

TOWN OF NORTHBRIDGE
TRUSTEES OF SOLDIERS' MEMORIALS MEETING
NORTHBRIDGE TOWN HALL

Tuesday, November 12, 2019 - 7:00PM

MINUTES

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20 JAN -7 AM 9:14
NORTHBRIDGE TOWN CLERK
DOREEN A. CEDRONE

MEMBERS PRESENT: Dan Beneway, Frank DeFazio, Tom Farley, Jim Gallagher, Dick Trier and Selectmen Chair, Jay Athanas.

APPROVAL OF MINUTES: The minutes of the Tuesday, October 8, 2019 meeting were unanimously approved (Farley/Gallagher).

I. DISCUSSION ITEMS AND PROGRESS REPORTS

A. FINANCE REPORT

Jim Gallagher shared the current finance report planning on \$16,500 available to be spent in the FY 20 year.

B. ANNUAL MAINTENANCE COMPLETION

- Dan Beneway reported that Jeff Buccacio has completed his maintenance work and has submitted a bill in the amount of \$2,440.00. As previously discussed, \$1,500 was encumbered in FY19 for this expenditure, with the balance of \$940 being due from our current budget. It was noted that his bill was lower than his original estimate.
- **ACTION:** The motion was made and seconded (Beneway/Farley) to approve payment. This action was unanimously approved.
- Dick Trier agreed to send a note to Jeff Buccacio thanking him for his work and asking him to make recommendations for future work.

D. MEMORIAL SQUARES UPDATING

- Tom Farley shared a sheet of possible plaque designs that he had received from Whitinsville Monuments. After considerable discussion on different concepts, Dick Trier asked that we pick a couple of veterans that have squares to use as "mock ups" for design requests, one with a long bio and one without. Jim Gallagher said he would research these from his data. By Using these mock ups we would have a better idea of costs involved.

E. MEMORIAL PARK FLAGPOLE REPAIR

- Frank DeFazio said that he would be contacting Jamie Luchini at the DPW about how and when we could make the repairs.

F. SQUARES AND MEMORIALS INVENTORY & GPS

- No updates at this time. Frank asked Jim Gallagher to email him a copy of the electronic data he has on file.

G. OTHER PROJECT UPDATES

- CIVIL WAR REPAIR AND LIGHTING PROJECT
 - Frank DeFazio will talk to Jamie Luchini (DPW) about contacting Kuik Electric and Rosseel Contracting about getting estimates and timelines for new lighting and masonry repairs on the Civil War Memorial

H. COMMUNICATIONS/ CORRESPONDENCE

- Dick Trier noted that he would develop a draft Annual Report for the trustees to review at our next meeting.

II. OTHER DISCUSSION ITEMS

A. UPDATES/NEW DISCUSSION ITEMS

B. NEXT MEETING

- Tuesday, December 10, 2019, 7:00PM at the Town Hall
- Agenda Items:
 - Finance Report
 - Annual Report Draft
 - Memorial Squares Updates & Maintenance
 - Memorial Park Flagpole Issues
 - Civil War Monument Lighting
 - Civil War Mortar Repair

C. ADJOURNMENT: 7:55 pm

Respectfully submitted,

Richard T. Trier

Richard T. Trier, Secretary

Approved: *12/10/19*