

BOARD OF SELECTMEN'S MEETING February 12, 2018

A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 6:30 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Present: Messrs. Ampagoomian, Melia, and Marzec. Selectman Nolan and Athanas were absent and it is duly noted. **Also Present:** Adam D. Gaudette, Town Manager and David Doneski, Town Counsel, KP Law.

The Pledge of Allegiance was recited by those present.

Chairman Ampagoomian announced that the Board would be going into Executive Session and declared that having an open meeting may have a detrimental effect on the negotiating position of the body.

A motion/Mr. Melia, seconded/Mr. Marzec to go into Executive Session under **M.G.L Chapter 30A, S. 21A #3** - To discuss strategy with respect to litigation – and to reconvene in Open Session. Roll Call Vote: Mr. Ampagoomian/Yes, Mr. Melia/Yes, and Mr. Marzec/Yes.

Open Session Adjourned: 6:31 PM

Executive Session Convened: 6:32 PM

Executive Session Adjourned: 7:01 PM

Open Session Reconvened: 7:02 PM

APPROVAL OF MINUTES: 1) **December 4, 2017.** A motion/Mr. Melia, seconded/Mr. Marzec to approve the December 4, 2017 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Marzec and Melia. 2) **December 18, 2018.** A motion/Mr. Melia, seconded/Mr. Marzec to approve the December 18, 2017 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Marzec and Melia. **Abstain:** Mr. Marzec. 3) **January 22, 2018 Executive Session.** A motion/Mr. Melia, seconded/Mr. Marzec to approve but not release the January 22, 2018 executive session minutes as presented. Vote yes/Messrs. Ampagoomian, Marzec and Melia. **Abstain:** Mr. Marzec 4) **February 6, 2018 Special Town Meeting.** A motion/Mr. Marzec, seconded/Mr. Melia to approve the February 6, 2018 Special Town Meeting minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Marzec and Melia.

PUBLIC HEARING: None

APPOINTMENTS/By the Board of Selectmen: 1) **Elaine Inman, Council on Aging/Present: Kelly Bol, Senior Center Director and Theodore Haringa, Council on Aging Chairman.** Ms. Bol stated that Ms. Inman has been involved with the Senior Center for a number of years and currently oversees three of the weekly programs and has worked in the front office as a part of the Senior Tax Work off program. Ms. Inman stated she loves volunteering her time to be at the Senior Center and hopes she can help by being a part of the Council. A motion/Mr. Marzec, seconded/ Mr. Melia to appoint Ms. Inman to the Council on Aging. Vote yes/Messrs. Ampagoomian, Marzec, and Melia. 2) **Robert Laflamme, Local Historic District Study Committee (Historical Society Rep.).** Town Manager Gaudette explained that at the last meeting there were two members appointed to the Historic District Study Committee and the Historic Society Rep decided to rescind his appointment and felt he could not fulfill the needs of the committee, which left the position open. Town Manager Gaudette explained that he would like to change that appointment to have Mr. Laflamme as the Local Historic Society Rep who was previously voted a member at large. A motion/Mr. Melia, seconded/Mr. Marzec to appoint Mr. Laflamme to the Local Historic District

Study Committee as the Historical Society Rep. Vote yes/Messrs. Ampagoomian, Marzec, and Melia. **3) Harry Berkowitz, Local Historic District Study Committee (Member at Large).** A motion/Mr. Marzec, seconded/Mr. Melia to appoint Harry Berkowitz to the Local Historic District Study Committee as a member at large. Vote yes/Messrs. Ampagoomian, Marzec, and Melia. **4) Retirement Board [Selectmen's Appointee]: Sharon L. Susienka/Vote to reappoint.** A motion/Mr. Marzec, seconded/Mr. Melia to reappoint Sharon Susienka to the Retirement Board. Vote yes/Messrs. Ampagoomian, Marzec, and Melia.

CITIZENS' COMMENTS/INPUT: Local Business Spotlight: Jeannie Hebert, President and CEO, Blackstone Valley Chamber of Commerce/Blackstone Valley Education Hub at Linwood Mill. Ms. Hebert explained that they are working closely with the Northbridge School system. Ms. Hebert stated that she is meeting with the architect tomorrow to go over the sketches and hopes to have the plans stamped by the architect and submitted to the Building Department. Ms. Hebert stated that the project will need to be completed by June in order to receive the full funding amount. The Governor announced the availability of the second round of the capital skills grant, which the schools will be incorporated into. Ms. Hebert explained the plan for the schools is to compliment what the purchases are for the equipment for the School and the Education Hub. Ms. Hebert stated that the plan is to use an Amp It Up grant that was recently received by the Blackstone Valley Chamber of Commerce and use it for transportation for Northbridge students to expand the offerings of curriculum and move students from the Northbridge High School Campus to the Linwood campus. The anticipating opening will be for Fall classes.

Bylaw Review Committee/Vote to extend the term/Present: Denis Latour. Mr. Latour explained that a little over a year ago the Selectmen appointed the Bylaw Review Committee, which consists of himself, James Marzec, Henry Laine, Lisa Ferguson and Mark Key. Mr. Latour explained that mostly everything is prepared to present the final product together but there are still a few minor tweaks to be made. Mr. Latour explained they were supposed to be on for the Fall Town Meeting but article was not placed on the warrant in time. However there is a provision in the bylaw that allows the Selectmen to reappoint the committee to present their findings. Mr. Latour stated that all but one member is in favor of being reappointed, the one member being Mr. Key who will be moving out of Town and will not be eligible to serve on the Committee. Mr. Latour explained that there were a few changes to sync the bylaw with the Charter, some changes were dates, and articles to be added. A motion/Mr. Marzec, seconded/Mr. Melia to extend the term of the bylaw review committee for six months. Vote yes/Messrs. Ampagoomian, Marzec, and Melia.

Linda Usher/Request to hold the 30th Annual Whitin Five Mile Road Race, Thursday, November 22, 2018 subject to the safety requirements of the Northbridge Police Department. A motion/Mr. Melia, seconded/Mr. Marzec to allow the 30th Annual Whitin Five Mile Road Race, Thursday, November 22, 2018 subject to the safety requirements of the Northbridge Police Department. Vote yes/Messrs. Ampagoomian, Marzec, and Melia.

Tri-Valley Front Runners, Inc. [Matt Kellogg]/Request permission to hold the "Frank Nealon Boston Tune-Up" Road Race on Saturday, March 31, 2018 @ 10 AM subject to the safety requirements of the Police Department. A motion/Mr. Melia, seconded/Mr. Marzec to approve the "Frank Nealon Boston Tune-Up" Road Race on Saturday, March 31, 2018 @ 10 AM subject to the safety requirements of the Police Department. Vote yes/Messrs. Ampagoomian, Marzec, and Melia.

Operation Graduation 2018/Request to hold a Boot Drive at Memorial Square on Saturday, April 14, 2018 from 9 AM to 1 PM [Rain date: Sunday, April 15, 2018]; subject to the safety requirements of the Northbridge Police Department. A motion/Mr. Melia, seconded/Mr. Marzec to approve the request to hold a Boot Drive at Memorial Square on Saturday, April 14, 2018 from 9 AM to 1 PM [Rain date: Sunday, April 15, 2018]; subject to the safety requirements of the Northbridge Police Department. Vote yes/Messrs. Ampagoomian, Marzec, and Melia.

1 Quickstop Convenience, 206 North Main Street, Whitinsville, MA 01588/Notice of intent to install a KENO monitor existing KENO To Go agent. The Board of Selectmen agreed to take no action, which allows the installation of a KENO To Go monitor.

Purgatory Beer Company/1) request to change hours from 7 days a week 11 AM to 9 PM to be 7 days a week 10 AM to 10 PM/Present: Kevin Mulvehill, Owner. Mr. Mulvehill was not able to attend the meeting but Mr. Brian Distefano was in attendance on his behalf. Mr. Distefano stated that with the warmer weather coming they were hoping to extend their hours. A motion/Mr. Melia, seconded/Mr. Marzec to approve the request to change their hours from 7 days a week 11 AM to 9 PM to be 7 days a week 10 AM to 10 PM. Vote yes/Messrs. Ampagoomian, Marzec, and Melia.

Town Clerk's Office/Request to amend prior banner request from Sunday, September 9, 2018 to Sunday, September 23, 2018] to August 26, 2018 to September 9, 2018 to advertise the State Primary to be held on September 4, 2018. A motion/Mr. Marzec, seconded/Mr. Melia to approve the request to amend prior banner request from Sunday, September 9, 2018 to Sunday, September 23, 2018] to August 26, 2018 to September 9, 2018 to advertise the State Primary to be held on September 4, 2018. Vote yes/Messrs. Ampagoomian, Marzec, and Melia.

Great Hall Policy/Vote to adopt subject to approval by Town Counsel. Town Manager Gaudette explained that since the Great Hall has been renovated it is now available for rental and with that we have created a policy that was reviewed by Town Counsel to which, Mr. Gaudette recommends adopting the policy. A motion/Mr. Melia, seconded/Mr. Marzec to adopt the Great Hall Policy as recommended by the Town Manager and subject to approval of Town Counsel. Vote yes/Messrs. Ampagoomian, Marzec, and Melia.

Vote to Join the Opioid Litigation effort with other Massachusetts Municipalities/Present: Attorney David Doneski, KP Law. Town Manager Gaudette explained that as part of the packet there is a law update from KP Law, which explains the actions that have been taken by the communities in Massachusetts joining forces in the national litigation case against the larger pharmaceutical companies related to the opioid industry. Town Manager Gaudette recommended the Board sign on, there is no cost to the Town in joining. A motion/Mr. Melia, seconded/Mr. Marzec to join the Opioid Litigation effort with other Massachusetts Municipalities. Vote yes/Messrs. Ampagoomian, Marzec, and Melia.

Water Rate Filing Update Present: Attorney David Doneski, KP Law. Town Manager Gaudette stated that it is recommendation by Town Counsel to pass over this item to be discussed at the future meeting.

Homelessness Forum Follow-up/Present: Craig Maxim, Director of Program Development and Community Relations, Family Continuity. Mr. Maxim explained that in addition to the homelessness forum he will also be discussing the work with the Blackstone Valley Connector, which is also tied in with the Police Department. Mr. Maxim explained that the Homelessness forum guides individuals who come through the Blackstone Valley Connector, which is a post encounter program for police responding to mental health or substance abuse issues. An outreach contact is provided within one business day for families to engage them in services provided by Family Continuity or another agency. Mr. Maxim explained the Blackstone Valley Connector came about from a grant to begin the program, which is now ending. Mr. Maxim stated that he is applying for a bridge grant and explained that some of the services can be billed for third party billing. Mr. Maxim stated that the current Request for Referral with the State is something they want municipalities to take the lead on. Mr. Maxim explained that his agency worked with Pepperell, and they wrote the program and proposal, but Pepperell is the administrator to the grant and Family Continuity is the sub-contractor to Pepperell. Mr. Maxim clarified that the finding goes through the municipality that in turn sub-contracts to Family Continuity. Mr. Maxim explained since that part has already been accomplished with the Blackstone Valley and Northbridge they are now looking to move

forward to retain sustainability and continue providing services on a regional level. Mr. Maxium explained that more information would be coming forth in the near future. Chief Warchol explained that prior to having this connection there was no place to refer cases of mental health and substance abuse. He continued stating that with this connection, once the situation at hand is dealt with, the Officers inform the individual that there will be a third party agency contact them within a day or so. Chief Warchol explained that not everyone takes advantage of the benefits but there are a good bunch that do.

VII. TOWN MANAGER'S REPORT: **1) Meetings Attended:** Monday, February 5, 2018 – Met with Staff to discuss Capital Planning. Tuesday, February 6, 2018 – Met with the Auditor Team to discuss Financial Management. Tuesday, February 6, 2018 – Attended the BOS Meeting and Special Town Meeting. Wednesday, February 7, 2018 – Met with Carl Bradshaw, Regional Veterans Agent. Wednesday, February 7, 2018 – Met with Staff and Consultants re: Energy Projects. Thursday, February 8, 2018 – Streetlight Conversion Conference-Call along with Staff. Friday, February 9, 2018 – Held a Department Managers Meeting. **2) Balmer School Building Project:** The School Building Committee submitted the PDP (Preliminary Design Program) report to MSBA (Massachusetts School Building Authority) on January 3, 2018. The next step is engaging the services of a CM (Construction Manager). The Committee has received the RFQ (Request for Quotation) submittal and the CM Selection Sub-Committee will be meeting to review the submittals. Town Manager Gaudette stated he will be attending an MSBA Board Meeting on February 14th with other Committee Members. The next Community Forum is scheduled for March 12, 2018. **3) DPW Garage Project:** The building envelope exterior siding/interior insulation batts and metal roof/insulation are now complete. A temporary heater was installed to thaw the frost inside the building in preparation for the installation of interior trench drain/underground plumbing/electrical and the slab-on-grade. Miscellaneous site work grading was also performed in preparation of the detention pond work. An end of March 2018 substantial completion is expected with landscaping/etc. continuing into April 2018. **4) Fire Station Project (Feasibility Study):** The Town Manager stated he has been working with staff and the OPM (Owners Project Manager), as well as committee representatives, on the Site Selection Evaluation Process. In addition, the group will be developing an RFQ for the Designer (Architect) Selection in hopes of advertising mid-winter/early spring. The project will experience some delay due to the OPM representative leaving for another position with a new company. Again, please note that Senators Moore and Fattman filed an amendment to the State's Capital Bond Bill, which included the Rockdale Fire Station project allocation of \$2 MM. **5) FY 2019 Budget Development:** Town Manager Gaudette stated he presented his initial FY 2019 Budget and Capital Plan to Staff this week for review and will be presenting to Finance Committee next week on February 14th and to the Selectmen on February 26th.

VIII. SELECTMEN'S CONCERNS **Selectman Melia** **1)** mentioned replacing fencing around Electric Pond, Arcade Pond and Meadow Pond. **2)** mentioned contacting the Sherriff's Department to see if it is possible to assist the Highway Department in cleaning up the brush all around town. **3)** mentioned placing money into a maintenance account as was done in the future and putting a plan in place on how those funds will be used. **4)** mentioned a report from the Highway Department for the Street sign replacement project and commended Mr. Luchini on a job well done. **5)** mentioned he has an issue with the Whitinsville Water Company project on Church Street with the pot holes. Selectman Melia stated there have been many potholes in that area and none have been fixed. Selectman Melia asked if that could be looked into for repairing the pot holes. **6).** stated he was asked who owns the former Klosek junk yard and garage and what is going on there. Selectman Melia continued stated he took a ride to check it out and observed piles of dirt and debris along with trailer trucks and heavy equipment. **7)** congratulated the Chief and his Department on the arrest on an armed robbery. **Selectman Ampagoomian 1)** asked the Town Manager to look into the cost of tables and chairs for the Great Hall.

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION: 6:30 PM/Under M.G.L. Chapter 30A, S21A #3 To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares.

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

Meeting Adjourned: 8:01 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

February 12, 2018

EXECUTIVE SESSION: 6:30 PM

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES: A. 1) December 4, 2017

-Copy of December 4, 2017 minutes

2) December 18, 2018

-Copy of December 18, 2017 minutes

3) January 22, 2018 Executive Session

-Copy of January 22, 2018 executive session minutes

4) February 6, 2018 Special Town Meeting

-Copy of February 6, 2018 minutes

II. PUBLIC HEARING

III. APPOINTMENTS/By the Board of Selectmen: B. 1) Elaine Inman, Council on Aging/Present: Kelly Bol, Senior Center Director and Theodore Haringa, Council on Aging Chairman

-Copy of letter of support to appoint Ms. Elaine Inman to the Council on Aging

-Copy of talent bank application for Ms. Inman

2) Robert Laflamme, Local Historic District Study Committee (Historical Society Rep.)

-No documentation

3) Harry Berkowitz, Local Historic District Study Committee (Member at Large)

-No documentation

4) Retirement Board [Selectmen's Appointee]: Sharon L. Susienka/Vote to reappoint

-Copy of letter from Sharon Susienka requesting reappointment to the Retirement Board

IV. CITIZENS' COMMENTS/INPUT: C. Local Business Spotlight: Jeannie Hebert, President and CEO, Blackstone Valley Chamber of Commerce/Blackstone Valley Education Hub at Linwood Mill

-Copy of Education Hub layout

-Copy of classroom layout

-Copy of Laboratory layout

V. DECISIONS:

D. Bylaw Review Committee/Vote to extend the term/Present: Denis Latour

-Copy of wording allowing the extension of the Bylaw Review Committee

E. Linda Usher/Request to hold the 30th Annual Whitin Five Mile Road Race, Thursday, November 22, 2018 subject to the safety requirements of the Northbridge Police Department

- Copy of email request to hold the Whitin Five Mile Road Race
- Copy of Hold Harmless Agreement
- Copy of road race course map
- Copy of email from Police Chief Warchol stating no objections
- Copy of email from Department of Public Works stating no objections

F. Tri-Valley Front Runners, Inc. [Matt Kellogg]/Request permission to hold the “Frank Nealon Boston Tune-Up” Road Race on Saturday, March 31, 2018 @ 10 AM subject to the safety requirements of the Police Department

- Copy of Hold Harmless Agreement
- Copy of Certificate of Insurance
- Copy of road race course map
- Copy of tax-exempt letter
- Copy of email from Department of Public Works stating no objections
- Copy of email from Police Chief Warchol stating no objections

G. Operation Graduation 2018/Request to hold a Boot Drive at Memorial Square on Saturday, April 14, 2018 from 9 AM to 1 PM [Rain date: Sunday, April 15, 2018]; subject to the safety requirements of the Northbridge Police Department

- Copy of email request for a boot drive

H. 1 Quickstop Convenience, 206 North Main Street, Whitinsville, MA 01588/Notice of intent to install a KENO monitor existing KENO To Go agent

- Copy of letter from the Mass. State Lottery Commission notice for a Keno monitor

I. Purgatory Beer Company/1) request to change hours from 7 days a week 11 AM to 9 PM to be 7 days a week 10 AM to 10 PM/Present: Kevin Mulvehill, Owner

- Copy of letter requesting a change of hours
- Copy of ABCC Monetary Transmittal Form
- Copy of Corporate Vote Form
- Copy of License Routing Slip

J. Town Clerk’s Office/Request to amend prior banner request from Sunday, September 9, 2018 to Sunday, September 23, 2018] to August 26, 2018 to September 9, 2018 to advertise the State Primary to be held on September 4, 2018

- Copy of email requesting to amend the previously approved banner request

K. Great Hall Policy/Vote to adopt subject to approval by Town Counsel

- Copy of Great Hall Policy showing amendments by Town Counsel

L. Vote to Join the Opioid Litigation effort with other Massachusetts Municipalities/Present: Attorney David Doneski, KP Law

- Copy of update on Opioids Litigation
- Copy of letter from Chief Warchol regarding Opioid overdoses
- Copy of letter of commitment to Chief Warchol from the Department of Mental Health regarding the Innovative Behavioral Health Grant Program
- Copy of press release from Family Continuity
- Copy of flyer from Family Continuity

VI. DISCUSSIONS:

M. Water Rate Filing Update Present: Attorney David Doneski, KP Law - No documentation

N. Homelessness Forum Follow-up/Present: Craig Maxim, Director of Program Development and Community Relations, Family Continuity -No documentation

VII. TOWN MANAGER'S REPORT:

O. 1) Meetings Attended - No documentation

2) School Building Project Update - No documentation

3) DPW Garage Project - No documentation

4) Fire Station Project (Feasibility Study) -No documentation

5) Other ongoing tasks - No documentation

VIII. SELECTMEN'S CONCERNS-No documentation

X. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION: P. 6:30 PM/Under M.G.L. Chapter 30A, S21A #3 To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares

BOARD OF SELECTMEN'S MEETING
February 26, 2018

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

The Pledge of Allegiance was recited by those present.

Present: Representative Muradian - update. Representative Muradian stated that the Governor's budget was released at the end of January and the Chapter 70 funding increased by one hundred and eighteen million dollars over last year. Representative Muradian explained that Northbridge would be receiving fifteen million, five hundred and seventeen thousand, three hundred and sixty one dollars, which is an increase over last year. Representative Muradian stated that for the Unrestricted Government Aid Northbridge will receive two million, one hundred, eighty two thousand, five hundred and forty five dollars, which is also an increase over last year. Representative Muradian stated that the Chapter 70 number is made up of a number in assumption of a twenty dollar per pupil, which Rep. Muradian has fought in the past to raise and has recently signed on to a letter urging the Chairman of Weights and Means to raise that amount to one hundred dollars per pupil. The Governor recently released a bill projecting two hundred million dollars for Chapter 90, which is similar to last year. Representative Muradian stated that he has conversed with Town Manager Gaudette to hear his priorities for earmarks in the budget, which included public safety upgrades, funding for the Middle School, etc. Selectman Athanas asked about School safety and if anything was being done on his end. Representative Muradian replied that Massachusetts has already banned bump stocks, and there are ongoing conversations as to what way to approach public safety. Selectman Melia asked at the possibility to look into the Mass. Police Training Council, and funding for the training. Selectman Nolan asked if there were any updates from the Cannabis Control Commission. Representative Muradian stated that everything seems to be lined up to hit all of their benchmarks for June 30th. Chairman Ampagoomian stated that if there are any grants to help the Northbridge community to please let us know. Representative Muradian stated he would definitely do that and if any of our local departments or committees hear of anything bring it to his attention as well so he can advocate for them as well.

APPROVAL OF MINUTES: 1] January 8, 2018. A motion/Mr. Athanas, seconded/Mr. Melia to approve the January 8, 2018 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Marzec. **2] January 22, 2018.** A motion/Mr. Athanas, seconded/Mr. Melia to approve the January 22, 2018 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Marzec. **3] February 12, 2018 executive session.** A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve but not release the February 12, 2018 executive session minutes. Vote yes/Messrs. Ampagoomian, and Melia. Abstain: Mr. Athanas and Mr. Nolan.

PUBLIC HEARING/None

APPOINTMENTS/By the Board of Selectmen: 1] Brian Murphy, Economic Development Committee/Present: Gary Bechtholdt, Town Planner. Mr. Murphy stated that he graduated from Stone Hill College with an economic degree, attended Babson for his bachelors, spent time in the mutual fund industry, and is currently working as a contracting officer for the Airforce and the Army. In his current position he works on Federal contracting, negotiating with large defense contractors, and seeks small business opportunities. Mr. Bechtholdt stated that he is in support of the appointment of Mr. Murphy, and explained that he did attend the Planning Boards Public Workshop and has shown dedication to assist the Economic Development Committee. A motion/Mr. Melia, second/Mr. Athanas to appoint Mr. Brian Murphy to the Economic Development Committee. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan. **2] Alan Ratcliffe, Board of Assessors/Present: Robert Fitzgerald, Principal Assessor.** Mr. Ratcliffe stated he has grown up in Northbridge and has been appraising real estate for twenty years and has had his own business since 2006. Mr.

Ratcliffe stated that over the years he has working on many projects with Mr. Fitzgerald along with other towns, as his license covers the State of Massachusetts. Mr. Fitzgerald stated that the Board of Assessors met Mr. Ratcliffe at a meeting last week and voted to have Mr. Ratcliffe as a member of the Board of Assessors. Mr. Fitzgerald continued stating that Mr. Ratcliffe is a valuable candidate due to his real estate appraisal background and his knowledge to cost approaches to value. A motion/Mr. Nolan, seconded/Mr. Melia to appoint Mr. Alan Ratcliffe to the Board of Assessors. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

3] School Building Committee/Vote to appoint James Marzec as Representative of Office. A motion/Mr. Nolan seconded/Mr. Athanas to appoint James Marzec as the Representative of Office for the School Building Committee. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

By the Town Manager: Present: Lieutenant Labrie/Lt. Labrie requested the following candidates be appointed to Permanent Intermittent Reserve Police Officers for the Town of Northbridge. Lt. Labrie explained that the candidates were selected by an interview panel after taking the States Civil Service exam. The interview panel was a vigorous process and consisted of Chief Dennis Towle of Sutton, Chief Normand Crepeau Jr. of the Grafton, and Chief Ronald Landry of Millville. Lt. Labrie introduced all of the officers. **4] Kaitlyn Laflash, Permanent Intermittent Reserve Police Officer.** Ms. Laflash stated she grew up in Northbridge and in 2007 and went on to Worcester State to receive her Bachelor's degree in Criminal Justice and graduated in 2011. After that Ms. Laflash joined the Air Force and has been serving as a Military Police Officer for the last six and a half years. Ms. Laflash stated she is looking forward to working for the Town of Northbridge. **5] Sean McDevitt, Permanent Intermittent Reserve Police Officer.** Mr. McDevitt stated he grew up in Sutton where he completed High School and is currently at Worcester State and will be graduating in May with a bachelor's degree in Criminal Justice. Mr. McDevitt stated that he looks forward to serving for the Town of Northbridge. **6] Victoria Schotanus, Permanent Intermittent Reserve Police Officer.** Ms. Schotanus stated that through all of her efforts her family has been extremely supportive. Ms. Schotanus stated that she has been dispatching with Northbridge for four years, with the goal of becoming a full time Police Officer. Ms. Schotanus stated she is very fortunate to be in this position and have such a great opportunity. **7] Tyler Mitchell, Permanent Intermittent Reserve Police Officer.** Mr. Mitchell stated he is originally from Millbury and served on the Millbury Fire Department. After graduating High School he went to Worcester State where he received his bachelors in Criminal Justice. After that Mr. Mitchell became a dispatcher for the Town of Northbridge. Mr. Mitchell stated he looks forward to becoming a Police Officer in the Town of Northbridge. **8] Benjamin T. O'Donnell, Permanent Intermittent Reserve Police Officer.** Mr. O'Donnell stated he is a Northbridge High graduate and continued his education at Assumption College where he graduated in May of 2017 with a degree in Criminology. Mr. O'Donnell looks forward to serving for the Town of Northbridge. A motion/Mr. Melia, seconded/Mr. Nolan to affirm the appointment of the following individuals to Permanent Intermittent Reserve Police Officers: Ms. Kaitlyn Laflash, Mr. Sean McDevitt, Ms. Victoria Schotanus, Mr. Tyler Mitchell, and Mr. Benjamin T. O'Donnell. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

CITIZENS' COMMENTS/INPUT: None

Whitin Community Center/Request to use the Great Hall for the 2018 Gala event on Saturday, April 28, 2018 from 6:30 PM to 10:30 PM. Selectman Athanas asked if air conditioning for the Great Hall has discussed any further. Town Manager Gaudette stated that he has been meeting with the staff and consultants regarding the green energy projects and unfortunately they only offer two hundred and fifty dollars per year. Currently, the focus is on buildings and office space that is used more frequently and only certain things are eligible. Town Manager Gaudette stated that once we are caught up to speed on that project we will start seeking out other available grants for the HVAC project for the Great Hall. A motion/Mr. Nolan, seconded/Mr. Athanas to approve the request from the Whitin Community Center to use the Great Hall for the 2018 Gala event on Saturday, April 28, 2018 from 6:30 PM to 10:30 PM. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Pine Grove Cemetery/John H. Karagosian [Lot No. 42, Yew Ave, South]. A motion/Mr. Melia, seconded/Mr. Nolan to approve the sale of Lot No. 42, Yew Ave, South to Jon H. Karagosian. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Town Manager's FY 2019 Budget Presentation. The Board had no objection to moving item G. Town Manager's FY 19 Budget Presentation before item E. Spring Annual Town Meeting. Town Manager Gaudette explained that he would like to give some background as to the articles that are on the warrant. Town Manager Gaudette explained that this budget process began in the Fall with staff meetings discussing budget goals that have carried forth from the Board of Selectmen through himself to staff. Town Manager Gaudette stated as part of the plan a Capital Budget is also put together. Town Manager Gaudette explained that this is just an estimate and adjustments can be made as needed based off of the actual numbers received from the Governor's budget and local receipts. Town Manager Gaudette stated that the allowable increase to the Tax Levy Limit over the previous fiscal year based on Proposition 2 ½ is \$519,266 and in addition, the estimated New Growth has been preliminarily set at \$275,000. Town Manager Gaudette explained that just like last Fiscal Year we are still carrying four [4] Debt Exclusion project borrowings: School Land Acquisition [FY 2019], Police Station Roof [2027], Middle School Roof [FY 2027], and Blackstone Valley Tech Expansion [Payoff TBD]. He continued, the FY 2019 Budget will include an additional Debt Exclusion amount for the DPW Garage Project, which is projected to be \$293,750. This authorized increase to the Tax Levy is offset by the direct debt service expense for the initial premium and interest payment under the General Government Appropriations. Thus, the preliminary FY 2019 Tax Levy Limit is expected to increase by \$1,088,011 [5.15%]. Town Manager Gaudette stated that the Cherry Sheet Estimated Receipts will not be finalized until the fall. Governor Baker released his initial FY 2019 State Budget [H2] on January 24, 2018, which proposes a 3.5% increase to Unrestricted General Government Aid [UGGA] to match predicted State Revenues. Unfortunately, the \$73,806 in new UGGA is offset by the decrease in \$77,529 in School Choice as a result of a reduction of students entering into the District. These changes, along with minor adjustments to other Local Aid categories [Chapter 70, Charter School Reimbursement, Veterans Benefits Reimbursement, State Owned Land, Exemptions for VBS and Elderly, and Public Library Offset Receipts], results in a proposed net increase of \$26,529 [0.14%] for the Town of Northbridge in FY 2019. Town Manager Gaudette stated that the third main category is State Aid. The Governor's proposal at this time is \$18,531,741.00. Town Manager Gaudette stated that the Total Net New Revenue for 2019 at this time is forecasted at 2.64 percent over last year. Town Manager Gaudette noted that last year the Town approved paying off Snow & Ice after June 30th, therefore the \$385,000 was a hit the Town took on the 2018 budget. Town Manager Gaudette is proposing to utilize Free Cash as a transfer to the current FY 2018 Budget, to wipe out any Snow & Ice expenditures above appropriations, thus allowing for last year's budgeted charge of \$385,000 to be eliminated as a charge against the budget for FY 2019. Town Manager Gaudette stated that there were minor adjustments in State and County Charges including Mosquito Control, Air Pollution, RMV Surcharge, MBTA, and Regional Transit, equate to a \$4,148 additional Charge for FY 2019. Under the Allowance for Abatements we are currently budgeting \$250,000 for Abatements, which is a \$35,166 increase over last year's adjusted allowance of \$214,834. Town Manager Gaudette stated that Tax Title Charges will be Level Funded. Town Manager Gaudette stated that at this time, the total net charges forecasted for FY 2019 prior to preparing the Operating Budget is a reduction of \$412,470. Town Manager Gaudette stated that the Operating Budget represents \$43,430, 388 this year, which is a 3.79% increases in expenses over last year. Town Manager Gaudette highlighted the major items that are part of the operating budget which includes the following: **1]** a 0.0% increase for Employees Health Insurance and Employee Dental Insurance. The 0% increase to the Health Insurance Expense is due to successful union negotiations in the Fall of 2017 when we moved all employees to one carrier [Fallon] and also increased deductibles, allowing the Town to stay out of the Group Insurance Commission for FY 2019. **2]** 4.0% increase for the Northbridge Retirement Assessment [\$66,600], which is mandated from the Board. **3]** 25% preliminary assessment increase from Blackstone Valley Technical High School [\$325,000]. The Minimum Local Contribution [MLC] went up 19.82% mainly due to an increase of 16 students, which increased the Town's overall share of the MLC. **4]** 1.96% increase in appropriation for Northbridge Public Schools [\$449,487]. Despite an overall reduction in enrollment of 89 students, along with an increase of \$34,440 in School Choice

Charges and a reduction of \$77,529 in School Choice Revenue, the current budget for NPS is proposed to exceed the Minimum Local Contribution amount set by MA DESE of \$438,673, which is a 3.86% increase over the FY 2018 MLC. **5]** 4 additional fulltime Fire Fighters as part of the SAFER Grant. The FY 2019 Budget proposes to build 100% of the grant now, due to the savings from the 0% Health Insurance savings, as the grant expires after 3 years and we may not have the room in the budget to fit the expense at that time. **6]** Proposed Debt Service for the DPW Project [\$293,750] which is offset by the matching increase to the Tax Levy from the approved Debt Exclusion. **7]** Reserve for COLA Adjustments for FY 2019 [Currently negotiating with 4 Collective Bargaining Units] along with miscellaneous expense adjustments such as increased Town Clerk/Elections costs due to the State Primary and State Election in the Fall of 2018. **8]** The Total Operating Budget for FY 2019 is proposed to increase by \$1,586,310, matching the available funds allotted, and which is a 3.79% increase over the amended FY 2018 Budget. Town Manager Gaudette stated he has presented these numbers to the Finance Committee and will be meeting with staff this week in front of the Finance Committee. Selectman Melia asked why the Health Insurance amount is a 0% increase. Town Manager Gaudette stated that we were able to negotiate a 0% increase is due to approaching the carriers to ask them to look at the rates before the Town considered making the change to the GIC. Town Manager Gaudette stated the Town presented an offer to the carriers to take all of the memberships, which led to Fallon taking all of the membership, in addition to making some design plan changes in terms of the deductibles and also coming to an agreement with the unions. Selectman Melia asked about the requested increase for Blackstone Valley Tech. and the relation with nine additional students from Northbridge. Town Manager Gaudette explained that he received a Memorandum from Dr. Fitzpatrick, Superintendent-Director of Blackstone Valley Tech, which stated they had over one hundred applications, and the Dept. of Education set a number of 16 students, but, he is unsure as to how the seats are divided up amongst all of the schools. The Department of Education sets the rate for what the town is to contribute. Selectman Athanas asked about Fire Department line item for the new Firefighters and what happens with the grant money now that the line item is funded. Town Manager Gaudette stated that it is part of our revenue source and we will have a better idea after June 30, 2018. Town Manager Gaudette stated that discussions with the Town Accountant have shown concerns with our tax levy, which came in lighter. This way the adjustment can be made in the Fall with a positive range. Selectman Nolan asked about the timeline for the Blackstone Valley Tech Budget and when more details come forth. Town Manager Gaudette stated that Chapter 70 dictates what the process is in terms of accepting which approval process as part of a regional school district. We have an agreement with them to get us a budget by a certain date, they vote on it on March 8th and we will receive their final budget, then the action on Town Meeting floor is either a yes or no. Based on how communities vote, if it is denied, it will go back to Blackstone Valley Tech. to submit a revised budget and the town would continue through that process until a budget is approved. Town Manager Gaudette moved on the Capital Plan. Town Manager Gaudette explained that encumbrances are accounts that have money from a purchase approved in years past that are left over and not spent. Town Manager Gaudette stated that he seeks to target those as a source of funds for another capital project with those projects that has been closed out since there is no longer a need for access to that funding for that particular purchase.

Spring Annual Town Meeting [May 1, 2018] / Vote to place articles on warrant. Town Manager Gaudette explained that as of right now he knows there is a petition coming forward but it has not yet been received as well as anything from the Bylaw Review Committee. Both of which, have until Friday, March 2, 2018 at noon to submit. **Article 1: [Board of Selectmen]** Bill[s] of a prior year: Town Manager Gaudette stated that there are currently none as of yet but this is a standard article. **ARTICLE 2: [Board of Selectmen]** Transfers within the Omnibus Budget Article: Town Manager Gaudette stated that he is proposing to address the snow and ice deficiency. **ARTICLE 3: [Finance Committee]** Health Insurance Stabilization Fund: Town Manager Gaudette stated this article is to defray the necessary and usual expenses of the several departments of the Town for FY 2019. **ARTICLE 4: [Board of Selectmen]** Sewer Enterprise Fund. **ARTICLE 5: [Board of Selectmen]** Water Enterprise Operation. **ARTICLE 6: [Board of Selectmen]** Chapter 90 Bond Issue: Town Manager Gaudette explained this article grants authorization to spend Chapter 90 funding. **ARTICLE 7: [Board of Selectmen]** Authorize the Treasurer/Collector to enter into a compensating balance agreement.

ARTICLE 8: [Board of Selectmen] Town's revolving funds: Town Manager Gaudette stated that according to the statute it is required to set spending limits for the Town's revolving funds. **ARTICLE 9: [Board of Selectmen]** Compensated Absences Fund: Town Manager Gaudette stated that this is a standard operating article but he is not sure at this time if there are any surplus funds. **ARTICLE 10: [Board of Selectmen]** Pine Grove Cemetery Trust: This is to transfer funds from the Pine Grove Cemetery Trust to fund operations of the Pine Grove Cemetery for FY 2019 to be expended under the direction of the Director of Public Works. **ARTICLE 11: [Board of Selectmen]** Healthcare Reimbursement Account: Town Manager Gaudette explained that at the 2017 May Town Meeting, the town set aside a portion of its free cash for Healthcare Reimbursement Account, which was a part of the negotiations with employees if the town went into the Group Insurance Commission (GIC), it would act as a mitigation fund to reimburse employees for deductible copays. Since the Town opted out of the GIC option by negotiating with the Insurance Carriers there is no longer a need for those funds. Town Manager Gaudette stated he would like to transfer the money to the Health Insurance Stabilization Fund. **ARTICLE 12: [Board of Selectmen]** Senior Tax Work Off: Town Manager Gaudette explained that since minimum wage has gone up since this program was instated he would like to raise the tax abatement from \$750 to \$1,000 per Fiscal Year, in addition to any other exemptions or abatements for which they may be eligible. **ARTICLE 13: [Board of Assessors]** Vision Government Solutions: Town Manager Gaudette stated that the Assessor's office is seeking to upgrade the software used for tax purposes. The sum of money would be transferred from one account to another account to cover the cost to upgrade the software to version 8.0. **ARTICLE 14: [Board of Selectmen]** DPW Capital Article: 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: \$25,000 for a town-wide Sidewalk Maintenance Program; \$40,000 for an F-350 Pickup Truck with plow; \$150,000 for a town-wide Pavement Maintenance Program; and \$185,000 for a Heavy-Duty Dump Truck with Sander and Plow. **ARTICLE 15: [Board of Selectmen]** Building Maintenance Fund Capital Article: Town Manager Gaudette explained that these funds are built through transfer of recipes from the solar pilots. \$76,000 would be used for: \$15,000 for the removal of an underground fuel oil storage tank at the Town Hall Annex; \$8,500 for inspection and repair of the slate roof at the Town Hall Annex; \$10,000 for carpeting and window treatments at the Northbridge Senior Center; \$10,000 for drainage repairs at the Northbridge Police Station; and \$25,000 for sidewalk repairs at the Northbridge Police Station. **ARTICLE 16: [Board of Selectmen]** Sewer Capital Article: To see if the Town will vote to transfer from the unexpended balances of Sewer Capital Accounts to replace a 2003 F-550 Utility Body Truck and for the removal and replacement of an underground fuel oil storage tank at the Wastewater Treatment Plant; and \$150,000 for Comprehensive Wastewater Management Plan Program improvements. **ARTICLE 17: [Board of Selectmen]** Ambulance Receipts: this is for the replacement of Rescue 1. **ARTICLE 18: [School Committee]** Amend School Capital Article: To amend the vote taken under Article 4 of the 2017 Fall Session of the Annual Town meeting [October 24, 2017] as follows: by raising and appropriating the sum of \$200,000 for the purpose of repairing plaster and reinforcing drop ceilings in the 1905 section of the Middle School, making repairs and upgrades to the Middle School auditorium sound system, and replacing Middle School student lockers; said funds to be expended under the direction of the School Committee. **ARTICLE 19: [School Committee]** School Capital Article: Town Manager Gaudette explained that he requested a prioritized list of projects to work through with available funds. **ARTICLE 20: [Board of Selectmen]** Solar Pilot: Town Manager Gaudette explained that this is part of the recent special Town Meeting held regarding the Quaker Street Puddon Street zoning change for the Solar project this would authorize the Board of Selectmen to enter into a Tax Agreement with Green Apple Farms, IV, LLC or its affiliated entity. **ARTICLE 21: [Planning Board]** Accept Subdivision Open Space: once accepted it would be come ownership of the Town. **ARTICLE 22: [Board of Selectmen]** Transfer subdivision Open Space: Once obtained from Article 21, Town Counsel recommends transferring it to the Conservation Commission as the overseer of that parcel. **ARTICLE 23: [Board of Selectmen]** Zoning Amendment – Prohibition of Marijuana: Town Manager Gaudette stated that the Town previously voted to opt out of all recreational marijuana activity. This article would amend the zoning. This will be contingent upon the passing of the ballot. **ARTICLE 24: [Board of Selectmen]** General Bylaw – Marijuana Opt-Out: As mentioned earlier, the Town previously voted to opt out of all recreational marijuana activity. This article would amend the general bylaw. This will be contingent upon the passing of

the ballot. **ARTICLE 25: [Board of Selectmen]** Free Cash: Town Manager Gaudette explained that if there is any money left over any excess would be transferred into General Stabilization. A motion/Mr. Melia, seconded/Mr. Nolan to place the Selectmen's articles on the Spring Annual Town Meeting Warrant on May 1, 2018. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan. Town Manager Gaudette added that he had spoken with the Chairman prior the meeting mentioning that the School is wondering if the Board of Selectmen would sponsor those articles contingent upon the School Committees final vote tomorrow. Selectman Melia stated that he would rather see that article be sponsored by the School Committee as they own it and have the Board vote on whether or not to support the articles. The Board chose to take no action.

Whitinsville Water Company/Water Rate Filing Update/Present: Attorney David Doneski. This item was passed over and will be presented at a future meeting.

VII. TOWN MANAGER'S REPORT: **1] Meetings Attended:** Monday, February 12, 2018 – Met with Bonnie Coombs from BVNHCC. Monday, February 12, 2018 – Met with the Police Association President. Monday, February 12, 2018 – Met with NPS Officials to discuss FY 2019 Budget. Monday, February 12, 2018 – Attended the Board of Selectmen's Meeting. Wednesday, February 14, 2018 – Attended the MSBA Board Meeting in Boston. Wednesday, February 14, 2018 – Attended the Finance Committee Meeting. Thursday, February 15, 2018 – Met with new owners of Milford Hospital property. Thursday, February 15, 2018 – Met with the Dispatchers Bargaining Unit. Friday, February 16, 2018 – Attended a Green Communities project meeting. **2] Balmer School Building Project:** The Mass. School Building Authority Board recently voted to accept the Town's Preferred Design Plan and in addition has recently certified the proposed enrollment for the new school project at 1,030 students. The School Building Committee is currently conducting the review for the services of a Construction Manager [CM]. The next meeting of the School Building Committee is this Wednesday, February 28, 2018. **3] DPW Garage Project:** The project continues to move forward; 2 passage doors and 6 overhead doors and louvre vents are now complete and the installation underground electrical, plumbing, communications and the electric transformer pad are all underway. Multiple trades are now on site, which are expediting matters. Miscellaneous site work grading and preparation continues. The interior slab-on-grade is scheduled for placement by the end of next week. An end of March 2018 substantial completion is expected with landscaping/etc. continuing into April 2018. **4] Fire Station Project [Feasibility Study]:** The Town Manager has been working with staff and the Owners Project Manager (OPM), as well as committee representatives, on the Site Selection Evaluation Process. In addition, the group will be developing a Request for Quotes for Designer [Architect] Selection in hopes of advertising mid-winter/early spring. The project will experience some delay due to the OPM representative leaving for another position with a new company. **5] FY 2019 Budget Development:** To date I have received all FY 2019 budget and capital requests and have presented my initial FY 2019 Budget and Capital Plan to the Finance Committee and to the Board of Selectmen this evening. In addition, I have met with Northbridge Public Schools officials to discuss the budget outlook and await the Budget Assessment from Blackstone Valley Tech.

VIII. SELECTMEN'S CONCERNS: **Selectman Athanas 1)** asked if it was possible to put something into the bylaw to use a more efficient long lasting patch after cutting into the road. He explained the current process leave the area broken down two years later. Highway Superintendent Jamie Luchini explained that when a utility company comes in and does work, after the trench is dug and the work is completed they fill in the trench by code, and put a base coat on it. The base coat will sit for several months to allow for it to settle and once settled they will come back and put a top coat on. Mr. Luchini explained that they require companies to go beyond the scope to create a co-plain. Mr. Luchini explained that in the case of the sewer utilities, they are typically in the middle of the road, which makes it tough to have them pay for the entire width of the road. Mr. Luchini explained that typically what they try to do is have all of the utility work completed in that area and then work that street onto the street paving program. **Selectman Melia 1)** asked for an update on the regarding the former Klosek property at 2040 Providence Road in Rockdale. Town Manager Gaudette stated that he had asked the Building Inspector to look into the activity. Based on his findings he has issued a letter, which explained it is not properly zoned for that use and they are required to apply for a special permit. In addition,

the property is part of the flood plain and part of it in the flood way, no activities are allowed in the flood way, and a special permit is required for the flood plain. They are required to come into compliance within the next sixty days. Town Manager Gaudette stated that the main goal is to get them to be in compliance with our regulations and if they do not do so, it could lead to fines and court, if necessary. 2) asked about the release of executive session minutes and where we were in the process. Town Manager Gaudette stated that Attorney Doneski is working on the first set of minutes and we are awaiting their review. 3) asked why the Whitinsville Water Company has not been repairing the numerous pot holes from the Church Street project. Mr. Luchini stated that they have been down there, but they are not filling the "scabs" because they do not feel that it is a result of their project, but they have been working on the areas where the trenches have been dug. Mr. Luchini stated that one of the potholes was under discussion as to whose responsibility it was, as they felt it was out of their scope of work. Mr. Luchini assured that they are going to maintain more of that area and as soon as the weather permits the project will be underway. **Selectman Nolan 1)** asked about the time frame on the LED switch over. Town Manager Gaudette stated he had a conference call today and we are currently in the process of working on the ownership transaction. Once we have the notice of purchase, and all supplemental information to them we will work through the legal documentation and agreements. Town Manager Gaudette stated that the hope is to have full ownership within six months, at which point the selection of the fixtures would be selected. The current plan is to have construction done in the fall. **Selectman Ampagoomian 1)** asked for an update on the clear cutting off of Providence Road. Town Manager Gaudette stated that he has spoken with a potential applicant for a project looking to do some clean up there. They have meet informally with the Conservation Commission, and the hope is to have more discussion on improvements and clean up to the site. 2) asked if the Board could be kept updated regarding the structural integrity of the shop. Town Manager Gaudette stated that he would keep the Board posted, and there will be a meeting tomorrow afternoon regarding the structural failure within building number 8. The hope is to have a plan for repair and getting the business back up and running as soon as possible. 3) asked to start a forum with the Schools and public safety regarding the security of the School system and students. Town Manager Gaudette stated that he has spoken with the Police Chief and Superintendent on this topic, and they do have trainings, plans and procedures in place. Town Manager Gaudette stated it would be more so to continue discussions on the issue and getting the information to the public as far as our confidence in our policies and the staff. Chairman Ampagoomian added that any advice or current policies of other communities that we could look at he believes would be beneficial. Town Manager Gaudette stated that he would reach out to all of those involved to discuss the issue itself to find out if there is anything else to be put in place.

- IX. ITEMS FOR FUTURE AGENDA/None**
- X. CORRESPONDENCE/None**
- XI. EXECUTIVE SESSION/None**

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

Meeting Adjourned: 8:40 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

February 26, 2018

Present: Representative Muradian - update - No documentation

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES:

A. 1] January 8, 2018

-Copy of January 8, 2018 minutes

2] January 22, 2018

-Copy of January 22, 2018 minutes

3] February 12, 2018 executive session

-Copy of February 12, 2018 executive session minutes

II. PUBLIC HEARING

III. APPOINTMENTS

B. By the Board of Selectmen:

1] Brian Murphy, Economic Development Committee/Present: Gary Bechtholdt, Town Planner

-Copy of Talent Bank Form

2] Alan Ratcliffe, Board of Assessors/Present: Robert Fitzgerald, Principal Assessor

-Copy of email from Robert Fitzgerald recommending the appointment of Alan Ratcliffe

-Copy of Talent Bank Form

3] School Building Committee/Vote to appoint James Marzec as Representative of Office No documentation

By the Town Manager: Present: Lieutenant Labrie

-Copy of letter recommending the appointment of the following candidates

4] Kaitlyn Laflash, Permanent Intermittent Reserve Police Officer

-Copy of Kaitlyn Laflash's resume

5] Sean McDevitt, Permanent Intermittent Reserve Police Officer

-Copy of Sean McDevitt's resume

6] Victoria Schotanus, Permanent Intermittent Reserve Police Officer

-Copy of Victoria Schotanus's resume

7] Tyler Mitchell, Permanent Intermittent Reserve Police Officer

-Copy of Tyler Mitchell's resume

8] Benjamin T. O'Donnell, Permanent Intermittent Reserve Police Officer

-Copy of Benjamin T. O'Donnell's resume

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS:

C. Whittin Community Center/Request to use the Great Hall for the 2018 Gala event on Saturday, April 28, 2018 from 6:30 PM to 10:30 PM

- Copy of letter requesting use of the Great Hall
- Copy of signed indemnification agreement
- Copy of Rules and Regulations for use of the Great Hall
- Copy of Caterer's State License
- Copy of License Routing Slip

D. Pine Grove Cemetery/John H. Karagosian [Lot No. 42, Yew Ave, South]

- Copy of Pine Grove Cemetery Deed

E. Spring Annual Town Meeting [May 1, 2018] / Vote to place articles on warrant

- Copy of memo regarding recreational marijuana establishments
- Copy of draft zoning bylaw amendment article
- Copy of general bylaw amendment article
- Copy of timeline flowchart of the recreational marijuana establishments

VI. DISCUSSIONS:

F. Whittinsville Water Company/Water Rate Filing Update/Present: Attorney David Doneski/No documentation

G. Town Manager's FY 2019 Budget Presentation

- Copy of memorandum regarding the budget presentation
- Copy of Calculations for Levy Limit
- Copy of draft budget recommendation by the Town Manager
- Copy of FY 2019 Capital Program
- Copy of draft Spring Annual Town Meeting Warrant

VII. TOWN MANAGER'S REPORT:

H. 1] Meetings Attended/No Documentation

2] School Building Project Update/No documentation

3] DPW Garage Project/No documentation

4] Fire Station Project [Feasibility Study]/No documentation

5] Other ongoing tasks/No documentation

VIII. SELECTMEN'S CONCERNS/No documentation

X. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION/None

BOJ Agenda 3/26/18

THE COMMONWEALTH OF MASSACHUSETTS

EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



Department of Agricultural Resources

251 Causeway Street, Suite 500, Boston, MA 02114
617-626-1700 fax: 617-626-1850 www.mass.gov/agr



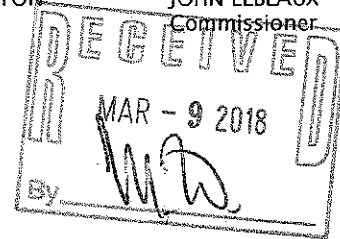
CHARLES D. BAKER
Governor

KARYN E. POLITO
Lt. Governor

MATTHEW A. BEATON
Secretary

JOHN LEBEAUX
Commissioner

March 6, 2018



BI

RE: NOMINATION OF INSPECTOR OF ANIMALS

Nominating Authority:

Enclosed is the nomination form for the Inspector of Animals for your city or town. **This form is due back to the Division of Animal Health by April 1, 2018.** The appointment will run from May 1, 2018 until April 30, 2019. If more than one inspector was appointed for your city or town, there is a separate form provided for each. If you are nominating the same inspector(s) this year, **be sure that all of the contact information is complete and still correct.** Any corrections should be made in the space provided on the right. If you will be nominating a new inspector, that person's information should be entered in the space provided on the right. Submit a separate form for each inspector nominated. Also, be sure that all of your (nominating authority) information is complete and correct. Any changes to your information should be made in the space provided to the right.

Once all of the contact information is confirmed to be correct, all that is needed is to **have the nominee sign the form**, accepting the nomination and swearing to faithfully perform the duties of that office. **The nominee's signature must be notarized.** In many cases the city or town clerk is a notary.

After the nominee's signature has been notarized, simply **return the form to the Division of Animal Health at the address listed at the top of the form.** The Division of Animal Health will send back confirmation of the inspector's appointment. **Please note that regardless of when the most recent appointment was made, it is only valid through April 30, 2018.** This nomination will cover the year starting May 1, 2018 and run until April 30, 2019.

If you have any questions, please call Elsie Colon at (617) 626-1810

Thank you,

Michael Cahill, Director
Division of Animal Health



The Commonwealth of Massachusetts

Department of Agricultural Resources

Division of Animal Health

251 Causeway Street, Suite 500

Boston, MA 02114-2151

Nomination of Inspector of Animals

In accordance with the Massachusetts General Laws Chapter 129, sections 15 and 16, nominating authorities of each city and town are required to nominate one or more inspectors of animals by April 1, 2018. Please complete or make necessary changes and return this form to the above address. The Director will review your nomination and, assuming appointment is confirmed, will return to you a Certificate of Appointment. Please submit one form for each person nominated. Any city or town not in compliance is subject to a penalty of \$500.

City or Town of Northbridge

3/6/2018 *

To the Director, Division of Animal Health, Department of Agricultural Resources

In accordance with the provisions of section 15 of Chapter 129, General Laws, as amended, the following nomination of inspector of animals for the year ending April 30, 2019 is sent for your approval:

Inspector of Animals

Name: Rochelle Thomson

Mail Address: 7 Main St - Northbridge Board of Health

Whitinsville, MA - 01588

Phone: (508) 234-3272 Fax: (508) 234-0821

Email: milfordaco@yahoo.com

Nominating Authority

Contact: Theodore O. Kozak

Office: Town Manager's Office

Mail: Northbridge Board of Health Aldrich School Town Hall Annex 14 Hill St

Whitinsville, MA - 01588

P: (508) 234-2095 F: (508) 234-7640

Email: tkozak@northbridgemass.org

Inspector: (Note all changes here)

Name: _____

Mail: _____

Phone: _____

Fax: _____

Email: _____

Nominating Authority: (Note all changes here)

Contact: _____

Office: _____

Mail: _____

Phone: _____

Fax: _____

Email: _____

Acceptance of Nomination of Inspector of Animals (must be notarized)

I hereby accept my nomination as Inspector of Animals for the City or Town of Northbridge, and if and when I am appointed, I solemnly swear to faithfully perform the duties of that office, all of which are listed in General Laws Chapter 129, and Massachusetts Regulations 330 CMR 10.00-10.10 (rabies regulations).

Name (print) _____ Signed _____

COMMONWEALTH OF MASSACHUSETTS

Worcester, ss

Date: _____

Then personally appeared the above-named _____ and acknowledged the foregoing instrument to be his or her free act and deed, before me.

Notary Public

My commission Expires: _____

Appointment of Inspector of Animals (Division of Animal Health use only)

Notice is hereby given that I, Michael Cahill acting under authority of sections 15 and 16 of Chapter 129 of the General Laws, as amended, hereby approve the nomination of _____ as Inspector of Animals for the City or Town of Northbridge, Massachusetts.

Date Approved: _____

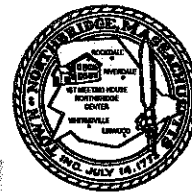
Director, Division of Animal Health



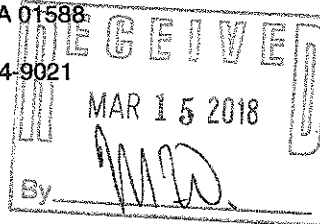
WALTER J. WARCHOL
CHIEF OF POLICE

TOWN OF NORTHBRIDGE DEPARTMENT OF POLICE

1 HOPE STREET, WHITINSVILLE, MA 01588
www.northbridgepolice.com
TEL (508) 234-6211 • FAX (508) 234-9021



TIMOTHY LABRIE
LIEUTENANT



To: Mr. Adam Gaudette, Town Manager (Appointing Authority)
From: Walter J. Warchol, Chief of Police
Subject: Appointment of a Full Time Police Officer
Certification Number 05926
Date: March 09, 2018

**B2a
2b**

I recently received a certification roster from the Human Resources Division in Boston to fill two (2) full time police officer positions.

I am recommending that Ms. Kaitlyn Laflash, 52 Sherry St., Whitinsville, MA 01588 and Mr. Tyler Mitchell, 414 Church St., Whitinsville, MA 01588 be appointed to these positions.

If you agree with my recommendation, they should be appointed as **Student Officers** contingent upon the following attached conditions. The tentative date of appointment will be the first day of the police academy at Reading which is scheduled for June 04, 2018. I would request that you place these two appointments on the Board of Selectman's agenda for the March 26, 2018 meeting.

The appointment of Kaitlyn Laflash and Tyler Mitchell as **Student Police Officers** will be contingent upon the following conditions:

- The Human Resources Division certifies the appointment and the appointments are approved by the Board of Selectmen as required by Town Charter.
- The candidate passes a drug test and all medical and PAT tests conducted under the guidelines of the Human Resources Division, Boston, MA
- Appointment will be as a Student Police Officer and will become a full time police officer after successfully completing the full time police academy conducted by the Municipal Police Training Committee.
- The full time appointment is subject to available funding.
- If the Student Police Officer is injured he/she will be covered by workman's compensation and not by MGL 111F.

- The Student Police Officer agrees to reimburse the Town of Northbridge for all recruit training costs incurred by the town during the academy training period if the officer leaves employment with the Northbridge Police Department and is employed with another police agency within a five (5) year period after graduation from the police academy. (See Attached Agreement)
- Candidate will be on a one (1) year probation period following successful completion from the full time academy.
- Candidate cannot smoke tobacco products
- Candidate will be a Wellness Employee
- Candidate must possess a MA Operator's License
- Candidate must possess a Class A License to Carry Firearms issued by the Northbridge Police Department
- New full time police officers appointed after July 1, 2009 are not eligible for the College Incentive Program (Quinn Bill)
- Upon graduation from the full time police academy the officer will be allowed to join the bargaining unit.
- Candidate will at all times conduct themselves in a professional manner consistent with all "Rules and Regulations and Policies and Procedures of the Northbridge Police Department.
- The starting salary for a Student Police Officer is \$1,021.07/week.

B2a

KAITLYN J. LAFLASH

774-293-0703
klaflash.kl@gmail.com

52 Sherry St
Whitinsville, MA
01588

Professional Summary

Service-oriented person with 6 years background in Law Enforcement. Core competencies include active listening, critical thinking, and resolving conflict as well as excellent communication and time management skills. Handles tasks with accuracy and efficiency.

Experience

United States Air Force - Security Forces

Nov 7, 2011- current

- Leads, manages, supervises, and performs force protection duties, including use of deadly force to protect personnel and resources. Protects nuclear and conventional weapons systems and other resources. Performs air base defense functions contributing to the force protection mission. Controls and secures terrain inside and outside military installations. Defends personnel, equipment, and resources from hostile forces. Operates in various field environments, performs individual, and team patrol movements, both mounted and dismounted, tactical drills, battle procedures, convoys, military operations other than war, antiterrorism duties, and other special duties. Operates communications equipment, vehicles, intrusion detection equipment, crew-served weapons, and other special purpose equipment. Applies self-aid buddy care, life saving procedures, including cardiopulmonary resuscitation, as first responder to accident and disaster scenes.

- Provides armed response and controls entry. Detects and reports presence of unauthorized personnel and activities. Implements security reporting and alerting system. Enforces standards of conduct, discipline, and adherence to laws and directives. Directs vehicle and pedestrian traffic. Investigates motor vehicle accidents, minor crimes, and incidents. Operates speed measuring, drug and alcohol, and breath test devices. Apprehends and detains suspects. Searches persons and property. Secures crime and incident scenes. Collects, seizes, and preserves evidence. Conducts interviews of witnesses and suspects. Obtains statements and testifies in official judicial proceedings. Responds to disaster and relief operations. Participates in contingencies.

Education

Worcester State University, Worcester, MA — BS Criminal Justice 2012

Community College of the Air Force, Montgomery, AL - AS Criminal Justice 2017

Skills

Active Listening	Critical Thinking	Speaking	Monitoring
Social Perceptiveness	Negotiation	Persuasion	Reading Comprehension
Service Orientation	Coordination	Active Learning	Instructing
Judgment and Decision Making		Time Management	Writing
Learning Strategies	Complex Problem Solving		

TYLER MITCHELL

B2b

414 Church Street, Whitinsville, MA 01588 ♦ C: 774-262-8482 ♦ tylermmitchell1@gmail.com

OBJECTIVE

To utilize my education, training and experience to become an effective police officer and make a positive impact on a community.

EDUCATION

Bachelor of Science: Criminal Justice, 05/2015

Worcester State University - Worcester, MA

- 3.6 GPA
- MCVFA Safer Scholarship

Reserve/Intermittent Program: Completion, 03/2017

MPTC Academy - Boylston, MA

EXPERIENCE

Dispatcher, 06/2015 to Current

Northbridge Police Department – Northbridge, MA

Responsible for 911 and administrative line call handling, performing EMD, and utilizing proper radio communications to dispatch appropriate agencies promptly.

EMT- Basic, 04/2013 to 06/2016

Eascare Ambulance Service – Worcester, MA

Responsible for patient assessment and care, operating emergency vehicles, radio communications and maintaining ambulance and medical equipment.

Firefighter, 01/2011 to 12/2015

Millbury Fire Department

Responsible for fire suppression, search and rescue, vehicle extrication, hazmat, operating emergency vehicles, and maintaining fire apparatus and equipment.

Intern, 09/2014 to 12/2014

Worcester Police Department – Worcester, MA

Worked within newly developing Real Time Crime Center. Assisted with documentation, surveillance systems, and participated in ride alongs with Gang Unit and Operations Division.

Shift Leader, 02/2011 to 04/2013

Papa Ginos Restaurant – Worcester, MA

Supervised employees, ensured customer satisfaction, and completed bank deposits and cash outs.

CERTIFICATIONS

- License to Carry Firearms - Class A
- TASER Certified End User
- Emergency Medical Technician - Basic
- Emergency Medical Dispatch
- APCO Public Safety Telecommunicator
- Tactical Combat Casualty Care

Melissa Wetherbee

Agenda 3/26/18
3/12/19

From: Jessica Millward <jessica.millward@ymail.com>
Sent: Monday, February 26, 2018 11:52 AM
To: Melissa Wetherbee
Subject: NU AYF Helmet Drive



Hello Again Melissa!

My other volunteer hat is worn for the Northbridge Uxbridge AYF Football/Cheer League, and this time I am reaching out to see if we can be considered for a helmet drive at the intersection in either August or October? Or have you filled all your available months already?

Thanks so much for your help!

Jess Millward

Sent from my iPhone

Boot Drive Request Form

Boot Drive Date: 8/11/18

Time: 9:00 to 3:00

Rain date: 8/18/18

Location (Select one): ☐ Memorial Square ☐ Ovian Square ☒ Both

Organization: NU Bulldogs - Football

Description of the cause:

Fundraising to help defray the overall costs of running the youth football league and keep registration affordable for families

Contact information: Jessica Millward

508-873-7677

(Name)

(Phone)

Next available agenda: 3/26/18

Date approved: _____

The Town of Northbridge will allow one boot drive per month at Memorial Square and/or Ovian Square from April 1st through November 1st for the purpose of raising funds for a registered charity under the following conditions:

1. All drives must be approved in advance by the Police Department.
2. All drives are limited to the hours of 9:00 AM and 3:00 PM.
3. Each location will be limited to a maximum of 5 participants.
4. All participants must be at least 18 years of age at the time of the drive.
5. All participants must wear a reflective vest approved by the Police Department.
6. All participants may approach the traffic from the sidewalk or island side and
 - a. Not impede the flow of traffic
 - b. Not activate the electronic crosswalk devices
 - c. Not harass or intimidate drivers.

**BOOT DRIVES WILL NOT BE ALLOWED BETWEEN
the first Saturday in November and the first Saturday in April**

The Northbridge Police Department shall have the authority to suspend any drive in the interest of public safety.

Note:

- a.) The Selectmen voted unanimously on December 4, 2006, to approve the above policy as recommended by Chief Warchol and amended by Selectman Davis.
- b.) The Selectmen further voted to amend this policy at their April 28, 2008 meeting.
- c.) Further amended by the Board, November 6, 2017, allowing boot drives from the first Saturday in April to the first Saturday in November.

Available ✓

Boot Drive Request Form

Boot Drive Date: 10/06/18

Time: 9:00 to 3:00

Rain date: 10/13/18

Location (Select one): ☐ Memorial Square ☐ Ovian Square ☒ Both

Organization: NU Bulldogs - Cheer

Description of the cause:

Our cheerleaders will be raising money specifically to defray the costs of traveling to national competitions, ensuring that all team member are able to compete and avoid league disqualification.

Contact information: Jessica Millward 508-873-7677
(Name) (Phone)

Next available agenda: 3/26/18 Date approved: _____

The Town of Northbridge will allow **one** boot drive per month at Memorial Square and/or Ovian Square from April 1st through November 1st for the purpose of raising funds for a registered charity under the following conditions:

1. All drives must be approved in advance by the Police Department.
2. All drives are limited to the hours of 9:00 AM and 3:00 PM.
3. Each location will be limited to a maximum of 5 participants.
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5. All participants must wear a reflective vest approved by the Police Department.
6. All participants may approach the traffic from the sidewalk or island side and
 - a. Not impede the flow of traffic
 - b. Not activate the electronic crosswalk devices
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Note:

- a.) The Selectmen voted unanimously on December 4, 2006, to approve the above policy as recommended by Chief Warchol and amended by Selectman Davis.
- b.) The Selectmen further voted to amend this policy at their April 28, 2008 meeting.
- c.) Further amended by the Board, November 6, 2017, allowing boot drives from the first Saturday in April to the first Saturday in November.

Know all Men by These Presents,

E

That the Town of Northbridge, in the County of Worcester and Commonwealth of Massachusetts, in consideration of Three Thousand Two Hundred Dollars, paid by **John H. Karagosian, of 21 Marywood Street, Uxbridge, MA**, the receipt of which is hereby acknowledged, does sell and convey to said John H. Karagosian, that certain cemetery **Lot No. 42, two burial plots, situated on the way called Yew Ave North, in the Pine Grove Cemetery**, and the sole and exclusive right of burial of the dead therein, subject to the following rules and restrictions for the regulation and government of said Cemetery; viz:

1st. That the said Lot shall not be used for any other purpose than as a place of burial for the dead, and proper Cemetery uses, such as the Town may approve; and no trees within the Lot or the Cemetery shall be cut down or destroyed without consent of the Town.

2nd. That if any trees or shrubs in said Lot shall become in any way detrimental to the adjacent lots or avenues, or dangerous or inconvenient, the Town shall have the right to enter into said Lot and remove said trees or shrubs, or such parts thereof as are dangerous, detrimental or inconvenient.

3rd. That if any monument or other structure whatever, or any inscription, be placed in the said Lot which shall be determined by the Town to be offensive, the Town shall have the right to enter upon said Lot and remove said offensive or improper object or objects.

4th. If a fence shall at any time be erected or placed in or around said Lot, the materials or design of which shall not be approved by the Town, it must be forthwith removed upon direction of the Town, and if not so removed the Town shall have the right to enter upon said Lot and remove said fence.

5th. The said lot shall be holden subject to all by-laws, rules and regulations made and to be made by the Town.

IN WITNESS WHEREOF, the said Town of Northbridge has caused these presents to be signed and sealed by its Board of Selectmen, this 26th day of March, in the year of our Lord Two Thousand Eighteen.

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF NORTHBRIDGE
WARRANT FOR SPRING ANNUAL TOWN MEETING
TRANSACTION OF TOWN BUSINESS
TUESDAY, MAY 1, 2018 - 7:00 P.M.**

F.

DRAFT #10 – 3.22.18

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 1, 2018 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 (note: one from Sewer Dept and one from Highway):

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 2017 Spring Session of the Annual Town Meeting (May 2, 2017), and under Article 1 of the 2017 Fall Session of the Annual Town Meeting (October 24, 2017), appropriations (note: from Free Cash . Snow & Ice) and transfers (note: from Police Salaries to Police Expenses and from Unemployment to Compensated Balances) under the Omnibus Budget Article; or take any other action relative thereto.

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 \$_____ to defray the necessary and usual expenses of the several departments of the Town for FY 2019, beginning July 1, 2018 and ending June 30, 2019; 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 2019; 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 2019; 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 2019, 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 FY19 spending limits for the Town's revolving funds under section 5-113 of the Northbridge Code as follows:

Program or Purpose	FY 2019 Spending Limit
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 2019; or take any other action relative thereto **(note: likely to Pass Over)**.

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 2019 beginning July 1, 2018 and ending on June 30, 2019, 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 Selectmen)

To see if the Town will vote to transfer the sum of \$450,977 from the Healthcare Reimbursement Account to the Health Insurance Stabilization Fund; or take any other action relative thereto.

ARTICLE 12: (Board of Selectmen)

To see if the Town will vote to amend the vote taken under Article 2 of the 2007 Fall Session of the Annual Town Meeting (October 23, 2007) by increasing the real estate tax abatement for Senior Tax Work Off volunteers from \$750 to \$1,000 per Fiscal Year, in addition to any other exemptions or abatements for which they may be eligible; or take any other action relative thereto.

ARTICLE 13: (Board of Assessors)

To see if the Town will vote to transfer the sum of \$8,100 from (Account) to (Account) and the sum of \$11,800 from (Account) to (Account) to cover the cost to upgrade the Vision Government Solutions software to version 8.0; or take any other action relative thereto.

ARTICLE 14: (Board of Selectmen) DPW Capital Article

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: \$25,000 for a town-wide Sidewalk Maintenance Program; \$35,067 for to repair or replace fencing/guardrails along Town ponds; \$150,000 for a town-wide Pavement Maintenance Program; and \$185,000 for a Heavy-Duty Dump Truck with Sander and Plow; or take any other action relative thereto.

ARTICLE 15: (Board of Selectmen) Building Maintenance Fund Capital Article

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 2019 the following sums of money to be expended under the direction of the Director of Public Works: \$15,000 for the removal of an underground fuel oil storage tank at the Town Hall Annex; \$8,500 for inspection and repair of the slate roof at the Town Hall Annex; \$10,000 for carpeting and window treatments at the Northbridge Senior Center; \$10,000 for drainage repairs at the Northbridge Police Station; and \$25,000 for sidewalk repairs at the Northbridge Police Station; or take any other action relative thereto.

ARTICLE 16: (Board of Selectmen) Sewer Capital Article

To see if the Town will vote to transfer from the unexpended balances of **Sewer Capital Accounts** **(will need account numbers)** the following sums of money to be expended under the direction of the Director of Public Works: \$35,000 from to replace a **2003 F550 Utility Body Truck** **(what vehicle are they purchasing)**; \$47,800 for the removal and replacement of an underground fuel oil storage tank at the

Wastewater Treatment Plant; and \$150,000 for Comprehensive Wastewater Management Plan Program improvements; or take any other action relative thereto.

ARTICLE 17: (Board of Selectmen) Ambulance Receipts

To see if the Town will vote to appropriate from Ambulance Receipts the sum of \$230,000 to replace Rescue 1; or take any other action relative thereto.

ARTICLE 18: (School Committee) Amend School Capital Article

To see if the Town will vote to amend the vote taken under Article 4 of the 2017 Fall Session of the Annual Town meeting (October 24, 2017) as follows: by raising and appropriating the sum of \$200,000 for the purpose of repairing plaster and reinforcing drop ceilings in the 1905 section of the Middle School, making repairs and upgrades to the Middle School auditorium sound system, and replacing Middle School student lockers; said funds to be expended under the direction of the School Committee.

ARTICLE 19: (School Committee) School Capital Article

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: \$185,000 for District-wide technology purposes; \$50,000 for heating system repairs at the Middle School and High School; \$199,441 for District-wide security upgrades; \$31,000 for removal of a 20,000-gallon oil tank at the Middle School; \$12,000 for a zero-turn mower; \$37,000 for replacement of Middle School classroom furniture, fixtures, and flooring; \$20,000 for updates to Middle School Auditorium Lighting; \$40,000 for District-wide document storage and shredding; \$23,372 for the repair of sidewalks and catch basins at the Middle School and High School; and to further transfer the sum of \$51,628 from miscellaneous project accounts (will need the account numbers) for the repair of sidewalks and catch basins at the Middle School and High School; or take any other action relative thereto.

ARTICLE 20: (Planning Board) Accept Subdivision Open Space

To see if the Town will vote to accept a deed in lieu of foreclosure from The Hill Street Nominee Trust, or the then current owner(s), pursuant to the provisions of G.L. Chapter 60, Section 77C, to seven (7) parcels of land identified by the Assessors as Map 15, Parcels 82, 169, 170, 214, 215, 216 and 217. Said parcels designated as open space being a portion of a subdivision commonly known as The Hills at Whitinsville, are subject to tax takings held by the Treasurer/Collector for unpaid real estate taxes, said parcels to be under the care, custody, control and management of the Board of Selectmen (Conservation Commission) for general municipal purposes, and to authorize the Board of Selectmen to record the deed, provided the Board of Selectmen determines that the deed and the acceptance shall comply with the provisions of G.L. Chapter 60, Section 77C; or take any other action relative thereto.

ARTICLE 21: (Board of Selectmen) Transfer Subdivision Open Space

To see if the Town will vote to transfer from the Board of Selectmen for general municipal purposes to the Conservation Commission for conservation purposes, seven (7) parcels of land identified by the Assessors as Map 15, Parcels 82, 169, 170, 214, 215, 216 and 217; or take any other action relative thereto.

ARTICLE 22: (Board of Selectmen) ZONING AMENDMENT – PROHIBITION OF MARIJUANA

To see if the Town will vote to amend the Zoning Bylaw, Chapter 173 of the Code of Northbridge, as follows:

- A) By adding the term ~~%~~Recreational Marijuana Establishments+ to Section 173-2, Definitions, with the following definition:

RECREATIONAL MARIJUANA ESTABLISHMENTS

Consistent with G.L. c.94G, § 3(a)(2), all types of non-medical ~~%~~marijuana establishments+ as defined in G.L. c.94G, §1, including marijuana cultivators, independent testing laboratories, marijuana product manufacturers, marijuana retailers or any other types of licensed marijuana-related businesses.

- B) By adding a new Section 173-18.6, ~~%~~Recreational Marijuana Establishments,+as follows:

§173-18.6 Recreational Marijuana Establishments.

Recreational Marijuana Establishments shall be prohibited within the Town of Northbridge. In addition, the sale of marijuana accessories, as defined in G.L. c.94G, §1 and any other applicable law or regulation, shall be prohibited within the Town of Northbridge.

- C) By adding to Section 173-12, Table of Use Regulations, a new entry for Recreational Marijuana Establishments, and a corresponding footnote, as follows:

§173-12 Table of Use Regulations

USE	ZONING DISTRICT											
Retail Services	R-1	R-2	R-3	R-4	R-5	R-6	B-1	B-2	B-3	I-1	I-2	H
Recreational Marijuana Establishments, including marijuana social consumption operations ⁷	--	--	--	--	--	--	--	--	--	--	--	--

⁷ Notwithstanding the provisions of Section 173-48 or any other provision of this Zoning Bylaw, no use variance for a Recreational Marijuana Establishment or sale of marijuana accessories shall be permitted.

,or take any other action relative thereto.

ARTICLE 23: (Board of Selectmen) GENERAL BYLAW – MARIJUANA OPT-OUT

To see if the Town will vote to amend Chapter 9 of the Code of Northbridge, Certain Conduct Regulated, by adding a new Section 9-1100, ~~%Recreational Marijuana Establishments,~~as follows:

Section 9-1100: RECREATIONAL MARIJUANA ESTABLISHMENTS

§9-1101: Recreational Marijuana Establishments Prohibited.

Consistent with G.L. c.94G, § 3(a)(2), all types of non-medical ~~%marijuana establishments,~~as defined in G.L. c.94G, §1, including marijuana cultivators, independent testing laboratories, marijuana product manufacturers, marijuana retailers or any other types of licensed marijuana-related businesses, shall be prohibited within the Town of Northbridge. In addition, the sale of marijuana accessories, as defined in G.L. c.94G, §1 and any other applicable law or regulation, shall be prohibited within the Town of Northbridge;

Or take any other action relative thereto.

ARTICLE 24: (Bylaw Review Committee)

To see if the Town will vote to amend its general by-laws in accordance with the recommendations of its Bylaw Review Committee as follows:

Chapter 2-100 Town Election: Sections 101, 105, 301, 302, 602, 700 and 800

Chapter 3-100 Town Meeting: Sections 102B, 106, 202, and 203C

Chapter 4-300 Administrative Organization: Section 306

Chapter 6 Use of Streets and Sidewalks: Section 601

Chapter 7 Regulations Governing the Use of Private Property: Sections 7-600 and 7-700;

Or take any other action relative thereto (awaiting language from the Bylaw Review Committee).

ARTICLE 25: (Board of Selectmen) Solar PILOT

To see if the Town will vote in accordance with G.L. c. 59, § 38H to authorize the Board of Selectmen to enter into a Tax Agreement with Green Apple Farms, IV, LLC or its affiliated entity, located at 250 W 57th Street, Suite 701, New York, NY 10107, for a period of up to twenty-five (25) years, and to approve said agreement under which Green Apple Farms, IV, LLC or its affiliated entity, will pay the Town a sum of money per year relative to a one hundred thirty six (136) acre +/- tract of land consisting of twelve parcels located at 0 Puddon Street, Northbridge, MA related to the proposed construction and operation of a Large-Scale Ground Mounted Solar Photovoltaic Installation with an expected nameplate capacity of

approximately 11 MW AC, and further to allow the Board of Selectmen to negotiate any amendments necessary to said Tax Agreement; or take any other action relative thereto.

ARTICLE 26: (Petition Article) Solar PILOT

To see if the Town will vote in accordance with G. L. c. 59, § 38H to authorize the Board of Selectmen to enter into a Real and Personal Property Tax Agreement with Syncarpha Solar, LLC or its affiliated entity, with its business address at 250 West 57th Street, Suite 701, New York, NY 10107, for a period of up to twenty-five (25) years, and to approve said agreement under which Syncarpha Solar, LLC or its affiliated entity, will pay the Town a sum of money per year relative to a ninety five (95) acre +/- parcel of land located adjacent to Church Street, Northbridge, MA related to the proposed construction and operation of a Large-Scale Ground Mounted Solar Photovoltaic Installation with an expected nameplate capacity of approximately 5 megawatts (MW) AC, and further to allow the Board of Selectmen to negotiate any amendments necessary to said Tax Agreement; or take any other action relative thereto.

ARTICLE 27: (Petition Article) Solar PILOT

To see if the Town will vote in accordance with G. L. c. 59, § 38H to authorize the Board of Selectmen to enter into a Real and Personal Property Tax Agreement with Syncarpha Solar, LLC or its affiliated entity, with its business address at 250 West 57th Street, Suite 701, New York, NY 10107, for a period of up to twenty-five (25) years, and to approve said agreement under which Syncarpha Solar, LLC or its affiliated entity, will pay the Town a sum of money per year relative to a fifty four (54) acre +/- parcel of land located at 0 Providence Road, Northbridge, MA related to the proposed construction and operation of a Large-Scale Ground Mounted Solar Photovoltaic Installation with an expected nameplate capacity of approximately 5 megawatts (MW) AC, and further to allow the Board of Selectmen to negotiate any amendments necessary to said Tax Agreement; or take any other action relative thereto.

ARTICLE 28: (Petition Article) Code of Bylaws Amendment

To see if the Town will vote to amend the Chapter 8 (Regulation of Animals), Article 8-100 (Dogs), Section 8-112.A (Kennels) of the Code of Northbridge, by deleting said Section 8-112.A in its entirety and replacing it with the following:

Kennel license required. A kennel license shall be required for all kennels and shall be classified as a Grade One License for the keeping of four dogs, a Grade Two License for the keeping of five to 10 dogs, and a Grade Three License for the keeping of 11 to 25 dogs or for the keeping of greater than 25 dogs. A kennel in excess of 25 dogs shall not be permitted unless the Animal Control Officer determines that such kennel in excess of 25 dogs shall board dogs primarily within a building and such building shall provide for not less than one hundred (100) square feet of gross floor area per dog. The new kennel licensing requirements shall become effective on January 1, 2012; or take any other action relative thereto.

ARTICLE 29: (Board of Selectmen) LAST ARTICLE

To see if the Town will vote to raise and appropriate, and/or to transfer from the undesignated fund balance (free cash), and/or amend the votes taken under Article 3 of the 2017 Spring Session of the Annual Town Meeting (May 2, 2017), and under Article 1 of the 2017 Fall Session of the Annual Town Meeting (October 24, 2017), appropriations and transfers under the Omnibus Budget Article, to transfer a sum of money to the Stabilization Fund; or take any other action relative thereto (note: likely to Pass Over).

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 26th day of March in the year Two Thousand Eighteen.

SELECTMEN OF NORTHBRIDGE

Charles Ampagoomian, Jr., Chairman

Thomas J. Melia, Vice Chairman

Daniel J. Nolan

James R. Marzec

James J. Athanas

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

TOWN of NORTHBRIDGE
FY2019 CAPITAL PROGRAM

Dept Rank	Department	Project/Item	Article	Request	Not Fund	Free Cash	Water RE	Sewer RE	Ambul.	Bld. Main.	PG Trust	Swr Tran	Enc Tran
	Annex	Slate Roof Inspection/Repairs		\$8,500						\$8,500			
	Annex	UST Fuel Oil Tank Removal		\$15,000						\$15,000			
	Annex	Hot Water Tank (Green Communitis Match)		\$7,120		\$7,120							
	COA	COA Carpeting & Window Treatments		\$18,000						\$18,000			
	DPW	Town-wide Sidewalk Maintenance Program		\$25,000		\$25,000							
	DPW	Pine Grove Cemetary Tree/Stump Removal		\$15,000							\$15,000		
	DPW	F-350 Pickup Truck w/Plow		\$40,000	X								
	DPW	Pine Grove Cemetary Road Improvements		\$100,000	X								
	DPW	Town-wide Pavement Maintenance Program		\$150,000		\$150,000							
	DPW	Heavy Duty Dump w/Sander and Plow		\$185,000	X								
	DPW	Heavy Duty Dump w/Sander and Plow		\$185,000		\$185,000							
	DPW	Fencing/Guardrails (along Ponds)		\$35,000		\$35,067							
	Fire Dept.	Replace Rescue 1 (Ambulance)		\$230,000					\$230,000				
	Police Station	Drainage Repairs		\$10,000						\$10,000			
	Police Station	Sidewalk Repairs		\$25,000						\$25,000			
1	NPS	District-Wide Technology Purchases		\$185,000		\$185,000							
2	NPS (MS/HS)	Heating System Repairs (MS/HS)		\$50,000		\$50,000							
3	NPS	District-Wide Security Upgrades		\$199,441		\$199,441							
4	NPS (MS/HS)	Repair Sidewalks and Catch Basins		\$75,000		\$23,372							\$51,628
5	NPS (MS)	Remove 20,000 Gallon Oil Tank		\$31,000		\$31,000							
6	NPS	Zero Turn Mower		\$12,000		\$12,000							
7	NPS (MS)	Classroom Furniture/Fixtures/Flooring		\$37,000		\$37,000							
8	NPS (MS)	Middles School Auditorium Lighting		\$20,000		\$20,000							
9	NPS	District-Wide Document Storage / Shredding		\$40,000		\$40,000							
10	NPS (MS)	Relocate Main Office to 1st Floor Entry Area		\$50,000	X								
11	NPS (MS)	Replace Two 1955 Fitzgibbon Boilers		\$1,089,000	X								
12	NPS (LF)	Lasell Field Storage/Bleachers/Lift/Press Box		\$380,000	X								
13	NPS (HS)	Painting (Refer to Paint Plan For Locations)		\$25,000	X								
14	NPS (HS)	Replace Classroom Furniture (2 classes)		\$6,000	X								
	Sewer	Replace 2003 F-550 Utility Body Truck (S-1)		\$35,000								\$35,000	
	Sewer	Removal and Replace Heating Fuel UST		\$47,800								\$47,800	
	Sewer	CWMP Program Improvements		\$150,000								\$150,000	
	Town Hall	HVAC Modernization (Split System)		\$100,000	X								
3.22.2018		TOTALS		\$3,580,861	\$0	\$1,000,000	\$0	\$0	\$230,000	\$76,500	\$15,000	\$232,800	\$51,628



Northbridge Board of Selectmen
7 Main Street
Whitinsville, MA 01588

March 19, 2018

RE: Northbridge Community Shared Solar Projects

Dear Board of Selectmen:

Over the last several months, Syncarpha Solar, LLC (“Syncarpha”) and its development partner Renewable Energy Massachusetts, LLC (“REM”) have been exploring solar development on two parcels of land owned by the Whitinsville Redevelopment Trust. The two parcels are located at 0 Providence Road and 0 Linwood Avenue, properties often referred to as *The Bad Lands*. In the aggregate, the solar projects would cover approximately 50 acres of land and achieve a maximum size of 10 MW-ac.

One of the major issues we have been wrestling with relates to wetlands disturbance issues created by a former logger on the property. As a result of those unfortunate activities, our permitting engineer (Beals Associates) has been working closely with the Conservation Commission to put together a proper wetlands mitigation strategy to submit as part of our solar permitting package. After several weeks of discussion, we are in agreement on the proper mitigation measures required and as such we plan to submit to the Conservation Commission within 2-3 weeks.

In addition to the aforementioned conversations, we recently submitted two petition articles for the 2018 Spring Annual Town Meeting to authorize the Board of Selectmen to enter into a Real and Personal Property Tax Agreement for each project. In order to provide the Board of Selectmen a more encompassing overview of the projects, please see below for site specific information related to each project (and the associated exhibits).

- **Northbridge I Project:** Located off Linwood Avenue on a parcel of land with PID #1496. The entire parcel is 96.98 acres, but the solar array will only cover approximately 30 acres. See **Exhibit A** for the tax card associated with this property, a screenshot from the Town’s GIS webpage, and an *indicative* site layout produced by Syncarpha’s engineer.
- **Northbridge II Project:** Located off Providence Road on a parcel of land with PID #1502. The entire parcel is 53.68 acres, but the solar array will only cover approximately 20 acres. See **Exhibit B** for the tax card associated with this property, a screenshot from the Town’s GIS webpage, and an *indicative* site layout produced by Syncarpha’s engineer.
- **Zoning:** The projects are located in the I-1 (Industrial One) zone. As such, under the Town’s Zoning Bylaw, large-scale solar photovoltaic facilities are permitted by right via a Site Plan Review by the Planning Board.

- **Construction and Maintenance:** Construction will take approximately 5-7 months and is targeted to begin in August 2018. Once constructed, the solar projects will have very little activity onsite. Maintenance and mowing are only required a handful of times per year.
- **Community Shared Solar Projects:** The projects will be developed and constructed as Community Shared Solar projects under the new Solar Massachusetts Renewable Target (SMART) Program as promulgated in 225 CMR 20.00.
- **Project Benefits:** The projects will provide multiple benefits to the Town of Northbridge without requiring additional services that an alternate use (residential subdivision) would require:
 - As Community Shared Solar projects, net metering agreements will be available to the Town, local businesses, and residents. Over the 20+ year life of the projects, these agreements would provide a *guaranteed* \$0.01 / kWh savings on *each* utility bill of the Town's local business and residents.
 - The Town would also receive tax payments over the 20+ year life of the solar projects via Payment in Lieu of Taxes (PILOT) Agreements. At the current system sizes, the PILOT payments would total a minimum of \$65,000 per year, or a total of \$1.30MM over the 20-year term of the agreements.
 - The Town and the community will be supporting the Commonwealth in the achievement of its greenhouse gas emissions reduction goals by allowing the development of renewable energy projects and participating in the Community Shared Solar program.

As the Board of Selectmen reviews this material, please do not hesitate to call or email with any further questions or comments. Syncarpha appreciates your consideration of this matter, and hopes the Board of Selectmen will be in support of the projects and petitioned articles.

Syncarpha Solar, LLC



By: Clifford Chapman,
its Managing Member

Enclosures

Exhibit A: Northbridge I Project

LINWOOD AV

Location LINWOOD AV

Mblu 14/ 15/ / /

Acct#

Owner WHITINSVILLE
REDEVELOPMENT TR

Assessment \$586,300

PID 1496

Building Count 1

Current Value

Assessment			
Valuation Year	Improvements	Land	Total
2017	\$0	\$586,300	\$586,300

Owner of Record

Owner	WHITINSVILLE REDEVELOPMENT TR	Sale Price	\$0
Co-Owner	SIDNEY COVICH TRUSTEE	Certificate	
Address	1 MAIN STREET	Book & Page	9039/ 362
	WHITINSVILLE, MA 01588	Sale Date	11/05/1985

Ownership History

Ownership History				
Owner	Sale Price	Certificate	Book & Page	Sale Date
WHITINSVILLE REDEVELOPMENT TR	\$0		9039/ 362	11/05/1985

Building Information

Building 1 : Section 1

Year Built:
Living Area: 0
Replacement Cost: \$0
Building Percent
Good:
Replacement Cost
Less Depreciation: \$0

Building Attributes	
Field	Description
Style	Vacant Land
Model	
Grade:	

Stories:	
Occupancy	
Exterior Wall 1	
Exterior Wall 2	
Roof Structure:	
Roof Cover	
Interior Wall 1	
Interior Wall 2	
Interior Flr 1	
Interior Flr 2	
Heat Fuel	
Heat Type:	
AC Type:	
Total Bedrooms:	
Total Bthrms:	
Total Half Baths:	
Total Xtra Fixtrs:	
Total Rooms:	
Bath Style:	
Kitchen Style:	

Building Photo



(http://images.vgsi.com/photos/NorthbridgeMAPhotos//default.jp

Building Layout

Building Sub-Areas (sq ft)	Legend
No Data for Building Sub-Areas	

Extra Features

Extra Features	Legend
No Data for Extra Features	

Land

Land Use		Land Line Valuation	
Use Code	1300	Size (Acres)	96.98
Description	RES ACLNDV MDL-00	Frontage	0
Zone	R3	Depth	0
Neighborhood	0005	Assessed Value	\$586,300
Alt Land Appr Category	No		

Outbuildings

Outbuildings	Legend
No Data for Outbuildings	

Valuation History

Assessment			
Valuation Year	Improvements	Land	Total
2016	\$0	\$549,200	\$549,200
2015	\$0	\$549,200	\$549,200
2014	\$0	\$549,200	\$549,200

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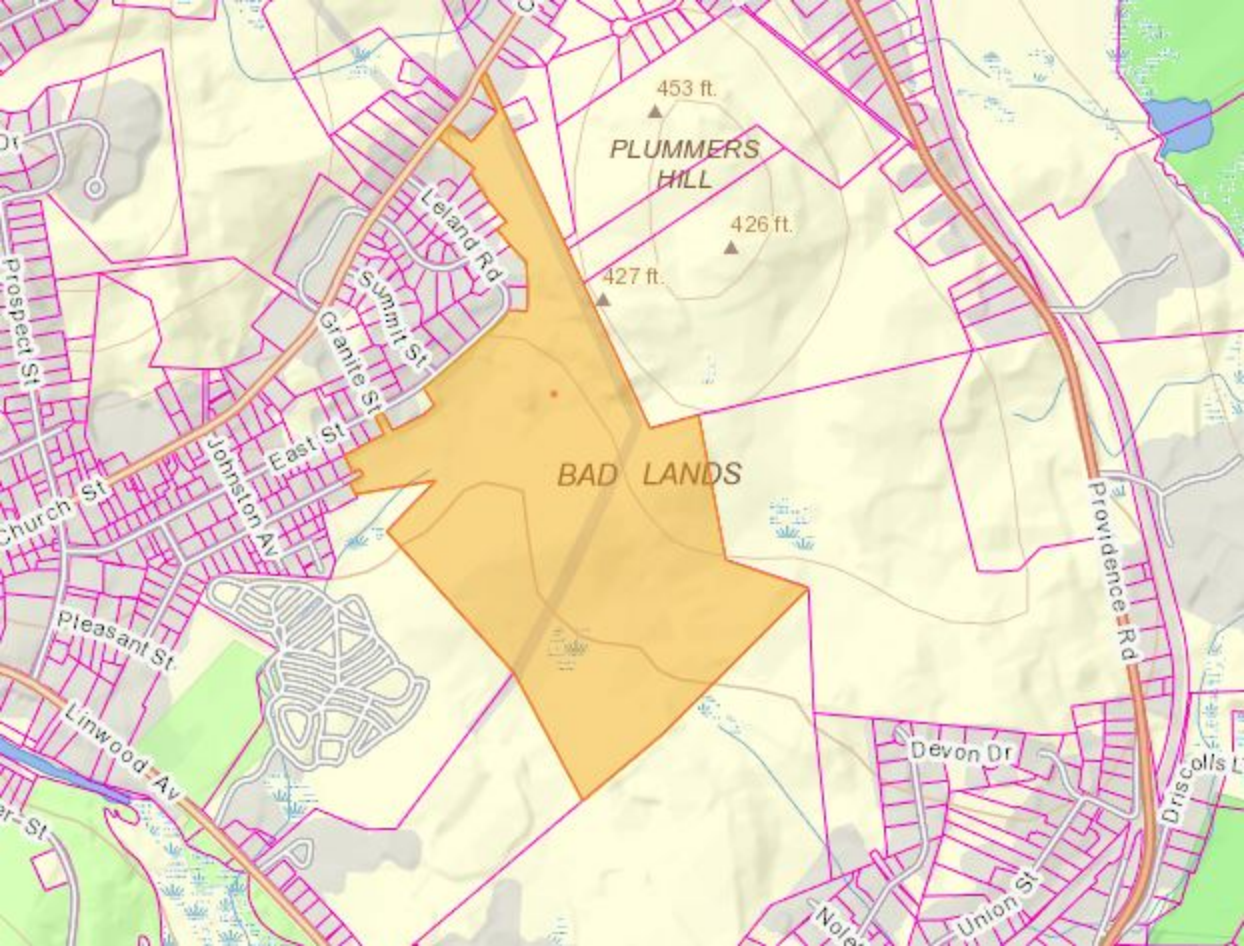




Exhibit B: Northbridge II Project

PROVIDENCE RD

Location PROVIDENCE RD

Mblu 14/ 22/ / /

Acct#

Owner COVICH SIDNEY TRUSTEE

Assessment \$466,600

PID 1502

Building Count 1

Current Value

Assessment			
Valuation Year	Improvements	Land	Total
2017	\$0	\$466,600	\$466,600

Owner of Record

Owner COVICH SIDNEY TRUSTEE
Co-Owner THE WHITINSVILLE REDEVELOPMENT
Address 1 MAIN ST
WHITINSVILLE, MA 01588

Sale Price \$350,000
Certificate
Book & Page 17559/ 393
Sale Date 12/21/1995
Instrument 00

Ownership History

Ownership History					
Owner	Sale Price	Certificate	Book & Page	Instrument	Sale Date
COVICH SIDNEY TRUSTEE	\$350,000		17559/ 393	00	12/21/1995
HOPEDALE DEVELOPMENT	\$0				

Building Information

Building 1 : Section 1

Year Built:
Living Area: 0
Replacement Cost: \$0
Building Percent
Good:
Replacement Cost
Less Depreciation: \$0

Building Attributes	
Field	Description
Style	Vacant Land
Model	

Grade:	
Stories:	
Occupancy	
Exterior Wall 1	
Exterior Wall 2	
Roof Structure:	
Roof Cover	
Interior Wall 1	
Interior Wall 2	
Interior Flr 1	
Interior Flr 2	
Heat Fuel	
Heat Type:	
AC Type:	
Total Bedrooms:	
Total Bthrms:	
Total Half Baths:	
Total Xtra Fixtrs:	
Total Rooms:	
Bath Style:	
Kitchen Style:	

Building Photo



(<http://images.vgsi.com/photos/NorthbridgeMAPhotos//default.jp>)

Building Layout

Building Sub-Areas (sq ft)	<u>Legend</u>
No Data for Building Sub-Areas	

Extra Features

Extra Features	<u>Legend</u>
No Data for Extra Features	

Land

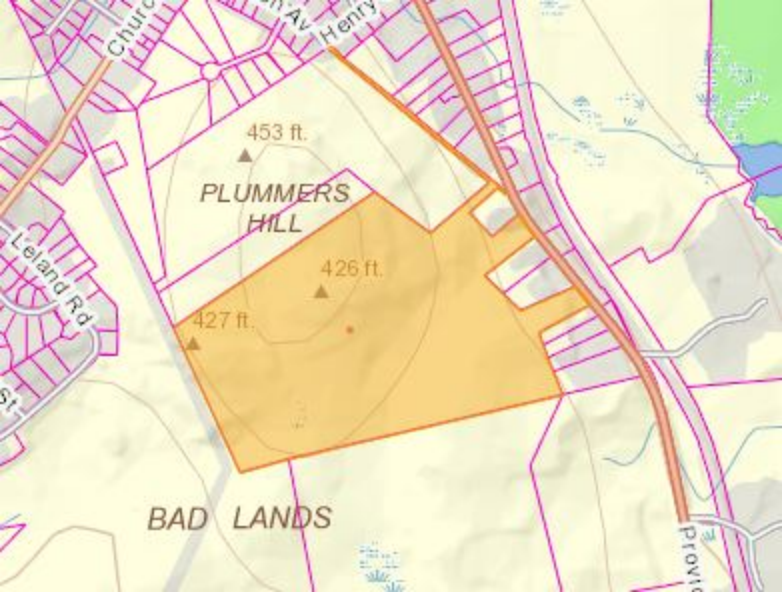
Land Use		Land Line Valuation	
Use Code	4400	Size (Acres)	53.68
Description	IND LD DV	Frontage	0
Zone	I1	Depth	0
Neighborhood	5000	Assessed Value	\$466,600
Alt Land Appr Category	No		

Outbuildings

Outbuildings	<u>Legend</u>
No Data for Outbuildings	

Valuation History

Assessment			
Valuation Year	Improvements	Land	Total
2016	\$0	\$456,600	\$456,600
2015	\$0	\$456,600	\$456,600
2014	\$0	\$456,600	\$456,600





LAW OFFICE OF W. ROBERT KNAPIK, P.C.

1279 Providence Road
Whitinsville, MA 01588

(508) 234-3301
(508) 234-2201 (facsimile)

rob@knapiklaw.com
www.knapiklaw.com

March 16, 2018

BY ELECTRONIC MAIL

Plato Adams, Chairman
Northbridge Finance Committee
Northbridge Town Hall
7 Main Street
Whitinsville, MA 01588

Re: 18 and 28 Granite Street, Northbridge, Massachusetts

Dear Chairman Adams:

Our office represents Crootof & Sawyer Ventures, LLC (“Crootof & Sawyer”) in connection with the above-referenced property (the “Property”). Crootof & Sawyer purchased the Property from Milford Regional Medical Center, Inc. on November 17, 2017. Crootof & Sawyer is a business partnership between veterinarians Mark Crootof and Sean D. Sawyer. Dr. Sawyer is a resident of Northbridge, and has operated PawSteps Veterinary Center, Inc., located at 1700 Providence Road in Northbridge, since 2008.

As you may know, the Property is the location of the former Milford Regional Medical Center, or “Whitinsville Hospital”. Upon acquiring the Property, Crootof & Sawyer began to renovate the Property for use as a veterinary hospital and animal boarding facility (the “Project”). The cost to acquire and renovate the Property is a substantial investment in not only the Property but also in the Town of Northbridge.

As part of the Project, Crootof & Sawyer obtained a Special Permit from the Northbridge Zoning Board of Appeals allowing use of the Property as a veterinary hospital with “pet boarding and doggie day care”. The pet boarding and doggie day care facility will be entirely within the building. Dogs boarded at the facility will be exercised for short periods in an exterior, enclosed play area. Article 8-100 (Dogs), Section 8-112.A (Kennels), of the Code of Northbridge limits the number of dogs kept in a kennel to 25. The pet boarding and doggie day care facility included in the

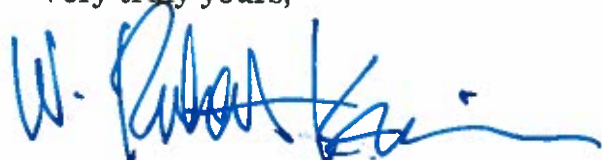
Plato Adams, Chairman
Northbridge Finance Committee
March 16, 2018
Page 2

Project is capable of boarding more than 25 dogs. Accordingly, Crootof & Sawyer seek to amend Article 8-100, Section 8-112.A of the Code of Northbridge to allow kennels in excess of 25 dogs. A Petition has been submitted to the Town seeking to include on the Warrant for the 2018 Spring Annual Town Meeting an article amending the Code of Northbridge to allow kennels in excess of 25 dogs only if the Animal Control Officer determines that such kennel shall be primarily within a building, and that there is at least 100 square feet of gross floor area per dog.

Passing the article will benefit not only Crootof & Sawyer, but it will also benefit the Town because it will continue to allow a developed but unused property to be put to productive use, thereby increasing tax revenue. The article will also help to allow an established business to remain and expand within Northbridge. Recognizing that the Property is surrounded by residences, Crootof & Sawyer have designed the boarding facility to be primarily within the building to minimize the potential that any unwanted noise might have on neighboring or nearby properties. By requiring at least 100 square feet of interior floor area for each dog, consideration has also been given to the safety and comfort of the animals to be boarded. Finally, the interests of the Town in general, and neighboring or nearby properties in particular, are ensured by providing that the Animal Control Officer must determine that any proposed pet boarding and doggie day care facility meets the criteria set forth in the bylaw.

For all of the forgoing reasons, Crootof & Sawyer respectfully request that the Northbridge Finance Committee recommend that Town Meeting pass the article submitted by petition. On behalf of Crootof & Sawyer, we request the opportunity to further discuss the Project and the proposed article at your meeting on March 28, 2018. In the meantime, if you should have any questions or require additional information, please do not hesitate to contact me.

Very truly yours,



W. Robert Knapik

cc: Crootof & Sawyer Ventures, LLC



TOWN OF NORTHBRIDGE, MASSACHUSETTS

COMMUNITY PLANNING & DEVELOPMENT

R. Gary Bechtholdt II, Town Planner

7 Main Street Whitinsville, MA 01588

Phone: (508) 234.2447 Fax: (508) 234.0814

gbechtholdt@northbridgemass.org

March 06, 2018

Northbridge Board of Selectmen
Attn: Charles Ampagoomian, Chairman
7 Main Street
Whitinsville, MA 0158



G

RE: LOCAL HISTORIC DISTRICT STUDY COMMITTEE -WHITINSVILLE
Property Owners' Meeting [Tuesday, April 24, 2018]

Dear Chairman Ampagoomian:

As you may know, the town is exploring the idea of creating a local historic district within the Village of Whitinsville. A Local Historic District Study Committee (LHDSC) has been established to study and recommend properties for inclusion, as well as draft a local bylaw ordinance.

Your property, the **Whitinsville Social Library** has been identified for consideration. Please find attached a locus map listing the preliminary properties.

The LHDSC would like to hear your input on establishing a local historic district within Whitinsville. The Study Committee believes that by establishing a local historic district, the local character and historic significance of Whitinsville will be preserved.

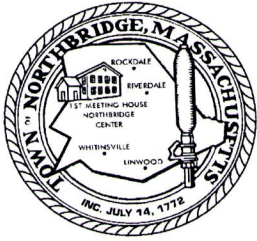
We can be very thankful that so many buildings from our past still remain. However, without a local historic district, our village center could be lost forever through demolition and alteration. A local historic district will help guide changes, making sure the historic character will remain a district part of Whitinsville. Please take a few minutes to express your thoughts on whether a local historic district is needed in Whitinsville by filing out the attached survey and returning it to the Local Historic District Study Committee in the envelope provided.

The LHDSC will host a property owners' meeting *Tuesday, April 24, 2018 (6:00PM)* at the Northbridge Memorial Town Hall (7 Main Street, Whitinsville, MA 01588) please make arrangements to attend. If you are unable to do so or have any questions please do not hesitate in contacting the Planning Office at (508) 234-2447.

Sincerely,

R. Gary Bechtholdt II
Northbridge Town Planner

Cc: LHDSC
/File



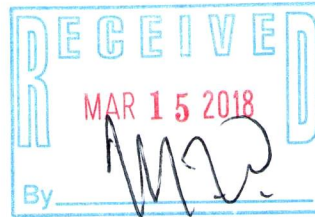
TOWN OF NORTHBRIDGE, MASSACHUSETTS

COMMUNITY PLANNING & DEVELOPMENT

R. Gary Bechtholdt II, Town Planner
7 Main Street Whitinsville, MA 01588
Phone: (508) 234.2447 Fax: (508) 234.0814
gbechtholdt@northbridgemass.org

March 06, 2018

Northbridge Board of Selectmen
Attn: Charles Ampagoomian, Chairman
7 Main Street
Whitinsville, MA 0158



RE: LOCAL HISTORIC DISTRICT STUDY COMMITTEE -WHITINSVILLE
Property Owners' Meeting [Tuesday, April 24, 2018]

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As you may know, the town is exploring the idea of creating a local historic district within the Village of Whitinsville. A Local Historic District Study Committee (LHDSC) has been established to study and recommend properties for inclusion, as well as draft a local bylaw ordinance.

Your property, **the Aldrich School -Town Hall Annex** has been identified for consideration. Please find attached a locus map listing the preliminary properties.

The LHDSC would like to hear your input on establishing a local historic district within Whitinsville. The Study Committee believes that by establishing a local historic district, the local character and historic significance of Whitinsville will be preserved.

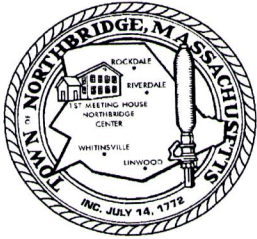
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R. Gary Bechtholdt II
Northbridge Town Planner

Cc: LHDSC
/File



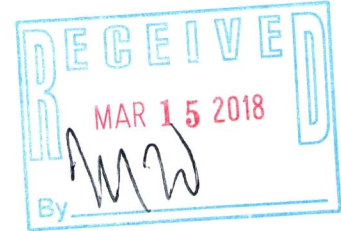
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gbechtholdt@northbridgemass.org

March 06, 2018

Northbridge Board of Selectmen
Attn: Charles Ampagoomian, Chairman
7 Main Street
Whitinsville, MA 0158



RE: LOCAL HISTORIC DISTRICT STUDY COMMITTEE -WHITINSVILLE
Property Owners' Meeting [Tuesday, April 24, 2018]

Dear Chairman Ampagoomian:

As you may know, the town is exploring the idea of creating a local historic district within the Village of Whitinsville. A Local Historic District Study Committee (LHDSC) has been established to study and recommend properties for inclusion, as well as draft a local bylaw ordinance.

Your property, the **Northbridge Memorial Town Hall** has been identified for consideration. Please find attached a locus map listing the preliminary properties.

The LHDSC would like to hear your input on establishing a local historic district within Whitinsville. The Study Committee believes that by establishing a local historic district, the local character and historic significance of Whitinsville will be preserved.

We can be very thankful that so many buildings from our past still remain. However, without a local historic district, our village center could be lost forever through demolition and alteration. A local historic district will help guide changes, making sure the historic character will remain a district part of Whitinsville. Please take a few minutes to express your thoughts on whether a local historic district is needed in Whitinsville by filing out the attached survey and returning it to the Local Historic District Study Committee in the envelope provided.

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Sincerely,

R. Gary Bechtholdt II
Northbridge Town Planner

Cc: LHDSC
/File



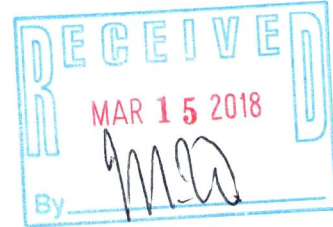
TOWN OF NORTHBRIDGE, MASSACHUSETTS

COMMUNITY PLANNING & DEVELOPMENT

R. Gary Bechtholdt II, Town Planner
7 Main Street Whitinsville, MA 01588
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gbechtholdt@northbridgemass.org

March 06, 2018

Northbridge Board of Selectmen
Attn: Charles Ampagoomian, Chairman
7 Main Street
Whitinsville, MA 0158



RE: LOCAL HISTORIC DISTRICT STUDY COMMITTEE -WHITINSVILLE
Property Owners' Meeting [Tuesday, April 24, 2018]

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Your property, the **Town Common/Memorial Square** has been identified for consideration. Please find attached a locus map listing the preliminary properties.

The LHDSC would like to hear your input on establishing a local historic district within Whitinsville. The Study Committee believes that by establishing a local historic district, the local character and historic significance of Whitinsville will be preserved.

We can be very thankful that so many buildings from our past still remain. However, without a local historic district, our village center could be lost forever through demolition and alteration. A local historic district will help guide changes, making sure the historic character will remain a district part of Whitinsville. Please take a few minutes to express your thoughts on whether a local historic district is needed in Whitinsville by filing out the attached survey and returning it to the Local Historic District Study Committee in the envelope provided.

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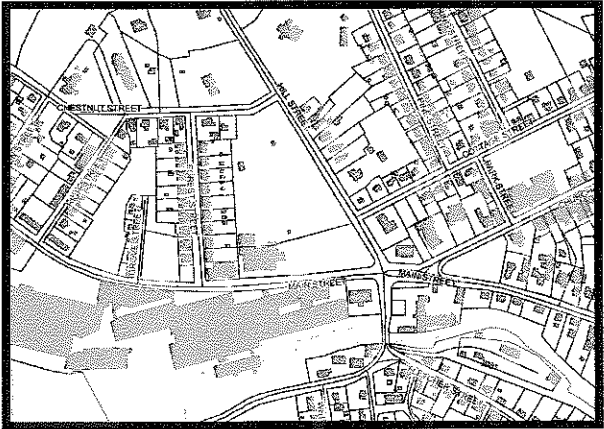
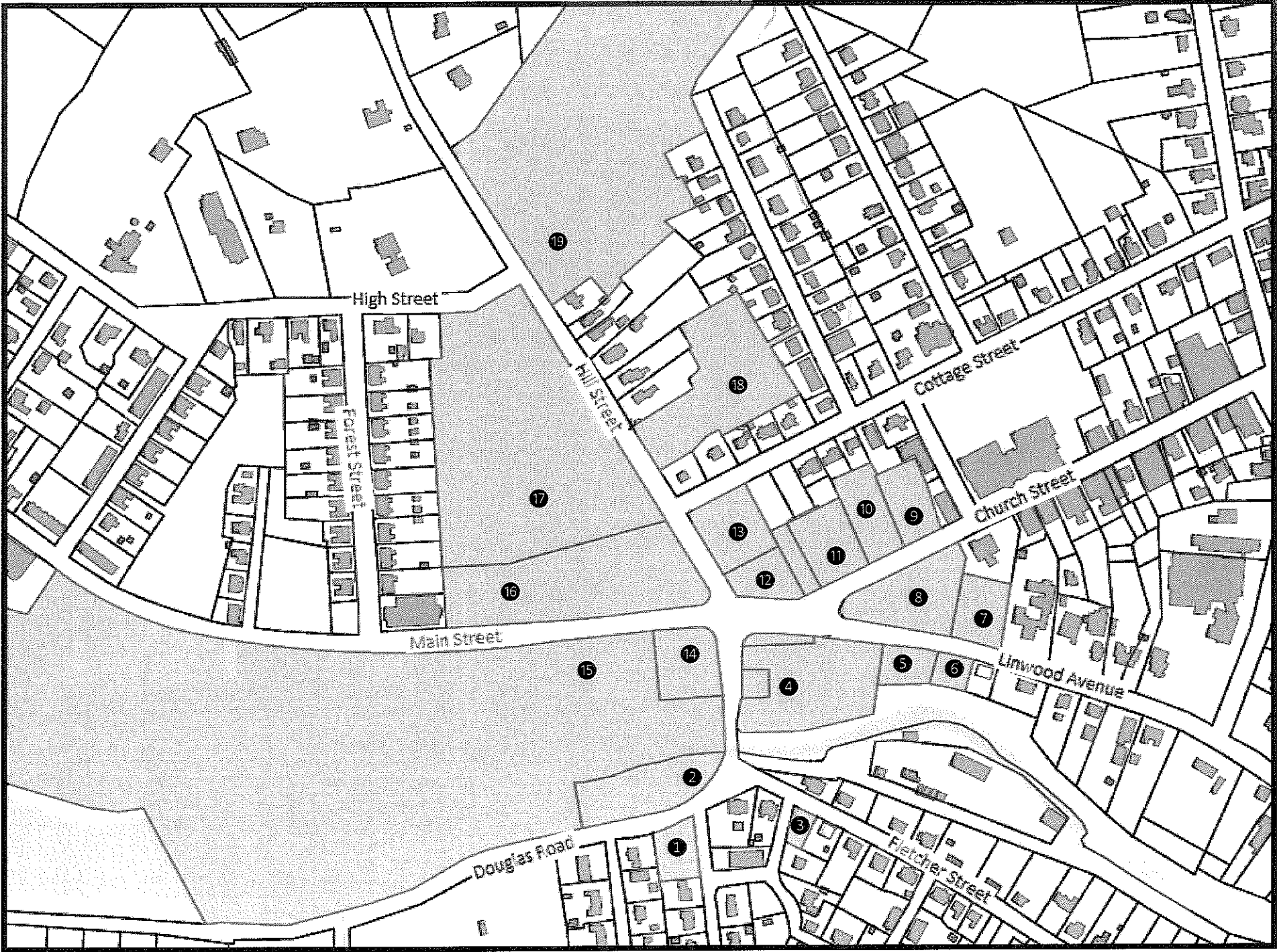
Sincerely,

R. Gary Bechtholdt II
Northbridge Town Planner

Cc: LHDSC
/File

DRAFT

WHITINSVILLE HISTORIC DISTRICT



Notes / Comments:

No.	Street Address (Assessor ID)	Common Name / (example of)	Date of Construction (Circa)	Property Owner Mailing Address	Existing MHC Form B (Yes/No)
1	1 Elm Place (4A-46)	Fletcher House	1770	Northbridge Historical Society 1 Elm Place Whitinsville, MA 01588	Yes
2	54 Douglas Rd (2-7)	Paul Whitin Mill	1826	Alternatives Unlimited 54 Douglas Road Whitinsville, MA 01588	Yes
3	18-20 Fletcher St (4A-50)	Worker Housing	1826	Ida Barnatt & Henry Barnatt 18 Fletcher Street Whitinsville, MA 01588	Yes
4	17 Douglas Rd (5-75)	Granite Cotton Mill	1845	Schochet-Whitinsville Assoc. 536 Granite Street Suite 301 Braintree, MA 02184	Yes
5	24-26 Linwood Ave (5-74)	Worker Housing	1845	Randall Morin 24-26 Linwood Avenue Whitinsville, MA 01588	Yes
6	30-32 Linwood Ave (5-73 & 5-80)	Worker Housing	1845	HUS, LLC c/o Chris Anderson 155 Hull Street Cohasset, MA 02025 Terry Lyman 32 Linwood Ave Whitinsville, MA 01588	Yes
7	31 Linwood Ave (14A-35)	Trinity Episcopal Church	(1911) 1929	Trinity Episcopal Church 31 Linwood Ave Whitinsville, MA 01588	Yes
8	Church Street (14A-34)	Town Common Civil War Memorial	1905	Town of Northbridge 7 Main Street Whitinsville, MA 0158	Yes
9	Church Street (15A-136)	Congregational Parsonage	1835	Village Congregational Church PO BOX 217 Whitinsville, MA 01588	Yes
10	17 Church Street (15A-135)	Whitinsville Social Library	1913	Town of Northbridge -Library 17 Church Street Whitinsville, MA 01588	Yes
11	Church St (15A-134)	Congregational Church	1898	Village Congregational Church PO BOX 217 Whitinsville, MA 01588	Yes
12	1 Memorial Square (15A-132)	Whitinsville Savings Bank	1905	Vincent J Osterman, Trustee PO BOX 29 Whitinsville, MA 01588	Yes
13	14 Hill Street (15A-131)	Aldrich School	1890	Town of Northbridge 7 Main Street Whitinsville, MA 01588	Yes
14	7 Main Street (2-9)	Northbridge Memorial Town Hall	1876	Town of Northbridge 7 Main Street Whitinsville, MA 01588	Yes
15	1 Main Street (2-10)	Whitin Machine Works	1847 & 1864 (Office)	Whitinsville Redevelopment TR 1 Main Street Whitinsville, MA 0158	Yes
16	60 Main Street (7-223)	Whitin Community Center	1922	G.M. Whitin Community Center 60 Main Street Whitinsville, MA 01588	No
17	61 Hill Street (7-224)	J. C. Whitin Estate	1876	G.M. Whitin Community Center 60 Main Street Whitinsville, MA 01588	Yes
18	46 Hill Street (15A-7)	Gustavus Taft House	1875	Heather Reiter Carr, Trustee 46 Hill Street Whitinsville, MA 01585	Yes
19	120 Hill Street (15-7)	Oakhurst	1890	James M Knott, Sr. 456 Hill Street Whitinsville, MA 01588	Yes
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**Town Manager's Report for the Period of
February 26, 2018 – March 23, 2018**

I.

1. Meetings Attended:

- Tuesday, February 27, 2018 – Police Union and DPW Union negotiations.
- Wednesday, February 28, 2018 – Attended a Regional Town Managers Meeting.
- Wednesday, February 28, 2018 – Attended the Finance Committee Meeting (Police, Fire, DPW).
- Thursday, March 1, 2018 – Met with CMRPC staff regarding TIP program.
- Friday, March 2, 2018 – Firefighters Union Negotiations.
- Monday, March 5, 2018 – Met with the Upton Town Manager.
- Tuesday, March 6, 2018 – Attended a MMA Fiscal Policy Committee Meeting.
- Wednesday, March 14, 2018 – Met with the MIIA Rep David Labonte.
- Thursday, March 15, 2018 – Met with BVNHCC Chairman Harry Whitin.
- Friday, March 16, 2018 – Held a Department Managers Meeting.
- Friday, March 16, 2018 – Firefighters Union Negotiations.
- Tuesday, March 20, 2018 – DPW Union Negotiations.
- Tuesday, March 20, 2018 – Attended the Finance Committee Meeting (BVT).
- Wednesday, March 21, 2018 – Attended a CMRPC Legislative Affairs Meeting.

2. Balmer School Building Project: The MSBA Board recently voted to accept the Town's Preferred Design Plan and in addition has recently certified the proposed enrollment for the new school project at 1,030 students. The School Building Committee is currently conducting the review for the services of a Construction Manager (CM) and will be voting next Wednesday, March 28, 2018 to make their selection. The next regular meeting of the School Building Committee is Tuesday, April 3, 2018.

3. DPW Garage Project: The project continues to move forward; 2 passage doors, 6 overhead doors and louvre vents are now complete and multiple crafts continue performing miscellaneous carpenter framing/wall insulation/protection systems, electrical, plumbing, fire protection, etc. work. The emergency generator was received and set on the pad. The exterior steel bollards and concrete aprons for each of the overhead doors were formed and await placement of concrete. As a result of a 3rd week of snow events - outside work activities have slowed down and therefore the remaining work will extend well into April 2018.

4. Fire Station Project (Feasibility Study): The Town Manager has been working with staff and the OPM, as well as committee representatives, on the Site Selection Evaluation

Process. In addition, the group will be developing an RFQ for Designer (Architect) Selection in hopes of advertising mid-winter/early spring. The project will experience some delay due to the OPM representative leaving for another position with a new company.

5. **FY2019 Budget Development:** To date I have received all FY2019 budget and capital requests and have presented my initial FY2019 Budget and Capital Plan to the Finance Committee and to the Board of Selectmen. In addition, I met with Finance Committee for their Public Meeting on the budget. We have also heard the budget presentation from Blackstone Valley Tech, which is seeking a 22.76% increase (\$314,000). The Northbridge Public Schools will be making their Finance Committee presentation on Wednesday, March 28, 2018, and in addition the Committee will be voting their positions on the Warrant Articles.