

TOWN OF NORTHBRIDGE

TRUSTEES OF SOLDIERS' MEMORIALS MEETING RECEIVED

NORTHBRIDGE TOWN HALL

18 MAY -1 AM 11:18

Tuesday, March 27, 2018 - 7:00PM

MINUTES

NORTHBRIDGE TOWN CLERK
DOREEN A. CEDRONE

MEMBERS PRESENT: Dan Beneway, Frank DeFazio, Tom Farley, Jim Gallagher, Dick Trier

GUESTS: Adam Gaudette, Town Manager.

APPROVAL OF MINUTES: The minutes of the February 20, 2018 meeting were unanimously approved (DeFazio/ Farley).

I. DISCUSSION ITEMS AND PROGRESS REPORTS

A. MEETING WITH TOWN MANAGER, ADAM GAUDETTE

- The trustees welcomed our Town Manager and shared with him some of our accomplishments over the past few years as well as our plans going forward. Mr. Gaudette congratulated us on the excellent job done on the WWI Memorial in Rockdale, the improvements made on our memorials and squares; and most importantly, our support of our veterans. He assured us of his continued support going forward, noting that we should expect at least the \$15,000 annual funding in the years to come and offered to assist us in any way he could.

B. FINANCE REPORT

- Jim Gallagher noted our current financial position, with \$1,500 still being held back from DiBara until the last repair was made. Our FY operating balance stood at \$10,985.

C. MEMORIAL PARK FLAGPOLE PROJECT

- Dan reported that Enterprise Painters and R. Gonynor & Sons both have submitted bids for this project. He noted that both companies had been recommended by the Koopman Lumber Paint rep. He shared both bids with the trustees:
 - Enterprise Painters: \$4,700
 - R. Gonynor & Sons: \$2,800
- **ACTION:** After careful consideration of both bids the motion was made and seconded (Trier/DeFazio) that we accept the bid of \$2,800 from R. Gonynor & Sons. This action was unanimously approved.
- Dan noted that both bids were made with the same criteria and that the commitment was made to have the work completed before Memorial Day. As was reported last month, Koopman Lumber has graciously offered the lift necessary for completion of the job. Dan will contact the painters to let them know our decision.

D. MEMORIAL LIGHTING IMPROVEMENTS

- Dan noted that Jamie Luchini has been researching new lighting options and is willing to meet with us on his recommendations at our next meeting, if possible. Dan will let him know of the date.

E. ANNUAL MAINTENANCE PLANS

- As we have not heard back from Jeff Buccacio about an updated bid, the trustees tabled this item for our next meeting. Frank DeFazio offered to look for other options.

F. SQUARES AND MEMORIALS INVENTORY AND GPS LOCATIONS

- Jim Gallagher and Frank DeFazio reported that they have successfully located the grave marker for Revolutionary War Veteran Nathan Streeter who died in 1845.
- Jim Gallagher proposed that we use Microsoft Access to develop a full report in one spot for each of our memorials. This would allow us to store up to date pictures and information on each memorial/square along with a GPS location and additional pictures and biographical information in one location.
- **ACTION:** The motion was made and seconded (Farley/Trier) to provide up to \$500 for the materials necessary to complete this catalogue. Unanimously Approved.

G. OTHER PROJECT UPDATES

- Jim Gallagher committed to reaching out to Scott Motyka (sp.), the town's IT person about instructions needed to use our town IT address for all future communications.
- Dick Trier agreed to contact Bob Latimore to see if he could do some cleanup work on the WWI Memorial in Whitinsville.

H. COMMUNICATIONS/CORRESPONDENCE

- The Trustees received financial report letters for our approval. Jim Gallagher was authorized to sign these documents after reviewing them with Neil Vaidya, Town Accountant.
- The trustees all signed a document noting that we had received and understood the "Open Meeting Law Guidelines".

II. OTHER DISCUSSION ITEMS

A. NEXT MEETING

- Tuesday, April 10, 2018, 7:00PM at the Town Hall
- The trustees agreed to get together at 6:00PM to do a quick inspection of the memorials around the Town Square and also look at the Dawson Memorial.
- Agenda Items:
 - Memorial Park Clean Up for Memorial Day
 - WWI Whitinsville Repairs
 - Monument Lighting with Jamie Luchini
 - Monuments Maintenance Plans
 - Memorial Park Flagpole Project

C. ADJOURNMENT: 8:21PM

Respectfully submitted,

Richard T. Trier

Richard T. Trier, Secretary

Approved: *4/10/18*