

**TOWN OF NORTHBRIDGE
BOARD OF SELECTMEN'S MEETING
NORTHBRIDGE TOWN HALL
7 MAIN STREET - WHITINSVILLE, MA 01588
December 17, 2012 AT 6:30 P.M.**

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES

- A.** 1) October 15, 2012 2) November 5, 2012 3) December 4, 2012 [Special Town Meeting]

II. PUBLIC HEARINGS

III. APPOINTMENTS/RESIGNATIONS:

B. By the Town Manager:

- 1) Joseph Atchue, Alternate Building Inspector

By the Selectmen:

- 2) Devin Stevens, Fields Committee [Student Rep]

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS

- C.** 2013 Annual Liquor License Renewals/Vote to approve subject to the payment of all monies due the Town
D. 2013 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
E. Certificate of Adoption: Pre-Disaster/Hazard Mitigation Plan/Vote to sign resolution
F. Whitinsville Golf Club, Inc. [Liquor License]/Request Change of Manager from Christopher Hulme to Francis Iannetta
G. Linda Usher/Request to hold the 25th Annual Whitin Five Mile Road Race, Thursday, November 28, 2013 @ 8 A.M.

VI. DISCUSSIONS

- H.** Ad-hoc Open Space & Recreation Plan Update Committee/Present: Barbara Gaudette, Chairman of the Planning Board & R. Gary Bechtholdt II, Town Planner
I. DPW Project/Present: Selectman James Marzec

VII. TOWN MANAGER'S REPORT

- J.** 1) Sutton Street Reconstruction Project Update
2) Town Hall Renovation Update
3) Budget Reports
4) Toys for Kids and Teens Campaign
5) Regional Bus Transportation
6) Drug Paraphernalia Regulation

VIII. SELECTMEN'S CONCERNS

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION

- 1) M.G.L. Chapter 30A, S21 #3 To discuss strategy with respect to litigation

**Board of Selectmen's Meeting
October 15, 2012**

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

The Pledge of Allegiance was recited by those present.

Presentation: Bill Letsky, Virtual Towns and Schools – Overview of the Town's new website.

Mr. Letsky provided a demonstration of the Town's new website to the Board of Selectmen, residents and viewers at home who are watching the meeting. Mr. Letsky mentioned there is a search engine for folks to insert the topic they are looking for and then noted that when designing the website they made it as user friendly as possible. He also mentioned that because the website was introduced on October 1, 2012, each Department, Board and Committee will continue to add more information to their website as they deem appropriate and necessary. Mr. Letsky stated that it's still a work in progress.

Approval of Minutes. October 1, 2012 –A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the October 1, 2012 minutes as presented with the readings omitted. Vote yes/Unanimous.

October 1, 2012 [Executive Session] - A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve but not release the October 1, 2012 Executive Session minutes as presented with the readings omitted. Vote yes/Unanimous.

Appointments/By the Board of Selectmen. 1) Jessica Carpenter, Disability Commission. Present: Jonathan Smith, Chairman of the Disability Commission. Mr. Smith mentioned that his committee is in favor of appointing Jessica Carpenter to the Disability Commission. Selectman Ampagoomian thanked Ms. Carpenter for applying and asked with her background and experience in the medical field if she knows of any way to increase the funding for specialized projects. Ms. Carpenter mentioned that she does a lot of work related to state and federal funding, such as grants and other initiatives to assist with the disabled population in the community. Selectman Marzec stated that after reviewing Ms. Carpenter's resume, she would be a tremendous asset to the Disability Commission. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to appoint Jessica Carpenter to the Disability Commission. Vote yes/Unanimous.

2) Council on Aging [2 vacancies]. Present: Constance Duquette, Carole Sweeney, Marie Rebecchi, Council on Aging Representative. Ms. Duquette mentioned that she currently volunteers at the Council on Aging and has lived in Whitinsville for 39 years. She worked for the Town of Northbridge and is now looking to give back. A motion/Mr. Melia, seconded/Mr. Ampagoomian to appoint Constance Duquette to the Council on Aging. Vote yes/Unanimous. A motion/Mr. Melia, seconded/Mr. Ampagoomian to appoint Carole Sweeney to the Council on Aging. Vote yes/Unanimous.

3) Michael Proto, Open Space Committee [Playground & Recreation Representative]. A motion/Mr. Melia, seconded/Mr. Marzec to appoint Michael Proto to the Open Space Committee as the Playground & Recreation Representative. Vote yes/Unanimous.

4) Wendy Timmons, Historical Commission. Present: Kenneth Warchol, Chairman of the Historical Commission. Mr. Warchol announced that his commission voted unanimously in favor to appoint Ms. Timmons. Ms. Timmons mentioned that she grew up in Uxbridge and has lived in Northbridge for nine years. She was a chef for the Marriot Corporation, travelled for a while and would like to start giving back to the Town. A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint Wendy Timmons to the Historical Commission. Vote yes/Unanimous.

By the Town Manager. 5) Jennifer Woodward, Library Director. Present: Jack Rauth, Library Trustee. Town Manager Kozak mentioned that after have a lengthy conversation with the Library Trustees, he decided to hire a full-time Library Director. Town Manager Kozak mentioned that it's been over five years since the Town has had a full-time Library

Director, due to budget constraints. He noted that Marcia Nichols will continue to work part-time at the library but no longer wanted to be Acting Library Director. Mr. Rauth noted that the Massachusetts Board of Library Commissioners now requires a Town population of 15,000 people to have a Library Director with an MLS degree, spend 16% of their appropriation on printed material, along with their hours of operation being of 50 hours a week. Mr. Rauth mentioned that Ms. Woodward was chosen unanimously by the interview panel, which consisted of Town Manager Kozak, Sharon Susienka and Library Trustee Members. Ms. Woodward expressed her enthusiasm and appreciates the opportunity to serve the Town of Northbridge as their Library Director. A motion/Mr. Marzec, seconded/Mr. Athanas to affirm the appointment of Wendy Timmons as Library Director. Vote yes/Unanimous. **6) John Briand, Equipment Operator. Present James Shuris, DPW Director.** Mr. Shuris mentioned that after interviewing eight candidates, he found a person with a lot of experience, knowledge and great people skills. Mr. Shuris stated that Mr. Briand is a perfect match for the Equipment Operator position and will fit in very well at the Highway Department. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to affirm the appointment of John Briand, Equipment Operator for the Department of Public Works. Vote yes/Unanimous.

Citizens' Comments/Input. Doreen Cedrone, Town Clerk, announced that the deadline to register to vote for the upcoming election is Wednesday, October 17, 201, until 8 P.M. If you wish to know your status as a voter, please contact the Town Clerk's Office and they would be happy to provide you with this information. She also mentioned that absentee ballots are available in the Town Clerk's Office. The polls will be open at 7 A.M. until 8 P.M. and the senior center bus is available for those who need transportation to and from the polls. Ms. Cedrone mentioned that school will be in session and two police officers will be there to direct traffic inside and outside of the parking lot. Ms. Cedrone mentioned that there was an enhancement done for the upcoming election thanks to the Disability Commission. She announced that she purchased a temporary ramp to be placed at the entrance and exit door for any person with a disability to use. That being said, she noted that the Northbridge High School is ADA Compliant and that this particular ramp is just easier for an individual with a disability to get in and out.

Chairman Nolan announced that Selectman Marzec would like to make a motion. That being said, Selectman Marzec explained that due to the Fall Annual Town Meeting Warrant Articles being on the agenda this evening, he asked the Board of Selectmen if the items under discussion could be moved to now. A motion/Mr. Marzec, seconded/Mr. Nolan to move Item G and Item H, under Citizens' Comments. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Nolan/Yes, Mr. Ampagoomian/No and Mr. Melia/Yes.

Commercial Trailer Complaint. Present: James Sheehan, Building Inspector, Paul McKeon, Chairman of the Board of Health, Denis Latour, and Charles Berry, Owner of Dotta's Kitchen. Town Manager Kozak announced that this item was discussed under Citizens' Comments a few weeks ago and that the members of the Board of Selectmen requested that he place this topic under discussions. Mr. Kozak also mentioned that he received input from both the Building Inspector and Board of Health. Mr. Latour explained that he is not happy with a decision that was made by James Sheehan, Building Inspector, to allow a Hot Dog Trailer – Charles Berry d/b/a Dotta's Kitchen to operate on Main Street. He mentioned that for the past 20 years he has volunteered his time on Town boards and committees including, Planning Board, Bylaw Review Committee, Board of Assessors, Recycling Committee and Fence Viewer. He noted that rules and regulations are constantly changing in Massachusetts and anyone can be in violation without being aware of it. He feels the hot dog trailer is in violation of the following – zoning, bylaw, ADA, and historic issues. Mr. Latour mentioned that this town does not allow permanent commercial or residential trailers in any zone or location and stated that this is to protect property values and to maintain our tax base. Temporary trailers are allowed and permitted by the Building Inspector after reviewing the circumstances and setting conditions. He then asked the Board of Selectmen to give their opinion on this matter to Jim Sheehan, Building Inspector, as he feels after three years of the hot dog

trailer being located in the same area, for several months each year, that the hot dog trailer is temporary and that it falls within the intent of the Town of Northbridge's Bylaws. Mr. Sheehan stated that the property in question is 355 Main Street and contains a motor vehicle trailer which is used as a temporary food concession stand. He mentioned that the use does not contain any permanent or temporary structures and is located within the Industrial One Zoning District. The vehicle trailer has Board of Health approval and has been licensed by the Board of Selectmen for the past 4 years. A temporary building permit has also been issued for the commercial trailer in accordance with section 9-702 of the Town Bylaws. All required electrical and plumbing permits were obtained. Site plan approval was not required, and in conversation with the police chief no problems have been noted with the temporary operation. Mr. Berry stated that he started his business 4 years ago by purchasing a brand new trailer. He has never had any complaints and he keeps the surrounding area as clean as possible. He stated that he even picks up the trash across the street, which isn't his responsibility. Mr. Berry also mentioned that he has lived in Town for 22 years and has worked in town for over 28 years. Paul McKeon, Chairman of the Board of Health referenced a memo that was provided to the Town Manager on September 13, 2012. He mentioned that Dotta's Kitchen [Charles Berry, Owner] has been in full compliance with all state and local health regulations governing its food service operation. He explained that Dotta's Kitchen has been licensed and inspected by the Board of Health since September 5, 2008 and then stated that he wished all the restaurants had a food establishment inspection report as good as Dotta's Kitchen. Mr. Sheehan mentioned that he asked the Police Chief if there were ever any complaints with Dotta's Kitchen in the past 4 years and the Police Chief replied no. Selectman Marzec, Selectman Ampagoomian and Selectman Melia each stated that they have no problem with Dotta's Kitchen continuing to run their business on Main Street. Mr. Latour stated that Mr. Sheehan said the trailer was accessory use and gave them a building permit and then asked Mr. Sheehan what is the setback for an accessory use in this particular case. Mr. Latour is trying to make a point because he was on the Bylaw Review Committee and stated that this is a bylaw (temporary trailer) and the Zoning Board of Appeals has no authority over bylaws. He then stated that the town is going to end up with a bunch of temporary trailers and he is trying to protect the historic value of the town.

School Committee Vacancy/Present: Michael McGrath. Mr. McGrath explained that he is here this evening to bring some closure to the outstanding issue of the school committee vacancy. Currently, the school committee is a nine member board, but due to changes in the Town's Charter it will become a five member board at the next Spring Annual Town Election. He noted that there was a vacancy because they didn't have any people run for the open spots this past spring. He mentioned that the openings were posted but no one applied during the allotted timeframe. That being said, he did have some individuals express interest by email and another who completed a Talent Bank Application for the open vacancy. Due to the expired timeframe, if anyone is interested now, they will have to wait until the springtime to apply. Mr. McGrath asked the Board of Selectmen to support his board by moving forward with an eight member board until the spring election.

Raccor Foods LLC d/b/a Little Coffee Bean [Darrell Laws]/Application to transfer the Common Victualler's License from J.T. Little Coffee Bean [Jennifer Menard] to Raccor Foods LLC d/b/a Little Coffee Bean [Darrell Laws]. Present: Darrell Laws. Mr. Laws mentioned that he will be keeping everything the same, including the hours and menu. A motion/Mr. Athanas, seconded/Mr. Melia to approve the transfer of the Common Victualler's License from J.T. Little Coffee Bean [Jennifer Menard] to Raccor Foods LLC d/b/a Little Coffee Bean [Darrell Laws]. Vote yes/Unanimous.

Blackstone Valley Regional Recycling Center License Agreement/Vote to sign. Town Manager Kozak informed the Board that this is an annual license agreement with the Blackstone Valley Regional Recycling Center and recommended the Board sign the agreement for another year. A motion/Mr. Melia, seconded/Mr. Marzec to sign the Blackstone Valley Regional Recycling Center License Agreement. Vote yes/Unanimous.

Presidential Election Warrant [Tuesday, November 6, 2012, 7AM-8PM]/Vote to sign.

A motion/Mr. Marzec, seconded/Mr. Athanas to sign the Presidential Election Warrant. Vote yes/Unanimous.

Fall Annual Town Meeting Warrant/Vote positions on warrant articles. Present: Sal D'Amato, Chairman of the Finance Committee. Mr. Kozak mentioned that he would provide a brief summary of each warrant article. **Article 1 [Bill of a prior year-DPW]** – Town Manager Kozak mentioned that Article 1 is for previous year bills. A motion/Mr. Marzec, seconded/Mr. Melia to support Article 1. Vote yes/Unanimous. The Finance Committee voted to support Article 1. **Article 2 [FY '13 budget transfers]** – Town Manager Kozak mentioned that his estimate for liability insurance was low and needed \$60,000.00 more and then mentioned that Playground & Recreation needed \$15,000 to improve the legion fields. A motion/Mr. Melia, seconded/Mr. Marzec to support Article 2. Vote yes/Unanimous. The Finance Committee voted to support Article 2. **Article 3 [Money to lease American Legion Ballfield and Parking Lot]** - A motion/Mr. Melia, seconded/Mr. Ampagoomian to pass over Article 3 at Town Meeting. Vote yes/Unanimous. The Finance Committee voted to pass over Article 3. **Article 4 [Funding to purchase property and building(s) for use as a DPW Facility]** – Town Manager explained that this article is to purchase land and/or building to be used as a DPW Facility. He stated that the Town has put out an RFP for land and/or buildings and received one proposal from a property owner on Douglas Road (Old Colony Building). Mr. Shuris, DPW Director noted that the DPW provides service to the entire town, not just the Highway Department. They provide building facilities maintenance, road work and drainage, highway, snow plowing, tree service, administration of water and sewer, all procurement and engineering, etc. The key to building a highway facility is the location. He then mentioned that the current DPW site is a great location, however it will cost around \$8 million dollars to reconstruct a new facility at this location. That being said, Mr. Shuris mentioned that the Douglas Road (Old Colony Site) is a great deal for the money \$995,000 [building and property]. He then stated that the total cost would be \$3.1 million should the town residents vote to go with the Old Colony site. Mr. D'Amato stated that the Finance Committee is not in favor of this article and then mentioned that the Finance Committee suggested that the Selectmen hold a Special Town Meeting on December 4, 2012, with a Special Ballot question. They feel there should be one vote on the ballot that includes the price to purchase the land, building, and all the updates needed for the DPW to operate. Selectman Athanas is in favor of the Old Colony site and said it's a good and fair price. He then mentioned it would be an easy sell to go with a Special Town Meeting and roll everything into one. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to pass over Article 4. Vote yes/Unanimous. The Finance Committee voted unanimously not to support Article 4. Selectman Marzec noted that he is not in favor of the Old Colony site and would like to have some questions answered. He asked two questions; 1) what is the town getting for \$3.1 million dollars? and 2) how much money has been spent on HKT Architects, Inc.? **Vote to schedule a Special Town Meeting [December 4, 2012].** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to schedule a Special Town Meeting for December 4, 2012 @ 7 P.M. and open the warrant on Friday, October 19, 2012, and close the warrant on October 26, 2012 at noon time. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes, Mr. Nolan, Yes, Mr. Athanas/Yes. Mr. Marzec/No. **Vote to schedule a Special Town Election.** A motion/Mr. Ampagoomian, Mr. Athanas to schedule a Special Town Election on December 17, 2012. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes, Mr. Nolan, Yes, Mr. Athanas/Yes. Mr. Marzec/No. Town Manager Kozak mentioned that he will have the Town ballot questions prepared for the Special Town Election at the next Selectmen's meeting. **Article 5 [Acquisition of easements for the reconstruction of Sutton Street]** – Town Manager Kozak mentioned there will be takings, temporary and permanent easements and all abutter's will be notified. There will be two public hearings and the abutter's have been notified. A motion/Mr. Marzec, seconded/Mr. Athanas to support Article 5. Vote yes/Unanimous. The Finance Committee voted to support Article 5. **Article 6 [Acquisition of easement or other land interest to establish/maintain a drainage swale on property adjacent to Sutton Street]** – Town Manager Kozak advised this is the Providence/Worcester railroad

crossing on Sutton Street and the Providence/Worcester Railroad asked the town to have a permanent maintenance program to keep it clean. Town Counsel will prepare an agreement and article in case of taking. Town Manager Kozak suggested the Board of Selectmen take no position this evening until he hears back from Town Counsel. A motion/Mr. Ampagoomian, seconded/Mr. Melia to take no position on Article 6. Vote yes/Unanimous. The Finance Committee voted not to support Article 6. **Article 7 [Acquisition of easement or other land interest in property located near 2-4 Fletcher Street to maintain Douglas Road and Bridge]** - A motion/Mr. Marzec, seconded/Mr. Melia to support Article 7. Vote yes/Unanimous. The Finance Committee voted to support Article 7. **Article 8 [Repair concrete floor abutments at the Rockdale Fire Station]** – Town Manager Kozak recommended the Selectmen pass over Article 8 because of procurement laws. He then asked the Fire Chief to work with the Building, Planning and Construction Committee to get all the proper paperwork before proceeding. A motion/Mr. Melia, seconded/Mr. Ampagoomian to pass over Article 8. Vote yes/Unanimous. The Finance Committee voted not to support Article 8. **Article 9 [Repair gym floor at Balmer School]** – Mr. D’Amato stated that his board voted not to support Article 9 because they need to go through the proper procurement laws. A motion/Mr. Melia, seconded/Mr. Athanas to pass over Article 9. Vote yes/Unanimous. The Finance Committee voted not to support Article 9. **Article 10 [Install 45,000 sq. ft. of sod at Lasell Field]** - A motion/Mr. Ampagoomian, seconded/Mr. Athanas to pass over Article 10. Vote yes/Unanimous. The Finance Committee voted not to support Article 10. **Article 11 [Triennial Revaluation]** – Town Manager Kozak mentioned that this is for funding the Triennial Revaluation for the Board of Assessors. The amount that the Assessor put out to bid was for \$76,500 and is three parts. A motion/Mr. Athanas, seconded/Mr. Marzec to support Article 11. Vote yes/Unanimous. The Finance Committee voted to support Article 11. **Article 12 [Transfer to Stabilization Fund]** – Town Manager Kozak recommends putting \$223,500 in the stabilization account. A motion/Mr. Melia, seconded/Mr. Ampagoomian to support Article 12. Vote yes/Unanimous. The Finance Committee voted to support Article 12. **Article 13 [Establish \$3,000 as the minimum fair cash value for personal property accounts to be taxed]** - Town Manager Kozak mentioned that the Board of Assessors would like to adopt M.G.L. Chapter 59 Section 5 Clause 54 which allows the town to have a minimum cash value for personal property accounts of \$3,000.00. A motion/Mr. Melia, seconded/Mr. Ampagoomian to support Article 13. Vote yes/Unanimous. The Finance Committee voted to support Article 13. **Article 14 [Petition the General Court for Special legislation to establish a building maintenance fund]** – Town Manager Kozak highly recommends passage of this article with the amended verbiage, per the Finance Committee: Section 4, second sentence should read: Monies in the fund may be appropriated for any purpose related to the maintenance of town-owned buildings and facilities. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to support Article 14 with the recommended verbiage as stated above from the Finance Committee. Vote yes/Unanimous. The Finance Committee voted to support Article 14. **Article 15 [Amend Zoning Bylaws Chapter 173 by adopting a (new) comprehensive Zoning Overlay District Map]** – Town Manager Kozak explained that by adopting this article will just put all the overlay district maps into one comprehensive map. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to support Article 15. Vote yes/Unanimous. The Finance Committee voted to support Article 15. **Article 16 [Street Acceptance: Sandtrap Court – Shining Rock Golf Community]** - A motion/Mr. Melia, seconded/Mr. Athanas to support Article 16. Vote yes/Unanimous. The Finance Committee voted to support Article 16. **Article 17 [\$1.8 million to procure services of an engineering firm to prepare plans using 44E construction to build a DPW facility]** – Town Manager Kozak explained this is a petition article and asked if anyone would like to speak on this article. Mr. D’Amato mentioned that the Finance Committee voted not to support this article based on the information provided to the Committee, from Town Counsel, and from HKT Architects who were hired by the Building, Planning and Construction Committee. Mr. D’Amato then read a lengthy email from Chris Thompson, Finance Committee member regarding concerns with using 44E construction to build a DPW facility. He explained that after receiving further clarification from Town Counsel on whether or not 44E can be used to construct a DPW facility and the feasibility study that was done, his board made the decision not to support this article. Chairman Nolan invited the petitioners [Roger Mathieu, John Davis, Neil Mitchell,

Barry Gallant and Bob LaChapelle] to come forward and speak on their article. Mr. Davis called a point of order first to ask why the Selectmen passed over a few articles. Chairman Nolan advised that he spoke to the School Committee about some of their articles and noted that because they were passing them over, the School Committee suggested the Selectmen do the same. Mr. Davis informed the Board that his group is not against other proposals but did state that their proposal stands alone. Mr. Davis stated that he emailed Attorney Anderson at the Attorney General's Office regarding 44E and her response was it is an appropriate method of building in Northbridge. That being said, Mr. Davis then publicly issued an apology to Neil Mitchell, and his wife, Chris, because he's the person who got Mr. Mitchell into this project. He stated it's been such a fiasco since the beginning. Mr. Neil Mitchell mentioned that their plan to construct a new DPW facility will cost \$1.8 million dollars and can be constructed on either the Fletcher Street or Wastewater Treatment Plant site. He then provided the Selectmen with a brief overview of their proposal compared to HKT Architects proposal. He also announced that Attorney Anderson from the Attorney General's Office advised them that they could build a DPW facility in Northbridge using 44E. Mr. Davis mentioned that their proposal can store all the town vehicles in this facility and then noted that their petitioner article is a legal and binding article and should be acted on at town meeting. Chairman Nolan suggested as a Board we take a position on this article. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to take no position on Article 17. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Ampagoomian/Yes, Mr. Nolan/No, Mr. Melia/No. The Finance Committee voted not to support Article 17.

Town Manager's Report. 1) **Department of Public Works/Open House & Public Tour:** Reminded everyone that the Department of Public Works has an open house and public tour scheduled for Saturday, October 20, 2012 from 10 AM to 12 PM. Everyone is welcome to attend. 2) **Update on Sutton Street:** Announced that the Department of Public Works will conduct two public hearings for residents on Sutton Street to review property takings for the project. Letters have been mailed to the residents about the meetings. The meetings are scheduled for 7:00 P.M. at Town Hall on Tuesday, October 16, 2012, and Thursday, October 18, 2012. He urged residents to attend or contact the Town Manager's Office or DPW if they have questions. 3) **Town Hall Project:** The Town Hall is currently having work performed on the building. The work consists of masonry/flashing and painting/carpentry. 4) **ICMA Conference:** Attended the annual ICMA Manager's Conference in Arizona from October 6, 2012 through October 10, 2012. He attended the tradeshow and various workshops, such as: Economic Development, Capital Planning, Solar Programs, Negotiations, and Immigration Issues.

Selectmen's Concerns. **Selectman Athanas** 1) Update on Union Street Brook. DPW Director James Shuris mentioned that he would have an update around the beginning of January 2013. 2) Solar Program at the Grafton line and Town Manager Kozak mentioned that he is still working with the Town of Grafton on purchasing power/net metering credits. Town Manager Kozak mentioned that he will let the Board know once they resolve the final contract information. **Selectman Ampagoomian** 1) New Fire Station – suggested the Board start looking for a site. 2) Status on the Superintendent of Schools Search Committee and Town Manager Kozak replied that he hasn't heard anything.

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

Meeting Adjourned: 10:50 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

October 15, 2012

APPROVAL OF MINUTES. A. 1) Copy of October 1, 2012 minutes. 2) Copy of October 1, 2012 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen]

APPOINTMENTS/By the Selectmen: B. 1) Copy of Jessica Carpenter's Talent Bank Application, resume and acknowledgement of being a registered voter in town. 2) a. Copy of Constance Duquette's Talent Bank Application and acknowledgement of being a registered voter in town. 2) b. Copy of Carole Sweeney's Talent Bank Application and acknowledgement of being a registered voter in town. 3) Copy of email dated 10/2/12, from Dave Scichilone [Chairman of the Playground & Recreation Commission] advising the town that Mike Proto will be the rep for the Open Space Committee. 4) Copy of Wendy Timmons Talent Bank Application. **Appointments/By the Town Manager.** 5) Copy of Jennifer Woodward's appointment letter. 6) Copy of John Briand's appointment letter.

CITIZENS' COMMENTS.

DECISIONS

C. 1) Copy of Raccor Foods LLC d/b/a Little Coffee Bean Application for Common Victualler's License. 2) Copy of license routing slips from Town Departments. 3) Copy of license.

D. Copy of license agreement with the Blackstone Valley Regional Recycling Center.

E. Copy of Presidential Election Warrant [November 6, 2012].

F. 1) Copy of positions on warrant articles. 2) Copy of Article 14. 3) Copy of memorandum dated 10/12/12 on Article 17. 4) Copy of email from Chris Thompson on Article 17. 5) Copy of email dated 10/2/12 from Attorney David Doneski. 6) Copy of email dated 10/10/12 from Jack Davis.

DISCUSSIONS

G. 1) Copy of letter from Denis Latour. 2) Copy of memorandum from James Sheehan regarding complaint [355 Main Street]. 3) Copy of memorandum from Jeanne Gniadek, Board of Health. 4) Copy of Charles Berry's ServSafe Certification, Allergen Awareness Training, and Health Inspection Report.

H. No documentation.

TOWN MANAGER'S REPORT

I. 1) Department of Public Works/Open House & Public Tour – **Copy of invitation.**

2) Update on Sutton Street – **No documentation.**

3) Town Hall Project – **No documentation.**

4) ICMA Conference – **No documentation.**

SELECTMEN'S CONCERNS-No documentation.

ITEMS FOR FUTURE AGENDA-None

CORRESPONDENCE-None

**Board of Selectmen's Meeting
November 5, 2012**

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

The Pledge of Allegiance was recited by those present.

Approval of Minutes. October 23, 2012 [Fall Annual Town Meeting] –A motion/Mr. Athanas, seconded/Mr. Melia to approve the October 23, 2012 minutes as presented with the readings omitted. Vote yes/Messrs. Athanas, Melia, and Nolan. Abstain/Mr. Ampagoomian.

Citizens' Comments/Input. Denis Latour, 88 Linwood Avenue, Whitinsville, MA. Mr. Latour wanted to bring attention to the Rockdale Youth Center and its annual raffle to raise money for operating the center. Last year, they raised \$15,000 through the raffle. He mentioned the Youth Center has been very successful and this year there are approximately 35 kids are enrolled in the program, which provides after school programs and homework help. The center also has a summer program. Mr. Latour noted that this year's raffle theme is "Going Green for the Kids". The raffle tickets are \$20 each and will offer three cash prizes: the Grand Prize is \$5,000, the first prize is \$1,000 and the second prize is \$500. Tickets can be purchased at the Whittin Community Center. Mr. Latour thanked everyone.

Public Hearing - 7:05PM/FY 2013 Tax Rate Classification Hearing/Present: Robert Fitzgerald, Principal Assessor, and Denis Latour, Chairman-Board of Assessors. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to open the public hearing. Vote yes/Messrs. Athanas, Ampagoomian, Nolan and Melia. Chairman Nolan then read the public hearing notice aloud. Mr. Fitzgerald announced that the DOR requires this hearing each year. He noted that this process does not raise revenue for the community, that it is just an exercise to set the tax rate, however, if any votes are made it will shift the tax burden to other classes of property. He advised those present that the Board has the option to vote on any or all of the split rate options available for the distribution of taxes. The three options are: 1) Selection of a Residential Factor, 2) Selection of a Residential Exemption, and 3) Selection of a Small Commercial Exemption. Mr. Fitzgerald turned everyone's attention to Exhibit #1, which provides a brief explanation as to what the estimated tax rate should be for FY13. He mentioned last year's tax rate was \$12.81 and the rate is estimated to drop to \$12.37—a decrease of .44 cents, which equates to about a \$150 reduction on the tax bill for an average single family home. Mr. Fitzgerald explained that the reason for some of the decrease was due to the slight increase in the assessed value of properties this year [about \$3.2 million], which accounted for a \$(.03) decrease in the rate; Proposition 2½ added about .29 cents to the rate; New Growth added about .21 cents to the rate; an increase in the Capital Outlay Expenditure added about .36 cents to the rate; and lastly, a reduction of the Debt Exclusion due to the refinancing of the school debt this last year helped drop the tax rate by \$1.27. Mr. Fitzgerald stressed that the figures are approximate and have not been certified by the Department of Revenue as of yet. He then reviewed Exhibit #2, which illustrates the total value of the town by property type and pointed out that since last year, condos went up about \$7million due to some brand new condos at Sand Trap Court [Shining Rock] and also, the completion of the Linwood Mill project, which added another \$4.5 million to the valuation. Next, Exhibit #3 shows the classes of property on a percentage basis: Residential – 86.49%, Open Space – 0%, Commercial – 13.5%, Industrial – 2.46%, and Personal Property – 3.1%. Before reviewing Exhibit #4, Mr. Fitzgerald advised that the exhibit illustrates different scenarios under a split tax rate for an average single family home, average commercial property and average industrial property. Shifting the tax rate would mean a slight decrease on residential taxes but much larger increases in commercial and industrial taxes.

Regarding the selection of a residential factor less than “1”, which would allow the Selectmen to shift the tax burden between classes of property, Mr. Fitzgerald noted that in the past the Board of Selectmen has not advocated for a split rate—that they have always kept a single rate among all classes of property. He further stated that the Board of Assessors recommends maintaining a single rate for all properties. A vote by the Board of Selectmen to select a residential factor less than “1” was not taken.

Selection of a residential exemption distributes taxes among the residential class up to a 20% discount and is based on the average valuation of a home. Residential properties below the average (\$221,000) would get the discount but the difference would be made up by owner of properties valued over the average amount. The Board of Assessors reviewed this and felt that it is not worthwhile to implement an exemption in Northbridge at this time. A vote by the Board of Selectmen to adopt a residential exemption was not taken.

The small commercial exemption would allow a tax break of up to 10% of the valuation for small commercial properties. To qualify, a business must have less than 10 employees and be valued at less than \$1 million. Mr. Fitzgerald pointed out that if you give them a tax break, then it needs to be made up by property owners with businesses that are over \$1 million and/or have more than ten employees. He stated that there are currently 4 communities in the Commonwealth that use this exemption. Mr. Fitzgerald reported that the Board of Assessors does not recommend this exemption. A vote by the Board of Selectmen to adopt the small commercial exemption was not taken.

There being no further comments, a motion/Mr. Melia, seconded/Mr. Ampagoomian to close the Public Hearing. Vote yes/Messrs. Athanas, Ampagoomian, Nolan and Melia. As the result of tonight’s hearing, the Town of Northbridge will continue with a single tax rate [for FY 2013] for all classes of property including residential, commercial, and industrial.

Appointments/By the Board of Selectmen. William Dausey, Conservation Commission. Present: John Brown, Chairman –Conservation Commission. Mr. Brown announced that Mr. Dausey attended a Conservation Commission meeting and then recommended him to be appointed. Mr. Dausey mentioned that he and his wife have lived in Northbridge for 5 years and they love it. The Board of Selectmen welcomed him aboard. A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint William Dausey to the Conservation Commission. Vote yes/Messrs. Melia, Ampagoomian, Nolan and Athanas.

Special Town Election [December 17, 2012]/Vote to place ballot question on warrant. Town Manager Kozak asked the Board to support the ballot question for the Special Town Election on December 17, 2012. Chairman Nolan read aloud the ballot question as follows: Shall the town of Northbridge be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to purchase the parcel of land and building thereon located at 371 Douglas Road, to retrofit that building for use as a DPW Facility, and to pay the costs for demolition, site improvements, and renovation of buildings and structures located at 11 Fletcher Street, the site of the current Town DPW Facility? A motion/Mr. Melia, seconded/Mr. Athanas to place the ballot question on the warrant for the Special Town Election [December 17, 2012]. Vote yes/Messrs. Melia, Ampagoomian, Nolan and Athanas.

Special Town Meeting [December 4, 2012] /Vote to sign warrant upon completion and final review by Town Counsel. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to sign the warrant upon completion and final review by Town Counsel. Vote yes/Messrs. Melia, Ampagoomian, Nolan and Athanas.

Chairman Nolan announced that the Finance Committee has voted their position on the article and then asked the Board of Selectmen if they wish to vote their position. Selectman Athanas suggested waiting since Selectman Marzec was absent from tonight's meeting.

Winter Parking Ban [December 1, 2012 through April 1, 2013]/Vote to approve. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the Winter Parking Ban from December 1, 2012 through April 1, 2013 [to be extended if necessary] during the hours of 1:00 AM to 6:00 AM, as requested by the Northbridge Police Department. Vote yes/Messrs. Melia, Ampagoomian, Nolan and Athanas.

Whitinsville Golf Club, Inc. [Liquor License]/Request Change of Manager from Christopher Hulme to Francis Iannetta /Withdrawn by applicant

2013 Holiday Calendar/Vote to approve. A motion/Mr. Ampagoomian, seconded/Mr. Meliato move the 2013 Holiday Calendar. Vote yes/Messrs. Melia, Ampagoomian, Nolan and Athanas. **2013 Board of Selectmen's Meeting Schedule.** A motion/Mr. Melia, seconded/Mr. Athanas to approve the 2013 Board of Selectmen's Meeting Summer Schedule. Vote yes/Messrs. Melia, Ampagoomian, Nolan and Athanas.

Overview of Hurricane Incident. Present: Gary Nestor, Fire Chief, Walter Warchol, Chief of Police, James Shuris, DPW Director. Town Manager Kozak mentioned that he asked the public safety officials to come in and provide an overview of the recent hurricane incident. Chief Nestor announced that the Northeast and East Coast suffered a pretty severe storm but our area was not hit as hard. That being said, National Grid sent a liaison out to Northbridge to determine the town's emergencies/problems. They classified the town's emergencies by Priority 1, 2, and 3. Chief Nestor reported that the liaison for National Grid showed up at the Fire Department on Monday and stayed until Friday. He then noted there were several roads that were blocked due to several trees and poles down, which resulted in some power outages. Chief Nestor reported that the Fire Department responded to over 50 calls for assistance in a 4-day period and then mentioned that the Red Cross opened a regional shelter in Millville, MA for anyone in the community needing assistance/shelter. The Northbridge Senior Center offered their facility as a warming center on Wednesday and Thursday for anyone needing it. Chief Nestor mentioned that before the storm hit, announcements were sent through Connect Ed, Code Red, cable and message boards to keep residents abreast of the storm. They were updated as necessary. Chief Warchol announced that the Police Department received 50 serious storm related calls among other routine related calls. He then noted that the Police Department lost power for about 24 hours but was able to operate by using their back-up generator. They received numerous calls regarding power outages, trees and poles down and then commended the DPW for helping to assist as many situations as possible throughout the storm. Chief Warchol then urged the citizens in town who haven't signed up for Code Red to please do so. Mr. Shuris announced that his folks worked very well in communicating with the Fire and Police Department. He stated that both the Highway Department and Sewer Department assisted in the storm and the key attribute was the chipper. The chipper provided the tool that was necessary to get the job done safely and efficiently. Town Manager Kozak thanked the entire emergency management team for all their effort in preparing for the storm. He also thanked all the personnel, public safety, and DPW for all their hard work.

Update on Union Street Brook/Present: James Shuris, DPW Director. Mr. Shuris provided the Board of Selectmen with a copy of his report on the Union Street Brook. He reported that with the assistance of Kevin Denault, DPW Engineering Intern, and his Department, they did a comprehensive study concerning the ongoing Union Street/Central Street Drainage issue. He highlighted all the tasks performed from June 2012 through October 2012. He then stated that based on the tasks that were performed which included the review of existing engineering/surveying studies, field documents, maps, field surveys, and interviews with local residents they concluded that the Union Street/Central Street

neighborhood had previous pre-housing development drainage issues and that the open drainage swale was always a “natural” drainage route. That said, they also made these conclusions based on the pre-existing “poor draining soil conditions” determination and a “natural high ground water elevation conditions” due to the neighborhood’s low topography and “natural” drainage route. They also observed that the outlets that carry the natural water flows under the railroad tracks and Providence Road have a limited capacity to transport these flows. Mr. Shuris mentioned that one of his recommendations will be to keep maintaining this drainage swale after major storms. This will allow everything to keep flowing freely. Selectman Melia thanked Mr. Shuris and Kevin Denault for putting together an excellent and long awaited report. Mr. Melia asked if an additional detention pond could be placed behind the fields or the scheduling of water be dredged from some of the channels as a resolution. Mr. Shuris advised that the retention ponds from the high school down to the Union Street/Central Street are sized exactly the way they were supposed to be designed and built however there is an area to the northwest of these basins there is a natural flow of water that joins in with the swale that goes down through Union and Central Street. There is no easy way to direct this sheet flow. Mr. Shuris stated that he will continue to monitor the brook and will continue to look for ways to effectively handle the situation.

Leaf Pick-Up Program/Present: James Shuris, DPW Director. Mr. Shuris reported that the leaf pick-up program commenced on October 22, 2012 and will remain in effect until the leaves are all picked up or a snow storm occurs. He noted that residents can call the Highway Department and someone will respond within two days to pick up the leaves. Town Manager Kozak asked Mr. Shuris if there was a lot of debris in town from the storm and Mr. Shuris stated no, there wasn’t a lot. Mr. Shuris did suggest if residents had debris in their back yard to not bring it to the front yard/sidewalk. He suggested they bring it to the compost site on Providence Road during the appropriate hours of operation. He then noted if there is roadside debris to contact the Highway Department and they would gladly come by with the chipper to pick it up.

Town Manager’s Report/1) Sutton Street Reconstruction Project/Update: The Department of Public Works is contacting Sutton Street residents in order to obtain their signatures on right of way and temporary easement documents. A consultant is also helping the DPW to prepare Notices of Intent and tree hearing notices. The state is planning to advertise the project in April. **2) Bridge Projects Update:** **Douglas Road Bridge Project:** The State has begun work on the gas lines under the bridge and monuments for the Douglas Road Bridge Project. He reported that the Trustees of Soldiers’ Memorials will be having a special ceremony for moving the memorial of Thomas S. Perron, who was killed in action in Lebanon on October 23, 1983. The ceremony will take place this Saturday, November 10, 2012 @ 9 A.M. at the WWII Honor Roll Memorial on Linwood Ave. **Ross Rajotte Bridge Project:** Work is continuing and there is no further information to report. **3) Legislative Breakfast:** Town Manager Kozak attended a Legislative Breakfast Meeting that discussed the financial status of the State. There appears to be concerns with declining revenues so the legislature will continue to monitor the situation. **4) Department of Public Works Open House:** Town Manager Kozak attended the DPW Open House, which was a well-organized event. It was a good opportunity for the public to see the needs of the DPW. Mr. Shuris thanked everyone who helped and assisted them on the Open House from 10 AM to 12 PM. He mentioned that several local establishments donated items such as: Whitinsville Water Company donated 100 bottled waters, Shaws – donated gift card, Walmart – donated \$250 Grant, McDonald’s - donated coffee, Danish, and coffee supplies. Marty Green provided the Highway Department with Open House signs and balloons. The open house was very well attended.

Town Manager Kozak mentioned that the Town Clerk has some concerns with tomorrow’s election because of the high school being in session. He recommended to the early voters to try and avoid coming between the hours of 7 AM to 7:30 AM because this is when the buses arrive at the high school to drop off the students.

Selectmen's Concerns. **Selectman Athanas** /Asked if there was any grant money to fix the Great Hall Room at Town Hall. Town Manager Kozak mentioned that he is always looking for grant money to fix Town Hall however it is very difficult to get interior money. **Selectman Ampagoomian** /Expressed his condolences to the family of Peter Andonian on his recent passing. He will be greatly missed. **Selectman Melia**/Received a few complaints from local package/convenience stores regarding the Board of Selectmen's vote on June 18, 2012 to amend the rules and regulations for the Town of Northbridge liquor license laws to have all employees receive TIPS certification. He mentioned that it is causing hardship on some part-time individuals to attend and pay for training classes. He suggested that the town/Police Department sponsor a one-time training session for the licensee's to attend. He then asked the Town Manager to see if the Police Department could grant a 90-day grace period, for the enforcement of this rule, to give the licensee's some time and an opportunity to obtain their certificates.

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

Meeting Adjourned: 8:18 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

November 5, 2012

I. APPROVAL OF MINUTES

A. Copy of the October 23, 2012 [Fall Annual Town Meeting] minutes

II. PUBLIC HEARING:

B. 7:05 PM/FY 2013 Tax Rate Classification Hearing:

-Copy of the public hearing legal ad

-Copy of Memo from the Board of Assessors to the Board of Selectmen regarding the Classification Hearing and the options available for the distribution of taxes: Residential Factor, Residential Exemption and a Small Commercial Exemption

-Copy of Memo from the Board of Assessors to the Board of Selectmen regarding a tax decrease for FY 2013 from \$12.81 to \$12.37

-Exhibit #2: Assessment/Classification Report for FY2013

-Exhibit #3: Listing of property classes with valuations and percentage share

-Exhibit #4: Document illustrating an average single family, commercial and industrial property at a single tax rate, 110% shifted tax rate, 125% shifted tax rate and 150% shifted tax rate

-Exhibit #5: Listing of residential tax rates of towns in the Blackstone Valley area

III. APPOINTMENTS/By the Selectmen:

C. Copy of William Dausey's Talent Bank Form

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS

D. Special Town Election [December 17, 2012] - Copy of proposed ballot question

E. Special Town Meeting [December 4, 2012] /Copy of warrant

F. Winter Parking Ban [December 1, 2012 through April 1, 2013]/Copy of parking ban

G. ~~Whitinsville Golf Club, Inc. [Liquor License]/Request Change of Manager from Christopher Hulme to Francis Iannetta /Withdrawn by applicant~~

H. 1) Copy of proposed 2013 Holiday Calendar 2) Copy of proposed 2013 Board of Selectmen's Meeting Schedule

VI. DISCUSSIONS

I. Overview of Hurricane Incident- **No documentation**

J. Update on Union Street Brook:

- Copy of 10/30/12 memo from DPW Director Shuris to Town Manager Kozak containing a summary of tasks performed from June – October 2012 as well as his summary and recommendations regarding the Union Street/Central Street Drainage Project

-Copy of 8/28/12 memo from Summer Intern Kevin Deneault to the DPW Director containing his summary report of Union Street/Central Street Drainage Project with the following backup information: elevations drawing; memo dated 2/6/58 to Board of Selectmen from Delwyn Barnes; estimate dated 3/10/58 on Union Street Drainage; letter dated 5/11/58 from Paul Rutana to Town of Northbridge; copy of inventory & evaluation of land, water and related resources dated 8/29/85 to review subdivision proposed by KTKM Realty Trust [Center Street]

K. Leaf Pick-Up Program- **No documentation**

VII. TOWN MANAGER'S REPORT

- L. 1) Sutton Street Reconstruction Project Update - No documentation**
- 2) Bridge Projects Update - No documentation**
- 3) Legislative Breakfast - No documentation**
- 4) Department of Public Works Open House- 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
Special Town Meeting**

December 4, 2012

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 6:40 PM, Northbridge Middle School Auditorium, 171 Linwood Avenue, Whitinsville, MA. **Present:** Messrs. Marzec, Ampagoomian, Melia, and Athanas. **Also Present:** Theodore D. Kozak, Town Manager and Sharon Susienka, Exec. Asst. to the Town Manager.

Town Meeting Business.

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

Meeting Adjourned: 9:08 P.M.

Respectfully submitted,

James Athanas Clerk

s/

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

December 4, 2012

APPROVAL OF MINUTES/None

PUBLIC HEARING/None

APPOINTMENTS/RESIGNATIONS/None

CITIZENS' COMMENTS/INPUT/None

DECISIONS

Town Meeting Business/No documentation

DISCUSSIONS/None

TOWN MANAGER'S REPORT/None

SELECTMEN'S CONCERNS/None

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

JOSEPH ATCHUE

85 Wallen Way
Northbridge, MA 01534
Cell: (774) 551-6534
joeatchue@gmail.com

Bldg Insp.
(Alternate)
B.1.

EDUCATION

Wentworth Institute of Technology, Boston, MA

Bachelor of Science in Construction Management

Expected, August 2013

Honors: Sigma Lambda Chi, National Honor Society Member, 2012

Awards: NAWIC Scholarship and Endowment, 2012

New England Institute of Technology, Warwick, RI

Associate of Science in Architectural Building Engineering Technology

2009

Honors: Dean's List, Spring and Fall 2008, Spring and Summer 2009

COURSEWORK

Construction Project Scheduling	Electrical Building Systems	Structures
Construction Project Management	Mechanical Building Systems	Building Design
Wood & Steel Design & Analysis	Building Codes	Concrete Design & Analysis
Heavy Construction	Construction Surveying	

LICENSES/ CERTIFICATIONS

- Unrestricted Massachusetts Construction Supervisor's License # CS 84847
- Massachusetts Certified Building Official (Local Inspector) License # BO - 1425
- 30 Hour OSHA Construction Safety Certification, certificate # 2126533

SKILLS

Revit Architecture 2010	Microsoft Excel 2010	Microsoft Word 2010
AutoCAD Architecture 2010	Microsoft PowerPoint 2010	Autodesk Design Review
Microsoft Project 2010		

WORK EXPERIENCE

R.H. White Construction, Auburn, MA

Present

Assistant Project Manager

- Water Treatment and Pump Station construction

Atchue Bros. Contracting, Grafton, MA

January 2002 – September 2008

Co-Owner / Construction Supervisor

- Residential Construction; estimating, scheduled subcontractors, and inspections, customer relations, presentations.

Ned Trainor Construction, Ashland, MA

August 2000 – December 2001

Carpenter

- Light commercial framing, interior finish carpentry, equipment protection, blue print reading, and various construction tasks for industrial companies.

Mascon Construction, Grafton, MA

June 1999 – August 2000

Carpenter

- Commercial and Industrial construction, framing, roofing, interior finish carpentry, concrete work, blue print reading, and Architectural problem solving.

EXTRACURRICULAR

- Active student member – International Code Council
- Volunteer firefighter for the town of Grafton, Massachusetts

Present
1999 – 2007

Donna Gosselin

From: Sharon Susienka [ssusienka@northbridgemass.org]
Sent: Tuesday, November 27, 2012 10:31 AM
To: dgosselin@northbridgemass.org
Subject: RE: alternate inspector

AGENDA ITEM – DECEMBER 17, 2012

APPOINTMENTS: JOSEPH ATCHUE, ALTERNATE BUILDING INSPECTOR

*Sharon L. Susienka
Exec. Asst. to the Town Manager
Town of Northbridge
Phone: 508-234-2095
Fax: 508-234-7640*

From: Ted Kozak [mailto:tkozak@northbridgemass.org]
Sent: Monday, November 26, 2012 11:17 AM
To: jsheehan@northbridgemass.org
Cc: ssusienka@northbridgemass.org
Subject: RE: alternate inspector

Jim

You can send it to the treasurer's office we can put his appointment on our next agenda, not sure of the date right now we may be moving the meetings

Ted

Theodore D. Kozak
Town Manager
P: 508-234-2095
F: 508-234-7640
tkozak@northbridgemass.org

From: Jim Sheehan [mailto:jsheehan@northbridgemass.org]
Sent: Wednesday, November 21, 2012 2:12 PM
To: tkozak@northbridgemass.org
Subject: alternate inspector

Ted,

I have the paperwork for Joe Atchue at my office for an alternate building inspector. The paperwork is for a part time employee with an expected schedule of 15-25 hours per year. Can I forward the paperwork to the Treasurer's office or should I hold it for an appointment.

Thanks

James Sheehan, Jr.
Inspector of Buildings
Town of Northbridge
508-234-6577

**ALCOHOLIC BEVERAGES LICENSES
INFORMATION AS OF JANUARY 2013**

"Section 12"/Pouring Licenses

Hours: 8 AM to 2 AM – Mondays thru Fridays

8 AM to 1 AM – Saturdays

12 Noon to 2 AM – Sundays

**Exceptions: 1) Whitinsville Golf Club, Inc.
10 AM – 2 AM Sundays**

ALL ALCOHOLIC CLUB - \$1,050.00

- 1) Mumford Council Knights of Columbus
77 Prescott Rd., Whitinsville, MA 01588
Mark L. Masterson, Mgr.
- 2) Whitinsville Golf Club, Inc.
179 Fletcher St., Whitinsville, MA 01588
Christopher Hulme, Mgr.

ALL ALCOHOLIC COMMON VICTUALLER - \$1,150.00

- 3) Beav, Inc. d/b/a Brian's an Eating and Drinking Place
91 Providence Rd., Linwood, MA 01525
Brian D. Snay, Mgr.
- 4) MLJJ, Inc. d/b/a The Gray Barn
2 Elm Place, Whitinsville, MA 01588
John H. Mellor, Mgr.
- 5) The Pardee Group, Inc. d/b/a The Grill
2043 Providence Rd. Northbridge, MA 01534
John A. Pardee, Mgr.
- 6) Laurieann's Restaurant & Bar, Inc.
2147 Providence Road, Northbridge, MA 01534
Laurieann Kayhart, Mgr.
- 7) D & NG Inc. d/b/a King Jade Restaurant.
1229 Providence Road, Whitinsville, MA 01588
Nathan Ng, Mgr.
- 8) Luxury Food, Inc. d/b/a Divine Thai Restaurant
123 church Street, Whitinsville, MA 01588
Achara Weydt, Mgr.

ALL ALCOHOLIC GENERAL- ON-PREMISES - \$1,150.00

9) S R Golf Club LLC d/b/a Shining Rock Golf Club
91 Club House Lane, Northbridge, MA 01534
Louis Papadellis, Mgr.

10) Pichel Holdings, Inc. d/b/a Hawk's Nest Tavern
40 Plummer Ave., Whitinsville, MA 01588
Philip R. Pichel, Sr., Mgr.

WINES & MALT COMMON VICTUALLER - \$1,000.00

1) George K. Drosidis d/b/a Village House of Pizza
199 North Main Street, Whitinsville, MA 01588

2) Jubes, LLC d/b/a Jubes Family Restaurant
1227 Providence Road, Whitinsville, MA 01588
Richard N. Joubert, III, Mgr.

WINES & MALT GENERAL-ON-PREMISES - \$1,000.00

3) Sparetime Enterprises, Inc. d/b/a Sparetime Recreation
117 Church St., Whitinsville, MA 01588
Wayne D. Couture, Mgr.

“Section 15”/Package Store Licenses

**Hours: 8 AM to 11 PM Weekdays
12 Noon – 11 PM Sundays**

ALL ALCOHOLIC PACKAGE STORE - \$1,150.00

- 1) Douglas Package Store, Inc. d/b/a Arcade Package Store
185 Church St., Whitinsville, MA 01588
David Wnukowski, Mgr.
- 2) Friendly Discount Liquors
1167 Providence Rd., Units 6 & 7, Whitinsville, MA 01588
William E. Giannopoulos, Mgr.
- 3) Jyoti Enterprises, Inc. d/b/a Gary's Variety
2201 Providence Road, Northbridge, MA 01534
Harshad Patel, Mgr.
- 4) Mill House Wine & Spirits, Inc.
670 Linwood Avenue, Whitinsville, MA 01588
Alexis L. Giannopoulos, Mgr.

PACKAGE STORES WINES AND MALT - \$1,000.00

- 1) Steve Tran d/b/a 1 Quikstop
206 North Main St., Whitinsville, MA 01588
- 2) Mina's Foods, Inc. d/b/a Vera's Mini Mart
One Plummer Corner, Whitinsville, MA 01588
Ashraf Youssef, Mgr.
- 3) 481 Yogi Convenience Store, Inc. d/b/a Highland Farms
218 Church Street, Whitinsville, MA 01588
Debra Clark, Mgr.
- 4) Brenda McAuliffe d/b/a Cellar Sooper
P.O. Box 309
106 Providence Road, Linwood, MA 01525
- 5) Crystal Gas, Inc.
175 Church Street, Whitinsville, MA 01588
George El Houssan, Mgr.

QUOTA INFORMATION

***POURING LICENSES (SECTION 12):
(ALL ALCOHOLIC)***

Quota	16
Available	6

(WINES & MALT)

Quota	5
Available	2

***PACKAGE STORES (SECTION 15)
(ALL ALCOHOLIC)***

Quota	4
Available	0

(WINES & MALT)

Quota	5
Available	0

Name 1	Name 2	Type of License	Amount
Chatsworth Antiques	Renee Jewel	Junk Dealer's License	\$100.00
The Coastal Theory	H. Poitras & A. Antanavica	Junk Dealer's License	\$100.00
Blings & Things	Robert Burrows	Junk Dealer's License	\$100.00
Remember When Antiques	Ms. Laura Caruso	Junk Dealer's License	\$100.00
Spartime Recreation	Mr. Kenneth Couture	Bowling License	\$30.00
Spartime Recreation	Mr. Kenneth Couture	Billiards License (8)	\$30.00 ea.
MLJ, Inc. d/b/a The Gray Barn	Mr. John H. Mellor	Pool Table	\$30.00
J & S Motors, Inc.	Mr. Kurt VandenAkker	Class II - Used Car Dealer License	\$50.00
R.E.N. Sales & Service	Mr. Robert E. Nydam	Class II - Used Car Dealer License	\$50.00
Harbro Sales & Service	Mr. Paul T. Hare	Class II - Used Car Dealer License	\$50.00
Kearns Collision Repair, Inc.	Ms. Tina Marie Kearns	Class II - Used Car Dealer License	\$50.00
Crothers Tire & Auto Sales	Mr. Thomas Crothers	Class II - Used Car Dealer License	\$50.00
Main Street Auto and Towing, Inc.	Mr. Robert Cherrier	Class II - Used Car Dealer License	\$50.00
Trinity Auto Brokers	Mr. J. William Gifford	Class II - Used Car Dealer License	\$50.00
E*Mart Motors, Inc.	Mr. Sam Bayou	Class II - Used Car Dealer License	\$50.00
Elias Auto Sales	Mr. Claude Elias	Class II - Used Car Dealer License	\$50.00
Bill's Radiator Service	Mr. William Frowein	Class II - Used Car Dealer License	\$50.00
Perry Sales & Service Inc.	Aimee Rossetti	Class II - Used Car Dealer License	\$50.00
Valley Transmission Service	Mr. Matthew Reynolds	Class II - Used Car Dealer License	\$50.00
Northbridge Salvage Company	Mr. L. E. Ambrogi	Class III - Motor Vehicle Junk License	\$50.00
Spartime Recreation	Mr. Wayne D. Couture	(5) Auto. Amusement Devices License	\$500.00
MLJ, Inc. d/b/a The Gray Barn	Mr. John H. Mellor	Automatic Amusement Devices License	\$100.00
National Entertainment Network	Ms. Jennifer Hoon	(7) Auto. Amusement Devices License	\$600.00
Hawks Nest Tavern	Mr. Philip Pichel	Automatic Amusement Devices License	\$100.00
Laurieann's Restaurant & Bar Inc.	Ms. Laurieann Kayhart	Automatic Amusement Devices License	\$30.00
The Grill	Mr. John Pardee	(1) Automatic Amuse Devices Licenses	\$100.00
Fusions Dance Centre	Maria DeLaura	Dance Permit	\$12.00
Jo Ann Warren Studio	Ms. Jo Ann Warren	Dance Permit	\$12.00

2

Harry's Famous Pizza	Mr. Odisefs Tsimogiannis	Common Victualler's License	\$20.00
Whitin Community Center	Mr. Gary Wood	Common Victualler's License	\$20.00
1 Quikstop	Mr. Steve Tran	Common Victualler's License	\$20.00
Dunkin Donuts	Mr. Thomas Denesowicz	Common Victualler's License	\$20.00
Jubes Family Restaurant	Mr. Richard Joubert, III	Common Victualler's License	\$20.00
The Donut Shop	Chris Mitkonis	Common Victualler's License	\$20.00
Burger King #4688	Attn: Manager	Common Victualler's License	\$20.00
Highland Farms	Ms. Debra Clark	Common Victualler's License	\$20.00
Cumberland Farms #6682	Attn: Licensing Dept.	Common Victualler's License	\$20.00
Brian's Restaurant	Mr. Brian Snay	Common Victualler's License	\$20.00
Eric Audette d/b/a Pirates Cove	Mr. Eric Audette	Common Victualler's License	\$20.00
The 87 Diner	Ms. Margaret Gagner	Common Victualler's License	\$20.00
Hawks Nest Tavern	Mr. Philip R. Pichel, Sr.	Common Victualler's License	\$20.00
McDonald's Restaurant	Mr. Joseph Spadea	Common Victualler's License	\$20.00
New England Pizza	Mr. Samy Morcos	Common Victualler's License	\$20.00
Raccor Foods LLC dba Little Coffee Bean	Mr. Darrell Laws	Common Victualler's License	\$20.00
Arcade Package Store	Mr. David Wnukowski	Common Victualler's License	\$20.00
West End Creamery	Mr. Greg VandenAkker	Common Victualler's License	\$20.00
Whitinsville Golf Club	Mr. Christopher Hulme	Common Victualler's License	\$20.00
Friendly Discount Liquors, Inc.	Mr. William Giannopoulos	Common Victualler's License	\$20.00
Vera's Mini Mart	Mr. Ashraf Youssef	Common Victualler's License	\$20.00
Knights of Columbus	Mr. Mark Masterson	Common Victualler's License	\$20.00
Crystal Gas	Mr. Mark El Houssan	Common Victualler's License	\$20.00
King Jade	Nathan Ng	Common Victualler's License	\$20.00
Amerada Hess Corporation	Ms. Janice Flaherty	Common Victualler's License	\$20.00
Domino's Pizza	Mr. Jeff Dufficy	Common Victualler's License	\$20.00
MLJJ, Inc. d/b/a The Gray Barn	Mr. John H. Mellor	Common Victualler's License	\$20.00
Village House of Pizza	Mr. George Drosidas	Common Victualler's License	\$20.00
Northbridge House of Pizza	Mr. Amir E. Roufail	Common Victualler's License	\$20.00
Subway Sand. & Salads #7446	Ms. Dimple A. Desai	Common Victualler's License	\$20.00
Dunkin Donuts	Mr. Thomas Denesowicz	Common Victualler's License	\$20.00
Subway #35002 [Walmart]	Ms. Dimple A. Desai	Common Victualler's License	\$20.00
The Grill	Mr. John Pardee	Common Victualler's License	\$20.00

The Valley Café	Ms. Paulette Ruth	Common Victualler's License	\$20.00
Jyoti Enterprises, Inc./Gary's	Mr. Harshad Patel	Common Victualler's License	\$20.00
Ultramart Convenience Stores	Mr. Tariq Khalil	Common Victualler's License	\$20.00
Laurieann's Restaurant & Bar Inc	Ms. Laurieann Kayhart	Common Victualler's License	\$20.00
Family Wok Restaurant	Mr. Xiu Yi Chen	Common Victualler's License	\$20.00
Charles Berry d/b/a Dotta'a Kitchen	Mr. Charles Berry	Common Victualler's License	\$20.00
SR Golf Club, LLC	Mr. Louis Papadellis	Common Victualler's License	\$20.00
Luxury Foods, Inc. dba Divine Thai	Ms. Achara Weydt	Common Victualler's License	\$20.00
Northbridge Coffee House	Mr. Glenn Wells	Common Victualler's License	\$20.00
Brian's Restaurant	Mr. Brian Snay	Entertainment License	N/A
MLJJ, Inc. d/b/a The Gray Barn	Mr. John H. Mellor	Entertainment License	N/A
Hawks Nest Tavern	Mr. Philip R. Pichel, Sr.	Entertainment License	N/A
The Grill	Mr. John A. Pardee	Entertainment License	N/A
Laurieann's Restaurant & Bar Inc	Ms. Laurieann Kayhart	Entertainment License	N/A
SR Golf Club, LLC	Mr. Louis Papadellis	Entertainment License	N/A
MLJJ, Inc. d/b/a The Gray Barn	Mr. John H. Mellor	Sunday Entertainment [Pool Table]	\$100.00
Spartetime Enterprises	Mr. Wayne D. Couture	Sunday Entertainment [Video Games]	\$100.00
National Entertainment Network	Ms. Jennifer Hoon	Sunday Ent. [Misc. Arcade Video Games]	\$100.00
The Grill	Mr. John A. Pardee	Sunday Entertainment	\$50.00

Donna Gosselin

From: Sharon Susienka [ssusienka@northbridgemass.org]
Sent: Monday, December 10, 2012 12:36 PM
To: dgosselin@northbridgemass.org
Subject: Mill House Liquor License Renewal

Donna: Call Alexis Giannopoulos. The Board wants her present at Monday's BOS Meeting to discuss her liquor license. If she can't make it let her know that the Board is concerned about the fact that the license was approved and issued in August 2011 but the store has yet to open.

*Sharon L. Susienka
Exec. Asst. to the Town Manager
Town of Northbridge
Phone: 508-234-2095
Fax: 508-234-7640*

*12/10/12 @ 1:45 PM
Spoke to alexis
she will be
coming in*

December 7, 2012

Mr. Daniel Nolan, Chairman
Board of Selectmen

I am the owner of Laurieann's Restaurant. I own the business but do not own the real estate at 2147 Providence Road, Northbridge, MA. I recently was told by the Town Manager/Board of Selectmen's Office that there may be issues with the renewal of my liquor license due to the fact that there are unpaid real estate taxes. They also advised me to meet with Ms. Kimberly Yargeau, the Treasurer/Collector, to make a payment agreement, which I did immediately.

What I am asking is for relief from the cost of renewing the liquor license and some sort of abatement or reduction in real estate taxes until the completion of the Rockdale bridge. I have put my whole life savings and borrowed from family and friends to open Laurieanns. We have endured work on this bridge with starting, stopping and starting again. It ties up all of our parking. Patrons are afraid to pull in the parking lot, seniors are scared to pull in the area due to heavy equipment and other times I am completely shut down because the entire parking lot is blocked. There are weeks due to lack of business we have to throw all the food away.

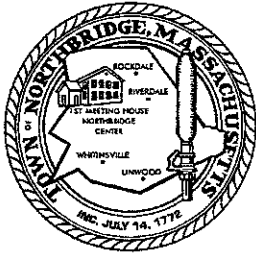
We desperately need your help in this situation. One only has to drive by to see what we are going through.

Thank you for your consideration.

Sincerely yours,

Laurieann Kayhart, Owner
Laurieanns Restaurant
508-234-5533

E.



Theodore D. Kozak
Town Manager

TOWN OF NORTHBRIDGE
OFFICE OF THE TOWN MANAGER
NORTHBRIDGE TOWN HALL
7 MAIN STREET
WHITINSVILLE, MASSACHUSETTS 01588
Phone- (508) 234-2095 Fax- (508) 234-7640
www.northbridgemass.org

**CERTIFICATE OF ADOPTION
TOWN OF NORTHBRIDGE, MASSACHUSETTS
BOARD OF SELECTMEN
A RESOLUTION ADOPTING THE TOWN OF NORTHBRIDGE
PRE-DISASTER/HAZARD MITIGATION PLAN**

WHEREAS, the Town of Northbridge established a Committee to prepare the Hazard Mitigation plan; and

WHEREAS, the Town of Northbridge Hazard Mitigation Plan contains several potential future projects to mitigate potential impacts from natural hazards in the Town of Northbridge, and

WHEREAS, a duly-noticed public meeting was held by the BOARD OF SELECTMEN on October 1, 2012, and

WHEREAS, the Town of Northbridge authorizes responsible departments and/or agencies to execute their responsibilities demonstrated in the plan, and

NOW, THEREFORE BE IT RESOLVED that the Town of Northbridge **BOARD OF SELECTMEN**, adopts the Hazard Mitigation Plan, in accordance with M.G.L. c. 40.

ADOPTED AND SIGNED this Date: DECEMBER 17, 2012

Daniel J. Nolan, Chairman

Thomas J. Melia, Vice Chairman

Charles Ampagoomian

ATTEST:

Doreen Cedrone, Town Clerk

James R. Marzec

James J. Athanas

Northbridge

Two properties have experienced repetitive loss, including one single-family dwelling and one non-residential structure. There are two structures located in a 100-Year Flood Plain, the Rockdale Fire Station (along the Blackstone River) and the DPW building (along the Mumford River). Their approximate values are \$2 million and \$6-7 million, respectively. There is one High Hazard dam in Northbridge. Significant riverine flooding is certainly the greatest risk in this town with many areas affected.

Statistically, Northbridge's population increased 18%, slightly ahead of the 14% 2000-2010 population increase experienced by the Southeast sub-region. Northbridge has seen numerous single-family subdivisions developed. Additionally, on the easterly portion of the Town, extensive development has resulted in significant stormwater flows into Rockdale, and east into neighboring Upton, and contributes significantly to the areas of concern in that town, and also contributes to the Army Corps-regulated area associated with West River Dam.

Flooding details include the following:

The Village of Rockdale is particularly vulnerable to frequent flooding from the Blackstone River, especially the downtown core area in the area from Sutton St. to South Main St.

Frequent flooding occurs on Providence Road in Rockdale due to the elevation of the river, riverbank deterioration & erosion, and catch basins backing up when the Blackstone River rises. Approximately twenty to thirty structures are situated within the floodway; including the Rockdale Fire Station.

The Whitinsville business district floods during heavy storms due to very old inadequate storm drains.

Frequent flooding occurs on Church St Extension (from Rte 122 to Quaker St) during storms. This causes the road to washout, creating a hazard to motorists. This is a major east-west corridor through town, which creates delays for emergency personnel responding to emergencies while this road is impassable.

The *Rockdale sewer interceptor* (which is located parallel and adjacent to the Blackstone Canal) is vulnerable to damage when storm-related flooding causes water to breach the banks of the Blackstone River, enter the Blackstone Canal and form an eddy near the interceptor. Damage to this sewer infrastructure creates a potential health hazard to the residents in this area due to discharge of raw sewage into the river. Additionally, inflow of river water into the interceptor could inundate the wastewater treatment plant.

The *Providence/Worcester Rail Line* runs along the Blackstone River through Northbridge (north/south). Serious riverine flooding could result in derailment-related disasters involving hazardous substances, which pose potential environmental and public health risks.

To develop this plan, extensive input was gathered from various Town staff and volunteer board members, particularly the DPW Director, and staff to the Planning Board. In addition, the Plan was available through the CMRPC website (inviting public review and input), and reviewed more formally in the meetings of various town boards. The Town has reviewed the Action Plan strategy and priorities and has refined the information based on current input and local conditions. Upon conditional approval by FEMA, and adoption by the CMRPC, this plan will be formally reviewed again, and adopted, at a regular meeting of the Northbridge Board of Selectmen.

OVERALL GOAL: Reduce the loss, and risk of loss, to persons and property from the key hazards identified.

	Action Plan/Descriptions		WHO/ along with	Potential Funding Sources	Priority High/Med /Low	Timing
A. Capital/Structural Development						
1	Identify and prioritize capital/structural mitigation projects that are cost-effective and technically feasible (stormwater drainage, dam repairs, vegetative debris management, etc).	2, 3, 4, 6, 7, 8	DPW BOS	Local budget, HMGP, Possibly CDBG	High This enables the town to be ready to go	Year 0-1
2	Maintain and expand on vegetative debris management programs to reduce debris and thereby mitigate risk of stormwater flooding, riverine flooding, winter storm damage, etc, such as through the Central Massachusetts Mosquito Control Project.	1, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 14, 18	DPW	Local budget	Med. Budget constraints create higher priorities	Year 0-1
3	Stabilize Blackstone River bank in Rockdale neighborhood and construct a flood control structure in this area in order to mitigate the frequent flooding that occurs there.	1, 3, 4, 6, 7, 8	TM DPW	HMGP	High	Years 1-3
4	Upgrade catch basins on Providence Road in order to mitigate the frequent flooding that occurs there.	3, 4, 5, 6, 7, 8	DPW Director	HMGP, Chapter 90, Possibly CDBG	High	Year 0-1
5	Investigate measures to mitigate flood-related	2, 3, 4, 5,	Fire Chief	HMGP	Med.	Year 0-1

	damage to the Fire Station.	6, 7, 8				
6	Relocate DPW facilities outside of the Mumford River flood plain.	1, 3, 4, 5, 6, 7, 8	BOS, Town Meeting	Local budget, HMGP	High	Year 0-1
7	Upgrade Whitinsville storm drains to mitigate flood damage.	3, 4, 5, 6, 7, 8	DPW	HMGP, Chapter 90	High	Year 0-1
8	Mitigate flooding on Church St. Extension by elevating the section of roadway that is vulnerable to flooding.	3, 4, 5, 6, 7, 8	DPW	Chapter 90, possibly CDBG, HMGP	High High cost measure	Year 0-1
9	Sweep streets at least once per year to increase stormwater management capacity; capture and dispose of appropriately.	2, 3, 4, 6, 7, 8	DPW/Highway Dept.	Relatively Low Cost	High Priority	Year 0-1
10	Properly clean (at least annually, or more often as may be required) all stormwater structures and basins.	2, 3, 4, 6, 7, 8	DPW	Medium cost; cleaning catch basins is low cost, but cleaning basins may be more involved depending on location, access and type.	High Priority	Year 0-1 (catch basins) Year 1-3 (adopt broader plans)
11	Evaluate and Repair Dams as identified by the Office of Dam Safety.	2, 3, 4, 5, 6, 7, 8	DCR	State funding	Med. Budget constraints create higher priorities	Year 0-1

B. Administration/Enforcement/Coordination						
12	Pursue funding that builds local capacity and supports grant-writing for mitigation actions identified in the regional and local PDM plans.	4, 5, 6, 7, 8, 9, 10, 12, 16, 17	BOS/TM EMD/PB/DPW	Local/Dept Budgets	Low; budget constraints create higher priorities	Year 0-1
13	Increase communication/coordination between federal, state, regional, county, municipal, private, and non-profit agencies in the area of pre-disaster mitigation.	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18	EM Director Police/Fire Chiefs Area NGO's	low to moderate cost to implement Department Budget	High Easily done; good potential benefits	Year 0-1
14	Help communities develop and enhance working relationships with the utility companies to improve mitigation of threats, and improve communication during events; ensure satellite spaces within each community for temporary emergency headquarters.	4, 5, 6, 7, 8, 9, 10, 11, 12, 18	EM Director BOS, Police/Fire Chiefs	low to moderate cost to implement Dept Budget	High Easily done; Good potential benefits	Year 0-1
15	Implement (or improve) hazard warning systems and notification to vulnerable populations.	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18	EM Director/ Police/Fire Chiefs	low to moderate cost to implement Dept Bud/ H S	Med Funding availability may make this a higher priority	Years 1-3
16	Continue to enforce seismic standards in the State's Building Code.	15	Bldg Dept.	Local Budget	High	Year 0-1
17	Continue to actively enforce and comply with State Building Code Requirements.	8, 9, 10, 11, 14, 15	Building Official	Town budget	High Priority	Year 0-1

18	Continue to actively enforce and comply with the Massachusetts Wetlands Protection Act	1	Conservation Comm. Building Official	Town budget Wetland fees	High Priority	Year 0-1
19	Increase the number of dam inspectors in the region so that dams with serious problems are repaired before they are breached by flood waters that cause serious damage or casualties.	2, 3, 4, 5, 6, 7, 8	MA DCR	MA DCR	Med.	Year 0-1
C. Education						
20	Educate all segments of the community in order to combat complacency and foster individual responsibility for mitigating disaster impacts.	4, 5, 6, 7, 8, 9, 10, 12, 16, 17	EM Director ALL	HMGP \$ Dept Budgets Homeland Sec	Low; Undisputed value, but limited resources	Years 1-3
21	Promote use of full range of federal and state resources related to disaster mitigation such as educational materials, training, and National Weather Service forecasts.	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 16, 17	BOS EMD, Chiefs, PB, DPW	HMGP Homeland Sec	Med; Budget constraints create higher priorities	Year 0-1
22	Develop a means for sharing information on a regional basis about successful disaster mitigation planning and programs. Create a feedback loop to improve pre-disaster planning by establishing a formal post-disaster assessment process.	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18	EM Director	low to moderate cost to implement Dept Budget; may ID programs for HMGP or HS funding.	Low Individual community carries burden	Year 0-1
D. Planning						
23	Find funding to review and update the regional and local disaster mitigation plans on a five-year cycle.	4, 5, 6, 7, 8, 9, 10, 12, 16, 17	BOS/TM EMD, DPW, PB, Planner	Budget, but can be quite time consuming	Low Funding availability may make this a	Year 0-1

					higher priority	
24	Incorporate disaster mitigation actions into appropriate local and regional plans – Master Plans, land use, transportation, open space, and capital programming.	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18	PB, ConCom, EMD, DPW	low to moderate cost to implement Department Budget	High Easily done; Good potential benefits	Year 0-1
25	Integrate disaster mitigation concerns into transportation projects (e.g. drainage improvements, underground utilities, etc.).	1, 2, 3, 15	DPW	low to moderate cost to implement Department Budget	High Easily done; Good potential benefits	Year 0-1
26	Expand the use and role of annual Capital Improvement Program	2, 3, 13, 14	TM/BOS PB, DPW	Generally budget funded. May include Chapter 90, grants, Local bonding	Low Funding availability may make this a higher priority	Year 0-1
27	Identify PDM actions that are consistent with the objectives of other interest groups. Collaborate with others to undertake initiatives and achieve success. (Example: conservation or env. groups that support wetlands protection, river corridor acquisition, or reducing runoff may assist.)	4, 5, 6, 7, 8, 9, 10, 12, 16, 17	EMD/PB BOS ConCom NGO's	low to moderate cost to implement Department Budget	High Easily done; Good potential benefits	Year 0-1
28	Improve the information available on at-risk properties and repetitive loss structures, in order to refine strategies	1, 2, 3, 4, 5, 6, 7, 8, 9	EMD/CMRPC Chiefs PB/ConCom	Can be low cost; Dept Budgets	Med; Budget constraints create higher priorities	Year 0-1
29	Work with CMRPC's Transportation Department on computer modeling for evacuation planning & re-routing post-disaster	1, 2, 3, 7, 8, 11, 14, 15, 18	DPW/CMRPC BOS Transit Agencies PB/ConCom	Departmental Budgets – coordinate with relevant contract	Low Funding availability may make this a higher priority,	Year 0-1

				work	through others	
E. Regulatory Actions						
30	Encourage the adoption of underground utility requirements in local subdivision regulations, and retrofitting of existing infrastructure	1, 2, 3, 4, 5, 6, 7	PB DPW, BOS Utility Co's	Regulatory changes low cost. Retrofitting existing infrastructure extremely costly – ID funding options	Low Very Costly Funding availability may make this a higher priority	Year 0-1
31	Incorporate disaster mitigation concerns into the MEPA review process.	1, 2, 3, 12, 15	PB BOS, DPW, Chiefs	low cost Department Budget	High Easily done; Good potential benefits	Year 0-1
32	Integrate disaster mitigation concerns into subdivision, site plan review, 40B reviews, and other zoning reviews. In particular require the consideration of downstream flooding impacts caused by new projects—even if the impacts cross town lines—and urban/wildland interface concerns in high-risk areas. Work on model bylaw language for urban/wildland interface and model parking standards to reduce the amount of impervious coverage.	1, 2, 3, 14	PB, ZBA All supporting departments and boards	MGL Ch 44 S 53G Dept Budget	High Easily done; Good potential benefits	Year 0-1

F. Emergency Response Preparedness						
33	Implement a Unified Incident Command program in place.	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18	EMD	Homeland Security Funds	Med; Budget constraints create higher priorities	Year 0-1
34	Inventory shelter/emergency resources. Identify what services are available at the different shelters (e.g. food preparation, potable water, back-up electrical power, heat, showers, etc.) and whether the location of different shelters will be impacted by different hazards (i.e. whether flooding will make the shelter inaccessible to some residents). This would help ensure that suitable shelters are available for different types of natural hazards.	1, 2, 3, 7, 8, 11, 14, 15, 18	EMD	low to moderate cost to implement In some cases grant funding would be sought for implementation given the limited resources available in our Region's communities.	Med; Budget constraints create higher priorities	Year 0-1

* Abbreviations:

CDBG Community Development Block Grant	HMPG Hazard Mitigation and Prevention Grant
BOS Board of Selectmen	TA Town Administrator
EMD Emergency Management Director	PB Planning Board
DPW Department of Public Works	ZBA Zoning Board
NGO Non-Governmental Organizations	

In assessing the level of risk, ODS evaluates the likelihood that a dam failure (an uncontrolled release of impounded water) would result in loss of life or substantial property damage. Dams that are “likely” to cause such damage are classified as “*high hazard*”; dams that “may” cause such damage are classified as “*significant hazard*.”

“*Critical*” indicates substandard, municipally-owned dams. Specifically, the Mass. Office of Dam Safety has determined that there are 100 relatively large municipally owned dams that are in poor or unsafe condition. Because each of these 100 substandard dams has the potential to cause loss of human life or significant property damage in the event of failure, this group requires more immediate remedial action, and a priority status in the list of demands for public resources. ODS refers to this group as the “100 municipally owned critical dams.”

Hazard Vulnerability Addressed Key

1	Flood-Related Riverine	9	Severe Storms (Wind, Hail, Lightning)	17	Extreme Heat
2	Flood-Related Dam Failures	10	Wind-Related Hazards (Hurricanes, Nor'easters, Winter Storms)	18	Conflagrations
3	Flood-Related Stormwater	11	Tornados		
4	Flood-Related Thunder Storms	12	Severe Winter Storms		
5	Flood-Related Winter Storms	13	Drought		
6	Nor'easters	14	Fire Hazards		
7	Hurricanes	15	Geologic Hazards (Tsunami, Earthquake, Landslide)		
8	Tropical Storms	16	Extreme Cold		

F

The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

☐ For Reconsideration

FORM 43
MUST BE SIGNED BY LOCAL LICENSING AUTHORITY

090400003

ABCC License Number

NORTHBRIDGE

City/Town

November 5, 2012

Local Approval Date

TRANSACTION TYPE (Please check all relevant transactions):

- | | | | |
|---|--|---|---|
| <input type="checkbox"/> New License | <input type="checkbox"/> New Officer/Director | <input type="checkbox"/> Pledge of License | <input type="checkbox"/> Change Corporate Name |
| <input type="checkbox"/> Transfer of License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Pledge of Stock | <input type="checkbox"/> Seasonal to Annual |
| <input checked="" type="checkbox"/> Change of Manager | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Transfer of Stock | <input type="checkbox"/> Change of License Type |
| <input type="checkbox"/> Cordials/Liqueurs Permit | <input type="checkbox"/> Issuance of Stock | <input type="checkbox"/> New Stockholder | <input type="checkbox"/> Other <input type="text"/> |
| <input type="checkbox"/> 6-Day to 7-Day License | <input type="checkbox"/> Management/Operating Agreement | <input type="checkbox"/> Wine & Malt to All Alcohol | |

Name of Licensee

EIN of Licensee

D/B/A

Manager

ADDRESS:

CITY/TOWN:

STATE

ZIP CODE

Annual or Seasonal

Category: (All Alcohol- Wine & Malt Wine,
Malt & Cordials)

Type: (Restaurant, Club, Package
Store, General On Premises, Etc.)

Complete Description of Licensed Premises:

One floor with four rooms, cellar for lockers. One front, two side, one rear, and one basement entrance. Premises to include the area containing holes 1-7 on the north side of Fletcher Street and holes 8-9 on the south side of Fletcher Street as shown on the plan attached hereto as Exhibit #1 to be sold from one beverage cart. Premises does not include the maintenance barn and parking area.

Application Filed:

Date & Time

Advertised:

Date & Attach Publication

Abutters Notified: Yes ☐ No ☒

Contact Person for Transaction

Phone:

ADDRESS:

CITY/TOWN:

STATE

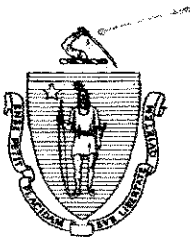
ZIP CODE

Remarks:

The Local Licensing Authorities By:

Alcoholic Beverages Control Commission
Ralph Sacramone
Executive Director

ABCC Remarks:



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

Print Form

**RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
MONETARY TRANSMITTAL FORM**

- APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

CHECK PAYABLE TO ABCC OR COMMONWEALTH OF MA: \$200.00

(CHECK MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL)

CHECK NUMBER

1148

IF USED EPAY, CONFIRMATION NUMBER

A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

090400003

LICENSEE NAME

WHITINSVILLE GOLF CLUB INC

ADDRESS

179 FLETCHER ST

CITY/TOWN

WHITINSVILLE

STATE

MA

ZIP CODE

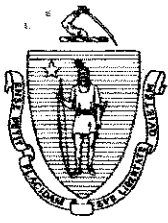
01588

TRANSACTION TYPE (Please check all relevant transactions):

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Cordials/Liqueurs Permit | <input type="checkbox"/> New Officer/Director | <input type="checkbox"/> Transfer of License |
| <input type="checkbox"/> Change Corporate Name | <input type="checkbox"/> Issuance of Stock | <input type="checkbox"/> New Stockholder | <input type="checkbox"/> Transfer of Stock |
| <input type="checkbox"/> Change of License Type | <input type="checkbox"/> Management/Operating Agreement | <input type="checkbox"/> Pledge of Stock | <input type="checkbox"/> Wine & Malt to All Alcohol |
| <input type="checkbox"/> Change of Location | <input type="checkbox"/> More than (3) \$15 | <input type="checkbox"/> Pledge of License | <input type="checkbox"/> 6-Day to 7-Day License |
| <input checked="" type="checkbox"/> Change of Manager | <input type="checkbox"/> New License | <input type="checkbox"/> Seasonal to Annual | |
| <input type="checkbox"/> Other | | | |

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS TRANSMITTAL FORM ALONG WITH THE CHECK, COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

ALCOHOLIC BEVERAGES CONTROL COMMISSION
P. O. BOX 3396
BOSTON, MA 02241-3396



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

PETITION FOR CHANGE OF LICENSE

0904 0000 3

ABCC License Number

Northbridge

City/Town

The licensee **WHITINSVILLE GOLF CLUB, INC.** respectfully petitions the Licensing Authorities to approve the following transactions:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Change of Manager | <input type="checkbox"/> Alteration of Premises |
| <input type="checkbox"/> Pledge of License/Stock | <input type="checkbox"/> Cordial & Liqueurs |
| <input type="checkbox"/> Change of Corporate Name/DBA | <input type="checkbox"/> Change of Location |
| <input type="checkbox"/> Change of License Type (\$12 ONLY, e.g. "club" to "restaurant") | |

☒ Change of Manager

Last-Approved Manager:

CHRIS HULME

Requested New Manager:

FRANCIS JANETTA

☐ Pledge of License /Stock

Loan Principal Amount: \$

Interest Rate:

Payment Term:

Lender:

☐ Change of Corporate Name/DBA

Last-Approved Corporate Name/DBA:

Requested New Corporate Name/DBA:

☐ Change of License Type

Last-Approved License Type:

Requested New License Type:

☐ Alteration of Premises: (must fill out attached financial information form)

Description of Alteration:

☐ Change of Location: (must fill out attached financial information form)

Last-Approved Location:

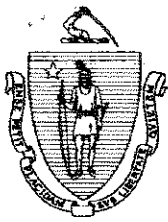
Requested New Location:

Signature of Licensee

(If a Corporation/LLC, by its authorized representative)

Date Signed

10/14/2012



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

MANAGER APPLICATION

All proposed managers are required to complete a Personal Information Form,
and attach a copy of the corporate vote authorizing this action and appointing a manager.

1. LICENSEE INFORMATION:

Legal Name of Licensee: WHITINSVILLE GOLF CLUB Business Name (dba): Inc.
Address: 179 FLETCHER ST
City/Town: WHITINSVILLE State: MA Zip Code: 01588
ABCC License Number: 09 04 00003 Phone Number of Premise: 508 234 6210
(If existing licensee)

2. MANAGER INFORMATION:

A. Name: FRANCIS IANNETTA B. Cell Phone Number: 401 651 1602
C. List the number of hours per week you will spend on the licensed premises: 60 hours

3. CITIZENSHIP INFORMATION:

A. Are you a U.S. Citizen: Yes ☒ No ☐ B. Date of Naturalization: C. Court of Naturalization:
(Submit proof of citizenship and/or naturalization such as Voter's Certificate, Birth Certificate or Naturalization Papers)

4. BACKGROUND INFORMATION:

A. Do you now, or have you ever, held any direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages? Yes ☐ No ☒
If yes, please describe:
B. Have you ever been the Manager of Record of a license to sell alcoholic beverages that has been suspended, revoked or cancelled? Yes ☐ No ☒
If yes, please describe:
C. Have you ever been the Manager of Record of a license that was issued by this Commission? Yes ☐ No ☒
If yes, please describe:
D. Please list your employment for the past ten years (Dates, Position, Employer, Address and Telephone):

- 1974-2005 CUMBERLAND SCHOOL DEPT. 2600 MENDON RD
CUMBERLAND RI 02864 401
- 2006-Present WHITINSVILLE GOLF CLUB 179 FLETCHER ST

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature

Francis Iannetta

Date

10/15/12



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

PERSONAL INFORMATION FORM

Each individual listed in Section 10 of this application must complete this form.

1. LICENSEE INFORMATION:

A. Legal Name of Licensee	WHITINSVILLE GOLF CLUB	B. Business Name (dba)			
C. Address	179 FLETCHER ST.	D. ABCC License Number (If existing licensee)	0904 00003		
E. City/Town	WHITINSVILLE	State	MA	Zip Code	01588
F. Phone Number of Premise	508 234 6210	G. EIN of License			

2. PERSONAL INFORMATION:

A. Individual Name	FRANCIS IANNETTA	B. Home Phone Number	401 651 1002		
C. Address	1177 LONSDALE AVE.				
D. City/Town	LINCOLN	State	RI	Zip Code	02865
E. Social Security Number		F. Date of Birth	08/07/1952		
G. Place of Employment	WHITINSVILLE GOLF CLUB				

3. BACKGROUND INFORMATION:

Have you ever been convicted of a state, federal or military crime?

Yes ☐ No ☒

If yes, as part of the application process, the individual must attach an affidavit as to any and all convictions. The affidavit must include the city and state where the charges occurred as well as the disposition of the convictions.

4. FINANCIAL INTEREST:

Provide a detailed description of your direct or indirect, beneficial or financial interest in this license.

IMPORTANT ATTACHMENTS (8): For all cash contributions, attach last (3) months of bank statements for the source(s) of this cash.

*If additional space is needed, please use the last page

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature		Date	10/15/12
Title	MANAGER	(If Corporation/LLC Representative)	

Le Secrétaire d'Etat des Etats-Unis d'Amérique
prie par les présentes toutes autorités compétentes de laisser passer le citoyen
ou ressortissant des Etats-Unis titulaire du présent passeport, sans délai ni
difficulté et, en cas de besoin, de lui accorder toute aide et protection légitimes.

El Secretario de Estado de los Estados Unidos de América por el presente solicita a las autoridades competentes permitir el paso del ciudadano o nacional de los Estados Unidos aquí nombrado sin demora ni dificultades, y en caso de necesidad, prestarle toda la ayuda y protección ligadas.

SIGNATURE OF BEARER/SIGNATURE DU TITULAIRE/FIRMA DEL TITULAR

NOT VALID UNTIL SIGNED

PASSPORT
PASSEPORT
PASAPORTE



UNITED STATES OF AMERICA

Type / Type / Tipo Code / Code / Código Passport No. / No. du Passeport / No. de Pasaporte
P USA 220671607

P

USA

22067-1607

Surname / Nom / Apellidos

IANNETTA

Given names / Prénoms / Nombres

FRANCIS

Nationality / Nationalité / Nacionalidad

UNITED STATES OF AMERICA

Date of birth / Date de naissance / Fecha de nacimiento

07 AUG 1952

Sex / Sexe / Sexo Place of birth / Lieu de naissance / Lugar de nacimiento

14

RHODE ISLAND, U.S.A.

Date of issue / Date de délivrance / Fecha de expedición _____ Authority / Autorité / Autoridad _____

31 JAN 2007

United States

Date of expiration / Date d'expiration / Fecha de caducidad

30 JAN 2017

Department of State

Amendments / Modifications / Enmiendas

SEE PAGE 24

[illegible]

2206716073USA5208074M1701304<<<<<<<<<<<<<02

Whitinsville Golf Club

P.O. Box 128

Whitinsville, MA 01588

Minutes of the meeting of the Board of Governors held on
179 Fletcher Street, Whitinsville, MA

25-Sep at 6:00 p.m. in the clubhouse located at

Governors and others in attendance were as follows:

John O'Brien, President
Ken Marino, Vice President
Bob Burns, Treasurer
Dave Sampson, Secretary
Steve Hebert

Scott Tauson
Chris Shaw

Absent:

Tom Hall

Brian Johnson

The meeting of the Board of Governors was called to order at 6:10

1) Manager's Position

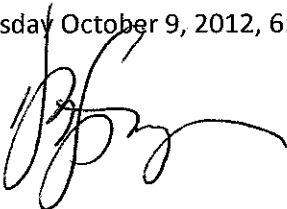
a motion was made and seconded to appoint Francis Ianetta the Manager of Whitinsville Golf Club. Upon a unanimous vote the President declared said motion approved. The job responsibilities will include the responsibility of the Club's liquor license. The House committee and the Board of Governors will write a new job description for the start of 2013.

2) 2013 Budget Discussions

Bob Burns presented preliminary budget numbers for 2013. General discussion regarding shifting some of the dues burden away from the full members. Combining membership categories was also discussed. Some questions regarding the dues numbers used in the preim budget. All board members to come to next meeting with their membership category and fee recommendations. John O'Brien presented information relative to the maintenance department for consideration for next year's budget.

10) Adjournment

a motion was made and seconded to adjourn the meeting at 8:10, the vote was unanimous. The next meeting is scheduled for Tuesday October 9, 2012, 6:00 p.m., at the clubhouse



Commonwealth of Massachusetts
Worcester, ss October 12, 2012
Then personally appeared, David Sampson,
who is known to me, and acknowledged
he has signed voluntarily for the stated
purpose.

Margaret Victoria Surabian-Riley
Notary Public
My Commission expires: 8-29-2014

- THREE (3) GOLDEN RULES OF SERVING ALCOHOL
1. Legal Drinking Age is "21" years old.
 2. Alcohol **MUST** be dispensed in a reasonable manner.
 3. Never serve anyone to the point of intoxication or anyone that appears to be intoxicated.

89 Redwood Drive
Cranston, RI 02920-5914
401-943-5454



This card certifies satisfactory completion of training
in the S.T.O.P. Alcohol Awareness Server Program.

Issued: **05/23/2012**

Code: **12 - 199**

Name:

Francis Iannetta

1177 Lonsdale Avenue

Lincoln, RI 02865



SERVER TRAINING PROGRAM

Expiration Date: **05/23/2015**

Instructor: **Frank J. Faubert** 401-943-5454

**BOARD OF SELECTMEN
LICENSE ROUTING SLIP**

Business: Whitinsville Golf Club, Inc.

Applicant: Christopher Hulme

Address: 179 Fletcher Street, Whitinsville, MA 01588

New/Renewal/Transfer: Change of Manager

License Type: Club License

DEPARTMENT:

COMMENTS:

SIGNATURE:

PLANNING:

N/A



POLICE:

FIRE:

BUILDING/ZONING:

CONSERVATION:

HEALTH:

Water

Trash

Other

ASSESSORS:

TREASURER/COLLECTOR:

Excise

Personal property

Real estate

Water / Sewer

Other

Please sign off and return the slip to Donna in the Town Manager's Office or offer comments via email to dgosselin@northbridgema.org. Thanks!!

**BOARD OF SELECTMEN
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Applicant: *Christopher Hulme*

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License Type: *Club License*

DEPARTMENT: _____ **COMMENTS:** _____ **SIGNATURE:** _____
PLANNING:

POLICE:

NO ISSUES

W. J. Wardlaw

FIRE:

BUILDING/ZONING:

CONSERVATION:

HEALTH:

Water

Trash

Other

ASSESSORS:

TREASURER/COLLECTOR:

Excise

Personal property

Real estate

Water / Sewer

Other

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License Type: *Club License*

DEPARTMENT:
PLANNING:

COMMENTS:

SIGNATURE:

POLICE:

FIRE:

No concerns at this time

GAN

BUILDING/ZONING:

CONSERVATION:

HEALTH:

Water

Trash

Other

ASSESSORS:

TREASURER/COLLECTOR:

Excise

Personal property

Real estate

Water / Sewer

Other

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New/Renewal/Transfer: *Change of Manager*

License Type: *Club License*

DEPARTMENT: _____ **COMMENTS:** _____ **SIGNATURE:** _____
PLANNING:

POLICE:

FIRE:

BUILDING/ZONING:

*Approved
10-25-2012*

Jan - Hulme

CONSERVATION:

HEALTH:

Water

Trash

Other

ASSESSORS:

TREASURER/COLLECTOR:

Excise

Personal property

Real estate

Water / Sewer

Other

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LICENSE ROUTING SLIP**

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New/Renewal/Transfer: *Change of Manager*

License Type: *Club License*

DEPARTMENT:

COMMENTS:

SIGNATURE:

PLANNING:

POLICE:

FIRE:

BUILDING/ZONING:

NA

CONSERVATION:

John E. Brown

HEALTH:

Water

Trash

Other

ASSESSORS:

TREASURER/COLLECTOR:

Excise

Personal property

Real estate

Water / Sewer

Other

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New/Renewal/Transfer: Change of Manager

License Type: Club License

DEPARTMENT:

COMMENTS:

SIGNATURE:

PLANNING:

POLICE:

FIRE:

BUILDING/ZONING:

CONSERVATION:

HEALTH:

Water

Trash

Other

*No Board of Health Concerns
w/ Change of Manager.*

Jane M. Frazier

10/25/12

ASSESSORS:

TREASURER/COLLECTOR:

Excise

Personal property

Real estate

Water / Sewer

Other

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LICENSE ROUTING SLIP**

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DEPARTMENT: _____ **COMMENTS:** _____ **SIGNATURE:** _____
PLANNING:

POLICE:

FIRE:

BUILDING/ZONING:

CONSERVATION:

HEALTH:

Water

Trash

Other

ASSESSORS:

No ISSUES. Robert Fitzgerald

TREASURER/COLLECTOR:

Excise

Personal property

Real estate

Water / Sewer

Other

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POLICE:

FIRE:

BUILDING/ZONING:

CONSERVATION:

HEALTH:

Water

Trash

Other

ASSESSORS:

TREASURER/COLLECTOR:

Excise

Personal property ☒

Real estate ☒

Water / Sewer ☒

Other

Please sign off and return the slip to Donna in the Town Manager's Office or
offer comments via email to dgosselin@northbridgemass.org. Thanks!!

Donna Gosselin

From: Linda Usher [juniperhill@charter.net]
Sent: Wednesday, December 05, 2012 12:10 PM
To: ssusienka@northbridgemass.org
Cc: dgosselin@northbridgemass.org
Subject: Fwd: Permission request for Whitin Five

Hi

I would like to request permission to hold the 25th Annual Thanksgiving Whitin Five Road Race on November 28, 2013 at 8:10 am. I will be working with the Northbridge Police Dept. This year's race was very successful. A large donation was made to Whitin CC. We are making plans already for next year's race!

Thank you,

Linda

Linda Usher
Whitin Five Race Director
508-529-6862
juniperhill@charter.net
www.whitinfive.com
<http://www.facebook.com/whitinfive>

=

Donna Gosselin

From: James Shuris [jshuris@northbridgemass.org]
Sent: Wednesday, December 12, 2012 4:39 PM
To: dgosselin@northbridgemass.org; wwarchol@northbridgemass.org
Subject: RE: Permission request for Whitin Five

Donna:

Not sure why I received this now?

Turkey Day was several weeks ago!

Just kidding – the 2013 event sounds great – I have no objections or comments.

Jim Shuris

From: Donna Gosselin [mailto:dgosselin@northbridgemass.org]
Sent: Wednesday, December 12, 2012 3:15 PM
To: James Shuris; wwarchol@northbridgemass.org
Subject: FW: Permission request for Whitin Five

Good afternoon Gentlemen: FYI – The Annual Road Race will be on Thanksgiving Day, **November 28, 2013, NOT** November 21, 2012.

Have a good day.
Donna

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Thank you,

Linda

Donna Gosselin

From: Walter Warchol [wwarchol@northbridgemass.org]
Sent: Wednesday, December 12, 2012 6:05 PM
To: James Shuris
Cc: dgosselin@northbridgemass.org
Subject: Re: Permission request for Whitin Five

Donna

No issues we do it every year

Sent from my iPhone

On Dec 12, 2012, at 4:39 PM, James Shuris <jshuris@northbridgemass.org> wrote:

Donna:

Not sure why I received this now?

Turkey Day was several weeks ago!

Just kidding – the 2013 event sounds great – I have no objections or comments.

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Cc: dgosselin@northbridgemass.org
Subject: Fwd: Permission request for Whitin Five

Donna Gosselin

From: Gary Bechtholdt [gbechtholdt@northbridgemass.org]
Sent: Wednesday, December 12, 2012 10:22 AM
To: tkozak@northbridgemass.org
Cc: ssusienka@northbridgemass.org; dgosselin@northbridgemass.org; 'Barbara Gaudette'
Subject: BOS mtg -Monday, Dec 17 (Ad-hoc Open Space & Recreation Plan Update Committee)

Ted:

Can you include on the BOS agenda (Dec 17 2012) –under Decisions or Discussions -Open Space & Recreation Plan update establishing an Ad-hoc committee for its update? Barbara Gaudette and I will plan to attend.

Decisions/Discussions

Ad-hoc Open Space & Recreation Plan Update Committee /Present: Barbara Gaudette, Planning Board Chair & R. Gary Bechtholdt II, Town Planner

As you may know it has been difficult to get those that participated in the last update to attend meetings –at its meeting last night (12/11) the Planning Board agreed to solicit the Board of Selectmen to establish an Ad-hoc Open Space Plan Update Committee

Barbara is going to contact those that participated in the last update (2000-02) to see if they are still interested in participating and if so to submit a talent bank form for the ad-hoc committee.

Thanks,

-Gary

R. Gary Bechtholdt II
Northbridge Town Planner

COMMUNITY PLANNING & DEVELOPMENT

Town of Northbridge
7 Main Street
Whitinsville, MA 01588
(508)234-2447

TOWN MANAGER'S REPORT – DECEMBER 17, 2012

- 1) **Sutton Street Reconstruction Project Update:** The project is still moving forward. The Conservation Commission approved the wetland requirements and the DPW Director is scheduling a tree hearing. The State wants to advertise the project in February.
- 2) **Town Hall Renovation Update:** The masonry and painting work has been completed and only a small punch list of work remains to be done. We received quotes to repair the windows and a company has been chosen.
- 3) **Budget Reports:** Requested draft budgets from Department Heads to be submitted this week. I will put together projections of revenue and prepare a draft budget in the beginning of January.
- 4) **Toys for Kids and Teens Campaign:** Announced that residents can still drop off toys at the Town Hall.
- 5) **Regional Bus Transportation:** Met with representatives from the Central Mass. Regional Planning Commission and the Worcester Regional Transportation Authority to discuss possible bus routes for the town. We will be able to use the MBTA assessment to provide the bus transportation. Representatives from Central Mass. Regional Planning Commission and the Worcester Regional Transportation Authority will be attending a Board meeting in January to further discuss this matter.
- 6) **Drug Paraphernalia Regulation:** The Board of Health working with the Police Chief has adopted regulations regarding drug paraphernalia sold in stores in town. This will go into effect in January.

Ted Kozak

From: James Shuris [jshuris@northbridgemass.org]
Sent: Thursday, December 13, 2012 4:41 PM
To: Robert Van Meter; tkozak@northbridgemass.org; sbrouwer@northbridgemass.org
Cc: James Shuris
Subject: Sutton Street Public Shade Tree Advertising and Hearing

Rob:

Please use the following dates for advertising the 61 Public Shade Trees for the Sutton Street Project. Also make sure that you identify each of the 61 trees by Street Address and Station No. in the advertisement – similar to the example that I gave to you – and to post the notice at each tree early next week.

Please have Sue contact the Worcester T&G and advertise 2 times on Saturday – Dec 22nd and Dec 29th. Also the advertisement should include the Public Hearing date/location/time at the BOS Meeting Room at 2 p.m. on January 9th, 2013.

Thanks,

Jim Shuris

From: James Shuris [mailto:jshuris@northbridgemass.org]
Sent: Wednesday, December 12, 2012 4:48 PM
To: 'Robert Van Meter'
Subject: Sutton Street Public Shade Tree Hearing

Rob:

Ted asked about the date for the tree hearing.

Would you please put together a schedule for this and let me know – so that I can provide to him tomorrow.

I'm not sure how long and how many times we have to advertise – so please refer to the example ad that I gave you earlier.

Thanks,

Jim Shuris

*James Shuris, P.E., MBA
 Director of Public Works
 Town of Northbridge, Massachusetts
 Tel. No. (508) 234-3581
 Fax. No. (508) 234-0807
 "Moving Forward"*

§ 201-9 Ban on Sale of Drug Paraphernalia and Synthetic Cannabinoids
(Added 12-11-12, effective 1-1-2013)

- A. **Purpose.** Whereas, it has been reported by various agencies that synthetic cannabinoids, synthetic cathinones, and synthetic hallucinogens have been linked to serious physical effects resulting in hospitalization and death when ingested, inhaled or otherwise introduced into the human body; and whereas these synthetic cannabinoids, synthetic cathinones, and synthetic hallucinogens pose health, safety, and welfare issues; now therefore the Board of Health of the Town of Northbridge adopts these regulations banning the sale of drug paraphernalia and synthetic cannabinoids as part of our mission to protect the health, safety and welfare of the public.
- B. **Authority.** These regulations are promulgated under the authority granted to the Board of Health under MGL Ch. 111, § 31.
- C. **Definitions.** The following terms shall have the meaning ascribed to them below:

Cannabimimetic Agents: Unless specifically exempted by law, any material, compound, mixture or preparation which contains any quantity of cannabimimetic agents, their salts, isomers, and salts of isomers whenever the existence of such salts, isomers and salts of isomers is possible within the specific chemical designation. As used in this regulation, cannabimimetic agents mean:

1. Any substance that is a cannabinoid receptor type 1 (CB 1 receptor) as demonstrated by binding studies and functional assays within the following structural classes:
 - a. 2-(3-hydroxycyclohexyl)phenol with substitution at the 5-position of the phenolic ring by alkyl or alkenyl, whether or not substituted on the cyclohexyl ring to any extent;
 - b. 3-(1-naphthoyl)indole or 3-(1-naphthyl)indole by substitution at the nitrogen atom of the indole ring, whether or not further substituted on the indole ring to any extent, whether or not substituted on the naphthoyl or naphthyl ring to any extent;
 - c. 3-(1-naphthoyl)pyrrole by substitution at the nitrogen atom of the pyrrole ring, whether or not further substituted in the indole ring to any extent, whether or not substituted on the naphthoyl ring to any extent;
 - d. 1-(1-naphthylmethyl)indene by substitution of the 3-position of the indene ring, whether or not further substituted in the indene ring to any extent, whether or not substituted on the naphthyl ring to any extent; or
 - e. 3-phenylacetylindole or 3-benzoylindole by substitution at the nitrogen atom of the indole ring, whether or not further substituted in the indole ring to any extent, whether or not substituted on the phenyl ring to any extent.
2. Any substance which includes any one (1) or more of the following chemicals:
 - a. CP 47,497; 5-(1,1-dimethylheptyl)-2-[(1R,3S)-3-hydroxycyclohexyl]-phenol;
 - b. Cannabicyclohexanol; 5-(1,1-dimethylheptyl)-2-[(1R,3S)-3-hydroxycyclohexyl]-phenol;

- c. JWH-015;(2methyl-1-propyl-1H-indol-3-yl)-1-naphthalenyl-methanone;
 - d. JWH-018; 1-pentyl-3-(1-naphthoyl) indole;
 - e. JWH-019; 1-hexyl-3-(1-naphthoyl)indole;
 - f. JWH-073; 1-butyl-3-(1-naphthoyl)indole;
 - g. JWH-081;1-pentyl-3-(1-4-methoxynaphthoyl)indole;
 - h. JWH-122; 1-pentyl-3-(4-methyl-1-naphthoyl)indole;
 - i. JWH-200; 1-[2-(4-morpholinyl)ethyl]-3-(1-naphthoyl)indole;
 - j. JWH-203; 1-pentyl-3-(2-chlorophenylacetyl)indole;
 - k. JWH-250; 1-pentyl-3-(2-methoxyphenylacetyl)indole;
 - l. JWH-398; 1-pentyl-3-(4-chloro-1-naphthoyl)indole;
 - m. AM2201; 1-(5-fluoropentyl)-3-(1-naphthoyl)indole;
 - n. AM694; 1-(5-fluoropentyl)-3-(2-iodobenzoyl)indole;
 - o. SR-19 and RCS-4; 1-pentyl-3-(4-methoxy-benzoyl)indole; and
 - p. SR-18 and RCS-8; 1-(2-cyclohexylethyl)-3-(2-methoxyphenylacetyl)indole.
3. Any substance which includes any one (1) or more of the following chemicals:
- a. 2-(2,5-Dimethoxy-4-ethylphenyl)ethanamine (2C-E);
 - b. 2-(2,5-Dimethoxy-4-methylphenyl)ethanamine (2C-D);
 - c. 2-(4-Chloro-2,5-dimethoxyphenyl)ethanamine (2C-C);
 - d. 2-(4-Iodo-2,5-dimethoxyphenyl)ethanamine (2C-I);
 - e. 2-[4-(Ethylthio)-2,5-dimethoxyphenyl]ethanamine (2C-T-2);
 - f. 2-[4-(Isopropylthio)-2,5-dimethoxyphenyl]ethanamine (2C-T-4);
 - g. 2-(2,5-Dimethoxyphenyl)ethanamine (2C-H);
 - h. 2-(2,5-Dimethoxy-4-nitro-phenyl)ethanamine(2C-N); and
 - i. 2-(2,5-Dimethoxy-4-(n)-propylphenyl)ethanamine (2C-P)

Illegal Chemical Product: Any substance which includes any one (1) or more of the following chemicals:

1. 3,4 – methylenedioxymethcathinone, MDMC;
2. Medphradone (4-methylmethcathinone);
3. 4 – methylmethcathinone, 4 – MMC;
4. 4 – methoxymethcathinone, bk – PMMA, PMMC;
5. 3, 4 – fluoromethcathinone, FMC;
6. Naphthylpyrovalerone, NRG -1;
7. Beta-keto-N-methylbenzodioxolylpropylamine;
8. 2-(methylamino)-propiofenone; OR alpha-(methylamino) propiofenone;
9. 3-methoxymethcathinone;
10. 2-(methylamino)-1-phenylpropan-1-one;
11. 4-ethylmethcathinone;
12. 3,4-dimethylmethcathinone;
13. Alpha-Pyrrolidinopentiophenone;
14. Beto-Keto-Ethylbenzodioxolybutanamine;
15. 3,4-methylenedioxy-N-ethylcathinone;
16. 4-methyl-alpha-pyrrolidinobutyrophenone;
17. Methylenedioxypropylvalerone or [(MDPV) (1-(1,3-Benzodioxol-5-yl)-2-(1-pyrrolidinyl)-1-pentanone]; and
18. MDAI; 5, 6-methylenedioxy-2-aminoindane.

Drug Paraphernalia: Drug paraphernalia shall be defined pursuant to M.G.L.A c. 94C sec. 1. Drug paraphernalia shall, in addition to the definition under M.G.L.A. c. 94C, sec. 1, include blunt wrappers and rosebud glass tubes or other non-traditional tobacco smoking apparatus.

Person: An individual, corporation, partnership, wholesaler, retailer, or any licensed or unlicensed business.

- D. No person shall sell, offer to sell, gift, or publicly display for sale any drug paraphernalia within the Town of Northbridge. Any loose products, including but not limited to steel wool pads and plastic bags, displayed in a business establishment for sale or distribution, individually, out of the manufacturer's customary packaging, will be considered drug paraphernalia. In determining whether an object is being sold or offered for sale as drug paraphernalia, the enforcing officer, court and/or reviewing authority should consider all other logically relevant factors.
- E. No person shall sell, offer to sell, gift, or publicly display for sale any cannabimimetic agent, illegal chemical product, or like products that shall intentionally or willfully induce the symptoms of intoxication, elation, euphoria, dizziness, excitement, irrational behavior, exhilaration, paralysis, stupefaction, or dulling of the senses or nervous system, distortion of audio, visual, or mental processes, that is similar to a controlled substance or imitation controlled substance.
- F. No person shall knowingly possess, inhale, or ingest any cannabimimetic agent or illegal chemical product or like products that shall intentionally or willfully induce the symptoms of intoxication, elation, euphoria, dizziness, excitement, irrational behavior, exhilaration, paralysis, stupefaction, or dulling of the senses or nervous system, distortion of audio, visual, or mental processes, that is similar to a controlled substance or imitation controlled substance.
- G. This regulation shall apply whether the cannabimimetic agents or illegal chemical products, as herein defined, are desired as tobacco, herbs, incense, spice, bath salts, plant food or any blend thereof, regardless of whether the substance is marketed for the purpose of being smoked or ingested.
- H. **Violations and Penalties.** This Regulation shall be enforced by the Northbridge Board of Health and/or the Northbridge Police Department through any lawful means in law or in equity including, but not limited to, enforcement by criminal indictment or complaint pursuant to M.G.L. c. 40, § 21, by noncriminal disposition pursuant to M.G.L. c. 40, § 21D, and/or through revocation of any or all licenses and permits issued by the Town of Northbridge. The fine for violation of this regulation shall be three hundred dollars (\$300) for each offense. A separate offense shall be deemed committed for each sale, offer to sell, gift, or public display for sale.
- I. **Enforcement.** The enforcement of this regulation shall be by the Northbridge Police Department, the Northbridge Board of Health, or its designated agent.
- J. **Seizure of Controlled Substances.** All substances, found in plain view, being used in violation of this regulation may be seized and held until final adjudication whereupon they will be destroyed by the Northbridge Police Department.
- K. **Effective Date.** These regulations shall become effective on January 1, 2013.