

**TOWN OF NORTHBRIDGE  
BOARD OF SELECTMEN'S MEETING  
NORTHBRIDGE TOWN HALL  
7 MAIN STREET - WHITINSVILLE, MA 01588  
March 11, 2019 at 7:00 PM**

**PLEDGE OF ALLEGIANCE**

**I. APPROVAL OF MINUTES**

**II. PUBLIC HEARING**

**III. APPOINTMENTS A. Superintendent Screening Committee/Vote to appoint Select Board Member**

**IV. CITIZENS' COMMENTS/INPUT**

**V. DECISIONS**

**VI. DISCUSSIONS**

**VII. TOWN MANAGER'S REPORT**

- B.** 1) FY2020 Initial Budget Presentation  
2) FY2020 Capital Plan  
3) May 7, 2019 Draft Annual Town Meeting Warrant

**VIII. SELECTMEN'S CONCERNS**

**IX. ITEMS FOR FUTURE AGENDA**

**X. CORRESPONDENCE**

**XI. EXECUTIVE SESSION**

Town Clerk: 2 Hard copies	<input type="checkbox"/>
Web: Post time-stamped copy	<input type="checkbox"/>



**FY2020 BUDGET CALENDAR**  
for  
**SPRING ANNUAL TOWN MEETING**  
**May 7, 2019**

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- ~~Dec. 6, 2018: Staff Meeting to outline Budget Development Process~~
- ~~Jan. 4, 2019: Department Budgets due to Town Manager~~
- ~~Jan. 4, 2019: Staff Meeting Monthly Meeting~~
- ~~Jan. 7, 2019: BoS Meeting **Open Spring Annual Town Meeting Warrant and Set Close Date**~~
- ~~Jan. 31, 2019: BPC Meeting Review & Approve 5 year Capital Improvement Plan~~
- ~~Feb. 1, 2019: Town Manager Submits Capital Improvement Plan to the BoS and FinCom (per Code)~~
- ~~Feb. 8, 2019: Staff Meeting Monthly Meeting Preliminary Budget Discussion~~
- ~~Feb. 13, 2019: FinCom Meeting Town Manager Preliminary Budget Presentation~~
- ~~Feb. 25, 2019: BoS Meeting **Vote to Place Articles on the Spring Annual Town Meeting Warrant**~~
- ~~Feb. 27, 2019: FinCom Meeting Department Budget Presentations (Police and DPW)~~
- ~~Mar. 8, 2019: Staff Meeting Monthly Meeting~~
- ~~Mar. 8, 2019: **Spring Annual Town Meeting Warrant Close Date** (at least 7 Fridays prior to SATM)~~
- Mar. 11, 2019: BoS Meeting –Town Manager Preliminary Budget Presentation
- Mar. 13, 2019: FinCom Meeting – Public Meeting on SATM Warrant/FY20 Budget (also Fire Dept/Turf Field presentations) – Joint Meeting with BOS and School Committee to discuss turf fundng
- Mar. 20, 2019: FinCom Meeting – BVT Budget Presentation and NPS Budget Presentation
- Mar. 25, 2019: BoS Meeting – **Vote to Sign SATM Warrant pending Town Counsel Review**
- Mar. 27, 2019: FinCom Meeting – Final Budget/Capital Plan Presentation and Vote Positions on Warrant Articles
- Apr. 8, 2019: BoS Meeting – **Vote Positions on Town Meeting Warrant Articles**
- Apr. 9, 2019: **Last day to Post Warrant as required by Bylaw** (at least 28 days prior to SATM)
- Apr. 9, 2019: **Last day to publish Town Manager’s Summary** (at least 28 days prior to SATM)
- Apr. 11, 2019: FinCom Booklet Recommendations to the Town Manager’s Office
- Apr. 12, 2019: FinCom Booklet to the Printer (mail postcards only – also post on-line when available)
- Apr. 16, 2019: **Last day to notify Town Clerk of Ballot Questions** (at least 35 days prior to Election)
- May 3, 2019: Staff Meeting to Prepare for Spring Annual Town Meeting
- May 7, 2019: **Spring Annual Town Meeting**
- May 21, 2019: **Annual Town Election**
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# FY2020 BUDGET OUTLOOK

# B.1

## TOTAL ADDITIONAL AVAILABLE FUNDS

New Revenues:	<u>FY2019</u>	<u>FY2020</u>	<u>Change</u>
Tax Levy	\$22,193,374	\$23,007,484	\$814,110
State Aid	\$18,654,400	\$18,531,995	(\$122,405)
Receipts/Other	<u>\$4,862,829</u>	<u>\$4,924,629</u>	<u>\$61,800</u>
Total	\$45,710,603	\$46,464,108	<b>\$753,505</b>
New Charges:			
Charges	\$185,629	\$195,062	\$9,433
Abatements/Title/Other	\$267,796	\$270,000	\$2,204
School Choice Offset	\$1,128,949	\$1,247,386	\$118,437
Cherry Sheet Offset	<u>\$710,777</u>	<u>\$512,180</u>	<u>(\$198,597)</u>
Total	\$2,293,151	\$2,224,628	<b>(\$68,523)</b>
<b>Additional Available Funds for FY2020 =</b>			<b>\$822,028</b>
<b>Surplus on the Tax Rate (unused Levy) =</b>			<b><u>\$202</u></b>
<b>Total</b>			<b>\$822,230</b>

## PRELIMINARY OPERATING BUDGET EXPENDITURES

Operating Budget	FY19 Approved	FY20 Preliminary	\$ Change	% Change	Available Funds \$822,230
Pension	\$1,720,251	\$1,902,451	\$182,200	10.59%	\$640,030
BS Valley Tech	\$1,621,700	\$1,723,851	\$102,151	6.30%	\$537,879
Northbridge Schools	\$23,389,965	\$23,839,465	\$449,500	1.92%	\$88,379
General Gov Departments	\$8,461,400	\$8,624,672	\$163,272	1.93%	(\$74,893)
Non-Departmental	\$7,294,977	\$7,420,084	\$125,107	1.71%	(\$200,000)
Debt Service	\$628,957	\$628,957	\$0	0.00%	(\$200,000)
Trade School	\$300,000	\$100,000	(\$200,000)	-66.67%	\$0
<b>Total</b>	<b>\$43,417,250</b>	<b>\$44,239,480</b>	<b>\$822,230</b>	<b>1.89%</b>	<b>\$0</b>

## GENERAL BUDGET DETAIL EXPENDITURES

Operating Budget	FY19 Approved	FY20 Preliminary	\$ Change	% Change	Available Funds \$163,272
General Government	\$1,589,935	\$1,620,880	\$30,945	1.95%	\$132,327
Public Safety	\$4,769,140	\$4,964,515	\$195,375	4.10%	(\$63,048)
Public Works	\$1,267,437	\$1,241,721	(\$25,716)	(2.03%)	(\$37,332)
Human Services	\$556,155	\$513,928	(\$42,227)	(7.59%)	\$4,895
Culture & Recreation	\$278,733	\$283,628	\$4,895	1.76%	0
<b>Total</b>	<b>\$8,461,400</b>	<b>\$8,624,672</b>	<b>\$163,272</b>	<b>1.93%</b>	<b>\$0</b>



**TOWN of NORTHBRIDGE  
FY2020 CAPITAL PROGRAM**

Department	Project / Item Description	#	Amount	Funded	Free Cash	Earnings	Earnings	Receipts	Mainten.	Trust	Transfer	Transfer
NPS	Floor Burnisher		\$5,925		\$5,925							
NPS	Floor Buffing Machine		\$625		\$625							
NPS	Floor Burnisher		\$5,925		\$925				\$5,000			
NPS	Floor Buffing Machine		\$625		\$625							
NPS (MS)	Replace Main Office Carpet		\$15,000	X								
NPS (MS)	Replace other NMS Carpets (Media Center)		\$17,225	X								
NPS (MS)	LED Interior Lighting (Green Communities)		\$65,810	X								
NPS (MS)	Replace Deteriorating Doors		\$61,235	X								
NPS (MS)	Security Cameras		\$15,000	X								
NPS (MS)	Replace Intercom and Clocks		\$50,000	X								
NPS (MS)	Replace Classroom Furniture (Two Per Year)		\$6,000	X								
NPS (MS)	NMS Floor Machines - Burnishers (2)		\$11,807	X								
NPS (HS)	LED Lighting Interior (Green Communities)		\$81,311	X								
NPS (HS)	Replace Intercom and Clocks		\$20,000	X								
NPS (HS)	NHS Low Speed Buffing Floor Machine (3)		\$1,838	X								
NPS (HS)	Security Cameras		\$15,000	X								
NPS (HS)	Painting ( Refer To Paint Plan For Locations)		\$15,000	X								
Lasell Field	Replace Existing 50' Flag Pole**		\$15,000	X								
Lasell Field	Aluminum Bleachers With Lift And Press Box**		\$225,000	X								
Lasell Field	Visitors Side Bleachers (Aluminum)**		\$105,000	X								
Lasell Field	Replace Existing Track**		\$367,500	X								
Lasell Field	Storage Building Under Bleachers**		\$50,000	X								
Lasell Field	Artificial Surface Football Field & Maint. Equip.		\$2,524,600	X								
<b>Enterprise Fund Projects and Purchases</b>												
Sewer	Remove and Replace UST at WWTP		\$52,200								\$52,200	
Sewer	CMWP Program Improvements		\$150,000				\$150,000					
Sewer	Industrial Limit Treatment		\$360,000				\$360,000					
Water	Linwood Ave. 12-inch Water Main		\$162,360			\$162,360						
Water	Court St. 8-inch Water Main		\$159,900			\$159,900						
Water	Jon Circle 8-inch Water Main		\$107,010			\$107,010						
Water	Benson Road 12-inch Water Main		\$81,180			\$81,180						
Water	Edgemere Ave. 8-inch Water Main		\$190,650			\$190,650						
<b>3.7.2019</b>	<b>TOTALS</b>		<b>\$6,137,126</b>	<b>\$0</b>	<b>\$400,000</b>	<b>\$701,100</b>	<b>\$510,000</b>	<b>\$25,000</b>	<b>\$39,561</b>	<b>\$30,000</b>	<b>\$52,200</b>	<b>\$83,439</b>

COMMONWEALTH OF MASSACHUSETTS  
TOWN OF NORTH BRIDGE  
WARRANT FOR SPRING ANNUAL TOWN MEETING  
TRANSACTION OF TOWN BUSINESS  
TUESDAY, MAY 7, 2019 7:00 P.M.

B.3.

DRAFT #5 3.8.19

WORCESTER, ss:

To any Constable of the Town of Northbridge in said County,

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify the Inhabitants of the Town of Northbridge, qualified to vote in Town elections and Town affairs, to meet in the Northbridge Middle School Auditorium on Linwood Avenue, in Whitinsville, in said Northbridge, Massachusetts, on Tuesday, May 7, 2019 at 7:00 o'clock P.M., then and there to act on the following articles:

**ARTICLE 1 Board of Selectmen**

To see if the Town will vote to raise and appropriate and/or transfer from available funds in the Treasury and/or transfer from the unexpended appropriated funds of one or more of the departments of the Town the following sums of money and authorize the payment of **prior year bills**:

<u>Department</u>	<u>Amount</u>	<u>endor</u>
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or take any other action relative thereto.

**ARTICLE 2 Board of Selectmen**

To see if the Town will vote to amend the votes taken under Article 3 of the 2018 Spring Session of the Annual Town Meeting (May 1, 2018), and under Article 1 of the 2018 Fall Session of the Annual Town Meeting (October 23, 2018), **appropriations and transfers** under the Omnibus Budget Article; or take any other action relative thereto. (*Note: Snow & Ice and any other*)

**ARTICLE 3 Finance Committee**

To see if the Town will vote to raise and appropriate and/or transfer from available funds in the Treasury and/or transfer from the Health Insurance Stabilization Fund such sums of money, not to exceed **\$44,239,480**, to defray the necessary and usual **expenses of the several departments of the Town** for FY 2020, beginning July 1, 2019 and ending June 30, 2020; or take any other action relative thereto.

**ARTICLE 4 Board of Selectmen**

To see if the Town will vote to raise and appropriate and/or transfer from the Retained Earnings Account of the Sewer Enterprise Fund a sum of money to operate the **Sewer Enterprise Operation** of the Department of Public Works for FY 2020; or take any other action relative thereto.

**ARTICLE 5 Board of Selectmen**

To see if the Town will vote to raise and appropriate and/or transfer from the Retained Earnings Account of the Water Enterprise Fund a sum of money to operate the **Water Enterprise Operation** of the Department of Public Works for FY 2020; or take any other action relative thereto.

**ARTICLE 6 Board of Selectmen**

To see if the Town will vote to appropriate a sum of money and such additional funds as may become available from the Commonwealth's Department of Transportation, **Chapter 90** Bond Issue proceeds, to be used by the Department of Public Works for the repair and maintenance of Town roads in conformance with MGL and further to see if the Town will vote to meet said appropriation by borrowing and to authorize the Treasurer/Collector, with approval of the Board of Selectmen, to issue bonds or notes of the Town therefor in anticipation of the receipt of said State Aid; or take any other action relative thereto.

**ARTICLE 7 Board of Selectmen**

To see if the Town will vote to authorize the Treasurer/Collector to enter into a **compensating balance agreement** or agreements for FY 2020, pursuant to Chapter 44, Section 53F of the M.G.L.; or take any other action relative thereto.

**ARTICLE 8 Board of Selectmen**

To see if the Town will vote to set the FY20 **spending limits for the Town's revolving funds** under section 5-113 of the Northbridge Code as follows:

<b>Program or Purpose</b>	<b>F 2020 Spending Limit</b>
Playgrounds and Recreation	\$20,000
Food Health and Safety	\$20,000
Compost Site	\$10,000

or take any other action relative thereto.

**ARTICLE 9 Board of Selectmen**

To see if the Town will vote to raise and appropriate, and/or transfer from available funds in the Treasury, and/or transfer from the undesignated fund balance (free cash), and/or transfer from the Stabilization Fund a sum of money for the **Compensated Absences Fund** for FY 2020; or take any other action relative thereto.

**ARTICLE 10 Board of Selectmen**

To see if the Town will vote to appropriate and transfer a sum of money from the Pine Grove Cemetery Trust to **fund operations of the Pine Grove Cemetery** for FY 2020 beginning July 1, 2019 and ending on June 30, 2020, said funds to be expended under the direction of the Director of Public Works; or take any other action relative thereto.

**ARTICLE 11 Board of Assessors**

To see if the Town will vote to transfer the sum of \_\_\_\_\_ from Account No. \_\_\_\_\_ and to fund the cost of the **Assessors Quinquennial Revaluation**; or take any other action relative thereto.

**ARTICLE 12 Board of Assessors**

To see if the Town will vote to accept Massachusetts General Laws Chapter 59, Section 21A ½, **Certified Assessors; compensation**, allowing an assessor or assistant assessor who completed necessary courses of study and training, and who has been awarded a certificate as a Certified Massachusetts Assessor, shall receive as compensation from such city or town, in addition to regular compensation from such city or town, an amount equal to ten percent of such regular compensation; or take any other action relative thereto.

**ARTICLE 13 Board of Selectmen**

To see if the Town will vote to appropriate and/or transfer funds from the **Retained Earnings Account of the Sewer Enterprise Fund**, a sum of money to be expended under the direction of the Director of Public Works, for the purpose of financing work recommended as a result of the Town's Comprehensive **Wastewater Management Plan** (CWMP) and infiltration & inflow reports to perform the 2<sup>nd</sup> segment of a multi-year program to make physical improvements to the Town's sewer collection system, including the sealing/replacement of leaking manhole structures and relining/replacement of deficient/cracked/broken sewer lines; or take any other action relative thereto.

**ARTICLE 14 Board of Selectmen**

To see if the Town will vote to appropriate and/or transfer from the **Retained Earnings Account of the Sewer Enterprise Fund**, a sum of money (\$360,000) for the purpose of development of **Technically Based metal reduction system** to comply with the EPA Administrative Order CWS-01-18-001; or take any other action relative thereto.

**ARTICLE 15 Board of Selectmen**

To see if the Town will vote to transfer from the unexpended balance of **Sewer Capital Account 60002118-530300** the amount of \$52,200 for the Removal and Replacement of an **Underground Fuel Oil Storage Tank** at the Wastewater Treatment Plant; or take any other action relative thereto.

**ARTICLE 16 Board of Selectmen**

To see if the Town will vote to appropriate and/or transfer from the **Retained Earnings Account of the Water Enterprise Fund**, a sum of money \_\_\_\_\_ for the purpose of \_\_\_\_\_; or take any other action relative thereto.

**ARTICLE 17 Board of Selectmen**

To see if the Town will vote to transfer from the undesignated fund balance (free cash) the following sums of money to be expended under the direction of the Director of Public Works for the following purposes:\_\_\_\_

\_\_\_\_; or take any other action relative thereto.

**ARTICLE 18 Board of Selectmen**

To see if the Town will vote to appropriate and transfer a sum of money from the Town Building Maintenance Fund, established pursuant to Chapter 438 of the Acts of 2012, for maintenance of Town-owned buildings and facilities in Fiscal Year 2020, the following sums of money to be expended under the direction of the Director of Public Works \_\_\_\_\_

\_\_\_\_; or take any other action relative thereto.

**ARTICLE 19 School Committee**

To see if the Town will vote to transfer from the undesignated fund balance (free cash) the following sums of money to be expended under the direction of the School Committee:\_\_\_\_\_

\_\_\_\_; or take any other action relative thereto.

**ARTICLE 20 Planning Board**

To see if the Town will vote to amend the Zoning Bylaw by rezoning parcels of land identified as 1734 Providence Road (AP 23-6), 1702 Providence Road (AP 23-10), 1700 Providence Road (AP 23-12), and 1682 Providence Road (AP 23-14) from Residential -Three (R-3) to Business-Two (B-2); or take any other action relative thereto.

**ARTICLE 21 Planning Board**

To see if the Town will vote to amend the Zoning Map incorporated into its Zoning Bylaws by rezoning a 26.53 acre parcel of land southerly of Riverdale Street and westerly of the Providence and Worcester Railroad shown as Lot 5 on Assessor’s Plat 23 from the existing Residential Three (R-3) zone to the Industrial Two (I-2) zone. (The parcel to be rezoned being shown on a plan on file with the Town Clerk); or take any other action relative thereto.

**ARTICLE 22 School Committee and Board of Selectmen**

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds a sum of money for the purpose of funding the engineering, design and installation of turf on Lasell Field; making associated capital improvements to the Lasell Field complex, including the track, bleachers and lighting; and purchasing the necessary capital equipment to maintain the turf, contingent upon the passage of a capital outlay expenditure exclusion under the provisions of Proposition 2 ½ so called, MGL Chapter 59, Section 21C (i½), for FY 20 (July 1, 2019 to June 30, 2020); or take any action relative thereto.

**ARTICLE 23 Petition**

ADD footnote 7 -to the Table of Use Regulations as follows:

7 Marijuana Cultivator, as an accessory use may be permitted by Special Permit of the Planning Board in the Residential-Two (R-2) Zoning District in accordance with Section 173-18.6 [Recreational Marijuana Establishments] of the Northbridge Zoning Bylaw provided the subject property consists of more than 12 acres and associated structures are setback a minimum of 100-feet from the property line.

And you are directed to serve this warrant by posting attested copies thereof at the Whitinsville Post Office and the Salvation Army, in Whitinsville, all in Precinct 1; Gary's Variety and the Northbridge Post Office in Northbridge, all in Precinct 2; Town Clerk's Office and 1Quickstop in Whitinsville, all in Precinct 3; and the Whitinsville Social Library and Town Hall Annex in Whitinsville, all in Precinct 4; twenty-eight (28) days at least before the time and place of meeting aforesaid.

WHEREOF FAIL NOT, and make due return of the warrant, with your doings thereon, to the Town Clerk at the time and place of said meeting. GIVEN under our hand this 25<sup>th</sup> day of March in the year Two Thousand Nineteen.

**SELECTMEN OF NORT BRIDGE**

\_\_\_\_\_  
Thomas J. Melia, Chairman

\_\_\_\_\_  
James J. Athanas, Vice Chairman

\_\_\_\_\_  
Daniel J. Nolan

\_\_\_\_\_  
Charles Ampagoomian, Jr.

\_\_\_\_\_  
Alicia M. Cannon

WORCESTER, SS Northbridge

Date:

By virtue of this warrant I have this day notified the inhabitant of the Town of Northbridge qualified to vote in town elections and town affairs to meet at the time and place and for the purpose stated in said warrant by posting attested copies thereof as within directed.

\_\_\_\_\_  
Constable, Town of Northbridge