 #3 – To discuss strategy with respect to contract negotiations – and to reconvene in Open Session. Roll Call Vote: Mr. Athanas/ Yes, Mr. Ampagoomian/Yes, Mr. Marzec/yes, Mr. Nolan/Yes, and Mr. Melia/Yes.

Open Session Adjourned: 6:31 PM

Executive Session Convened: 6:33 PM

Executive Session Adjourned: 6:50 PM

Open Session Reconvened: 7:00 PM

The Pledge of Allegiance was recited by those present.

Presentation: Proclamation for the Northbridge High School Football Team and Coaches.
Selectman Athanas congratulated the team on a great victory. Selectman Nolan stated it was one of the most exciting games he has seen at Gillette Stadium. Chairman Melia then read aloud the proclamation.
Ken LaChapelle, Head Coach of the Northbridge High School football team, stated the team has received numerous pats on the back often from people unknown. He stated the Town's people have a great sense of pride. He explained they were proud to have represented themselves, their parents, the school, and the Town's people. Mr. LaChapelle stated the team greatly appreciates this presentation and congratulated his team.

Presentation: Volunteer Recognition Awards. Chairman Melia announced the names of volunteers and their years of service and presented those in attendance with their Award of Appreciation.

Presentation: Employee Recognition Awards. Town Manager Kozak announced the names of employees and their years of service and presented those in attendance with their Award of Appreciation.

APPROVAL OF MINUTES A. November 23, 2015. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the November 23, 2015 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Melia, and Nolan. Abstain/Messrs. Athanas, and Marzec

PUBLIC HEARINGS: None

APPOINTMENTS/By the Town Manager:
Scott Motyka, Regional Systems Administrator. Town Manager Mr. Kozak mentioned our former Systems Administrator has retired but has been working part time until the position was filled. Among 6 other candidates, Mr. Motyka was the chosen candidate. Prior to the search process, Mr. Kozak noted that

he thought about looking into a shared position with Douglas. Working together, Town Manager Kozak and Douglas Town Administrator Michael Guzinski, worked out a contract to have a Regional Systems Administrator. Mr. Motyka introduced himself and provided a brief summary of his background and experience. Mr. Motyka has been in the public sector industry for about 20 years, a majority of that time he has been a Director. Mr. Motyka is ecstatic about this opportunity, especially since it is his home Town and he now has the chance to step back into public servitude, and offer his experience. He believes his regional experience is a great match for the Town of Northbridge and Douglas and looks forward to his future with both Towns. Town Manager Kozak explained Mr. Motyka will be hired through the Town of Northridge and 1 day a week Mr. Motyka will work in Douglas. The Board welcomed Mr. Motyka. A motion/Mr. Marzec, second/Mr. Athanas to affirm the Town Manager's appointment of Scott Motyka as Regional System Administrator. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT Local Business Spotlight: Whitin Community Center [Heather Elster, Executive Director]. Ms. Elster spoke regarding the Whitin Community Center. The Whitin Community Center is a non-profit organization who relies entirely on membership dues and donations. Often times the Center holds fundraisers to help financially. However, the Center also hosts free community events, which are open for the public to attend. They strive to give back and be a part of the community. Ms. Elster announced some upcoming events: The 17th Annual Free Kids Fair is being held on March 19th and includes vendors, informational booths, an egg hunt and activities. April 30th is the Gala Fundraiser that will be held in the parking lot of Saint Peter's Church to support the new Rockdale Youth Center. Currently, the renovation of Saint Peter's Church Hall has commenced, which the grant is covering a large portion of but not everything. The fundraising is to help support serving more children, supplies, computers, couches, and an outdoor play space. On June 4th, "Wooed by the FOOD" will be held at Whitin Park. Food trucks will serving a variety of foods such as sausages, grilled cheese, seafood, ice cream, cupcakes, and more. For the 3rd year, the classic car show "Cars in the Park" will be held on August 20th. The Director of Member Services, Ms. Boyle, thanked the Board for allowing the Community Center to attend the meeting. Ms. Boyle explained that anyone can come to the Center at any time without being a member and stated anyone can come in free for a 2-week trial period. Civil servants in the Blackstone Valley receive a discount on memberships. Anyone from children aged 6 months up to senior citizens can get a membership. Currently, inside activities include roller skating on Friday nights, open rec swimming, and outreach activities that are free to the public on Saturdays. Mr. Nolan expressed his appreciation and explained there was an ice storm year's back that left a lot of people without power for 5-6 days and the Community Center opened for those who did not have power to take a hot shower. He stated it was a great way to give back to the community.

Philip Simmons of 96 Fowler Road stated he watched a re-run of the latest Selectmen's Meeting and the discussion was on Sutton Street regarding the amount of no parking signs. He explained people have been coming to him with concerns about handicapped access and pointed out that the sidewalk at the corner of Route 122 and Sutton Street has an anchor for a hanger located in the middle of the sidewalk. He stated it would be difficult for handicapped people to maneuver as well as the Town's sidewalk plow. He also explained that mailboxes and telephone poles on Sutton Street are at various distances in the middle of the sidewalk. Mr. Simmons expressed another concern that there are talks of grinding of a couple of inches on Fowler Road and putting asphalt down. He expressed that there are sections of Fowler Road that do not have a binder.

National Entertainment Network, LLC [Peter Jacobson] / Application for an Automatic Amusement Device License to be located at Shaw's Supermarket, 1177 Providence Road, Whitinsville. A motion/Mr. Ampagoomian, seconded/ Mr. Nolan to approve the application for an Automatic Amusement Device License to be located at Shaw's Supermarket. Vote yes/Unanimous.

2016 Liquor License Renewal: Sammy's Restaurante, LLC [Sohail Ahmad, Manager] / Vote to approve subject to the payment of all monies due the Town. A motion/Mr. Ampagoomian, seconded/Mr. Nolan, to approve the 2016 Liquor License Renewal for Sammy's Restaurante subject to the payment of all monies due the Town. Vote yes/Unanimous.

Spring Annual Town Meeting/Vote to close the warrant on Friday, March 4, 2016 at Noon. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to close the Spring Annual Town Meeting warrant on Friday, March 4, 2016 at Noon. Vote yes/Unanimous.

Departmental Reports: Police Department, Fire Department and Department of Public Works. Town Manager Kozak mentioned that the following Department Heads were present to provide updates on their departments including accomplishments and future needs. Police Chief Warchol, Fire Chief Nestor and DPW Director Shuris provided their departmental updates covering the period of July 2015 through December 2015. A copy of the Department Head's report can be found attached to these minutes.

Selectman Ampagoomian complemented Detective Ouillette and his task force on a recent drug bust. He stated it shows that the Police Department is trying to get a handle on this Opioid crisis. He then asked Chief Warchol if there have been any issues with the public NOT cooperating with the parking ban. Chief Warchol replied there have not been any problems. Selectman Nolan questioned what the cost of hiring an additional Detective would be and Chief Warchol replied it would be just over $60,000. Selectman Athanas asked Chief Warchol about Northbridge being a higher opioid area and if he had any idea why that is. Chief Warchol replied he believes it is part of the makeup of the community. Selectman Athanas asked if there were any preventative matters that could be done in the schools such as educational programs to help lessen the opioid crisis. Chief Warchol stated the Police Department is currently working with the School's resource officer as well as the Superintendent's Office to get a comprehensive drug education program started in the Middle School and the High School and a much more simplified program in the Elementary Schools. Chairman Melia asked Chief Warchol how many full time officers the Town currently has and Chief Warchol replied there are currently 19 full time officers.

Selectman Ampagoomian congratulated Chief Nestor and his Department on getting the grant for the new Ladder Truck. Selectman Athanas asked what the dollar amount of the grant was. Chief Nestor replied the total amount of the grant was $712,500. He added that the Town also appropriated $240,000 towards the vehicle making the total budget $952,500. The Chief also advised that the bids for the vehicle came in at $853,556 leaving approximately $99,000 to equip the vehicle.

Selectman Ampagoomian question Mr. Shuris if he anticipated submitting an article requesting an increase in funds for the DPW. Mr. Shuris replied yes. Town Manager Kozak advised Mr. Shuris to hold off as the Town would also be requesting a new DPW facility in the spring. He suggested the request for an increase in funds to be submitted in the fall or next spring. Selectman Nolan asked what the DPW received this year for Chapter 90 funding and Mr. Shuris replied $475,000. Selectman Nolan asked if the amount was the same as the past couple of years and Mr. Shuris replied it was. Selectman Nolan asked what Mr. Shuris' opinion was on why so few people have taken advantage of the new sewer connection. Mr. Shuris replied he believes it is because they don't have the proper system setup. Chairman Melia asked if Mr. Luchini had a response to a concern mentioned under Citizens Comments by Mr. Simmons. Mr. Luchini replied that with a small budget they do what is possible to get the most out of the money that is appropriated. Chairman Melia asked why a section of Fowler Road came out bumpy. Mr. Luchini replied when it was milled there were lips in the area that caused the machine to leave an impression. He explained he already spoke to the company for an infrared asphalt repair to be completed over the summer. The infrared process will heat up that section of pavement, flatten it, and smooth it out.

Charter Communications- Present: Harry Berkowitz, Chairman, Cable Advisory Committee Mr. Berkowitz explained that about a year ago Charter Communications violated the contract in regards to the channel lineup from which shifted the Local Access channels from the lower tier to the upper tier. Mr. Berkowitz stated before the contract was signed, the Cable Advisory Committee requested that a billing service center be located in Town and that it was to be included in the contract and Charter accommodated the request. Years later, the Northbridge Billing Center closed and the closest one around was in Grafton. The contract states that in the event the licensee maintains a customer service office or third party payment center in a community contiguous to Northbridge, said office shall be available to Northbridge subscribers. The Grafton Billing Center was available to Northbridge customers. Currently, Charter is planning on closing the Grafton Billing Center sometime in February, which leaves the Worcester Billing Center at 14.5 miles from the Town Hall. Mr. Berkowitz's concern was that a lot of elderly customers like to go the Billing Center to pay their bill but it will no longer be available. Customers who have had issues with their bill or complaints were also able to go to the Grafton Billing Center to have their problem solved. Mr. Berkowitz stated that he believes a Public Hearing should be held. Continuing, he explained that as far as the license goes, the State cannot go forward with anything until the Board of Selectmen hold a public hearing. Mr. Berkowitz indicated that he would like to see the Board of Selectmen send a letter to Verizon requesting them to reconsider their service in Town and to inform them that the Town is interested in having their service. Chairman Melia asked if Charter has been confronted regarding the two violations. Mr. Berkowitz replied they were confronted on the channel change, which occurred nationwide. Selectman Ampagoomian stated he believes Mr. Berkowitz brought up a good point about writing a letter to Verizon in attempt to have their service as an option for the Townspeople. He also asked Mr. Berkowitz what the Public Hearing would entail. Mr. Berkowitz explained Charter's customers who attend the meeting could express their concerns about how the closing of the Grafton Billing Center is an issue for them. He added at that point it could be documented and sent to the State on why it is a problem for the customers. Cynthia Key, 111 Clubhouse Lane, stated there are more issues than what has been mentioned and she believes the public would be very interested in holding a public hearing. Chairman Melia stated the Board would decide if and when to have the Charter topic on a future agenda to discuss the possibility of holding a public hearing.

Intermunicipal Agreement RE: Regional Systems Administrator. Town Manager Kozak explained and as discussed earlier that the Town of Douglas has an interest in sharing a Systems Administrator. He stated if the Board approves the agreement, it would allow the individual to work one day a week in Douglas, which equates to 20% of the budget. The included agreement is still a draft but is about 75% complete and has been reviewed by Town Counsel.

Town Manager's Report. 1) Local Historic District Study Committee: The Town is in need of addition individuals for the Local Historic District Study Committee. We have contacted the Northbridge Historical Society, the Central Mass. Association of Realtors and the American Institute of Architects for the names of 2 nominees each. If any members of these institutions are interested, please contact the Town Manager's Office at 508-234-2095. **2) Public Safety Appreciation Day:** An event was held at Wal-Mart on Wednesday December 30, 2015, to celebrate the Town's new ladder truck and the public safety personnel. The event, sponsored by Walmart, was open to the public and was very well attended. **3) Library Grant Award:** The Library was awarded a $70,500 grant from the Mass. Board of Library Commissioners to enhance pre-school programming, STEM science, and technology. The Library will be using funds to provide programs to the residents in Town. **4) Fire Burning Permits:** The Fire Chief wants to remind any citizen who wish to have open fires that they will be required to obtain a burning permit from the Fire Department. The fire burning season begins January 15, 2016. **5) Recycling Center/Closed during January and February:** The Recycling Center located behind the Fire Station is now closed for the months of January and February and will reopen in March - weather permitting.

Town Manager Kozak announced that the community aggregation plan has moved forward and Con Edison will now the supplier on National Grid bills and the lower rate should be reflected on the February bills.

SELECTMEN'S CONCERNS: Selectman Ampagoomian/1) Asked if the fence was removed between the former Whitinsville Bank building and the Town Hall Annex. Mr. Luchini answered that it had not yet been removed but he is in the process of checking with the current owner to make sure it is on Town property before removing it. **2)** Asked if any progress has been made with the Plummer's Corner turn signal. Mr. Luchini replied that they are waiting on the State. **3)** Asked Town Manager Kozak for an update on the DPW Facility. Town Manager Kozak replied that the Building Planning and Construction Committee met last week and the consultant is working on proposals with the design firm engineer to get specifications, prepared in time for Town Meeting. The next step would be to finalize the design and secure solid estimates for Town Meeting. **4)** Requested a Future Agenda Item regarding the possibility of having a historical plaque installed at Adams Four Corners including a brief history. **5)** Requested the consideration of naming the Sutton Street Bridge after Representative John Driscoll once the Sutton Street project and bridge are completed. **6)** Mentioned the passing of long time Worcester County Sheriff, John M. Flynn. The wake is scheduled for January 12, 2016, at Callahan-Fay and Caswell Funeral Home on 61 Myrtle Street in Worcester.

Chairman Melia announced the next meeting will be held on Monday, January 25, 2016.

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

Meeting Adjourned: 8:57 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

January 11, 2016

Copy of Proclamation for the Northbridge High School Football Team and Coaches
Copy of Employee and Volunteer Recognition awards

I. APPROVAL OF MINUTES
A. -Copy of the November 23, 2015 minutes

II. PUBLIC HEARINGS: None

III. APPOINTMENTS: By the Town Manager
B. Scott Motyka, Regional Systems Administrator/Vote to affirm
-Copy of appointment letter for Scott Motyka

IV. CITIZENS' COMMENTS/INPUT
Local Business Spotlight: Whitin Community Center [Heather Elster, Executive Director]
-Copy of membership information packet
-Copy of informational pamphlet

V. DECISIONS
C. National Entertainment Network, LLC [Peter Jacobson] / Application for an Automatic Amusement Device License to be located at Shaw's Supermarket, 1177 Providence Road, Whitinsville
- Copy of National Entertainment Network, LLC, Application for Automatic Amusement Device
D. 2016 Liquor License Renewal: Sammy's Restaurante, LLC [Sohail Ahmad, Manager] / Vote to approve subject to the payment of all monies due the Town - **No Documentation**
E. Spring Annual Town Meeting / Vote to close the warrant on Friday, March 4, 2016 at Noon - **No documentation**

VI. DISCUSSIONS
F. Departmental Reports: Police Department, Fire Department and Department of Public Works
-Copy of reports from the Fire Department, Department of Public Works, and Highway Department.
G. Charter Communications- Present: Harry Berkowitz, Chairman, Cable Advisory Committee
-Copy of letter from Charter regarding consolidation of retail stores
-Copy of section 5 of the Charter Communications license
H. Intermunicipal Agreement RE: Regional Systems Administrator
-Copy of draft Intermunicipal Agreement

VII. TOWN MANAGER'S REPORT
I. 1) Local Historic District Study Committee- **No documentation**
2) Public Safety Appreciation Day- **No documentation**
3) Library Grant Award- **No documentation**
4) Annual Fire Permits- **No documentation**
5) Recycling Center/Closed during January and February- **No documentation**

VIII. SELECTMEN'S CONCERNS - No documentation

IX. ITEMS FOR FUTURE AGENDA - None

X. CORRESPONDENCE - None

XI. EXECUTIVE SESSION – 6:30 PM:

J. Under M.G.L. Chapter 30A, S21 #3 – To discuss strategy with respect to litigation.
- No documentation

K. Under M.G.L. Chapter 30A, S21 #3 **–** To discuss strategy with respect to contract negotiations.
- No documentation

BOARD OF SELECTMEN'S MEETING

January 25, 2016

JOINT MEETING WITH THE PLANNING BOARD

A joint meeting of the Board of Selectmen and Northbridge Planning Board was called to order by Chairman Thomas Melia at 6:30 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Present: Messrs. Ampagoomian, Athanas, Marzec, Melia, and Nolan. **Also Present**: Theodore D. Kozak, Town Manager, Brian Massey, Planning Board Chairman; and Planning Board Members: George Murray, Mark Key, and Pamela Ferrara.

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES 1) December 7, 2015. A motion/Mr. Marzec, seconded. Mr. Nolan to approve the December 7, 2015 meeting minutes as presented with the readings omitted. Vote yes/Unanimous **2) January 11, 2016 [Executive Session].** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve but not release the January 11, 2016 minutes. Vote yes/Unanimous

PUBLIC HEARINGS: 7:05 Roby Dee, Inc. d/b/a Valley Pub [Robert DeDominick, Mgr.], 40 Plummer Avenue, Whitinsville, MA/Application to transfer the All Alcohol General On Premise Liquor License, Non-Alcoholic Common Victualler License, Entertainment License [Weekdays] and the Automatic Amusement Device License [Juke Box] from Hawks' Nest Tavern [Philip Pichel, Mgr.]. Current owner Philip Pichel stated he is selling his business to Mr. Robert DeDominick. Chairman Melia asked if there were going to be any changes in the alcohol license or any of the other licenses. Mr. Pichel stated the current license is Monday through Friday 8 AM - 2 AM, Saturday 8 AM - 1 AM, and Sunday 12 PM - 2 AM. Selectman Nolan asked what the current primary outdoor activities are. Mr. Pichel explained the current Liquor License is an extended license that allows them to serve alcohol outside within an enclosed area and the Entertainment License is for outdoor entertainment until 10 PM. Selectman Nolan verified that there not going to be any changes in the hours or activities indoor or outdoor. Mr. DeDominick explained that as of right now the only potential change would be closing at 1 AM as opposed to 2 AM. Chairman Melia asked if Mr. DeDominick had previous experience in the liquor business. Mr. DeDominick replied he currently owns the Tradesman in Milford, MA. A motion/Mr. Ampagoomian, seconded/Mr. Athanas, to approve the transfer of the All Alcohol General On Premise Liquor License, Non-Alcoholic Common Victualler License, Entertainment License [Weekdays] and the Automatic Amusement Device License [Juke Box] from Hawks' Nest Tavern [Philip Pichel, Mgr.] to Roby Dee, Inc. d/b/a Valley Pub [Robert DeDominick, Mgr.]. Vote yes/Unanimous.

APPOINTMENTS/Joint Appointment by the Board of Selectmen and Planning Board: James Berkowitz, Planning Board. Chairman Melia noted that Mr. James Berkowitz was unable to attend the meeting and that the appointment would be a 4-month appointment until the Annual Town Election in May. Brian Massey, Planning Board Chairman, answered that Chairman Melia was correct. James Berkowitz met with the Planning Board at a previous meeting to which Chairman Massey noted he, himself, was not present but the Board members were able to meet him. He added that Mr. Berkowitz is also interested in running for the position in May. Mr. Murray endorsed and encouraged him to apply to be a member of the Planning Board. Mr. Key stated Mr. Berkowitz has a great track record of service to the Town and the Board feels as though he is a welcome addition to the Board. The Planning Board's vote to support the appointment of Mr. Berkowitz to the Planning Board was unanimous. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to appoint Mr. Berkowitz to the Planning Board until the Annual Town Election in May. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, Melia, Nolan, George Murray, Mark Key, and Pamela Ferrara. Abstain: Brian Massey.

RESIGNATION: Dave Scichilone, Parks and Recreation Commission. Chairman Melia read aloud Mr. Dave Scichilone's letter of resignation. A motion/Mr. Nolan, seconded/Mr. Athanas to accept the resignation of Dave Scichilone. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT: Carrie Maynard, 116 East Street, asked the Selectmen to please consider holding the public hearing regarding Charter Communications. Ms. Maynard also asked if anyone had an update on the land clearing that is going on. Chairman Melia explained at the previous meeting the Conservation Commission and Planning Board gave an overview on the 260 acres of land that was being cleared. Elizabeth Rheaume representing Linwood Mill Apartments stated she would also like to have an open meeting on the Charter issues.

Annual Town Election Warrant [May 17, 2016]/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. Nolan to give notice to the Town Clerk to place vacancies from elected boards on the Town Election Warrant. Vote yes/Unanimous.

Pine Grove Cemetery Deed/Kathryn and Albert Lamoreaux [Lot No. 21, Birch Path North]. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve the sale of Lot No. 21, Birch Path North, to Kathryn and Albert Lamoreaux. Vote yes/Unanimous.

Cable Advisory Committee/Vote to hold a public hearing regarding Charter Communications. Chairman Melia stated he spoke to Tom Cohan. He is available and would be more than happy to come to the Selectmen's meeting on February 29, 2016, and answer any allegations or questions. Selectman Nolan expressed his concern that by February 29th, they will already have moved out of the Grafton location. Selectman Ampagoomian then suggested the public hearing be held February 8, 2016. Selectman Ampagoomian explained that by holding the meeting earlier either Mr. Cohan or a Charter representative would be fully aware of citizens' complaints, and the violation(s) of the contract. He explained by hosting a public hearing, if in the future the Town decides to petition the FCC, the State regulatory system, it will be on record that a hearing was held and citizens' concerns were heard. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to hold a public hearing on February 8, 2016, regarding the possible Charter Communications license violations at a time best-suited for the Board. Vote yes/Unanimous. Chairman Melia announced the Charter Communications public hearing would be held at 7:05PM on February 8, 2016.

Northbridge Education Foundation [Kathy Ducey]/1) Request to hold a 5K Road Race on Saturday, April 2, 2016 at 9 AM beginning and ending at Northbridge High School 2) Request to hang a banner across Church Street from March 6, 2016 to March 20, 2016 to advertise the road race. Ms. Ducey stated the race is now in its 5th year and she has returned to request the Board's approval for the race to be held on Saturday April 2, 2016 at 9 AM. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to grant approval to Northbridge Education Foundation [NEF] to hold a 5K Road Race on Saturday, April 2, 2016, at 9 AM subject to the safety conditions of the Northbridge Police Department. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to grant approval to NEF to hang a banner across Church Street from March 6, 2016 to March 20, 2016 to advertise the road race. Vote yes/Unanimous.

Mass Preservation Projects Fund (Round 22)/Vote to authorize Chairman to sign the MA Historical Commission application for the Northbridge Memorial Town Hall Interior Restoration. Town Manager Kozak explained this grant program has been used in the past for the replacement of the Town Hall windows and the window trim. The objective of the Town is to apply for grant funds to help repair the Great Hall located on the upper floor of the Town Hall. Authorizing this vote will give the Town the opportunity to submit the application. The Town will also looking into using funds from the Town Building

account and may also need to place article on the Town Meeting Warrant to appropriate additional funds. A motion/Mr. Ampagoomian, seconded Mr. Athanas to authorize Chairman Melia to sign the MA Historical Commission application for the Northbridge Memorial Town Hall Interior Restoration project. Vote yes/Unanimous.

MJW Real Estate Management, LLC d/b/a Whitinsville Art & Antique Center, 202 Church Street, Whitinsville [Mary A. Walling]/Application for a Junk Dealer's License. Ms. Walling explained that there would be approximately 15 dealers who would be renting a booth in her store to sell their items. She explained she would be collecting the revenue and tax for their items. Ms. Walling explained that this was a normal practice and a lot of people who enjoy dealing in antiques but have full time jobs are unable to have a store of their own. A motion/Mr. Marzec, seconded/Mr. Athanas to approve the application for a Junk Dealer's License for MJW Real Estate Management, LLC d/b/a Whitinsville Art & Antique Center, 202 Church Street, Whitinsville [Mary A. Walling, Mgr.]. Vote yes/Unanimous.

Presidential Primary Election Warrant [March 1, 2016]/Vote to sign. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to sign the Presidential Primary Election Warrant [March 1, 2016]. Vote yes/Unanimous.

Town Manager's Contract. Chairman Melia stated that the Town Manager Kozak's current contract expires on June 16, 2016, and that Mr. Kozak has asked the Board to entertain extending his contract another year until June 16, 2017. There are three items in the contract that Town Manager Kozak is requesting. An additional year, a salary increase to $125,000, and an additional week of vacation for a total of 5 weeks. Town Counsel has reviewed the contract. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the extending of the Town Manager's contract for one year, increasing his salary to $125,000, and granting his request for an additional week of vacation for a total of 5 weeks. Vote yes/Unanimous.

Intermunicipal Agreement RE: Regional Systems Administrator. Town Manager Kozak explained that this was an agenda discussion topic at the previous meeting. The Town of Douglas is interested in a shared Systems Administrator position. The agreement has been finalized and includes the Town of Douglas paying 20% of the salary and benefits of the employee which equates to his working one day a week in Douglas. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the Intermunicipal Agreement for the Regional Systems Administrator between the Towns of Northbridge and Douglas. Vote yes/Unanimous.

Environmentally Preferable Product Procurement Policy [formally known as the Buy-Recycled Policy]/Vote to approve the revised policy. Town Manager Kozak explained the policy presented has been in place since 1996 and is a widely-utilized program for many communities. The Board of Health Agent who uses the policy and program often has made the Town aware that the program has become outdated and has been updated by the state. The request is to accept the updated changes to the policy, which is now required to be able to apply for grants in the future. A motion/Mr. Athanas, seconded/Mr. Nolan to move this item from discussions to decisions for a vote. Vote yes/Unanimous. A motion/Mr. Nolan, seconded/Mr. Athanas to approve the revised Environmentally Preferable Product Procurement Policy as presented. Vote yes/Unanimous.

Alternatives: Waiver of sewer connection fees/Present: Maurice "Moe" DePalo. Mr. Depalo explained that Alternatives has entered into a collaborative project with Blackstone Valley Regional Vocational Technical High School. The project consists of renovating the building at 22 Whitin Ave. When completed, it will be used for classroom space, vocational projects, a greenhouse, Alternatives' offices, as well as for meeting facilities for Alternatives and the community. As a non-profit organization and being supported by the State, the budget is very strict. The project is being financed through grants, donations, and available funds as necessary. This building, once completed, will be available to serve as a town venue as well as its intended purposes. Alternatives is requesting a waiver of the sewer connection fees in the amount of $9,290.

A motion/Mr. Ampagoomian, seconded/Mr. Marzec to move this item discussions to decisions for a vote. Vote yes/Unanimous. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to waive the sewer connection fees in the amount of $9,290 for the restoration of the Alternatives building located at 22 Whitin Ave. Vote yes/Unanimous.

Town Manager's Report **Quinsigamond Community College Update** - Quinsigamond Community College held a meeting on Monday, January 25, 2016, to discuss the progress of the satellite campus location in Northbridge. The college is still working on getting the former Whitinsville Hospital facility as the possible location. They are currently discussing the price as well as working with locals to help raise funds. **Massachusetts Municipal Association Conference** - Attended the Annual Trade Show meeting in Boston including various workshops and other functions. Governor Baker gave a positive report for local aid with an increase of about 4.3% for FY 17. The Governor also plans on funding $200,000 towards Chapter 90 monies. **Economic Development Committee Update** - In a recent meeting, the Economic Development Committee discussed potential areas for economic development. Representatives will attend the Planning Board's Public Workshop, which is scheduled for February 23, 2016 at 6 PM at the Town Hall. **Planning Board Public Workshop On Zoning Issues for the Town** - The Northbridge Planning Board, in cooperation with the Board of Selectmen, will host a second Zoning Workshop on Tuesday, February 23, 2016, at 6:00 PM in the Selectmen's Meeting Room of the Northbridge Memorial Town Hall, 7 Main Street, Whitinsville, MA 01588 to discuss Zoning and Economic Development strategies & opportunities for the town.

Selectmen's Concerns: Selectman Ampagoomian noted that at the MMA Meeting the Governor also mentioned he will be increasing the budget for Trade Schools to help modernize equipment.

Chairman Melia announce that the next scheduled Selectmen's Meeting is scheduled for February 8, 2016 @ 7 PM and will include a public hearing in regards to Charter Communications.

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

Meeting Adjourned: 7:43 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

January 25, 2016

I. APPROVAL OF MINUTES

A. 1) -Copy of December 7, 2015 minutes

2) -Copy of January 11, 2016 [Executive Session] - Removed from documentation as they have not been released.

II. PUBLIC HEARINGS:

B. 7:05 PM- Roby Dee, Inc. d/b/a Valley Pub [Robert DeDominick, Mgr.], 40 Plummer Avenue, Whitinsville, MA/Application to transfer the All Alcohol General On Premise Liquor License, Non-Alcoholic Common Victualler License, Entertainment License [Weekdays] and the Automatic Amusement Device License [Juke Box] from Hawks' Nest Tavern [Philip Pichel, Mgr.].

-Copy of Form 43 for Valley Pub
-Copy of Public Hearing Notice for Valley Pub
-Copy of Legal Notice
-Copy of Application for Common Victualler License
-Copy of Application for Entertainment License
-Copy of Application for Automatic Amusement Device License

III. APPOINTMENTS/By the Board of Selectmen:

C. James Berkowitz, Planning Board
-Copy of James Berkowitz's Talent Bank Form

RESIGNATIONS:

D. Dave Scichilone, Parks and Recreation Commission
-Copy of Dave Scichilone's letter of Resignation

IV. CITIZENS' COMMENTS/INPUT - None

V. DECISIONS

E. Annual Town Election Warrant [May 17, 2016]/Vote to give notice to the Town Clerk to place vacancies from elected boards on the Town Election Warrant
-Copy of memo listing vacancies for the Annual Town Election Warrant [May 17, 2016]

F. Pine Grove Cemetery Deed
-Copy of deed for Kathryn and Albert Lamoreaux [Lot No. 21, Birch Path North]

G. Cable Advisory Committee/Vote to hold a public hearing regarding Charter Communications - No documentation

H. Northbridge Education Foundation [Kathy Ducey]/1) Request to hold a 5K Road Race on Saturday, April 2, 2016 at 9 AM beginning and ending at Northbridge High School 2) Request to hang a banner across Church Street from March 20, 2016 to April 3, 2016 to advertise the road race
-Copy of Northbridge Education Foundation email request from Kathy Ducey
-Copy of Police Chief Warchol's response
-Copy of 5K Race Route

I. Mass Preservation Projects Fund (Round 22)/Vote to authorize Chairman to sign MA Historical Commission application for Northbridge Memorial Town Hall Interior Restoration
-Copy of email regarding Mass Preservation Projects Fund
J. MJW Real Estate Management, LLC d/b/a Whitinsville Art & Antique Center, 202 Church Street, Whitinsville [Mary A. Walling]/Application for a Junk Dealer's License
-Copy of Application for Junk Dealers License for MJW Real Estate Management
K. Presidential Primary Election Warrant [March 1, 2016]/Vote to sign
-Copy of Presidential Primary Election Warrant [March 1, 2016]
L. Town Manager's Contract
-Copy of letter from Town Counsel regarding the Town Manager's Contract
-Copy of Town Manager's Contract
LL. Intermunicipal Agreement RE: Regional Systems Administrator
-Copy of Intermunicipal Agreement RE: Regional Systems Administrator

VI. DISCUSSIONS

M. Environmentally Preferable Product Procurement Policy [formally known as the Buy-Recycled Policy]/Vote to approve the revised policy
-Copy of revised Environmentally Preferable Product Procurement Policy
N. Alternatives: Waiver of sewer connection fees/Present: Maurice "Moe" DePalo
-Copy of letter received from Alternatives requesting the Board to waive the sewer connection fees
-Copy of Newspaper article regarding the collaborative project
-Copy of letter from Department of Public works confirming the receipt of Alternatives request

VII. TOWN MANAGER'S REPORT

O. 1) Quinsigamond Community College Update **- No documentation**
2) Massachusetts Municipal Association Conference **- No documentation**
3) Economic Development Committee Update**- No documentation**
4) Planning Board Public Workshop [February 23, 2016 at 6 PM] Re: Zoning Issues for the Town
-Copy of the Planning Board's Notice of Public Workshop

VIII. SELECTMEN'S CONCERNS - No documentation
IX. ITEMS FOR FUTURE AGENDA / None
X. CORRESPONDENCE / None
XI. EXECUTIVE SESSION / None

BOARD OF SELECTMEN'S MEETING
February 29, 2016

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

The Pledge of Allegiance was recited by those present.

Presentation: Pine Grove Cemetery Street Sign project / Present: Eagle Scout Michael Defazio. Highway Superintendent Jamie Luchini introduced Eagle Scout Michael Defazio and explained he is working on a very noteworthy project that he believes the Board would like to hear about. Mr. Defazio introduced himself and explained the details of his project. A senior at Northbridge High School, Mr. Defazio is also a member of Boy Scout Troop 155 and is ranked as a Life Scout, which is the last ranking before obtaining Eagle Scout. He explained to become an Eagle Scout, one is required to complete a project that benefits the community and Mr. Defazio choose a project that would benefit the Blackstone Valley Veterans Association. He then attended a meeting to get an idea as to what projects would benefit them. At the meeting with the BVVA, members suggested making and installing street signs at Pine Grove Cemetery, an idea that has been passed along to many people who have declined it. However, Mr. Defazio said it was a great fit for him. The project entailed finding all 700 veterans' graves and to map out the cemetery. He added the maps are now computerized and the final phase is erecting street signs in the cemetery. Mr. Defazio advised there currently are no street signs and with the size of the cemetery it is very easy for someone to get lost. Blackstone Valley Tech, in conjunction with Boy Scout Troop 155 Leaders are currently in the process of creating the signs. Two sheets of aluminum were donated by L. W. Tank Repair in Uxbridge and they are hoping to get a donation for the poles as well. Mr. Luchini explained the Highway Department will also be working in conjunction with Mr. Defazio and will be purchasing a 3 ft. X 4 ft. sign with a map layout of the cemetery. The Board of Selectmen commended Mr. Defazio on his accomplishments and expressed their appreciation.

Present: Representative David Muradian. Representative Muradian thanked everyone for their support and efforts towards the coat drive fundraiser that was recently held. He then gave an update on the Governor's Budget proposal as follows: A Chapter 70 increase of $46,840 and the Unrestricted Government Aid was raised $83,674. The budget shows significate progress towards eliminating the long term structural imbalance. The spending growth is kept around 3.5% and proposes increasing Unrestricted Local Aid at 4.3%. There is a $72 million increase in Chapter 70 funding. Chapter 90 is not yet known. The Administration is seeking to do a $50 million small bridge repair program to be implemented over a 5-year span. Selectman Ampagoomian mentioned that the bridge over the Blackstone River on Sutton Street would be a great fit for the bridge repair Program. Chairman Melia asked if Representative Muradian had a stance on the Suburban Coalition Chapter 70 Resolution. Representative Muradian explained he has not seen the resolution but stated the formula is broken and outdated.

Approval of Minutes: December 21, 2015. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the December 21, 2015 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Nolan, and Melia. Abstain: Selectmen Marzec. **January 11, 2016.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the January 11, 2016 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Marzec, Nolan, and Melia. **January 25, 2016.** A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the January 25, 2016 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Marzec, Nolan, and Melia.

Public Hearing: 7:05 PM - Charter Communications. Present: Thomas Cohan, Director of Government

Affairs at Charter Communications and Harry Berkowitz, Chairman of the Cable Advisory Committee. Chairman Melia read aloud the public hearing notice. A motion/Mr. Marzec, seconded/Mr. Nolan to open the public hearing. Roll call vote: Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mr. Marzec/Yes, and Mr. Melia/Yes. Mr. Berkowitz stated he wished to add to the public hearing the issue of a violation of the contract concerning the channel line-up and the quality of service. Mr. Berkowitz reiterated his stance from the last discussion regarding this matter that closing the Grafton payment center would be inconvenient and frustrating for Charter Communications' customers. Currently, Shaw's Supermarket at 1117 Providence Road, Whitinsville, MA and Vera's Mini Mart at 1 Plummers Corner, Whitinsville, MA are participating third-party payment centers. Mr. Berkowitz explained there is a fee to pay your bill and to his knowledge it is about $4. He also noted that Northbridge Community Television is offering the use of their facility free of charge to have a Charter representative available at the facility once a month or one week out of the month for customers to pay their bills and exchange equipment. Mr. Berkowitz stated the Cable Advisory Committee is still in protest regarding the violation of the cable contract concerning the change in the channel line-up. He also clarified that Charter was not in violation of the new contract regarding the closing of the Payment Center. Mr. Cohan concurred with Mr. Berkowitz's statement and repeated that Charter is not in violation of the contract as they do have two 3rd party payment centers within the Town as mentioned. Continuing, Mr. Cohan indicated that the Grafton location was a safety hazard because it was located on a busy street and had only 3 or 4 parking spaces. Mr. Cohan explained there are many different options to make payments. Customers can go to Shaw's Supermarket, Vera's Mini Mart or the new location at 867 Grafton Street in Worcester. He also said there is a Webster location at 131 East Main Street. Other options include online through Charter, online through personal banks, over the phone using an automated system, or mailing a self-addressed envelope with a check. **Comments from those present: 1)** Mr. Edward Hall, 29 Willow Street, stated the digital signal cuts out and a notice appears prompting the customer to change to a certain channel to upgrade and he has said CNN is a gray screen, all of which are occurring daily. **2)** Brenda Sulfaro, 71 Louisa Drive, explained her image is pixilated and in the middle of a movie it will pop up with the notice prompting her to sign up for the channel. She also explained she does not utilize electronic payments but she may use the phone option, however, she will not drive to Worcester. Ms. Sulfaro also questioned where she would have to go if she needed to take her cable box back. Mr. Cohan replied either Worcester or Webster. **3)** Gary Rosenberg, 1988 Quaker Street, asked what steps were taken to keep the store in Town or if it was just a decision. He also stated the cable issues everyone is having is throughout the entire Town. **4)** Carrie Maynard, East Street, also questioned the payment options, which she expressed are not suitable for those wishing to pay cash-- especially the elderly. **5)** John Bacon, 14 Pine Street, expressed his concern for the poor service and payment options due to the Grafton location closing. Selectman Marzec expressed his frustration with the cable quality. He also brought up the option for those who wish to pay in cash or if via a third party, they shouldn't be penalized. Selectman Ampagoomian expressed his concern for the violation of the contract, for failing to notify the Board, the poor quality in service, as well as the inconvenience for customers. Selectman Nolan explained the Board has been hearing a lot more complaints not only about the payment location moving but the quality of the service as well and feels as though Charter is moving away even more so from their customers whereas before with the Grafton location customers could express their issues. Chairman Melia expressed his frustration with the service, which is consistent with every cable company. He also voiced his concern for the payment options for the elderly. Town Manager Kozak noted that 2 emails were received from residents expressing their concerns regarding Charter, which can be found in the back up documentation. Mr. Berkowitz stated that in a survey done by Northbridge Community TV, 62.5% had poor service. Mr. Cohan explained that Charter's goal is to provide quality service and products. He also requested that the folks who voiced their complaints/concerns to stay around so he could get their contact information so that their issues could be followed up on. He reminded everyone that if they experience any issues with Charter that they need to be communicated to them in order to fix the problem(s). Mr. Cohan explained that if payments were received at NCTV, there would be no way of recording it. Mr. Cohan pointed out that if a customer needs to return a box, disconnect service or downgrade a box, they can call and a service truck will pick the box up and disconnect the service free of charge. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to close the public

hearing. Vote yes/ Messrs. Ampagoomian, Marzec, Nolan, and Melia. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to make no findings as Charter Communications is adhering to the contract as stated and to schedule a follow up meeting in 60 days regarding the quality of service. Vote yes/Messrs. Ampagoomian, Marzec, Nolan, and Melia.

Appointment: John Morawski / Alternate Building Inspector. James Sheehan, Northbridge Building Inspector, explained this appointment was for an Alternate Building Inspector to be appointed as a back-up in his absence. He also said there are no additional costs associated with this position. The position is an on-call basis when Mr. Sheehan is not in Town. Mr. Sheehan mentioned that Mr. Morawski is a retired Building Inspector from the City of Worcester, a WPI graduate, and a valuable asset to the Town. Mr. Morawski addressed the Board and said he loves doing this line of work and the only reason he left his job was to spend more time with his family. He noted he worked 10 years for the City of Worcester and now looks forward to being able to work for his home town. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to affirm the Town Manager's appointment of Mr. John Morawski as the Alternate Building Inspector. A vote/Messrs. Ampagoomian, Marzec, Melia, and Nolan.

Resignation: Robert Fraser / Playground and Recreation Commission. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to accept Mr. Fraser's resignation. Vote yes/Messrs. Ampagoomian, Marzec, Nolan, and Melia.

CITIZENS' COMMENTS/INPUT: None

Linda Usher/Request to hold the 28th Annual Whitin Five Mile Road Race, Thursday, November 24, 2016. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the Annual Whitin Five Mile Road Race for Thursday, November 24, 2016, subject to the safety requirements of the Northbridge Police Department. Vote yes/Messrs. Ampagoomian, Marzec, Nolan, and Melia.

Spring Annual Town Meeting [May 3, 2016] / Vote to place articles on warrant. Town Manager Kozak read aloud the draft warrant articles and noted these articles will be reviewed by Town Counsel for the final wording. A motion/Mr. Marzec seconded/Mr. Nolan to place the articles on the Spring Annual Town Meeting Warrant. Vote yes/Messrs. Ampagoomian, Marzec, Nolan, and Melia.

Safety Committee Minutes [December 16, 2015] / Vote to accept recommendations. A motion/Mr. Nolan, seconded/Mr. Marzec to accept the recommendation of the Safety Committee as outlined in the minutes of December 16, 2015. Vote yes/Messrs. Ampagoomian, Marzec, Nolan, and Melia.

Friends of Northbridge Elders, Inc. (FINE) donation / Vote to accept monetary donation for Senior Center mini-bus / Present: Kelly Bol, Senior Center Director. Senior Center Director Kelly Bol spoke regarding the donation received from FINE to allocate towards the mini-bus. The donation covers 20% of the new mini-bus, which is scheduled to be delivered in March. The total amount of the donation is $12,734. A motion/Mr. Nolan, seconded/Mr. Marzec to accept a monetary donation in the amount of $12,734 from the Friends of Northbridge Elders, Inc., for the new Senior Center mini-bus. Vote yes/ Messrs. Ampagoomian, Marzec, Nolan, and Melia.

Suburban Coalition-Chapter 70 Resolution / Present: Catherine Stickney, Superintendent of Schools and Michael LeBrasseur, School Committee. Michael LeBrasseur addressed the Chapter 70 formula as being outdated and unrealistic. A study group known as the Foundation Budget Review Commission was created by the Legislature to determine the cost of providing an adequate education in current times. The study proved the existing formula is severely underestimated for the cost of educating students. Based on the Governor's proposed budget for FY' 17, which did not take into account any of the recommendations of the Foundation Budget Review Commission, Northbridge will receive a minimum increase in Chapter 70.

On Tuesday, February 23, 2016, the School Committee voted to support the Suburban Coalition Chapter 70 Resolution as have many other school districts. Mr. LeBrasseur asked the Board of Selectmen as well as the Finance Committee to support the Resolution as well. Chairman Melia read aloud the Resolution Calling for full funding of the Foundation Budget Review Commission's Recommendations. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to move this item from discussions to decisions. Vote yes/Messrs. Ampagoomian, Marzec, Nolan, and Melia. A motion/Mr. Marzec, seconded/Mr. Ampagoomian that the Northbridge Board of Selectmen support the Resolution calling for the full funding of the Foundation Budget Review Commission's recommendations as stated. A motion/Mr. Nolan, seconded/Mr. Marzec to amend the motion to also authorize the sending of a letter to the appropriate personnel stating the Board supports the Foundation Budget Review Commission's recommendations. Selectman Ampagoomian asked what the stance is of the Massachusetts Association of School Superintendents. Superintendent Stickney replied that there are representatives from the Massachusetts Association of School Superintendents on the Foundation Budget Review Commission. Mr. LeBrasseur added that the Massachusetts Municipal Association also fully supports the recommendations. Vote yes/ Messrs. Ampagoomian, Marzec, Nolan, and Melia.

Ambulance Rates / Present: Fire Chief, Gary Nestor. Fire Chief Gary Nestor spoke regarding the increase in Ambulance Rates. The current rates were last raised in November of 2014. The proposal is for a 10% increase for all services provided by the ambulance. Chief Nestor compared Northbridge's rates with 7 other communities who provide the same services that Northbridge provides. A majority of Northbridge's rates are lower than surrounding towns' rates. Chief Nestor asked the Board to entertain a motion for the rates to be increased. Selectman Nolan asked the reasoning as to why Northbridge was the only Town to charge for CPAP [a treatment to keep positive airway pressure]. Chief Nestor explained the equipment for the CPAP mask when used is $90. Selectman Nolan asked what the difference was for the ALS 1 Rate and the ALS 2 Rate. Chief Nestor responded the ALS 2 is if you push 3 medications, which allows to charge a higher rate. He explained the ALS 1 is when the patient receives an IV, the cardiac monitor, and medications. Selectman Ampagoomian asked Chief Nestor if he felt as though the increases should be on an automatic schedule or on an as-needed basis. Chief Nestor indicated that it is better to regulate the increase to be determined by surrounding community's rates instead of automatically increasing them. Chairman Melia asked if a majority of the fees were paid for by insurance companies. Chief Nestor stated insurance companies pay a significant amount, which is stipulated in the contracts the Town has with them. Due to demographics, not all residents have first quality Health Insurance and a lot of it is subsidized. The town takes what the insurance pays and the rest has to be written off. Every passenger must be billed at the same rates and it is up to the Department to make a determination on which bills are written off. Chairman Melia asked if there is ever a need to take anyone to small claims court. Chief Nestor replied no, but the Town does have access to a collection agency that brings in additional revenue on monies owed that were thought to have been written off. Selectman Nolan asked if Medicare and Health Insurance reimbursements were a flat amount or a percentage. Chief Nestor explained Medicare pays 80% of what they allow, which is lower than what we are charging and health insurance carriers, Workmen's Compensation, and Mass Health typically pay a base rate. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to move this item from Discussions to Decisions for a vote. Vote yes/Messrs. Ampagoomian, Marzec, Nolan, and Melia. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve an increase in Ambulance Rates as presented and requested by Chief Nestor. Vote yes/Messrs. Ampagoomian, Marzec, Nolan, and Melia.

NEXAMP [Proposal to sell solar credits to town] / Present: Joseph Fiori. Town Manager Kozak explained that NEXAMP submitted a proposal to the Town, which has been under review. The proposal is for the Town of Northbridge to utilize energy for the town buildings, which would be generated by a solar farm located in a neighboring community. The Town of Northbridge would receive a discounted subsidy of 25%. Joseph Fiori then gave a presentation on the proposal. He explained that NEXAMP is a Boston-based solar developer that builds, owns, and operates all of their projects. Currently, NEXAMP is under construction with a project that is on the Northbridge and Sutton line, which is unrelated to Mr. Fiori being present but is a natural progression towards another project in the Town of Upton. The proposal is to offer

net metering credits from the project to the Town. Net metering credits come from the project that delivers kilowatt hours into the grid, National Grid then reimburses NEXAMP or the utility for every kilowatt hour produced and provided monetary funds that are allocated to the purchaser. In this instance, the purchaser would be the Town of Northbridge. This particular project is anticipated to put off about $205,000 in net metering credits every year, which will be offered at a 25% discount and would amount to $50,000 in savings every year for the Town. The Northbridge Middle and Elementary Schools will receive $150,000 a year in credits and the Sewer Treatment Plant will receive $55,000 per year. If the National Grid Rate changes, the amount received back will increase as well and will continue to be 25%. Selectman Nolan questioned if this project was offered to private corporations or only municipalities. Mr. Fiori replied it is offered to private entities such as hospitals, larger colleges, and private schools and any entities that are credit worthy because of the financing behind the project, which is more often the public entities that are willing to enter into the long term contracts. Selectman Nolan asked if the 25% discount was a standard rate or if it varied depending on the contract. Mr. Fiori explained that it is a market discount and typically ranges between 20% - 25%, but 25% is NEXAMP'S standard offer. Mr. Fiori explained the next step would be for the Board to vote to commence contract negotiations and in this case they are in-process so it would be a vote to finalize contract negotiations. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to move this item from Discussions to Decisions. Chairman Melia verified that Town Manager Kozak would be the contact person for negotiations. Town Manager Kozak replied that was correct and stated that Town Counsel is currently reviewing a draft contract. Vote yes/Messrs. Ampagoomian, Marzec, Nolan, and Melia. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to support the NEXAMP Solar Energy proposal contingent upon the contract being finalized and presented to the Board of Selectmen. Vote yes/Messrs. Ampagoomian, Marzec, Nolan, and Melia. Mr. Fiori explained that community solar is taking off in Massachusetts and encouraged residents to sign up for the program which offers a 15% discount on electricity through solar net metering. To learn more visit http://nexamp.com/what-we-do/community-solar. Chairman Melia asked if residents signing up to receive 15% would interfere with what the Town is moving forward with. Town Manager Kozak explained it does not conflict with the agreement between the Town and NEXAMP but is in addition to the percentage off. Chairman Melia asked how residents would opt-in to the program. Mr. Fiori replied it was an opt-in program that is entirely up to the residents to choose to enroll in the program. Selectman Ampagoomian asked if the 15% discount was solely residential. Mr. Fiori explained that what the Town voted on was a 25% discount off in net metering credits that are allocated to the municipality and the 15% is available to residents.

Building, Planning, and Construction Committee Update. BPCC Chairman Michael Beaudoin was present to update the Board on the progress of the new DPW facility**.** The Owner's Project Manager for the project is Cardinal Construction of Worcester, who will be helping out with the Request for Proposals. The first RFP was for the Engineer and Design component, which received 7 responses to the request and was shortlisted from 7 down to 4. The 4 chosen bidders have been asked to come in on Thursday, March 3, 2016, to complete the interview process. Cardinal Construction Project Manager, Anthony DeLuzio, is gathering modular pricing and it will require a vote. The goal is to present more accurate pricing prior to Town Meeting.

Bylaw Review Process. Chairman Melia read aloud the Bylaw Review Committee Notice. The Northbridge Board of Selectmen is accepting applications for two (2) representatives to serve on the Bylaw Review Committee. Anyone interested in being considered for a position should call the Town Manager's Office at 508-234-2095 to request a Talent Bank Form.

TOWN MANAGER'S REPORT 1) <u>District Attorney Early / Drug Drop Box Donation</u> – the Town Manager attended a dedication ceremony for the drug drop box, which was funded through District Attorney Early's Office and is now available to the public**. 2) <u>Planning Board Announcements</u> –** Mr. Kozak attended the Planning Board's Zoning workshop, which was well attended by residents. Discussion included the need to look at the Town's Zoning and Master Plan**. 3) <u>Community Compact</u>** – The Town Manager applied for

the Lieutenant Governor's Community Compact program and the Town has been in touch with various offices affiliated with this program to begin working on the compact. **4) <u>Announcement</u>** – a reception for Philip Vandersea will take place on March 12, 2016, at Northbridge High School from 2 PM-3 PM. **5) <u>Recycling Center</u>** – Mr. Kozak announced that the Recycling Center located behind the Fire Station is due to open on Saturday March 5th -- weather permitting. **6) <u>Presidential Primary</u>** – Mr. Kozak announced that the Presidential Primary is scheduled for March 1, 2016, at the Northbridge High School Field House, 427 Linwood Avenue, Whitinsville from 7 AM - 8 PM.

Selectmen's Concerns: Selectman Ampagoomian / Thanked the DPW for installing the light by the Library walkway.

Chairman Melia announced the next meeting is scheduled for Monday, March 14, 2016 at 7 PM.

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

Meeting Adjourned: 9:29 PM

Respectfully submitted,

James Athanas, Clerk

/mw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

February 29, 2016

I. APPROVAL OF MINUTES

A. Copy of December 21, 2015 minutes
B. Copy of January 11, 2016 minutes
C. Copy of January 25, 2016 minutes

II. PUBLIC HEARINGS:

D. 7:05 PM Charter Communications

-Copy of public hearing notice
-Copy of public hearing process
-Copy of section 5 and section 14 of the agreement between Charter Communications and the Town of Northbridge
-Copy of Virtual email from anonymous Northbridge Cable customer
-Copy of email from Charter Communication customer Gary Rosenberg
-Copy of email from Charter Communication customer Barry Gallant
-Copy of letter from Charter Communication customer Leon Duquette
-Copy of Worcester Telegram article
-Copy of survey organized by Northbridge Community TV
-Copy of Charter Communications payment options
-Copy of Charter Communications Spectrum store highlights
-Copy of Worcester Business Journal article
-Copy of Masslive article
-Copy of Worcester Magazine article

III. APPOINTMENTS:

E. John Morawski / Alternate Building Inspector

-Copy of John Morawski's resume

RESIGNATIONS:

F. Robert Fraser, Playground and Recreation Commission

-Copy of Robert Fraser's letter of resignation

IV. CITIZENS' COMMENTS/INPUT / None

V. DECISIONS

G. Linda Usher/Request to hold the 28th Annual Whitin Five Mile Road Race, Thursday, November 24, 2016

-Copy of Email requesting permission to hold the Annual Whitin Five Mile Road Race
-Copy of Police Chief Warchol's response
-Copy of the road race map
-Copy of Hold Harmless Agreement

H. Spring Annual Town Meeting [May 3, 2016] / Vote to place articles on warrant

-Copy of Draft Warrant

I. Safety Committee Minutes [December 16, 2015]
-Copy of December 16, 2015 Safety Committee Minutes

J. Friends of Northbridge Elders, Inc. (FINE) donation / Vote to accept monetary donation for Senior Center mini-bus / Present: Kelly Bol, Senior Center Director
-Copy of memo addressing receipt of a monetary donation
-Copy of memo to the Town Accountant acknowledging the vote to accept the monetary donation

VI. DISCUSSIONS

K. Suburban Coalition-Chapter 70 Resolution
-Copy of Suburban Coalition Chapter 70 Resolution from President Dorothy Presser
-Copy of email regarding the Suburban Coalition from President Dorothy Presser

L. Ambulance Rates
-Copy of 2015 Ambulance rates

M. NEXAMP [Proposal to sell solar credits to town]
-Copy of NEXAMP PowerPoint presentation

N. Building Planning and Construction Committee Update - No documentation

O. Bylaw Review Process
-Copy of Bylaw Review Committee Posting

VII. TOWN MANAGER'S REPORT

P. 1) District Attorney Early / Drug Drop Box Donation
-Copy of Drop Box donation information
-Copy of picture of District Attorney Joseph Early Jr., Police Chief Walter Warchol, and Town Manager Theodore Kozak
2) Zoning Workshop Update - No documentation
3) Community Compact -No documentation
4) Announcement - No documentation
5) Recycling Center / Re-open - 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
March 14, 2016

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

The Pledge of Allegiance was recited by those present.

Recognition: Town Manager Kozak announced he wished to recognize Officer Kristina Westbury for her successful efforts to provide medical assistance to a 6 month old infant who had a blocked trachea tube. Town Manager Kozak commended her on her quick action which not only illustrates her devotion to duty but also reflects greatly on the Northbridge Police Department and the Town of Northbridge. Town Manager Kozak thanked her for her dedication. Police Chief Warchol stated that Officer Westbury has been with the Town of Northbridge for the last 23 years and has been an asset to the community and to the Police Department. Chief Warchol explained that on occasion an emergency situation similar to this incident will occur and in this case, Officer Westbury rose to the occasion, saving the infant's life by clearing the trachea tube.

APPROVAL OF MINUTES: None

PUBLIC HEARINGS: None

APPOINTMENTS/By the Town Manager: 1) Rochelle Thomson, Inspector of Animals/Vote to nominate: ***Note: Appointment is subject to certification by the State.*** Town Manager Kozak explained this is an annual appointment and it is recommended that the Board move forward with the nomination. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to nominate Rochelle Thomson as the Inspector of Animals. Vote yes/Messrs. Ampagoomian, Nolan, and Marzec. **2) Michelle Mowry, Junior Library Assistant / Vote to affirm.** Jennifer Woodward, Library Director introduced Ms. Mowry and indicated that Ms. Mowry resides in Douglas and also works at the Douglas Library. Ms. Woodward believes Ms. Mowry will be a great asset to the Whitinsville Social Library. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to affirm the appointment of Michelle Mowry as a Junior Library Assistant. Vote yes/Messrs. Ampagoomian, Nolan, and Marzec. **3) Matthew Haas, Junior Library Assistant /Vote to affirm.** Jennifer Woodward, Library Director introduced Mr. Haas stating he has been a volunteer at the Library for quite some time. She also noted that Mr. Haas previously worked at the Library in Sutton and he is familiar with the job duties, which Ms. Woodward believes makes him a great candidate. Mr. Haas is a Northbridge resident and graduate of Northbridge High School. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to affirm the appointment of Matthew Haas as a Junior Library Assistant. Vote yes/Messrs. Ampagoomian, Nolan, and Marzec.

CITIZENS' COMMENTS/INPUT

Local Business Spotlight: Blackstone Valley Physical Therapy, 670 Linwood Avenue / Present: Eric Connolly, Owner. Eric Connolly introduced himself and offered some information about his business. Mr. Connolly is a Northbridge resident and business owner. For the past 5 years, Mr. Connolly has been the Manager of Blackstone Valley Physical Therapy. Blackstone Valley Physical Therapy has been providing quality service to the area for 25 years. It is located in the Linwood Mill and works with both local physicians, as well as Worcester, Milford, Boston and Providence. They also have 5 licensed professionals providing physical therapy services including joint mobilization, soft tissue, exercise treatments, etc. In conjunction with the Whitin Community Center, they have developed an aquatics program. Blackstone Valley Physical Therapy rents out the Whitin Community Center's pool 2 days per week, which allows

patients to work out more effectively while in the water, especially for those patients who are limited in their weight bearing. The Blackstone Valley Physical Therapy clinic also offers a wellness program that allows those patients with high deductibles or high copays to join the gym and go through the exercises instead of the one-on-one Physical Therapy and they are still able to make sure the patient is doing the exercises correctly. Another program the Blackstone Valley Physical Therapy has implemented is with Northbridge High School. For the past two years, Blackstone Valley Physical Therapy has screened student athletes in the pre-season to identify those athletes who may be more prone to injury. Mr. Connolly also noted that Blackstone Valley Physical Therapy is looking to start a local speaking series with physicians on interesting topics such as ACL tears, and injury prevention. He has also been asked by the Northbridge Fire Department to speak about injury prevention, which has not yet been scheduled but is in the process. Further information can be found on their website at www.bvpts.com and on their Facebook page as well. Selectman Nolan thanked Mr. Connolly for his work especially with High School students and explained he was not aware of that program but stated he has heard a lot of great things.

Elizabeth Haberski, 40 Ash Street, spoke regarding an article submitted by petition for the town to buy a Lucas CPR device for the Northbridge Fire Department. Ms. Haberski stated the Fire Department is currently raising funds for one Lucas Device but as the Fire Department has two ambulances, it would be nice to have one device for each ambulance. Thus, the residents of Northbridge are looking to help with financing a second Lucas Device via the petition article. She stated she has spoken to Fire Chief Nestor who is in support of it. She also spoke at the Finance Committee meeting but has not yet heard if they are in support of it. Ms. Haberski advised she was in front of the Board tonight to ask for their support. Michael Hooper, who works directly with the manufacturer, Physio Control, [who are also the makers of the Defibrillators for the Town of Northbridge] was present. He mentioned that most of the surrounding towns have at least one Lucas device. Mr. Hooper then gave a demonstration on how the Lucas device works. He explained that when CPR is needed you must push down two to two and a half inches on the patient's chest, which is bone, at 100 rates per minute. Typically, after two minutes, anyone performing CPR gets tired and then they cannot keep up with the needed rates per minute or the proper chest compressions. Mr. Hooper noted how the Lucas device can effectively and continuously perform CPR and demonstrated it using a dummy along with the Lucas device. He placed the backboard portion of the device under the patient's upper back and the remaining part of the device is fastened to the backboard over the patient's chest area and a suction cup is lowered to the patient's chest. The Lucas device is then turned on and performs CPR. Mr. Hooper explained that when transporting a patient from a location to the ambulance it is not always possible to do CPR during the transport, which decreases the survival rate. Studies have shown that if CPR is stopped for any more than 10 seconds, the survival to discharge rate and neurological outcome are decreased significantly. He added that while the Lucas device is running, EMS personnel are able to attach a neck strap and give rescue breaths if needed. The Lucas device can then perform CPR the entire drive to the hospital versus EMS personnel performing CPR while standing in a moving vehicle. Selectman Ampagoomian asked what the cost of such a device is and Mr. Hooper replied $14,000. Town Manager Kozak advised that Fire Department Personnel have put a fundraiser in place to help purchase a Lucas device. He asked residents who feel as though this is something the Town should have to please consider contacting the Fire Department to help out with the fundraiser. Selectman Nolan asked what the life expectancy of a Lucas device is. Mr. Hooper replied typically, the battery lasts about 3 years and the typical life expectancy is about 8-10 years. Selectman Nolan asked what the battery replacement cost is. Mr. Hooper replied $600. Brenda Sulfaro, Louisa Drive, stated that she encourages the Board to purchase one if not two of the Lucas devices and to appropriate what is possible to get the two machines. Ms. Sulfaro commended the Fire Department on recognizing the need to raise funds for a Lucas device. Carrie Maynard, 116 East Street, spoke regarding the Lucas device as well. She stated that the Firefighters fundraiser is for the Lucas device, a cardiac monitor, and 5 new AED's so it is unlikely that they will raise enough for a second Lucas device. She explained she believes the money should be given to the department for safety requirements. Ms. Maynard stated the Town needs to continue

to be progressive and as of right now it's becoming stagnant or even regressive if the tools that are needed to save lives are not given to the Fire Department. Ms. Maynard stated the town's folk want this and she believes it is important for the townspeople to see the Board of Selectmen support it as well. She explained she believes that there are some priorities that clash with each other. Ms. Maynard said that the Town is looking to spend money on a grant application for the Great Hall that is not necessarily a guarantee that the Town will receive the grant, when instead that money can be spent on a Lucas device.

Fairway Drive (Shining Rock Golf Community) / Vote intent to lay out the remaining portion of Fairway Drive as a public way. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to intend to lay out the remaining portion of Fairway Drive as a public way per the recommendation of the Northbridge Planning Board. Vote yes/Messrs. Ampagoomian, Nolan, and Marzec.

Denise Foster / Request to hold a Boot Drive at Memorial Square on Saturday, May 21, 2016, from 9 AM to 12:00 Noon / Vote to approve. Ms. Foster was present to discuss the details of the Boot Drive. This is the 3rd year of the Boot Drive that helps support the Northbridge, Sutton, Nipmuc, and Grafton High School Swim Team. Ms. Foster stated it was a great season this year and the Swim Team placed 11th. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve Ms. Foster's request to hold a boot drive at Memorial Square on Saturday, May 21, 2016, from 9 AM to 12:00 Noon subject to the safety requirements of the Northbridge Police Department. Vote yes/Messrs. Ampagoomian, Nolan, and Marzec.

George Marston Whitin Memorial Community Association, Inc. / Application for a One-Day All Alcohol License for a fundraising event to take place at the new Rockdale Youth Center, 39 Church Avenue, Northbridge, on Saturday April 30, 2016 from 6:30 PM - 10:30 PM. Present: Heather Elster. Ms. Elster was present to discuss the details of the fundraising event. She advised it is a bi-annual fundraiser that helps to raise funds for the new Rockdale Youth Center that will be housed in the old Saint Peter's School Building that now has its own address at 57 Church Avenue. She added that the event will be held on April 30th in the parking lot next to the Rockdale Youth Center building in a heated tent. Ms. Elster stated she has spoken to both the Police Chief and the Fire Chief and is all set but is requesting the One-Day All Alcohol License for the day. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the request for a One-Day All Alcohol License for a fundraising event to take place at the new Rockdale Youth Center, 39 Church Avenue, Northbridge, on Saturday April 30, 2016 from 6:30 PM - 10:30 PM, subject to the safety requirements of the Northbridge Police Department. Vote yes/Messrs. Ampagoomian, Nolan, and Marzec.

NEXAMP / Vote to approve agreement for solar net metering credits. Town Manager Kozak explained that at the last meeting the proposal was supported to go forward with the 20 year contract and was in need of review by Town Council as well as NEXAMP. The proposal has been reviewed and there are just a few small changes needed but Town Manager Kozak is asking to vote to approve the agreement once the reviews have been finalized. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the agreement with NEXAMP for solar net metering credits. Vote yes/Messrs. Ampagoomian, Nolan, and Marzec.

Pine Grove Cemetery / Perry A. Leardi [Lots No. 241 & 242 - Woodlawn Ave. North]. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the sale of Lots 241 and 242 on Woodlawn Avenue North to Perry A. Leardi. Vote yes/Messrs. Ampagoomian, Nolan, and Marzec.

Riverdale Cemetery / Dennis M. Stone [Lot No. 23 - Maple Ave.] A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the sale of Lot No. 23 – Maple Ave. to Dennis M. Stone. Vote yes/Messrs. Ampagoomian, Nolan, and Marzec.

Statement of Interest: 1) Northbridge Elementary School. Present: Paul Halacy, Dir. of Buildings and Grounds/Vote to authorize the Superintendent of Schools to submit a Statement of Interest to the Mass. School Building Authority for Northbridge Elementary School. Mr. Halacy 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/or additions. There is no guarantee there will be funding but if the school qualifies there is no obligation by the town to proceed further. Vice Chairman James Marzec read aloud the statement of interest as follows: Having convened in an open meeting on March 14, 2016, the Board of Selectmen of Northbridge, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated March 8, 2016 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 Form, 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. Ampagoomian, seconded/Mr. Nolan to support the submittal of a Statement of Interest to the Mass. School Building Authority for Northbridge Elementary School. Vote yes/Messrs. Ampagoomian, Nolan, and Marzec.

Statement of Interest: 2) Northbridge Middle School. Present: Paul Halacy, Dir. of Buildings and Grounds/Vote to authorize the Superintendent of Schools to submit a Statement of Interest to the Mass. School Building Authority for Northbridge Middle School. Mr. Halacy once again 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/or additions. There is no guarantee there will be funding but if the school qualifies there is no obligation by the town to proceed further. Vice Chairman James Marzec read aloud the statement of interest as follows: Having convened in an open meeting on March 14, 2016, the Board of Selectmen of Northbridge, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated March 8, 2016 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 Form, 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. Ampagoomian, seconded/Mr. Nolan to support the submittal of a Statement of Interest to the Mass. School Building Authority for Northbridge Middle School. Vote yes/Messrs. Ampagoomian, Nolan, and Marzec**.**

Mr. Halacy then explained that this is an annual occurrence to submit an application to the Mass. School Building Authority to get on their list for potential school projects. This is the beginning of the process, which would be followed by the formation of a School Building Committee, a feasibility study to be done for all the schools, and ultimately a decision by the Mass. School Building Authority. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to move the two items for the School Department from Discussions to Decisions for a vote. Vote yes/Messrs. Ampagoomian, Nolan and Marzec. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to authorize the Superintendent of Schools to submit a Statement of Interest to the Mass. School Building Authority as illustrated above for the Northbridge Elementary School and the Northbridge Middle School. Vote yes/Messrs. Ampagoomian, Marzec, and Nolan.

George Warren / Liberty Bell Request to State. Mr. Warren was present to discuss his request to the State regarding the Liberty Bell. Mr. Warren explained that the original Liberty Bell located in Philadelphia represents the signing of the Declaration of Independence in 1776. He noted that in 1950, President Harry Truman had replicas made of the original Liberty Bell, which were given to the 48 states, including one for the State House in Boston. Mr. Warren added after the September 11, 2001 terrorist attacks, the front entrance of the State House [where the replica Bell was located] was closed off to the public for security reasons, however, the bell is still located there but only available to visitors on occasion during special events. Mr. Warren is asking the Board of Selectmen to support his proposal to the State to consider relocating the Massachusetts Liberty Bell replica to the fourth floor outside the House Chamber Gallery. A motion/Mr. Nolan, seconded/Mr. Ampagoomian, to move this item from Discussions to Decisions. Vote yes/Messrs. Ampagoomian, Marzec and Nolan. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to send a letter of support to our State Representatives on behalf of Mr. Warren to request the State relocate the replica Liberty Bell as indicated above. Vote yes/Messrs. Ampagoomian, Marzec, and Nolan.

Shared Conservation Agent with Town of Upton / Approval of Determination and Consent Form. Town Manager Kozak explained he has been working with the Town of Upton regarding the sharing of a Conservation Agent. The Town of Northbridge would purchase the services for one day a week to assist the Conservation Commission with work under the Wetlands Act. Town Manager Kozak affirmed that a draft agreement has been completed and asked the Board to go forward with the approval of the agreement pending the review and recommended changes of Town Counsel. The agreement will be presented to the Town of Upton's Board of Selectmen to be voted on. Mr. Kozak explained the agreement is still in question regarding the length of the agreement as to whether it be one (1) or three (3) years. A motion/Mr. Ampagoomian, seconded/Mr. Nolan, to move this item from Discussion to Decisions. Vote yes/Messrs. Ampagoomian, Marzec, and Nolan. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the sharing of a Conservation Agent with the Town of Upton pending the approval of the Town of Upton and the length of the contract, and a final review of the contract by Town Counsel. Vote yes/Messrs. Ampagoomian, Marzec, and Nolan.

Blackstone River Valley National Heritage Corridor Commission / Northbridge Green and Clean Day, April 30, 2016. Present: Bonnie Combs, Marketing Director and Yvette Ayotte. Ms. Ayotte of Heritage Estates stated she was present to support Ms. Combs. Ms. Ayotte has been a volunteer with the Blackstone River Valley National Heritage Corridor Commission for almost 13 years. Ms. Ayotte asked the Board for potential locations for a clean-up to be put on by the Commission on April 30th 2016. Ms. Combs announced that the Commission will be moving to the Linwood Mill in Whitinsville in May, which they are ecstatic about. One of the projects Ms. Combs has been working on is promoting a program called "Trash Responsibly", which is intended to promote communities to be litter-free. Ms. Combs has created a

map of all of the areas being cleaned in the corridor, which includes 25 communities from Worcester to Providence. Ms. Combs has received permission from James Shuris, DPW Director as well as Tom Berkowitz Trucking, Inc., [trash hauler] both of whom backed her initiative 100% so the pickup and cost of disposing of the litter will be taken care of. Ms. Combs asked for the Board's support to hold the Trash Responsibly clean up event on April 30, 2016, which was amenable to Mr. Shuris and Mr. Berkowitz. The National Park Service volunteers and Parks Program is managed by Blackstone Heritage Corridor, Inc. and for which they maintain Liability Insurance coverage so if any volunteers were to be injured the National Heritage Corridor, Inc. Insurance would cover it. A motion/Mr. Ampagoomian, seconded/Mr. Nolan, to move this item from Discussions to Decisions. Vote yes/Messrs. Ampagoomian, Marzec, and Nolan. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support the Blackstone River Valley National Heritage Corridor Commission's Green and Clean Day, April 30, 2016. Vote yes/Messrs. Ampagoomian, Marzec, and Nolan. Please inform Ms**.** Ayotte of any litter or areas in need of cleaning at 508-372-9028.

TOWN MANAGER'S REPORT **Community Reading Program** – Mr. Kozak attended the annual School Reading Program at Northbridge Elementary School and enjoyed the opportunity to read to the first grade class. **Legislative Breakfast** – The Town Manager attended a Legislative Breakfast, Friday, March 11, 2016, to learn about some of the topics the Massachusetts Municipal Association will be supporting for the upcoming year. The MMA is in support of Chapter 70 as well the Foundation Committee's work. They are asking for the Chapter 90 amount to increase to $300 million but the Governor has proposed $200 million. The MMA is also backing the Modernization Bill among other legislation. **Celebration of Learning** – Mr. Kozak attended the Celebration of Learning at Northbridge High School. This very successful evening is an opportunity for both teachers and students to show their classroom skills to the general public. **Wal-Mart Sewer Extension** – The Town Manager met with a representative from the Town of Sutton to review plans to extend the sewer line from Wal-Mart to Sutton. The draft plans have been completed and hopefully a final plan approval will be sometime this summer. **WRTA Bus Program Update** - The WRTA Bus Program continues to sustain or increase ridership. The Central Mass. Regional Planning Commission is pleased with the outcome of the continued ridership interest in the program. **Philip Vandersea Reception Update** – Mr. Kozak attended the Philip Vandersea Reception at the High School on Saturday, March 12, 2016. The reception was well attended and was very interesting. Philip Vandersea went on to play pro-football and won a Super Bowl with the Green Bay Packers.

SELECTMEN'S CONCERNS: Selectman Ampagoomian/1) Thanked the DPW for erecting the light post in front of the Library. **2)** Mentioned the traffic light at Plummer's Corner. **3)** Commended Superintendent Stickney on the successful Celebration of Learning event. **4)** Attended the Worcester County Selectmen's Association meeting and received literature he stated he would like to share with the Town Departments.

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

Meeting Adjourned: 8:15 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

March 14, 2016

Copy of letter of Commendation to Kristina Westbury from Town Manager Kozak
Copy of Letter of Commendation to Kristina Westbury from Police Chief Warchol

I. APPROVAL OF MINUTES: None

II. PUBLIC HEARINGS: None

III. APPOINTMENTS/RESIGNATIONS

A. By the Town Manager:

1) Rochelle Thomson, Inspector of Animals/Vote to nominate: ***Note: Appointment is subject to certification by the State***

Copy of memorandum recommending the appointment of the Inspector of Animals, Rochelle Thomson
Copy of Division of Animal health nomination form

2) Michelle Mowry, Junior Library Assistant / Vote to affirm

Copy of Michelle Mowry's resume
Copy of Michelle Mowry's Town of Northbridge Employment Application

3) Matthew Haas, Junior Library Assistant /Vote to affirm

Copy of Matthew Haas's resume
Copy of Matthew Haas's Town of Northbridge Employment Application

IV. CITIZENS' COMMENTS/INPUT

Local Business Spotlight: Blackstone Valley Physical Therapy, 670 Linwood Avenue / Present: Eric Connolly, Owner - No documentation

Lucas Chest Compression System Product brochure

V. DECISIONS

B. Fairway Drive (Shining Rock Golf Community) / Vote intent to lay out the remaining portion of Fairway Drive as a public way

Copy of email requesting to vote the intent to layout Fairway Drive

C. Denise Foster / Request to hold a Boot Drive at Memorial Square on Saturday, May 21, 2016, from 9 AM to 12:00 Noon / Vote to approve

Copy of email from Police Chief Warchol stating there is no conflict

D. George Marston Whitin Memorial Community Association, Inc. / Application for a One-Day All Alcohol License for a fundraising event to take place at the new Rockdale Youth Center, 39 Church Avenue, Northbridge, on Saturday April 30, 2016 from 6:30 PM - 10:30 PM Present: Heather Elster

Copy of application for a One Day All Alcohol License
Copy of REAP Attestation
Copy of Hold Harmless Agreement
Copy of License Routing Slip

E. NEXAMP / Vote to approve agreement for solar net metering credits
Copy of Draft Net Metering Purchase and Sale Agreement (I & II)
F. Pine Grove Cemetery / Perry A. Leardi [Lots No. 241 & 242 - Woodlawn Ave. North]
Copy of Pine Grove Cemetery Deed

G. Riverdale Cemetery / Dennis M. Stone [Lot No. 23 - Maple Ave.]
Copy of Riverdale Cemetery Deed

VI. DISCUSSIONS

H. 1) School Department [Paul Halacy]/Vote to authorize the Superintendent of Schools to submit a Statement of Interest to the Mass. School Building Authority for Northbridge Elementary School [Please read statement]
Copy of Statement of Interest
Copy of Steps to finalized Statement of Interest

2) School Department [Paul Halacy]/Vote to authorize the Superintendent of Schools to submit a Statement of Interest to the Mass. School Building Authority for Northbridge Middle School [Please read statement]
Copy of Statement of Interest
Copy of Steps to finalized Statement of Interest

I. George Warren / Liberty Bell Request to State
Copy of Proposal to support the relocation of the Liberty bell at the State House
Copy of history of the original Liberty Bell
Copy of Lost in Time
Copy of Liberty Bell replica at the State House
Copy of State House showing the location of the Liberty Bell replica
Copy of an individual standing next to Liberty Bell
Copy of State information for a letter of support to be sent to

J. Shared Conservation Agent with Town of Upton / Approval of Determination and Consent Form
Copy of Intermunicipal Agreement for the Conservation Agent Services between Northbridge and Upton
Copy of Disposition and Consent form from Kopelman and Paige

K. Blackstone River National Heritage Corridor Commission / Northbridge Green and Clean Day, April 30, 2016 Present: Bonnie Combs, Marketing Director and Yvette Ayotte
Copy of flyer

VII. TOWN MANAGER'S REPORT

L. 1) Community Reading Program - **No documentation**
2) Legislative Breakfast - **No Documentation**
3) Celebration of Learning - Copy of Celebration of Learning Flyer
4) Wal-Mart Sewer Extension - **No Documentation**
5) WRTA Bus Program Update - WRTA Ridership numbers

6) Philip Vandersea Reception Update - **No Documentation**

VIII. SELECTMEN'S CONCERNS: None
IX. ITEMS FOR FUTURE AGENDA: None
X. CORRESPONDENCE: None
XI. EXECUTIVE SESSION: None

BOARD OF SELECTMEN'S MEETING
March 28, 2016

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

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES: A. February 29, 2016. Chairman Melia informed the Board that the minutes to be approved are that of March 14, 2016. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the March 14, 2016 minutes. Vote yes/Unanimous.

PUBLIC HEARINGS: None

APPOINTMENTS/RESIGNATIONS: Appointments by the Board of Selectmen. Roland Hachey, Conservation Commission / Present: Justin Arbuckle, Vice Chairman. Vice Chairman Arbuckle stated Mr. Hachey, a Northbridge resident, is a retired firefighter and recently attended a Commission meeting. Mr. Hachey had suitable questions at the meeting and seemed interested in the topics discussed. The Conservation Commission feels confident moving forward with appointing him to the Commission. Mr. Hachey spoke stating he is an avid conservationist who loves the outdoors and exploring trails as well as wetlands. Selectman Ampagoomian asked Mr. Hachey hypothetically if a developer presented plans using wetlands remediation if he would follow the book or suggest an alternative within the regulations. Mr. Hachey replied he would first review the plans and depending on the circumstances if they were near wetlands he would inquire with the applicant to work with them to figure out other options. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to appoint Roland Hachey to the Conservation Commission. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT: None

Spring Annual Town Meeting [May 3, 2016] / Vote to sign warrant. A motion/Mr. Marzec, seconded/Mr. Nolan to sign the Spring Annual Town warrant subject to the final review by Town Counsel. Vote yes/Unanimous.

Katherine Tracy [Pop Warner Football and Cheerleading] / Request to hold a Boot Drive at Memorial Square, Saturday, September 10, 2016 from 9 AM - 12 PM / Rain Date: Sunday, September 11, 2016 (Present: Cate Dwight) / Vote to approve. Chairman Melia announced the rain date has been changed to Saturday, September 17, 2016. Ms. Dwight stated the boot drive was to help raise funds to keep the registration fees low. A motion/Mr. Marzec, seconded/Mr. Athanas to approve Pop Warner's request to hold a Boot Drive at Memorial Square, Saturday, September 10, 2016 from 9 AM - 12 PM, with a rain date of Saturday, September 17, 2016, subject to the safety requirements of the Northbridge Police Department. Vote yes/Unanimous.

Susan Palmer-Howes [DECA - High School Business Club] /1) Request to reschedule the DECA Boot Drive from April 2, 2016 to April 9, 2016 at Memorial Square and Ovian Square from 9:00 AM until 12:00 PM / Rain date: Sunday, April 10, 2016 / Vote to approve. Ms. Howes explained her request was previously approved in the fall and explained that since then an AP study session has been scheduled that requires all AP students to attend. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the request to reschedule the DECA Boot Drive from April 2, 2016 to April 9, 2016 at Memorial Square and Ovian Square from 9:00 AM until 12:00 PM with a rain date of Sunday, April 10, 2016, subject to the safety requirements required by the Chief of Police. Vote yes/Unanimous.

Denise Foster [Whitin Comm. Swim Team] / Request Sunday, May 22, 2016 as the rain date for the Swim Team's Boot Drive / Vote to approve. Chairman Melia noted a correction that the Boot Drive is for the Northbridge High School Swim Team. A motion/Mr. Marzec, seconded/Mr. Nolan to approve the request for Sunday, May 22, 2016 as the rain date for the NHS Swim Team's Boot Drive subject to the safety requirements of the Northbridge Police Department. Vote yes/Unanimous.

Discharge of Mortgage - 972 Hill Street, Whitinsville, MA / Vote to approve. Present: Wade and Crystal Grondin. Town Manager Kozak explained this was part of the Town's Housing Rehab Program under the Mass. Small Cities Program. Work was done and completed on this property and a lien was placed on the property. The property then changed ownership, which resulted in a payment back to the town, which has been fulfilled. As such, the owners are looking to obtain a discharge of mortgage. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the discharge of the mortgage for 972 Hill Street, Whitinsville, MA. Vote yes/Unanimous.

Pine Grove Cemetery / 1) Gordon J. and Barbara A. DeJong [Lot No. 321 - Woodlawn Avenue North]. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the sale of Lot No. 321 Woodlawn Avenue to Gordon J. and Barbara A. DeJong. Vote yes/Unanimous. **2) Pamela J. Blood [Lot No. 140A - Yew Avenue South].** A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the sale of Lot No. 140A – Yew Avenue South to Pamela J. Blood. Vote yes/Unanimous.

Water Meters / Present: Randy Swigor, General Manager, Whitinsville Water Company. Town Manager Kozak explained Mr. Swigor was present due to a customer who is seeking an opt-out program for the installation of the water meter radio transmitters. The customer feels strongly that an opt-out option should be available to those who wish not to have the radio transmitter installed on their water meters. Mr. Swigor discussed the options for an opt-out program and the cost associated with it. Mr. Swigor explained the water company has completed about 95% of the installation of new meters and radio transmitters for their customers. He noted the individual requesting the opt-out program is a Town of Northbridge water customer. Mr. Swigor added that the Whitinsville Water Company has had no requests for an opt-out program. He stated for those customers wishing to opt-out of the radio transmitter installation, the touchpad will remain on the house as it is but the water company would have to go out to the location quarterly and manually read the water meter. In addition, a fee would be established for those looking to keep the old water meters and for the manual meter reading service to be provided. In this case it is difficult because the reader equipment required to read the customer's meter, is currently 17 years old. This situation would also require a capital cost to purchase and upkeep the equipment to read the existing meters. The current meter reader being used is about $10,000 to purchase a new device. Including the equipment cost there would be $120-$125 per meter reading. Another option would be a meter pit that could be installed at the customer's property line, which the meter unit and radio unit would be removed and installed in the meter pit at the property line. This would allow the use of the fixed network system to read the radio device at the pit. The con to that option is there would also be a fee involved. The cost would be about $1,000 plus labor to install for an estimate of about $1,500. James Shuris, DPW Director, explained this is the only request they have received to not install the new system and the reasoning was a medical issue. He explained the customer had an issue with Wi-Fi, but the radio being used has a different type of frequency. Mr. Shuris explained the other option would be a material, which could be put on the house that is reflective of radio signals. This would be a low cost option but would need to be cleared with the customer. Chairman Melia questioned the reasoning behind the high cost to stop at one customer's residence to collect a meter reading, and explained he could understand if it was more than one customer. Mr. Swigor explained the reasoning was the cost for labor, vehicle, and administration that would cost about $60-$70 to operate in addition to that a new reader machine, which has already been repaired past its life expectancy, would add an increased cost. Mr. Swigor explained it would be up to the Town to decide which procedure to follow. Chairman Melia asked that since the article was voted on at town meeting if it would be at all possible to initiate an opt-out program. Town Manager Kozak explained that the Board of Selectmen, as Water Commissioners,

do have the authority to do so. Selectman Marzec stated he feels as though it is not suitable to be charging a resident who has a medical condition an additional fee for a separate system where the new device is not practical to this specific customer. Town Manager Kozak added that he asked Mr. Swigor to present a cost analysis to the Board for an opt-out program, which he provided. He explained that as commissioners the Board chooses whether or not to charge the customer. He mentioned for the Board to keep in mind if they do go forward with an opt-out option, the customers would need to be notified. He clarified that it was the Water Company's right to charge us (the Town), but it is up to the Board as Commissioners to decide whether or not to charge the customer. Selectman Nolan asked rather than purchasing an additional piece of equipment if a different meter with an external display that can be read could instead be installed. Mr. Swigor stated they could look into something that could be manually read and documented but there would still be a cost associated with the procedure. Selectman Ampagoomian stated if the Board of Water Commissioners decide to add an opt-out policy, if the cost associated with it could be taken from the water enterprise fund so customers would not be hit with an increase. Selectman Athanas explained that he did not believe it would be the most efficient approach to run the cost through the Water Enterprise and if people want something different there should be a fee associated with taking the convenience away. Selectman Athanas explained if the opt-out clause moves forward he feels as though a fee should be calculated to pay for the investment. Selectman Ampagoomian asked about the safety of the lead contaminants of the drinking water for the residents. Mr. Swigor explained the State of Massachusetts is very progressive in the drinking water regulations and water quality. The regulations are more stringent in Massachusetts than any other state in the Country. The Whitinsville Water Company has been testing for lead and copper in accordance with the state regulations and have remained within the federal standards. Selectman Athanas asked if the town had lead pipes in the schools which could contribute to lead in the water. Mr. Swigor replied as far as he was aware there are no lead pipes within the schools. He explained the water utility owns the water mains in the street and the service up to the property line and from the property line into the house is the property owner's responsibility. There is no control over that but according to the Water Company's records they are not aware of any lead service lines going into any of the homes.

Floodplain Review / Present: Justin Arbuckle, Vice Chairman of Conservation Comm. and Edward Renaud. Town Manager Kozak explained the owner of The Shop at 1 Main Street did a floodplain analysis to find out if the property behind the building is artificially too high. They also asked the town to join them to request to have the floodplain adjusted. There were still some concerns that the town wanted to look into to be sure that everything was done correctly. The Conservation Commission hired a consultant, who made recommendations. Town Manager Kozak then explained Mr. Arbuckle, Vice Chairman of the Conservation Commission, was present to update the Board on this matter. He noted the original calculations did not include the Arcade Pond water shed, since then the calculations have been updated and the Conservation Commission agrees with them. The updated plans hinged on the culvert, which runs from Arcade Pond to the Mumford River that runs under the Core Mark warehouse. Mr. Renaud recently had it tested which included a video camera showing one small area that was flagged for structural issues and is flagged for repair. Other than that the only minor issue was the culvert was not completely drained at the time of the survey. Mr. Arbuckle noted that meant there is about 10% of the culvert that is questionable as to what is going on, whether it be structural damage or an obstruction that could accumulate silt, etc. They did not find anything that would cause any immediate issues. Mr. Arbuckle noted that there was one concern that would be a good idea to keep an eye on it in the future, but is not an immediate issue. Selectman Athanas asked what the approximate cost was of the tests that have been performed. Mr. Renaud replied that thousands of dollars were spent that contributed to the engineer who completed work, Town Manager Kozak hired a firm to perform testing, which was unsuccessful, and the additional firm that was hired. Mr. Renaud stated that once the issue is repaired the total cost would be about $10,000 to $15,000 spent. Selectman Marzec questioned if Mr. Arbuckle believed it is reasonable to move forward, to which Mr. Arbuckle replied yes. A motion/Mr. Athanas, seconded/Mr. Marzec, to move this item from Discussions to Decisions. Vote yes/Unanimous. Town Manager Kozak informed the Board that the town also needs to

send a letter to the Army Corps of Engineers notifying them that the Town supports the changes to the floodplain and added the documentation will be prepared for the next meeting to be signed. A motion/Mr. Athanas, seconded/Mr. Marzec, to accept the revised floodplain review subject to the repairs to the cracks on the lower two sections, if needed, to be completed when the water level is low enough, and also to send a letter to the Army Corps of Engineers notifying them that the Town supports the changes to the floodplain. Vote yes/Unanimous.

DPW / Disposition of surplus vehicles. Highway Superintendent, Mr. Luchini, was present to discuss the surplus vehicles. Mr. Luchini asked the Board to grant permission to dispose of 10 DPW vehicles and 2 Fire Department vehicles using a company called Municibid. Municibid is an online auction website for government agencies and schools to sell surplus items to the public. All auctions take place online and are available to bid 24 hours a day. An article will be placed in the paper with all the relevant information pending the Selectmen's approval. Selectman Athanas asked about how much revenue would be generated from auctioning the vehicles. Mr. Luchini answered that some of the vehicles are very old and dilapidated so it would be prodigious to get $1,000 for each. Some of the other items in higher demand may generate more revenue. Mr. Luchini noted that the ladder truck [due to the grant] would need to be auctioned with a stipulation that it cannot be reused as a ladder truck. Selectman Nolan asked where the revenue would be distributed to. Town Manager Kozak answered the funds would go to the General Fund. A motion/Mr. Marzec, seconded/Mr. Ampagoomian, to move this item from Discussions to Decisions. Vote yes/Unanimous. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the DPW's request to dispose of the surplus vehicles as illustrated above. Vote yes/Unanimous.

TOWN MANAGER'S REPORT: **1) Community Compact Update.** A meeting was held with representatives from the Massachusetts Department of Energy Resources and National Grid to discuss a plan for an energy audit for town and school buildings. The audit is part of the Governor's Community Compact Program. The Governor's office has more items they will be discussing in the future. **2) Sutton Sewer Connection.** A meeting was held with representatives from Northbridge, Sutton, and Wal-Mart to discuss the final design plans for the proposed sewer line, which will benefit the Wal-Mart shopping complex and other properties between Northbridge and the Sutton sewer plant. An intermunicipal agreement will be addressed next and the project should be underway this summer. **3) DPW Facility Update.** The Building Planning and Construction Committee reviewed proposals for a prefabricated building and an upgrade of the current facility. Cost estimates will be ready for the next Finance Committee meeting. **4) Massachusetts Historic Grant.** The Town has applied for the third Massachusetts Historical Grant to engage in architectural and repair services for the plaster and painting of the Great Hall located in the Town Hall**.** An article will be placed at the Town Meeting to help match the grant**.**

SELECTMEN'S CONCERNS: Selectman Athanas: 1) asked if the mosquito spraying project would continue this year. Town Manager Kozak confirmed the mosquito spraying project would be going forward. **2)** asked if the street sweeping process was going to commence or if it already has. Mr. Luchini replied some sections were completed before the last snowstorm and as soon as the rain clears the street swiping will continue. **3)** asked if there were any issues with the Electricity Aggregation Program and explained he had some calls from customers who chose to opt-out. Town Manager Kozak replied there were not too many calls but some calls from customers who were not enrolled and seeking to do so. **4)** asked if the asphalt prices would be lower this year. Mr. Luchini replied the preliminary numbers are lower and he believes there may be an increase but they will be lower than what they have been over the last few years. **Selectman Marzec:** recommended everyone read an article in the Worcester Telegram regarding the BVT budget. **Selectman Ampagoomian: 1)** asked when the pole on Church Street would be repaired. Mr. Luchini was not aware of the pole and noted he would check it out. **2)** asked if any progress had been made on Plummer's Corner. Mr. Luchini replied he has not yet heard back from Mass Highway, but will keep reaching out to them to see what can be done. **3)** asked what the completion date was for Sutton Street. Mr. Luchini replied they would be completed between the end of June and the beginning of July. **4)** announced

that on Wednesday, March 30, 2016, the President of the Republic of Armenia will be having an official visit to the State House. **Chairman Melia:** asked if an update could be given on revamping the roadways in the area of Cooper Road and Kelly Road. Mr. Luchini replied they are currently reviewing budgets and costs as well as available funds in Chapter 90, which has not yet been released but the roads have been assessed. Repairs are to begin in July once the money is allocated.

Chairman Melia announced the next Board of Selectmen's meeting was scheduled to be held on Monday April 11, 2016.

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

Meeting Adjourned: 8:57 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

March 28, 2016 AT 7:00 PM

I. APPROVAL OF MINUTES

A. February 29, 2016 [*Correction March 14, 2016]
-Copy of March 14, 2016 minutes

II. PUBLIC HEARINGS: None

III. APPOINTMENTS/RESIGNATIONS:

Appointment by the Board of Selectmen/Vote to Appoint:
B. Roland Hachey, Conservation Commission
-Copy of Roland Hachey's Talent Bank Form

IV. CITIZENS' COMMENTS/INPUT: None

V. DECISIONS

C. Spring Annual Town Meeting [May 3, 2016] / Vote to sign warrant.
-Copy of the Spring Annual Town Meeting warrant

D. Katherine Tracy [Pop Warner Football and Cheerleading] / Request to hold a Boot Drive at Memorial Square, Saturday, September 10, 2016 from 9 AM - 12 PM / Rain Date: Sunday, September 11, 2016 (Present: Cate Dwight) / Vote to approve
-Copy of email requesting Pop Warner Cheerleading and Football Boot Drive
-Copy of Police Chief Walter Warchol's response to request to hold a Boot Drive

E. Susan Palmer-Howes [DECA - High School Business Club] /1) Request to reschedule the DECA Boot Drive from April 2, 2016 to April 9, 2016 at Memorial Square and Ovian Square from 9:00 AM until 12:00 PM / Rain date: Sunday, April 10, 2016 / Vote to approve
-Copy of email requesting a date change for the previously approved DECA Boot Drive
-Copy of Police Chief Warchol's response

F. Denise Foster [Whitin Comm. Swim Team] / Request Sunday, May 22, 2016 as the rain date for the Swim Team's Boot Drive / Vote to approve
-No documentation

G. Discharge of Mortgage at 972 Hill Street / Vote to approve / Present: Wade and Crystal Grondin
-Copy of letter from Gary Bechtholdt, Town Planner regarding the Release of the Lien at 972 Hill Street
-Copy of letter from Rural Housing to the late Mrs. Grondin regarding discrepancies and corrected papers
-Copy of mortgage
-Copy of Promissory Note
-Copy of Schedule of Payments to the Town Treasurer listing a loan repayment for the - Community Development Improvement Program for the property located at 972 Hill Street.

H. Pine Grove Cemetery / 1) Gordon J. and Barbara A. DeJong [Lot No. 321 - Woodlawn Avenue North]
-Copy of Deed for Gordon J. and Barbara A. DeJong [Lot No. 321 - Woodlawn Avenue North]
2) Pamela J. Blood [Lot No. 140A - Yew Avenue South]
-Copy of Deed for Pamela J. Blood [Lot No. 140A - Yew Avenue South]

VI. DISCUSSIONS

I. Water Meters / Present: Randy Swigor, General Manager, Whitinsville Water Company - No documentation

J. Floodplain Review / Present: Justin Arbuckle, Chairman of Conservation Comm. and Edward Renaud
-Copy of Memo to Town Manager Kozak from Conservation Commission regarding the Floodplain Boundaries Mumford River/Main Street.

K. DPW / Disposition of surplus vehicles
-Copy of Memo to Board of Selectmen requesting the disposal of surplus vehicles

VII. TOWN MANAGER'S REPORT

L. 1) Community Compact Update - No documentation
2) Sutton Solar Connection - No documentation
3) DPW Facility Update - No documentation
4) Massachusetts Historic Grant - Copy of details of MA. Preservation Projects Fund

VIII. SELECTMEN'S CONCERNS - No documentation

IX. ITEMS FOR FUTURE AGENDA - None

X. CORRESPONDENCE - None

XI. EXECUTIVE SESSION - None

BOARD OF SELECTMEN'S MEETING
April 11, 2016

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

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

Open Session Adjourned: 6:15 PM

Executive Session Convened: 6:16 PM

Executive Session Adjourned: 6:54 PM

Open Session Reconvened: 7:00 PM

The Pledge of Allegiance was recited by those present

Presentation: State Budget [Present: Senator Michael O. Moore]. Senator Moore announced the House budget will be released Wednesday and will be debated next week. The Senate will be completing their budget at the end of May. The FY ’17 budget proposes to increase Unrestricted General Government aid by $42 million dollars over the current FY ’16 levels, which is an increase of 4.2 %. The Municipal Regionalization Inefficiencies and Incentive Reserve to $5.6 million, which is a 48.1 % reduction. Taking the place of the Municipal Regionalization Inefficiencies and Incentive Reserve is the Community Compact Program, which is proposed to increase to $2.65 million. Chapter 70 Aid will also increase by $72 million resulting in a 1.6% increase. The Governor’s budget is based off of a $20 minimum per pupil increase, which is a reduction from the $25 per pupil secured by the legislature in 2016. Chapter 70 for the Town of Northbridge decreased $46,840 from the FY 16 budget. The Governor’s FY ’17 budget places the public school enrollment at 2,342 students, which is a decrease from previous years. The Northbridge School’s Foundation budget is proposed for $23,427,189, which is a decrease of $664,409. The district’s net minimum contribution is set at $10,848,805, which is a $413,098 increase. The Chapter 70 aid to the district is expected to rise $46,840. Dollars spent per enrollment continue to increase at a modest rate. Required Net Spending is set a $17, 612, 640, which is a decrease from last year. District foundation budgets were calculated by using updated enrollment and inflation data, notably the key inflation factor for Chapter 70 for FY ’17 was slightly negative at -.22% and enrollment is down at 21%. Senator Moore announced he recently signed onto a letter to the House and Senate Chairs on the Committee of Ways and Means requesting to increase the Chapter 70 minimum aid increment from $20 to $50 per pupil. The Administration has come up with a new concept for the Vocational Schools, which is an $83.5 million increase for vocational equipment. The funding is derived from FY ’17 budget funding and bond funding authorized by the legislature. The Governor also used an economically disadvantage measure for counting low income students. The measure uses the number of students directly certified for school meals instead of using the free and reduced price meal head counts that are currently used. However, the economically disadvantage measure identifies fewer income students than does the traditional free and reduced price meal

application process. The House budget proposal consolidates a Pre-K thru 12th grade initiative, which are English/language learners, Bay State Reading Institute, and literacy programs into a new line item called Early Literacy Initiatives. Selectman Ampagoomian stated the Worcester County Selectmen's Association should be sending a letter with their full support of the foundation budget. Selectman Marzec asked if there has been any discussion over redesigning the formula for the Chapter 70 budget. Senator Moore answered that it was just through the Budget Foundation Review Commission.

APPROVAL OF MINUTES A. 1) February 29, 2016. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the February 29, 2016 minutes as presented with the readings omitted. Vote yes/Unanimous. **2) March 28, 2016.** A motion/Mr. Marzec, seconded/Mr. Nolan to approve the March 28, 2016 minutes as presented with the readings omitted. Vote yes/Unanimous.

PUBLIC HEARING: 7:05 PM B. 1) The Pardee Group, Inc. d/b/a The Grill/Vote to transfer the All Alcohol Common Victualler license from Rockdale Sports Bar, LLC [David MacNeil, Mgr.] 2043 Providence Road, Northbridge, MA 01534, to The Pardee Group, Inc. d/b/a The Grill [John Pardee, Mgr.] Present: John Pardee. Chairman Melia read aloud the public hearing notice. A motion/Mr. Marzec, seconded/Mr. Nolan to open the public hearing. Roll call vote: Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mr. Marzec/Yes, Mr. Athanas/Yes, and Mr. Melia/Yes. Mr. Pardee explained he is the current owner of the property and previously held the license in his name when he gave the current owner Mr. MacNeil the opportunity to run the business and potentially buy it. Mr. MacNeil recently decided it was not something he wished to pursue. Mr. Pardee is requesting the license be transferred back to him and he will once again operate as The Grill. A motion/Mr. Marzec, seconded/Mr. Nolan to close the public hearing. Vote yes/Unanimous. Chairman Melia noted that the vote to transfer the license was to be contingent upon the receipt of a Certificate of Good Standing from the seller (Rockdale Sports Bar, LLC, David MacNeil, Mgr.), which is a requirement of the ABCC for this type of transaction. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the transfer of the All Alcohol Common Victualler license from Rockdale Sports Bar, LLC [David MacNeil, Mgr.] 2043 Providence Road, Northbridge, MA 01534, to The Pardee Group, Inc. d/b/a The Grill [John Pardee, Mgr.] contingent upon the receipt of the Certificate of Good Standing from David MacNeil. Vote yes/Unanimous. **2) A. The Pardee Group, Inc. d/b/a The Grill [John Pardee, Mgr.], 2043 Providence Road, Northbridge/Application to transfer the non-alcoholic Common Victualler License.** A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the transfer of the non-alcoholic Common Victualler License from Rockdale Sports Bar, LLC [David MacNeil, Mgr.] to The Pardee Group, Inc. d/b/a The Grill [John Pardee, Mgr.], 2043 Providence Road, Northbridge. Vote yes/Unanimous. **B. Application to transfer the Automatic Amusement License.** A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the transfer of the Automatic Amusement License from Rockdale Sports Bar, LLC [David MacNeil, Mgr.] to The Pardee Group, Inc. d/b/a The Grill [John Pardee, Mgr.], 2043 Providence Road, Northbridge. Vote yes/Unanimous. **C. Application to transfer the Entertainment License.** A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the transfer of the Entertainment License from Rockdale Sports Bar, LLC [David MacNeil, Mgr**.]** to The Pardee Group, Inc. d/b/a The Grill [John Pardee, Mgr.], 2043 Providence Road, with the current stipulation that no live bands or music are allowed after 11 PM Sunday thru Thursday and after midnight on Friday and Saturday. Vote yes/Unanimous**. 3) Request to pro-rate the Liquor License fee.** The Board took no action on this request.

APPOINTMENTS/By the Board of Selectmen: Local Historic District Study Committee: 1) E. Harrison McCaughey/Vote to appoint. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to appoint Mr. McCaughey to the Local Historic District Study Committee. Vote yes/Unanimous**. 2) Kenneth Warchol/Vote to reappoint.** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to reappoint Mr. Warchol to the Local Historic District Study Committee. Vote yes/Unanimous**. 3) Daniel O'Neill/Vote to reappoint.** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to reappoint Mr. O'Neill to the Local Historic District Study Committee. Vote yes/Unanimous**. 4) William Mello/Vote to reappoint.** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to reappoint Mr. Mello to the Local Historic District

Study Committee. Vote yes/Unanimous**.**

CITIZENS' COMMENTS/INPUT: Local Business Spotlight: MetLife located at the Linwood Mill/Present: Cory Morrocco, District Manager. Ms. Morrocco was present to inform the public of MetLife. MetLife is a local agency located in the Linwood Mill building on the first floor. They handle Auto Home and Life Insurance for existing clients in the area. The MetLife Agency opened 2 years ago and Ms. Morrocco has been an employee at MetLife for 23 years. The company started taking an interest in getting local agents back into the field about 3 years ago. The hours of operation are 8 AM to 4 PM Monday through Friday, and walk-ins are welcome.

Northbridge Firefighters/Request to hang a banner over Church Street from June 19th through July 3rd to announce the annual Fireworks event scheduled for Friday, July 1st at Lasell Field. Rain date: Friday, July 8th. A motion/Mr. Marzec, seconded/Mr. Nolan to approve the request to hang a banner over Church Street from Sunday, June 19th through Sunday, July 3rd to announce the annual fireworks event scheduled for Friday, July 1st at Lasell Field. Rain date: Friday, July 8th. Vote yes/Unanimous**.**

Spring Annual Town Meeting [May 3, 2016] / Vote positions on warrant articles. The Finance Committee was not present but their report was submitted to the Board of Selectmen for their review. Chairman Melia announced that the Board would be voting their positions on the warrant articles for the Spring Annual Town Meeting, which will be held Tuesday, May 3, 2016. **ARTICLE 1 (Prior year bills):** A motion/Mr. Marzec, seconded/Mr. Nolan to pass over Article 1. Vote yes/Unanimous. The Finance Committee voted unanimously to pass over Article 1. **ARTICLE 2 (FY'16 Budget Adjustments):** A motion/Mr. Marzec, seconded/Mr. Nolan to support Article 2. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 2. **ARTICLE 3 (FY '17 Omnibus Budget not to exceed $40,699,321):** A motion/Mr. Nolan, seconded/Mr. Athanas to support Article 3. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 3. **ARTICLE 4 (FY '17 Sewer Enterprise Fund):** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 4. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 4. **ARTICLE 5 (FY '17 Water Enterprise Fund):** A motion/Mr. Marzec, seconded/Mr. Nolan to support Article 5. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 5. **ARTICLE 6 (Chapter 90):** A motion/Mr. Nolan, seconded/Mr. Ampagoomian to support Article 6. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 6. **ARTICLE 7 (Compensating Balance Agreements):** A motion/Mr. Marzec, seconded/Mr. Nolan to support Article 7. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 7. **ARTICLE 8 (Play & Rec. revolving account):** A motion/Mr. Nolan, seconded/Mr. Ampagoomian to support Article 8. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 8. **ARTICLE 9 (Board of Health revolving account):** A motion/Mr. Athanas, seconded/Mr. Marzec to support Article 9. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 9. **ARTICLE 10 (Board of Health revolving account):** A motion/Mr. Marzec, seconded/Mr. Athanas to support Article 10. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 10. **ARTICLE 11 (Transfer $24,750 to Compensated Absences Fund):** A motion/Mr. Ampagoomian, seconded/Mr. Marzec to support Article 11. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 11. **ARTICLE 12 (Raise/appropriate $25,000 to Compensated Absences Fund):** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 12. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 12. **ARTICLE 13 (Transfer of funds to the Stabilization Fund):** A motion/Mr. Marzec, seconded/Mr. Athanas to pass over Article 13. Vote yes/Unanimous. The Finance Committee voted unanimously to pass over Article 13. **ARTICLE 14 (Transfer $45,000 from Pine Grove Cemetery Trust to fund operations of Pine Grove Cemetery):** A motion/Mr. Marzec, seconded/Mr. Nolan to support Article 14. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 14. **ARTICLE 15 (Transfer $39,213 from Town Building Maint. Fund for maintenance of town-owned buildings):** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to support Article 15. Vote yes/Unanimous. The Finance Committee voted

unanimously to support Article 15. **ARTICLE 16 (Imposition of local sales tax (.75%) on restaurant meals originating in Northbridge):** A motion/Mr. Marzec, seconded/Mr. Athanas to support Article 16. Roll Call Vote: Mr. Athanas/Yes, Mr. Ampagoomian/Yes, Mr. Marzec/Yes, Mr. Nolan/Yes, and Mr. Melia/Yes. The Finance Committee voted unanimously to support Article 16. **ARTICLE 17 (Borrow $2.5 million for design/construction of a DPW facility on Fletcher Street including an upgrade of the current admin building and garage; permitting, site improvements and soil remediation):** Chairman of the Building Planning and Construction Committee Mr. Beaudoin was present to discuss Article 17. At the previous meeting no significant changes were made and the BPCC endorsed the values they had and met with the Finance Committee to discuss the DPW plans. The plans consist of a new building and renovations to the current facilities. Due to state mandated regulations the current building will have a spending cap and serve as a garage. The location and construction of DPW office is still in discussion and has not yet been confirmed. The validated budget is to borrow $2.5 million for design/construction for a DPW facility on Fletcher Street including an upgrade of the current admin building and garage; permitting, site improvements and soil remediation. Chairman Melia suggested they have some type of a power point presentation, with pictures for the April 25, 2016 Board of Selectmen's meeting. Town Manager Kozak announced that he would check with Town Counsel on having a presentation at the Town Meeting on May 3, 2016. Selectman Marzec urged the BPCC to get something on the town website to advertise and make the citizens aware. Selectman Marzec also indicated that he believes the Board should look at a 5-year note, due to the current low debt and high demand for other projects in the near future. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to support article 17. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 17. **ARTICLE 18 (Appropriate $175,000 for the repair and renovation of the Great Hall including design, preparation of bid documents, construction over-sight and all associated costs. $100,000 from Free Cash/$75,000 from borrowing):** A motion/Mr. Athanas, seconded/Mr. Ampagoomian to support Article 18. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 18. **ARTICLE 19 (Street Acceptance: Remaining portion of Fairway Drive [Shining Rock Golf Comm.]:** A motion/Mr. Marzec, seconded/Mr. Athanas to support Article 19. Vote yes/Unanimous. The Finance Committee and Planning Board voted unanimously to support Article 19. **ARTICLE 20 (Zoning Bylaw Amendment: Table of Use Regulations – Stores selling a combination of 2 or more of dry goods/apparel/accessories/furniture, etc. allowed by right in B-2):** A motion/Mr. Marzec, seconded/Mr. Ampagoomian to support Article 20. Vote yes/Unanimous. The Finance Committee and Planning Board voted unanimously to support Article 20. **ARTICLE 21 (Zoning Bylaw Amendment: Table of Use Regulations – Establishment primarily selling food and drink for home prep and consumption allowed by right in B-2 and B-3):** A motion/Mr. Marzec, seconded/Mr. Ampagoomian to support Article 21. Vote yes/Unanimous. The Finance Committee and Planning Board voted unanimously to support Article 21. **ARTICLE 22 (Zoning Bylaw Amendment: Table of Use Regulations –Misc. business offices and services allowed by right in B-2):** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to support Article 22. Vote yes/Unanimous. The Finance Committee and Planning Board voted unanimously to support Article 22. **ARTICLE 23 (Zoning Bylaw Amendment: Table of Use Regulations – Office for Admin. use allowed by right in B-1, B-2 and B-3):** A motion/Mr. Nolan, seconded/Mr. Marzec to support Article 23. Vote yes/Unanimous. The Finance Committee and Planning Board voted unanimously to support Article 23. **ARTICLE 24 (Zoning Map Amendment: Extend B-2 Business District along Church Street to include the former Milford Regional Medical Center, which is currently zoned R-3):** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 24. Vote yes/Unanimous. The Finance Committee and Planning Board voted unanimously to support Article 24. **ARTICLE 25 (Appropriate $775,000 for a feasibility study to replace Balmer Elementary School. $350,000 from Free Cash/$425,000 from Borrowing):** School Superintendent Catherine Stickney and School Committee Chairman Michael J. Lebrasseur were present to discuss Article 25. The Northbridge Public Schools have been invited into an eligibility period with the Massachusetts School Building Association, which is extended into the next 9 months that includes specific tasks to be completed. One of the tasks is to complete an initial Compliance Certification and obtaining a local vote of authorization which indicates an approval of funding for a feasibility. A motion/Mr. Marzec, seconded/Mr. Athanas to support

Article 25. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 25. **ARTICLE 26 ($14,000 from Ambulance Receipts for LUCAS CPR Device for Fire Dept.):** A motion/Mr. Marzec, seconded/Mr. Nolan to support Article 26. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 26. **ARTICLE 27 (Zoning Bylaw Amendment: Add definition of "Contractor's Yard"):** A motion/Mr. Marzec, seconded/Mr. Nolan to support Article 27. Vote yes/Unanimous. The Finance Committee and Planning Board voted unanimously to support Article 27. **ARTICLE 28 (Zoning Bylaw Amendment: Amend Article V- (Use Regulations) by adding "Contractor's Yard"):** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 28. Vote yes/Unanimous. The Finance Committee and Planning Board voted unanimously to support Article 28. **ARTICLE 29 (Zoning Bylaw Amendment: Amend Article VIII- (Off-Street Parking and Loading) by inserting "Contractor's Yard" in the Table of Off-Street Parking Standards under "Industrial and institutional"):** A motion/Mr. Marzec, seconded/Mr. Nolan to support Article 29. Vote yes/Unanimous. The Finance Committee and Planning Board voted unanimously to support Article 29. **ARTICLE 30 (Donation of land [approx. 127 acres] located in "The Hills at Whitinsville"):** A motion/Mr. Nolan, seconded/Mr. Ampagoomian to pass over Article 30. Vote yes/Unanimous. The Finance Committee voted unanimously to pass over Article 30.

Annual Town Election [May 17, 2016]/Vote to place ballot question on the Annual Town Election Ballot. Town Manager Kozak explained that as mentioned earlier the DPW Facility would require a debt exclusion ballot question at the Annual Town Election. Town Counsel has prepared a question for the Board to vote on. Town Manager Kozak read aloud the Debt Exclusion question as follows: Shall the Town of Northbridge be allowed to exempt from provisions of the Proposition 2½ so called, the amounts required to pay for the bond issued in order to finance the design and construction of a DPW building at 11 Fletcher Street, including renovation of the current administration building and garage, permitting site improvements and soil remediation. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to place the above ballot question on the Annual Town Election Ballot. Roll call vote: Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mr. Marzec/Not present, Mr. Athanas/Yes, Mr. Melia/Yes.

Fairway Drive (Shining Rock Golf Community)/Vote to lay out the remaining portion of Fairway Drive as a public way. Town Planner Gary Bechtholdt, and Chairman of the Planning Board Brian Massey were present to inform the Board about this request. Fairway Drive is one of the last subdivision roads, which the Planning Board unanimously voted to support the layout. The Planning Board met with the developer and coordinated with the Planning Board's Consulting Engineer and is working with DPW. The Planning Board found there were no outstanding issues and are recommending the layout. They have also been working with Town Counsel to get all of the conveyance documents in order and appear to be ready in anticipation of Town Meeting action. Selectman Nolan asked about a discussion over an issue with the school bus route. Mr. Bechtholdt replied he was unable to speak to that but there was an earlier portion of Fairway Drive that was accepted by the Town. Mr. Bechtholdt explained that in order for Town meeting action to formally accept the road as a public way, the Selectmen need to vote to lay it out. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to vote to lay out the remaining portion of Fairway Drive as a public way. Vote yes/Unanimous.

Health Insurance/Vote to implement negotiations for plan design changes under Chapter 32B Sections 21 thru 23. Town Manager Kozak explained he has been meeting with the Insurance Advisory Committee for the last three months to discuss the town's health insurance plan. Four years ago, changes were made that allowed the town and the employees to save money. Upon recommendation of the town's consultant it is in high hopes to make changes to the health insurance co-pays. The Board will need to vote to allow negotiations to begin. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to allow negotiations to go forward regarding Health Insurance. Roll call vote: Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mr. Marzec/not present, Mr. Athanas/Yes, and Mr. Melia/Abstain.

Notice of Voluntary Recognition of the Police and Fire Dispatchers to Organize into a collective bargaining unit/Vote to support. Town Manager Kozak explained the town has received a notice from the Police and Fire dispatchers seeking to organize into a collective bargaining unit. The town has also received notification from the State, which Town Manager Kozak explained if the Board chooses to voluntarily allow the dispatchers to go forward there would be no need for a hearing, which would challenge the dispatchers for the ability to put together a bargaining unit. Town Manager Kozak asked the Board to vote to support a voluntary recognition of the Police and Fire Dispatchers' new collective bargaining unit. This will impact about 7 employees in the department. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to support Voluntary Recognition of the Police and Fire Dispatchers to organize into a collective bargaining unit. Roll call vote: Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mr. Athanas/Yes, Mr. Marzec/not present, Mr. Melia/Yes.

TOWN MANAGER'S REPORT 1) Mass. School Building Authority Meeting in Boston – Mr. Kozak attended an MSBA hearing on Wednesday, March 30, 2016, for a vote to begin the eligibility period and funding for the W. Edward Balmer Elementary School feasibility study. **2) New Senior Center Bus Presentation** – The Town Manager attended the ceremony for receipt of a new Senior Center bus. Also in attendance were representatives from the FINE (Friends of Northbridge Elders) Organization and Unibank, who contributed funds towards the purchase of the new bus. **3) Voter Registration** – Mr. Kozak announced the deadline for voter registration will be April 13, 2016 at 8 PM. **4) Disposal of Surplus Vehicles -** Bidding will begin Wednesday, April 13, 2016 and will continue through Friday, April 29, 2016 at 10 AM.

SELECTMEN'S CONCERNS. Selectman Ampagoomian/1) praised the Northbridge High School Band for performing the Armenian National Anthem for the official visit to the State House by the President of the Republic of Armenia, which Mr. Ampagoomian attended. The Anthem was learned in just two weeks. He also praised the Northbridge High School Chorus who sang the National Anthem while the American Flag was being raised. **2)** informed the Board he received a call from a resident on Leland Road with a complaint that his backyard and his neighbors' yard were under a foot and a half of water due to the land clearing going on in that area. The Conservation Commission was contacted and an agent was available to visit the site. DPW also checked into the matter and found that there was a clogged drain from all the debris washing down from the land clearing. Once the water receded there was a visible gully of water coming down from the hillside into the citizens' yards. Video recordings were submitted to the State informing them of the situation. **3)** reminded everyone that a new Fire Station should not be forgotten about or overlooked. **Selectman Athanas:** saw in the paper that Uxbridge just approved a new sewer plant for $44 million and asked how far Northbridge is from requiring an upgrade as such. Mr. Shuris explained currently we are holding our own. Town Manager Kozak answered he believed the plant was about 15 years old and a new plant would not be in the foreseeable future.

Chairman Melia announced that the next Board of Selectmen's meeting is scheduled for April 25, 2016. A motion/Mr. Marzec, seconded/Mr. Nolan to adjourn the public meeting. Vote yes/Unanimous.

Meeting Adjourned: 8:59 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

April 11, 2016

Presentation: State Budget - Present: Senator Michael O. Moore- No documentation

I. APPROVAL OF MINUTES

A. 1) Copy of February 29, 2016 minutes
2) Copy of March 28, 2016 minutes

II. PUBLIC HEARING: 7:05PM

B. 1) The Pardee Group, Inc. d/b/a The Grill/Vote to transfer the All Alcohol Common Victualler license from Rockdale Sports Bar, LLC [David MacNeil, Mgr.] 2043 Providence Road, Northbridge, MA 01534, to The Pardee Group, Inc. d/b/a The Grill [John Pardee, Mgr.].
-Copy of Form 43
-Copy of Public Hearing Notice
-Copy of Public Hearing Ad
-Copy of License Routing Slip

2) The Pardee Group, Inc. d/b/a The Grill [John Pardee, Mgr.], 2043 Providence Road, Northbridge/Applications to transfer the A. Common Victualler License.
-Copy of Application for Common Victualler License

B. Automatic Amusement License.
-Copy of Application for Automatic Amusement License

C. Entertainment License from Rockdale Sports Bar, LLC [David MacNeil, Mgr.] to The Pardee Group, Inc. d/b/a The Grill [John Pardee, Mgr.].
-Copy of Application for Entertainment License

3) Request to pro-rate the Liquor License fee.
No documentation

III. APPOINTMENTS/By the Board of Selectmen:

C. Local Historic District Study Committee:
1) E. Harrison McCaughey/Vote to appoint
-Copy of E. Harrison McCaughey's Talent Bank Form
2) Kenneth Warchol/Vote to reappoint **-No documentation**
3) Daniel O'Neill/Vote to reappoint **-No documentation**
4) William Mello/Vote to reappoint **-No documentation**

IV. CITIZENS' COMMENTS/INPUT: Local Business Spotlight: MetLife located at the Linwood Mill/Present: Cory Morrocco, District Manager - No documentation

V. DECISIONS

D. Northbridge Firefighters/Request to hang a banner over Church Street from June 19th through July 3rd to announce the annual Fireworks event scheduled for Friday, July 1st at Lasell Field. Rain date: Friday, July 8th.

-Copy of letter requesting permission to hang banner over Church Street

E. Spring Annual Town Meeting [May 3, 2016] / Vote positions on warrant articles.
-Copy of Spring Annual Town Meeting Warrant
-Copy of motions for the Spring Annual Town Meeting Warrant

F. Annual Town Election [May 17, 2016]/Vote to place ballot question on the Annual Town Election Ballot.
-Copy of debt exclusion question
-Copy of details of building renovations and new vehicle storage building
-Copy of pictures of current layout

G. Fairway Drive (Shining Rock Golf Community)/Vote to lay out the remaining portion of Fairway Drive as a public way
-Copy of Public Meeting Notice
-Copy of Street acceptance recommendation - vote to layout
-Copy of memorandum regarding Fairway Drive Roadway Acceptance
-Copy of Street Acceptance Plan
-Copy of Fairway Drive description
-Copy of Surveyors Affidavit
-Copy of Memorandum to the Town Clerk regarding the 2016 Annual Spring Town Meeting Article 18 - Fairway Drive Street Acceptance/Layout

H. Health Insurance/Vote to implement negotiations for plan design changes under Chapter 32B Sections 21 thru 23. -No documentation

VI. DISCUSSIONS-None

VII. TOWN MANAGER'S REPORT

I. 1) MSBA Meeting in Boston -**No documentation**
2) New Senior Center Bus Presentation-**No documentation**
3) Voter Registration Deadline April 13, 2016 @ 8 PM -**No documentation**
4) Disposal of Surplus Vehicles
-Copy of bid acceptance letter

VIII. SELECTMEN'S CONCERNS
IX. ITEMS FOR FUTURE AGENDA - None
X. CORRESPONDENCE - None

XI. EXECUTIVE SESSION - 6:15 PM

1) Under M.G.L Chapter 30A, Section 21 #3 - To discuss strategy with respect to contract negotiations [Police Dispatch]
2) Under M.G.L Chapter 30A, Section 21 #3 - To discuss strategy with respect to contract negotiations [Fire]
3) Under M.G.L Chapter 30A, Section 21 #3 - To discuss strategy with respect to contract negotiations [Health Ins.]

BOARD OF SELECTMEN'S MEETING
April 25, 2016

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

The Pledge of Allegiance was recited by those present

APPROVAL OF MINUTES: A. April 11, 2016 Executive Session. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve but not release the April 11, 2016 Executive Session minutes. Vote yes/Unanimous. **B. April 11, 2016.** A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the April 11, 2016 minutes as presented with the readings omitted. Vote yes/Unanimous.

PUBLIC HEARING/None

RESIGNATIONS: Board of Registrars - Sandra Ovian / Vote to accept resignation. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to accept Sandra Ovian's resignation and send a letter of appreciation for her service to the Board of Registrars. Vote yes/Unanimous.

APPOINTMENTS: By the Board of Selectmen: Parks and Recreation Commission. Present: Michael Proto, Chairman. 1) Amylia Fedor-Soden / Vote to appoint. Chairman Melia announced that Ms. Fedor-Soden was no longer interested in serving on the Parks and Recreation Commission and so this item would be passed over. **2) Mark Tracy / Vote to appoint.** Mr. Proto expressed that Mr. Tracy has shown a commitment to the kids in the town, helps run organizations, and is very enthusiastic with children and believed he would be a great asset to this Commission. Mr. Tracy stated he volunteers and partakes in different organizations throughout the town and would like to step up and help out as much as possible. A motion/Mr. Athanas, seconded Mr. Nolan to appoint Mr. Tracy to the Parks and Recreation Commission. Vote yes/Unanimous. **3) Disability Commission: William Mello / Vote to appoint.** Mr. Mello stated he has been an architect for 50 years and is still registered and has always followed the state safety codes. Mr. Mello stated he believes he can assist in any of the technical aspects of this commission and provide potential solutions. A motion/Mr. Marzec, seconded/Mr. Nolan to appoint Mr. Mello to the Disability Commission. Vote yes/Unanimous. **4) Bylaw Review Committee: Denis LaTour / Vote to appoint.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to appoint Mr. LaTour to the Bylaw Review Committee. Vote yes/Unanimous. **5) Board of Registrars: Suzanne Fregeau / Vote to appoint.** Chairman Melia stated this item would be passed over as M.G.L. requires a 45-day response period from the Democratic Town Committee prior to any appointment(s) being made by the Select Board. After 45 days, the Board of Selectmen can move forward with the appointment, if they so wish.

CITIZENS' COMMENTS/INPUT / None

Annual Town Election [May 17, 2016] / Vote to sign warrant. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to sign the Annual Town Election warrant. Vote yes/Unanimous.

Safety Committee Meeting Minutes [March 16, 2016] / Vote to accept recommendations. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to accept the recommendations of the Safety Committee as outlined in the minutes of March 16, 2016. Vote yes/Unanimous.

Alternatives / Request permission to hang a banner across Church Street from May 22nd through June 5th to advertise their 31st Annual Valley Friendship Tour event on June 4th 2016. [Event approved August 17, 2015]. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve Alternatives

request to hang a banner across Church Street from May 22nd through June 5th to advertise the 31st Annual Valley Friendship Tour event on June 4th, 2016. Vote yes/Unanimous.

DPW / Vote on debt service. Town Manager Kozak explained the financing of a new DPW facility would be by borrowing $2.5 million. He stated it would be the Board's decision whether to borrow for a term of five years or ten years and he was hoping for a decision tonight since this would be the last meeting before Town Meeting. Mr. Kozak then went on to describe the two possibilities. ***For an average valued home of $269,000***, the borrowing would add about $98.45 per year for 5 years to the tax bill and for the 10-year plan, the borrowing would add about $51.55 per year for 10 years to the tax bill. Town Manager Kozak suggested the Board choose the 5-year plan because it is relatively cheap and the town is seeking to have more projects done in the future, to include a fire station, as well as an Elementary School. Selectman Marzec stated he believed it would be practical to vote for the 5-year plan with all of the projects coming in the future and the town's current low debt amount. Selectman Athanas asked if there was anything coming off of the town's debt. Town Manager Kozak explained that nothing was coming off but there is a very small amount in debt services currently. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to vote to finance the DPW facility over a 5- year term subject to the article being passed at Town Meeting and the Annual Town Election. Vote yes/Unanimous.

David Muradian, Jr. / Application for a one-day Beer & Wine license for May 24, 2016 from 3 PM - 9 PM for a fundraising event to be held at the Whitin Lasell Manor, 120 Hill Street, Whitinsville. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve a one-day Beer & Wine license for Mr. Muradian for May 24, 2016, from 3 PM - 9 PM for a fundraiser to be held at Whitin Lasell Manor, 120 Hill Street. Vote yes/Unanimous.

Massachusetts School Building Authority: Initial Compliance Certification / Vote to authorize Town Manager Kozak to sign. After hearing the presentation below on the feasibility study to Balmer School, the Board voted as follows: A motion/Mr. Ampagoomian, seconded/Mr. Nolan to authorize Town Manager Kozak to sign the Massachusetts School Building Authority Initial Compliance Certification. Vote yes/Unanimous.

Massachusetts School Building Authority [MSBA] feasibility study / Present: Dr. Catherine A. Stickney, Superintendent of Schools and Michael LeBrasseur, School Committee Chairman. Mr. LeBrasseur thanked the Board for the previous vote in support of the article for a feasibility study. Superintendent Stickney announced that the first official phone call with MSBA is scheduled and will include very specific information. Dr. Stickney gave a presentation on the Balmer School and the MSBA process. Currently, Balmer School is in the eligibility period and has up to 270 days to meet certain criteria, one of which, is the Compliance Certification. This is an agreement stating that the Town will adhere to the MSBA guidelines and it is to be signed by the Town Manager, Superintendent, and School Committee Chairman. Other eligibility criteria includes the establishment of a School Building Committee, an Educational Profile Questionnaire, maintenance and Capital Planning information, Local Vote Authorization, and a Feasibility Study Agreement. The proposed $775,000 covers the owner's project manager, designer, environmental, and site testing as well as other necessary elements and is to be reimbursed by the MSBA at a rate of 57% of reimbursable costs. $350,000 would be transferred from free cash and $425,000 would come from borrowing. The Town's share would come from town accounts and potential short-term borrowing. There is no direct impact to the tax payer. The feasibility study and schematic design will provide information to make decisions about the project type, project scope, project cost, and project duration. Balmer School was chosen by the MSBA based off of the submitted Statement of Interest, which the MSBA was most concerned about Blamer School. Selectman Ampagoomian asked Superintendent Stickney if she had an idea of where she would like the new elementary school to be. Ms. Stickney replied she is awaiting the feasibility study, which will help figure out if it is more viable to build a school and combine the grades or to have two separate buildings. Selectman Athanas asked what the

estimated cost of the school would be. Ms. Stickney replied it would depend on the scope and the size of the project and what the range in grades were. Mr. Athanas suggested an estimate be prepared for the citizens to have an idea on how much would be spent for Town Meeting. Superintendent Stickney replied she would be happy to do that, but would first like gather more information. Mr. Marzec made a point that both schools are in need of an upgrade. Chairman Melia asked if many calls are received regarding after-hours vandalism. Superintendent Stickney replied that Blamer School had higher incidents than the other school buildings but since adding video surveillance, the vandalism has decreased. Selectman Nolan asked what the expected time frame was for the feasibility study. Ms. Stickney replied the feasibility study should be completed between 2 and 3 years. She also noted that it would be about 5 years before a new school building was move-in ready.

Charter Communications Update / Present: Tom Cohan, Director of Government Affairs. Chairman Melia announced that about 60 days ago, a hearing was held regarding Charter Communications. The Board did not have any findings of fault or violation of the contract but requested Mr. Cohan return after 60 days with an update of the issues that customers expressed at the hearing. Mr. Cohan along with Greg Garabedian, Vice President and General Manager for New England and New York divisions of Charter Communications, were in attendance to present the Board with an update. Selectman Ampagoomian requested it be on record that he personally knows Mr. Garabedian so that there is no conflict of interest. Mr. Cohan stated that along with the issues announced at the February 26, 2016 meeting, Mr. Berkowitz of NCTV posted a notice on cable stating if residents had issues to report them, which would then forwarded to Mr. Cohan at Charter. There were about 21 customers who contacted Charter with issues. 10 of those customers' issues were responded to and resolved. The issues ranged from set top boxes not powering on, intermittent service, and the internet service itself. Nine customers did not return repeated phone calls and 2 customers responded they did not need a service call at this time. Mr. Garabedian spoke of the technical cable system to describe his findings of the research at this time. All problems were found within the home and a trouble call hadn't been made for at least a year, so the opportunity to repair the issues prior to the recent call was not a possibility. All of the trouble calls were common findings and there doesn't seem to be any chronic issues present. Mr. Garabedian explained tiling, which is static caused by a lose connection, water at the connector on the pole, a squirrel chew, something behind the wall plate, or from the channel itself. It would need to be investigated to see which issue is causing the tiling. Chairman Melia stated for the record he had recently received service for an issue with his cable box and the service was fast and the service representative repaired his issue with no problem. Selectman Athanas asked if there were any changes in the near future that are considered major or would be an inconvenience for the consumers. Mr. Garabedian replied they never hope that a change causes an inconvenience. Continuing, he stated that technology changes and there will always be changes at some point whether it be to the guide, signal delivery, etc. Mr. Marzec stated after the last meeting the service and responsiveness has been remarkable and all his problems were solved. Mr. Nolan asked if the internet went to a shared area causing a slow down on internet speed. Mr. Garabedian replied that at some point it does aggregate together but it's monitored continuously so if a business comes on board or there is a high volume of customers the contention should not affect a customer. Selectman Ampagoomian asked if there is any type of quality check to search for any issues or bottlenecks in the system. Mr. Garabedian replied they can pull signals from modems to see what the quality of the signal is. This would be checked if a customer called with a slow connection during certain times of the day.

NEXAMP Community Solar Project Presentation/Present: Eric Misbach, Community Solar Project Manager. Mr. Misbach was present to discuss the community solar project benefits of the Upton Solar Project. Although the project is located in Upton, the electricity can be shared with anyone in the same utility service area. It is preferable to share the electricity with a town participating in the project directly. Solar net metering comes from a solar project typically known as solar farms, which are spread across acres of land. The electricity gained from these solar farms can be shared with residents, businesses, and non-profits. The credit for the energy appears directly on the customer's electric bill. NEXAMP builds solar

farms with the intent to share half of the electricity with one large entity known as an anchor tenant. The other half goes to the community's solar customers, who are the individual homes and small businesses. There are no upfront costs and no long-term commitments required. It does require a 6-month notice if someone wishes to enroll or change their allocation of solar that shows up on their electric bill. If a customer moves to another home within a 50-mile radius, the allocation can go with the customer. Anyone interested in the program should visit http://nexamp.com/what-we-do/community-solar or call 800-945-5124. Chairman Melia noted that this offer was in addition to the Con Edison community aggregation program. Mr. Misbach confirmed it would be in addition to the Con Edison program and anyone interested would need to opt-in to the program. Solar net metering credits can offset the delivery charges and customer fees as well. The process starts with assessing customers' electricity bills and the usage over the last 12 months. From there, NESAMP calculates what the electricity cost will be over the course of a year. A share of the community solar farm is provided that will create enough solar credits to offset the costs. The credits are paid for at a 15% discount, which is equivalent to 85¢ per $1 credit that appears on a customer's National Grid bill. Chairman Melia asked what the National Grid bill will show. Mr. Misbach replied it would show the National Grid amount, underneath which would be the solar credits. He explained it wouldn't always be zeroed out, it may be close to zero, zero, or an overage of credits, which would roll over to future months. Customers would pay NEXAMP .85¢ on the $1. Selectman Athanas asked if there were a fixed number of credits that go to the town and then get broken up to each customer. Mr. Misbach explained the only fixed rate is the available solar capacity in all of the projects. The Upton project has the capacity for approximately 50 more households, which will depend on how much electricity is used by each of the households. But there are projects elsewhere in the state so there is availability for those looking to sign up. Selectman Athanas asked how long the discount stays in place. Mr. Misbach replied the project life for any community is 20 years.

BPCC Update on DPW Facility. James Shuris, DPW Director, Jamie Luchini, Highway Superintendent, and the DPW Consultant, Anthony Diluzio of Cardinal Construction, were present to give a presentation on the proposed DPW Facility. Mr. Diluzio explained he has helped guide the committee to the selection of an architect for the feasibility study, modular building quotes, and specs and prepared a full quantity take off estimate from all the work that has been described. A video was shown that displayed the current condition of the DPW facility and also describes the location of the new facilities if passed at Town Meeting and the Annual Town Election. Selectman Nolan asked Mr. Shuris to explain for the community, why the DPW facility should remain at the current location despite it being a flood zone. Mr. Shuris explained the area selected for the new structure is outside of the flood zone and the river front. Selectman Nolan asked if in the time Mr. Shuris has been here, if water has progressed to the potential location of the new building. Mr. Shuris replied it has always been dry in that area since he started working for the Town in August of 2011. Selectman Marzec asked how this project is being procured and how is it different from the other previous procurements. Mr. Diluzio replied he could not speak to the previous projects but explained there was a lot of discussion of modular building procurement being a large portion of the project. As the project is developed today, there would be a multi-procurement approach. There is also a designer selection procurement process under Chapter 7C, which the committee has gone through and has selected an architectural firm, which is currently pending authorization of funds.

TOWN MANAGER'S REPORT 1) WRTA Ridership Program Update. An update from the Central Mass. Regional Planning Commission shows steady ridership numbers. The request for an additional stop on Linwood Avenue was granted in order to provide service to the Linwood Mill apartments and should commence soon. **2) Blackstone Valley National Park Meeting.** Attended the Blackstone Valley National Park Meeting in Woonsocket RI., along with other members of the Blackstone Valley. Topics discussed were the plans going forward to implement National Parks. Park Rangers plan on attending events to explain what National Parks are and to enhance the awareness of historic role of the Valley. **3) EPA MS4 Permit Issued.** The long waited EPA permit was issued and will be going into effect in 2017. The State will be holding a workshop to explain what communities are required to do and the Town Manager will update the

Board as information becomes available. **4) Central Mass. Regional Planning Commission Grant to Study Impact of a Green Community Designation.** The Town applied for and received a grant to have a study completed on the impact of becoming a green community. Regulations have changed over the past several years, which has made the Town of Northbridge more attracted to becoming a member. This program is running in conjunction with the Governor's Community Compact program. **5) Voter Registration for Annual Town Election.** Mr. Kozak announced the deadline for voter registration for the Annual Town Election is Wednesday, April 27, 2016 at 8 PM.

SELECTMEN'S CONCERNS: Selectman Nolan asked when the Sutton Street work will be completed. DPW Director Shuris replied the original plan should be completed by July with an additional piece to the plan should be completed by August. **Selectman Marzec** asked about the Sutton Street mailboxes and if they were ADA compliant. Highway Superintendent Jamie Luchini replied that what is currently there is ADA compliant but the town will be meeting with the Postmaster and DOT to discuss a proposition to relocate the mailboxes closer to the curb to open up the sidewalk. **Selectman Ampagoomian** asked if there was any information regarding the Memorial Day Parade. Selectman Marzec stated as of right now his plan was to meet with members of the Veterans Council to gather details.

Chairman Melia announced the next Board of Selectmen's meeting will be held Tuesday, May 3, 2016, at 6:30PM, which would be the night of the Town Meeting. The next regular meeting after that will be held May 9, 2016.

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

Meeting Adjourned: 8:56 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

April 25, 2016

I. APPROVAL OF MINUTES

A. April 11, 2016 [Executive Session]

-Copy of the April 11, 2016 Executive Session minutes. Removed from documentation as they have not been released.

B. April 11, 2016

-Copy of the April 11, 2016 minutes

II. PUBLIC HEARING / None

III. RESIGNATIONS:

C. Board of Registrars: **Sandra Ovian / Vote to accept resignation**

-Copy of non-interest form

APPOINTMENTS: By the Board of Selectmen

D. Parks and Recreation Commission:

Amylia Fedor-Soden [Withdrew from consideration]

-No Documentation

1) Mark Tracy:

-Copy of Mark Tracy's Talent Bank Form

2) Disability Commission/William Mello

-Copy of William Mello's Talent Bank Form

3) Bylaw Review Committee/Denis LaTour

-Copy of Denis LaTour's Talent Bank Form

4) Board of Registrars/Suzanne Fregeau [Deferred to June 2016]

-Copy of Suzanne Fregeau's Talent Bank Form

IV. CITIZENS' COMMENTS/INPUT / None

V. DECISIONS

E. Annual Town Election [May 17, 2016] / Vote to sign warrant

-Copy of Annual Town Election warrant

F. Safety Committee Meeting Minutes [March 16, 2016] / Vote to accept recommendations

-Copy of March 16, 2016 Safety Committee Meeting Minutes

G. Alternatives / Request permission to hang a banner across Church Street from May 22nd through June 5th to advertise their 31st Annual Valley Friendship Tour event on June 4th 2016. [Event approved August 17, 2015]

-No documentation

H. DPW / Vote on debt service

-Copy of 5 year estimated debt service

-Copy of 10 year estimated debt service

I. David Muradian, Jr. / Application for a one-day Beer & Wine license for May 24, 2016 from 3 PM - 9 PM for a fundraiser to be held at Lasell Manor, 120 Hill Street.
-Copy of application for special License
-Copy of license routing slip
-Copy of Hold Harmless Agreement
J. MSBA Initial Compliance Certification / Vote to authorize Town Manager Kozak to sign
-Copy of Initial Compliance Certification Form [MSBA Project No. 201502140001]

VI. DISCUSSIONS

K. MSBA feasibility study / Present: Catherine A. Stickney, Superintendent of Schools and Michael LeBrasseur, School Committee Chairman
-Copy of Balmer School Power Point Presentation
L. Charter Communications Update Present: Tom Cohan, Dir. of Govt. Affairs
-No Documentation
M. Presentation: NEXAMP Community Solar Project/Present: Eric Misbach, Community Solar Project Manager
-Copy of NEXAMP Power Point presentation
N. BPCC Update on proposed DPW Facility
-Copy of DPW Vehicle Storage Building and existing Building Renovation Power Point presentation

VII. TOWN MANAGER'S REPORT

O. 1) WRTA Ridership Program Update
-Copy of email from CMRPC regarding Ridership numbers and route
-Copy of WRTA Public Meeting Notice
2) Blackstone Valley National Park Meeting - No documentation
3) EPA MS4 Permit Issued - No documentation
4) CMRPC Grant to Study Impact of Green Community Designation -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
SPRING ANNUAL TOWN MEETING

May 3, 2016

A meeting of the Board of Selectmen was called to order at 6:40PM by Chairman Melia, Northbridge Middle School Auditorium, 171 Linwood Avenue, Whitinsville, MA. **Present:** Messrs. Melia, Nolan, Ampagoomian, and Athanas.

Also Present: Theodore D. Kozak, Town Manager, Atty. David Doneski, Kopelman & Paige, P.C., and Sharon Susienka, Exec. Asst. to the Town Manager.

Town Meeting Business. 1) Vote to approve the reauthorization of the Playground & Recreation Commission's and Board of Health's revolving accounts for FY 2017. The Town Manager advised the Board that Harold Gould, Town Moderator, suggested the Board vote to support the reauthorization of revolving accounts under Articles 8, 9, and 10 as required by law. **Article 8:** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the reauthorization of the Revolving Account for the Playground & Recreation Commission for FY 2017. Vote yes/Messrs. Ampagoomian, Athanas, Nolan and Melia. **Articles 9 and 10:** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the reauthorization of the two Revolving Accounts for the Board of Health for FY 2017. Vote yes/Messrs. Ampagoomian, Athanas, Nolan and Melia. **2) Other Town Meeting Business –** Town Manager Kozak informed the Board that Article 13 is slated to be passed over this evening, however, the Board should be prepared to make a motion to reconsider the article in the event that the DPW [Article 17] and/or the School [Article 25] do not pass, he would like to transfer an amount of free cash to the Stabilization Fund.

There being no further business before the Board at this time, a motion/Mr. Ampagoomian, seconded/Mr. Athanas, to adjourn the Selectmen's Meeting at the conclusion of the Spring Annual Town Meeting this evening. Vote yes/Messrs. Ampagoomian, Athanas, Nolan and Melia.

Meeting Adjourned: 11:17 P.M.

Respectfully submitted,

James Athanas, Clerk

s/

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

May 3, 2016

APPROVAL OF MINUTES/None

PUBLIC HEARING/None

APPOINTMENTS/RESIGNATIONS/None

CITIZENS' COMMENTS/INPUT/None

DECISIONS

A. Town Meeting Business:

1) Vote to approve the reauthorization of the Playground & Recreation Commission's and Board of Health's revolving accounts for FY 2017
   -No Documentation
2) Other 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 9, 2016 AT 6:30 PM

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

Chairman Melia 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 under M.G.L. C. 30A, §21 #3 – To discuss strategy with respect to contract negotiations – and to reconvene in Open Session. Roll Call Vote: Mr. Athanas/ Yes, Mr. Ampagoomian/Yes, Mr. Marzec/yes, and Mr. Melia/Yes.

Open Session Adjourned: 6:33 PM

Executive Session Convened: 6:34 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 A. April 25, 2016. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the April 25, 2016 minutes with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia **B. May 3, 2016 [Spring Annual Town Meeting].** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the May 3, 2016 [Spring Annual Town Meeting] minutes. Vote yes/Messrs. Ampagoomian, Athanas, and Melia. Abstain/Mr. Marzec.

PUBLIC HEARING / None

APPOINTMENTS: By the Board of Selectmen /Local Historic District Study Committee C. John H. Crawford, Northbridge Historical Society Representative / Vote to appoint. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to appoint John H. Crawford to the Local Historic District Study Committee. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

CITIZENS' COMMENTS/INPUT: Local Business Spotlight: Maison de Manger, 670 Linwood Avenue Whitinsville, MA 01588 Present: Donna Picard, Owner. Donna Picard, owner of Maison de Manger was present to discuss her restaurant establishment. This is the 5th month Ms. Picard has been open and has received an immense amount of support. The restaurant continues to get busier, and the BYOB has been helpful for evening hours. On the menu is a large variety of option such as scones, croissants, and a very popular Croquet Madame. Live music, featuring local artists, makes the atmosphere lively. The hours of operation are Tuesday and Wednesday 10 AM - 5 PM, Thursday thru Saturday 10 AM - 7 PM, and on Saturday's there is a brunch from 10 AM - 2 PM. Selectman Ampagoomian asked about the unique interior design and how it came to be. Ms. Picard explained it is industrial chic, and upon viewing the space she wanted it to have a Paris feel. Her son built all of the lights for the establishment which was an important addition to the area in creating that Paris feel. The tables are all pipe bottom and heavy wood, and the area is a spacious. To start the space had a clean but industrial and old look and feel to it. Ms. Picard fully designed the space and her son helped execute it. Selectman Marzec asked what fair was served at the

Saturday brunch. Ms. Picard explained all of the crepes are available, and it is a full menu, but a Shakshuka is offered, which is eggs that are baked in crafted sauces and are served in the frying pan.

Police Dispatchers' Recognition Agreement between the Town and the NEPBA / Vote to sign. Mr. Kozak explained voting to sign this agreement would allow the Police Dispatchers' to go forward and form then union to begin negotiations. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to vote to sign the Police Dispatchers' Recognition Agreement between the Town and the NEPBA. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Annual License Renewals [Junk Dealers, Bowling & Billiards] / Vote to approve subject to the payment of all monies due the Town. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the Annual Junk Dealers, and Bowling & Billiards License Renewals subject to the payment of all monies due to the Town. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Hive LLC / Application for a one-day Wine & Malt license for June 11, 2016 from 11 AM - 5 PM for the "Wooed by the Food" event to be held at the Whitin Community Center, 60 Main Street, Whitinsville, MA 01588 / Present: Paige McKissock. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the application for a one-day Wine and Malt License for the June 11, 2016 event, "Wooed by the Food" to take place from 11 AM to 5 PM, to be held at the Whitin Park, at the Whitin Community Center, 60 Main Street, Whitinsville, MA 01588. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Building Planning Construction Committee update on DPW Facility Present: Michael Beaudoin. Mr. Beaudoin, James Shuris DPW Director, and Anthony Diluzio Owner Project Manager Consultant from Cardinal Construction, were present to provide an update on the DPW facility. Mr. Diluzio stated that the vote for the DPW facility passed at Town Meeting, and would now need to pass on the Ballot at the Town Election on May 17, 2016. The existing DPW Facility was constructed in 1941 and has not been largely un-renovated and not updated as far as the mechanical and electrical systems. The proposed project is planned for the existing DPW site, which was deeded to the Town specifically for that. The largest goal of the project is to develop a vehicle storage building to replace the carports for the expensive vehicles which are currently stored outdoors in the elements. The interior of the building has no operating floor drains, air quality concerns, inefficient windows, and a leaking roof and masonry walls. The location and design of the new proposed building does not interfere with the river front or flood zone. The current buildings will be removed of asbestos, demolished, and torn down. Selectman Athanas asked where the equipment will be stored and kept during the renovations, and how the daily activities would be affected if at all. Mr. Dilizio explained the tents and outdoor equipment would be maintained, and the location will remain as it is. The steel blades for the plows will temporarily need to be relocated. The project construction could begin before winter and preparations would need to be made. Chairman Melia asked if there were any plans on marketing. Town Manager Kozak intervened stating legally the Town cannot advertise the project, but can only make it known that there is a Town Meeting vote. Town Manager Kozak explained that the amount passed at Town Meeting was for 2.5 million, which the Board of Selectmen have voted on a 5 year bond with an approximate cost 100 per year per home.

Good Energy update / Present: Stefano Loretto. Stephano Loretto of Good Energy, was present to provide an update to the Board on the Community Electricity Aggregation. The Community Electricity Aggregation program began in January of 2016 and will run for 24 months. During the winter the aggregation rate was 9.49¢ and the National Grid basic service rate was just over .13¢. Currently the National Grid rate has changed as they do every 6 months to just over 8¢. As expected the Aggregation Rate is 1.5¢ above the National Grid utility rate. Mr. Lorretto cautioned residents that after the winter months is when companies will advertise through postal fliers offers for or 5 months at an attractive rate. New tactics companies are using are monthly fees, and termination fees. Mr. Loretto explained that there

would be a news announcement released soon for the Town website which should be revealed within the next week. Selectman Ampagoomian asked about the re-negotiations and when they will begin. Mr. Loretto explained they are always looking at the market to see if there are favorable market conditions for renewal. Towards the end of this year and into 2017 they will begin evaluating the market and begin seeking renewal opportunities. Residents will receive notification of the renewal and the details, and the opt-out card if needed, and the program would begin again.

Opt out for Water Meter Radio Transmitters. Town Manager Kozak explained that this was a follow up regarding the water meter transmitter's op-out policy for those looking to opt- out of the upgrade. After discussing options with the water company Town Manager Kozak has come to a possible outcome for an opt-out option of the installation of the water meter for those individuals seeking to opt-out. Because a physical water meter reader would be required to individually check those individual's meters who have opted out there is a cost associated with it. The cost charged by the water company would be $70 per visit, which would be 4 times a year. Mr. Kozak expressed his concern for the high cost but explained another possibility, which the Water Company has agreed with is to have the service read once a year at the end of the billing cycle, and create estimated bills, based off of prior usage, and make any adjustments necessary from the reading. Chairman Melia clarified that the Town has come up with a compromise to only check the meter once at the cost of $70 per the Whitinsville Water Company, at the end of the year, and do an estimated billing amount, and once the meter has been read, adjustments to the bill will be made for the difference. Town Manager Kozak explained that was correct and that was his recommendation at this point. Selectman Ampagoomian asked if the Board would need to amend the water policy. Town Manager Kozak stated he was unsure about the policy but believes the Board would need to adopt the new fee of $70 for those who choose to opt-out. Chairman Melia asked if James Shuris DPW Director, could formulate the information for the water policy to be updated, and voted on at the next meeting. Mr. Shuris advised those customers wishing to opt out of the meter updating and continue with the meter reading process, if there were a leak it would be undetected until the reading at the end of the billing cycle and could be costly.

WRTA update / Present: Johnathan Church. Johnathan Church, the Administrator at the Worcester Regional Transit Authority was present to update the Board on the bus service in town. Mr. Church explained the WRTA would be making service adjustments to route A, which runs from Wal-Mart through downtown, up Church Street and eventually to the Blackstone Valley Shoppes. At the end of June it will begin to go down to Linwood Avenue to the Linwood Mill development. A mid-day trip will be short, turning at the Shaw's, and Ocean State Job Lot plaza. At the hearing held on Monday, May 2, 2016, a state wide access pass was discussed. Mr. Church explained the access pass would allow seniors to sign up for a pass to use any of the transit systems within the State. There has not been a date set yet, but the WRTA will be working closely with the Linwood Mills. The ridership has been fluctuating month to month, and route B typically gets more riders than route A, but it also runs for a longer service period through the day, and also connects to the MBTA commuter rails. Mr. Church asked for any feedback on the routes or any suggestions. It costs $1.50 per ride open to everyone, the vans fit 12 people, or 2 wheelchairs and 10 seated passengers per trip. Route B begins at 6 AM and ends at 6 PM, and route B begins at 9 AM and ends just before 5 PM. Town Manager Kozak asked what the required age of a senior is and the cost of the pass. Mr. Church replied seniors are considered 60 and above, and explained he was not 100% sure on the cost but could get the information to the appropriate people to be posted.

TOWN MANAGER'S REPORT 1) Green Community Workshop - Attended a workshop, which was held in Auburn. The Commissioner of the Department of Energy Resources discussed updates on the Green Community Legislation and the associated grant programs, which will provide energy savings to communities. **2) Blackstone River Valley National Historical Park / Historic Society Trolley Tour -** Met with the Director of the Blackstone River Valley National Historical Park to discuss the Town's efforts of creating an historic district. Staff members will be present at the Linwood Mill to meet with the public regarding the merits of creating a historic district. Members of the Blackstone River Valley National

Historical Park plan on attending the Historic Society's Trolley Tour, which will be held on Saturday, May 21, 2016, and is a free event. To reserve your seats call the Whitinsville Social Library at 508-234-2151. **3)Annual Town Election -** The Annual Town Election will take place on Tuesday, May 17, 2016 from, 7 AM to 8 PM at the Northbridge High School Field House. **4) Announcement: Singing for Sofia Event -** A "Singing for Sofia" fundraiser will be held Saturday, May 14, 2016, from 2 PM - 11 PM at The Grafton Inn, 25 Grafton Common, Grafton, MA 01519. For more details contact Representative Muradian's office at 617-722-2240.

SELECTMEN'S CONCERNS Selectman Marzec 1) announced that the Memorial Day services will be held on Monday, May 30, 2016, at 10 AM. The Parade will begin at Colonial Drive and finish at Memorial Common, where the services will be held. Anyone interested in participating can contact James Marzec, William Audete, Dan Benaway, or Frank Difazio. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to vote to move Selectmen Marzec's announcement regarding the Memorial Day Parade services to decisions. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the Memorial Day services to commence on Monday, May 30, 2016 at 10 AM, beginning at Colonial Drive, and to continue to Memorial Common, and to notify the Police Department for Traffic to be closed. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia. **2)** mentioned he was approached by a citizen who protested the deplorable condition of the Fire Station. Selectman Marzec reiterated the need for a new Fire Station and the need to begin seeking potential location that could be available. **Selectman Athanas 1)** asked about the details of the mosquito spraying project. Town Manager Kozak explained that the information would be available on the Town's Webpage. **2)** asked if the Town could set a maximum limit allowed for Junk Dealer Licenses. Town Manager Kozak replied he believes it is a Board decision that could be determined and established by the Board of Selectmen. Town Manager Kozak mentioned that he would look into it further. **Selectmen Ampagoomian 1)** asked if there was any update on the lights at Plummer Corner. Highway Superintendent Mr. Luchini replied it was still being looking into. **2)** asked when the painting of the cross walks and striping would commence. Highway Superintendent Mr. Luchini replied once the roads are swept the painting will then begin. **3)** mentioned the passing of Andy Williamson and stated he was the Post Commander of the American Legion Post #343. He recognized Andy as a strong supporter of Veterans rights, and the community. Selectman Ampagoomian sent condolences to the Williamson family on behalf of the Board of Selectmen and stated he would be greatly missed.

Chairman Melia announced the next scheduled Board of Selectmen's meeting will be held on May 23, 2016, and May 17, 2016 is the Town Election.

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

Meeting Adjourned: 7:55 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

May 9, 2016

I. APPROVAL OF MINUTES
A. April 25, 2016
-Copy of April 25, 2016 minutes.

B. May 3, 2016 [Spring Annual Town Meeting]
-Copy of May 3, 2016 Spring Annual Town Meeting Minutes

II. PUBLIC HEARING / None

III. APPOINTMENTS: By the Board of Selectmen
Local Historic District Study Committee C. John H. Crawford, Northbridge Historical Society Representative / Vote to appoint
-No documentation

IV. CITIZENS' COMMENTS/INPUT: Local Business Spotlight: Maison de Manger, 670 Linwood Avenue Whitinsville, MA 01588 Present: Donna Picard, Owner
-No documentation

V. DECISIONS
D. Police Dispatchers' Recognition Agreement between the Town and the NEPBA / Vote to sign
-Copy of Recognition Agreement between the Town of Northbridge and the New England Police Benevolent Association, Inc.

E. Annual License Renewals [Junk Dealers, Bowling & Billiards] / Vote to approve subject to the payment of all monies due the Town.
-Copy of list of License Renewals.

F. Hive LLC / Application for a one-day Wine & Malt license for June 11, 2016 from 11 AM - 5 PM for the "Wooed by the Food" event to be held at the Whitin Community Center, 60 Main Street, Whitinsville, MA 01588 / Present: Paige McKissock.
-Copy of Application for a special License
-Copy of signed Revenue Enforcement and Protection Attestation form
-Copy of Hold Harmless Agreement
-Copy of License Routing Slip

VI. DISCUSSIONS
G. Building Planning Construction Committee update on DPW Facility Present: Michael Beaudoin
-Copy of Power Point presentation.

H. Good Energy update / Present: Stefano Loretto **-No documentation**
I. Opt out for Water Meter Radio Transmitters **-No Documentation**
J. WRTA update / Present: Johnathan Church - **No Documentation**

VII. TOWN MANAGER'S REPORT
K. 1) Green Community Workshop **-No documentation**

2) Blackstone River Valley National Historical Park / Historic Society Trolley Ride Event **- No documentation**
3) Annual Town Election [May 17, 2016, 7 AM - 8 PM] **- No documentation**
4) Announcement: Singing for Sofia event **-No documentation**
-Copy of flyer advertising Singing for Sofia event

VIII. SELECTMEN'S CONCERNS -No documentation

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION 6:30 PM
L. M.G.L. Chapter 30A, S. 21 #3 – To discuss strategy with respect to contract negotiations
-No documentation

BOARD OF SELECTMEN'S MEETING
May 23, 2016

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

The Pledge of Allegiance was recited by those present

RE-ORGANIZATION 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. Athanas, seconded/Mr. Ampagoomian, to nominate Mr. James Marzec as Chairman of the Board of Selectmen. There being no additional nominations for Chairman, the Town Manager closed nominations and asked for a vote on the nomination of James Marzec as Chairman. Vote yes/Unanimous. Mr. Kozak thanked Mr. Melia for his term as Chairman and congratulated Mr. Marzec. Mr. Marzec then assumed the Chair and thanked the Board for their vote and Mr. Melia for his service this past year. He also congratulated Selectman Ampagoomian and Selectman Athanas on their recent re-election to the Board. **2)** Chairman Marzec called for **Nominations for Vice-Chairman:** A motion/Mr. Melia, seconded/Mr. Nolan, to nominate Mr. Charles Ampagoomian as Vice-Chairman of the Board of Selectmen. There being no further nominations, Chairman Marzec closed nominations and asked for a vote on the nomination of Selectman Ampagoomian as Vice Chairman. Vote yes/Unanimous. **3)** Chairman Marzec called for **Nominations for Clerk:** A motion/Mr. Ampagoomian, seconded/Mr. Melia, to nominate Mr. James Athanas as Clerk of the Board of Selectmen. There being no further nominations, Chairman Marzec closed nominations and asked for a vote on the nomination of Selectman Athanas as Clerk of the Board of Selectmen. Vote yes/Unanimous.

APPROVAL OF MINUTES May 9, 2016 [Executive Session]. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve but not release the May 9, 2016 executive session minutes. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia. Abstain: Mr. Nolan. **May 9, 2016.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the May 9, 2016 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia. Abstain: Mr. Nolan.

PUBLIC HEARING: None

APPOINTMENTS [By the Town Manager]. Daniel Chauvin, Animal Control Officer [Annual Reappointment]/Vote to affirm. Town Manager Kozak stated both he and Police Chief Warchol recommend the reappointment of Mr. Daniel Chauvin for another year. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to affirm the Town Manager's appointment of Daniel Chauvin as Animal Control Officer for another one-year term. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT: Local Business Spotlight: Business Breakfast Overview & Announcement of Local Events / Present: Jeannie Hebert, President & CEO, Blackstone Valley Chamber of Commerce. Ms. Hebert was present to discuss the Business Breakfast overview. She explained that this project has been in the works for quite some time and described it as an "open for business" business breakfast to which all of the businesses in town were welcomed to attend. The event is designed to allow businesses to meet with local and state officials as well as legislative agencies to help conduct a better business and ask any questions they may have. Ms. Hebert explained it opens the communication and familiarizes those businesses with how the Town and State operate. The event is scheduled for Wednesday June 1, 2016 at 8 AM, in the Great Hall at 7 Main Street, Whitinsville, MA where a continental breakfast will be served, in a casual setting.

Dog Warrant/Vote to sign. A motion/Mr. Melia, seconded/Mr. Nolan to sign the annual Dog Warrant. Vote yes/Unanimous.

Agreement with Town of Upton for a shared Conservation Agent. Town Manager Kozak mentioned this position was funded at last fall's Annual Fall Town meeting. He also noted that the agent will be hired by the Town of Upton to work part time for both communities with the agent working one day a week in Northbridge. Mr. Kozak stated that a vote by the Board will allow the Town of Northbridge to enter into an intermunicipal agreement with the Town of Upton for the shared position. He added that the candidates have been interviewed and will begin work sometime next month. Mr. Melia asked if the position was new and the Town Manager replied yes. Mr. Melia then asked what the town has been utilizing for a Conservation Agent prior to this new appointment to which Mr. Kozak replied that the Town has never had an agent; that the work has only been done by volunteers. A motion/Mr. Ampagoomian, seconded/Mr. Melia, to approve the agreement with the Town of Upton for a shared Conservation Agent. Vote yes/Unanimous.

Opt-out policy and fees for water meter radio transmitters / Vote to approve. Town Manager Kozak advised there is a customer who wishes not to have a radio transmitter installed on his water meter so the town has been working with the Whitinsville Water Company to come up with a solution to help this particular customer. Mr. Kozak explained there would be a cost associated for anyone opting out of the installation of radio transmitters due to the cost of having to pay an individual to travel around and manually read the meters. As such, a policy was created to allow a customer to opt-out but includes the cost associated with having to manually read their meters. Chairman Marzec read aloud the following opt-out policy:

Residents who wish to opt-out of the radio transmitter installation on their residential water meters will be required to have an initial baseline water meter reading and pay a fee of $70.00 for the cost to manually read the water meter.

A property owner may waive the reading of their water meter for 3 out of 4 quarters by receiving an "estimated" bill for their water use charges. To receive an estimated bill, the property owner will read the meter themselves, fill out a card and send it to the Town of Northbridge, Department of Public Works, P. O. Box 88, Whitinsville, MA 01588. The 4th and final quarterly meter reading will require an "actual" meter reading for which the homeowner receive a bill covering all 4 quarters. The property owner will also be assessed a $70.00 fee for the final reading.

James Shuris, DPW Director, explained the above policy and said for those customers looking to opt-out of the water meter radio transmitter installation, an initial reading would be required to develop a baseline reading and then following the 4th quarter, an actual reading would be taken to determine the final "actual" usage. He explained the biggest disadvantage of not having a radio transmitter on the water meter is if there were a leak, it would go undetected. Selectman Melia sought confirmation on the meter reading cost of $70, which is the amount the Whitinsville Water Company charges the Town per reading and therefore the town will receive no profit from the customer. Mr. Shuris confirmed that Mr. Melia was correct. Selectman Ampagoomian questioned if a homeowner wishes to opt-out whether an agreement would need to be signed. Town Manager Kozak replied more than likely a form will need to be signed. Selectman Nolan asked if there was a uniform time the annual reading will be or if it would vary based on the customer. Mr. Shuris replied it would be based off of the customer and location, since readings are divided up throughout the year. A motion/Mr. Ampagoomian, seconded/Mr. Melia to adopt the above opt-out policy and fees for water meter radio transmitters as written. Vote yes/Unanimous.

Operation Graduation 2017 / Request to hold a boot drive at both Ovian Square & Memorial Square, Saturday, October 15, 2016 from 9 AM - 3 PM / Rain Date: Saturday, October 22, 2016 [Present: Anne Haas] / Vote to approve. Ms. Haas explained the funds would be used for the Class of 2017's Operation Graduation event where graduates can celebrate together in a safe environment. Selectman Ampagoomian asked where Operation Graduation would be held this year. Ms. Haas explained that it has yet to be determined. Selectman Melia asked if it was offsite would there be transportation. Ms. Haas answered there would be busses that leave at 10 PM and return at 5 AM the following day. Chairman Marzec asked how many students generally participate. Ms. Haas replied in 2014, 90 students out of 145 attended the Operation Graduation. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve Operation Graduation's request to hold a boot drive at Ovian Square and Memorial Square on Saturday, October 15, 2016 from 9 AM to 3 PM, with a rain date of October 22, 2016. Vote yes/Unanimous.

High School Swim Team / Request to hold a boot drive at both Ovian Square & Memorial Square, Saturday, June 11, 2016 from 9 AM - 3 PM / Rain Date: Saturday, June 18, 2016 [Present: Anne Haas] / Vote to approve. Ms. Haas explained the money to fund the NHS swim team has been cut out of the budget so each year the team is required to raise $9,000, some of which comes from the $250 charge per swimmer, but the difference has to be raised. A motion/Mr. Melia, seconded Mr. Nolan to approve the High School Swim Team's request to hold a boot drive at Ovian Square and Memorial Square on Saturday, June 11, 2016 from 9 AM to 3 PM, with a rain date of June 18, 2016. Vote yes/Unanimous.

School Building Committee / Vote to Appoint. A motion/Mr. Nolan, seconded/Mr. Athanas to appoint Chairman Marzec to the School Building Committee. Vote yes/Unanimous.

The Pasture Development Group, LLC (Carpenter Estates) / Vote to accept a one-time monetary donation of $5,000 to be utilized at the discretion of the Director of Public Works towards improvements to town recreational facilities. This item has been rescheduled to a future agenda.

Pleasant Street Church & Youth Unlimited / Request to hang a banner over Church Street from July 10, 2016 to July 17, 2016 to announce "The 2016 Whitinsville Serve" community service event to be held from July 9, 2016 to July 16, 2016. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the above request to hang a banner over Church Street from July 10 to July 17, 2016 to advertise "The 2016 Whitinsville Serve" community service event. Vote yes/Unanimous.

AFSCME Union Contract / Vote to support. Town Manager Kozak explained the contract was recently negotiated with the DPW bargaining unit. He listed the items included in the agreement as follows: Add an additional 30 minutes to overtime that is unscheduled, which would mostly be snow and ice removal during the winter; personal leave time, which currently runs on a fiscal year basis would be changed to an anniversary date basis; and a 2% cost of living raise for all departmental union personnel. All of which would be in effect for one fiscal year. A motion/Mr. Ampagoomian, seconded/Mr. Mr. Melia to support the AFSCME union contract. Vote yes/Unanimous.

Pine Grove Cemetery Deed / Edward and Jessica Hannon [Lot No. 4 – Baby Section]. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the sale of Lot No. 4 [Baby Section] to Edward and Jessica Hannon. Vote yes/Unanimous.

1) WGM Fabricators, LLC [Chip Rogers, President] / Application for a one-day Wine and Malt License for the dedication of the new WGM Facility, to be held on Thursday, June 23, 2016, from 11:30 AM - 5 PM, at 369 Douglas Road, Whitinsville, MA. President Chip Rogers announced this event was intended to show customers the new facility and to thank individuals from the town and state who helped with the process. There will be a ribbon cutting ceremony at 11:30 AM with a few small speeches, and after that there will be a barbeque and pending the Board's approval, beer will be served and a band

will entertain the crowd with some bluegrass music. Parking will be across the street at Picnic Point where there will be a police detail to help attendees cross the street. Selectman Melia asked how the new location was working out so far. Mr. Rogers replied it was fantastic and the facility is beautiful. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve WGM's request for a one-day wine and malt beverages license for June 23, 2016 from 11:30 AM to 5 PM at 369 Douglas Road, Whitinsville. **2) Application for a one-day Entertainment License for the dedication of the new Facility, to be held on Thursday, June 23, 2016, from 11:30 AM - 5 PM, at 369 Douglas Road, Whitinsville, MA.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve WGM's request for a one-day Entertainment License for June 23, 2016 from 11:30 AM to 5 PM at 369 Douglas Road, Whitinsville. Vote yes/Unanimous.

Sutton Street Update / Present: James Shuris, DPW Director and Jamie Luchini, Highway Supt. Mr**.** Shuris and Mr. Luchini were present to update the Board on the Sutton Street project. Sutton Street is near completion with over 2 miles of road paved, new sidewalks and berms. Water and sewer hookups are available if residents so choose. The remaining portions of the project consist of cleaning up the logs and debris; looming and seeding; power up the traffic signal at Providence Road; install; apply pavement markings; and erect street signage. The project is expected to be completed by the end of the summer of 2016. Mr. Luchini noted that the Town is seeking to have the mailboxes moved out of the middle of the sidewalk where they currently are located so he is working with the postmaster and the State on the possible re-location of the mailbox posts. He stated the current location of the mailboxes are according to plan and are up to code but due to safety concerns, the postmaster agreed to allow the Town to move the mailboxes, however, the mailboxes must stay where they are and the posts would be moved to the middle of the mailboxes as opposed to the back of them. Mr. Luchini stated he obtained a price to move the boxes/posts, which would be approximately $485.00 per mailbox. He explained the source of the cost is due to the need to jackhammer out the concrete, remove and then reset the posts of about 30-33 mailboxes making the final cost about $1,500.00, with no guarantee that Mass DOT will cover the costs since it is up to code and to the blueprint specs. Mr. Luchini recommended keeping the mailboxes where they are so the concrete is not disturbed. Chairman Marzec asked what the postmaster's safety concerns were. Mr. Luchini the concerns were due to Sutton Street being a hill with the mailboxes being turned up the hill that if a mail truck ever failed and rolled down the hill his or her arm would get caught in the box. Selectman Athanas asked if there were spurs for the water and sewer if a resident is seeking to tie into to avoid digging into the new road. Mr. Shuris replied there are no spurs; instead the laterals were pulled out of the right of way and are located on the residents' lawns either behind the sidewalk or berms.

Town Manager's Performance Review. Chairman Marzec asked Selectman Melia to review the Town Managers performance evaluation. Selectman Melia shared that the Town Manager's total overall score on his performance evaluation was 3.91 out of 5 based on the following 8 categories: budgetary/financial, personnel administration, public relations, interaction with the Board, employee and labor relations, staff development, intergovernmental relations, and goal attainment.

Selectmen's Meeting Schedule / Vote to revise. Town Manager Kozak asked the Board if they could change the date of their August meeting from August 22, 2016 to August 15, 2016 due to a family commitment that he is not able to reschedule. Mr. Kozak also pointed out that he would not be present for the September 26, 2016 meeting as he will be attending the ICMA Conference out of state. He mentioned the meeting could be held without him but the Board doesn't have to decide until it gets closer to that date. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to move this item from Discussions to Decisions. Vote yes/Unanimous. A motion/Mr. Melia, seconded/Mr. Ampagoomian to reschedule the August 22, 2016 Board of Selectmen's meeting to August 15, 2016. Vote yes/Unanimous.

TOWN MANAGER'S REPORT 1) Massachusetts Bay Transportation Authority "Heart to Hub" initiative - The MBTA will begin a new 'Heart to Hub' initiative on the Worcester-Framingham commuter rail line on Monday, May 23, 2016. The 'Heart to Hub' initiative features two new express trains, one in the morning and one in the evening that run non-stop between Worcester and Boston and will get you there in just under one hour. The following link provides more details on the service. http://www.mbta.com/about_the_mbta/news_events/?id=6442456112&month=&year. **2) Firefighters' Annual Spaghetti Supper -** The Firefighters held their Annual Spaghetti Supper on Saturday, May 21, 2016, from 4:00 P.M. to 8:00 P.M., at the Fire Station Headquarters located at 193 Main Street, Whitinsville, MA, 01588. **3) Mosquito Spraying Update –** The Town Manager announced that mosquito spraying is done in all Central Massachusetts Mosquito Control Project member towns by request only. The residential spraying program for 2016 will begin around Memorial Day, weather permitting. More information is available on the Town's website under News and Announcements. **4) Central Massachusetts Regional Planning Commission Update –** Mr. Kozak attended the Legislative Breakfast on Friday, May 20, 2016, at which Lt. Governor Karyn Polito was present to give an overview on the Municipal Modernization Bill. **5) Bylaw Review Committee Announcement -** The Bylaw Review Committee is seeking one additional member, which can be a Select Board member or their designee.

SELECTMEN'S CONCERNS: Chairman Marzec asked where Carpenter Road, Kelly Road and Cooper Road are on the road repair list. Mr. Luchini stated that Kelly Road and Cooper Road are the first two that will be repaired and Lake Street will also be included on that list. Next, a section of Church Street will be done. Carpenter Road is scheduled for next year because of the cost and because of the recent water work that was done, the road will need more time to settle. **Selectman Melia/1)** sent his condolences on behalf of the Board of Selectmen to the family of Auburn Police Officer Ron Tarentino, Jr., the Auburn Police Department, and the Mass. State Police Tactical Unit who had a squad member who was also shot. **2)** Attended the spaghetti supper, which was excellent. **3)** Responded to the double fatality fire at C Street and Border Street, and observed a well-coordinated firefighting effort and fire investigation by the Town of Northbridge's Fire Department. Selectman Melia offered his condolences to the families of the two young woman who perished in the fire. **Selectman Ampagoomian/1)** asked if there was an update on the Rockdale Youth Center's move to the old St. Peter's School. Mr. Kozak answered he would check with Mr. Bechtholdt. **2)** asked if there was an update on the Quinsigamond Community College Satellite campus. Mr. Kozak replied that unfortunately it has slowed down due to the assessment costs of the old Milford-Whitinsville Hospital, which has set it back. **3)** attended the spaghetti supper and was interested to hear from the residents who attended how deplorable the Fire Station is. **4)** asked if there had been any progress on the Plummer's Corner signal light. Mr. Luchini replied he has not heard anything. **Selectman Nolan** asked Town Manager Kozak what future projects would be looked at next for the Transportation Improvement Program (TIPS) with the Sutton Street project coming to an end. Mr. Shuris replied that Church Street Extension and possibly the Sutton Street Bridge.

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

Meeting Adjourned: 8:02 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

May 23, 2016

RE-ORGANIZATION OF THE BOARD OF SELECTMEN / No documentation

I. APPROVAL OF MINUTES

A. May 9, 2016 [Executive Session]
-Copy of May 9, 2016 Executive Session minutes
B. May 9, 2016
-Copy of May 9, 2016 minutes

II. PUBLIC HEARING/None.

III. APPOINTMENTS/By the Town Manager:

C. Daniel Chauvin, Animal Control Officer/Vote to affirm
- Copy of Copy of reappointment form

IV. CITIZENS' COMMENTS/INPUT: Local Business Spotlight: Business Breakfast Overview & Announcement of Local Events / Present: Jeannie Hebert, President & CEO, Blackstone Valley Chamber of Commerce

- Copy of Business Breakfast Flyer Invitation

V. DECISIONS

D. Dog Warrant/Vote to sign
- Copy of Animal Control Officer Warrant
E. Agreement with Town of Upton for shared Conservation Agent
- Copy of Agreement with the Town of Upton for the shared Conservation Agent
F. Opt-out policy and fee for water meter radio transmitters / Vote to approve
- Copy of water meter radio transmitter opt-out policy
G. Operation Graduation 2017 / Request to hold a boot drive at both Ovian Square & Memorial Square, Saturday, October 15, 2016 from 9 AM - 3 PM / Rain Date: Saturday, October 22, 2016 [Present: Anne Haas] / Vote to approve
-Letter received from Anne Haas, requesting a boot drive for October 15, 2016.
-Copy of an email confirmation of Police Chief Warchol's approval
-Copy of Hold Harmless agreement
H. High School Swim Team / Request to hold a boot drive at both Ovian Square & Memorial Square, Saturday, June 11, 2016 from 9 AM - 3 PM / Rain Date: Saturday, June 18, 2016 [Present: Anne Haas] / Vote to approve
-Letter received from Anne Haas, requesting a boot drive for June 18, 2016.
-Copy of an email confirmation of Police Chief Warchol's approval
-Copy of Hold Harmless agreement
I. School Building Committee / Vote to Appoint
- No documentation
J. The Pasture Development Group, LLC (Carpenter Estates) / Vote to accept a one-time monetary donation of $5,000 to be utilized at the discretion of the Director of Public Works towards improvements to town recreational facilities
-removed from agenda

K. Pleasant Street Church & Youth Unlimited / Request to hang a banner over Church Street from July 10, 2016 to July 17, 2016 to announce "The 2016 Whitinsville Serve" community service event to be held from July 9, 2016 to July 16, 2016.
- Email requesting permission to hang a banner
L. AFSCME Union Contract / Vote to support
-Copy of Memorandum of agreement
M. Pine Grove Cemetery Deed / Edward and Jessica Hannon [Lot No. 4-Baby Section]
-Copy of Pine Grove Cemetery Deed
N. 1) WGM Fabricators, LLC -[Chip Rogers, President] / Application for a one-day Wine and Malt License for the dedication of the new Facility, to be held on Thursday, June 23, 2016, from 11:30 AM - 5 PM, at 369 Douglas Road, Whitinsville, MA.
- Copy of Application for one-day Wines and Malts Alcohol License
-Copy of REAP Attestation
-Copy of Hold Harmless Agreement
-Copy of New facility Dedication detail sheet
-Copy of WGM Fabricators map detail
-Copy of Certificate of Insurance for At Your Service Bartending, LLC
-Copy of Tips certifications
-Copy of Certificate of Insurance for WGM Fabricators, LLC
-Copy of License Routing Slip
2) Application for a one-day Entertainment License for the dedication of the new Facility, to be held on Thursday, June 23, 2016, from 11:30 AM - 5 PM, at 369 Douglas Road, Whitinsville, MA.
- Copy of Application for Entertainment License
-Copy of REAP Attestation
O. Sutton Street Update / Present: James Shuris, DPW Director **-No documentation**
P. Town Manager's Performance Review **-No documentation**
Q. Selectmen's Meeting Schedule / Vote to revise -**No documentation**

VII. TOWN MANAGER'S REPORT

R. 1) Massachusetts Bay Transportation Authority 'Heart to Hub' initiative
-Copy of MBTA website information page
2) Firefighters Annual Spaghetti Supper Update **-No documentation**
3) Mosquito Spraying Update **-No documentation**
4) Central Massachusetts Regional Planning Commission Update -**No documentation**
5) Bylaw Review Committee Announcement -**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
June 6, 2016

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

Vice Chairman Ampagoomian announced that the Board would be going into Executive Session under M.G.L. Chapter 30A, S. 21 #6 - To consider the purchase, exchange, lease or value of real property and declared that having an open meeting may have a detrimental effect on the litigation position of the body.

A motion/Mr. Nolan, seconded/Mr. Melia 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 and to reconvene in open session.

Open Session Adjourned: 6:31 PM

Executive Session Convened: 6:33 PM

Executive Session Adjourned: 6:53 PM

Open Session Reconvened: 7:01 PM

The Pledge of Allegiance was recited by those present.

Vice Chairman Ampagoomian announced that Chairman Marzec would be absent for tonight's meeting.

Vice Chairman Ampagoomian sent his condolences on behalf of the Board to Fire Chief Gary Nestor who recently lost his younger brother due to complications from a heart transplant.

Budget Update / Present: Representative David Muradian. Representative Muradian reported that the Singing for Sophia event raised slightly over $15,000, which will be kept in a fund for Sophia in conjunction with what the Grafton Police are raising. Mr. Muradian thanked everyone who donated and attended in support of Sophia. Continuing, Mr. Muradian explained that with the Senate and House budgets completed, any discrepancies in dollar amounts will go to a conference committee. Chapter 70 numbers and Unrestricted Government Aid numbers remained the same from the House and Senate. Mr. Muradian explained that the numbers should remain where they are but it is important to get the money allocated for the Department of Public Safety before any potential cuts, which he stated he is currently unaware of any coming through. Mr. Muradian stated that through the Community Compact IT grant Northbridge will be receiving $16,600 for implementing a modern permitting system for all Town Departments. Selectman Melia asked if the money for the Public Safety Department was earmarked for anything in particular. Representative Muradian replied he believed it was specific to public safety improvements, but it is vague, which leaves more opportunity for uses. Selectman Nolan thanked Representative Muradian for everything he does with the grants, the Community Compact, and the fundraising events. Town Manager Kozak acknowledged Representative Muradian's work on the additional money for the Chapter 70 as well as the grants.

APPROVAL OF MINUTES / None

PUBLIC HEARING / None

APPOINTMENTS/By the Town Manager. David Pickart, Shared Conservation Agent with the Town of Upton / Present: William Dausey, Chairman, Conservation Commission. Town Manager Kozak explained that Northbridge has been working with Upton for a shared Conservation Agent. Both Town's Conservation Commissions have been working together to find a qualified candidate. Town Manager Kozak recommended the Board affirm the appointment of Mr. Pickart as the Shared Conservation Agent. Chairman William Dausey explained both Conservation Commissions conducted a series of interviews with excellent candidates for the position. He stated that at the final joint meeting both commissions voted unanimously for Mr. Pickart. Mr. Dausey then introduced Mr. Pickart and noted his career as a Wetland Scientist. He has worked to manage conservation lands and he has an extremely great manor in educating people. Mr. Pickart stated he was excited about taking this position and is grateful for the opportunity in both towns. He stated he has been working in and around wetlands for almost 30 years, mostly in Massachusetts. Mr. Pickart stated he looks forward to applying his expertise in helping the town residents, applicants, and the Conservation Commission. Selectman Ampagoomian asked how Mr. Pickart feels about the State permitting underneath the Forestry Management where it excludes conservation from any type of insight. Mr. Pickart explained that was a challenge and would be pending the Towns bylaw but believes there are still opportunities to work with people who are doing that work and try to make them do the right thing. A motion/Mr. Nolan, seconded/Mr. Melia to affirm the Town Manager's appointment of David Pickart as the Shared Conservation Agent for the Towns of Upton and Northbridge. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

CITIZENS' COMMENTS/INPUT: 1) Local Business Spotlight: Major League Barber Shop located at 670 Linwood Avenue / Present: Mike Arriaga, Owner. Mr. Arriaga was not present at this meeting. **2) Scott Ricker / Complaint.** Mr. Ricker was not present at this meeting.

Bylaw Review Committee [1 vacancy] / Board of Selectmen's Designee / Vote to appoint. A motion/Mr. Athanas, seconded/Mr. Melia to appoint James Marzec to the Bylaw Review Committee. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

The Pasture Development Group, LLC (Carpenter Estates) / Present: Brian Massey, Chairman, Northbridge Planning Board / Vote to accept a one-time monetary donation of $5,000 to be utilized at the discretion of the Director of Public Works towards improvements to town recreational facilities. Brian Massey, Chairman of the Planning Board, explained that a lot of the developers that come into town are looking to develop in open space so often times a one-time donation is given to the Town to be applied to town recreation facilities to offset the added development and housing. A motion/Mr. Melia, seconded/Mr. Nolan to accept the one-time monetary donation of $5,000 from the Pasture Development Group, LLC (Carpenter Estates subdivision); funds to be used at the discretion of the Director of Public Works towards field expansion/improvements and seeding at Riverdale and Balmer Recreational facilities and/or the purchase/installation of playground equipment at Rockdale. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

Donna Picard d/b/a Maison de Manger [Donna Picard, Mgr.] 670 Linwood Avenue, Suite 13A, Whitinsville, MA 01588 / Application for an Entertainment License. Ms. Picard was present to explain her request. Ms. Picard is requesting an entertainment license to allow entertainment at her establishment for Saturday's only between the hours of 11:00 AM and 5 PM. A motion/Mr. Melia, seconded/Mr. Athanas to approve Maison de Manger's application for an entertainment license located at 670 Linwood Avenue, Suite 13A, Whitinsville. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

Audit Review/Present: Tim Harrison, Auditor – Borgatti Harrison. Tim Harrison, Auditor; Julie Harris, Treasurer/Collector; and Neil Vaidya Town Accountant, were present to discuss the audit review. Mr. Harrison provided the Board with three reports for review. **OMB Circular A-133/Grant audits:**

Included are opinions regarding internal control and compliance at the financial statement level, and internal control and compliance at the federal grant level. There were no instances of noncompliance material to the financial statements and no significant deficiencies relating to the audit of the major federal award programs. Selectman Nolan asked in regard to Bullet #9, which states that Northbridge was determined to be a high-risk auditee and what that meant. Mr. Harrison explained there were a couple items that caused it such as the timing of the completion of the audit. Once filing is complete, documents are uploaded to the Federal Audit Clearing House where anyone can search the documents. Unfortunately, Northbridge did not make the due date, which makes any town a high risk Auditee. **Basic Financial Statements**: Mr. Harrison reminded the Board that there were no instances of noncompliance material to the financial statements. Mr. Harrison acknowledged that the town's audit period ends June 30th and the retirement system is part of the report but it has a year end of December 31st. The reports do reflect the dates. Mr. Harrison noted that there was a big change this year so he would be spending more time on that than the other items in the report. Mr. Harrison explained there was a new line item called net pension liability that shows under GASB 67 and 68. The Town went from having strictly no disclosure of what its actual unfunded liability is and reporting the amount the town was assessed and the amount paid but there is a big unfunded liability, to get it there a restatement of the prior year's fund balance is necessary. Adjustments are made every year to account for assumptions that may not have met targets. Mr. Harrison explained that was a normal happening. Under the general budget of the basic financial statements, Northbridge took in more revenue than budgeted and spent less than anticipated. **Management Letter:** Mr. Harrison explained the reconciliation of the Treasurer's cash and noted that the town went back to reconstruct the cash book and there were no issues. Tax title, Stabilization Fund, and developer escrow accounts are all items that will need to be addressed. Selectman Melia asked if the reasoning to these items still being present had to do with the efforts put forth to correct the reconciliation of the Treasurer's cash. Ms. Harris replied that statement was correct. She also pointed out that the tax title has been addressed and she is in the process of putting liens on the properties. Ms. Harris also explained the escrow accounts have been worked on but due to the fluctuation between spending and moving, it delays it. She also said an investment firm has been contacted for the stabilization fund and is in the process of finding more aggressive investment options. Mr. Vaidya pointed out that the retirement system is about 62% funded and the newest evaluation is coming up. He explained that due to the losses from 2008, there was no way for the schedule to be pushed out, and the only way to make it manageable is what is called "smoothing" so even though there were losses they are smoothed out over 5 years. The new valuation should have all of the losses off.

Mumford Riverwalk Grant Application / Vote to support the application for grant funds to improve the Mumford Riverwalk along a portion of Linwood Ave. A motion/Mr. Melia, seconded/Mr. Athanas to move this item from Discussions to Decisions. Roll call vote: Mr. Athanas/yes, Mr. Melia/yes, Mr. Nolan/yes, and Mr. Ampagoomian/yes. Town Manager Kozak stated that at the meeting with the Blackstone River Valley National Historic Park, a representative from the Blackstone Heritage Corridor was present and mentioned the walk along the river on Linwood Avenue, which needed some work. She explained she would be able to apply for a grant for the project. Mr. Luchini checked out the site and got an estimate to repair the Riverwalk, which is just under $20,000. Selectman Melia stated that according to the application it will not cost the town anything. A motion/Mr. Melia, seconded/Mr. Nolan to support the application for grant funds to improve the Mumford Riverwalk along a portion of Linwood Avenue. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

Community Compact / Vote to authorize the Town Manager Kozak to sign. Town Manager Kozak advised that last week the Town was notified the Lieutenant Governor's office would like to reward the Town as a partner in the Community Compact program and a signing ceremony will take place on June 7, 2016 in Franklin, MA AT 11:30. A motion/Mr. Melia, seconded/Mr. Athanas to move this item Discussions to Decisions. Roll call vote: Mr. Athanas/yes, Mr. Melia/yes, Mr. Nolan/yes, Mr. Ampagoomian/yes. A motion/Mr. Melia seconded/Mr. Nolan to authorize Town Manager Ted Kozak to sign the Community Compact. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

TOWN MANAGER'S REPORT. 1) <u>Memorial Day Activities</u> – The Town Manager attended the Memorial Day activities held at the Northbridge High School Field House. The event went very well, had great attendance, and an excellent musical performance by the Northbridge High School and Whitinsville Christian School choruses and the Northbridge High School band. **2) <u>Blackstone Valley National Park / Blackstone Heritage Corridor, Inc.</u> -** A meeting was held at Alternatives by the National Park Service, to discuss the various towns in the new national park. The meeting outlined activities that will be held on their 100th year anniversary celebration of national parks. They also reviewed the next steps for communities designating historic districts. The Blackstone Heritage Corridor would like to announce that there will be an open house on June 16, 2016, at the new headquarters located in the Linwood Mill at 670 Linwood Ave., Whitinsville, MA. "A Stroll Up Castle Hill: How to Fight Depression," Ranger Walkabout Scheduled for Thursday, June 9, 2016 at 6:30 PM, located at the corner of Castle Hill Road & Douglas Road. Parking is available in the parking lot across from Castle Hill Road. **3) <u>Blackstone Valley Chamber of Commerce Business Breakfast</u> -** Attended the Blackstone Valley Chamber of Commerce Business Breakfast where local businesses met with local officials, municipal staff, and State agencies in our community. **4) <u>Summer Road Projects</u> -** The Department of Public Works has received bid proposals for road projects within the budget estimate. The work is scheduled to begin on Cooper Road, Lake Street, and Kelly Road some time during the month of June. **5) <u>FY' 17 Town Manager Goals and Objectives</u>** – Town Manager Kozak asked the Board to prepare their FY' 17 goals and objectives for the Town Manager.

SELECTMEN'S CONCERNS. Selectman Melia/1) Announced that he also attended the Memorial Day ceremonies and the event was well attended despite the weather. He commended James Marzec and the Veterans who all who helped put the event together. **2)** Stated he also attended the Blackstone Chamber of Commerce Business Breakfast and listened to Senators and State Representatives and their efforts on bringing business into Northbridge. The presentations were excellent. **3)** Attended the 5th grade interest fair at the Middle School. He commended the students and those who helped put the event together. **4)** Mentioned the graffiti issue in town and said the police department needs to continue their involvement and the DPW needs to have a process for the Graffiti to be removed immediately. Mr. Luchini explained that the week that graffiti appeared the Worcester County Sheriff's Office Graffiti Division was in town and Mr. Luchini wanted them to take care of that piece of the bridge but due to some conservation concerns, it was set back. **5)** Stated he was in possession of a letter he wanted to read out loud. He explained it was received by the Police Chief regarding used syringes that have been found throughout the Town. The resident explained there were no disposal boxes around town so he was looking for Town officials to get involved to help deal with the issue of disposing of needles. **Selectman Nolan** Congratulated the 2016 graduation classes from Northbridge High School, Whitinsville Christian School, and Blackstone Valley Tech. **Selectman Ampagoomian/1)** Asked if there was any progress on Plummer's Corner. Mr. Luchini replied he spoke to someone last week and they are going to begin looking into it. **2)** Asked if the bids have gone out for the Sutton Street Bridge to have the decking done. Mr. Luchini replied they have not because it will be handled in house. **3)** Asked Town Manager Kozak how the DPW Facility project was going and if it was on track. Mr. Kozak answered the Building Planning Construction Committee was currently advertising to hire a project manager, and the proposals are due next week. **4)** Asked Town Manager Kozak if there had been any conversation for starting the process for a new fire station. Town Manager Kozak replied he would suggest that be part of his goals for FY 17. **5)** Asked Selectman Melia if graffiti was considered a criminal offense for prosecution. Selectman Melia replied yes.

Selectman Ampagoomian announce the next meeting would be held June 20, 2016.

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

Meeting Adjourned: 8:09 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

June 6, 2016

Budget Update / Present: Representative David Muradian

I. APPROVAL OF MINUTES / None

II. PUBLIC HEARING / None

III. APPOINTMENTS/By the Town Manager [Vote to affirm]

A. David Pickart, Shared Conservation Agent with the Town of Upton / Present: William Dausey, Chairman, Conservation Commission.
-Copy of Letter of recommendation from Blyth Robinson, Upton Town Manager

IV. CITIZENS' COMMENTS/INPUT: 1) Local Business Spotlight: Major League Barber Shop located at 670 Linwood Avenue / Present: Mike Arriaga, Owner. **No documentation**
2) Scott Ricker / Complaint. **No documentation**

V. DECISIONS

B. Bylaw Review Committee [1 vacancy] / Board of Selectmen's Designee / Vote to appoint.
No documentation

C. The Pasture Development Group, LLC (Carpenter Estates) / Present: Brian Massey, Chairman, Northbridge Planning Board / Vote to accept a one-time monetary donation of $5,000 to be utilized at the discretion of the Director of Public Works towards improvements to town recreational facilities.
-Copy of the motion to accept the one-time monetary donation
-Copy of memo from Gary Bechtholdt regarding the monetary donation
-Copy of email regarding monetary donation

D. Donna Picard d/b/a Maison de Manger [Donna Picard, Mgr.] 670 Linwood Avenue, Suite 13A, Whitinsville, MA 01588 / Application for an Entertainment License.
-Application for an entertainment license
-Workers Compensation Insurance Affidavit
-License routing slip

VI. DISCUSSIONS

E. Audit Review/Present: Tim Harrison, Auditor – Borgatti Harrison.
-Copy of Independent Auditors' Reports and OMB A-133
-Copy of Management Letter
-Copy of Basic Financial Statements

F. Mumford Riverwalk Grant Application / Vote to support the application for grant funds to improve the Mumford Riverwalk along a portion of Linwood Ave.
- Copy of emails from Ms. Diprete regarding the grant application funds

G. Community Compact / Vote to authorize the Town Manager Kozak to sign.
-No documentation

VII. TOWN MANAGER'S REPORT

H. 1) Memorial Day Activities -**No documentation**

2) Blackstone Valley National Park / Blackstone Heritage Corridor, Inc. -**No documentation**

3) Blackstone Valley Chamber of Commerce Business Breakfast -**No documentation**

4) Summer Road Projects -**No documentation**

5) FY' 17 Town Manager Goals and Objectives -**No documentation**

VIII. SELECTMEN'S CONCERNS / None

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION: 6:30 PM

Under M.G.L Chapter 30A, S. 21 #6 - To consider the purchase, exchange, lease or value of real property

BOARD OF SELECTMEN'S MEETING
June 20, 2016

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

The Pledge of Allegiance was recited by those present

APPROVAL OF MINUTES. June 6, 2016 [Executive Session]. A motion/Mr. Nolan, seconded/Mr. Athanas to approve but not release the June 6, 2016 executive session minutes. Vote yes/Messrs. Athanas, Nolan, and Marzec. **May 23, 2016.** A motion/Mr. Nolan, seconded/Mr. Athanas to approve the May 23, 2016 minutes as presented with the readings omitted. Vote yes/Messrs. Athanas, Nolan, and Marzec.

PUBLIC HEARING/None.

APPOINTMENTS/By the Town Manager [Vote to affirm].
2016 Annual Reappointments [listing enclosed in agenda packet]. Town Manager Kozak advised there was one individual who choose not to be reappointed [Peter Harper, Asst. Gas/Plumbing Inspector]. A motion/Mr. Athanas, seconded/Mr. Nolan to affirm the Town Manager's 2016 annual reappointments as listed in the packet. Town Manager Kozak thanked Mr. Harper for his many years of service to the Town.

APPOINTMENTS/By the Board of Selectmen [Vote to appoint]
1) 2016 Annual Reappointments [listing enclosed in agenda packet]. A motion/Mr. Nolan, seconded/Mr. Athanas to approve the 2016 annual reappointments for those who have responded to the reappointment letter as listed in the packet. Vote yes/Messrs. Athanas, Nolan, and Marzec. **2) Suzanne Fregeau, Board of Registrars [Democrat].** Ms. Fregeau stated that she has been a resident in the Town of Northbridge for the past 11 years and has been retired for the past 8 years from Waters Corporation. Since her retirement, she has volunteered for the Senior Center and worked for a year tutoring for the Library. She explained she also partakes in the Senior Tax Work-Off program and is assigned to the Town Clerk's Office, focusing on updating the Census. Ms. Fregeau has wanted to take a more active role in the community and felt this would be a great opportunity to do so. Town Clerk Doreen Cedrone stated she was very pleased that Ms. Fregeau is interested in serving the Town as a registrar and believes she is qualified. Ms. Cedrone explained she is already a valuable member in the Town Clerk's Office. Ms. Cedrone also wanted to thank Ms. Ovian for her years of service as a Registrar and she will be missed. A motion/Mr. Nolan, seconded/Mr. Athanas to appoint Suzanne Fregeau [Democrat] to the Board of Registrars. Vote yes/Messrs. Athanas, Nolan, and Marzec.

CITIZENS' COMMENTS/INPUT. Anthony Peloquin, of 22 Gelinas Avenue, Northbridge, read aloud a complaint regarding a variance to build a garage. Mr. Peloquin also made a suggestion for future instances where an individual applying for a variance misses a meeting be mailed a letter of denial and information as to what the next steps are and options they have.

End of Year Transfers / Vote to approve. Chairman Marzec announced there were no end of year transfers and this item will be passed over.

Building Planning & Construction Committee Update/DPW Facility & Fire Station - Present: Mike Beaudoin, Chairman. Mr. Beaudoin gave an update on the DPW Facility. He stated they received four proposals today for the Operations Project Manager role. The BPCC is meeting Thursday to review and select an OPM. Town Manager Kozak asked if the BPCC had any plan in mind for a new Fire station at

this point in time. Mr. Beaudoin replied he was aware they needed replacing but needs to do more research and site visits. Mr. Beaudoin explained he has talked to a few people about consolidating both the Police and Fire buildings but further steps would need to be taken to have an answer for sure. Chairman Marzec stated he also has spoken and thought of consolidated Police and Fire buildings but the amount of land needed would be difficult to come by. Mr. Beaudoin also noted that the right location for response time would also be a factor.

Summer Reading Program/Catherine Stickney, Superintendent of Schools. Superintendent Stickney was present to share the details of a summer reading program. The annual "Read around the Town" program will begin Friday, June 24, 2016, at Foppema's Farm. The event is an annual event that is done in conjunction with the Library, School system, and Beginning Bridges. The program engages preschoolers, elementary students and the Library with summer reading. Since the response has been so great over the past 3-4 years, Ms. Stickney would like to spearhead a campaign this summer for adult reading. With the rise in social emotional concerns, the Massachusetts Association of School Superintendents recommended schools read Our Kids. According to Ms. Stickney, the book was eye-opening and talks about a typical American town and what happened to the American dream. It introduces the concept of an opportunity gap and how to go about addressing that in each local community. The tentative beginning date is Monday, July 11, 2016, from 1 PM - 2 PM at the Whitinsville Social Library. The discussion will be go up to Chapter 4. All are welcome and those looking to attend do not have to have read the book. The intent is to take away action items in our community to help address social issues.

TOWN MANAGER'S REPORT 1) Lieutenant Governor's Community Compact Ceremony - Attended the Lieutenant Governor's Community Compact Signing Ceremony at the Franklin Town Hall. Northbridge is now formally a part of the Community Compact. The compact involves the town working on three areas; economic development, education, and energy conservation. **2)Central Massachusetts Regional Planning Commission /Municipalities Organized for Regional Effectiveness (MORE) Meeting** - Attended the Central Mass. Regional Planning Commission's quarterly meeting to learn more about services offered to communities. We also resumed the Municipalities Organized for Regional Effectiveness group, which encourages regionalizing ideas and programs with other towns within close proximity of each other. **3) Blackstone Heritage Corridor, Inc.** - Attended the Blackstone Heritage Corridor's open house at their new location in the Linwood Mill, which also serves as the northern headquarters for the Blackstone River Valley National Historical Park. **4) WRTA Ridership Bus Service Update** - The new stop added at the Linwood Mill is still progressing. The ridership update is included in the Selectmen's packets. There will be a State-Wide Access Pass sign-up in Northbridge at the Linwood Mill Apartments on June 22, 2016 from 10 AM - 4 PM. More information on required documents to obtain the pass is available on the Town's website. **5) Hypodermic Needle Disposal Program** - Met with the Police Chief, Fire Chief, and Board of Health Administrator to seek an opportunity for a needle disposal program in the Town. **6) Rockdale Youth Center Update** - Progress continues to be made on the renovations to the former St. Peter's School Building. Restoration is well underway and nearing completion. Work on the new RYC is scheduled to conclude in early August with the demolition of the existing RYC to follow. **7) Massachusetts Preservation Projects Fund Grant (Round 22):** - Northbridge has been selected for a grant from the Massachusetts Preservation Projects Fund Grants in the amount of $50,000 to restore the Great Hall subject to reauthorization of the capital accounts and the availability of sufficient allocated funds.

SELECTMEN'S CONCERNS. Selectman Athanas/1) Asked if there were any spraying programs for the gypsy moths that have been eating the trees. Chairman Marzec replied that he checked with the State and they do not feel it is at an epidemic proportion and is isolated according to them. Chairman Marzec warned everyone if they thought this year was bad, he can only think that next year is going to be worse. He also stated that there were some commercial products to help. **2)** Asked about the Sutton Street punch list. Mr. Luchini explained they are currently there finishing the driveways and other punch list items to be

addresses in the near future. Call the DPW Department with any questions. **Chairman Marzec** asked what the plan was for the infrastructure and upkeep of the DPW Highway trucks for the future. Mr. Luchini replied the vehicles with the new facility will not be out in the weather as they have been previously, and will be able to be cleaned regularly, which will extend the life expectancy. Mr. Luchini explained that nowadays the issue is with the computer component of the vehicles, however, the fleet has been updated, and any recalls that have occurred are taken care of in a timely manner. With an in-house mechanic, it helps to keep up with the maintenance.

Town Manager Kozak announced the summer schedule would take effect in July. The next meeting will be July 18, 2016 and following that August 15, 2016. Due to the length between meetings Fall Town Meeting articles will more than likely be on the July agenda.

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

Meeting Adjourned: 7:49 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

June 20, 2016

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES

A. June 6, 2016 Executive Session
Copy of June 6, 2016 Executive Session Minutes
B. May 23, 2016
Copy of May 23, 2016 minutes

II. PUBLIC HEARING

III. APPOINTMENTS

By the Town Manager [Vote to affirm]:
C. 2016 Annual Reappointments [listing enclosed in agenda packet]
Copy of 2016 Annual Reappointment list
Copy of Memorandum to Boards requesting attendance records
Copy of Memorandum from Board of Assessors with attendance records
Copy of Memorandum from Board of Health with attendance records
Copy of email from the Cable Committee with attendance records
Copy of Memorandum from Conservation Commission with attendance records
Copy of Memorandum from Senior Center Director with attendance records
Copy of Memorandum from Cultural Council with attendance records
Copy of email from Zoning Board of Appeals with attendance records

By the Board of Selectmen [Vote to appoint]:
D. 1) 2016 Annual Reappointments [listing enclosed in agenda packet]
Copy of 2016 Annual Reappointment list
Copy of Memorandum to Boards requesting attendance records
Copy of Memorandum from Board of Assessors with attendance records
Copy of Memorandum from Board of Health with attendance records
Copy of email from the Cable Committee with attendance records
Copy of Memorandum from Conservation Commission with attendance records
Copy of Memorandum from Senior Center Director with attendance records
Copy of Memorandum from Cultural Council with attendance records
Copy of email from Zoning Board of Appeals with attendance records

2) Suzanne Fregeau, Board of Registrars
Copy of Talent Bank Form

IV. CITIZENS' COMMENTS/INPUT / None

V. DECISIONS

E. End of Year Transfers / Vote to approve

-No documentation

VI. DISCUSSIONS

F. Building Planning & Construction Committee Update/DPW Facility & Fire Station - Present: Mike Beaudoin, Chairman.

-No documentation

G. Summer Reading Program/Catherine Stickney, Superintendent of Schools

Copy of Read Around the Town program flyer

Copy of Community Reading Flyer

VII. TOWN MANAGER'S REPORT

H. 1) Lieutenant Governor's Community Compact Ceremony - No documentation

2) Central Massachusetts Regional Planning Commission /Municipalities Organized for Regional Effectiveness (MORE) Meeting - No documentation

3) Blackstone Heritage Corridor, Inc. - No documentation

4) WRTA Ridership Bus Service Update

Copy of email regarding the new schedules

Copy of email regarding ridership statistics

Copy of State Wide Access Pass flyer

5) Hypodermic Needle Disposal Program -No documentation

6) Rockdale Youth Center Update - No documentation

7) Massachusetts Preservation Projects Fund Grant (Round 22)

Copy of letter from the Commonwealth awarding the Massachusetts Preservation Projects Fund

VIII. SELECTMEN'S CONCERNS / No documentation

IX. ITEMS FOR FUTURE AGENDA / None

X. CORRESPONDENCE / None

XI. EXECUTIVE SESSION

BOARD OF SELECTMEN'S MEETING
July 18, 2016

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

The Pledge of Allegiance was recited by those present

PROCLAMATION: Whitinsville Christian School Boys' Tennis team. Chairman Marzec read aloud the proclamation to the Whitinsville Christian Boys Tennis team regarding their State Championship title. Coach Koopman stated they appreciate that the Board recognized the efforts and hard work of the entire team.

APPROVAL OF MINUTES / None

PUBLIC HEARING / None

APPOINTMENTS/By the Board of Selectmen: 1) Election Workers: (Democrat, Republican, and Unenrolled)/Vote to appoint. A motion/Mr. Melia, seconded/Mr. Nolan to appoint the Democrat, Republican, and Unenrolled election workers as listed in the agenda packet. Vote yes/Unanimous.
2) Central Mass. Regional Planning Commission: a) Second Delegate. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to appoint Selectman Nolan as the Second Delegate for the Central Mass. Regional Planning Committee. Vote yes/Unanimous. **b) Alternate.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to appoint Selectman Melia as the Alternate for the Central Mass. Regional Planning Committee. Vote yes/Unanimous. **3) School Building Committee: Vote to appoint James Marzec as the Representative of Office.** A motion/Mr. Melia, seconded/Mr. Nolan to appoint Mr. Marzec as the Representative of Office for the School Building Committee. Vote yes/Unanimous. **4) Building Planning and Construction Committee: Kevin Curtin.** Selectman Melia asked what interested him in this position. Mr. Curtain replied he has 6 years of architectural experience at Boston Architectural College, 5 years of experience designing hospitals and residential homes, and he is interested in helping the community. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to appoint Kevin Curtin to the Building, Planning, and Construction Committee. Vote Yes/Unanimous.
By the Town Manager: 1) Assistant Plumbing Inspector: Robert Harris. Town Manager Kozak noted that Mr. Sheehan, the Town's Building Inspector, was not able to attend the meeting, but recommended moving forward with Mr. Harris' appointment. Mr. Harris explained he owns his own plumbing and heating company and has been in the field for 15 years. He also explained he has always wanted to become an inspector since the day he started and stated it was a good education and with the classes required to be an inspector it was an opportunity to learn even more. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to affirm the Town Manager's appointment of Robert Harris as the Assistant Plumbing Inspector. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT. Mr. George Warren gave the Board an update on the process of relocating the Liberty Bell replica at the Boston State House. He explained that the State's engineers are researching the best methods for remounting the bell for display. He also thanked the Board for sending a letter to State House in support of relocating the Liberty Bell in order to make it accessible to the public.

Chairman Marzec explained he would like to take up the discussion items before decisions since they were relevant to a decision item on the agenda. Mr. Marzec asked if the Board would be willing to take up the discussion items first. A motion/Mr. Melia, seconded/Mr. Ampagoomian to take up discussion items before decisions. Vote yes/Unanimous.

Departmental Reports: Police, Fire, Department of Public Works, and Planning Department. Town Manager Kozak mentioned that the Department Heads listed were present to provide updates on their accomplishments, budget projections and their future needs for the period of January 1st through June 30th. A copy of the reports can be found in the minutes' book in the Town Manager's Office.

Selectman Athanas asked Chief Warchol what the range of the X2 Taser was. Sergeant Gorman replied it would depend on which probes you buy. The options are 15 ft., 25 ft., and up to 35 ft. The cartridges the Police Department is looking to get is the 25 ft. range. Selectman Athanas asked what the life expectancy of the Taser is. Sergeant Gorman replied the batteries can be replaced, which increases the life expectancy, but the only issues is that, like all technology, products will phase out when newer models are designed. He explained that right now the X2 was the newest model and should be around for quite some time. Selectman Melia asked if each officer would be mandated to carry a Taser. Chief Warchol replied that every on-duty officer would be mandated to carry a Taser. Selectman Melia asked if mace was covered in the use of force policy and, if so, do officers carry mace. Chief Warchol replied yes it is covered and they do carry mace. Selectman Ampagoomian asked how long the training period would be. Chief Warchol replied it is an 8-hour session and they do recommend the officers get tased. Selectman Ampagoomian asked what the training options were. Chief Warchol replied there were two options. The first was to have the representative from the company perform the training and the second option was trainers from other towns. Chief Warchol explained he would eventually move to training one of our own officers. He stated the officers will require a refresher course once a year. James Gallagher, 153 Heritage Drive, asked if there was a mechanism on the Taser which could adjust the voltage depending on the size of the person. Sergeant Gorman replied it was the same amount of voltage no matter who it is. Mr. Gallagher also asked what the policy was in regards to Police Officers using deadly force, if they were to clip the target or to kill. Chief Warchol replied there is no Police Department with a policy to attempt to shoot someone in the leg or arm, it's typically the center mass they aim for.

Selectman Nolan asked Chief Nestor where a new firetruck would be garaged. Chief Nestor replied it would be garaged at Headquarters replacing engines 3 and 4. Selectman Melia questioned if the new firetruck is actually replacing 2 trucks. Chief Nester said that was correct and it would also decrease the insurance since one vehicle would be insured versus two vehicles. Resident James Gallagher asked what is being done to map out industrial and multifamily dwellings to know what the Fire Department is going into when a fire does occur. Chief Nestor replied after the incident in Worcester, towns began marking the buildings that were abandoned to make the firefighters aware of what they would possibly be going into. Chief Nestor noted that Northbridge does not have many abandoned buildings and those that are, are obvious for the firefighters not to enter.

Selectman Nolan asked if the funds received from the DPW auction went into the General Fund or back to the Highway Department accounts. Highway Superintendent Luchini replied they went into the General Fund. Selectman Ampagoomian asked if the drainage situation in the Linwood area was related to the 2 catch basins that are blocked in front of the laundromat and Cherubs Haven. DPW Director, James Shuris, explained it was not related, since the drains described earlier were sewer related. Selectman Ampagoomian suggested considering the reclaiming of Church Street Extension and explained the location was a prime area due to where the street ends up, which is now part of the National Park Service. Selectman Ampagoomian explained the location could entice tourism. Selectman Ampagoomian asked about the manpower for the Highway Department. Mr. Luchini explained there were a few unfortunate injuries over the last several months, but we're fortunate enough to utilize the seasonal summer help for the time being, as well as a temporary replacement. Mr. Luchini explained it has been challenging but he is hopeful that at least one will be back very shortly. Selectman Athanas asked with the end of the 5-year road project, what was the dollar figure and length of time moving forward was looking like. Mr. Luchini replied some in-house discussions have taken place and he and Mr. Shuris will be talking to Town Manager Kozak in the spring. Selectman Melia praised the DPW and Highway on their efforts and hard work. Chairman

Marzec asked about the Cooper Road drainage culverts that are plugged and if there was a plan for them in the future. Mr. Luchini replied once the paving is finished they would be reopened.

Selectman Ampagoomian asked if there was any thought for the old Rockdale Youth Center's location to be used to enhance the neighborhood for the children once the building is raised and the land is turned back over to the Town. Mr. Bechtholdt replied yes, as part of the agreement with the federal funds received, it does not allow for construction of a building or to increase the impervious coverage. Mr. Bechtholdt explained there were some thoughts and ideas for potentially putting in a pocket park or a green space or maybe locate a bus stop as well. Any input and ideas are welcomed, as long as it is within the allowed usage.

Trustees of Soldiers' Memorials / Condition of WWI memorial and other monuments. Chairman Marzec left his chair to assist the Trustees of Soldiers' Memorials with their presentation. Members present: Mr. Gallagher, Mr. Beneway, Mr. Trier, Mr. DeFazio, and Mr. Farley. Mr. Marzec stated that the World War I Memorial in Rockdale is deteriorating and has been over the years. He explained the pictures from a slide show in regards to the current condition. The pictures showed the details of deterioration, which included loose rocks, cracks in the base that allows water to enter causing separation, and unwanted vegetation growth. Mr. Marzec showed a photo of the monument that revealed it is starting to lean backwards, has gaps in the rocks, and is missing some mortar. Mr. Beneway mentioned the memorial was inspected a year ago and the inspector found that the railings, which weigh a couple of thousand pounds each, are loose and there is a fear if one were to fall, someone could be severely injured, which is why is has been fenced off. Mr. Marzec showed pictures of the rusted and cracked flagpole. Mr. Beneway explained the Trustees are looking to restore the monument and to do so, it will be taken down piece by piece and numbered, repairs will be made and then it will be re-assembled. Mr. Marzec reported the committee has been getting numbers and estimates for the repairs and the range was $70,000 to $100,000. Mr. Marzec emphasized that this should be done as soon as possible, because if we wait any longer, the memorial will fall apart and the repair will be even more costly. He further stated the Trustees will be asking the Selectmen to put an article on the Fall Annual Town Meeting warrant to request no more than $100,000 to repair the monument. Selectman Nolan asked when the monument was constructed. Mr. Farley answered it was sometime in the early 1920's. Selectman Nolan asked if any restoration had ever been done. Mr. Farley replied it was repointed and a roof was put on the help deflect the rain. Selectman Ampagoomian suggested they look into companies willing to volunteer their services and to use town resources to find grant money that could help cut the cost. Selectman Melia pointed out that the Rockdale Memorial was not the only monument that was in need of upgrades and suggested chipping away at each monument, one at a time. Mr. Beneway stated the Trustees took Selectman Melia's advice from when he was on the Board and prioritized each monument according to those in most need of repair. Selectman Melia asked what the status was on the flag pole at Memorial Park. Mr. Beneway explained that due to the urgent issue with the Rockdale Common's flag pole, the Memorial Park flag pole has been tabled for now.

Chairman Marzec resumed his chair on the Board.

Fall Annual Town Meeting [October 25, 2016]/Vote to close the warrant on Friday, August 26, 2016 at Noon. A motion/Mr. Melia, seconded/Mr. Athanas to close the Fall Annual Town Meeting warrant on Friday, August 26, 2016 at Noon. Vote yes/Unanimous.

Vote to place ballot question(s) on the November State Election Warrant. Town Manager Kozak explained that the Town will have a ballot question for the November 8th election and so it needs to be voted on and sent to the Town Clerk no later than August 3, 2016. He then noted that due to the Selectmen not meeting until August 15th, he recommended that the Board vote to place the following ballot question on the November State Election Warrant:

1) Shall the Town of Northbridge be allowed to assess an additional $650,000 in real estate and personal property taxes for the purposes of financing the purchase of a new Fire Department pumper truck and financing the restoration and repair of the Rockdale World War I Memorial at the Rockdale Common, located at the intersection of Providence Road and School Street, for the fiscal year beginning July 1, 2016?
Yes:_____ No:_____

Town Manager Kozak also recommended keeping both items in the question together as both are needed. There being no further discussion, a motion/Mr. Melia, seconded/Mr. Ampagoomian to place the ballot question above and read aloud by Town Manager Kozak on the November 8th State Election Warrant. Vote yes/Unanimous.

State Primary Election (September 8, 2016) / Vote to sign Warrant. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to sign the September 8th State Primary Election Warrant. Vote yes/Unanimous.

Monetary Donation [Dan O'Neill] /Vote to accept a monetary donation in the amount of $50 to benefit the Town of Northbridge's Veterans' Services Department. A motion/Mr. Melia, seconded/Mr. Athanas to accept the monetary donation from Mr. O'Neill in the amount of $50 to benefit the Town of Northbridge's Veterans' Services Department. Vote yes/Unanimous.

St. Camillus Health Center /1) Application for a one-day Wines & Malts License for the 11th Annual Evening at the Mansion Wine Tasting to be held Friday, September 23, 2016, from 6 PM to 10 PM. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve a one-day Wine and Malt License for the 11th annual Evening at the Mansion Wine Tasting to be held Friday September 23, 2016 from 6 PM to 10 PM. Vote yes/Unanimous. **2) Request to hang a banner across Church Street from Sunday, September 18th to Sunday, September 25th to advertise the fundraising event.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the above request to hang a banner across Church Street from Sunday, September 18th to Sunday, September 25th to advertise the fundraising event. Vote yes/Unanimous.

Northbridge Youth Soccer / Request to hang a banner across Church Street from Sunday, July 17, 2016 to Sunday, July 24, 2016 to advertise NYSA's 7th annual [2nd John M. Dawson Memorial] "3v3 Soccer Tournament" to be held Saturday, August 13, 2016 and Sunday, August 14, 2016 at Northbridge High School. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve NYSA's request to hang a banner across Church Street from Sunday, July 17, 2016 to Sunday, July 24, 2016 to advertise NYSA'S 7th annual "3V3 Soccer Tournament" to be held Saturday, August 13, 2016 and Sunday, August 14, 2016 at Northbridge High School. Vote yes/Unanimous.

Whitin Community Center / Request to hang a banner across Church Street from Sunday, July 24, 2016 to Sunday, August 7, 2016 to announce the "Cars in the Park" event to be held Saturday, August 20, 2016 from 10 AM – 4 PM. A motion/Mr. Nolan, seconded/Mr. Athanas to approve the Community Center's request to hang a banner across Church Street from Sunday, July 24, 2016 to Sunday, August 7, 2016 to announce the "Cars in the Park" event to be held Saturday, August 20, 2016 from 10 AM to 4 PM. Vote yes/Unanimous.

St. Patrick's Church/1) Request to hang a banner across Church Street from Sunday, September 11, 2016 to Sunday, September 18, 2016 to advertise their annual Fall Festival to be held Sunday, September 18, 2016. A motion/Mr. Melia, seconded/Mr. Nolan to approve St. Patrick's request to hang a banner across Church Street from Sunday, September 11, 2016 to Sunday, September 18, 2016 to advertise their annual Fall Festival to be held Sunday, September 18, 2016. **2) Request to close East Street from Cross Street to just before the entrance to the Christian Reformed Church Parking lot on Sunday, September 18, 2016 from 10 AM to 3 PM for the festival.** A motion/Mr. Melia, seconded/Mr. Nolan to

approve St. Patrick's request to close East Street from Cross Street to just before the entrance to the Christian Reformed Church Parking lot on Sunday, September 18, 2016 from 10 AM to 3 PM for the festival subject to the safety requirements required by the Northbridge Police Department. Vote yes/Unanimous.

Alternatives / Request permission to hold its 32nd Annual Valley Friendship Tour on Saturday, June 3, 2017 beginning at 9 AM. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve Alternatives' request to hold the 32nd Annual Valley Friendship Tour on Saturday, June 3, 2017 beginning at 9 AM subject to the safety requirements required by the Northbridge Police Department. Vote yes/Unanimous.

Fairway Drive (remaining portion of) / Vote to accept deed as authorized by Town Meeting [Article 19 –SATM May 3, 2016]. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to accept the deed as authorized by Town Meeting [Article 19 - SATM May 3, 2016]. Vote yes/Unanimous.

2016 MassWorks Application: Vote to Authorize Chairman to sign and submit application and to accept funds on behalf of the Town for the Church Street Extension Corridor Project. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to authorize Chairman Marzec to sign and submit the MassWorks application and to accept the funds on behalf of the Town for the Church Street Extension Corridor Project. Vote yes/Unanimous.

Pine Grove Cemetery/Thomas and Anne Farley, Lot 16, Birch Path South. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the purchase of Lot 16, Birch Path South to Thomas and Anne Farley. Vote yes/Unanimous.

Katherine Tracy [Pop Warner Football and Cheerleading] / Request to reschedule the Boot Drive from Saturday, September 10, 2016 to Saturday, September 17, 2016 at Memorial Square, from 9 AM - 12 PM / Rain Date: Saturday, September 24, 2016 / Vote to approve. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve Pop Warner's request to reschedule the Boot Drive from Saturday, September 10, 2016 to Saturday, September17, 2016, from 9AM to 12PM, with a rain date of Saturday, September 24, 2016, subject the safety requirements of the Northbridge Police Department. Vote yes/Unanimous.

Town Manager's Goals and Objectives for FY' 17. Chairman Marzec read aloud the Town Manager's goals, which were compiled by the Board of Selectman and finalized with the Chairman and Town Manager. The goals and objectives for FY' 17 are as follows: **1)** Assist Financial Officers with implementing the recommendations of the Management Letter in the Town's audit including Tax Lien recordings and to improve investment opportunities for town revenue. **2)** Assist the Building, Planning, and Construction Committee on the new Public Works facility and to begin the process for a new Fire Station. **3)** Continue to work on the Lieutenant Governor's Community Compact goals including energy conservation, economic development, and School Department professional development. **4)** Assist with the implementation of the Great Hall restoration project and organize the file storage in the Town Hall and Town Annex buildings. **5)** Work on a succession plan for replacing retiring Department Heads and/or other town employees. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the Town Manager's goals and objectives for FY'17. Vote yes/Unanimous.

Intermunicipal agreement with the Town of Sutton and Wal-Mart [expansion of sewer system]. Town Manager Kozak explained Wal-Mart is requesting expansion of the sewer system for their facility and has met with the Town of Sutton and the Northbridge DPW to create a plan to move forward with the project. The agreement has been worked out over the past year and requires Wal-Mart to pay for the installation of a pump station and possibly a second pump station to pump the sewage to the main pumping station and then to Sutton due to the distance. An 8-inch line will be available for any other businesses or houses that

may be developed in the future as well. The agreement has been reviewed by both Sutton's and Northbridge's Town Counsel and Northbridge would receive $10,000 in lieu of fees. A motion/Mr. Melia, seconded/Mr. Ampagoomian to sign the Intermunicipal agreement with the Town of Sutton and Wal-Mart. Vote yes/Unanimous.

Northbridge Fire Department / Request to hold a Boot Drive at Memorial Square, Saturday, August 13, 2016 from 9 AM - 12 PM / Vote to approve. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the Fire Department's request to hold a boot drive at Memorial Square, Saturday, August 13, 2016 from 9 AM - 12 PM subject to the safety requirements of the Northbridge Police Department. Mr. Nolan asked what the fundraiser was for and Town Manager Kozak replied that it is for Muscular Dystrophy. Vote yes/Unanimous.

TOWN MANAGER'S REPORT/1) Woonsocket Glass Open House - Town Manager Kozak attended the open house event and received a tour of the new facility, which is a very impressive operation. Chip Rogers hosted the event with excellent hospitality. **2) Mass Historic Commission / Local project coordination meeting -** Town Manager Kozak attended the Mass. Historical Commission's workshop with the Town Planner to receive information on how the Great Hall restoration project should be conducted based on Mass. Historic guidelines. The Town has advertised for architect services to oversee the project. **3) FY 17 State Budget / Update -** The Governor has signed the State Budget and a majority of local aid has been maintained in the budget, including specific funds for public safety. We should have more information shortly as to how the funds can be spent. **4) Project SERVE [Pleasant Street Christian Reformed Church] / Update -** 70 students, ages 14-18 from across the country have been participating in Project Serve this past week, which consists of community projects around Worcester County. The projects included painting fire hydrants and cleaning certain areas in town, among many other things. **5) Central Mass. Mosquito Control -** The Central Mass. Mosquito Control has published information on how to use the Mosquito Control services and minimize mosquito infiltration in your yard. The information has been posted on the Town's website. **6) Announcement:** Open Space & Recreation Plan Update / Public Workshop – Tuesday, July 26, 2016 (6:00 PM – Town Hall). **7) Announcement:** Housing Production Plan / Public Forum –Tuesday, August 23, 2016 (7:00 PM –Town Hall). **8) Announcement**: Evergreen Center's Multicultural Festival – Saturday, July 23, 2016, 11 AM to 5 PM @ 345 Fortune Blvd., Milford *(Rain Date: Sunday, July 24, 2016).*

SELECTMEN'S CONCERNS: Selectman Melia 1) Wanted to take a moment to recognize and remember the fallen Police Officers in Dallas, Texas and Baton Rouge, Louisiana who were killed in the line of duty.

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

Meeting Adjourned: 9:31 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

July 18, 2016

PROCLAMATION PRESENTATION: Whitinsville Christian School Boys' Tennis team
- Copy of Proclamation

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES / None

II. PUBLIC HEARING / None

III. APPOINTMENTS/By the Board of Selectmen:
A. 1) Election Workers: (Democrat, Republican, and Unenrolled)/Vote to appoint
-Copy of list of Election Officials [Democrats]
-Copy of list of Election Officials [Republicans]
-Copy of list of Election Officials [Unenrolled]
2) Central Mass. Regional Planning Commission: a) Second Delegate**b)** Alternate
-Copy of letter from CMRPC regarding the appointment of Delegates and Alternates
3) School Building Committee:
- No documentation
4) Building Planning and Construction Committee: Kevin Curtin
-Copy of Talent Bank Application for Keven Curtain

B. By the Town Manager:
1) Assistant Plumbing Inspector: Robert Harris
-Copy of memo from James Sheehan, Inspector of Buildings recommending the appointment of Robert Harris
-Copy of Robert Harris's Application
-Copy of Assistant Plumbing and Gas Inspector employment posting

IV. CITIZENS' COMMENTS/INPUT
-Copy of letter thanking Town Manager Kozak and the Board of Selectmen for their assistance in formally requesting the relation of the Liberty Bell to the State House
-Copy of letter from the Town of Northbridge requesting the relocation of the Liberty Bell
-Copy of spreadsheet of Towns partaking in the proposal
-Copy of email to Mr. Warren from the Curator of the Commonwealth Art Commission.
-Copy of Hopedale news article
-Copy of Liberty Bell Telegram and Gazette

V. DECISIONS
C. Fall Annual Town Meeting [October 25, 2016]
- No documentation
D. Vote to place ballot question(s) on the November State Election Warrant
-Copy of tax rate increase breakdown with a project cost of $550,000
-Copy of tax rate increase breakdown with a project cost of $650,000
E. State Primary Election (September 8, 2016) / Vote to sign Warrant
-Copy of Warrant for Thursday, September 8, 2016

F. Monetary Donation [Dan O'Neill]
-No documentation

G. St. Camillus Health Center /**1)** Application for a one-day Wines & Malts License for the 11th Annual Evening at the Mansion Wine Tasting to be held Friday, September 23, 2016, from 6 PM to 10 PM. **2)** Request to hang a banner across Church Street from Sunday, September 18th to Sunday, September 25th to advertise the fundraising event.
-Copy of letter from St. Camillus Health Center requesting a One-day wine and malt license and permission to hang a banner across Church Street.
-Copy of application for a one-day beer and wine license
-Copy of REAP Attestation
-Copy of Hold Harmless Agreement
-Copy of License Routing Slip

H. Northbridge Youth Soccer / Request to hang a banner across Church Street from Sunday, July 17, 2016 to Sunday, July 24, 2016 to advertise NYSA's 7th annual [2nd John M. Dawson Memorial] "3v3 Soccer Tournament" to be held Saturday, August 13, 2016 and Sunday, August 14, 2016 at Northbridge High School
-Copy of email requesting permission to hang a banner across Church Street

I. Whitin Community Center / Request to hang a banner over Church Street from Sunday, July 24, 2016 to Sunday, August 7, 2016 to announce the "Cars in the Park" event to be held Saturday, August 20, 2016 from 10 AM – 4 PM
-Copy of letter from the Whitin Community Center requesting permission to hang a banner across Church Street

J. St. Patrick's Church/**1)** Request to hang a banner across Church Street from Sunday, September 11, 2016 to Sunday, September 18, 2016 to advertise their annual Fall Festival to be held Sunday, September 18, 2016 and **2)** Request to close East Street from Cross Street to just before the entrance to the Christian Reformed Church Parking lot on Sunday, September 18, 2016 from 10 AM to 3 PM for the festival
-Copy of letter from St. Patrick's Church requesting permission to hang a banner across Church Street
-Copy of letter from St. Patrick's Church requesting permission to close Eat Street from Cross Street to just before the entrance to the Christian Reform Church Parking lot
-Copy of email from Police Chief Warchol confirming no issues with the request

K. Alternatives / Request permission to hold its 32nd Annual Valley Friendship Tour on Saturday, June 3, 2017 beginning at 9 AM
-Copy of letter from Alternatives requesting permission to hold the Valley Friendship Tour

L. Fairway Drive (remaining portion of) / Vote to accept deed as authorized by Town Meeting [Article 19 –SATM May 3, 2016]
-Copy of Shining Rock Developers, LLC Quitclaim Deed

M. 2016 MassWorks Application: Vote to Authorize Chairman to sign and submit application & to accept funds on behalf of the Town for the Church Street Extension Corridor Project
-Copy of MassWorks Infrastructure Program informational page
N. Pine Grove Cemetery/Thomas and Anne Farley, Lot 16, Birch Path South
-Copy of Pine Grove Cemetery Deed

O. Katherine Tracy [Pop Warner Football and Cheerleading] / Request to reschedule the Boot Drive from Saturday, September 10, 2016 to Saturday, September 17, 2016 at Memorial Square, from 9 AM - 12 PM [Rain Date: Saturday, September 24, 2016]
-Copy of email from Katherine Tracy requesting to change the date of the previously approved boot drive

P. Town Manager's Goals and Objectives for FY' 17
-Copy of Town Manager's Goals and Objectives for FY' 17

Q. Intermunicipal agreement with the Town of Sutton and Wal-Mart [expansion of sewer system]
-Copy of Intermunicipal Agreement between Wal-Mart, the Town of Sutton, and the Town of Northbridge

QQ. Northbridge Fire Department / Request to hold a Boot Drive on Memorial Square, Saturday, August 13, 2016 from 9 AM - 12 PM / Vote to approve
-Copy of letter from the Northbridge Firefighter's requesting permission to hold a boot drive

VI. DISCUSSIONS
R. Departmental Reports: Police, Fire, Department of Public Works, and Planning Department
-Copy of Departmental reports from Police, Fire, Department of Public Works and the Planning Department
S. Trustees of Soldiers' Memorials/Condition of WWI memorial and other monuments
- **No documentation**

VII. TOWN MANAGER'S REPORT
T. 1) Woonsocket Glass Open House **- No documentation**
2) Mass Historic Commission / Local project coordination meeting **-No documentation**
3) FY 17 State Budget / Update **- No documentation**
4) Project SERVE [Pleasant Street Christian Reformed Church] / Update
-Copy of email from Jack Crawford, Project Coordinator, regarding the work completed
5) Central Mass. Mosquito Control
-Copy of Letter from CMMC regarding enhancements to the surveillance program
6) Announcement: Open Space & Recreation Plan Update / Public Workshop –Tuesday, July 26, 2016 (6:00 PM – Town Hall)
-Copy of flyer advertising the Public Workshop
7) Announcement: Housing Production Plan / Public Forum –Tuesday, August 23, 2016 (7:00 PM – Town Hall)
-Copy of flyer advertising the Public Forum
8) Announcement: Evergreen Center's Multicultural Festival – Saturday, July 23, 2016, 11 AM to 5 PM @ 345 Fortune Blvd., Milford ***(Rain Date: Sunday, July 24, 2016)***
-Copy of letter addressing the details of the Multicultural Festival
-Copy of flyer advertising the Multicultural Festival

VIII. SELECTMEN'S CONCERNS - No documentation

IX. ITEMS FOR FUTURE AGENDA / None

X. CORRESPONDENCE / None

XI. EXECUTIVE SESSION / None

BOARD OF SELECTMEN'S MEETING
August 15, 2016

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

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES 1) June 6, 2016. Selectman Nolan requested the minutes be amended as follows: the opening statement should read the meeting was called to order by Vice Chairman Ampagoomian. There being no further amendments, a motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the June 6, 2016 minutes as amended by Selectman Nolan. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan. **2) June 20, 2016.** Selectman Nolan requested the minutes be amended as follows: the meeting was called to order by Chairman Marzec and Selectman Ampagoomian and Selectman Melia were absent and it is duly noted. There being no further amendments, a motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the June 20, 2016 minutes as amended by Selectman Nolan. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan.

Chairman Marzec moved to appointments as it was not yet 7:05PM.

APPOINTMENTS/By the Town Manager: Ryan Levesque, Student Police Officer. Present: Sgt. Brian Patrinelli. Sgt. Patrinelli was present [in place of Chief Warchol who as unable to attend] and introduced Mr. Levesque. Sergeant Patrinelli stated that Chief Warchol is requesting the Town Manager appoint a full-time Police Officer to replace Sergeant Shawn Heney, who is retiring from the Police Department after 36 years of service. Chief Warchol is recommending Ryan Levesque to be appointed to the open position. Mr. Levesque stated he is 25 years old and has lived in Northbridge since 2000. He attended Mount Saint Charles Academy in Woonsocket Rhode Island and then went on to receive his bachelor's degree in Criminal Justice from Bridgewater State University. After college, he became an investigator for a company in Mansfield, Massachusetts. He then became a member of a tactical response team at the nuclear power plant in Seabrook, NH. In June of 2015, he was appointed as a part-time Reserve Officer in Northbridge. Mr. Levesque stated that he is very grateful for the opportunity to become a full-time Police Officer. Sergeant Patrinelli explained that should the Board accept Chief Warchol's recommendation, Mr. Levesque will be appointed as a Student Police Officer, effective September 12, 2016, which is the first day of the Police Academy, contingent upon the conditions stated in the Chief's recommendation letter. Town Manager Kozak stated that he also recommends the appointment of Mr. Levesque. Selectman Ampagoomian and Selectman Melia congratulated Mr. Levesque on his accomplishments and welcomed him to the Town of Northbridge. A motion/Mr. Ampagoomian, seconded/Mr. Melia to affirm the Town Manager's appointment of Ryan Levesque as a Student Police Officer, contingent up the conditions stated in his appointment letter. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan.

Chairman Marzec moved to the public hearing as it was now passed the posted hearing time.

PUBLIC HEARING/7:05 PM - Crystal Gas, Inc. [George ElHoussan & Mark ElHoussan], 175 Church Street, Whitinsville, MA 01588 / Application to amend their current Underground Storage License from 2-6,000 gallon and 1-4,000 gallon underground gasoline storage tanks to 3-6,000 gallon underground gasoline storage tanks on the above mentioned property. Chairman Marzec read aloud the public hearing notice. A motion/Mr. Ampagoomian, seconded/Mr. Melia to open the public hearing. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan. Mr. ElHoussan explained that their request, if

granted, would help them save some money on the delivery of gas, which would also decrease the cost of gas for the customer as well. Chief Nestor also mentioned that due to the age of the tanks that are currently in the ground, they would eventually be required to replace them at some point before 2018. Chief Nestor explained he had no issues with the application or the request. Selectman Ampagoomian asked what the anticipated time frame is that Crystal Gas would be closed. Mr. ElHoussan answered about a month to a month and a half. No abutters were present. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to close the public hearing. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan. A motion/Mr. Melia, seconded/Mr. Nolan to approved Crystal Gas' request to amend their current underground storage license from 2-6,000 gallon and 1-4,000 gallon storage tanks to 3-6,000 gallon tanks at Crystal Gas, Inc. on the premises of 175 Church Street, Whitinsville, MA 01588. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan.

PUBLIC HEARING/7:10 PM - Jonathan Shenian d/b/a Cappy's Automotive [Jonathan Shenian, Owner] / Application for a Class II - Used Car Dealer's License on the premises of 84 Sutton Street, Northbridge, MA 01534. Chairman Marzec read aloud the public hearing notice. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to open the public hearing. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan. Mr. Shenian explained it was his objective was to buy and sell used cars but that it wasn't his full time job for him. Selectman Melia questioned where exactly 84 Sutton Street was. Mr. Shenian explained there are bays located behind the Rockdale Post Office. He explained the bays were individualized and sold off. Selectman Nolan asked if it was zoned properly. Mr. Shenian replied yes. No abutters were present. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to close the public hearing. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the application for a Class II - Used Car Dealer's license for Jonathan Shenian d/b/a Cappy's Automotive on the premises of 84 Sutton Street, Northbridge, MA 01534, with the restriction that no more than 6 used cars to be parked on the rear portion of the property. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan.

APPOINTMENTS/By the Board of Selectmen: 1) Worcester County Selectmen's Association/Vote to appoint a voting member. Mr. Ampagoomian volunteered to be the voting member of the Worcester County Selectmen's Association. A motion/Mr. Nolan, seconded/Mr. Melia to appoint Selectman Ampagoomian to the Worcester County Selectmen's Association as a voting member. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan. **2) Building, Planning, and Construction Committee: Steven Nye / Vote to appoint.** Mr. Beaudoin, Chairman of the BPCC, introduced Mr. Nye and stated he was happy to welcome a new member. Mr. Nye said he has lived in town since 2007, and retired from the US Army as a civilian worker 2 years ago. He stated he looks forward to working with the BPCC and believes it will be an interesting committee to be on and looks forward to serving the town. Chairman Marzec asked what his responsibilities were while working at the Natick Research Development & Engineering Center. Mr. Nye explained he managed contracts for the large area maintenance shelter team, which houses helicopters and maintain facilities. Mr. Beaudoin explained that Mr. Nye's skills would be of great value to the BPCC. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to appoint Mr. Nye to the Building, Planning, and Construction Committee. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan. **3) Local Historic District Study Committee: Crystal Grondin / Vote to appoint.** Ms. Grondin introduced herself and stated she has lived in Town her whole life and has always wanted to work for the town or be involved in the Town. She also stated she is a bit of a history buff and thought this committee would be a great start. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to appoint Crystal Grondin to the Local Historic District Study Committee. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan.

RESIGNATIONS: John Crawford, Local Historic District Study Committee. A motion/Mr. Ampagoomian, seconded/ Mr. Melia to accept Mr. Crawford's letter of resignation as well as send a thank you letter for his service. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan.

CITIZENS' COMMENTS/INPUT / None

Chairman Marzec moved to the following discussion items on the agenda.

Massachusetts Board of Building Regulations and Standards [Stretch Code] / Present: Jim Barry, Western MA Regional Coordinator with the Green Communities Division. Jim Barry of the Department of Energy Resources was present to speak about the Massachusetts Board of Building Regulations and Standards. Town Manager Kozak explained that Fall Town Meeting warrant will be an article for adopting the Green Communities Stretch Code. He explained the Town checked into this about 5 years ago, but it was tabled due to the strict regulations. Mr. Kozak stated that in the last few years there have been some changes in the program that make the program less onerous for communities to join. Mr. Kozak explained he would be asking the Board to put the article forward tonight. Mr. Barry gave an overview of the Stretch Code. He noted there are 5 qualification criteria items and once the town becomes a green community, the Town will have access to funds for energy efficiency projects within the Town buildings. The program provides up to $10 million dollars annually in grants and loans to qualifying communities. The 5 qualifications are as follows: 1) adopt as-of-right siting in designated locations for RE/AE generation, or RE/AE R&D, or RE/AE manufacturing. 2) Adopt expedited application/permitting process. 3) establish an energy use baseline inventory with a program to reduce baseline by 20% in 5 years. 4) Purchase fuel efficient vehicles. 5) Require all new residential construction > 3000 ft^2, and new commercial and industrial real estate construction to minimize life-cycle energy costs. Mr. Barry discussed the stretch code misconceptions. The Stretch Code is not new and experimental but is actually based on the Energy Star home program, which is a Federal program that has been in existence for 20 years. Another concern was it would require tight and unhealthy homes because homes are to be energy efficient and air tight, which is not the case due to the evolution in building science. Another misconception was that homes with oil heat cannot meet the Stretch Code but it is now easier to meet the Code with natural gas. And one of the biggest concerns was that Town residents would be required to update their existing homes if they ever chose to sell. However, the Stretch Code only applies to new residential construction. The Stretch Code applies particularly to insulation, doors, windows, skylights, mechanical equipment, lighting, appliances, building tightness, duct tightness, and renewables. Mr. Barry explained that qualification item 5 would require a Town Meeting Warrant article to adopt the new Board of Building Regulations and Standard (BBRS) Stretch Code. The major difference between the standard building code and the BBRS Stretch Code is the Home Energy Rating System (HERS) Energy Rater. The HERS requires hiring a HERS expert to be involved in the process but there are rebates that are currently offered through the Mass Save Program. Selectman Melia asked if passed by the Town would there would be an increase in the cost of building a new home and if so how much. Mr. Barry replied it would be more costly and costs about $750 - $1250, which is before applying the rebates. Mr. Barry suggested that if this does go to Town meeting and the Stretch Code is adopted, to adopt it with an effective date of January 1, 2017, as that is when the new Stretch Code policy begins. Selectman Nolan asked if any communities have adopted the Stretch Code and later withdrawn if it is an option. Mr. Barry replied that it is an option and to withdraw would be done so by a town meeting vote and the town would no longer be able to receive new green committee money. Thus far no town has un-adopted the stretch code.

Tree clearing/Present: Justin Arbuckle, Conservation Commission. Mr. Arbuckle talked about the tree clearing project and associated issues/concerns. Mr. Arbuckle explained that the project was permitted by the Dept. of Environmental Protection. The continued tree clearing along with questions/complaints from residents led the Conservation Commission to further investigation. The Conservation Commission issued a cease and desist on the property and gained access to the property from the owners. Mr. Arbuckle was able to join the site walk along with the Conservation Agent David Pickart. Four sites were visited. The first was off Rt. 122, which is the landing for the forest clearing project. Mr. Arbuckle explained the landing is a wetland and according to the Forest Cutting Practices Act

[FCPA] Standard 11.05(1) (e) *"each area where trees will be cut in a wetland must state the acreage of wetlands to be cut*," and noted the wetland was not marked on the contractor's forest cutting plan. Additionally, the standard also requires "no more than 50% of the basal area shall be cut at any one time as single trees or in small patches," and Mr. Arbuckle said the project does not appear to follow the standard in that area. Standard 11.05(2)(b)2 states that *"every reasonable effort shall be made to avoid or minimize access through wetland resource areas."* Mr. Arbuckle stated the installation of a gravel road does not appear to be an accepted practice of the FCPA and in this case Area A contains a gravel access road. Further into the site, there is a stream and based on examination of Area B, there is a wetland where extensive cutting occurred and that has multiple skid trails across the stream and wetlands. Because more than 50% of the basal area has been removed, cutting in portions of Area B also does not appear to comply with Standard 11.05(1)(e). Standard 11.05(1)(d) states "*filter strips that are at least 50 feet wide shall be left along the edges of all water bodies*." Large caliber trees that mark the border of the steams that are to remain intact but have been clearly cut, debris has been scattered throughout the area, and logging equipment shouldn't go through any steam without some sort of protection, all of which was not followed. The third area, Area C, is a stream off of East Street where almost all of the tree canopy has been removed and there are skid trails across the stream and wetlands as well. Cutting and logging equipment travelling in Area C also does not appear to comply with the previous cited standards. The wetlands and streams are not shown on the maps included with the Forest Cutting Plan. Mr. Arbuckle explained the cease and desist order is still standing. The DEP agent who prepared the plan and monitored it was asked to attend the Conservation Commission meeting where it was decided that the cease and desist order will be maintained for the property until a resolution is reached. Currently, the resolution is to have the contractor hire a wetlands scientist to fully map all of the wetlands in that area, and put together a restoration plan, which will be enacted before any other work can be completed on this site. Mr. Arbuckle explained the DEP has admitted that some of the flooding on Leland Road is a result of the forest cutting plan due to all of the tree loss. Mr. Pickart is meeting with a DEP representative this week to discuss these issues. Since there are still trucks on the site, the Conservation Commission would like to see the Police Department get involved to monitor the area and log any activity observed. Selectman Ampagoomian asked about the historical stone walls and glacial deposits. Mr. Arbuckle replied it appears the stone wall has been removed, which was brought up at the Conservation Commission meeting but still needs to be discussed further. He stated he feels as though it needs to be brought to the Historic Commission's attention as well. Selectman Nolan asked how Mr. Arbuckle would classify the cooperation with DEP. Mr. Arbuckle stated now that there is hard evidence of all the damage done they seem to be acting rather swiftly. Selectman Melia asked if the owners of the property went directly to the State to obtain the permit to begin clearing the trees. Mr. Arbuckle explained the plan was filed as one complete permit by the developer and not the individual owners of each parcel. The developer had a professional Forestry Agent prepare it and submit it. Selectman Melia asked if it was done correctly. Mr. Arbuckle replied it was. Selectman Melia verified there hadn't been any issues until the plan came out, which led to the code violations and the cease and desist. Mr. Arbuckle agreed and stated the cease and desist could not be issued until the work order was closed out with DEP. Selectman Melia asked what the next steps were. Mr. Arbuckle replied the next step is for the Conservation Commission and the DEP to analyze the situation fully and put a joint proposal together to present to the developer. The Conservation Commission agrees with Mr. Pickart's recommendation for the developer to hire a Wetlands Scientist to accurately map all of the wetlands. Once the wetlands are mapped out, the developer needs to come to the Conservation Commission with a plan to restore the wetlands. Selectman Melia clarified that it would have made more sense to have the restoration plan completed prior to the clearing. Mr. Arbuckle explained if everything is done properly there typically isn't an issue. Chairman Marzec asked if Mr. Arbuckle has had any notification as to what the developers plan is going forward. Mr. Arbuckle stated nothing more than what was discussed at a meeting, which included a change in zoning to allow for 400 housing units and parking for the school. Mr. Arbuckle explained that under the forest cutting plan going forward, all of the wetlands will now have a 100-foot buffer from the edge of the wetlands for the next 5 years. This will significantly limit what can be done in future years. Chairman Marzec asked

hypothetically, what would happen if the developer finds the limits too strict and decides they do not want to invest any more into the project. Mr. Arbuckle explained that is why they are trying to get the DEP involved, because DEP will have the ability and authority to go after them if they were to walk away from it.

Fall Annual Town Meeting [October 25, 2016] / Vote to place articles on warrant. Chairman Marzec announced that Town Manager Kozak would provide a brief summary of each article that the Board is sponsoring on the Fall Annual Town Meeting warrant and then the Board will vote whether to place the articles on warrant. Town Manager Kozak presented the following articles to the Board for their review and recommended that they vote to place them on the Fall Annual Town Meeting Warrant. **Article 1:** Town Manger Kozak explained this was an annual article that is always on the Fall Town meeting warrant and reported there are currently no prior year bills. **Article 2:** Town Manager Kozak explained this is also an article that appears on every Fall Town Meeting warrant, which allows budget adjustments to the current fiscal year department budgets as needed or to appropriate additional money if available. At this point in time it is looking like there will be additional funds to appropriate for various departments. **Article 3:** Town Manager Kozak explained it currently looks like the town will have money to put in the stabilization fund. **Article 4:** Town Manager Kozak explained this article works in conjunction with the Whitin Community Center for the relocation of the Rockdale Youth Center. The current building on Providence Road in Rockdale will no longer be utilized. The grant program used to update the new facility requires the old building to be demolished and the land turned back to the community. Mr. Kozak explained this article will allow the Town to take over ownership of that property. Selectman Ampagoomian asked if part of the grant included money to raze the building. Town Manager Kozak replied yes. **Article 5:** Town Manager Kozak explained the Highway Department has requested the purchase of a smaller truck to replace a current vehicle. **Article 6:** Town Manager Kozak explained that as presented earlier this article goes along with the Green Communities Program. He added that with the changes to the program over the last 5 years, it's more feasible to help the community without being too complicated. Chairman Marzec asked if the Chapter could be inserted into the article where it is currently blank. Town Manager Kozak replied yes once it goes to Town Counsel it will be finalized. **Article 7:** Town Manager Kozak explained this article was for the Fire Department's new pumper truck that was discussed at the last Board of Selectmen's Meeting. **Article 8:** Town Manager Kozak explained the article has been requested by the Trustees of Soldiers' Memorials for the restoration of the Rockdale World War I Memorial and will also appear on the ballot with the Fire Department pumper truck as well. A motion/Mr. Ampagoomian, seconded/Mr. Melia to place articles 1 thru 7 on the warrant as presented above. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan. Town Manager Kozak stated for the record that the warrant closes on Friday, August 26, 2016 at Noon and the warrants discussed above are supported by the Board of Selectmen, however more articles may be submitted.

Raymond Miller III d/b/a Bull Hound Shuttle, LLC / Vote to approve the application for a Livery License [Present: Raymond Miller]. Raymond Miller explained he has been living in Town for 15 years and was the former owner of the Trading Post. He stated he is looking to start a livery business that will make airport and casino runs using a 12-person passenger van and will also be used for special occasions. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the application for a livery license for Raymond Miller III d/b/a Bull Hound Shuttle LLC. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan.

Armenian Apostolic Church / Application for a One-day Beer and Wine License for the Annual Picnic to be held Sunday August 21, 2016, from 12 PM to 5:30 PM [Present: Joanne Khoury]. Selectman Ampagoomian stated for the record he will be abstaining from the vote, since he belongs to this Church and works the picnic. Joanne Khoury explained the Armenian Church was looking for a one-day Beer and Wine license for their Annual Picnic. A motion/Mr. Melia, seconded/Mr. Nolan to grant the application for a one-day Beer and Wine license for the Armenian Apostolic Church, for Sunday, August

21, 2016, from 12 PM to 5:30 PM. Vote yes/Messrs. Melia, Marzec, and Nolan. Abstain/Mr. Ampagoomian.

Blue Ribbons Distribution/Present: Barbara Johnson. Barbara Johnson of the Massachusetts State Police Wives Association, mentioned the Association wants to show support in light of recent events involving police officers by putting up blue ribbons throughout the State in support of all Law Enforcement officers. Ms. Johnson explained the ribbons would be put up on August 20, 2016, and taken down by September 30, 2016. Selectman Ampagoomian questioned if they would be putting the ribbons on any utility poles. Ms. Johnson explained she understands permission would be needed from the utility pole company(ies) and stated they were thinking of keeping it to Town property instead. Selectman Melia expressed that it was a very nice gesture. A motion/Mr. Ampagoomian, seconded/Mr. Melia to grant permission to the Massachusetts State Police Wives Association to tie blue ribbons on Town-owned property, including the light posts on Church Street in Whitinsville as well as in Rockdale. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan.

Departmental Reports: Doreen Cedrone, Town Clerk, Robert Fitzgerald, Principal Assessor, Neil Vaidya, Town Accountant, and Julie Harris, Treasurer/Collector. Town Manager Kozak mentioned that the above Department Heads were present to provide updates on their departments including accomplishments and future needs. The above Department Heads provided their departmental updates covering the period of January 2016 through July 2016. A copy of the Department Heads' reports can be found attached to these minutes.

Town Clerk Doreen Cedrone announced that the State Primary will take place on Thursday, September 8, 2016 from 7 AM until 8 PM.

Selectman Ampagoomian asked Ms. Harris if the Town has a list of abandoned properties that are boarded up or have no one living in them. Ms. Harris explained in most cases, the Town does not know when a property is abandoned because most of the time the taxes are paid to date.

Selectman Marzec asked Ms. Harris if the house on Sutton Street that is boarded up was up to date on taxes. Ms. Harris replied they were up to date.

Selectman Nolan asked Ms. Cedrone when early voting for the Presidential Election will take place. Ms. Cedrone explained early voting will take place on a Saturday approximately 11 days before the Election. Once the primary passes, Ms. Cedrone will share more information as the date gets closer and stated that she is open to suggestions from the Board as far as what hours she will open.

TOWN MANAGER'S REPORT M. 1) Modernization Bill/Economic Development Bill - Both Bills were recently passed by Legislature to provide local communities with more opportunities to operate without the State's oversight. The Modernization Bill includes changes in procurement and construction laws, allows new programs for OPEB trust funds and revolving accounts, laws for Assessors, Treasurers, and Accountants to minimize regulations, and more regulations on double telephone pole removal. The Economic Development Bill is a $500 million dollar program to allow additional economic opportunities including Brownfield recapturing, and Mass Works development in addition to training employees for the modern economy. **2) Council on Aging/RMV Site** - The Council on Aging is working with Registry of Motor Vehicles to become a host site to conduct RMV transactions online through a new program called "RMV Near Me". This program will provide additional service locations where senior citizens can receive assistance for routine Registry transactions online. The available transactions will be: license renewals [for licensed drivers younger than age 75], registration renewals, change of address, duplicate license or registration, and how to report a lost or stolen disability placard and how to request a replacement. The program will be implemented sometime after the staff is trained in November. **3) Voluntary Water Ban**

Advisory - The Whitinsville Water Company and the town have instituted a voluntary water moratorium, which entails a voluntary restriction on all non-essential outdoor watering to odd/even days. This means that if your house number is an even number (ends in 0, 2, 4, 6, or 8), we would ask that you only water on even dates either before 9 am or after 5 pm on that day. And if you house number is an odd number (ends in 1, 3, 5, 7 or 9), we would ask that you only water on odd dates either before 9 am or after 5 pm on that day. If you have a shared irrigation system, we ask that you set the timer to run only on even days either before 9 am or after 5 pm. **4) Summer Roads Program update** - The DPW has completed most of the road work on the Cooper Road, Kelly Road, and Lake Street projects. Additional funds will allow work to be completed on Old Quaker Road and other infrastructure projects such as drainage.

SELECTMEN'S CONCERNS: Selectman Melia offered his condolences to the family of Peter Harper who recently passed away. Mr. Harper was the Asst. Plumbing Inspector for the town for many years. **Selectman Marzec/1)** announced that berms on Cooper Road may not be completed but are still being worked on. **2)** asked that in the future the DPW inform homeowners that work will be done on their street so they are able to hookup to town sewer and water at that time instead of digging up the road twice.

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

Meeting Adjourned: 8:43 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

August 15, 2016

I. APPROVAL OF MINUTES

A. 1) June 6, 2016
-Copy of the June 6, 2016 minutes
2) June 20, 2016
-Copy of the June 20, 2016 minutes

II. PUBLIC HEARING

B. 7:05 Crystal Gas, Inc. [George ElHoussan & Mark ElHoussan], 175 Church Street, Whitinsville, MA 01588 / Application to amend their current Underground Storage License from 2-6,000 gallon and 1-4,000 gallon underground gasoline storage tanks to 3-6,000 gallon underground gasoline storage tanks on the above mentioned property
-Copy of application to amend license
-Copy of Workers' Compensation Insurance Affidavit
-Copy of Revenue Enforcement Protection Attestation
-Copy of the Property Record Card for 175 Church Street
-Copy of memo requesting abutters list
-Copy of abutters list
-Copy of notice to abutters
-Copy of legal notice request to the Telegram
-Copy of legal notice
-Copy of license routing slip

C. 7:10 Jonathan Shenian d/b/a Cappy's Automotive [Jonathan Shenian, Owner] / Application for a Class II - Used Car Dealer's License on the premises of 84 Sutton Street, Northbridge, MA 01534
-Copy of application for a used car dealer's license
-Copy of Workers Compensation Insurance Affidavit
-Copy of Revenue Enforcement and Protection Attestation
-Copy of Certificate of Insurance
-Copy of Business Certificate
-Copy of Business Entity Summary
-Copy of memo requesting the abutters list
-Copy of abutters list
-Copy of Notice to Abutters
-Copy of public notice request to the Telegram & Gazette
-Copy of legal notice
-Copy of floor plan
-Copy of memo to Police Chief and Building Inspector requesting approval of the request
-Copy of Chief Warchol's response
-Copy of James Sheehan's response
-Copy of Certificate of Granting of Special Permit by the Board of Appeals
-Copy of notification regarding the ZBA's vote
-Copy of the Zoning Board of Appeals decision

-Copy of lease agreement
-Copy of Used Car Dealers Bond
-Copy of License Routing Slip

III. APPOINTMENTS:

D. By the Town Manager: Ryan Levesque, Student Police Officer
-Copy of letter from the Police Chief regarding the appointment of a full time Police Officer
-Copy of letter from the Police Chief regarding the appointment of Ryan Levesque as a full time officer
-Copy of notice to Police Officers and Firefighters
-Copy of Ryan Levesque's resume
-Copy of Recruit Training Fee Agreement

E. By the Board of Selectmen: 1) Worcester County Selectmen's Association/Vote to appoint a voting member
-Copy of membership renewal form
2) Building, Planning, and Construction Committee: Steven Nye / Vote to appoint
-Copy of Talent Bank Application
3) Local Historic District Study Committee, Crystal Grondin / Vote to appoint
-Copy of Talent Bank Application

RESIGNATIONS:
F. John Crawford, Local Historic District Study Committee
-Copy of letter of resignation

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS

G. Fall Annual Town Meeting [October 25, 2016] / Vote to place articles on warrant
-Copy of draft Town Meeting Warrant
-Copy of memo regarding the Rockdale Youth Center Relocation Project

H. Raymond Miller III d/b/a Bull Hound Shuttle, LLC / Vote to approve the application for a Livery License [Present: Raymond Miller]
-Copy of application for a Livery/Taxi Operator for Raymond Miller III
-Copy of application for a Livery/Taxi Operator for Michael A. Julian
-Copy of application for a Livery/Taxi Operator for Daniel Julian
-Copy of Revenue Enforcement and Protection Attestation
-Copy of email from Police Chief regarding the completion of background checks and vehicle inspection
-Copy of Workers Compensation Insurance Affidavit
-Copy of Certificate of Liability Insurance
-Copy of Certificate of Organization
-Copy of License Routing Slip
-Copy of Sewer bill and payment
-Copy of Water payment slip and check

I. Armenian Apostolic Church / Application for a One-day Beer and Wine License for the Annual Picnic to be held Sunday August 21, 2016, from 12 PM to 5:30 PM [Present: Joanne Khoury]
-Copy of application for a one-day wines and malts license
-Copy of Revenue Enforcement and Protection Attestation
-Copy of Hold Harmless Agreement
-Copy of Tips certification card
-Copy of License Routing Slip

J. Blue Ribbons Distribution/Present: Barbara Johnson **-no documentation**

VI. DISCUSSIONS

K. Massachusetts Board of Building Regulations and Standards [Stretch Code] / Present: Jim Barry, Western MA Regional Coordinator with the Green Communities Division
-Copy of Stretch Energy Code information
-Copy of Stretch Energy Code Power Point

L. Departmental Reports: Town Clerk, Assessors, Town Accountant, and Treasurer/Collector
-Copy of Town Clerk's departmental report
-Copy of Assessor's departmental report
-Copy of Town Accountant's departmental report
-Copy of Treasurer/Collector's departmental report

LL. Tree clearing/Present: Justin Arbuckle, Conservation Commission
-Copy of Telegram & Gazette article regarding tree clearing
-Copy of Conservation Commission's examination report

VII. TOWN MANAGER'S REPORT

M. 1. Modernization Bill/Economic Development Bill - **No documentation**
2. Council on Aging / RMV Site
-Copy of press release from Mass DOT
-Copy of letter from Mass DOT regarding RMV information
3. Voluntary Water Advisory
-Copy of water restriction press release
-Copy of Department of Environmental Protection letter regarding the drought watch
-Copy of the Code Red call details
4. Summer Roads' program 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
September 12, 2016

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

Chairman Marzec 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 contract negotiations** – and to reconvene in Open Session. Roll Call Vote: Mr. Athanas/Yes, Mr. Ampagoomian/Yes, Mr. Marzec/yes, Mr. Melia/Yes, and Mr. Nolan/Yes.

Open Session Adjourned: 6:31 PM

Executive Session Convened: 6:32 PM

Executive Session Adjourned: 6:42 PM

Open Session Reconvened: 7:00 PM

The Pledge of Allegiance was recited by those present

Presentation: Employee and Volunteer Recognition awards for 25 years or more of service to the Town

APPROVAL OF MINUTES. 1) July 18, 2016. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the July 18, 2016 minutes as presented with the readings omitted. Vote yes/Unanimous. **2) August 15, 2016.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the August 15, 2016 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Nolan, Melia, and Marzec. Abstain: Mr. Athanas.

PUBLIC HEARING / None

RESIGNATIONS: William Dausey, Conservation Commission. A motion/Mr. Ampagoomian, seconded/Mr. Melia to accept Mr. Dausey's resignation and send a letter of appreciation to him for his years of service. Vote yes/Unanimous.

APPOINTMENTS: By the Board of Selectmen: Barbara McNamee, Conservation Commission. Conservation Commission Chairman Justin Arbuckle was unable to attend tonight's meeting so Ms. Cindy Campbell, Conservation Commission member, was present in his absence. Ms. Campbell introduced Ms. McNamee and stated Ms. McNamee is originally from Lee, New Hampshire but relocated to Northbridge to be closer to her family. In New Hampshire, Ms. McNamee was a Library Trustee and worked on the Building Committee. She is now interested in participating in public service in Northbridge with a focus on environmental issues. Ms. McNamee mentioned she looks forward to this opportunity to partake in community service. She explained she is interested in learning more about the town and would like to become more involved. A motion/Mr. Melia, seconded/Mr. Nolan to appoint Ms. McNamee to the Conservation Commission. Vote yes/Unanimous. **2) Lori Gannon, Cultural Council / Present: Christine Fung-a-fat.** Ms. Fung-a-fat introduced Ms. Gannon, stating she was interested in becoming a member of

the Cultural Council. Ms. Gannon has been a resident for 20 years, was a substitute teacher as well as a Sunday school teacher at the Village Congregational Church. A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint Ms. Gannon to the Cultural Council. Vote yes/Unanimous. **3) Melissa Dognazzi, Cultural Council.** Ms. Fung-a-fat introduced Ms. Dognazzi to the Board and stated she has been a resident of Northbridge her whole life. Ms. Dognazzi is in the process of finishing her graduate degree at Worcester State University. She is also furthering her career in grant writing and works at the Worcester Community Action Council in the City of Worcester as well as the Dance Studio in Northbridge. She has always had a passion for arts and culture and would love the opportunity to add to her experience. A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint Ms. Dognazzi to the Cultural Council. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT / None

Fall Annual Town Meeting [October 25, 2016]/Vote to sign warrant upon completion and final review by Town Counsel. A motion/Mr. Melia, seconded/Mr. Ampagoomian to sign the warrant upon completion and final review by Town Counsel. Vote yes/Unanimous.

Alternatives Unlimited, Inc., 50 Douglas Road, Whitinsville, MA/1) Application for a one-day Wines & Malt License for a fundraising event [Bag Toss Competition] to be held on Saturday, September 24, 2016, from 12:00 Noon to 5:00 PM on the outdoor Community Plaza or in the Singh Performance Center [in case of inclement weather]. A motion/ Mr. Melia, seconded/Mr. Ampagoomian to approve Alternatives' application for a one-day Wine and Malt license for the Bag Toss Competition event to be held Saturday, September 24, 2016 from 12 PM to 5 PM on the outdoor Community Plaza or in the Singh Performance Center. Vote yes/Unanimous. **2) Application for an Annual Weekday Entertainment License.** A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve Alternatives' application for an Annual Weekday Entertainment License. Vote yes/Unanimous. Vote yes/Unanimous.

Lease Renewals: Town Manager Kozak announced that there were no changes to the three lease agreements. **1) Rockdale Village Foundation / Vote to renew.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to renew the lease between the Town of Northbridge and the Rockdale Village Foundation. Vote yes/Unanimous **2) Oliver Ashton Post #343, Inc. / Vote to renew.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to vote to renew the lease between the Town of Northbridge and the Oliver Ashton Post #343, Inc. Vote yes/Unanimous. **3) Blackstone Valley Regional Recycling Center License Agreement / Vote to renew.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to vote to renew the lease between the Town of Northbridge and the Blackstone Valley Regional Recycling Center. Vote yes/Unanimous.

Pine Grove Cemetery Deeds/1) Oscar Bedigian [Lot No. 58, Fir Avenue]. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the purchase of Lot No. 58, Fir Avenue. Vote yes/Unanimous. **2) Thomas H., and Sandra L. March [Lots No. 48 & 49, Birch Path North].** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the purchase of Lot Nos. 48 & 49, Birch Path North. Vote yes/Unanimous. **3) Karen Thomas Johnson [Lot No. 301A, Woodlawn Ave North].** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the purchase of Lot No. 301A, Woodlawn Avenue North. Vote yes/Unanimous. **4) Margaret Creaser [Lot No. 7, Hawthorne Path South].** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the purchase of Lot No. 7 Hawthorne Path South. Vote yes/Unanimous. **5) Harold Hartmann [Lot No. 30, Locust Ave. North].** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the purchase of Lot No. 30, Locust Ave. North. Vote yes/Unanimous.

Shining Rock Drive/Vote intent to layout Shining Rock Drive (remaining portion of). A motion/Mr. Melia, seconded/Mr. Nolan to vote the intent to lay out the remaining portion of Shining Rock Drive. Vote yes/Unanimous.

Donna Picard d/b/a Maison de Manger, 670 Linwood Avenue, Suite 13A/Application to amend Entertainment License (add Friday's from 4 PM - 7 PM and change Saturday's from 11 AM - 5 PM to 10 AM - 7 PM) / Present Donna Picard. Ms. Picard was present to request an amendment to her weekday entertainment license. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve Ms. Picard's request to amend her entertainment license to add Fridays from 4 PM - 7 PM and revise Saturday's hours from 11AM - 5PM to 10 AM -7 PM. Vote yes/Unanimous.

Selectmen's Meeting Schedule. Town Manager Kozak reminded the Board that he would not be in attendance for the September 26, 2016 Selectmen's meeting as he would be out of town at a conference. He noted there was nothing urgent on the agenda and recommended the Board cancel their September 26, 2016 meeting and move everything to the October 3, 2016 meeting. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to cancel the September 26, 2016 Board of Selectmen's meeting. Vote yes/Unanimous.

Departmental Reports: Council on Aging; Library; Building Inspector; Board of Health and School Department. The above Department Heads provided departmental updates covering the period of January 2016 through July 2016 including their accomplishments as well as future needs. A copy of the reports can be found attached to these minutes.

Selectman Ampagoomian directed a question to Ms. Bol, Senior Center Director, regarding painting that took place at the Senior Center facility. Ms. Bol replied it was done by Blackstone Valley Tech students' during their school time and the Senior Center adjusted its schedule accordingly. Selectman Melia asked Ms. Bol if there would be a registry employee present for the "RMV Near Me" program or if employees would be trained to run the program. Ms. Bol replied the employees would be trained.

Selectman Ampagoomian asked Ms. Woodward, Library Director, whether membership for the Library is advertised. Ms. Woodward replied that the Library does not do any advertising for membership since most residents knowingly have access.

Selectman Ampagoomian asked Mr. Sheehan, Building Inspector, about the leveling of the former St. Peter's School and the reasoning as to why the foundation was kept. Mr. Sheehan replied the architect's original design was to keep the foundation. Selectman Melia asked if there was a reason for the construction value tripling from last year to this year. Mr. Sheehan replied he believes the Whitinsville Christian School's addition would have caused a big increase.

Selectman Ampagoomian asked Ms. Gniadek, Board of Health Administrator, if the landfill reporting was still underway and if there were any issues. Ms. Gniadek replied that everything was going very well and it is due to be tested again in 2027.

Selectman Ampagoomian asked Dr. Stickney when the students' capstone project topics will be decided. Dr. Stickney replied the students are in charge of determining their topics and working with staff and advisors to develop and present their own capstone project. He also asked if a survey or study was ever done by graduates of NHS regarding their college preparedness by Northbridge High School. Dr. Stickney replied a survey was completed 2 years ago and she would like to continue the survey. Selectman Ampagoomian suggested Northbridge hold adult classes for a fee, for any residents interested. Selectman Melia asked if Dr. Stickney could explain level service vs. level funding and the school receiving more money. Dr. Stickney replied the School received more money but the services did not change and one position was added for the increased population. Dr. Stickney explained that level-funded would be the same amount of money and because of rising costs it would necessitate reduction in cuts. Dr. Stickney stated that fortunately they were able to maintain level services, which means no cuts for the students, however, with increases in fixed costs, the budget goes up.

Fuel Efficient Vehicle Policy. Town Manager Kozak explained that by taking part in the Community Compact, part of the process is to become a green community. The Town is also required to adopt a fuel efficient vehicle policy to help decrease the mileage on vehicles. The purpose is for when future vehicles are purchased that they are more energy efficient vehicles. Selectman Melia asked if there would be any issues with transferring vehicles from one department to another. Mr. Kozak replied there shouldn't be an issue as long as the vehicles are not older than 2011.

Hiring Process for Department Heads. Chairman Marzec announced that he requested this item be placed on tonight's agenda per the request of Selectman Ampagoomian. Selectman Ampagoomian stated that over the next several years there will be a number of Department Heads who are eligible to retire and the Town will be faced with replacing them. Selectman Ampagoomian expressed his concern that the replacement of Department Heads should be filled from within since they would already be familiar with the work environment. He also said if employees are not qualified or interested then the position should be opened to the public. Selectman Melia stated he believes it is important that the Board of Selectmen work in conjunction with the Town Manager in the hiring process. He noted 2 items he was interested in: the first being that it has to be a fair process. He elaborated and said a vacancy should be advertised well in advance, especially if there is an exam because the candidates will need time to study; that they should also be informed about which materials will be on the exam and the weight of percentage for the written exam vs. the interviews. The second item is the internal vs. external process, to which Selectman Melia expressed if an employee within the department is qualified and interested, then they should be promoted from within. Town Manager Kozak stated that this particular position [Fire Chief] is very important and he does not doubt that there are employees within the Fire Department who would be able to maintain that position. Town Manager Kozak stated that he believes it is best for the community to not only look internally but externally as well. Mr. Kozak stated that he had not reached a final plan as of yet and was still seeking input and thanked the Board for their input. Selectman Athanas asked what the cost associated with an assessment center is and what the time frame is for the Board to make their decision on the process and the final candidate. Mr. Kozak replied that as of now, the Chief has not announced when he is retiring, which would be the first step. We do know that he has to retire by the end of May because of age. Mr. Kozak stated the cost of the assessment would be around $8,000 to $10,000 dollars, which he will be asking for at the Fall Town Meeting. Selectman Melia recommended evaluating the current staff for qualifications and see if there is any interest. Chairman Marzec mentioned the idea of creating a Board of 5-7 people who could go through the candidates that they feel are the best and present them to the Town Manager for approval. Selectman Nolan stated he can see both sides but was currently going to hold back his opinion as he wishes for more time to digest all of the information before making a statement.

TOWN MANAGER'S REPORT- 1. Correspondence from the Southbridge Town Manager- the Town received a letter of appreciation from the Town of Southbridge's Town Manager, thanking the Fire Department for their assistance in responding to two Southbridge fires. **2. M.O.R.E /CMRPC Meeting-** Mr. Kozak attended the meeting with various managers to discuss the Modernization Bill, Public Records Law, and Economic Development Legislation. Other Post-Employment Benefits (OPEB) and prevailing wages were also addressed. **3. Regional Stormwater Meeting-** The Town Manager will be attending the Regional Stormwater meeting concerning the requirements for communities in Massachusetts on the new regulations, which have been implemented. The town has met the current requirements and will be examining the new future requirements that will be necessary. **4. Open Space & Recreation Plan Forum** - the Planning Board hosted an Open Space Recreation Plan Forum for Town Department Heads and other interested individuals with the Planning Board's consultant. There is also a public meeting scheduled for Tuesday, September 20, 2016 (6 PM –Town Hall). The public is encouraged to attend. A stakeholders meeting was held on 8/31/16. **5. State Primary Update-** Town Manager Kozak said the State Primary was held on September 8, 2016, but due to the lack of competition, there was an insignificant turn out of voters. **6. Rockdale Youth Center Relocation Project** - (Disaster Recovery Funds) – Mr. Kozak reported this project is nearly complete. He said the Rockdale Youth Center has now relocated to 57 Church Avenue

and the former building on Providence Road has been razed. The property shall be conveyed to the town (to be considered at the Fall Annual Town Meeting). The Whitin Community Center will host an Open House event on Thursday, September 29th from 4:30-7:30 to celebrate the project. **7. <u>2016 MassWorks Infrastructure Grant Application</u>** – The Town Manager said a grant request in the amount of $1.6 million was submitted, which will support the continued build-out of the Osterman Commerce Park located off on Church Street Extension. To date, approx. $7 million has been spent from private investment.

SELECTMEN'S CONCERNS: Selectman Athanas/1) asked Mr. Luchini if all of the roads that were paved have been completed. Mr. Luchini replied loaming and punch list items should be finishing up on the roads that were paved. With the remaining funds, Quaker Street will be patched up as usual. **2)** asked Mr. Shuris about the maintenance schedule of town-owned buildings and how it's progressing. Mr. Shuris replied as of right now, repairs have been made as follows: Council on Aging/repaired the sockets and power washed the exterior. He also pointed out that they were in the process of getting prices for painting the exterior of the Library and the Town Hall Annex. Town Manager Kozak asked Mr. Shuris if he could put together a report to share with the Board on what has been done and what will be done. **Selectman Melia** gave credit to the Police Department and School Department for taking part in the Jr. Police Academy that is ran by the School Resource Officer in conjunction with the School. **Selectman Nolan** announced that he attended the Central Mass. Regional Planning Commission's quarterly meeting on unfunded mandates and it was very informative. **Selectman Ampagoomian/1)** asked if Mass DOT was working on Plummer's Corner yet and if so how it was coming along. Mr. Luchini replied he is still calling every week to try to get Plummer's Corner on Mass DOT's radar. **2)** stated that on Providence Road near the Shaw's parking lot across from McDonald's there is a 2-inch difference between the main road and the berm, which is dangerous for bicyclists traveling south. Mr. Shuris explained he has been talking to the Whitinsville Water Company and believes there might be a small leak there, which would make the soil consolidate, but he is working with the Whitinsville Water Company on that matter. **3)** mentioned that there are some headstones that have been knocked over in Batchellor Rd. Cemetery and Riverdale Cemetery. **4)** announced he received a compliment on the fence in front of Riverdale Cemetery. **5)** asked Mr. Kozak when the renovations to the Great Hall would commence. Mr. Kozak announced there is no date in particular right now, but the town has hired the architect to put the specs together. Town Manager Kozak explained that the first step was to complete a lead and asbestos test, which we are awaiting the results. **6)** asked the Board if they had any topics they would wish for him to bring up at the Worcester County Selectmen's Association Meeting and asked that they let him know before Thursday. **Chairman Marzec** stated Ballot question #2 regarding Charter Schools, if approved, will harm public schools throughout Massachusetts and felt as though the public should be aware of that matter. Mr. Marzec announced that he would like to take a stand as a Board at the next meeting to make the public aware.

Charmain Marzec announced that the next scheduled Selectmen's meeting is Monday, October 3, 2016 at 7 PM.

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

Meeting Adjourned: 9:04 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

September 12, 2016

I. APPROVAL OF MINUTES

A. July 18, 2016
-Copy of the July 18, 2016 minutes
B. August 15, 2016
-Copy of the August 15, 2016 minutes

II. PUBLIC HEARING / None

III. RESIGNATIONS

C. 1) William Dausey, Conservation Commission
-Copy of William Dausey's letter of resignation

APPOINTMENTS: By the Board of Selectmen:
D. 1) Barbara McNamee, Conservation Commission / Present: Justin Arbuckle
-Copy of Barbara McNamee's Talent Bank Application
2) Lori Gannon, Cultural Council / Present: Christine Fung-a-fat
-Copy of Lori Gannon's Talent Bank Application
3) Melissa Dognazzi, Cultural Council
-Copy of Melissa Dognazzi's Talent Bank Application

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS

E. Fall Annual Town Meeting [October 25, 2016]/Vote to sign warrant upon completion and final review by Town Counsel
-Copy of Fall Annual Town Meeting Warrant
F. Alternatives Unlimited, Inc., 50 Douglas Road, Whitinsville, MA/1) Application for a one-day Wines & Malt License for a fundraising event [Bag Toss Competition] to be held on Saturday, September 24, 2016, from 12:00 Noon to 5:00 PM on the outdoor Community Plaza or in the Singh Performance Center [in case of inclement weather]. 2) Application for an Annual Weekday Entertainment License
-Copy of Application for special license
-Copy of REAP Attestation
-Copy of Hold Harmless Agreement
-Copy of Application for Entertainment License
-Copy of REAP Attestation
-Copy of Workers Compensation Insurance Affidavit
-Copy of License Routing Slip

G. Lease Renewals: 1) Rockdale Village Foundation / Vote to renew
-Copy of Rockdale Village Lease Agreement
2) Oliver Ashton Post #343, Inc. / Vote to renew
-Copy of Oliver Ashton Post #343 Lease Agreement
3) Blackstone Valley Regional Recycling Center License Agreement / Vote to renew
-Copy of Blackstone Valley Regional Recycling Center Lease Agreement

H. Pine Grove Cemetery Deeds/1) Oscar Bedigian [Lot No. 58, Fir Avenue]
-Copy of Pine Grove Cemetery Deed
2) Thomas H., and Sandra L. March [Lots No. 48 & 49, Birch Path North]
-Copy of Pine Grove Cemetery Deed
3) Karen Thomas Johnson [Lot No. 301A, Woodlawn Ave North]
-Copy of Pine Grove Cemetery Deed
4) Margaret Creaser [Lot No. 7, Hawthorne Path South]
-Copy of Pine Grove Cemetery Deed
5) Harold Hartmann [Lot No. 30, Locust Ave. North]
-Copy of Pine Grove Cemetery Deed

I. Shining Rock Drive/Vote intent to layout Shining Rock Drive (remaining portion of)
-Copy of memo regarding Shining Rock Drive from the Planning Board voting to sponsor the street acceptance
-Copy of public meeting notice for a public meeting notice for Tuesday, September 13, 2016 to consider the layout of Shining Rock Drive
-Copy of exhibit A of Shining Rock Drive

J. Donna Picard d/b/a Maison de Manger, 670 Linwood Avenue, Suite 13A/Application to amend Entertainment License (add Friday's from 4 PM - 7 PM and change Saturday's from 11 AM - 5 PM to 10 AM - 7 PM) / Present Donna Picard
-Copy of application to amend the current entertainment license
-Copy of REAP Attestation
-Copy of Workers' Compensation Insurance Affidavit
-Copy of Certificate of Liability insurance
-Copy of License Routing Slip

K. Selectmen's Meeting Schedule /No documentation

VI. DISCUSSIONS

L. Departmental Reports: Council on Aging; Library; Building Inspector; Board of Health and School Department
-Copy of the Council on Aging's departmental report
-Copy of the Whitinsville Social Library's departmental report
-Copy of the Building Inspector's departmental report
-Copy of the Board of Health's departmental report
-Copy of the School's departmental report

M. Fuel Efficient Vehicle Policy
-Copy of email regarding the following appendices
-Copy of appendix A
-Copy of attachment B

N. Hiring Process for Department Heads / No documentation

VII. TOWN MANAGER'S REPORT

O. 1) Correspondence from the Southbridge Town Manager
-Copy of letter expressing gratitude towards the Northbridge Fire Department
2) M.O.R.E./CMRPC Meeting / No documentation
3) Regional Stormwater Meeting / No documentation
4) Open Space & Recreation Plan Forum / No documentation

5) Rockdale Youth Center Relocation Project / No documentation
6) 2016 MassWorks Infrastructure Grant Application / No documentation

VIII. SELECTMEN'S CONCERNS /No documentation

IX. ITEMS FOR FUTURE AGENDA / None

X. CORRESPONDENCE / None

XI. EXECUTIVE SESSION: 6:30 PM
Under M.G.L Chapter 30A, Section 21 #3 - To discuss strategy with respect to contract negotiations. /No documentation

BOARD OF SELECTMEN'S MEETING
October 3, 2016

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

The Pledge of Allegiance was recited by those present

APPROVAL OF MINUTES. August 15, 2016. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the August 15, 2016 minutes as presented with readings omitted. Vote yes/Messrs. Ampagoomian, Athanas, Marzec and Melia. **September 12, 2016 [Executive Session].** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve but not release the September 12, 2016 executive session minutes. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

PUBLIC HEARING/None

RESIGNATIONS / Gretchen Tucker, Cultural Council. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to accept Gretchen Tucker's letter of resignation and send a letter of appreciation for her years of service. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

APPOINTMENTS/By the Board of Selectmen: Patricia Corkum, Cultural Council / Present: Christine Fung-a-fat. Ms. Fung-a-fat was present to introduce Ms. Corkum, stating that she has an interest in becoming a member of the council and believes she will be an excellent member. Ms. Corkum stated she has been a resident for over 20 years and is interested in becoming more involved in the community. A motion/Mr. Melia, seconded/Mr. Athanas to appoint Ms. Corkum to the Cultural Council. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

CITIZENS' COMMENTS/INPUT. Local Business Spotlight: Clark's Dog Training / Present: Beth Clark, Owner. Ms. Clark was present to introduce her business. She said Clark's Dog Training is located on 425 School Street, Northbridge. Services provided are: dog training, dog boarding, doggie day care, and now grooming. Dogs participating in the full-day program are able to go outside every day in one of 3 fenced-in fields and smaller dogs go in the courtyard. Ms. Clark stated a lot of customers rave about the knowledge her staff has regarding the animals and their quirks. The dogs also have a lot of one-on-one time. In closing, Ms. Clark asked the Board if they had any questions. Selectman Melia asked Ms. Clark how many dogs are boarded in one day. Ms. Clark replied about 25 dogs and sometimes 10 dogs. High demand is during the summer and holidays. Selectman Athanas asked if grooming is by appointment. Ms. Clark explained that it is by appointment and the groomer is typically booked out two to three weeks in advance. She added there has been discussion of adding another groomer. For more information people can go to www.clarksdogkennel.com or send an email to clarksdogkennel@gmail.com or call at 508-234-9385.

Warrant posting locations/Vote to revise Precinct 4 posting locations. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to revise the Precinct 4 warrant posting locations as follows: from the VFW Hall [875 Hill Street] and Town Hall Annex to the Whitinsville Social Library and Town Hall Annex. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Shining Rock Drive [remaining portion of]/Vote to layout the remaining portion of Shining Rock Drive located in the Shining Rock Golf Community residential subdivision/Present: Gary Bechtholdt, Town Planner. Mr. Bechtholdt announced that Planning Board Chairman, Mr. Massey, was not able to attend tonight's meeting. That said, Mr. Bechtholdt explained that proper notice was provided to the owners

that live in the subdivision along that portion of the roadway. The Planning Board convened on two separate occasions and there are no outstanding issues. The DPW also supports the acceptance of this road as well. Town Counsel has reviewed the conveyance documents, the deeds, and legal descriptions in preparation for town meeting. At the Planning Board's last meeting, they voted to recommend the layout of the remaining portion of Shinning Rock Drive and the Board of Selectmen's vote tonight is to determine whether or not to layout the remaining portion of Shinning Rock Drive, which would need to be done prior to Town Meeting action. Abutter, Andrew Downing, of 624 Shining Rock Drive, was present to ask some questions and relay his concerns. Mr. Downing sought verification on some punch list items that he thought seemed incomplete. He explained the lamp posts do not match the remaining light posts, and there are no caps on the bottom of the lamps to cover the bolts, leaving them exposed to the elements. Mr. Downing also mentioned there was some discussion as to the drains being vacuumed out, one of which is filled with dirt and asphalt and wanted to know if it would be cleaned out prior to the turnover. Mr. Bechtholdt replied that tonight's action is in preparation for acceptance at town meeting, and the Planning Board will offer recommendation to support the article as well as the Board of Selectmen on two separate motions. Mr. Bechtholdt explained that the Department of Public Works is working with National Grid on ordering the lights, and if there is a discrepancy in the style of lights that is something that will need to be addressed. National Grid provides the lighting in conjunction and cooperation with the Town, any remaining exposed bolts can also be addressed at that time. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to layout the remaining portion of Shining Rock Drive located in the Shining Rock Drive Golf Community. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Playground & Recreation Commission/Request Board of Selectmen to accept the Jimmy Poulin Memorial located at the Skateboard Park on Church Street / Present: Michelle Poulin. Michelle Poulin explained to the Board that she wanted the memorial there because it was her son's favorite place to be and it gives his friends a place to feel close to him. The memorial is a stone and marble engraved bench located at the skate park adjacent to Plummer's Park. Ms. Poulin also announced that she was also looking to repair the skate park as well with new ramps, noise reduction on the current ramps, coating the old ramps, and sealcoating the skate park. A motion/Mr. Ampagoomian, seconded/Mr. Melia to accept the Jimmy Poulin Memorial located at the skateboard park on Church Street. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Alternatives Unlimited, Inc. / Application for an annual Sunday Entertainment License / Present: Cristi Collari. Ms. Collari explained that Alternatives holds events throughout the year on Sundays and prior to their applying for this license they were applying for one-day licenses for every event, which didn't make much sense. Ms. Collari is requesting an Annual Sunday Entertainment License for the entire year. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to grant Alternatives Unlimited, Inc. an annual Sunday Entertainment License. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Peter Lacasse d/b/a Olde New England Antique & Art Centre, LLC / Application for a Junk Dealer's License located at 116 Church Street, Whitinsville, MA 01588 / Present: Peter Lacasse. Mr. Lacasse has been selling antiques for 28 years and wishes to bring his quality of items to the Town of Northbridge. A motion/Mr. Melia, seconded/Mr. Ampagoomian to grant a Junk Dealer's License to Peter Lacasse d/b/a Olde New England Antique & Art Centre, LLC located at 116 Church Street, Whitinsville, MA 01588. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Mumford Knights of Columbus #365 / Application for a Change of Manager [James Masterson/ Present: Plato Adams. At the request of the applicant this item was deferred to a future meeting.

Blackstone Valley Gardeners / Request to use Memorial Park [Town Common] on Saturday, May 20, 2017, from 9 AM to 12 PM for a Public Plant Sale. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the Blackstone Valley Gardeners request to use Memorial Park [Town Common] on Saturday,

May 20, 2017, from 9 AM to 12 PM for a Public Plant Sale. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Village Congregational Church [Robert G. Sherwood, Pastor]/Request permission to use Memorial Park on Sunday, October 9, 2016, from 9:00 A.M. to 11:00 A.M. for a worship service. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the Village Congregational Church's request to use Memorial Park on Sunday, October 9, 2016, from 9 AM to 11 AM for a worship service. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Fairlawn Christian Reformed Church [305 Goldthwaite Road]/Request to hang a banner across Church Street from Wednesday, November 9, 2016 to Sunday, November 20, 2016 to advertise a Community Breakfast event on Saturday, November 19, 2016 at 9:00 AM at the church. A motion/Mr. Melia, seconded/Mr. Athanas to approve the above request to hang a banner across Church Street from Wednesday, November 9, 2016 to Sunday, November 20, 2016 to advertise a Community Breakfast event on Saturday, November 19, 2016 at 9 AM at the church. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Northbridge Association of Churches/Request to hold their 42nd annual Blackstone Valley Crop Hunger Walk on Saturday, October 15, 2016 at 9AM. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the above request to hold the 42nd annual Blackstone Valley Crop Hunger Walk on Saturday, October 15, 2016 at 9 AM subject to the safety requirements of the Northbridge Police Department. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

MRA Multisport [Alex Rogozenski] /1) Request to hold the 5th annual 1st Day 5k road race beginning at 11 AM on Sunday, January 1, 2017. A motion/Mr. Melia, seconded/Mr. Athanas to approve the above request to hold the 5th annual 1st day 5K road race on Sunday, January 1, 2017 at 11 AM subject to the safety requirements of the Northbridge Police Department. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia. **2) Request to close down Linwood Avenue between 10:45 AM and Noon.** A motion/Mr. Melia, seconded/Mr. Athanas to approve this request to close down Linwood Avenue between 10:45 AM to 12 PM subject to the safety requirements of the Northbridge Police Department. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Pine Grove Cemetery / Present: Kenneth Warchol. Town Manager Kozak announced that he invited Mr. Warchol in to discuss street signs for Pine Grove Cemetery. Town Manager Kozak mentioned that a few months back a Boy Scout was working on the layout of the cemetery including the construction of signage, but since it is an historical cemetery, the town needs to take that into consideration. Mr. Warchol explained that historical signs have been in existence for the past 30 years so the historical signs for the cemetery would be designed with the street name in black on a white background and a black lined boarder. Mr. Warchol explained that would be the recommendation of the Historical Commission to keep it similar to the other historical areas in Town. Selectman Melia asked if he had been in contact with the Friends of Pine Grove Cemetery. Mr. Warchol replied someone was supposed to get in touch with him, but he has not heard anything. Selectman Melia stated he was contacted by someone from the Fiends of Pine Grove Cemetery, and they want to be involved with the discussion, planning, and choosing of the signs. Mr. Warchol asked if Mr. Kozak would set up a meeting with the Friends of the Pine Grove Cemetery and he would be happy to attend the meeting to discuss the signage.

Conservation Commission - Land clearing update / Present: Richard Chiras and David Pickart. Mr. Pickart, Conservation Agent, stated they are continuing to keep track of this issue and are attempting to get the agent, Mr. McCarthy, who had the work done make the necessary repairs. The main focus has been attempting to prevent washouts at the two landing areas off of Providence Road and off of Church Street. There are currently two to three acres at each site that have no vegetation on it and exposed soil. If and

when we get rain, there is a high potential for that area to be washed out into abutting properties and wetlands. Another focus is the fill material that was placed in the wetlands without a permit. Once the cease and desist gave confirmation to the ongoing issues, an enforcement order was put in place, which listed the violations and expectations of changes to be done. Mr. Pickart explained Mr. McCarthy was given a date to come back with the plan to reflect the required changes and address the concerns. A plan was received but it was not adequate in the opinion of the Conservation Commission. One of the requests, which was not fulfilled, was to obtain a specialist to oversee the process and develop the restoration plan, but instead it was prepared by the agent, Mr. McCarthy. Mr. Pickart stated that Mr. McCarthy was requested to attend their meeting following the submission of the unsatisfactory plans, and Mr. LaChance [DCR] was informed of the concerns of inadequacies of the plan. Mr. McCarthy's attorney was present, who assured the Conservation Commission that it was understood what the concerns were and he would have his client engage in a wetland consultant in the immediate future. The Commission also reiterated to Mr. McCarthy that they want erosion control at the two landings, to which Mr. McCarthy replied it would be difficult to do with the cease and desist in place. The Conservation Commission made it very clear that he was authorized to go forward with the erosion control. Mr. Pickart announced that to date that has not been completed and the Commission has issued a second enforcement letter stating that if the erosion controls are not in place by October 12, 2016, the Commission would begin the process to fine the individual under the provisions of the bylaw. Selectman Ampagoomian asked if there is anything the Commission can do to present the issue to the state for Mr. LaChance to be reprimanded for failure to do his duty. Mr. LaChance is the Department of Conservation and Recreation Forester who reported to the Conservation Commission that the cutting was fine. Mr. Pickart replied representatives from the Massachusetts Department of Environmental Protection as well as Mr. LaChance of DCR met onsite along with two members from the Conservation Commission. The Department of Environmental Protection agreed with the Northbridge Conservation Commission the violations were accurate. Mr. Pickart told Selectmen that Mr. LaChance had stated that the features were not obvious wetlands while the work was being done, and his focus was primarily on the landing where the flooding had occurred and as far as acting as the party responsible for ensuring that the wetlands were protected, that was not his role. Mr. Pickart announced that there is a conference coming up in a week, which is held by the Massachusetts Association of Conservation Commissioners. The conference will solely focus on forest cutting in wetlands, which Mr. Pickart plans on attending and addressing his concerns. Selectman Ampagoomian asked if the removal of the stone wall was a violation. Mr. Pickart explained that the Conservation Commission does not have jurisdiction over stone walls but he believes the Historical Commission is and reported that they were recently advised that parts of the stone wall were removed. Selectman Athanas asked Mr. Pickart if he felt as though they were being "stone walled." Mr. Chiras replied he did feel as though they were dragging their feet and he wasn't quite sure why. Selectman Athanas asked how much the charge was and if it was a daily amount. Mr. Pickart replied it can be every day per violation and he is not sure of the monetary value off-hand. Selectman Melia asked if anyone was flagging these wetlands prior to the tree clearing. Mr. Pickart replied that they did need to notify the Commission, which they did, and at that meeting it was mentioned to DCR that the Conservation Commission believed the proposed area was said to have more wetlands than were shown on the plans. The Conservation Commission was told that these maps were unpublished but not to worry since the foresters can tell where the wetlands are and it could be adjusted, which was not the case. Chairman Marzec stated that his concern is if the company decides to move on from the project and drag the project out further. Mr. Pickart assured him that something will be done but unfortunately it is a long, slow process.

School Committee Resolution regarding Question 2. Chairman Marzec stated that he believes if Question 2 passes, the charter schools will affect the public schools locally. Chairman Marzec explained that this question, if passed, would allow expansion of charter schools, which are not particularly run with the same administration and oversight that public schools are. Chairman Marzec asked the Board of Selectmen if they were in favor of the resolution to go forth with a vote. Selectman Melia announced that there were only 4 Board members present, but he has no issues moving it to decisions. A motion/Mr. Melia to move item R. School Committee Resolution regarding Question 2, from discussions to decisions. There

being no second, the motion dies. Selectman Ampagoomian asked if a School Committee member could attend a Selectmen's meeting to give the Board more details. Chairman Marzec suggested a School Committee member and the Superintendent attend a meeting to inform the Board and answer any questions. Town Manager Kozak stated he will invite the School Superintendent and the School Committee Chairman to attend the next meeting for further discussion.

Proposed naming of the Sutton Street Bridge. Chairman Marzec announced that this item was requested to be placed on the agenda by Selectman Ampagoomian. Selectman Ampagoomian explained that his intention of this item is to get the Board's opinion about naming the Sutton Street Bridge after John [Jack] Driscoll, a lifelong resident of Northbridge, who served as a State Representative for 18 plus years and was a member of the Northbridge Board of Assessors. Selectman Ampagoomian is suggesting that the Sutton Street Bridge be named after John [Jack] Driscoll and asked for the Board's support, but noted it was only for discussion at this time. Selectman Melia stated he would be more inclined to naming something in honor of Mr. Driscoll in the area of Linwood Avenue, where he lived versus a bridge.

TOWN MANAGER'S REPORT: **1. Flu Shot Clinic** - The Northbridge Board of Health and Salmon VNA & Hospice will be hosting a Flu Shot Clinic on Tuesday October 4, 2016 from 9 AM - 11 AM & 4 PM - 6 PM at the Northbridge Senior Center. The Flu Shot Clinic is for any Northbridge resident 6 months or older. Be sure to bring your insurance cards. **2. Stormwater Coalition Meeting Update** - The Stormwater Coalition Meeting was held in Holden, which the Director of Public Works also attended. The Town Manager advised that new EPA regulations are beginning to go into effect. The town is currently maintaining those requirements. The new stormwater regulations will be unfolding over the next 5 years. It appears the town will be able to continue to meet those regulations for the foreseeable future. **3. International City/County Management Association Conference Update** – Town Manager Kozak attended the annual International City/County Management Association Conference (ICMA) last week, which included a number of workshops in areas such as energy conservation, community policing, economic development, and human resource management, along with keynote speakers and vendor opportunities for municipal products. **4. Rockdale Youth Center Open House** – Town Manager Kozak attended the open house for new Rockdale Youth Center, which is overseen by the Whitin Community Center. This facility was previously known as St. Peters School and was transformed to the new Rockdale Youth Center through the cooperation of Federal and State agencies in conjunction with donations and a fundraiser by the Whitin Community Center, which raised over two hundred and fifty thousand dollars. The facility will assist in youth activities and after school programs in the Rockdale section of Northbridge. **5. Stretch Code Public Hearing** - A Stretch Code public hearing was held to inform the public of the building code requirements pending the code is successfully passed at Town Meeting. Representatives from Massachusetts Department of Energy Resources was in attendance to answer questions from the general public. **6. Worcester Regional Transit Authority Ridership Update** - The WRTA bus program had a slight decrease on route A, which goes to the Shoppes at Blackstone Valley and route B, which goes to the commuter rail, had an increase. The WTRA is happy with the report and will continue to monitor and help increase the amount of riders.

SELECTMEN'S CONCERNS. Selectman Melia/1) stated there is a broken ornamental light base near Highland Farms on Church Street, which is a safety hazard. It was reported to the Town Manager's office. The Highway Department was very responsive and is working on correcting the issue. **2)** asked the Town Manager if there was an update on the Fire Chief hiring process. Town Manager Kozak replied that at this point he is working with the Fire Chief on developing an updated job description and an advertisement, but it's still quite some time away. **3)** asked if there was any update on the DPW Facility. Town Manager Kozak replied: at the meeting last week, the Building Committee was still working with their architect's contractor on the scope of work but arrangements have been made for the demolition of buildings. **Selectman Ampagoomian/1)** stated on Church Street Extension across from Uncle Bob's Storage, there is a dip that appears as though the pavement sunk in and asked if it could be leveled. Mr. Luchini explained that the

area is a proposed Mass Works project but maybe it can be repaired in the meantime. He said the town should know in a couple of months if the project is approved. **2)** asked about the ripples on Mendon Road. Mr. Luchini replied they will need to be cut out and repaved. Mr. Luchini explained that road was a trial for that particular process, which he is not a fan of but stated the Highway Department would make the repairs. **Chairman Marzec** reminded the public to utilize the sidewalks especially at night with the decrease in daylight. He stated he was concerned due to an occurrence that happened while he was driving up Hill Street where a jogger was running on the side of the road with no sidewalk.

Chairman Marzec announced that the next Selectmen's meeting is scheduled for Monday, October 17, 2016 at 7 PM and the Board will vote their positions on town meeting articles at that time.

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

Meeting Adjourned: 8:23 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

October 3, 2016

I. APPROVAL OF MINUTES

A. August 15, 2016
-Copy of August 15, 2016 minutes

B. September 12, 2016 [Executive Session]
-Copy of September 12, 2016 executive session minutes

II. PUBLIC HEARING

III. C. RESIGNATIONS / Gretchen Tucker, Cultural Council
-Copy of letter of resignation
D. APPOINTMENTS/Patricia Corkum, Cultural Council / Present: Christine Fung-a-fat
-Copy Patricia Corkum's Talent Bank Application

IV. CITIZENS' COMMENTS/INPUT Local Business Spotlight: Clark's Dog Training / Present: Beth Clark

V. DECISIONS

E. Warrant posting locations/Vote to revise Precinct 4 posting locations
-Copy of current posting locations and revised posting locations

F. Shining Rock Drive [remaining portion of]/Vote to layout the remaining portion of Shining Rock Drive located in the Shining Rock Golf Community residential subdivision/Present: Brian Massey
-Copy of letter regarding the Planning Board vote to recommend the layout of Shining Rock Drive
-Copy of public meeting notice
-Copy of Exhibit A
-Copy of map of layout
-Copy of letter from the Highway Department stating that Shining Rock Drive is ready for acceptance
-Copy of a letter from Strong Point Engineering Solutions confirming the completion of work
-Copy of a letter from Strong Point Engineering Solutions regarding the binder course seasonal certification
-Copy of the Surveyor's Affidavit

G. Playground & Recreation Commission/Request Board of Selectmen to accept the Jimmy Poulin Memorial located at the Skateboard Park on Church Street / Present: Michelle Poulin
-Copy of an email from the Playground & Recreation Commission Chairperson confirming the acceptance of the Jimmy Poulin memorial bench asking the Board of the Selectmen to accept the gift
-Copy of letter from Ms. Poulin requesting the placement of the Jimmy Poulin Memorial Bench
-Copy of a rough draft of the bench
-Copy of an email from the playground a recreation confirming the acceptance of the bench

H. Alternatives Unlimited, Inc. / Application for a Sunday Entertainment License / Present: Cristi Collari
-Copy of an application for a Sunday Entertainment License for Alternatives Unlimited, Inc.
-Copy of the Workmen's compensation Insurance Affidavit
-Copy of Certificate of Liability for Alternatives Unlimited, Inc.
-Copy of the License Routing Slip

I. Peter Lacasse d/b/a Olde New England Antique & Art Centre, LLC / Application for a Junk Dealer's License located at 116 Church Street, Whitinsville, MA 01588 / Present: Peter Lacasse
-Copy of application for a Junk Dealers License
-Copy of Revenue Enforcement Protection Attestation
-Copy Worker's Compensation Insurance Affidavit
-Copy of Corporation Business Entity Summary
-Copy of LCC Certificate of Incumbency and Authority
-Copy of the fire inspection report
-Copy of the License Routing Slip

~~***J. Mumford Knights of Columbus #365 / Application for a Change of Manager [James Masterson/ Present: Plato Adams***~~ **-deferred to a future meeting**

K. Blackstone Valley Gardeners / Request to use Memorial Park [Town Common] on Saturday, May 20, 2017 from 9 AM to 12 PM for a Public Plant Sale
-Copy of a letter requesting to use Memorial Park [Town Common] for a public plant sale on Saturday, May 20, 2016 from 9 AM to 12 PM.
-Copy of a Hold Harmless Agreement

L. Village Congregational Church [Robert G. Sherwood, Pastor]/Request permission to use Memorial Park on Sunday, October 9, 2016, from 9:00 A.M. to 11:00 A.M. for a worship service
-Copy of letter requesting permission to use Memorial Park on Sunday, October, 9, 2016 fir a worship service
-Copy of Certificate of Liability Insurance
-Copy of Hold Harmless Agreement

M. Fairlawn Christian Reformed Church [305 Goldthwaite Road]/Request to hang a banner across Church Street from Wednesday, November 9, 2016 to Sunday, November 20, 2016 to advertise a Community Breakfast event on Saturday, November 19, 2016 at 9:00 AM at the church
-Copy of letter requesting to hang a banner across Church Street from Wednesday, November 9, 2016 to Sunday, November 19, 2016 to advertise the Community Breakfast event on Saturday, November 19, 2016 at 9 AM

N. Northbridge Association of Churches/Request to hold their 42nd annual Blackstone Valley Crop Hunger Walk on Saturday, October 15, 2016 at 9 AM
-Copy of letter requesting to hold the annual Blackstone Valley Crop Hunger Walk on Saturday, October 15, 2016 at 9 AM.

O. MRA Multisport [Alex Rogozenski] /1) Request to hold the 5th annual 1st Day 5k road race beginning at 11 AM 2) Request to close down Linwood Avenue between 10:45 AM and Noon

-Copy of letter requesting to hold the Annual 1st Day 5K road race beginning at 11 AM and request to close down Linwood Avenue between 10:45 AM to noon.
-Copy of road race map
-Copy of map of police detail and road closure
-Copy of map of police detail and volunteers at the Town Common Intersection
-Copy of email approval from the Police Department
-Copy of email approval from the Highway Department

VI. DISCUSSIONS

P. Pine Grove Cemetery / Present: Kenneth Warchol - No documentation

Q. Conservation Commission - Land clearing update / Present: Richard Chiras and David Pickart
-Copy of Telegram and Gazette article "Loggers ordered to stabilize clear-cut area in Northbridge."
-Copy of Telegram and Gazette article "Loggers ordered to repair damaged land in Northbridge"
-Copy of Telegram and Gazette article "Selectmen blast Northbridge tree-cutting Project."
-Copy of Telegram and Gazette article "Northbridge tree-cutting operation under review/"

R. School Committee Resolution regarding Question II
-Copy of resolution Against Lifting the Cap on Commonwealth Charter Schools

RR. Proposed naming of the Sutton Street Bridge -No documentation

VII. TOWN MANAGER'S REPORT

S. 1. Flu Shot Clinic
-Copy of flu shot clinic flyer
2. Stormwater Coalition Meeting Update - No documentation
3. International City/County Management Association Conference Update - No documentation
4. Rockdale Youth Center Open House - No documentation
5. Stretch Code Public Hearing - No documentation
6. Worcester Regional Transit Authority Ridership 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
October 17, 2016

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

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES. September 12, 2016. A motion/Mr. Athanas, seconded/Mr. Melia to approve the September 12, 2016 minutes as presented with the readings omitted. Vote yes/Unanimous.

PUBLIC HEARING: None

APPOINTMENTS: None

CITIZENS' COMMENTS/INPUT. Mike Lebrasseur, Chairman-School Committee / Re: School Department Budget Forums. Mr. Lebrasseur was present to inform the Board and the community of the upcoming School Department Budget Forums. Community input forms have been established to obtain information from parents and citizens of the town on the school criteria to find out what is working well and what areas need improvement. Mr. Lebrasseur explained that this will help the school to prioritize its budget for the next school year. There are 3 forums scheduled: October 18, 2016 @ 10:45 AM at the Northbridge Senior Center, October 27, 2016 @ 6:30 PM at Balmer School and November 3, 2016 @ 6:30 PM at the High School. All interested persons are highly encouraged to attend.

Fall Annual Town Meeting [October 25, 2016] / Vote position on warrant articles/Present: Plato Adams, Finance Committee Chairman. Article 1 (Selectmen). Bill(s) of prior year: Town Manager Kozak explained this article is a usual article and there are no prior year bills at this time so the article can be passed over. A motion/Mr. Nolan, seconded/Mr. Athanas to pass over Article 1. Vote yes/Unanimous. The Finance Committee voted unanimously to pass over Article 1. **Article 2 (Selectmen).** FY '17 Budget Adjustments: Town Manager Kozak explained that this article is another annual article that is always on the warrant to raise and appropriate funds for the operating budget for the current fiscal year. Town Manager Kozak explained that in the handout there were a number of recommendations that were voted on by the Finance Committee, however, he noted that after the recommendation was made there was a request for additional assistance for the Trustees of Soldiers' Memorials. They have had some concerns that they will need additional funds and in working with the Town Accountant they were able to locate $25,000 in additional funds. The Finance Committee was not able to vote on that request but will do so at an upcoming meeting. Town Manager Kozak explained that it was the Board's decision to either vote on the entire amount, or vote on the original amount and wait for the additional amount after it has been voted on by the Finance Committee. A motion/Mr. Athanas, seconded/Mr. Melia to support article 2 including the additional $25,000 dollars. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 2. **Article 3 (Selectmen).** Transfer to Stabilization Fund: Town Manager Kozak explained the purpose of this article is to raise and appropriate $125,000 to be placed in the Stabilization Fund. A motion/Mr. Melia, seconded/Mr. Nolan to support article 3. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 3 in the amount of $125,000. **Article 4 (Selectmen).** Approve the conveyance of land located at 2219 Prov. Rd. from the Whitin Community Center to the Town: Town Manager Kozak explained the former Rockdale Youth Center on Providence Road, run by the Whitin Community Center, has been torn down and is now a vacant lot. This article is for the Town to take ownership of the now vacant lot. A motion/Mr. Melia, seconded/Mr. Athanas to support article 4. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 4. **Article 5 (Selectmen).** Purchase of a Dump Truck for DPW: This article is to finance the purchase a one

ton dump truck for the Public Works Department. A motion/Mr. Nolan, seconded/Mr. Melia to support article 5. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 5 in an amount not to exceed $65,000. **Article 6 (Selectmen).** Adoption of the Stretch Energy Code: The purpose of this article is to adopt the "Stretch Energy Code" as part of the Town bylaws and would be effective January 1, 2017. Selectman Athanas asked if the new DPW Facility would be Stretch compatible. Town Manager Kozak replied he wasn't 100% sure and would need to talk to the architect about it. A motion/Mr. Melia, seconded/Mr. Athanas to support Article 6. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 6. **Article 7 (Selectmen).** $550,000 for Fire Department Pumper Truck/Subject to capital exclusion: A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 7. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 7 in an amount not to exceed $550,000. **Article 8 (Trustees of Soldiers Mem.).** $100,000 for restoration and repair of the Rockdale WWI Memorial/Subject to capital exclusion: Selectman Melia advised the vote would need 2/3 passage at the Town Meeting but the Ballot would be a simple majority. Town Manager Kozak corrected him and stated it only required a simple majority in both cases since it is not a bond. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 8. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 8 in an amount not to exceed $100,000. **Article 9 (Planning Board).** Funding to hire a consultant to assist the Planning Board with the Master Plan: A motion/Mr. Nolan, seconded/Mr. Melia to support article 9. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 9 in an amount not to exceed $35,000. **Article 10 (Planning Board).** Amend Table of Use Regulations to allow miscellaneous business offices and services by-right within Heritage Zoning District and to allow office for administrative, executive professional, sales and other similar uses by-right within the Heritage Zoning District: Chairman Marzec asked if the house located on the corner was a single story. Mr. Bechtholdt replied he was not familiar with the structure, but the zoning there is a specific provision where if additions were sought there would be additional oversight by the town. A motion/Mr. Athanas, seconded/Mr. Nolan to support article 10. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 10. **Article 11 (Planning Board).** Street Acceptance – Remaining portion of Shining Rock Drive: Selectman Ampagoomian asked if the concerns raised from the resident at the previous meeting were completed. Mr. Bechtholdt answered that the lights that have been installed are offered by National Grid and are little bit smaller. The lights if damaged or in need of replacing would be paid for and replaced by National Grid. The bolts will be addressed and the catch basins were marked, which tells him that they were in fact cleaned. A motion/Mr. Nolan, seconded/Mr. Athanas to support Article 11. Vote yes/Unanimous. The Finance Committee voted unanimously to support Article 11.

~~***Daniel O'Neill /Vote to accept monetary donations for the Fire Department, Police Department, and Veteran's Services.***~~ **-Withdrawn per Mr. O'Neill.**

Koopman Lumber Co., Inc. / Vote to accept monetary donation for the Police Department to be used towards the School Resource Officer for the next Summer Youth Police Academy. A motion/Mr. Melia, seconded/Mr. Athanas to accept a monetary donation in the amount of $200 from Koopman Lumber Co. for the Police Department to be used towards the School Resource Officer for the next Summer Youth Police Academy. Vote yes/Unanimous.

State Election Warrant [Tuesday, November 8, 2016] / Vote to sign. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to sign the State Election Warrant. Vote yes/Unanimous.

Downtown businesses/Request to hang a banner across Church Street from Sunday, November 20, 2016 to Sunday, November 27, 2016 to promote "Small Business Saturday" in Whitinsville. A motion/Mr. Melia, seconded/Mr. Athanas to approve the above request to hang a banner across Church Street from Sunday, November 20, 2016 to Sunday, November 27, 2016 to promote "Small Business Saturday." Vote yes/Unanimous.

School Committee Resolution regarding Question 2/Present: Michael Lebrasseur, School Committee Chairman & Dr. Catherine Stickney, School Superintendent. Mr. Lebrasseur stated that in June, the Massachusetts Municipal Association voted to oppose question 2. The concern was how the Charter Schools would be funded and the impact on local school districts as well as municipalities. Mr. Lebrasseur stressed the fact that the legislature put together a commission last year to investigate the foundation budget on how adequate levels of funding are determined by the state. The commission determined that public education is currently underfunded by at least one billion dollars. To add additional schools to an already struggling school budget will be a challenge. The Senate attempted to put a bill in place that would have begun to address some of the concerns in the Foundation Budget Review Commission Report and would have allowed for some lifting of the cap, but the bill was denied by the house. Mr. Lebrasseur opened the discussion to the Board for questions. Selectman Athanas asked if the Town will receive a reimbursement from the State when a student leaves the public school system. Mr. Lebrasseur replied there is reimbursement and it is based on the increase of charter tuition from the previous year. Mr. Lebrasseur explained that if the charter school's tuition did not have any increase then there is no reimbursement to the public school. He also noted that for every student schools earn $6,500 per student but when a student moves to a charter school the loss is almost $12,000. Selectman Athanas asked if there is a limit to the number of students who could attend charter schools. Mr. Lebrasseur replied that the cap is not to the number of schools that are open but also the amount of money that a school district can pay in tuition which is capped to 9% or 18%. That number would depend on the ranking in the school districts. Mr. Lebrasseur explained that a Yes vote on question 2 would eliminate the financial cap, the school cap, and the enrollment cap. Mr. Lebrasseur clarified that he does not have an opposition to charter schools and his no vote to question 2 is only against the language of the question, which he explained is his belief is of a lack of a sustainable funding plan for the additional schools. Selectman Melia asked why Mr. Lebrasseur would be for charter schools. Mr. Lebrasseur replied he is not opposed to charter schools and read an article today reminding the public that the point of charter schools was to address an underserved community within the Commonwealth, and to serve as labs to test and try new programs, which return to the district schools. A motion/Mr. Ampagoomian, seconded/Mr. Melia to move item H. School Committee Resolution regarding Question 2 from discussions to decisions. Vote yes/Unanimous. A motion/Mr. Ampagoomian, seconded/Mr. Melia to adopt and sign the resolution as presented regarding question 2. Vote yes/Unanimous.

Early voting / Present: Doreen Cedrone, Town Clerk. Ms. Cedrone announced that early voting would be taking place for the first time in Massachusetts. She stated that early voting will begin Monday, October 24, 2016 and conclude on Friday, November 4, 2016, and may be done in person or by mail. Ms. Cedrone explained that early voting is slightly different than absentee voting. She said that an absentee ballot was for voters who would not be in town on Election Day, those who have a physical disability that prevents them from getting to the polls, or a religious belief that they could not go to the polls whereas early voting does not require any reason but must be done between the designated dates and times as stated above. If voting by mail, the ballot can requested by application or any written form of communication to the Town Clerk's office. There are also links on the town's website, which will redirect users to the application on the State's website. Early voting ballots cannot be mailed out until October 24, 2016. The second option is to vote in person at the Town Hall in the Town Clerk's office during business hours from October 24, 2016 until November 4, 2016. She also mentioned early voting will take place on Saturday, October 29, 2016 from 8:30 AM to 4:30 PM at the Town Hall upstairs in the Great Hall. Ballots will be placed in an envelope by the voter and stored in a safe and brought to the precincts on Election Day for processing through the tabulators. The town will be receiving $1,200 in grant money for partaking in early voting. Selectman Athanas asked how close the grant money comes to covering the cost for the additional weekend shift. Ms. Cedrone answered that is an immense help and does in fact cover the costs. Selectman Melia asked if there were any plans for parking for those looking to participate in the early voting. Ms. Cedrone explained that she did not have a plan for parking during the week, as she was hoping voters would come on Saturday when employees and residents doing normal business would not

be present. Selectman Melia suggested possibly having Town Hall employees park at the DPW if it appears to be an issue. Selectman Nolan asked if the early voting was in place of an absentee ballot. Ms. Cedrone answered that at this time it is in conjunction with absentee ballots. Selectman Ampagoomian asked if the state gave suggestions or training. Ms. Cedrone explained that the State has provided the town with early voting signage, they have had speakers, and they keep in contact by sending emails and press releases.

Building, Planning & Construction Committee [BPCC]/ DPW Facility Update/Present: Michael Beaudoin, Chairman. Town Manager Kozak advised that Mr. Beaudoin was not able to make the meeting tonight and said that he and Jamie Luchini, Highway Superintendent, would provide an update on Mr. Beaudoin's behalf. To date, the contract has been finalized with the architect for the design of the new facility as well as for upgrades to the current facility. The BPCC is currently in search of a company to remove the asbestos in the facility that will be demolished and it needs to be removed prior to demolition. Town Manager Kozak mentioned that everything seems to be on schedule to go out to bid later this fall and commencing work in the spring. Mr. Luchini advised that the Owners Project Manager and architects are now under contract. He also noted that the BPPC is now meeting bi-weekly due to the contract that needs to be handled in a timely manner.

TOWN MANAGER'S REPORT. 1) Evergreen Center Public Safety Workshop - Attended the public safety workshop provided by the Evergreen Center to discuss their community housing program for communities within the Blackstone Valley. The workshop allowed communities to meet with public safety personnel to enhance the working relationship between towns and the Evergreen Center. **2) Senior Center Open House -** The Senior Center will be hosting an open house on Saturday, October 22, 2016 from 10 AM to 2 PM. The dedication of the Billiard Room in honor of the late John Driscoll will be taking place at 1:30 PM. **3) Department of Public Works Leaf Pickup Program -** The Northbridge DPW will begin collecting bagged leaves from Town residents commencing on October 24, 2016 until Thanksgiving, weather permitting. For more information on this program please visit the Town's homepage at www.northbridgemass.org. **4) Records Retention Project-** King Information Systems has finalized the coordination of sorting records in the Town Hall and Town Hall Annex. We are currently awaiting permission from the State to allow us to destroy old records that are no longer needed. **5) Announcement:** The Fall Annual Town Meeting will be held Tuesday, October 25, 2016 at 7 PM located in the Middle School Auditorium on Linwood Avenue.

SELECTMEN'S CONCERNS. Selectman Ampagoomian/1) asked the Department of Public Works to take a look into installing streetlights at the crosswalk in front of the Library. **2)** asked for an update on the progress of the Great Hall project. Town Manager Kozak replied there is a meeting set up with the lead removal consultant to find out what needs to be done for the asbestos and lead paint removal, which will be put into bid proposal. **Selectman Marzec** encouraged citizens to lock their car doors and house doors as this time of year with the Holiday's around the corner theft crimes are heightened.

Chairman Marzec reminded the public that the State Election would be held on Tuesday, November 8, 2016 from 7 AM to 8 PM at the Northbridge High School Field House.

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

Meeting Adjourned: 8:05 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

October 17, 2016

I. APPROVAL OF MINUTES

A. September 12, 2016.
-Copy of September 12, 2016 minutes

II. PUBLIC HEARING/None

III. APPOINTMENTS/None

IV. CITIZENS' COMMENTS/INPUT

B. Mike Lebrasseur / Re: School Department Budget Forums
-Copy of Community Input Forum flyer

V. DECISIONS

C. Fall Annual Town Meeting [October 25, 2016] / Vote position on warrant articles/Present: Plato Adams, Finance Committee Chairman
-Copy of Fall Annual Town Meeting Warrant
-Copy of position tally sheet

~~***D. Daniel O'Neill /Vote to accept monetary donations for the Fire Department, Police Department, and Veteran's Services***~~ **Withdrawn per Mr. O'Neill**

E. Koopman Lumber Co., Inc. / Vote to accept monetary donation for the Police Department to be used towards the School Resource Officer for the next Summer Youth Police Academy
-Copy of letter of support regarding the monetary donation to the Police Department
-Copy of email from Police Chief regarding the use of the Monetary Donation

F. State Election Warrant [Tuesday, November 8, 2016] / Vote to sign
-Copy of State Election Warrant

G. Downtown businesses/Request to hang a banner across Church Street from Sunday, November 20, 2016 to Sunday, November 27, 2016 to promote "Small Business Saturday" in Whitinsville
-Copy of email request to hang a banner across Church Street from Sunday November 20, 2016 to Sunday, November 27, 2016 to promote "Small Business Saturday"

VI. DISCUSSIONS

H. School Committee Resolution regarding Question II/Present: Michael Lebrasseur, School Committee Chairman & Dr. Catherine Stickney, School Superintendent
-Copy of Resolution against lifting the cap on Commonwealth Charter Schools

I. Early voting / Present: Doreen Cedrone
-Copy of early voting flyer
-Copy of letter from the Commonwealth of Massachusetts regarding the receipt of the application and agreement for early voting

J. BPCC DPW Facility Update/Present: Michael Beaudoin -No documentation

VII. TOWN MANAGER'S REPORT

K. 1. Evergreen Center Public Safety Workshop -No documentation

2. Senior Center Open House

-Copy of letter invitation to the Senior Center Open House

3. DPW Leaf Pickup Program

-Copy of news release regarding the Bagged Leaf Collection Program

-Copy of Bagged Leaf Collection Program schedule

-Copy of Bagged Leaf Collection Program map

4. Town Department Record Retention Project -No documentation

5. Announcement: Annual Town Meeting Tuesday, October 25, 2016 -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
November 7, 2016

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

The Pledge of Allegiance was recited by those present

APPROVAL OF MINUTES
1) October 3, 2016. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the October 3, 2016 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Marzec, and Melia. Abstain: Mr. Nolan. **2) October 17, 2016.** A motion/Mr. Nolan, seconded/ Mr. Ampagoomian to approve the October 17, 2016 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Marzec, Melia, and Nolan. **3) October 25, 2016 (FATM).** A motion/Mr. Ampagoomian seconded/Mr. Melia to approve the October 25, 2016 (FATM) as presented with the readings omitted.

PUBLIC HEARING/None

RESIGNATIONS:
Leon Duquette, Council on Aging. Senior Center Director Kelly Bol stated that Mr. Duquette decided to resign from his position after serving over 10 years as Secretary on the Council of Aging. Ms. Bol stated that his service and dedication to the Board will be greatly missed. A motion/Mr. Melia, seconded/Mr. Ampagoomian to accept the resignation of Leon Duquette. Vote yes/Messrs. Ampagoomian, Marzec, Melia and Nolan. **Sidney Koopman, Associate Member, Council on Aging.** Ms. Bol noted Mr. Koopman was a Council member since 1997. In 2010, he stepped down as a full board member but remained an Associate Board member since. Mr. Koopman's 19 years of service is greatly appreciated. A motion/Mr. Melia, seconded/Mr. Ampagoomian to accept the resignation of Sidney Koopman. Vote yes/Messrs. Ampagoomian, Marzec, Melia, and Nolan.

NOTICE OF VACANCY - Council on Aging: Ms. Bol shared the sad news that Ms. Phyllis DiPalma, Vice Chairman of the Council on Aging, passed away on October 16, 2016. She then read aloud a tribute to Ms. DiPalma expressing her gratitude for Ms. DiPalma's dedication to the Town of Northbridge. The Board then acknowledged Ms. DiPalma's passing.

CITIZENS' COMMENTS/INPUT - Local Business Spotlight: David Gunness, President, Fulcrum Acoustics, 670 Linwood Avenue (Linwood Mill). Mr. Gunness started his presentation by providing some background information about his company, Fulcrum Acoustics, which was founded in 2008. It is a professional loudspeaker manufacturer known for its unique approach to loudspeaker design. Fulcrum Acoustic overcomes common loudspeaker performance limitations by treating advanced DSP algorithms as integral to their designs. The result is loudspeakers that provide stunning output and unmatched clarity even at high SPLs, in the smallest enclosures possible. All aspects of Fulcrum products are designed with the customer in mind: enclosure shapes to complement various architectural styles, thoughtfully designed mounting hardware for ease of installation, and factory-verified processor settings for nearly every professional digital signal processing (DSP) platform. Fulcrum has garnered attention in the crowded professional audio market by manufacturing high quality, high performing products in the U.S. and offering customers the most responsive technical support in the industry. Continuing, Mr. Gunness explained that the shop began in 2008, with two employees and a CEO, who was located in Rochester, NY. In 2009, the manufacturing part began and since then the growth of the company has been steady. In the beginning of 2016, expansion began and the manufacturing company could not keep up with the demand, which led to Fulcrum creating their own wood shop. Mr. Gunness stated that over the last 2 years, Fulcrum has grown

about 50% each year. More information can be found at www.fulcrum-acoustic.com. Selectman Ampagoomian asked about his experience in obtaining permits from the Town. Mr. Gunness replied that it took a long time and set the process back about 6 weeks while waiting for the permits to be approved. Mr. Gunness stated that it was also a confusing process since the Building Inspector insisted there be a general contractor involved. He said that the Building Inspector initially stated that he would let the company act as the General Contractor but when it was time to sign off he retracted his statement stating he was not comfortable with doing that. Mr. Gunness reiterated they were confused by this as they assumed there would be clear rules regarding the permit requirements.

John Killeen: Riverdale Street issues [water trucks]. Mr. Killeen, 54 Delmar Drive, explained that he was representing his mother in-law, Shirley Small, who lives at 58 Riverdale Street. Mr. Killeen is seeking a possible restriction to the existing permit related to Riverdale Water Company, LLC. Mr. Killeen stated the water trucks that enter and leave the site on Riverdale Street are running on just about a 24-7 basis including weekends and holidays, not to mention the damage to the foundations of people's nearby homes. Mr. Killeen asked the Board to put restrictions in place as far as limiting the hours the water trucks can operate at the site removing water to during normal business hours. He explained the reason for the request was due to the continuous disturbances to the residents on Riverdale Street in the middle of the night. He noted there have been several complaints made to the town.

2017 Selectmen's Meeting Schedule/Vote to approve. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the 2017 Selectmen's Meeting Schedule. Vote yes/Messrs. Ampagoomian, Marzec, Melia, and Nolan.

2017 Holiday Schedule/Vote to approve. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the 2017 Holiday Schedule. Vote yes/Messrs. Ampagoomian, Marzec, Melia, and Nolan.

Daniel O'Neill /Vote to accept monetary donations for the Fire Department, Police Department, and Veteran's Services. A motion/Mr. Nolan seconded, Mr. Ampagoomian to accept a monetary donation in the amount of $150 as follows: $50 for the Fire Department, $50 for the Police Department, and $50 for Veteran's Services. Vote yes/Messrs. Ampagoomian, Marzec, Melia, and Nolan.

Fuel Efficient Vehicle Policy / Vote to adopt. Town Manager Kozak explained that one of the requirements for being designated as a Green Community, is for the Town to adopt a Fuel Efficient Vehicle Policy along with an Energy Reduction Plan. He state the Fuel Efficient Vehicle Policy was reviewed with the Public Safety departments as well as the DPW. Currently, the Town is fairly close to complying with all of the requirements of the policy. Mr. Kozak pointed out that any new vehicles purchased in the future that are not Public Safety vehicles will also have certain requirements. He also mentioned that part of the Fuel Efficient Vehicle Policy is an anti-idling policy. This policy applies to non-Public Safety vehicles and prohibits such vehicles from idling. Selectman Ampagoomian asked if the policy included any required maintenance plan to be completed. Highway Superintendent Jamie Luchini explained that the thresholds were for the fuel economy of the vehicles. Selectman Melia mentioned that Mr. Kozak stated the Ford Explorers are incorporated under the policy. Mr. Kozak confirmed that Ford Explorers from 2011 to 2016 are allowed and pass the threshold. There being no further discussion, a motion/Mr. Melia, seconded/Mr. Nolan to adopt the Fuel Efficient Vehicle Policy. Vote yes/Messrs. Ampagoomian, Marzec, Melia, and Nolan**.**

Energy Reduction Plan / Vote to adopt. Mr. Kozak explained that to be a Green Community, we are asked to reduce our energy use over 5 years by 20%. There being no further discussion, a motion/Mr. Melia, seconded/Mr. Nolan to adopt the Energy Reduction Plan. Vote yes/Messrs. Ampagoomian, Marzec, Melia, and Nolan**.**

Building Planning & Construction Committee [BPCC] / DPW Facility Update / Present: Michael Beaudoin, Chairman, BPCC. Chairman Beaudoin explained that the BPCC is currently in the design phase of the DPW Facility project, which is tediously slow. Mr. Beaudoin stated that the packet of information given to all Select Board members includes all the bells and whistles that could possibly be included in the design. He explained that once the scope is validated, they will be placing an estimate and there is a reduction within it, as needed, to work according to budget. He also noted that there is a threshold of $60,000 for renovations so the cost cannot exceed that amount without doing an entire new code required update. Mr. Beaudoin explained that amount of money would do very little in the existing building. Small scale work will be completed to the exterior of the building. Design costs have been reduced by 30%-40% for the new building since there will not be any existing validations required. Mr. Beaudoin explained that by the end of this month the design documents should be complete. He also announced that next Thursday there will be a meeting with the designers to make any changes or corrections. Drawings should be 100% complete by February and ready for bidding cycles, which should begin in February. Mr. Beaudoin stated that the goal is to be up and running for spring. Selectman Melia asked when the bids would be opened. Mr. Beaudoin explained that bids would begin in February and be opened sometime in March of 2017. Selectman Ampagoomian asked if the bay for the floor lift would accommodate the Fire Apparatus. Highway Superintendent Mr. Luchini replied that the lift was a 36,000 lb. lift, which is basically for 6 wheelers. Mr. Luchini explained that the length of the fire trucks would not fit. Selectman Melia mentioned in the past there was discussion regarding the maintenance of other town vehicles being performed by the DPW staff. Selectman Nolan asked about the height of the bay doors and if fire apparatus would be able to get in if needed. Mr. Luchini replied yes.

TOWN MANAGER'S REPORT/1) Public Forum - Local Historic District (Whitinsville) Tuesday, November 15, 2016 (6 PM –Town Hall). - Attendees will participate in a roundtable discussion to gauge public support, review potential boundaries of a historic district, and identify next steps. **2) Highway Safety Grant -** The Executive Office of Public Safety and Security (EOPSS) has awarded the Town a $7,500 Traffic Enforcement grant specifically for the Police Department. The Traffic Enforcement grant includes the use of organizations such as "click it or ticket" and "drive sober or get pulled over." This grant program is intended to increase road safety and decrease motor vehicle fatalities. **3) State Election Update -** Early voting is now complete. It was a success thanks to the Town Clerk's Office and assistance from Election Workers. Early Voting commenced on Monday, October 24, 2016 and concluded with extended hours on Friday, November 4, 2016. Mr. Kozak reminded everyone that there is a 5th question on the ballot for a capital exclusion for the fire truck and the Rockdale World War I monument. Voting will take place on Tuesday, November 8, 2016 from 7 AM - 8 PM at the High School Field House. **4) Economic Development Conference -** The Economic Development Conference was held at the DCU Center in Worcester, which included various workshops for communities to learn more about what the State is providing. The Town Manager will be working with Mr. Bechtholdt through the process for the Community Compact Program. **5) Needle Disposal Update -** A meeting was held with the Police, Fire, and Board of Health departments regarding the needle disposal program. The Town is going forward with the purchase of the necessary dispensers to become a drop-off location for sharps. The program will be activated within the next 6-8 weeks. Jeanne Gniadek, Board of Health Administrator, will be providing a brochure, which will be available for the public.

SELECTMEN'S CONCERNS Selectman Melia/1) Sent his condolences to the family of retired Uxbridge Police Sergeant Paul Mulrenin who passed away last week. Paul was a long-time Northbridge resident and a great Police Officer and he will be greatly missed. **2)** Commended the Conservation Commission on keeping the Board of Selectmen updated on the tree-clearing issue. **Selectmen Ampagoomian/1)** Reported that yard sale signs are being posted on private property. He stated there have been signs with red duct tape posted all over Town and one sign in particular was posted over a speed limit sign. Mr. Ampagoomian stated that he turned that sign in to the Police Department, who is going to conduct an investigation. He also reminded those resident who hold yard sales to ask permission before posting

signs on private property and to remove the sign in its entirety once the yard sale is over. **2)** Asked if the Board could submit a request to transfer the payment of a streetlight from a resident to the Town. Town Manager Kozak stated he would forward the information to the Safety Committee. **3)** Stated that the utility boxes in Linwood will be repaired and fixed on Wednesday. **4)** Asked what the Town can do to streamline the permitting process for new and existing businesses to incorporate all the Departments. Town Manager Kozak stated that the streamlining process has been attempted but there have been some issues. Town Manager Kozak explained the process is still in the works. **Chairman Marzec/1)** Sent his condolences to William Mello and his family on the passing of Phyllis DiPalma. **2)** Asked to follow up on the vacant building on Route 122. **3)** Explained that additional information should be shared with residents on the Community Electricity Aggregation program.

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

Meeting Adjourned: 7:51 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

November 7, 2016

I. APPROVAL OF MINUTES

A. 1) October 3, 2016
-Copy of October 3, 2016 minutes
2) October 17, 2016
-Copy of October 17, 2016 minutes
3) October 25, 2016 (FATM)
-Copy of October 25, 2016 (FATM) minutes

II. PUBLIC HEARING

III. APPOINTMENTS/Resignations:

B. 1) Leon Duquette, Council on Aging
-Copy of a letter of regret from Leon Duquette resigning from the Council on Aging
2) Sidney Koopman, Associate Member, Council on Aging/No documentation
3) Phyllis DiPalma (Vacancy) Present: Kelly Bol, Senior Center Director/No documentation

IV. CITIZENS' COMMENTS/INPUT: Local Business Spotlight: David Gunness, President, Fulcrum Acoustics, 670 Linwood Avenue, Whitinsville [Linwood Mill] / No documentation

C. John Killeen: Riverdale Street issues [water trucks]/No documentation

V. DECISIONS

D. 2017 Selectmen's Meeting Schedule/Vote to approve
-Copy of 2017 Selectmen's meeting schedule

E. 2017 Holiday Schedule/Vote to approve
-Copy of Holiday and special dates schedule

F. Daniel O'Neill /Vote to accept monetary donations for the Fire Department, Police Department, and Veteran's Services
-Copy of letter regarding donations

G. Fuel Efficient Vehicle Policy / Vote to adopt
-Copy of Fuel Efficient Vehicle Policy
-Copy of Anti-idling policy

GG. Energy Reduction Plan / Vote to adopt
-Copy of Energy Reduction Plan

VI. DISCUSSIONS

H. Building Planning & Construction Committee / DPW Facility Update / Present: Michael Beaudoin, Chairman
-Copy of DPW Project Schedule

VII. TOWN MANAGER'S REPORT

I. 1) Public Forum -Local Historic District (Whitinsville) Tuesday, November 15, 2016 (6 PM –Town Hall)

-Copy of Public Forum notice

2) Highway Safety Grant

-Copy of Newspaper article regarding Highway Safety Grants

3) State Election Update/No documentation

4) Economic Development Conference/No documentation

5) Needle Disposal Update

-Copy of Safe Disposal of Sharps & Prescription Medication pamphlet

VIII. SELECTMEN'S CONCERNS/No documentation

IX. ITEMS FOR FUTURE AGENDA / None

X. CORRESPONDENCE /None

XI. EXECUTIVE SESSION / None

BOARD OF SELECTMEN'S MEETING
November 21, 2016

JOINT MEETING WITH THE NORTHBRIDGE HOUSING AUTHORITY

A joint meeting of the Board of Selectmen and the Northbridge Housing Authority was called to order by Chairman James Marzec at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Present: Messrs. Ampagoomian, Athanas, Melia, Marzec and Nolan. **Also Present**: Theodore D. Kozak, and Housing Authority Members: Shelly Buma, John O'Brien, and John Shannahan.

The Pledge of Allegiance was recited by those present

APPROVAL OF MINUTES/None

PUBLIC HEARING: 7:05 PM / FY'17 Tax Rate Classification Hearing / Present: Robert Fitzgerald, Principal Assessor. Chairman Marzec read aloud the public hearing notice regarding the FY'17 Tax Rate Classification hearing. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to open the public hearing. Roll Call Vote: Mr. Ampagoomian/Yes, Mr. Athanas/Yes, Mr. Melia/Yes, Mr. Nolan/Yes, and Mr. Marzec/Yes. Mr. Fitzgerald advised that the classification hearing allows the Selectmen to decide whether or not to shift the tax burden between classes of properties. Mr. Fitzgerald explained that shifting the tax rate would not increase revenues for the community it would simply shift the burden of taxes to another class. 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 ($284,000) 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, 2016, 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. The Board of Assessors did not believe it was fitting to split the tax rate due to the high amount of residential property in Northbridge and thus they did not vote in favor of a split tax rate. Selectman Melia questioned if over the last few years has there been an increase in building permits for single family homes. Mr. Fitzgerald replied yes, there has been an increase and values began to rise in 2014. A motion/Mr. Melia, seconded/Mr. Ampagoomian to close the public hearing. Vote yes/Unanimous. There being no action taken Chairman Marzec stated that the tax rate would remain a single rate.

APPOINTMENTS/By the Board of Selectmen: B. 1) Safety Committee: Catherine Stickney, School Supt. [School Committee Designee]/Vote to appoint. A motion/Mr. Melia, seconded/Mr. Ampagoomian to appoint Catherine Stickney as the School Committee Designee on the Safety Committee. Vote yes/Unanimous. **2) Safety Committee: Melissa Walker, School Business Manager [Alternate School Committee Designee]/Vote to Appoint**. A motion/Mr. Melia, seconded/Mr. Ampagoomian to appoint Melissa Walker as the Alternate School Committee Designee on the Safety Committee. Vote yes/Unanimous. **C. Joint Appointment by the Board of Selectmen and Northbridge Housing Authority: [1 vacancy]. Candidate 1. Kathleen Charbonneau / Candidate 2. Christina Simonian.** John

Shannahan, Chairman of the Northbridge Housing Authority was present and opened the Housing Authority Meeting. Christina Simonian was present and introduced herself. Ms. Simonian stated she believes it would be wonderful to be a part of the Housing Authority Board. Ms. Simonian stated that she has been living at the Housing Authority for five years and has a lot to bring to the table. Selectman Melia asked if candidate 2 was going to be present tonight and explained he felt it best to wait to make a decision until the Board of Selectmen were able to hear from her as well. Ms. Buma stated that Candidate 1 was not able to attend due to a medical incident. The Board of Selectmen deferred this item to a future meeting when Candidate 1 is available to attend along with the Housing Authority Board members. No action was taken.

RESIGNATIONS: Roland Hachey, Conservation Commission. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to accept Mr. Hachey's resignation and send a letter of appreciation for his service. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT/None

Operation Graduation/Request permission to hold a Boot Drive at Memorial Square on Saturday, April 8, 2017 from 9 AM to 1 PM to benefit the Class of 2017. Present: Valerie Nowlan. Ms. Nowlan stated the first boot drive for Operation Graduation to benefit the Class of 2017 was very successful so the committee decided to request a 2nd Boot Drive for the same purpose. A motion/Mr. Melia, seconded/Mr. Athanas to grant permission to Operation Graduation to hold a Boot Drive at Memorial Square on Saturday, April 8, 2017 from 9 AM to 1 PM to benefit the Class of 2017. Chairman Marzec asked how much money was made from the first boot drive and Ms. Nowlan answered they made over $1,800. Vote yes/Unanimous.

Winter Parking Ban [December 1, 2016 to April 1, 2017] / Vote to approve. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the winter parking ban from December 1, 2016 to April 1, 2017. Vote yes/Unanimous.

Riverdale Street issues [truck traffic]. Chairman Marzec explained that the constituents who appeared at a previous meeting spoke under Citizen's Comments regarding truck traffic on Riverdale Street, to which the Board was not able to ask questions or have a discussion on the topic. Continuing, Chairman Marzec stated he requested this item be placed on the agenda in hopes of resolving the truck traffic issue. Town Manager Kozak explained that there was a legal question of whether the road is private or public. Upon further review of the records of the Town Clerk, there is no indication that the road is a public road. Being that it is a private road and the Board of Selectmen's authority differs than were it a public road, the Selectmen could vote to regulate it but it would require all abutters to agree to the regulation. Town Manager Kozak explained that there is an earth removal permit, which limits the hours of operation. He also had a conversation with Mr. Knott of Riverdale Mills, and Mr. Knott assured Town Manager Kozak that he has made orders to his trucking company not to allow travel after 7 PM or 8 PM on weekday evenings and Sunday's too. Town Manger Kozak said that there were no Police logs of trucks passing after hours, not to say it hasn't happened but there have been no reports of it. Ms. Killeen, 55 Delmar Drive, Whitinsville, asked what his permit for selling water states as far as the hours of operation. Mr. Kozak explained that the water selling permit is through the State. He also noted that Mr. Sheehan, the Town's Building Inspector, stated to him that Mr. Knott was complying with the zoning regulations. Chairman Marzec mentioned it may be worthwhile if the constituents were to put a letter together and send it to Mr. Knott asking for the hours to be adjusted to an agreeable schedule. Mr. Killeen, 55 Delmar Drive, Whitinsville, asked that if they were to compose a letter would the Board also agree to sign the letter. Chairman Marzec stated that he would be willing to sign on behalf of the citizens. Town Manager Kozak stated that he as well would be willing to sign the letter to at least recognize the issue. Mr. Athanas asked if an opinion from the Zoning Board could be provided on the zoning and the legality of the situation. Mr. Kozak stated he will ask the Zoning Board to put something together with the requested information and he will share it with the Board of Selectmen, Mr. and Mrs. Killeen. Selectman Melia asked if the constituents felt as though Mr. Knott was

complying with the earth removal permit and if the water trucks are the only issue. Mr. Killeen stated that the earth removal has been violated as well and trucks have been down the road before 7 AM, which have been logged with the Police Department by many neighbors. Ms. Killeen stated that her mother, a resident of Riverdale Street, has had to shovel dirt away from the mailbox. Selectman Melia explained that dirt spilling over the tops of trucks is a criminal violation and should be reported to the police and stated the Police Department should be called to log the incident. Mr. Melia explained that debris spilling over the top would give reason to pull the truck over and rectify the situation. Chairman Marzec mentioned that the Board could put restrictions on or revoke the earth removal permit if necessary. Ms. Small, 58 Riverdale Street, Whitinsville, said that on Veteran's Day they were hauling sand. Ms. Small mentioned that there are currently "no passing" signs posted. She also pointed out that during the summer the water trucks go by as early as 7 AM and as late as 10 PM and they are over-filled. She further explained that the water removal is causing air in her line, which should not be happening. Selectman Melia stated he believed it would be best if a meeting could be set with Mr. Knott to attempt to rectify the issues with the neighbors rather than to look into another by-law. The Board agreed to have Mr. Kozak to set up a meeting with Mr. Knott.

TOWN MANAGER'S REPORT/1) Small Business Saturday -The Blackstone Valley Chamber of Commerce is sponsoring "Small Business Saturday" on Saturday, November 26th, from 10AM to 4PM. Downtown businesses will be participating in the Shop Small event. We hope that residents in the Valley will participate and support local businesses. **2) Silver Medal Award [Early Voting] -** The Massachusetts Election Modernization Coalition honored Northbridge with a Silver Medal Award for offering one weeknight of evening voting each week and four or more hours of weekend voting prior to the Presidential Election. He also thanked the voters for supporting Question 5 for a new Fire Department pumper truck and for the renovation/repair of the World War I Memorial in Rockdale. **3) Massachusetts School Building Authority Meeting** – The Town Manager attended the Mass. School Building Authority meeting in Boston with the Superintendent of Schools, to review the administrative process for conducting an Owner's Project Manager search for the Northbridge School Building Committee. The town was notified that it was approved to move forward with this process. **4) Hazard Mitigation Plan** – The Town Manager attended a hazard mitigation workshop hosted by the Central Massachusetts Regional Planning Commission to update the Town's 5-year mitigation plan in preparation of natural disasters such as flooding and snow storms. We will be working to update the plan with Department Heads who are involved in Public Safety. **5) Solar Project/Ribbon Cutting Ceremony** – The Town Manager attended the Sutton Solar Farm ribbon cutting ceremony, which will commence operation of the solar farm by January 1, 2017. The Town will receive funds for net metering credits to be designated for the Building Maintenance Account.

SELECTMEN'S CONCERNS: Selectman Athanas/1) Asked how the Great Hall Project was coming along. Town Manager Kozak explained that the first step was to complete lead and asbestos tests, which required some remediation before going forward. **2)** Asked how much money was in the maintenance account from the Grafton Solar Farm and what are the revenues coming in. Mr. Kozak stated there is about $75,000 to $100,000 in the maintenance account and advised the Town gets about $39,000 per year in revenue. He also mentioned when the Sutton Solar Farm goes online, we will get about $17,500 per year because the revenue will be split equally between the Towns of Sutton and Northbridge. **3)** Asked if the money in the maintenance fund has been allocated. Mr. Kozak explained the town has been doing maintenance projects with the DPW. **4)** Asked if we had a percentage on the number of residents who voted early. Mr. Kozak replied he believes it was about 20% of voters participated in early voting. **Selectman Ampagoomian/1)** Asked how the Fire Chief hiring process was moving. Town Manager Kozak explained he is currently working with the current Fire Chief on the job description, which will more than likely be posted for the first of the year. **2)** Asked if Town Manager Kozak had an update on the Fire Station. Town Manager Kozak explained that he did not have an update and noted that the BPCC was wrapped up with the DPW Facility. **Selectman Nolan** asked what the time frame is for delivery of the new Fire Truck. Town Manager Kozak replied 6-9 months. **Selectman Melia** wished everyone a safe and happy Thanksgiving.

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

Meeting Adjourned: 7:50 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

November 21, 2016

JOINT MEETING WITH THE NORTHBRIDGE HOUSING AUTHORITY

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES

II. PUBLIC HEARING:

A. 7:05 PM: FY'17 Tax Rate Classification Hearing / Present: Robert Fitzgerald, Principal Assessor
-Copy of Tax Classification hearing memo to Town Manager Kozak
-Copy of Public Hearing notice
-Copy of FY'17 Tax Rate Breakdown
-Copy of percentage shift table
-Copy of Valuation by class pie chart
-Copy of surrounding Town's 2016 tax rates

III. APPOINTMENTS/By the Board of Selectmen:

B. 1) Safety Committee: Catherine Stickney, School Supt. [School Committee Designee]/Vote to appoint - **No documentation**
2) Safety Committee: Melissa Walker, School Business Manager [Alternate School Committee Designee]/Vote to Appoint - **No documentation**
C. Joint Appointment by the Board of Selectmen and Northbridge Housing Authority: [1 vacancy]
Candidate 1. Kathleen Charbonneau
-Copy of letter of interest for the Housing Authority Board
Candidate 2. Christina Simonian
-Copy of letter of interest for the Housing Authority Board

RESIGNATIONS:
D. Roland Hachey, Conservation Commission
-Copy of letter of regret of resignation

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS

E. Operation Graduation/Request permission to hold a Boot Drive at Memorial Square on Saturday, April 8, 2017 from 9 AM to 1 PM to benefit the class of 2017. Present: Valerie Nowlan
-Copy of letter from Ms. Nowlan requesting permission to hold a Boot Drive
-Copy of Hold Harmless Agreement
-Copy of email from Police Chief Warchol's approval of the Boot Drive

F. Winter Parking Ban [December 1, 2016 to April 1, 2017] / Vote to approve
-Copy of letter from Chief Warchol with the details of the parking ban

VI. DISCUSSIONS

G. Riverdale Street issues [truck traffic]

-Copy of the Earth Removal Board agenda of Monday, November 28, 2016

VII. TOWN MANAGER'S REPORT

H. 1) Small Business Saturday

-Copy of Newspaper article explain the Small Business Saturday

2) Silver Medal Award [Early Voting]

-Copy of article explaining the Early Coting Medals

-Copy of Silver Medal Certificate for providing substantial Early Voting opportunities

3) Massachusetts School Building Authority Meeting **- No documentation**

4) Hazard Mitigation Plan **-No documentation**

5) Solar Project/Ribbon Cutting Ceremony **-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 19, 2016

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

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES: 1) November 7, 2016. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the November 7, 2016 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Marzec, and Melia. Abstain: Mr. Athanas. **2) November 21, 2016.** A motion/Mr. Melia, seconded/Mr. Athanas to approve the November 21, 2016 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia. **3) December 5, 2016 [Executive Session].** A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve but not release the December 5, 2016 Executive Session minutes. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

PUBLIC HEARING / None

APPOINTMENTS/By the Board of Selectmen. Record Access Officers: 1) Doreen Cedrone, Town Clerk [Super Records Access Officer]. Town Manager Kozak explained that this is a new requirement of the new Public Records Law, where each community must appoint a Records Access Officer(s). Town Manager Kozak explained that Northbridge has chosen to appoint one Super Records Access Officer and three additional Records Access Officers, which was discussed with the affected Departments [Town Clerk, Police and School Departments] and all were in favor. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to appoint Town Clerk Doreen Cedrone as the Super Records Access Officer. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia. **2) Walter Warchol, Police Chief [Records Access Officer].** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to appoint Chief Walter Warchol as a Records Access Officer for the Police Department. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia. **3) Timothy Labrie, Police Lieutenant [Records Access Officer].** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to appoint Lt. Timothy Labrie as a Records Access Officer for the Police Department. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia. **4) Kristen Ferrante, School Dept. [Records Access Officer].** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to appoint Kristen Ferrante as the Records Access Officer for the School Department. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

CITIZENS' COMMENTS/INPUT/None

2017 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. Ampagoomian, seconded/Mr. Melia to approve the 2017 Miscellaneous License Renewals subject to the payment of all monies due to the Town. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Marzec.

2017 Annual Liquor License Renewals/Vote to approve subject to the payment of all monies due the Town. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the 2017 Annual Liquor License Renewals subject to all monies owed to the Town. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Marzec.

Proposed Sewer rates effective January 1, 2017. Town Manager Kozak explained that this was a follow-up discussion from the previous meeting, in which Mr. Shuris and Mr. Kuras expressed the need to increase earnings from the sewer rates. Selectman Ampagoomian asked if the three recommendations could be stated again for the record. Mr. Shuris explained that the rates were made up of three tiers. The current quarterly rates are as follows: Group 1 pays $60.50; Group 2 pays $89.18; Group 3 pays $89.18 + $6.25 per 100 cubic foot over 2,000 cubic feet. The best scenario was to increase each group's rate by about 7%. With this proposed scenario, Group 1 would increase by $4.50 per quarter. Group 2 would increase by $5.82. Group 3's base rate would also increase by $5.82 + 6.88 ($6.25 x a 10% increase) per 100 cubic foot over 2,000 cubic feet. A motion/Mr. Melia, seconded/Mr. Athanas to increase the sewer rates as proposed, effective January 1, 2017. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Community Compact –Economic Development Grant/Vote to authorize the Chairman of the Board of Selectmen to sign a Contract Agreement with the State for the $25,000.00 grant awarded to Northbridge for the preparation of an Economic Development Strategic Plan; funds to be expended under the general direction of the Community Planning & Development Office. Town Manager Kozak announced that the Town is pleased to be a part of the Community Compact with the Lieutenant Governor and the Governor's Office and is ecstatic that the town is eligible for this grant, which will help with economic development in the community. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to authorize the Chairman of the Board of Selectmen to sign the Contract Agreement with State for the $25,000.00 grant awarded to Northbridge for the preparation of an Economic Development Strategic Plan. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Shining Rock Drive (remaining portion of)/Vote to accept deed as authorized by Town Meeting [Article 11 –FATM 2016]. A motion/Mr. Melia, seconded/Mr. Athanas to accept the deed for the remaining portion of Shining Rock Drive as authorized by Town Meeting vote, October 25, 2016. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Riverdale Cemetery Deed/Jean E. Morin [Lot No. 601, Willow Ave.]. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the purchase of Lot No. 601, Willow Ave. in Riverdale Cemetery. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Pine Grove Cemetery Deed/Kathleen Veroude [Lot 160, Forest Ave. West]. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the purchase of Lot No. 160, Forest Ave. West in Pine Grove Cemetery. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

Whitinsville Water Company radio meter transmitter program update/Present: Randy Swigor, General Manager. Mr. Swigor was present to update the Board regarding the radio meter transmitter program. Mr. Swigor explained that in late 2015, the Water Company began the upgrade converting to a fixed water meter reading system. The reading infrastructure, which is the equipment that reads the water meter was installed in early 2016. Once the equipment installation was completed the project then moved to the water meter installation process. All customers' water meters were replaced as well as the outside radio unit devices and was completed by September of 2016. At that point the system was ready for use to read customer's water usage. The Town side opted to only replace the outside radio devices so that it was compatible with the new reading system. The water meters will be changed out over a multi-year period. The radio meter installation began in September of 2016, and is currently over 90% complete with the process. Mr. Swigor stated that there were about 130 older water meters that were not compatible with the new reading system so those meters were targeted first for initial replacement. There are currently less than 2 dozen of these outdated meters in need of replacing. The anticipated turnover process on the Town side will be substantially complete by the year end, at which point Whitinsville Water Company will be able to read all meters using the new meter reading system. Thus far, Mr. Swigor continued, the new meters are very well received by customers. Leaks have been detected and those customers have been informed and

detailed water usage history has been supplied to customers inquiring about their usage. Mr. Swigor explained that the meters can be read directly from the office in minutes, which saves on cost and opens new options for billing. In prior discussions with both Town Manager Kozak and DPW Director Shuris, they have indicated that the next step would be to migrate toward a monthly billing cycle. Mr. Swigor noted that monthly billing would allow customers to budget more efficiently, track usage easier, and provide smaller more manageable bills. Selectman Athanas questioned the usage history and if it would advance to an online user database where customers can view their usage online. Mr. Swigor replied yes, eventually.

Other Post-Employment Benefits (OPEB) Trust Agreement. Town Manager Kozak explained that this agreement is a requirement of action taken at town meeting creating an OPEB Trust. Town Manager Kozak also explained that OPEB is the health insurance for retirees and that the Town has taken the initiative with some funds that were placed into the Trust two years ago. The meals tax that was passed earlier this year will also help fund the OPEB Trust as well. Neil Vaidya, Town Accountant, was present to discuss the Trust Agreement in depth. Mr. Vaidya stated that Article 8 was accepted on October 26, 2010, which states M.G.L. Chapter 32B to provide for the establishment of an Other Post-Employment Benefits Liability Trust. Mr. Vaidya explained that was the mechanism for beginning the entire process. About a year ago, one hundred eighty-seven thousand dollars was moved into the trust and the final process is the Trust Agreement. Mr. Vaidya stated the agreement solidifies the Trust as its own entity and provides protection in the sense that no one can take money out of the trust and it can only be used for Other Post-Employment Benefits. The Agreement sets up the trust and designates who the trustees are. The trustees are made up of 5 individuals: Town Accountant, Town Treasurer, a member of the Board of Selectmen, and two members at large. The Town Manager can sit on the Board as a representing member, or as the ex-officio. Mr. Vaidya indicated that the Trustees will be responsible for making the decisions relative to funding and will meet twice a year to review the funding policy and tasks in need of being completed. Mr. Vaidya explained that there was no requirement in the trust to fund it but as the Town Manager stated the meals tax funds will be earmarked to help fund and offset the Trust. Selectman Melia asked if the benefits include monies put away for earned sick and vacation time. Mr. Vaidya replied that it is separate and is not part of this agreement. Selectman Ampagoomian asked what the expected contributions received from the meals tax would amount to. Mr. Vaidya answered that it is estimated to be about one hundred and thirty thousand dollars. A motion/Mr. Ampagoomian, seconded/Mr. Melia to move this item from discussions to decisions. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia. A motion/Mr. Melia, seconded/Mr. Ampagoomian to sign the Other Post-Employment Benefits Trust Agreement. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia.

TOWN MANAGER'S REPORT 1) <u>American Automobile Association Safety Award</u> - Town Manager Kozak attended an award ceremony with Police Chief Warchol and Officer Dejordy, who was the recipient of the AAA Traffic Safety Award for his contributions to community safety efforts with our young people in his role as a School Resource Officer. Officer Dejordy has created numerous safety programs in our schools and community that contribute to traffic, pedestrian, school, and bicycle safety. Town Manager Kozak congratulated him on receiving the award. **2) <u>Blackstone River Valley National Historic Park Update</u> -** A meeting was held to commence preparations for the district proposal, which was outlined by Kenneth Warchol the Chairman of the Historical Commission. The presentation is available on the Town's homepage. Mr. Warchol hopes to attend a Board of Selectmen's meeting after January 1, 2017, to review the proposal with the Board. His goal is to have an article ready for the Spring Annual Town Meeting. **3) <u>Needle Dispensary</u> -** A sharps disposal kiosk is currently available to the public, located at the Board of Health Office on 14 Hill Street, Whitinsville, MA. Beginning Thursday, December 29, 2016, an additional kiosk will be available at the Senior Center. For more information visit our website at www.northbridgemass.org. **4) <u>Evergreen Center Wreath Presentation</u>** – Several clients from the Evergreen Center presented a wreath [made by them] to Town Manager Kozak. The presentation was made by Nyle and Brendon, Evergreen Center clients and their mentors, Reuben Newman and Bridget Bettencourt. The wreath will be hung outside during the Holiday Season.

SELECTMEN'S CONCERNS: Selectman Athanas/1) Asked how the DPW Facility project was moving along. Town Manager Kozak stated that there was a Building, Planning and Construction meeting last week and they are currently reviewing the recommendations of the architect. **2)** Asked how the progress was coming along on the remediation of the Great Hall. Town Manger Kozak replied that it is still underway and there were still more tests being completed. However, the beginning stages should be underway shortly. **3)** Asked if there was a cost to drop off sharps containers. Town Manager Kozak replied there was no cost. **Selectman Ampagoomian** mentioned the blinking yellow arrows on traffic signals and stated he was curious if citizens were notified of this new signal, which legally allows a left-hand turn on a yellow blinking arrow but drivers must first yield to oncoming traffic and pedestrians. **Selectman Marzec** asked if the Town was going to apply for a MassWorks grant for a fourth time to attempt to get funding from the State for the Church Street extension project. Town Manager Kozak explained after the amount of money and time spent with consultants he does not believe we can make the application look any more attractive to the State.

ITEMS FOR FUTURE AGENDA/None
CORRESPONDENCE/None
EXECUTIVE SESSION/None

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

Meeting Adjourned: 7:34 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

December 19, 2016

I. APPROVAL OF MINUTES

A. 1) November 7, 2016
-Copy of November 7, 2016 minutes

2) November 21, 2016
-Copy of November 21, 2016 minutes

3) December 5, 2016 Executive Session
-Copy of December 5, 2016 minutes

II. PUBLIC HEARING/None

II. APPOINTMENTS/By the Board of Selectmen

B. Record Access Officers: 1) Doreen Cedrone, Town Clerk [Super Records Access Officer]/No documentation
2) Walter Warchol, Police Chief [Records Access Officer]/No documentation
3) Timothy Labrie, Police Lieutenant [Records Access Officer]/No documentation
4) Kristen Ferrante, School Dept. [Records Access Officer]/No documentation

IV. CITIZENS' COMMENTS/INPUT/None

V. DECISIONS

C. 2017 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
-Copy of 2017 Miscellaneous License Renewals list

D. 2017 Annual Liquor License Renewals/Vote to approve subject to the payment of all monies due the Town
-Copy of 2017 Annual Liquor License Renewals list

E. Proposed Sewer rates for January 1, 2017
-Copy of proposed Sewer fee rates for January 1, 2017
-Copy of Sewer usage analysis table

F. Community Compact –Economic Development Grant/Vote to authorize the Chairman of the Board of Selectmen to sign Contract Agreement with State for the $25,000.00 grant awarded to Northbridge for the preparation of an Economic Development Strategic Plan; funds to be expended under the general direction of the Community Planning & Development Office
-Copy of email requesting the vote of the Board

-Copy of Grant Agreement
-Copy of draft Economic Development Strategic Plan
-Copy of standard contract form
-Copy of Contractor Authorized Signatory Listing
-Copy of proof of Authentication of Signature
-Copy of Commonwealth Terms and Conditions

G. Shining Rock Drive (remaining portion of)/Vote to accept deed as authorized by Town Meeting [Article 11 –FATM 2016]
-Copy of Deed of Public Way and Other Easements regarding Shining Rock Drive
-Copy of certification of Shining Rock Drive

H. Riverdale Cemetery Deed/Jean E. Morin [Lot No. 601, Willow Ave]
-Copy of Riverdale Cemetery Deed

I. Pine Grove Cemetery Deed/Kathleen Veroude [Lot 160, Forest Ave West]
-Copy of Pine Grove Cemetery Deed

VI. DISCUSSIONS

J. Whitinsville Water Company radio meter transmitter program update/Present: Randy Swigor, General Manager/No documentation

L. Other Post-Employment Benefits (OPEB) Trust Agreement
-Copy of Other Post-Employment Benefits Trust Agreement

VII. TOWN MANAGER'S REPORT

M.1) American Automobile Association Safety Award
-Copy of Safety Award
2) Blackstone River Valley National Historic Park Update/No documentation
3) Needle Dispensary/No documentation
4) Evergreen Wreath Presentation/No documentation
-Copy of photo of the Evergreen Wreath being presented

VIII. SELECTMEN'S CONCERNS/No documentation

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION/None