

**TOWN OF NORTHBRIDGE
BOARD OF SELECTMEN'S MEETING
NORTHBRIDGE TOWN HALL
7 MAIN STREET - WHITINSVILLE, MA 01588
July 17, 2017 AT 7:00 PM
REVISED**

RECEIVED

17 JUL 14 PM 12:50

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES

A. 1) April 24, 2017 2) May 8, 2017

NORTHBRIDGE TOWN CLERK
3) June 14, 2017 PEDRONE

II. PUBLIC HEARING

III. APPOINTMENTS: B. By the Town Manager/Vote to affirm: Mary Schroth, Jr. Library Assistant /
Present: Marcia Nichols, Children's Librarian

IV. CITIZENS' COMMENTS/INPUT

C. Local Business Spotlight: Mill House Wine & Spirits, Inc.

V. DECISIONS

D. Fall Annual Town Meeting [October 24, 2017]/Vote to close the warrant on Friday, August 25, 2017 at 12:00 Noon

E. St. Patrick's Parish/Request permission to hang a banner over Church Street from September 3, 2017 to September 17, 2017 to advertise their Annual Fall Festival on Saturday, Sept. 16, 2017

F. Safety Committee Minutes [May 17, 2016] / Vote to accept recommendations

VI. DISCUSSIONS

G. National Park Service Agreement/**Present:** Meghan Kish

H. Water Rate Filing Proposal/**Present:** Randy Swigor, Whitinsville Water Company

I. Shining Rock Drive / Trailhead Parking Area [Present: Ken Marino, Homeowner; Jamie Luchini, Highway Superintendent; Police Department] / Vandalism, trespassing and disturbance issues at the trailhead parking area located across from Mr. Marino's residence

J. Great Hall / Policy regarding usage

JJ. Fire Station Project(s)/Present: Michael Beaudoin, Chairman ,Building Planning Construction and Committee

VII. TOWN MANAGER'S REPORT

K. 1) Pine Grove Cemetery Online Interactive Map

2) Riverdale Mill Fire Update

3) SERVE Program Community Service

4) School Building Committee Educational Visioning Session

VIII. SELECTMEN'S CONCERNS

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION

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

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BOARD OF SELECTMEN'S MEETING
April 24, 2017

A meeting of the Board of Selectmen was called to order by Chairman James Marzec at 6:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Present: Messrs. Ampagoomian, Athanas, Melia, Marzec, and Nolan. **Also Present:** Theodore D. Kozak.

The Pledge of Allegiance was recited by those present.

Open Session Adjourned: 6:03 PM

Executive Session Convened: 6:04 PM

Executive Session Adjourned: 6:42 PM

Open Session Reconvened: 7:00 PM

APPROVAL OF MINUTES: April 3, 2017. A motion/Mr. Marzec, seconded/Mr. Nolan to approve the April 3, 2017 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Melia, Marzec and Nolan. Abstain: Mr. Athanas.

PUBLIC HEARING

APPOINTMENTS: Police Department: Officer Carmen Borrelli, Promotion to Sergeant. Police Chief Warchol stated he recommends that officer Borrelli be appointed to the rank of Sergeant. Chief Warchol explained that he will replace Sergeant Heney who retired. Chief Warchol stated Mr. Borrelli has a very impressive resume. The effective date of the appointment is to be Sunday, May 21, 2017. Mr. Borrelli stated that he has been in town for about 10 years and has been working with the Police Department for a few years. He has been in the military for 15 years at this point and was enlisted as a Military Police Officer and is currently the Battalion Intelligence Military Police and will be going to the Majors Board in January of 2018. A motion/Mr. Melia, seconded/Mr. Ampagoomian to affirm the Town Mangers appointment of Officer Borrelli to Sergeant. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT: Local Business Spotlight: Reflexology For The Sole Present: Lindy Brown, Proprietor. Ms. Brown stated she recently moved from New Hampshire to be closer to family. Ms. Brown has been doing reflexology for 7 years. Ms. Brown began by describing the foot to be a mapping of the entire body having a head, brain, and sinuses starting at in the big toe. Ms. Brown explained that she is nationally certified. Ms. Brown stated that reflexology is a scientific art based on the premise that there are zones and reflex points in the feet which correspond to the entire body. Ms. Brown explained that she works on the customer's feet for an hour, which covers all organs of the body and reduces stress. The benefits of reflexology are that it promotes balance in normalization of the body naturally, reduces stress and increases relaxation, improves circulation and delivery of oxygen and nutrients to cells, cleanses the body of toxins, revitalizes energy, and boosts the immune system. Reflexology for the Sole is located at 100 Main Street Room 106, Whitinsville, and is available by phone at 603-921-9300. More information is available on the website: <http://reflexologyforthesole.com>.

Annual Town Election [May 16, 2017] / Vote to sign warrant. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to sign the Annual Town Election warrant. Vote yes/Unanimous.

Annual License Renewals [Junk Dealers, Bowling & Billiards] / Vote to approve subject to the payment of all monies due the Town. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the

annual license renewals subject to the payment of all monies due to the Town. Vote yes/Unanimous.

Operation Graduation 2018/Request to hold a Boot Drive at Memorial Square on Saturday, September 30, 2017 from 9 AM to 1 PM [Rain date: Sunday, October 1, 2017]; subject to the safety requirements of the Northbridge Police Department. Denise Foster, co-coordinator of Operation Graduation was present to discuss the request. Ms. Foster explained that this is a post-graduation event that is planned for the students in a safe environment. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the request to hold a boot drive at Memorial Square on Saturday, September 30, 2017 from 9 AM to 1 PM [Rain date: Sunday, October 1, 2017]; subject to the safety requirements of the Northbridge Police Department. Vote yes/Unanimous.

Northbridge High School Swim Team/Request to hold a Boot Drive at Memorial Square on Saturday, October 21, 2017 from 9 AM to 1 PM [Rain date: Sunday, October 22, 2017]; subject to the safety requirements of the Northbridge Police Department. Ms. Foster explained that partaking in the boot drive helps keep the swim team alive and continue on for the kids. Selectman Athanas asked what the dollar amount was to maintain the team. Ms. Foster stated \$10,000 at least. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the request to hold a Boot Drive at Memorial Square on Saturday, October 21, 2017 from 9 AM to 1 PM [Rain date: Sunday, October 22, 2017]; subject to the safety requirements of the Northbridge Police Department. Vote yes/Unanimous.

Berkowicz/Sewer betterment issue. Chairman Marzec stated that they would be passing over this item.

Pine Grove Cemetery Deeds/1) Henry and Pamela Gardini [Lot No. 301B, Woodlawn Ave, North]. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the purchase of Lot No. 301B, Woodlawn Ave, North to Henry and Pamela Gardini. Vote yes/Unanimous. **2) Stacie Holmes and Robert Hamelin [Lot No. 805, Yew Ave, South].** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the purchase of Lot No. 805, Yew Ave, South to Stacie Holmes and Robert Hamelin. Vote yes/Unanimous.

DISCUSSIONS/None

TOWN MANAGER'S REPORT 1) National Grid Seminar - Town Manager Kozak attended a seminar sponsored by National Grid to discuss programs they are offering to save energy. Mr. Kozak stated that one workshop on streetlight conversions to LED was interesting and something the Town should look into doing. **2) WWI Monument** - Mr. Kozak announced that the reconstruction of the Rockdale World War I Monument has begun. He continued stating that the progress will continue until completion, which is expected to be within the next month. Selectman Melia asked if the construction work was on schedule. Town Manager Kozak stated they are on schedule. Selectman Melia asked if it appeared there would be any setbacks. Mr. Luchini, Highway Superintendent replied that there was a capstone that was a lot larger than the hired companies' equipment could handle, which was a setback but the Highway Department was able to use a forklift to get it out and keep the project moving along. Chairman Marzec asked if there were any issues with the footings. Mr. Luchini replied there were no issues with the footings. **3) Great Hall Update** - Town Manager Kozak explained the plaster and painting work is just about completed. In order to prevent future water damage to the Great Hall, chimney flashing work must be completed. Selectman Ampagoomian asked if there was money within the project to cover the unexpected cost. Town Manager Kozak stated that it was more than likely going to come from the Building Maintenance Fund, and explained that its purpose was for expenditures such as this. He added that the Town is also apply for additional grant money with the State in hopes of being reimbursed. **4) DPW Facility Update** - Town Manager Kozak announced that the sub bids have been submitted to the Town and deemed appropriate by the Building Planning and Construction Committee. The final bids will be submitted in the beginning of May. **5) Floodplain Update** - Town Manager Kozak stated that the Corps of Engineers has approved the changes in the floodplain to the Mumford River. Maps and detailed analysis of the revision can be viewed at the

Town Hall, in the Town Manager's Office during regular business hours.

VIII. SELECTMEN'S CONCERNS/Selectman Melia 1) asked if the ADA Grant was sought after due to the Senior Center not being up to code. Town Manager Kozak explained there is an issue with the sidewalk that needs to be addressed and the grant program is available for such repairs. If the grant is not successful it will be repaired through the Department of Public works. **Selectman Athanas 1)** requested the Town of Northbridge do something for the Pan Mass Challenge runners as surrounding Towns do to welcome the runners. **Selectman Nolan 1)** asked about the rock wall in the Town Hall Parking lot. Town Manager Kozak stated that the rock wall belongs to the shop next door to the Town Hall. **Selectman Marzec 1)** announced that the Spring Annual Town Meeting is coming up on Tuesday, May 2, 2017 beginning at 7 PM in the High School Auditorium. **2)** announced that the Memorial Day Services are being held on May 29, 2017 and anyone who is interested in participating should contact Chairman Marzec through the Town Manager's office at 508-234-2095.

IX. ITEMS FOR FUTURE AGENDA/None

X CORRESPONDENCE/None

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

Meeting Adjourned: 7:39 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

April 24, 2017

I. APPROVAL OF MINUTES

A. April 3, 2017

-Copy of April 3, 2017 minutes

II. PUBLIC HEARING

III. APPOINTMENTS:

B. Police Department: Officer Carmen Borrelli, Promotion to Sergeant

-Copy of memo recommending the appointment of Office CARMEN Borrelli

-Copy of Carmen Borrelli's resume

IV. CITIZENS' COMMENTS/INPUT: Local Business Spotlight: Reflexology for the Sole Present: Lindy Brown, Proprietor/No documentation

V. DECISIONS

C. Annual Town Election [May 16, 2017] / Vote to sign warrant

-Copy of Annual Town Election Warrant

D. Annual License Renewals [Junk Dealers, Bowling & Billiards] / Vote to approve subject to the payment of all monies due the Town

-Copy of list of Junk Dealer License Renewals for 2018

E. Operation Graduation 2018/Request to hold a Boot Drive at Memorial Square on Saturday, September 30, 2017 from 9 AM to 1 PM [Rain date: Sunday, October 1, 2017]; subject to the safety requirements of the Northbridge Police Department

-Copy of email requesting to hold a Boot Drive at Memorial Square on Saturday, September 30, 2017 from 9 AM to 1 PM

F. Northbridge High School Swim Team/Request to hold a Boot Drive at Memorial Square on Saturday, October 21, 2017 from 9 AM to 1 PM [Rain date: Sunday, October 22, 2017]; subject to the safety requirements of the Northbridge Police Department

-Copy of email requesting to hold a Boot Drive at Memorial Square on Saturday, October 21, 2017 from 9 AM to 1 PM

G. Berkowicz/Sewer betterment issue/No documentation

H. Pine Grove Cemetery Deeds/1) Henry and Pamela Gardini [Lot No. 301B, Woodlawn Ave, North]

-Copy of Pine Grove Cemetery Deed for Henry and Pamela Gardini

2) Stacie Holmes and Robert Hamelin [Lot No. 805, Yew Ave, South]

-Copy of Pine Grove Cemetery Deed for Stacie Holmes and Robert Hamelin

VI. DISCUSSIONS/None

VII. TOWN MANAGER'S REPORT

- I. 1) National Grid Seminar/No documentation**
- 2) WWI Monument Reconstruction/No documentation**
- 3) Great Hall Update/No documentation**
- 4) DPW Facility Update/No documentation**
- 5) Floodplain Update/No documentation**

VIII. SELECTMEN'S CONCERNS/No documentation

IX. ITEMS FOR FUTURE AGENDA/None

X CORRESPONDENCE/None

XI. EXECUTIVE SESSION - 6:00 PM

J. Under M.G.L Chapter 30A, S21 #2 - To discuss strategy with respect to collective bargaining [Fire] /No documentation

K. Under M.G.L Chapter 30A, S21 #2 - To discuss strategy with respect to contract negotiations [Health Insurance] /No documentation

A2

BOARD OF SELECTMEN'S MEETING
May 8, 2017

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

The Pledge of Allegiance was recited by those present

APPROVAL OF MINUTES A. 1. March 13, 2017. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the March 13, 2017 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan. **2. March 27, 2017 Executive Session.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve but not release the March 27, 2017 executive session minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan. **3. April 24, 2017 Executive Session.** A motion/Mr. Melia, seconded/Mr. Nolan to approve but not release the April 24, 2017 executive session minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan. **4. May 2, 2017 SATM.** A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the May 2, 2017 SATM minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Melia, and Marzec. Abstain: Mr. Nolan.

PUBLIC HEARING/None

APPOINTMENTS B. David White, Fire Chief/Vote to appoint [Present: Chief Gary Nestor]. Town Manager Kozak stated that his recommendation for appointment of the Fire Chief is Mr. White who has been with the Fire Department for 36 years and 15 years as Captain. Chief Nestor stated that he feels as the Town Manager has made a great choice for the replacement of the Fire Chief position. Chief Nestor explained that he began as a full time Firefighter, has 32 years as an EMT, and he has been a Fire Captain and Shift Supervisor for the last 15 years. Mr. White has an Associate's Degree in paramedic science, and also an Associates and Bachelor's Degree in Fire Science. Chief Nestor explained that he is a certified Fire Officer 1 & 2, Fire Instructor 1, and just completed an extensive 6 month Chief Fire Officer program. Chief Nestor explained that Mr. White has helped the Department immensely in helping to receive over a million dollars in State, Federal, and Local grants and has been the Principal Author. Mr. White has experience and knowledge with the apparatus's and the bid process along with drawing up specifications and the different procurement processes. Mr. White stated he looks forward to the opportunity and will continue to do the best he can and looks forward to working together. A motion/Mr. Ampagoomian, seconded/Mr. Melia to affirm the Town Managers appointment of Mr. White to the Fire Chief effective May 31, 2017. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan.

CITIZENS' COMMENTS/INPUT Local Business Spotlight: Alternatives. Ms. Karen Goldenberg was present to discuss Alternatives 40th Year Anniversary. Ms. Goldenberg stated that 40 years ago Alternatives began in the sun porch of a house in Uxbridge. Alternatives has now grown and expanded to have 60 programs and have served 12,000 people over the last year. Alternatives members are able to come out of an institution and become a part of the community, working, and volunteering for churches, and clubs. Ms. Goldenberg stated that Alternatives provides residential services, employment services, and day services serving those with developmental disabilities, and psychiatric disabilities. Ms. Goldenberg stated that their biggest fund raiser is coming up, which is the 32nd Valley Friendship Tour. Ms. Goldenberg urged the Board to come and check out the event. Anyone looking to volunteer for Alternatives can call 508-234-6232 or www.alternativesnet.org.

C. Farmer Series Pouring Permit/Vote to establish a fee schedule. Town Manager Kozak suggested the farmer series pouring permit be set to \$1,000, which is in line with other Town's Farmer Series Permit fees.

A motion/Mr. Melia, seconded/Mr. Nolan to set the Farmer Series Pouring Permit fee to \$1,000. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan.

D. Alternatives / Request permission to hang a banner across Church Street from May 21st through June 4th to advertise their 32nd Annual Valley Friendship Tour event on June 3rd 2017. [Event approved July 18, 2016]. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the request permission to hang a banner across Church Street from May 21st through June 4th to advertise their 32nd Annual Valley Friendship Tour event on June 3rd 2017. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan.

E. Northbridge Veterans' Council/1) Request to hold the Memorial Day Parade in Whitinsville on Monday, May 29, 2017 at 10:00 AM. 2) Request permission to use the Memorial Park for Memorial Day exercises. A motion/Mr. Melia, seconded/Mr. Nolan to approve the request to hold the Memorial Day Parade in Whitinsville on Monday, May 29, 2017 at 10:00 AM and approve the use of Memorial Park for Memorial Day exercises. Selectman Ampagoomian asked if there was a rain date. Chairman Marzec replied that there was no rain date, but instead events would be held indoors at the Field House at the Northbridge High school. Vote yes/Messrs. Ampagoomian, Melia, Marzec, and Nolan.

F. Land Clearing update/Present: David Pickart, Conservation Agent, and Justin Arbuckle, and Barbara McNamee, Members, Conservation Commission. Mr. Pickart explained that everything was on a hold until growing season, which began about a month ago, and the Commission did not see a response to the outstanding materials and actions that the land agent agreed to. The Commission has begun discussion on their options. Mr. Pickart stated that a letter was sent to the land agent stating if there was no plan in place to restore the wetlands by Wednesday, May 10, 2017 than the Commission will begin the process to fine him on a per day basis for the outstanding violations. To help facilitate that the Commission is seeking to issue a second enforcement order, which will be discussed on Wednesday evening along with daily rate and other alternatives. Mr. Pickart explained in order to get the party to pay the fines that entails a second step which would be to take them to court. Mr. Pickart has been approached by one of the property owners who has expressed desire to step in and help resolve this matter. Mr. Pickart stated that they have also been monitoring the area for flooding and thus far there has not been any significant flooding.

TOWN MANAGER'S REPORT 1) Public Auction - Town Manager Kozak announced that the Treasurer/Collector is holding a public auction for property located at 113 Benson Road, on Wednesday, May 17, 2017 at 12 PM at the Town Hall, in the Board of Selectmen's Meeting Room. Anyone interested is welcome to attend. **2) Whitinsville Library/Ancestry Digital Service** - Town Manager Kozak announced that beginning this month the Whitinsville Social Library, in addition to other libraries in the Blackstone Valley, is offering Ancestry Digital services at the Library. This will allow patrons to research their ancestry and genealogy. **3) Annual Town Election - May 16, 2017** - Town Manager Kozak stated that the Annual Town Election is scheduled for Tuesday, May 16, 2017 at the Northbridge High School Field House. Polls will be open from 7 AM until 8 PM. **4) DPW Facility Bids** - Town Manager Kozak stated that the Building, Planning, and Construction Committee received two bids for a new DPW Facility. They have decided to take the bids under advisement to review with the Project Manager and engineering design firm. They should have recommendations by the next Building Planning Construction Committee meeting. **5) Firefighters' Annual Spaghetti Supper** - Town Manager Kozak announced that the Firefighters will be holding their Annual Spaghetti Supper on Saturday, May 20, 2017 from 4 PM - 8 PM at the Fire Headquarters on Main Street. Tickets will be available for purchase at the door.

SELECTMEN'S CONCERNS Selectman Melia 1) stated that the Board of Selectmen received a letter from Bonnie Combs who put together the Northbridge Cleanup day. Selectman Melia stated that she mentioned coming to one of the Boards meetings in the letter. Town Manager Kozak stated that he would invite her to a future meeting. **Chairman Marzec 1)** mentioned that this would be his last meeting as

chairman as the next meeting the Board would be voting for reappointments. Chairman Marzec thanked the Board and the community for the opportunity to serve as the Chairman.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

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

Meeting Adjourned: 7:43 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

May 8, 2017

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES

A. 1. March 13, 2017

-Copy of March 13, 2017 minutes

2. March 27, 2017 Executive Session

-Copy of March 27, 2017 executive session minutes

3. April 24, 2017 Executive Session

-Copy of April 24, 2017 executive session minutes

4. May 2, 2017 SATM

-Copy of May 2, 2017 SATM minutes

II. PUBLIC HEARING/None

III. APPOINTMENTS/Resignations

B. David White, Fire Chief/Vote to appoint [Present: Chief Gary Nestor]

-Copy of David White's cover letter

-Copy of David Whites Resume

IV. CITIZENS' COMMENTS/INPUT

Local Business Spotlight: Alternatives - No documentation

V. DECISIONS

C. Farmer Series Pouring Permit/Vote to establish a fee schedule

-Copy of memo from Mr. Kozak suggesting the Farmer Series Pouring permit rate

D. Alternatives / Request permission to hang a banner across Church Street from May 21st through June 4th to advertise their 32nd Annual Valley Friendship Tour event on June 3rd 2017. [Event approved July 18, 2016]

-Copy of email requesting permission to hang a banner across Church Street from May 21st through June 4th to advertise their 32nd Annual Valley Friendship Tour event

E. Northbridge Veterans' Council/1) Request to hold the Memorial Day Parade in Whitinsville on Monday, May 29, 2017 at 10:00 AM. 2) Request permission to use the Memorial Park for Memorial Day exercises. - No documentation

VI. DISCUSSIONS

F. Land Clearing update/Present: David Pickart, Conservation Agent, and Justin Arbuckle, and Barbara McNamee, Members, Conservation Commission

-Copy of letter to the land agent regarding the bylaw violations

-Copy of Enforcement order

-Copy of List of violations and remediation requirements

VII. TOWN MANAGER'S REPORT

G. 1) Public Auction

-Copy of auction advertisement

2) Whitinsville Library/Ancestry Digital Service

-Copy of newspaper ad regarding the Ancestry Digital Service

3) Annual Town Election - May 16, 2017-No documentation

4) DPW Facility Bids -No documentation

5) Firefighter's Annual Spaghetti Supper -No documentation

VIII. SELECTMEN'S CONCERNS - No documentation

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION/None

A3

**Special Board of Selectmen's Meeting
June 14, 2017**

A special meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 6:18 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Athanas, Melia, Marzec, and Ampagoomian. Selectman Nolan was absent and it is duly recorded. Town Manager Kozak did not attend this meeting.

Interviews for the Position of Town Manager:

Chairman Ampagoomian announced that tonight's special meeting was called specifically to interview the finalists for the position of Town Manager of Northbridge. The finalists are: Adam Gaudette, current Town Administrator for the Town of Spencer; James Duane, current Asst. Town Manager for the Town of Framingham; and Carter Terenzini current Interim Town Administrator for the Town of Templeton.

The candidates were interviewed in the order shown above. Each candidate introduced himself to the Selectmen and provided a detailed description of their education background, employment history, qualifications, and relative work experiences. After hearing these particulars, the Selectmen asked each candidate prepared questions and then each Selectman was given the opportunity to pose follow-up questions and/or random questions on a wide range of topics related to the work required of the position.

At the conclusion of the three interviews, the Board discussed whether they were ready to make a decision this evening with respect to selecting the next Town Manager of Northbridge. Selectman Marzec suggested the Board hold off on making a decision so they have time to properly vet all 3 individuals. Selectman Melia stated that he was ready to make a decision tonight, however, he noted that Selectman Nolan was absent and thus he understood Mr. Marzec's request. Selectman Athanas also mentioned he was ready to make a decision tonight. Chairman Ampagoomian concurred. There being no further discussion, a motion/Mr. Athanas, seconded/Mr. Melia to vote to make a decision tonight with respect to selecting the next Town Manager of Northbridge. Vote yes/ Messrs. Melia, Athanas, and Ampagoomian. Vote no/Mr. Marzec. Motion carries. Continuing, a motion/Mr. Melia, seconded/Mr. Athanas to offer Mr. Adam Gaudette the position of Town Manager of Northbridge contingent upon the successful negotiation of an employment contract, passing a criminal background check [CORI], and passing a pre-employment physical. Vote yes/Messrs. Melia, Athanas, Ampagoomian, and Marzec.

There being no further business before the Board, a motion/Mr. Ampagoomian, seconded/Mr. Melia to adjourn the meeting. Vote yes/Messrs. Ampagoomian, Melia, Athanas, and Marzec.

Meeting Adjourned: 9:34 P.M.

Respectfully submitted,

James Athanas, Clerk

s/

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S SPECIAL MEETING - OPEN SESSION

June 14, 2017

Town Manager Finalists Interviews:

-Copy of Interview Questions to be asked by the Selectmen

- 1) 6:30 PM - Adam Gaudette**
-Copy of cover letter and resume
- 2) 7:30 PM - James Duane**
-Copy of cover letter and resume
- 3) 8:30 PM - Carter Terenzini**
-Copy of cover letter and resume

Mary V. Schroth



34 Chestnut Street, Worcester, MA 01609 | (978) 877-9512 | mschroth@worchester.edu

Objective

- Currently I am a full-time college student looking for a part-time work/internship opportunity that will allow me to gain further life and professional experience, provide me with a means to help pay for college, and allow me to give back to the community. I plan on pursuing a Master's degree in Library Science upon completion of my Bachelor's degree in English. I am a patient and hard-working person who is passionate about art, literature, and the well-being of the people around me. I hope to bring a positive energy and eagerness to learn with me into a new work environment.

Education

ENGLISH MAJOR, CONCENTRATION IN WOMEN'S STUDIES | CURRENTLY ATTENDING | WORCESTER STATE UNIVERSITY

486 Chandler Street, Worcester, MA 01602
(508) 929-8000

HIGH SCHOOL DIPLOMA | 2014 | NORTH MIDDLESEX REGIONAL HIGH SCHOOL

19 Main Street, Townsend, MA 01469
(978) 597-8721

Skills & Abilities

TECHNOLOGY

- Experience using Microsoft Word, PowerPoint, and Excel
- Able to type quickly and with ease
- Have taken a course in Digital Imaging/Photoshop

LANGUAGE

- Took 4 years of Spanish in High School and currently continuing to study the language at college
- Majoring in English and have extensive experience with writing/reading effectively
- Took AP English Language & Composition and AP English Literature & Composition and received college credit for both courses after each AP Exam

Work Experience

OFFICE ASSISTANT - WORK STUDY | INTERGENERATIONAL URBAN INSTITUTE | SEPTEMBER 2014-PRESENT

Worcester State University, 486 Chandler Street, Worcester, MA, 01602
(508) 929-8900

- Experience with handling the responsibilities of an office environment
- Event planning and community service programs on campus
- Assisting with the publication, promotion, and sales/distribution of a Holocaust survivor's memoir
- Managing social media, including the IUI Facebook page
- Working with a diverse group of community members including elders, English language learners, etc.
- Duties include: answering phone calls, copying documents, delivering inter-office memos, organizing and assisting with events sponsored by our office, working with Excel spreadsheets, handling book sale deposits and records, faxing/preparing invoices, documenting budget & payroll information, creating flyers and other visual media

SUPERVISOR: JOANNE JABER GAUVIN

Assistant Director

Intergenerational Urban Institute at WSU

486 Chandler Street, Worcester, MA 01602

(508) 929-8629

jigauvin@worcester.edu

Relationship: Employer at IUI office

RETAIL ASSOCIATE | SPRING BROOK FARM COUNTRY STORE | MAY 2016-MAY 2017

591 Great Road, Littleton, MA 01460

(978) 486-3249

- Customer service experience in a busy market environment
- Acquiring a working knowledge of plants, flowers, and produce
- Animals are pasture-raised and grass fed; meat, dairy, produce, and other products are grown locally
- Duties include: Operating cash register; organizing and supervising CSA program; packaging, labeling, and pricing bakery items; cleaning; pricing jewelry; organizing meat cooler; restocking produce and milk; closing and opening the store, lifting boxes & maintaining fruit table, arranging displays; cutting cheese, fudge, soap, etc.

SUPERVISOR: FRAN MATHESON

Owner, Spring Brook Farm

(978) 490-7596

springbrookcountry@comcast.net

Relationship: Employer

KITCHEN PORTER| RIVERCOURT RESIDENCES ASSISTED LIVING FACILITY| MAY 2015 – AUGUST 2015

8 West Main Street, Route 225, West Groton, MA 01450

(978) 448-4122

- Working in the special Memory Care Unit and the care of Alzheimer's and dementia patients
- Multitasking, fast-paced meal prep and serving at designated times
- Experience communicating and engaging with elderly patients with disabilities, memory impairments, mobility problems, special dietary restrictions, communication barriers, etc.
- Duties Include: Preparing and serving meals, cleaning dishes, stocking kitchen, emptying trash, laundry, general assistance to nurses and residents

SUPERVISOR: KIMBERLY LANDI, RN, CDP

Reflections Program Director

Rivercourt Residencies Assisted Living Facility

8 West Main Street, West Groton, MA 01450

(978) 448-4122 ext. 227

klandi@rivercourtresidences.com

Relationship: Director of department

FARM ASSISTANT | KIMSTEAD FARM | JUNE 2015 – AUGUST 2015

Kimstead Farm, 169 Hollis Street, Pepperell, MA 01463

- Experience with farm animals: chickens, miniature goats, dogs, donkeys
- Working with/driving farming equipment
- Duties include: cleaning out barn stalls and chicken coops, weeding/maintaining perennial garden, filling water buckets, general farm help

SUPERVISOR: THERESA LEBLANC

Owner of Kimstead Farm

169 Hollis Street, Pepperell, MA 01463

(978) 580-6711

tjleblanc01@gmail.com

Relationship: Employer

CASHIER | DEMOULAS MARKET BASKET | AUGUST 2013-AUGUST 2014

34 Northwest Boulevard, Nashua, NH, 03063

(603) 882-9173

- Customer service experience
- Able to handle money quickly and efficiently
- Experience working under pressure and within a busy environment
- Memorizing produce codes
- Duties included: operating register and checking out large grocery orders, organizing aisles, cleaning registers, bagging groceries, organizing cash drawer, stocking cigarettes

SUPERVISOR: KEVIN SUPRENT

Department Manager

34 Northwest Boulevard, Nashua, NH 03063

(603) 882-9173

Relationship: Manager of checkout department

Additional References

DR. MAUREEN POWER

Former Director of IUI at WSU

Urban Studies Professor Emeritus

mepower@worchester.edu

(857) 498-1092

Relationship: Former Director of IUI

DR. SHARON YANG

English Professor

Worcester State University

486 Chandler Street, Worcester, MA 01602

(509) 929-8711

syang@worchester.edu

Relationship: English Professor at WSU

DR. TIMOTHY MURPHY

Urban Studies Professor

Worcester State University

486 Chandler Street, Worcester, MA 01602

(509) 929-8669

Tmurphy6@worchester.edu

Relationship: Urban Studies Professor at WSU

Honors & Awards

KATHLEEN DOWNEY SHORT FICTION CONTEST – 3RD PLACE WINNER

The Barbara Pilon Foundation

"What Is Love" received a \$75 prize

April 2016

ANN P. MARTIN MEMORIAL SCHOLARSHIP

"One \$ 500.00 Award. To honor Mrs. Martin's beautiful legacy, a memorial scholarship has been established by the many people whose affection for Mrs. Martin and her family, is endless. The Ann P. Martin Memorial Scholarship shall be awarded to a student pursuing a degree in one of the following disciplines. who has been recognized by his/her classmates and faculty members as a loving gentle and kind individual: Languages and Literature, Education or Sociology."

July 2015 & July 2016

THE ESTHER FORBES SCHOLARSHIP

\$250 Award granted to a Junior or Senior majoring in English with a GPA of 3.0 or higher

July 2016

TWO TEN FOOTWEAR FOUNDATION SCHOLARSHIP

This \$2,500 scholarship is granted by the Two Ten Footwear Foundation, which is a charitable foundation that offers financial assistance, community resources, and scholarships to students who work/have a family member who works in the footwear industry. This scholarship is awarded to its recipients annually.

2014-2015 Academic School Year

2015-2016 Academic School Year

2016-2017 Academic School Year

Publications

LYRICAL SOMERVILLE – THE SOMERVILLE TIMES

"Writing What's Been Written"

August 12, 2015

THE NEW WORCESTER SPY

"Number Nine", "Little Fish", and "Searching for Daisies"

November 15, 2015

THE RISING PHOENIX REVIEW

"Us and Them"

January 24, 2016

SUN & SANDSTONE PRESS

"Rainstorm"

April 1, 2016

Additional Experience

CONTRIBUTING EDITORIAL ASSISTANT | WORCESTER JOURNAL | MARCH 2016 – JUNE 2016

Supervisor/Executive Editor:

James Dempsey

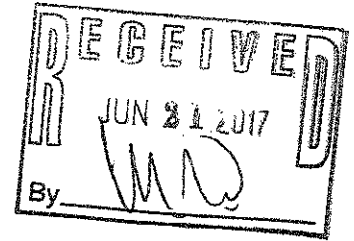
jimdemp@gmail.com

On Agenda 7/17/17

St. Patrick's Parish

7 East Street • P.O. Box 60
Whitinsville, Massachusetts 01588-0060
Telephone: (508) 234-5656
Fax: (508) 234-6845
www.mystpatrickss.com

E



June 16, 2017

Office of the Town Manager
Northbridge Town Hall
7 Main Street
Whitinsville, Massachusetts 01588

Mr. Theodore Kozak. Town Manager

Available - No Conflict

Dear Mr. Kozak,

St. Patrick's Parish will be celebrating its Annual Fall Family Fun Fest on Saturday, September 16, 2017 and the committee requests permission from the Board of Selectmen to hang our banner across Church Street from September 3rd to September 17th. We would also like to request that East St. be closed from Cross St. to the entrance of the Christian Reform Church Parking lot from 10 AM to 4 PM on the 16th.

Thank you in advance for your attention to this request.

Respectfully,

A handwritten signature in cursive script, appearing to read "Fr. Tomasz Borkowski".

Fr. Tomasz Borkowski, Pastor



May 17, 2017

Northbridge Board of Selectmen
Northbridge Memorial Town Hall
7 Main Street, Whitinsville MA 01588

MAIN STREET COMMERCIAL, SITE PLAN REVIEW

Eric Bassett, Heritage Design Group

4 & 16 NORTH MAIN STREET, SITE PLAN REVIEW

Normand Gamache, Guerriere & Halnon, Inc.

REQUEST FOR CROSSWALK NOTIFICATION SIGNS

Michael Lord, 63 School Street

STREETLIGHT REQUEST FOR PAYMENT

Pole #12 Benson Road –Selectman Ampagoomian

REQUEST FOR “NO JAKE ZONE”-RIVERDALE STREET

Selectman Ampagoomian

REQUEST FOR CROSSWALK –DOUGLAS ROAD

Russell Collins (Woonsocket Glass Co.)

REQUEST TO INSTALL SPEED HUMPS –CLUBHOUSE LANE

Sherry Cosgrove

REORGANIZATION

Chair, Vice Chair & Clerk

Dear Board Members:

The Northbridge Safety Committee met on **WEDNESDAY, MAY 17, 2017** in the Police Station Conference Room. The following members were present: Chairman Gary Nestor, Chief Walter Warchol, James Shuris, George Murray, Jamie Luchini (Alternate), Catherine Stickney, and R. Gary Bechtholdt II. Peter Bedigian was absent.

The following members of the public were also in attendance: Eric Bassett, Heritage Design Group; Normand Gamache, Guerriere & Halnon, Inc.; Sherry Cosgrove.

Chairman Nestor called the meeting to order at 11:00 AM.

APPROVAL OF MEETING MINUTES

Upon motion duly made and seconded the Safety Committee voted to ACCEPT the meeting minutes of MARCH 16, 2016; the vote was unanimous.

CORRESPONDENCE

Chairman Nestor noted receipt of memorandum dated April 26, 2016 from Sharon L. Susienka, Exec. Asst. to the Town Manager regarding the Board of Selectmen vote to accept recommendations of the Safety Committee as outlined in meeting minutes of March 16, 2016.

The following items were discussed Wednesday, May 17, 2017 and are being forwarded to the Board of Selectmen as recommendations of the Northbridge Safety Committee:

MAIN STREET COMMERCIAL, SITE PLAN REVIEW

Eric Bassett, Heritage Design Group

Eric Bassett of Heritage Design Group provided the Safety Committee with an overview of the project proposal to be located on Main Street for a proposed ±4500 square-foot retail with gas station, drive-thru, carwash, and other associated site improvements. The subject property is identified as Assessors Map 2 Parcels 36, 37 & 45 located within the Industrial-One (I1) Zoning District in Northbridge.

Committee members noted they conducted a site visit of the subject property as part of a previous filing with the Planning Board.

Upon reviewing the interior and exterior circulation patterns in and out of the site, as well as the Applicant/Engineer's traffic report the Safety Committee concluded its review and voted to recommend approval with the following conditions:

- 1. Existing pedestrian crosswalk located on Main Street shall be relocated from the westerly intersection of Main Street and Lake Street to the easterly side of Lake Street as recommended in the traffic report;*
- 2. Pedestrian crosswalk (Main Street) shall satisfy all accessibility design standards, including appropriate signage (advance warning, etc.), pavement markings (including "Ped X-ing" pavement markings), handicapped ramp and detectible warning surfaces;*
- 3. Pedestrian crossing "warning blinker system" shall be install on Main Street under the direction of the Department of Public Works (i.e. LED, solar, etc.);*
- 4. A streetlight or similar shall be installed within the subject property to illuminate the pedestrian crosswalk on Main Street;*
- 5. Existing pedestrian crosswalk (Lake Street) shall be improved; satisfying accessibility design standards, including signage, pavement markings, handicapped ramp and detectible warning surfaces;*
- 6. Vehicular traffic exiting the site via the easterly driveway shall be restricted to Right-Turn Only; and*
- 7. Water Street shall remain accessible to the public as shown on site development plan.*

The vote was unanimous (7-0).

4 & 16 NORTH MAIN STREET, SITE PLAN REVIEW

Normand Gamache, Guerriere & Halnon, Inc.

Normand Gamache of Guerriere & Halnon, Inc. provided the Safety Committee with an overview of the project; a ±2,339 square-foot building to be located at 4 & 16 North Main Street to include a convenience store, gas station and donut shop (Dunkin Donuts) w/drive-thru. The subject property (±0.83 acres) identified as Assessor Map 6A Parcels 29 & 48 is located within the Business-Two Zoning District of the Town of Northbridge.

Committee members noted they reviewed the site proposals as part of an early submittal approved by the Planning Board (since expired).

Upon reviewing the site layout, interior and exterior circulation patterns the Safety Committee concluded its review and voted to recommend approval with the following conditions:

- 1. All entrance and exits shall be illuminated;*
- 2. Traffic mirror shall be installed at the location of the pedestrian walkway and drive-thru window;*
- 3. Bollards shall be installed at the Main Street driveway, which may be utilized to restrict access into the site;*
- 4. Existing pedestrian crosswalk (Arcade Street) shall be improved; satisfying accessibility design standards, including signage, pavement markings, handicap ramp and detectible warning surfaces;*
- 5. Arcade Street shall be improved, under the direction of the Director of Public Works, including curb-to-curb paving; pavement markings (stop bar), painting of a double-yellow line (approx. 60-feet) and installation of a rumble strip;*
- 6. Vehicular traffic exiting site via North Main Street driveway shall be restricted to Right-Turn Only;*
- 7. Travel lane width (pavement) of Arcade Street shall be increased under the direction of the Director of Public Works by eliminating the proposed grass strip;*
- 8. Sidewalk along Arcade Street shall be improved under the direction of the Director of Public Works from the Main Street intersection through to the existing sidewalk; and*
- 9. Vertical granite curbing shall be installed (Arcade Street) along the subject property under the direction of the Director of Public Works from Main Street through to the existing asphalt sidewalk.*

The vote was unanimous (7-0).

REQUEST FOR CROSSWALK NOTIFICATION SIGNS

Michael Lord, 63 School Street

Chairman Nestor read correspondence from Michael Lord of 63 School Street requesting the installation of crosswalk signage on School Street.

Upon motion duly made (G. Bechtholdt) and seconded (G. Murray) the Safety Committee voted (7-0) to recommend signage and improvements in both directions as requested. The Department of Public Works shall address concern based upon Safety Committee recommendation.

STREETLIGHT REQUEST FOR PAYMENT

Pole #12 Benson Road –Selectman Ampagoomian

Chief Warchol explained to the Safety Committee that he reviewed the location of the streetlight and feels the streetlight location is consistent with the policy of the town and therefore the streetlight should remain activated.

Upon motion duly made (G. Murray) and seconded (W. Warchol) the Safety Committee voted (7-0) to recommend Pole #12 Benson Road be turned over to the town for payment as the light qualifies under the Town's Streetlight Policy.

REQUEST FOR "NO JAKE ZONE"-RIVERDALE STREET

Selectman Ampagoomian

Chairman Nestor read communication from Selectman Ampagoomian requesting the town restrict usage of "Jack Brakes" on Riverdale Street. Safety Committee members questioned whether or not Riverdale Street was considered a public way, under the jurisdiction of the town. Chief Warchol and James Luchini stated it was their understanding that Riverdale Street is not considered a town road (private road). After some general discussion the Safety Committee determined such request does not appear to be directly related to safety and therefore decided not to offer recommendation.

Upon motion duly made (G. Murray) and seconded (J. Shuris) the Safety Committee voted (7-0) to take no action and refer the matter to the Board of Selectmen.

REQUEST FOR CROSSWALK –DOUGLAS ROAD

Russell Collins (Woonsocket Glass Co.)

Chairman Nestor read communication from Russell Collins requesting the town locate and install a pedestrian crosswalk along Douglas Road at the Picnic Point Business Park and Woonsocket Glass access driveway.

Although the Safety Committee agreed that Douglas Road is a high-traffic area and crossing the roadway may be safety issue, the Committee did not feel they could approve and authorize the location of a pedestrian crosswalk with the information provided (traffic study/report, sightlines, etc.) adding it was the Committee's understanding that a crosswalk cannot terminate at driveways.

Upon motion duly made (J. Shuris) and seconded (J. Luchini) the Safety Committee voted (7-0) to take no action.

REQUEST TO INSTALL SPEED HUMPS –CLUBHOUSE LANE

Sherry Cosgrove

Sherry Cosgrove met with the Safety Committee to discuss her concerns of cut through traffic within the Shining Rock Golf Community; specifically Clubhouse Lane. Mrs. Cosgrove admitted that when she and her

husband purchased their home thought Clubhouse Lane was a dead-end roadway with limited access. Mrs. Cosgrove recognizes traffic associated with the golfers and residents but the amount of cut through traffic to/from RT 495 is insane. Mrs. Cosgrove explained that she has begun to do some research and is looking for ways to eliminate or reduce cut through traffic; questioned if speed humps could be used along Clubhouse Lane to slow or discourage traffic. Mrs. Cosgrove indicated that she visited other communities where they use speed humps; they seem to work as you cannot go very fast over them. Curious to learn what is and what may not be allowed to reduce speed and traffic.

Chief Warchol explained he reviewed traffic concerns noting there is high traffic volumes within the area during certain times of day (commuter -AM peak/PM peak). Chief Warchol noted the Police Department has done traffic/speed studies in the past, most recently within the last 2-years. Chief Warchol suggested that speed does not appear to be an issue; the average speed is 23.6 miles per hour. Chief Warchol agreed that the traffic volume may be high but speed does not appear to be an issue.

Mrs. Cosgrove cited additional concerns with the planned development in Upton where even more traffic will be added to the area once completed. Mrs. Cosgrove explained instances where cars will pass her and others up Hartford Avenue (Upton, MA) and speed through. Mrs. Cosgrove believes installing a series of speed humps will discourage cut through traffic and force them to go an alternate way.

Jamie Luchini explained technically under the right situation could have speed bumps, however very rarely on a public way; would need to have the appropriate measures in place (line of sight, distance, design, etc.). Mr. Luchini suggests from a public works perspective having a series of speed bumps would be very problematic; plowing, etc. Mr. Luchini noted plowing over a speed bump is difficult, where often times the backside will freeze and ice over; causing a safety issue in of itself. Mr. Luchini does not believe installing speed bumps/humps will address the concerns with volume of traffic.

Mrs. Cosgrove stated she is looking for options to reduce the cut through traffic. Committee members cited other locations during AM peak where there is heavy traffic (Church Street/Quaker Street).

James Shuris explained the difference between a speed bump and speed hump, noting the purpose is to reduce the speeds. Mr. Shuris stated in this instance speed humps would not be warranted under this condition. Mr. Shuris mentioned when he worked in Concord (Harington Ave) they installed stop signs to reduce speeds and deter traffic from using certain roadways.

Chief Warchol expressed concerns with creating problems elsewhere while address concerns of cut through within Shining Rock Golf Community; School Street, Benson Road and many other roads in town may be used as a cut-through.

Upon motion duly made (G. Murray) and seconded (G. Bechtholdt) the Safety Committee recommends that the Department of Public Works review and explore the possibility of installing a series of stop signs (w/stop bar) within the Shining Rock Golf Community to reduce traffic and inconvenience cut through traffic. Upon approval of the Board of Selectmen the Department of Public Works will (temporarily) install stop signs at the intersection of Clubhouse Lane and Linkside Court (north & south bound).

Chief Warchol noted that he was opposed to the recommendation and would not support; stop signs are not meant to inconvenience traffic they are intended for safety reasons. Chief Warchol feels if stop signs are installed here what about similar signs along Benson Road, Sutton Street, Fowler Road, etc. Chief Warchol

questioned the legality in installing stop signs as a means of inconvenience; Chief Warchol offered to look into it further.

Gary Bechtholdt felt installing stop signs along Clubhouse Lane at the intersection discussed (Linkside Court) was appropriate as it relates to the location of the community mailbox; where there is a safety concern for those crossing Clubhouse Lane to check the mail.

Chief Warchol again questioned the legality of installing stop signs for this purpose; Mr. Murray felt the Committee should at least try something, if its determined that stop signs cannot be installed then we look to other options.

The vote was (4-3) with G. Murray, G. Bechtholdt, J. Shuris, and Chief Nestor voting for and Chief Warchol, J. Luchini and C. Stickney voting against.

Chief Warchol indicated that he will provide information, reiterating the placing of stop signs should be used for safety reasons and not for controlling the volume of traffic. The purpose of a stop sign is to designate right of way to vehicles making conflicting movements. It's not intended for controlling speed or traffic calming.

REORGANIZATION

Chairman, Vice Chairman and Clerk

Upon nomination(s) duly made and seconded the Safety Committee reorganized as follows:

- *James Shuris, Chairman;*
- *Chief Walter Warchol, Vice Chairman and*
- *R. Gary Bechtholdt II, Clerk.*

The votes were unanimous (7-0).

ADJOURNMENT

Safety Committee members thanked Chief Gary Nestor for his years of service (retiring). Chief Nestor briefed the new Chairman (J. Shuris) on scheduling of future meetings, incorporating agenda items and posting requirements. Having no additional business the Safety Committee adjourned its meeting of WEDNESDAY, MAY 17, 2017 at or about 12:05 PM.

Respectfully yours,

James Shuris, Director of Public Works
CHAIRMAN NORTHBRIDGE SAFETY COMMITTEE

/rgb

Cc: Northbridge Town Clerk
Northbridge Town Manager
Northbridge Planning Board
Lt. Timothy Labrie
Michael Lord, 63 School Street
Normand Gamache (Guerriere & Halnon, Inc.)
Eric Bassett (Heritage Design Group)

Sherry Cosgrove
Russell Collins
/File

G

Version 1

**GENERAL AGREEMENT
BETWEEN
THE U.S. DEPARTMENT OF THE INTERIOR,
NATIONAL PARK SERVICE,
BLACKSTONE RIVER VALLEY NATIONAL HISTORICAL PARK
AND
TOWN of NORTHBRIDGE, MA**

ARTICLE I – Background And Objectives:

This General Agreement is entered into by and between the U.S. Department of the Interior, National Park Service (“NPS”) and the Town of Northbridge, Massachusetts (“Town” or “Recipient”) (collectively “the Parties”) for the purpose of formalizing the Parties’ intention to establish and preserve the Blackstone River Valley National Historical Park (“Park”).

Public Law 113-291 authorized and established Blackstone River Valley National Historical Park on December 19, 2014 to “preserve, protect, and interpret the nationally-significant resources that exemplify the industrial heritage of the Blackstone River Valley for the benefit and inspiration of future generations.” The park legislation includes four mill villages—Slatersville (North Smithfield, RI), Ashton (Cumberland, RI), Whitinsville (Northbridge, MA), and Hopedale (Hopedale, MA); Blackstone River State Park (Lincoln, RI); Slater Mill (Pawtucket, RI); the Blackstone River and its Tributaries; and the Blackstone Canal.

This General Agreement creates a written agreement between the NPS and the Town of Northbridge. Article II of this Agreement prescribes the manner in which the Town and the National Park Service will ensure that uses of non-NPS public and private lands within the Park and Local Historic District are consistent and compatible with the Park’s purpose and other items. Beyond the fulfillment of the terms of the cited section above, this agreement is not intended to preclude any potential future agreements with the Town or other parties.

Add specific language here describing Whitinsville LHD.

ARTICLE II – Responsibilities and Understandings of the Parties:

A. PLANNING:

1. **Purpose:** Blackstone River Valley National Historical Park Foundation Document will be prepared to ensure that park managers and stakeholders share a clearly- defined understanding of the conditions and strategies for resource protection, opportunities for visitor experiences, fundamental resources and values within the park, the interpretive themes, and the needs for future research that will best achieve the park’s purpose and significance.

2. NPS AGREES:

- a. To complete the Foundation Document in accordance with Public Law 91-383 (commonly known as the "National Park Service General Authorities Act"), 54 USC 100502, and other applicable laws, NPS Management Policies, and relevant NPS Director's Orders;
- b. The Document shall identify additional planning needs and estimate costs to be shared by the Federal Government, the State, and the Town, and other public and private entities or individuals for necessary capital improvements to, maintenance and operations of, and other potential means of collaboration within the Park; and
- c. The Document shall be guided by the Park's goal of addressing the historical, cultural, natural, and recreational resources associated with the Blackstone River Valley National Historical Park.

3. TOWN AGREES: In order to facilitate development of the Foundation Document, the Town shall have the following independent duties:

- a. Make non-privileged records available to the NPS;
- c. Provide personnel to supply the NPS with any needed explanations of the said records, provided this will not interfere with required duties;
- d. Provide official and consolidated Town comments on draft documents in a timely fashion as specified by periods prescribed by the NPS or federal laws or regulations;
- e. Serve as a cooperating agency in the Foundation Document; and
- f. Appoint a liaison to the NPS to support development of the Foundation Document.

B. VISITOR SERVICES:

1. Purpose: To ensure that the NPS and the Town clearly understand the interpretation and education responsibilities that will best achieve the Park's purpose and significance and provide for increased visitation and economic development in the Local Historic District and surrounding area.

2. NPS WILL:

- a. Design and develop web and media content for the National Historical Park consistent with all applicable laws, regulations, and policies;
- b. Upon execution of this agreement, make a good faith effort to coordinate with visitor information services in the Town of Northbridge;
- c. Provide interpretation and education subject to all applicable laws, regulations, NPS policies and availability of funding;
- d. Include visitor information related to Local Historic District and the surrounding area in NPS publications, both digital and hard copy; and
- e. Offer staff presence, as available, at town events to assist in providing information about the National Historical Park and the Town's role within the history of the area.

2017 FALL ANNUAL TOWN MEETING TIMELINES

- **AUGUST 23, 2017 – 6 PM: FIN. COMM. MEETING [BUDGET ADJUSTMENTS]**
- **AUGUST 25, 2017 – WARRANT CLOSES AT NOON**
- **SEPTEMBER 12, 2017 - LEGAL NOTICE PUBLISHED [IF A PETITION ARTICLE IS RECEIVED, WHICH REQUIRES A PUBLIC HEARING]**
- **SEPTEMBER 26, 2017 - PLANNING BOARD TO HOLD A PUBLIC HEARING ON ZONING OR PETITION ARTICLE(S) [IF REQUIRED]**
- **SEPTEMBER 27, 2017 –LAST DATE FINANCE COMMITTEE CAN VOTE THEIR RECOMMENDATIONS**

SEPTEMBER 29, 2017 – FIN. COMM. RECOMMENDATIONS TO TOWN MANAGER

- **OCTOBER 2, 2017 – FIN. COMM. BOOKLET TO PRINTER!!!**

3. TOWN WILL:

- a. Upon execution of this agreement, make a good faith effort to coordinate with the NPS's visitor information services;
- b. Provide access to Town personnel and historical resources to assist in the development of interpretive publications and programs as well as web and social media content;
- c. Work to ensure, provide and maintain adequate parking for Park visitors, employees and volunteers on city owned parking facilities or public rights-of-way;
- d. Provide for passive and active recreational opportunities within the boundary of the Park on Town-owned property; and
- e. Provide the NPS with information on Town-sponsored events and celebrations in which a Park staff presence is desired.

C. LAW ENFORCEMENT and EMERGENCY SERVICES:

1. **Purpose:** Given that the Park does not have law enforcement, appropriate use of local police would be advantageous to the Park's management. The public and privately-owned remaining lands within the boundary of the Park are currently enforced and served by local police, fire, and emergency services. It is envisioned that the NPS will be served as a typical user of law enforcement and emergency services.

2. NPS WILL:

- a. Consult with the Northbridge Police Department to explore mutually-advantageous working relationships and establish "Mutual Aid Agreements" for law enforcement services; and
- b. Consult with the Northbridge Fire and Emergency Services to explore mutually-advantageous working relationships and establish "Mutual Aid Agreements" for fire and emergency services.

3. TOWN WILL:

- a. Retain jurisdiction for its Police Department, Fire Department, and emergency services to respond to emergencies, conduct law enforcement investigations and enforce the law as permitted by Federal and State law; and
- b. Work with NPS and other applicable Federal law enforcement agencies to establish appropriate protocols as necessary with the Northbridge Police Department and Northbridge Fire and Emergency services in the Park.

D. LAND USE AND CULTURAL RESOURCE PROTECTION WITHIN BLACKSTONE RIVER VALLEY NATIONAL HISTORICAL PARK:

1. **Purpose:** To ensure that present and future uses of lands and protection of historical, cultural, natural, and recreational resources within Blackstone River Valley National Historical Park are compatible as a unit of the National Park Service. The Town promotes historic preservation and regulates development for private landowners within Blackstone River Valley National Historical Park through the Northbridge Historical Commission and other land use regulations. Actions by the Town on both public and private lands are critical to accomplishing historic preservation goals within the Park. In furtherance of this requirement, the Parties wish to collaborate and cooperate in the preservation of Blackstone River Valley National Historical Park through the following process:

2. **NPS WILL:**

- a. Include, once established, the Local Historic District in the proposed boundary for the National Historical Park;
- b. Work closely with the landowners within the Park to identify and encourage appropriate uses and treatments for the properties. The Park will consider requests for technical assistance and public interpretation of related historic and cultural resources within the boundary of the Park;
- c. Participate in an advisory capacity with local land use review and offer written opinions on matters involving issues within the Park when appropriate. NPS advisory review and comment will be offered in a timely and efficient manner. NPS periods for consultation shall not interfere with the due process or compliance requirements of the statutes of the Commonwealth of Massachusetts or the Town of Northbridge Zoning Regulations, especially those concerning formal time limits for and action by executive staff and statutory boards;
- d. Attend any meetings of the Northbridge Historical Commission that include discussion of properties contained within the Park boundary;
- e. Assist the Town in its land use planning. NPS will advise the Town and its land use statutory boards regarding the implementation of proposed land uses and projects within the Park;
- f. Work with the Town to foster appropriate and compatible uses and building treatments within the Park that will serve the objectives of preservation, education, and visitor accommodations; and
- g. Provide technical assistance in support of the exterior restoration of the historic structures located in the Local Historic District and owned by the Town.

3. **THE TOWN AGREES THAT:**

- a. The town will authorize that the Local Historic District, once established, be included in the proposed boundary for the National Historical Park
- b. Public lands that remain under the ownership of the Town within the boundary of Blackstone River Valley National Historical Park and the Local Historic District will be

administered and managed by the Town consistent with the purposes and intent of the legislation and agreements creating and establishing the Park.

- c. The Town agrees to seek NPS advice on major work (see definition below) on nationally-significant properties located within the Local Historic District. All such major work on these properties must be brought to the attention of the NPS at the earliest stage of consideration, and the NPS must be given the opportunity to comment on the proposed major work within thirty days of receiving notice of such major work via confirmed e-mail. NPS comments shall not be required in the event of an imminent hazard in need of immediate action or remediation. (Major Work: Any external modification of the type that under the Uniform Construction Code (UCC) would require a federal, state, or local development approval or permits, or any construction of new “structures” as defined by the UCC. On publicly-owned lands, any work that may not require local development approvals or permits shall be considered as major work if such work on private lands would require a local development approval or permit as defined in this agreement)
- d. The Town, through its agents, will ensure that the NPS is informed when proposed actions appear before the Northbridge Historical Commission that requests a permit for demolition, exterior building modification or any other action requiring their approval within the boundary of Blackstone River Valley National Historical Park/Local Historic District.

4. TOWN WILL:

- a. Review its Zoning Regulations and Historic District Design Guidelines, when created, in order to protect the historic and cultural resources of the Blackstone River Valley National Historical Park and the Local Historic District;
- b. Invite NPS to any meeting of the Northbridge Historical Commission when a subject impacting Blackstone River Valley National Historical Park is on the agenda. The Town will make a good faith effort to consider any NPS comments;
- c. Invite NPS to any meeting of the Planning Board and the Historical Commission when an application within the Blackstone River Valley National Historical Park boundary is on the agenda. The Town will make a good faith effort to consider any NPS comments;
- d. Enforce, through the Northbridge Office of Community Planning and Development, land use ordinances as defined by the Zoning Regulations of the Town of Northbridge;
- e. In the event any town real estate asset currently within or adjacent (parcels within 200 feet of the Park boundary) to the historic areas whose development might impact the National Park is to be conveyed, the Town must submit a management and/or development plan for review and approval in writing by the NPS. Said plan shall be approved or denied within 60 days of the receipt of such management plan via certified mail or other acknowledged form of transmission. The property shall only be conveyed after said plan is approved by NPS. The approved management plan shall be included as a recorded restriction within the deed, as an

attachment thereto, or it shall be recorded with the Office of the Town Clerk separately and incorporated by reference;

- f. Notify the NPS of any proposed land use development, or proposed alteration to any historic resource, land, building, or structure that may affect the Blackstone River Valley National Historical Park. The Town shall deliver, mail, or email such notice within 14 days of its receipt of an application for development, subdivision, building permit, variance application, or any other non-privileged document expressing intent to undertake such a project for any lands located within the Park boundary;
- g. Work with the NPS to foster appropriate and compatible uses and building treatments within the Park boundary that will serve the objectives of preservation, education, and visitor accommodations; and
- h. Collaborate with the NPS and other cooperating stakeholders within the Blackstone River Valley National Historical Park to develop a proactive strategy to ensure that historic properties within the Park boundary are preserved and/or restored subject to funding capabilities.

E. COLLABORATING ON PROJECTS OF MUTUAL BENEFIT:

1. **Purpose:** Management of Blackstone River Valley National Historical Park is a collaborative effort between the federal government and local partners including the Town of Northbridge.

2. Both Parties agree to:

- a. Work collaboratively for the preservation and re-development of Blackstone River Valley National Historical Park and the surrounding area;
- b. Develop a pattern of regular communication and collaboration between the NPS and the Town of Northbridge;
- c. Work together to develop projects of mutual benefit that will lead to the preservation of historic, cultural, natural, and recreational resources associated with Blackstone River Valley National Historical Park; and
- d. Creatively research funding opportunities for projects. The Parties agree that they will look internally for funding options when appropriate. They will also look for options to attain outside funding or develop projects with multiple funding partners.

ARTICLE III – Term of Agreement:

Unless earlier terminated by operation of the terms of this General Agreement, or by agreement of the Parties in writing, this General Agreement will run for ten (10) years from the date of the final signature (enter date) unless otherwise terminated earlier according to ARTICLE IV – Termination and Expiration. The agreement can be renewed or revised for another ten-year period.

ARTICLE IV – Termination and Expiration:

A. *Termination:*

1. Either party may terminate this Agreement for any reason by giving 60 days written notice. Neither party shall be liable to the other for any costs or claims in the event of termination. Termination will be effective at the end of the 60 day period.

B. *Expiration:* N/A

ARTICLE V - Key Officials (both parties should be notified if a Key Official changes):

For the NPS:

Meghan Kish
Superintendent
National Park Service
Blackstone River Valley National Historical Park
670 Linwood Avenue
Northbridge, MA 01588
(508) 991-0369
(508) 994-8922 (fax)
meghan_kish@nps.gov

For the Town of Northbridge:

Theodore Kozak
Town Manager
Town of Northbridge
7 Main Street
Whitinsville, MA 01588
(508) 234-2095
(508) 234-7640 (fax)
tkozak@northbridgemass.org

ARTICLE VI – Prior Approval:

The Partner (Town) shall obtain prior written approval from NPS before:

1. Constructing any structure or making any improvements within the Park;
2. Releasing any public information that refers to the Department of the Interior, NPS, the Park, any NPS employee (by name or title), this Agreement or the Projects contemplated hereunder.

ARTICLE VII – Liability and Insurance:

Partner shall indemnify, defend and hold harmless the United States of America and its agents and employees from and against any and all liabilities, obligations, losses, damages, judgments, claims, actions, suits, penalties, fines, costs and expenses (including reasonable attorneys' fees and experts' fees) of any kind and nature whatsoever arising out of the acts or omissions of **Partner**, its employees, agents or contractors (including any contractor's subcontractors), including injury to persons (including injury resulting in death) and damage to property. **Partner** shall promptly pay the United States of America the full value of all damages to the lands or other property of the United States of America caused by **Partner**, its employees, agents, representatives, or contractors (including any contractor's subcontractors) or, as agreed to by the parties, shall undertake the remedial work to repair or replace the damaged lands or property. **Partner** will cooperate with the NPS in the investigation and defense of any claims that may be filed with the NPS arising out of the activities of **Partner**, its employees, agents, representatives or contractors (including any contractor's subcontractors).

ARTICLE IX – PROPERTY UTILIZATION

Intellectual Property: As used herein, "Intellectual Property" means with respect to a party, all trademarks, service marks and corporate and brand identification and indicia, including without limitation word marks, logos and other picture marks, video and audio recordings, phrases, composite marks, institutional images, look and feel, images of such party's employees, taglines, and web content, in each case, to the extent owned by such party, whether or not such property is trademarked or registered.

1. Neither party to this Agreement shall use any Intellectual Property (as herein described) of the other party for any purpose (including, without limitation, for collateral marketing, outreach, advertising, or as trade names or internet domain names) without the prior written consent of such other party, which consent may be withheld in such other party's sole discretion. All uses by one party of the other party's Intellectual Property shall be in accordance with any requirements and/or quality control standards (including, without limitation copyright and trademark notices) on which the consenting party may condition such consent or may promulgate from time to time by notice to the

other party. A party retains all rights with respect to its Intellectual Property that are not specifically granted to the other party. Each party may, in its sole discretion, withdraw its consent to any use of its Intellectual Property by the other party on five (5) business days notice to such other party. Each party retains the right to concurrently use, and license others to use, its Intellectual Property anywhere in connection with any purpose.

2. Each party agrees that it shall not acquire and shall not claim rights in or title to any Intellectual Property of the other party.
3. Upon the termination of this Agreement, all Intellectual Property of the Partner shall, to the extent such Intellectual Property are owned by the Partner and are transferable, shall become the property of NPS.

ARTICLE X – General Provisions:

- A. Non-Discrimination: All activities pursuant to or in association with this Agreement shall be conducted without discrimination on grounds of race, color, sexual orientation, national origin, disabilities, religion, age, or sex, as well as in compliance with the requirements of any applicable federal laws, regulations, or policies prohibiting such discrimination.
- B. NPS Appropriations: Pursuant to 31 U.S.C. § 1341, nothing contained in this Agreement shall be construed to obligate NPS, the Department, or the United States of America to any current or future expenditure of funds in advance of the availability of appropriations from Congress and their administrative allocation for the purposes of this Agreement, nor does this Agreement obligate NPS, the Department, or the United States of America to spend funds on any particular project or purpose, even if funds are available.
- C. Member of Congress: Pursuant to 41 U.S.C. § 22, no Member of Congress shall be admitted to any share or part of any contract or agreement made, entered into, or adopted by or on behalf of the United States, or to any benefit to arise thereupon.
- D. Lobbying with Appropriated Money: The non-Federal entity will not undertake activities, including lobbying for proposed non-Federal entity or NPS projects or programs, that seek to either (1) alter the appropriation of funds included in the President's budget request to Congress for the Department of the Interior or another federal agency that holds funds for the sole benefit of the NPS under Congressionally authorized programs, including the Federal Lands Highway Program; or (2) alter the allocation of such appropriated funds by NPS or another Federal agency. Nothing in this paragraph is intended to preclude the Partner from applying for and obtaining a competitive or non-competitive grant of Federal financial assistance from a Federal agency, or from undertaking otherwise lawful activities with respect to any non-Federal entity or NPS activity, project or program included in the President's budget request to Congress. Nothing in this paragraph should be construed as

NPS requesting, authorizing or supporting advocacy by nonfederal entities before Congress or any other government official. Except as provided herein and in applicable laws, nothing in this paragraph shall be construed to curtail the non-Federal entity's ability to interact with elected officials.

- E. Drug Free Workplace Act: The non-Federal entity certifies that comprehensive actions will be taken to ensure the workplace is drug-free.
- F. Third Parties Not to Benefit: This Agreement does not grant rights or benefits of any nature to any third party.
- G. Assignment, Binding Effect: Neither party may assign any of its rights or obligations under this Agreement without the prior written consent of the other party. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and permitted assigns. The parties waive the defense of lack of consideration.
- H. Non-exclusive: This Agreement in no way restricts the parties from entering into similar agreements, or participating in similar activities or arrangements, with other public or private agencies, organizations, or individuals.
- I. Compliance with Applicable Laws: This Agreement and performance hereunder is subject to all applicable laws, regulations and government policies, whether now in force or hereafter enacted or promulgated. Nothing in this Agreement shall be construed as (i) in any way impairing the authority of the NPS to supervise, regulate, and administer its property under applicable laws, regulations, and management plans or policies as they may be modified from time-to-time or (ii) inconsistent with or contrary to the purpose or intent of any Act of Congress.
- J. Disclaimers of Government Endorsement: The non-Federal entity will not publicize or circulate materials (such as advertisements, solicitations, brochures, press releases, speeches, pictures, movies, articles, manuscripts, or other publications), suggesting, expressly or implicitly, that the that the United States of America, the Department, NPS, or any government employee endorses any business, brands, goods or services.
- K. Public Release of Information: The non-Federal entity must obtain prior written approval through the NPS Key Official (or his or her designate) for any public information releases (including advertisements, solicitations, brochures, and press releases) that refer to the Department of the Interior, any bureau, park unit, or employee (by name or title), or to this Agreement. The specific text, layout, photographs, etc., of the proposed release must be submitted with the request for approval. The NPS will make a good-faith effort to expeditiously respond to such requests.

- L. Merger: This Agreement, including any attachments hereto, and/or documents incorporated by reference herein, contains the sole and entire agreement of the non-Federal entity.
- M. Modification: This Agreement may be extended, renewed, or amended only when agreed to in writing by the NPS and the Foundation.
- N. Waiver: Failure to enforce any provision of this Agreement by either party shall not constitute waiver of that provision. Waivers must be express and evidenced in writing.
- O. Counterparts: This Agreement may be executed in counterparts, each of which shall be deemed an original (including copies sent to a party by facsimile transmission) as against the party signing such counterpart, but which together shall constitute one and the same instrument.
- P. Agency: The non-Federal entity is not an agent or representative of the United States, the DOI, or the NPS, nor will the non-Federal entity represent itself as such to third parties.
- Q. Survival: Any and all provisions that, by themselves or their nature, are reasonably expected to be performed after the expiration or earlier termination of this Agreement shall survive and be enforceable after the expiration or earlier termination of this Agreement. Any and all liabilities, actual or contingent, that have arisen during the term of this Agreement and in connection with this Agreement shall survive expiration or termination of this Agreement.
- R. Partial Invalidity: If any provision of this Agreement or the application thereof to any party or circumstance shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement or the application of such provision to the parties or circumstances other than those to which it is held invalid or unenforceable shall not be affected thereby, and each provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.
- S. Captions and Headings: The captions, headings, article numbers, and paragraph numbers and letters appearing in this Agreement are inserted only as a matter of convenience and in no way shall be construed as defining or limiting the scope or intent of the provisions of this Agreement nor in any way affecting this Agreement.

ARTICLE XI – SIGNATURES

IN WITNESS HEREOF, the parties hereto have signed their names and executed this Agreement.

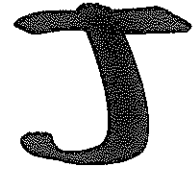
Date

Meghan Kish, Superintendent, Blackstone River Valley National Historical Park

Date

Theodore Kozak, Town Manager, Town of Northbridge, Massachusetts

POLICY REGARDING USE OF THE GREAT HALL



USE OF THE GREAT HALL IS SUBJECT TO THE FOLLOWING RULES AND REGULATIONS:

- 1) Please submit a Certificate of Insurance naming the Town of Northbridge as an additional insured.
- 2) Prior to the first use of the Great Hall, please come in to sign out the key and to go over location of lights, etc.
- 3) The Great Hall must be left in good condition. Chairs and tables—if used—must be put away.
- 4) The group should be well-supervised to insure that they do not disturb other town boards/committees that meet in Town Hall.....that includes accompanying them to the restrooms. Restrooms are located one floor below the Great Hall. Take the elevator down one level [Floor 1] and exit to the left. At the bubbler take a left. The restrooms are on the left.
- 5) Shut off lights and return the key to the outside lock box.

Remember, the Great Hall is reserved on a first come, first served basis, therefore, each time you need to use the Hall, please contact this office [Donna or Sharon] at 508-234-2095 or email both of us at ssusienka@northbridgemaass.org and mwetherbee@northbridgemaass.org. That way, if one of us is out of the office, your email will not go unnoticed.

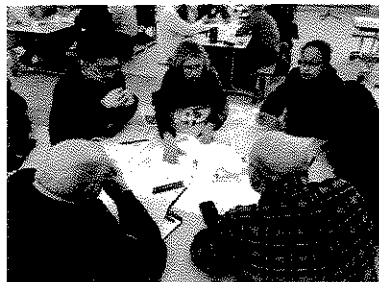
TOWN MANAGER'S REPORT - July 17, 2017

1. **Pine Grove Cemetery Online Interactive Map** - Pine Grove Cemetery information is now available online and is accessible through the Town's homepage. Information such as gravesites and family plot availability is available for viewing.
2. **Riverdale Mill Fire Update** - Unfortunately the Riverdale Mill experienced a fire early Tuesday morning. The damage was contained to the general vicinity of the office area thanks to the quick response of the Northbridge Firefighters, as well as surrounding community's Firefighters.
3. **SERVE Program Community Service** - The Pleasant Street Christian Reformed Church hosted a public service program last week with approximately 60 teenagers from across the United States. The volunteer teenagers performed Community Service projects throughout the Town. The Town Departments helped included the Police Department, Senior Center, Department of Public Works and the Fire Department.
4. **School Building Committee Educational Visioning Session** - The Northbridge Community is invited to join the Educational Visioning Group to assist with the School Building Project Work. This is a three day commitment, beginning on July 31, 2017 (8:30-12:30), August 1, 2017(8:30-12:30), and August 9, 2017 (8:30-3:30). The meetings will be held at Northbridge High School in the Media Center. For more information contact Kristen Ferrante at kferrante@nps.org.

K.4

**We want you to help shape the future of
education in Northbridge!**

**You are invited to join the Educational Visioning
Group to assist with the School Building Project
work.**



This is a three-day commitment:

July 31 (8:30-12:30), Aug. 1 (8:30-12:30),

& Aug. 9, 2017 (8:30-3:30 – Lunch will be served).

**You should be available for all three dates. We will meet at
Northbridge High School in the Media Center.**

**We need 30-40 individuals: faculty and staff, parents, students (grade 5
and up), and any community member willing to assist.**

See the attached notice for details!

**Please email Kristen Ferrante by July 26th at kferrante@nps.org to
participate in this important work.**

Invitation to join the Northbridge Educational Visioning Group

The firm of Dore & Whittier Architects was recently selected as the Architect that will be working with our District along with our Owner's Project Manager, Symmes Mainee McKee Associates, on completing the Feasibility Study and Schematic Design phases of our Elementary School. This study is being conducted in partnership with the Massachusetts School Building Authority (MSBA).

Dore & Whittier's charge in this study is to provide the District with a series of options based on information garnered during the physical assessments of our elementary school buildings combined with feedback provided by the District and the Community over the course of this study.

Based upon their knowledge gained through this process, Dore & Whittier's team will develop a range of options and potential costs over the summer and fall that include:

- Maintaining the status quo in terms of the continued operation of our current school buildings with only required capital improvements to keep our schools in service;
- Possible additions and/or renovations Balmer ES;
- Potential new construction to replace buildings that are deemed obsolete and cost prohibitive to rehabilitate to serve the long term needs of the District;
- Potential to consolidate Northbridge ES and Balmer ES into one facility housing grades PK-5 either by new construction or addition/renovation

As a part of this information gathering phase, the Dore & Whittier team has requested the District work towards the formation of a community Visioning Committee. This volunteer advisory committee would be tasked with attendance at three days of workshops this summer. These interactive workshops are intended for the team better understand the aspirations, goals and any potential concerns that the Northbridge Community may have regarding the future of elementary school education as it relates to any potential building project.

Everyone brings a different set of experiences and perspectives on education, the labor force, the economy, and what it takes to be successful and what values are important to the Northbridge community. These sessions will pose a series of guided questions in an active daylong workshop format to initiate discussion around educational philosophy and the specific skills, characteristics, and knowledge needed by students to be successful.

The primary goal of the first workshop on July 31st is to explore 21st century teaching & learning, to communicate, to develop an understanding of the District's current and future educational programs, and to identify the educational goals & objectives of the District. In Visioning Session #2 on August 1st we will also explore specific key planning issues and to develop a set of overarching guiding principles for any potential design of a new or renovated school. The last session scheduled for August 9th is to confirm the key findings of the previous session, to explore the characteristics of specific space types, and to begin the discussion about the project's look and feel.

The District believes this Visioning group will provide valuable insight to the planning process so our project encompasses the needs and desires of the entire community. To that end, the District is cordially inviting community members who may be interested in being a part of this Visioning group to contact Kristen Ferrante, Assistant to the Superintendent of Schools at kferrante@nps.org for further information.