

**TOWN OF NORTHBRIDGE
BOARD OF SELECTMEN'S MEETING
NORTHBRIDGE TOWN HALL
7 MAIN STREET - WHITINSVILLE, MA 01588
March 11, 2013 AT 7:00 P.M.**

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES

- A. 1) February 11, 2013 2) February 25, 2013 [Executive Session]

II. PUBLIC HEARINGS

III. APPOINTMENTS/RESIGNATIONS:

B. By the Board of Selectmen:

- 1) Disability Commission/James Mahoney
2) Historical Commission [2 vacancies]: a) Mary Barlow b) Leonard Smith

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS

- C. Northbridge Fire Department/Request permission to hang a banner over Church Street from May 5, 2013 through May 19, 2013 to advertise their annual Spaghetti Supper to be held on Saturday, May 18, 2013.
D. 1) Ash Street (extension of)/Vote intent to layout 2) Gilmore Drive (portion of)/Vote intent to layout
E. 1) School Department [Paul Halacy]/Vote to authorize the Superintendent of Schools to submit a Statement of Interest to the Mass. School Building Authority for W. Edward Balmer School [Please read statement]
2) School Department [Paul Halacy]/Vote to authorize the Superintendent of Schools to submit a Statement of Interest to the Mass. School Building Authority for Northbridge Elementary School [Please read statement]
3) School Department [Paul Halacy]/Vote to authorize the Superintendent of Schools to submit a Statement of Interest to the Mass. School Building Authority for Northbridge Middle School [Please read statement]
F. License agreement with Providence and Worcester Railroad/Vote to approve

VI. DISCUSSIONS

- G. DPW Facility/Present: Selectman James Marzec and BPCC, Chairman Thomas Pilibosian

VII. TOWN MANAGER'S REPORT

- H. 1) Rabies Clinic
2) Update on the Ross Rajotte Bridge
3) Town Hall Renovations
4) Legislative Breakfast
5) Medical Marijuana/Temporary Zoning Moratorium – Public Hearing
6) Open Space Ad-hoc Committee

VIII. SELECTMEN'S CONCERNS

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION

**Board of Selectmen's Meeting
February 11, 2013**

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 6:30 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Melia, Ampagoomian, Marzec and Athanas. **Also Present:** Theodore D. Kozak, Town Manager.

The Pledge of Allegiance was recited by those present.

Executive Session. A motion/Mr. Melia, seconded/Mr. Marzec to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 - To discuss the strategy with respect to collective bargaining --and to reconvene in open session. Chairman Nolan then declared that an open meeting may have a detrimental effect on the bargaining position of the body. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes; Mr. Marzec/Yes, Mr. Athanas/Yes and Mr. Nolan/Yes.

Open Session Adjourned: 6:31 PM

Executive Session Convened: 6:32 PM

Executive Session Adjourned: 7:28 PM

Open Session Reconvened: 7:30 PM

Approval of Minutes. January 28, 2013 –A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the January 28, 2013 minutes as presented with the readings omitted. Vote yes/Unanimous.

Appointments/By the Town Manager. Paul L'Esperance, Wastewater Treatment Plant Operator in Training. Present: James Shuris, DPW Director, Mark Kuras, Sewer Superintendent and Paul L'Esperance. Mr. Kuras mentioned that Mr. L'Esperance comes to Northbridge with 27 years of Wastewater Treatment Plant experience and feels he will be a great asset to their department. Mr. L'Esperance announced that he grew up in Grafton and resides in Millbury. He mentioned that he is looking forward to getting back into the field and working with the Northbridge Wastewater Treatment Plant team. A motion/Mr. Marzec, seconded/Mr. Ampagoomian to affirm the appointment of Paul L'Esperance as the Wastewater Treatment Plant Operator in Training. Vote yes/Unanimous. **By the Board of Selectmen. Troy Coutu, Jr. Cable Advisory Committee. Present: Harry Berkowitz, Chairman of the Cable Advisory Committee and Troy Coutu, Jr.** Mr. Berkowitz mentioned that he urged Mr. Coutu to get involved in the Town by filling out a talent bank application to serve on the Cable Advisory Committee. Mr. Coutu works at NCTV and films the Monday night Board of Selectmen's Meetings. A motion/Mr. Melia, seconded/Mr. Athanas to appoint Troy Coutu, Jr. to the Cable Advisory Committee. Vote yes/Unanimous.

Citizens' Comments/Input. None.

Safety Committee Minutes. A motion/Mr. Melia, seconded/Mr. Ampagoomian to accept the recommendations of the Safety Committee as outlined in the minutes of January 16, 2013. Vote yes/Unanimous.

Northbridge Parent Teacher Association [Katharine Tracy & Alex Rogozenski] Request to hold the 2nd Annual Northbridge 5K & Family Fun Day, Sunday, May 5, 2013. Present: Katharine Tracy & Alex Rogozenski. Ms. Tracy mentioned that the Northbridge PTA will be expanding their 5K & Family Fun Day to also include Mr. Rogozenski's duathlon. Mr. Rogozenski explained that a duathlon is

when you run, bike and run again. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to grant permission to the Northbridge Parent Teacher Association to hold their 2nd Annual "Northbridge 5K and Family Fun Day" on Sunday, May 5, 2013, subject to the safety requirements of the Police Department. Vote yes/ Unanimous.

Corner Pizza Enterprises Inc. [Ali Boukioud]/Application for a Common Victualler's License at 125 Church Street, Whitinsville, MA. Present: Ali Boukioud. Mr. Boukioud mentioned that he plans to open in 7 to 10 days a small Italian fast food place at 125 Church Street, Whitinsville. He stated that his hours of operation would be 10:00 A.M. to 10 P.M. and will have delivery service. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve Corner Pizza Enterprises Inc. [Ali Boukioud, Mgr.] application for Common Victualler's License located at 125 Church Street, Whitinsville, MA. Vote yes/Unanimous.

Donation of Basketball Hoops [Tot Lot area]. Selectman Ampagoomian expressed his concerns with accepting the donation of basketball hoops near the tot lot area. He mentioned some of the resident's concerns are; vandalism, vulgar language, public urination, intimidation and other means. He stated the Board should hold off on accepting this donation because of the complaints received from neighboring residents. Selectman Athanas stated that he too received several calls in opposition of placing basketball hoops in the tot lot area. He then mentioned that after reviewing the Police Chief's report on the number of complaints received for that area, he is not in favor of supporting this request. The Selectmen all agreed that because of all the complaints each of them received they are not in favor of accepting the donation at this time. A motion/Mr. Melia, seconded/Mr. Athanas to decline the acceptance of the basketball hoops and send a letter to the church thanking them for their intent. Vote yes/Unanimous.

2013 Election Information. Present: Doreen Cedrone, Town Clerk. Ms. Cedrone advised the Selectmen that the State must hold a special primary and special Election for Senator in Congress to fill the vacancy caused by the resignation of Senator John F. Kerry. She further stated that the dates are as follows: Primary will be held on Tuesday, April 30, 2013 and the final election will be held on Tuesday, June 25, 2013. She mentioned that because municipalities didn't budget for these two elections, the State will allow municipalities to change the date of their municipal election to coincide with the special primary or special election, if the municipal election is already scheduled to be within 30 days of either the April 30th primary or the June 25th final election. Ms. Cedrone stated that the Town election is scheduled for May 21st; therefore, the only date that we could choose is the primary on April 30th. She mentioned that this change would require a vote by the Board of Selectmen and by law, the vote must take place at least 35 days before the rescheduled election, making the deadline March 26th (35 days before April 30th). She also noted that if the town election date is changed to April 30th, then the last day to submit nomination papers to the registrars for certification would be March 12th and the last day to obtain nomination papers would be March 7th. Therefore, a vote to change the date of our town election would have to take place much sooner than March 26th and then stated no later than the Selectmen's meeting scheduled for February 25th. Ms. Cedrone announced that at the Mass Clerks Conference last week, the State Auditor Suzanne Bump informed them that she sent a letter to the Governor stating that she wants municipalities to receive upfront funding to cover the costs for the two elections and then stated that the Clerks will be receiving paperwork to complete for the upfront funding. Ms. Cedrone mentioned that by holding their Town election with the Primary would save the Town approximately \$5,000, which is not the entire cost of an election, because the Town would still have to schedule additional poll workers to handle the extra procedures and would have to pay for the Town election ballots either way. Ms. Cedrone then provided the Selectmen with the challenges to holding the Town election with the Primary: voters might not realize that the date of the Annual Town Election was changed to coincide with the Primary; Holding two elections on one day could cause confusion for voters at the polls; Being a primary, there would be a democratic ballot and a republican ballot in addition to our Town election ballot; Since

we would be running two separate elections on one day, we must use separate check-in and check-out voting lists for each election; and Absentee voting would require the voter to return the ballots in separate envelopes, and voters are not used to receiving two separate ballots in one mailing. After listening to all the challenges, the Selectmen all felt it would be better to conduct our Annual Town Election on May 21, 2013 and not change it to coincide with the Special State Primary.

Con Edison Net Metering Contract. Town Manager Kozak announced that the Solar Committee has been meeting with a representative from the Con Edison Net Metering Group for about four months to discuss the purchase of solar power. He mentioned this is an opportunity for the town to purchase net metering credits and allows the town to buy the solar power and reduce their electric bill by a certain dollar amount over a number of years. Town Manager Kozak provided the Selectmen with a chart to give them an idea on what the town will be saving if they adopt the agreement and then recommended that the Selectmen consider adopting the agreement. Town Manager Kozak noted that Town Counsel has reviewed and approved this agreement. A motion/Mr. Athanas, seconded/Mr. Marzec to move this item to decisions. Roll Call Vote: Mr. Athanas/Yes, Mr. Marzec/Yes, Mr. Nolan/Yes, Mr. Ampagoomian/Yes, and Mr. Melia/Yes. A motion/Mr. Athanas, seconded/Mr. Melia to approve the Con Edison Net Metering Contract. Vote yes/Unanimous.

DPW Facility/Present: Building, Planning & Construction Committee [BPCC] and DPW Director James Shuris. The Board of Selectmen discussed the possibility of an article on the topic with members of the Building, Planning & Construction Committee and DPW Director James Shuris. There was a disagreement among board members on if town voters should see the plan that came out of a \$76,220 feasibility study of the current DPW site on Fletcher Street. Funding for the study as approved at the October 2011 annual fall Town Meeting. Chairman Thomas Pilibosian stated that the BPCC's goal was to determine whether or not the site could be redeveloped to meet the current and future needs of the DPW and to keep the DPW at the current site. The study conducted by HKT Architects of Somerville, began in January 2012, and showed that the site could be redeveloped, but with a hefty \$8 million dollar price tag. Mr. Pilibosian mentioned that the proposal to redevelop the site would suit the DPW's needs and allow it to stay at its current location, eliminating the need for the town to purchase a new property, and would remove old buildings from the site. The Selectmen seemed to think that voters would never go for it. Several proposals for a new DPW facility have already been shot down at town meeting, most recently a plan to purchase and renovate a property on Douglas Road to the tune of \$3 million last fall. Selectman Melia thinks it would be a total waste of time to put it in front of the voters because he doesn't feel it would have a chance of passing based on the decision in town on the past three. Selectman Athanas and Selectman Marzec agreed, saying the cost to renovate the Fletcher Street site was simply too high to even consider. Chairman Nolan and Selectman Ampagoomian were on the other side of the coin. They said while they didn't necessarily think it was the right proposal, they did feel that voters had the right to weigh in on it. Selectman Ampagoomian stated that we should give it to the Town Meeting and let them finally resolve the issue – vote it up or down. Once that's taken place, it's a dead issue. Agreeing, Chairman Nolan said it would bring closure, if nothing else. Mr. Pilibosian said that his committee had voted unanimously to ask the Selectmen to put the issue on the Town Meeting warrant. He also mentioned that they had criticism on spending money on studies and nothing gets done. That being said, his committee feels they have a responsibility to put this in front of the voters and say "what do you want to do with it?" The Selectmen will decide whether or not to put an article regarding the Fletcher Street DPW proposal at their next meeting, Monday, February 25, 2013. Chairman Nolan said that we'll give people the opportunity to lobby their Selectmen over the next couple weeks if they feel strongly one way or another.

Storm Update. Present: James Shuris, DPW Director. Mr. Shuris provided an update on the recent blizzard that occurred over the weekend. He mentioned that there was about 30 inches of snow that fell and the Governor called a "State of Emergency" and ordered all public vehicles to be off the roads by 4

PM. Mr. Shuris stated that the plow drivers started plowing at 10:00 A.M. on February 8, 2013, until 4:00 P.M. on February 9, 2013. On Sunday, February 10, 2013 all the plow drivers returned at 7:00 A.M. to begin cleaning up the roads and sidewalks. To date, the town has spent over \$200,000.00 in their snow and ice budget, which they only budget \$75,000.00 in this account. He commended the contractors and the DPW employees for doing a great job on cleaning up the town roads, streets and sidewalks. With the amount of snow that fell in the short timeframe, he stated that the small trucks couldn't handle pushing the snow and clearing the school/town parking lots. Mr. Shuris mentioned that they needed to use the big trucks [6-wheeler] to widen the roads and clear the parking lots. He suggested, for the future, that the town look to purchase bigger trucks to handle these types of storms. That being said, he asked for residents to be patient with the clean up process. Selectman Athanas mentioned that he received several complaints regarding Church Street being so bad and Mr. Shuris stated that because that street has a funnel effect the wind kept blowing the snow back and forth. Selectman Athanas also asked if there was a list of what roads the contractors and town employees plow because he heard contractors/town employees were plowing private lots. Mr. Shuris explained that the highway workers and the contractors do not plow private lots, just public lots and property. Selectman Athanas reminded everyone in town to help shovel out their fire hydrants in case of an emergency.

Town Manager's Report/1) Emergency Evacuation Plan - Central Mass Regional Planning Commission [CMRPC]: Representatives from [CMRPC] held a meeting with our local emergency management personnel to begin work on a plan for the town and the region for evacuations in the event of emergencies. **2) Cable Contract Negotiations:** The cable committee has begun negotiations for a new cable contract with Charter Communications, which will be renewed this June. **3) Insurance Advisory Committee:** The Insurance Advisory Committee is meeting with the Town's insurance consultant to explore voluntary [employee paid] dental plans. **4) Town Hall Renovations:** A schedule has been prepared for the contractor to rebuild town hall windows. Work should begin within the next week and be completed by June.

Selectmen's Concerns. **Selectman Athanas 1)** Asked if the Town has ever looked into grants for the Great Hall and Town Manager Kozak wasn't sure if someone ever looked into it but stated he would once the outside was taken care of. **2)** Asked if someone has ever taken inventory of all the town buildings and what needs to be done in them. **Selectman Melia 1)** Commended Police Officer Thomas Dejordy on a recent police incident in which he was stabbed.

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

Meeting Adjourned: 8:52 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

February 11, 2013

I. APPROVAL OF MINUTES

A. 1) Copy of January 28, 2013 minutes.

II. PUBLIC HEARING:

None

III. APPOINTMENTS/By the Town Manager:

B. 1) Copy of Paul L'Esperance's Appointment Letter.

By the Board of Selectmen:

2) Copy of Troy Coutu, Jr.'s Talent Bank Application.

IV. CITIZENS' COMMENTS/INPUT

None

V. DECISIONS

C. Safety Committee Minutes – **Copy of minutes**

D. Northbridge Parent Teacher Association – **1)** Copy of request to hold the 2nd Annual Northbridge 5K & Family Fun Day & maps of route. **2)** Copy of Director of Public Works response. **3)** Copy of Chief of Police's response. **4)** Copy of School's Facility Use Release Form.

E. Corner Pizza Enterprises Inc. [Ali Boukioud] – **1)** Copy of Application for a Common Victualler's License at 125 Church Street, Whitinsville, MA. **2)** Copy of License Routing Slips

F. Donation of Basketball Hoops – **1)** Copy of proposed basketball hoop site. **2)** Copy of memo from Walter Warchol, Chief of Police.

VI. DISCUSSIONS

G. 2013 Election Information – **Copy of memo from Town Clerk dated February 6, 2013.**

H. Con Edison Net Metering Contract – **Copy of Sale & Purchase Agreement**

I. DPW Facility – **Copy of letter from Building, Planning & Construction Committee to Chairman Nolan.**

J. Storm Update – **No documentation.**

VII. TOWN MANAGER'S REPORT

K. 1) Emergency Evacuation Plan – **No documentation**

2) Cable Contract Negotiations – **No documentation**

3) Insurance Advisory Committee – **No documentation**

4) Town Hall Renovations – **No documentation**

VIII. SELECTMEN'S CONCERNS - No documentation

IX. ITEMS FOR FUTURE AGENDA- No documentation

X. CORRESPONDENCE- No documentation

XI. EXECUTIVE SESSION-None

2/4/13 RECEIVED cc: Dis. Comm

FEB 04 2013

Northbridge Town Manager

B.1.

TALENT BANK APPLICATION

please return to:

BOARD OF SELECTMEN
Northbridge Town Hall
7 Main Street
Whitinsville, MA 01588

Pursuant to Town bylaw §4-209 (Eligibility for service),
you must be a registered voter in order to serve.

yes, per Town Clerk's office

Date: 1-31-13

Name James Mahoney

P. O. Box

Home Address 670 Linwood Ave Apt 206

Email Address JIM63MAH@GMAIL.COM

Telephone 508.372.9053 Cell 508.422.6792

Business

Address Tel.

Current Occupation/Title Temp. Disabled

Education Northbridge High, I+R systems for
Business, M.P. School, Const. Super's Training
Course

Governmental, Civic & Community Activities will be driving for
Sen Ctr when leg heals, surgery 1-16-13

Charitable & Educational Activities

Town Committees or Offices

I am interested in the following Committees: Disability Comm.

Please indicate whether the applicant and/or any family members are employed by the Town of
Northbridge. No.

NAME:

PRECINCT#

TOWN OF NORTHBRIDGE

COMMITTEE INTEREST (Indicate Committee preference)

- | | |
|--------------------|----|
| 1. Disability comm | 4. |
| 2. | 5. |
| 3. | 6. |

Present interest or business affiliation (dates, places)

Looking to return to school when able
course of study to be in health care
field. would like to be schooled in an
area to help C.P. victims.

Experience: Volunteer, social service, business (dates, places)

drove cancer pat. to MA General 1986-87
assisted at EMER. shelter during ice storm 2007
Apply to Northbridge Sen Ctr to drive
PAT. to Dr Appt. 2013

Special skills and education (be specific)

carpenter a 20+ years many renovations
made to make home handicap access. IE.
door with ramps, lowering counters etc..
son has C.P. very aware of issues
concerning disabled.

How experience relates to particular committee interest

HAVING BEEN OF assistance
to cancer victims, my sons condition as
well as my fiancess issues (she has MS) has
allowed me to see first hand problems that
CAN arise, looking to help those who need it or
improvements and suggest changes on way,
to help those who need it the most.

ADDITIONAL COMMENTS:

Mail completed form to:

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

2/21/13 { CC: Cult. Council
Hist. Comm.

B.2.a.

TALENT BANK APPLICATION

please return to:

BOARD OF SELECTMEN
Northbridge Town Hall
7 Main Street
Whitinsville, MA 01588

Pursuant to Town bylaw §4-209 (Eligibility for service), you must be a registered voter in order to serve. *per town clerk's office, yes*

Date: 2/24/2013

Name Mary Barlow

P. O. Box _____

Home Address 1035 Hill Street Tel. 508 769 8134

Business _____

Address Whit, MA 01588 Tel. _____

Current Occupation/Title Writer

Education B.S. Communications, Clark University

Governmental, Civic & Community Activities None

Charitable & Educational Activities Former Chair Dev. Committee,

Families First, Rhode Island; Member of Rhode

Island Health Literacy Project

Town Committees or Offices None

I am interested in the following Committees: Cultural Council

Historical Commission

Please indicate whether the applicant and/or any family members are employed by the Town of Northbridge. N/A

Mary Barlow ?

NAME: _____ PRECINCT# _____ Town of Northbridge

ADDRESS: 1035 Hill St.
Whitinsville, MA

Telephone Home: _____ Office: _____
508 769 8134 same

Present Interest or business affiliation (dates, places)

COMMITTEE INTEREST

Indicate Committee preference

1. Cultural Council
2. Historical Commission
3. .
4. Short term projects
5. Interest in serving where needed

I have attached
a copy of my resume.

Experience-volunteer, social service, business (dates, places)

Learn see my resume.

Date App't	COMMITTEE	Term Expired
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Special skills and education (be specific)

Writing, communications, creative collaboration
and development.

How experience relates to particular committee interest

I work on literary projects during my free
time & believe the arts can educate and
enrichen communities, making them better
places to live and grow up in.

Please check the Annual Town Report for a complete listing of Committees and Committee reports, their appointive
authorities, and terms of office.

ADDITIONAL COMMENTS:

Mail completed card to: Northbridge Town Hall
Office of the Town Manager
7 Main Street
Whitinsville, MA 01588

Mary Barlow, Senior-Level Writer
1035 Hill Street
Whitinsville, MA 01588
(508)-769-8134 – mary.barlow@verizon.net
<http://marybarlow.writersresidence.com/>

SUMMARY OF QUALIFICATIONS

- ❑ Global healthcare communications
- ❑ Patients, physicians, employers, B2B
- ❑ Digital communications/social media
- ❑ Communications strategy/planning
- ❑ Articles, blogs, brochures, reports, white papers, case studies, thought leadership
- ❑ Feature and news writing
- ❑ Interview & research skills
- ❑ Various style guides, including AMA, AP, MLS, and Chicago Manual of Style
- ❑ Concept, design, and layout process
- ❑ Account/project management
- ❑ Problem solving/situational leadership
- ❑ Ability to meet tight deadlines and rigorous medical reviews
- ❑ Communications strategy/planning for local and worldwide campaigns
- ❑ Interpersonal communications

PROFESSIONAL EXPERIENCE

06/10 to 12/12 Copywriter, Strategist, Account Management Consultant

As a full-time consultant, Mary is producing and editing marketing, ad copy, patient education, consumer health, B2B, and thought leadership communications, as well as articles, case studies, speeches, and video. Media include digital and print for patients, consumers, businesses, physicians, nonprofits, as well as other industry leaders. Develops business strategies and communications plans, incorporates them into messaging, and drives audiences to content via targeted channels. Handles all aspects of projects and account management from start to finish, including interviewing, researching, editing, and managing client review process. Produces clean, compelling copy on time; available to work on-site, right along with teams or off-site, independently. Clients include Warhaftig Associates Inc., New York, NY (healthcare ad agency); UMass Memorial Medical Center, Worcester, MA (hospital), McKesson Health Solutions, Aurburndale, MA (healthcare IT), Ximedica, Providence, RI (medical devices), PerkinElmer, Waltham, MA (medical and environmental health), BBK Worldwide, Newton, MA (patient recruitment for clinical trials); and Karr Printing, Foxboro, Ma (ad agency).

11/02 – 06/10

Blue Cross & Blue Shield of Rhode Island (BCBSRI)
444 Westminster Street
Providence, Rhode Island
Copy Manager & Senior Copywriter

Worked within agency-model department, writing consumer health and patient education information, ad copy, business-to-business communications, newsletters and letters for physicians and other health care providers, public relations materials on health policy for stakeholders, and employee communications. Wrote magazine articles for BCBSRI's *Choices* magazine, as well as speeches, ad copy, annual reports, literature on health care reform, company brochures, direct mail, presentations, benefit summaries, health literature, and technical instructions. Also wrote digital media/Web content for BCBSRI.com and corporate intranet. Researched, drafted, and managed projects with no supervision to ensure they met or exceeded standards and deadlines. Helped formulate communications strategies and messages for employee, customer, and other stakeholder audiences. Collaborated with design team. Mentored copy team and edited other

writers' work to ensure accuracy, proper messaging, and consistency.

11/00 - 11/02

**Stonebridge Press
Southbridge, Massachusetts
Staff Writer**

Writer and reporter for Blackstone Valley Tribune newspaper, which has a circulation of approximately 40,000 readers in the Northbridge, Douglas, and Uxbridge Massachusetts area. Reported on a diverse range of events from local politics to human interest. Continually researched information to bring readers accurate and interesting stories. Topics included current and historical events, biographies, human interest, and columns. Duties included conducting interviews, researching, writing, and proofreading.

6/00 - 11/00

Freelance Correspondent

Contracted with the Worcester Telegram and Gazette in Worcester, Massachusetts for freelance reporting. Wrote feature articles on a diverse range of topics.

2/94 - 4/00

Stay-at-Home Mom

Constructively managed small, active lives to cultivate politeness, respect, good manners, healthy bodies, bright minds, and overall nobility.

8/81 - 2/94

**Aetna Health Plans
Tewksbury, Massachusetts
Quality Manager**

(10/89 - 2/94)

Responsible for day-to-day operations of the Corporate Audit and Training Department. Served as manager to all new employees, as well as nine technical trainer and auditors. Overall responsibility for training new and existing employees on medical terminology; medical, health care industry, and insurance concepts; as well as CPT and ICD coding for claims processing and customer service. Designed and wrote instructional material, including a training manual for image technology. Oversaw compliance, including more than 4,000 monthly audits performed to ensure quality and detect fraud.

EDUCATION & PROFESSIONAL AFFILIATIONS

Bachelor of Science in Professional Communications

magna cum laude

Clark University, Worcester MA

- Member of Phi Theta Kappa National Honor Society
 - Massachusetts Health Council – Member
 - American Medical Writers Association (AMWA) – Member
 - Families First Rhode Island – Board of Directors Member, Chair, Development Com
 - Rhode Island Health Literacy Project – Former Committee Member
-

REFERENCES

Furnished upon request – Also see referrals on [personal website](#)

See writing samples at

3/1/13 } cc: Historical Comm.
B.2.b.

TALENT BANK APPLICATION

please return to:

BOARD OF SELECTMEN
Northbridge Town Hall
7 Main Street
Whitinsville, MA 01588

Pursuant to Town bylaw §4-209 (Eligibility for service),
you must be a registered voter in order to serve.

yes, per Town Clerk's office

Date: 3/1/2013

Name Leonard M. Smith

P. O. Box _____

Home Address 129 Fletcher St Whitinsville, MA 01588

Email Address Lmsmith1818@gmail.com

Telephone use cell → Cell 508-801-6026

Business Rucci, Bardaro + Falzone, PC

Address 719 Eastern Ave, Malden, MA 02148 Tel. 781-321-6065 ext 136

Current Occupation/Title Tax Manager + CPA (cert. public accountant) (license pending)

Education B.S. Accounting UMASS Amherst 2009

MSA Accounting UMASS Amherst 2006

Governmental, Civic & Community Activities None currently, but looking to get more involved as I have moved back to settle in Northbridge.

Charitable & Educational Activities Donor various charities (UMass Amherst - majority)
(VITA) Volunteer Income Tax Assistance Program (UMass 2004-2005)

Town Committees or Offices None

I am interested in the following Committees: Historical Committee

Please indicate whether the applicant and/or any family members are employed by the Town of Northbridge. Applicant - NO 1 family member (father) formerly of Northbridge Police (28 years), deceased

NAME: Leonard M. Smith

PRECINCT#

TOWN OF NORTHBRIDGE

COMMITTEE INTEREST (Indicate Committee preference)

- | | |
|-------------------------|----|
| 1. Historical Committee | 4. |
| 2. | 5. |
| 3. | 6. |

Present Interest or business affiliation (dates, places)

Rucci, Bardaro + Barrett P.C. Dec 12, 2005 - current 7+ years

Experience: Volunteer, social service, business (dates, places)

VITA program (described on pg 1) - UMass 2004-2005 (low income tax prep assist)

Special skills and education (be specific)

- 1) - CPA prepare, train, review corp + individual taxes (companies up to \$40M in revenue)
 - experience in financial stmt audits
 - experience working with many clients in many industries re: tax planning
- 2) B.S. / M.S.A - Accounting - UMass Amherst
- 3) 7+ years experience working with government agencies (IRS audits)
- 4) Experienced with complex tax and legal research + memo writing.

How experience relates to particular committee interest

Passion for history, especially US History and the Town of Northbridge (esp. Whitinsville).
Work experience has no direct relation^{to history} other than experience dealing with people, representing clients before the IRS. I imagine my abilities to review case law, research, read govt legislation, and write professionally will be beneficial.

ADDITIONAL COMMENTS:

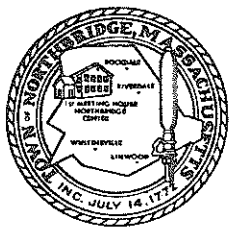
I love history and I love my town. Now that I have moved back here, I want to offer my time and skills to help any way I can, while also gaining a better knowledge + appreciation for the town

Mail completed form to:

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

I grew up in. I have no degree in history, but I am well read in the area. I have a vast set of skills developed over a 7 year career, many of which I think can benefit the committee in several areas.
Thank you for your consideration Sincerely, Leonard M. Smith

March 11th agenda
C.



Gary A. Nestor
Fire Chief

Town of Northbridge
Fire Department

193 Main Street
Whitinsville, MA 01588
(508) 234-8448

RECEIVED

FEB 28 2013

Northbridge Town Manager

2-28-13

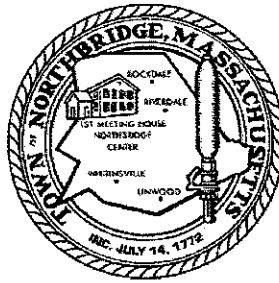
To the Board of Selectman, Town of Northbridge,

The members of the Northbridge Fire Dept respectfully request permission to hang a banner over Church St for our annual Spaghetti Supper which raises funds for the 4th of July Fireworks celebration scheduled for Friday, June 28th of this year. The supper is planned for May 18th and we would like the banner up on or around May 6th. Of course we hope that you will all be able to attend and enjoy a great homemade meal, Thank you.

Respectfully yours,
Thomas Valdivia, Firefighter
Northbridge Fire Dept.

"Smoke Detectors Save Lives"

D. 1+2.



NORTHBRIDGE BOARD OF SELECTMEN

-PUBLIC MEETING NOTICE-

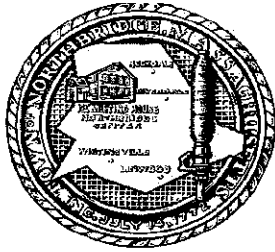
The Northbridge Board of Selectmen will hold a public meeting on **Monday, March 25, 2013** (beginning at 7:00PM) in the Selectmen's Room of the Northbridge Memorial Town Hall, 7 Main Street, Whitinsville, MA to consider vote(s) to *Layout Ash Street (extension of) and Gilmore Drive (portion of)* in conjunction with Street Acceptance at the 2013 Spring Annual Town Meeting (May 07, 2013).

A copy of the proposed layout plan(s) along with legal descriptions are on file at the Office of the Town Clerk, 7 Main Street Whitinsville, MA and with the Planning office, 14 Hill Street (Aldrich School -Town Hall Annex) and may be reviewed during normal office hours. The purpose of this meeting is to provide an opportunity for public comment, anyone wishing to be heard should attend said meeting at the time and place designated.

Theodore D. Kozak
Town Manager

Cc: Town Clerk
Planning Board
Property owners/Abutters
H. Lane
J. Holstrom
DPW-Highway
DPW-Sewer
NFD
WWC
BOS
/File

/rgb



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

MEMORANDUM

COPY

Date: February 19, 2013

To: Jim Shuris/Rob Van Meter, DPW –Highway; Mark Kuras, DPW –Sewer; Chief Nestor, Fire Department;
& Randy Swigor, Whitinsville Water Company

From: R. Gary Bechtholdt II, Town Planner 

RE: **ASH STREET EXTENSION** -Street Acceptance

It is the understanding of this office that Ash Street extension may be considered for street acceptance at the 2013 Spring Annual Town Meeting. As you may recall this roadway was considered in 2007 & 2010 however passed over due to an issue with the conveyance of a drainage easement. According to Henry Lane this matter has since been addressed.

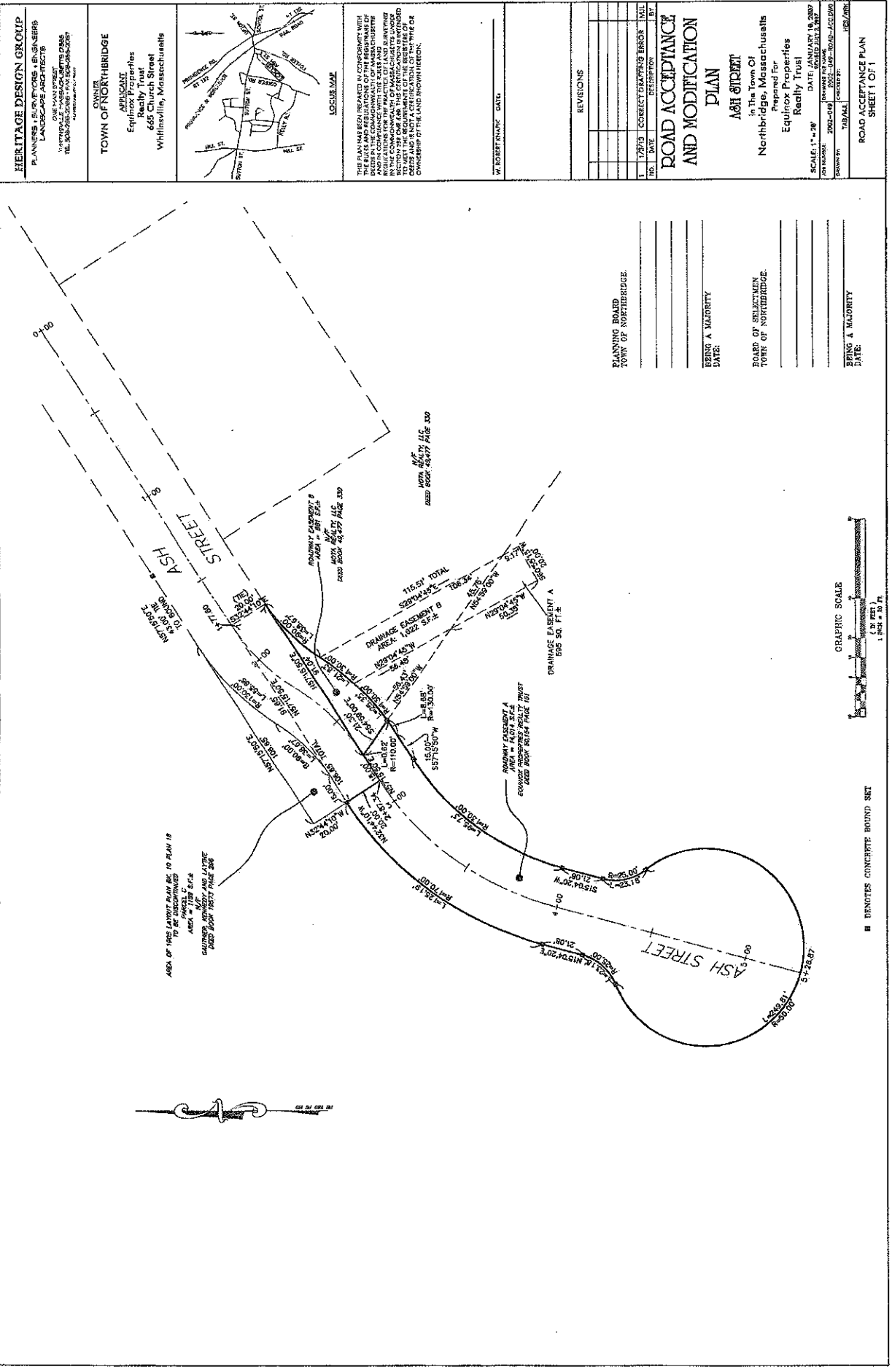
Please find attached for your review and records copy of letter dated February 13, 2013 from Attorney Henry Lane, along with the proposed deed language; as-built plan & layout plan for Ash Street extension.

Please also find attached copies of letters from Heritage Design Group (dated July 02, 2007) verifying roadway and drainage improvements (and monumentation); letter dated December 11, 2006 from the Whitinsville Water Company; memorandum dated March 26, 2007 from the Northbridge Fire Department; memos dated May 01, 2007 & February 05, 2009 from the Department of Public Works; report dated September 11, 2007 from Malley Engineering; memorandum from the Inspector of Buildings dated January 11, 2008; Certificate of Compliance issued by the Northbridge Conservation Commission; correspondence from the Treasurer Collector dated November 28, 2006; and the new road entry form.

Arrangements shall be made with the Planning Board to review Ash Street at its meeting of March 12, 2013 please be sure to provide this office with your comments prior to. Thank you in advance for your prompt attention to this matter. If you should require additional information or have any questions please let me know.

Cc: Town Manager/BOS
Planning Board
H. Lane
/File

-W/out Enclosure(s)



HERITAGE DESIGN GROUP
PLANNERS • SURVEYORS • ENGINEERS
LANDSCAPE ARCHITECTS
ONE MAIN STREET
NORTH BRIDGE, MASSACHUSETTS 01861
TEL: 978-253-0000 • FAX: 978-253-0001
WWW.HERITAGEDSG.COM

OWNER
TOWN OF NORTHBRIDGE

APPLICANT
Equinox Properties
Realty Trust
665 Church Street
Whittinsville, Massachusetts

LOCAL MAP

THE PLAN HAS BEEN PREPARED IN CONJUNCTION WITH THE TOWN OF NORTHBRIDGE AND THE MASSACHUSETTS DEPARTMENT OF TRANSPORTATION. THE PLAN IS A PRELIMINARY DESIGN AND IS NOT TO BE USED FOR CONSTRUCTION. THE PLAN IS THE PROPERTY OF HERITAGE DESIGN GROUP AND IS NOT TO BE REPRODUCED OR COPIED IN ANY MANNER WITHOUT THE WRITTEN PERMISSION OF HERITAGE DESIGN GROUP.

W. ROBERT CHAPMAN DATE: _____

REVISIONS	
NO.	DESCRIPTION
1	1/26/15 CORRECT DRAWING ERRORS

ROAD ACCEPTANCE AND MODIFICATION PLAN

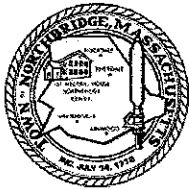
ASH STREET

In The Town Of
Northbridge, Massachusetts

Prepared For
Equinox Properties
Realty Trust

SCALE: 1" = 20' DATE: JANUARY 16, 2015
FOR REVIEW: 2015-01-16 DRAWN BY: W. ROBERT CHAPMAN
CHECKED BY: JES AND

ROAD ACCEPTANCE PLAN
SHEET 1 OF 1



TOWN OF NORTHBRIDGE
PLANNING BOARD
7 MAIN STREET
WHITINSVILLE, MASSACHUSETTS 01588

PHONE: (508) 234-2447

FAX: (508) 234-0814

February 26, 2013

Doreen Cedrone, Town Clerk
Northbridge Town Hall, 7 Main Street
Whitinsville, MA 01588

COPY

RE: 2013 SPRING ANNUAL TOWN MEETING
Street Acceptance –Gilmore Drive

Dear Mrs. Cedrone:

Please be advised at its meeting of Tuesday, February 25, 2013, the Planning Board upon motion duly made and seconded voted (4-0) to SPONSOR STREET ACCEPTANCE ARTICLE FOR GILMORE DRIVE to be considered at the 2013 Spring Annual Town Meeting.

Copy of the legal description, road acceptance plan and letter dated January 23, 2013 on behalf of Sutton Outlook Ventures, LLC are attached hereto. Arrangements shall be made with the Board of Selectmen to *Vote their Intent to Layout* Gilmore Drive at its meeting of Monday, March 11, 2013.

In taking such action the Planning Board noted that an Inter-Municipal Agreement between Sutton & Northbridge shall be executed concerning long-term maintenance/repair of Gilmore Drive.

The Planning Board shall provide its report and recommendation at Town Meeting, scheduled for Tuesday, May 07, 2013. Should you require additional information or have any questions please contact the Planning office.

Sincerely,

R. Gary Bechtholdt II
Northbridge Town Planner

Cc: Town Manager/BOS

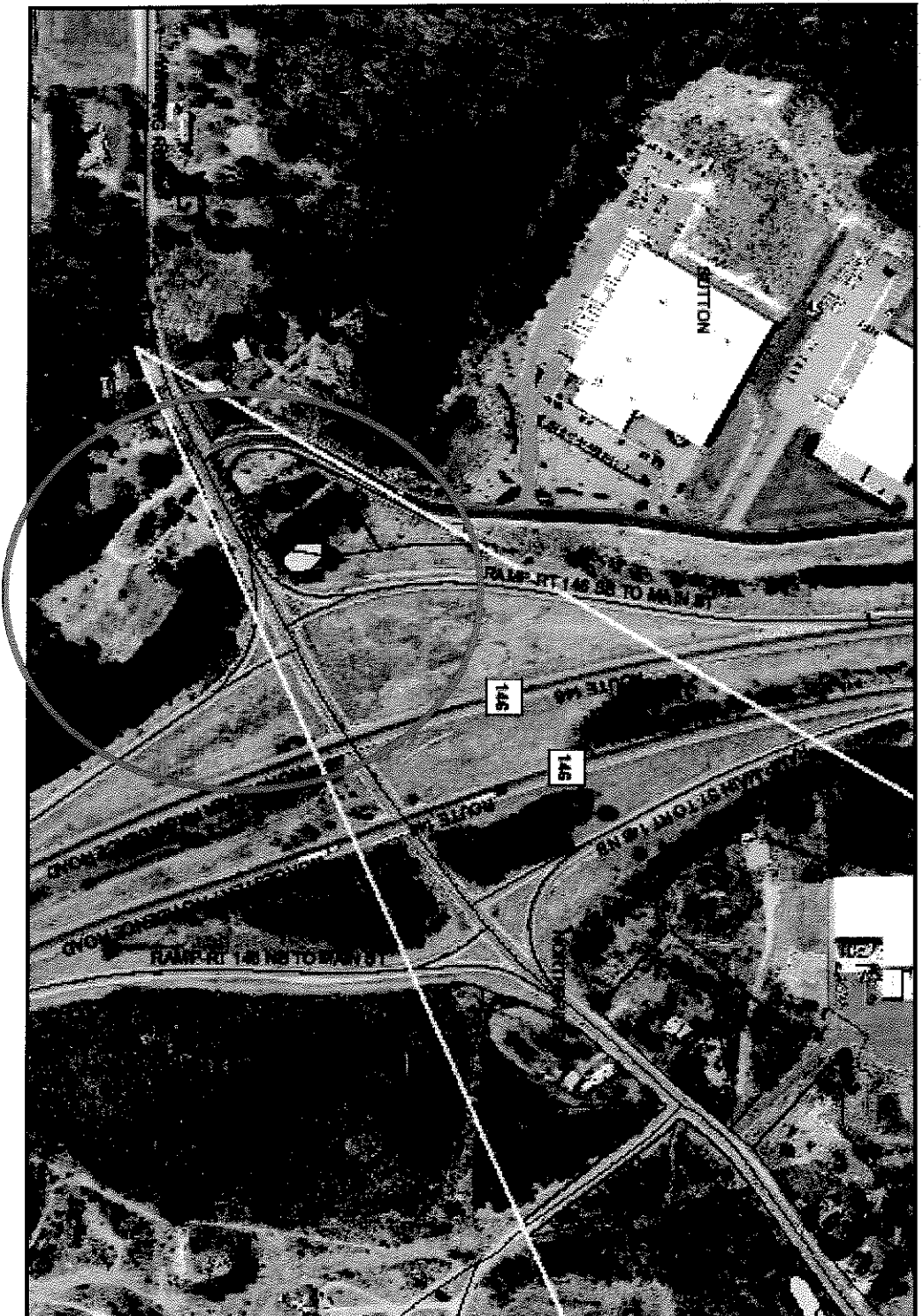
Planning Board

FinCom

DPW-Highway/Sewer

/File

-W/Enclosure(s)



(Nbridge GIS -FEB 2013)

Gilmore Drive – is a single-access roadway within South Sutton Commerce Park, an industrial subdivision development located in Sutton & Northbridge. Sutton ACCEPTED their portion of Gilmore Drive last year –before Northbridge considers its portion an *Inter-Municipal Agreement* should be executed with Sutton & Northbridge; whereby Sutton assumes all repairs and maintenance responsibilities associated with the roadway.

Northbridge should not assume any maintenance or repair responsibility associated with Gilmore Drive. Only the access (some 200-feet of roadway) is located within Northbridge.



ASE
Engineering & Surveying, Inc.
100 Main Street, Northbridge, MA 01568
Tel: 508/837-2222 Fax: 508/837-2223

THESE PLANS AND SPECIFICATIONS ARE THE PROPERTY OF ASE ENGINEERING & SURVEYING, INC. AND ARE NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF ASE ENGINEERING & SURVEYING, INC.

APPROVED BY NORTHBRIDGE PLANNING BOARD

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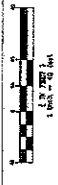
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SOUTH SUTTON COMMERCE PARK
GILMORE DRIVE
SUTTON & NORTHBRIDGE, MA

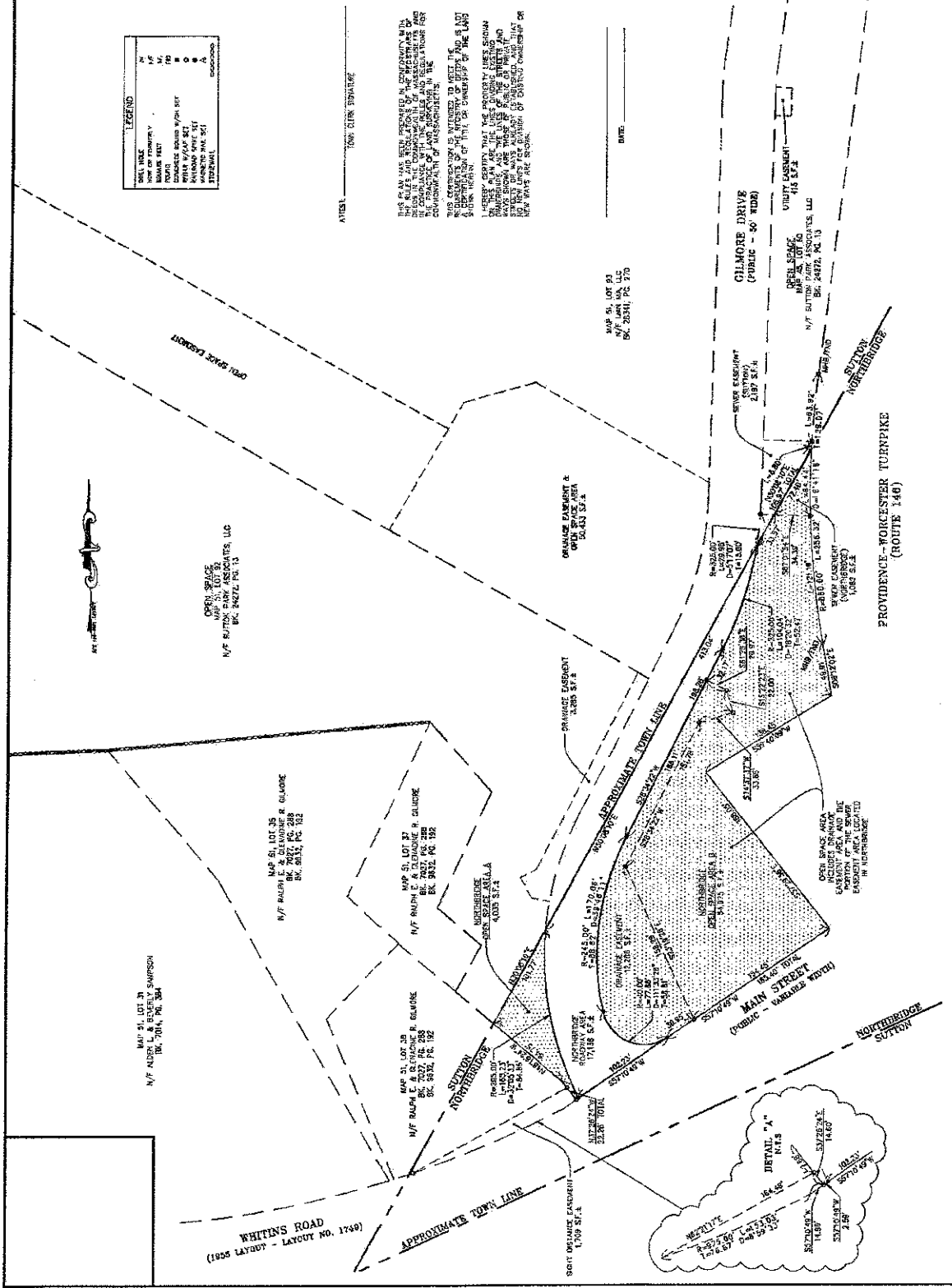
TOWN OF NORTHBRIDGE
7 MAIN STREET
NORTHBRIDGE, MA 01568



ROAD ACCEPTANCE PLAN
SHEET 1 OF 1

C-01

DATE: _____



LEGEND	
OPEN SPACE	AS SHOWN
LOT OF PROPERTY	AS SHOWN
MAJOR EASEMENT	AS SHOWN
EXISTING ROAD WITH SET	AS SHOWN
PROPOSED ROAD WITH SET	AS SHOWN
MAJOR EASEMENT	AS SHOWN
STREET	AS SHOWN

THIS PLAN HAS BEEN PREPARED IN CONFORMANCE WITH THE MASSACHUSETTS REGULATION OF PROFESSIONAL ENGINEERS AND SURVEYORS, CHAPTER 26B, SECTION 27B, AND THE MASSACHUSETTS REGULATION OF PROFESSIONAL ENGINEERS AND SURVEYORS, CHAPTER 26B, SECTION 27B, AND THE MASSACHUSETTS REGULATION OF PROFESSIONAL ENGINEERS AND SURVEYORS, CHAPTER 26B, SECTION 27B.

DATE: _____

MAP 51, LOT 23
N/F SUTTON PARK ASSOCIATES, LLC
BC 24372, PL 13

GILMORE DRIVE
(PUBLIC - 50' WIDE)

UNIT CASHMAN
N/F SUTTON PARK ASSOCIATES, LLC
BC 24372, PL 13

PROVIDENCE-WORCESTER TURNPIKE
(ROUTE 146)



OPEN SPACE
MAP 51, LOT 23
N/F SUTTON PARK ASSOCIATES, LLC
BC 24372, PL 13

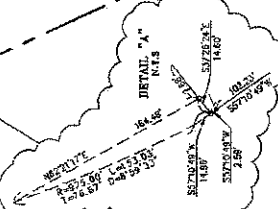
MAP 51, LOT 25
N/F BALCH E. & GILMORE R. GILMORE
BC 24372, PL 13

MAP 51, LOT 27
N/F BALCH E. & GILMORE R. GILMORE
BC 24372, PL 13

MAP 51, LOT 29
N/F BALCH E. & GILMORE R. GILMORE
BC 24372, PL 13

MAP 51, LOT 31
N/F ALDER L. & BAYLY SANFORD
BC 24372, PL 13

WHITINS ROAD
(1955 LAYOUT - LAYOUT NO. 1740)



Statement of Interest

Having convened in an open meeting on March 11, 2013, the **Board of Selectman** of Northbridge, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest dated February 20, 2013 for **W. Edward Balmer School** located at 21 Crescent Street, Whitinsville, which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future

#5 replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related cost in a school facility,

#7 Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements,

and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits Northbridge to filing an application for funding with the Massachusetts School Building Authority.

Massachusetts School Building Authority

School District Northbridge

District Contact Paul Halacy TEL: (508) 234-9440

Name of School W Edward Balmer

Submission Date 2/20/2013

SOI CERTIFICATION

To be eligible to submit a Statement of Interest (SOI), a district must certify the following:

- ☒ The district hereby acknowledges and agrees that this SOI is NOT an application for funding and that submission of this SOI in no way commits the MSBA to accept an application, approve an application, provide a grant or any other type of funding, or places any other obligation on the MSBA.
- ☒ The district hereby acknowledges that no district shall have any entitlement to funds from the MSBA, pursuant to M.G.L. c. 70B or the provisions of 963 CMR 2.00.
- ☒ The district hereby acknowledges that the provisions of 963 CMR 2.00 shall apply to the district and all projects for which the district is seeking and/or receiving funds for any portion of a municipally-owned or regionally-owned school facility from the MSBA pursuant to M.G.L. c. 70B.
- ☒ The district hereby acknowledges that this SOI is for one existing municipally-owned or regionally-owned public school facility in the district that is currently used or will be used to educate public PreK-12 students and that the facility for which the SOI is being submitted does not serve a solely early childhood or Pre-K student population.
- ☒ After the district completes and submits this SOI electronically, the district must sign the required certifications and submit one signed original hard copy of the SOI to the MSBA, with all of the required documentation described under the "Vote" tab, on or before the deadline.
- ☒ The district will schedule and hold a meeting at which the School Committee will vote, using the specific language contained in the "Vote" tab, to authorize the submission of this SOI. This is required for cities, towns, and regional school districts.
- ☒ Prior to the submission of the hard copy of the SOI, the district will schedule and hold a meeting at which the City Council/Board of Aldermen or Board of Selectmen/equivalent governing body will vote, using the specific language contained in the "Vote" tab, to authorize the submission of this SOI. This is not required for regional school districts.
- ☒ On or before the SOI deadline, the district will submit the minutes of the meeting at which the School Committee votes to authorize the Superintendent to submit this SOI. The District will use the MSBA's vote template and the vote will specifically reference the school and the priorities for which the SOI is being submitted. The minutes will be signed by the School Committee Chair. This is required for cities, towns, and regional school districts.
- ☒ The district has arranged with the City/Town Clerk to certify the vote of the City Council/Board of Aldermen or Board of Selectmen/equivalent governing body to authorize the Superintendent to submit this SOI. The district will use the MSBA's vote template and submit the full text of this vote, which will specifically reference the school and the priorities for which the SOI is being submitted, to the MSBA on or before the SOI deadline. This is not required for regional school districts.
- ☒ The district hereby acknowledges that this SOI submission will not be complete until the MSBA has received all of the required vote documentation and certification signatures in a format acceptable to the MSBA.

Name of School

--- SAMPLE SCHOOL [DRAFT] ---

Chief Executive Officer *

School Committee Chair

Superintendent of Schools

(print name)

(print name)

(print name)

(signature)

(signature)

(signature)

Date

Date

Date

* Local chief executive officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated to the chief executive office under the provisions of a local charter.

Massachusetts School Building Authority

School District Northbridge

District Contact Paul Halacy TEL: (508) 234-9440

Name of School W Edward Balmer

Submission Date 2/20/2013

Note

The following Priorities have been included in the Statement of Interest:

1. ☐ Replacement or renovation of a building which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of school children, where no alternative exists.
2. ☐ Elimination of existing severe overcrowding.
3. ☐ Prevention of the loss of accreditation.
4. ☐ Prevention of severe overcrowding expected to result from increased enrollments.
5. ☒ Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility.
6. ☐ Short term enrollment growth.
7. ☒ Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements.
8. ☐ Transition from court-ordered and approved racial balance school districts to walk-to, so-called, or other school districts.

SOI Vote Requirement

☒ I acknowledge that I have reviewed the MSBA's vote requirements for submitting an SOI which are set forth in the Vote Tab of this SOI. I understand that the MSBA requires votes from specific parties/governing bodies, in a specific format using the language provided by the MSBA. Further, I understand that the MSBA requires certified and signed vote documentation to be submitted with the SOI. I acknowledge that my SOI will not be considered complete and, therefore, will not be reviewed by the MSBA unless the required accompanying vote documentation is submitted to the satisfaction of the MSBA.

Potential Project Scope: Potential New School

Is this SOI the District Priority SOI? YES

School name of the District Priority SOI: W Edward Balmer

District Goal for School: Please explain the educational goals of any potential project at this school

The goal is to bring this building up to today's standards, or replace it. This building was built in 1967 and has had no major upgrades since the opening. This project would include the expansion and upgrades to all of the core facility, including but not limited to the expansion of classroom space, a larger and more modern kitchen, and an expanded cafeteria/auditorium, library and gymnasium. During this project we would like to bring the existing building, as well as the new addition, to the latest in green building technology. In adding additional classroom space, the project would eliminate the use of locker rooms that we

are now using as classrooms. At this time, this building is not ADA compliant, which is due to the fact that it is a 2 story building and there is no existing elevator. The windows in this building are single pane, non-insulated and the existing walls are not insulated. The heating plant is original, as are the classroom uni-vents. The building's climate is never balanced with some areas cold and some overheating. The parking area and bus drop off areas also are in need of a major face lift including resurfacing and lighting upgrades. The play yard area is also in need of resurfacing. The building used to have sky lights in the gymnasium. These sky lights leaked severely in the past prior to the roof being replaced. These leaks resulted in water damage to the wooden floor. The wood floor has been damaged beyond repair and now needs to be replaced as it is a trip hazard.

District's Proposed Schedule: What is the District's proposed schedule to achieve the goal(s) stated above?

At this time the District does not have a set schedule to accomplish this project. We do have conceptual plans in hand for the proposed whole building replacement project. These plans were drawn up by the Maguire Group of Foxborough in March of 2001 and were presented again to the School Committee at the November 12, 2008 meeting.

Is this part of a larger facilities plan? NO

If "YES", please provide the following:

Facilities Plan Date:

Planning Firm:

Please provide an overview of the plan including as much detail as necessary to describe the plan, its goals and how the school facility that is the subject of this SOI fits into that plan:

Please provide the current student to teacher ratios at the school facility that is the subject of this SOI: 22 students per teacher

Please provide the originally planned student to teacher ratios at the school facility that is the subject of this SOI: 20 students per teacher

Does the District have a Master Educational Plan that includes facility goals for this building and all school buildings in District? NO

Does the District have related report(s)/document(s) that detail its facilities, student configurations at each facility, and District operational budget information, both current and proposed? NO

If "NO", please note that:

If, based on the SOI review process, a facility rises to the level of need and urgency and is invited into the Eligibility Period, the District will need to provide to the MSBA a detailed Educational Plan for not only that facility, but all facilities in the District in order to move forward in the MSBA's school building construction process.

Is there overcrowding at the school facility? YES

If "YES", please describe in detail, including specific examples of the overcrowding.

Balmer School has an intensive special needs program called New Horizons. This program addresses the unique needs of students with severe disabilities. The New Horizon's room is in an area of the building that is not in the mainstream of the school. The Northbridge Public Schools participated in a Coordinated Program Review conducted by the DESE. One of the recommendations was to move the New Horizons Room to a more central part of the building. We are unable to move the program due to a lack of appropriate open classrooms. Balmer School has 27 classrooms, ten grade 4 classrooms, nine grade 3 classrooms and eight grade 2 classrooms. Class sizes range from 20 to 25 students. This leaves us with very little room for expansion. Lastly Balmer School is a Title 1 school. We provide academic support in the areas of language arts and mathematics for students who qualify. We currently do not have space outside of the classroom for Title 1 tutors to provide small group instruction; therefore, closet/storage space has been cleared of its contents to accommodate the tutors and students. The Balmer School art room is also now being housed in an old locker room.

Has the district had any recent teacher layoffs or reductions? NO

If "YES", how many teaching positions were affected? 0

At which schools in the district?

Please describe the types of teacher positions that were eliminated (e.g., art, math, science, physical education,

etc.).

Has the district had any recent staff layoffs or reductions? NO

If "YES", how many staff positions were affected? 0

At which schools in the district?

Please describe the types of staff positions that were eliminated (e.g., guidance, administrative, maintenance, etc.).

Please provide a description of the program modifications as a consequence of these teacher and/or staff reductions, including the impact on district class sizes and curriculum.

"Does Not Apply"

Please provide a detailed description of your most recent budget approval process including a description of any budget reductions and the impact of those reductions on the district's school facilities, class sizes, and educational program.

Building a budget for the Northbridge Public Schools is a true collaborative effort. The budget is built by site based managers with input from staff and compiled by the Business Manager. Each line item is detailed in a budget binder. Multiple meetings are held with the budget subcommittee and the budget adjusted by site managers as needed. The budget is presented to the full School Committee, Finance Committee, Town Manager, and the public, and ultimately voted on at the Spring Town Meeting. Chapter 70 increased for FY14 by only \$175,032. Coupled with a \$100,000 increase in town contribution, the District is only planning on an additional \$275,032 of revenue for FY14. This amount is not nearly enough to cover operating budget increases, therefore, the District will have to cut expenses to maintain services. The proposed budget reflects a 2% increase of approximately \$485,000. In this proposed budget, 7.5 positions are reduced in order to cover fixed cost increases and to add three additional special education teachers, an engineering teacher, a part time reading specialist, and a maintenance mechanic. In addition to these positions, the school department and the police department will be joining resources to get a school resource officer in the District. Reductions to the budget in order to fund the budget increases include cutting teachers and support staff. Some of the teachers reduced will impact class sizes at the elementary school. The District has been working diligently to reduce energy consumption. By seeking out National Grid and NSTAR incentives, the District has completed over \$200,000 worth of energy projects for less than \$62,000. Annual energy savings of more than \$75,000 are expected. Since FY 2008, the District has reduced its annual expenditures for utility costs by over \$300,000 and its electricity consumption by 400,000 kWh. By reducing its utility budget, the District has been able to allocate these funds to direct services for students.

General Description

BRIEF BUILDING HISTORY: Please provide a detailed description of when the original building was built, and the date(s) and project scopes(s) of any additions and renovations (maximum of 5000 characters).

The Balmer School was built in 1967 and opened in 1968. The only renovations that have occurred have been the replacement of some of the asbestos floor tile with new vinyl floor tile, the updating of some lighting and ceiling tiles, and some cosmetic painting. The intercom and clock systems were updated in 2007 to upgrade life safety standards.

TOTAL BUILDING SQUARE FOOTAGE: Please provide the original building square footage PLUS the square footage of any additions.

70857

SITE DESCRIPTION: Please provide a detailed description of the current site and any known existing conditions that would impact a potential project at the site. Please note whether there are any other buildings, public or private, that share this current site with the school facility. What is the use(s) of this building(s)? (maximum of 5000 characters).

The Balmer School is located on 30 acres of land in a neighborhood called the "New Village". The surrounding area of the school is residential. The land that the School is on contains an asphalt play area and a play scape as well as small soccer, baseball and softball fields that are shared with the Town. To the rear of the building has a wet land area situated about 1000 feet from the building. There is also an underground oil tank on the premises that prevents expansion over that area w/o removal.

ADDRESS OF FACILITY: Please type address, including number, street name and city/town, if available, or describe the location of the site. (Maximum of 300 characters)

21 Crescent Street
Whitinsville, MA 01588

BUILDING ENVELOPE: Please provide a detailed description of the building envelope, types of construction materials used, and any known problems or existing conditions (maximum of 5000 characters).

The building is of steel frame construction with CMU back-up and with a brick veneer finish. The roof is covered with Sarnafil roofing material which was replaced in 1994. It does have leaks from time to time, but are repaired when found. There is visible cracking occurring in various areas of the buildings CMU's. The exterior doors are worn and are not energy efficient. The rear exit doors are not handicap compliant and are also a safety issue for building evacuation.

Has there been a Major Repair or Replacement of the EXTERIOR WALLS ? NO

Year of Last Major Repair or Replacement: 1967

Description of Last Major Repair or Replacement:
none

Has there been a Major Repair or Replacement of the ROOF? YES

Year of Last Major Repair or Replacement: 1994

Type Of ROOF: Sarnafil Roofing Membrane

Description of Last Major Repair or Replacement:

Roof was replaced. Since that time minor leaks have been repaired as found in the roof.

Has there been a Major Repair or Replacement of the WINDOWS? NO

Year of Last Major Repair or Replacement: 1967

Type Of WINDOWS: Single Pane

Description of Last Major Repair or Replacement:

none

MECHANICAL and ELECTRICAL SYSTEMS: Please provide a detailed description of the current mechanical and electrical systems and any known problems or existing conditions (maximum of 5000 characters).

The heating system is controlled by pneumatics. There is no building management system installed to monitor and schedule this system. There is only a day and night setting available. We are constantly chasing air leaks in the pneumatic system, and there is little or no balance of climate throughout the building. The electrical is supplied to the building through a right of way at the northwest side of the building. We have constant issues with the supply causing a large amount of lighting ballast to burn out. There was a lighting upgrade in the early nineties that resulted in the upgrade of light fixtures with T-8 lamps. The building is equipped with the original 1968 gas fired emergency generator, which is serviced monthly and test runs are conducted weekly. There is a lot of original wiring that is beginning to wear and will need upgrading in the near future.

Has there been a Major Repair or Replacement of the BOILERS? NO

Year of Last Major Repair or Replacement: 1967

Description of Last Major Repair or Replacement:

none

Has there been a Major Repair or Replacement of the HVAC SYSTEM ? NO

Year of Last Major Repair or Replacement: 1967

Description of Last Major Repair or Replacement:

none

Has there been a Major Repair or Replacement of the ELECTRICAL SERVICES AND DISTRIBUTION SYSTEM? NO

Year of Last Major Repair or Replacement: 1967

Description of Last Major Repair or Replacement:

none

BUILDING INTERIOR: Please provide a detailed description of the current building interior including a description of the flooring systems, finishes, ceilings, lighting, etc. (maximum of 5000 characters).

The flooring system has been upgraded in some areas of the building where some of the asbestos containing floor tiles were failing and were replaced with new vinyl composite tile. There is still a large amount of asbestos tiles remaining and some of that is failing and will need to be replaced in the near future. The 2X4 ceiling tiles are in very poor condition with numerous holes and blemishes. The lighting system has numerous issues with ballasts needing to be changed before their lifespan has ended. The gym light fixtures were replaced with more energy efficient ones this past year. The interior walls are cinder block which are painted with various colors.

PROGRAMS and OPERATIONS: Please provide a detailed description of the current programs offered and indicate whether there are program components that cannot be offered due to facility constraints, operational constraints, etc. (maximum of 5000 characters).

Programs in Grades 2,3 and 4 consist of the following: Students participate daily in learning activities in the areas of math, language arts, science and social studies in a full inclusion setting. Also, during the week students participate in physical education, library, computers, art and music. Students with severe disabilities receive their academic and behavioral services in a substantially separate setting called the New Horizons Program. Students with severe behavioral needs receive much of their academic and behavioral services in a substantially separate setting called the Pathways Program. However, they receive some direct instruction in the inclusion setting. Grade 4 students are eligible to participate in Chorus and Show Choir. They practice once per week from 7:30-8:15 AM and put on two performances during the school year. Balmer School offers an after school program called B.A.S.E. (Balmer After School Enrichment). This program is offered to all Balmer students. Students participate in such activities as homework session, computer enrichment and organized gym activities.

CORE EDUCATIONAL SPACES: Please provide a detailed description of the Core Educational Spaces within the facility, a description of the number and sizes (in square feet) of classrooms, a description of science rooms/labs

including ages and most recent updates, and a description of the media center/library (maximum of 5000 characters).

The Balmer School consists of 27 classrooms all of which are occupied. The average square footage of the core classrooms is 860 square feet. Some of the classrooms have chalkboards and some have white boards. Several classrooms have had smart boards installed over the past couple of years and we are in the process of installing 6 more at this time. Most of the classrooms have hand wash sinks in them. There are no science labs at all in this building. We are also using old locker room space for additional teaching space. There has been only minor updates performed to two classrooms where new vinyl floor tile was installed. We have also replaced the floor tiles in one corridor. We also updated the the lighting and ceiling in the main foyer area within the last two years.

CAPACITY and UTILIZATION: Please provide a detailed description of the current capacity and utilization of the school facility. If the school is overcrowded, please describe steps taken by the administration to address capacity issues. Please also describe in detail any spaces that have been converted from their intended use to be used as classroom space (maximum of 5000 characters).

The capacity in accordance with our yearly inspection certificates issued by our Building Inspector is 850 at any given time. At this time there are 628 students enrolled at Balmer. We are using every possible space available for teaching space. We have converted a locker room to a classroom by removing lockers and benches and replacing them with student desks. There are no chalk or white boards in this space for instructional use. The shower area has been converted to a classroom storage area. Another area off the gymnasium has been converted to an intensive special needs room. This room is located outside the main flow of the building. We are unable to move this space because every other classroom is now being used.

MAINTENANCE and CAPITAL REPAIR: Please provide a detailed description of the district's current maintenance practices, its capital repair program, and the maintenance program in place at the facility that is the subject of this SOI. Please include specific examples of capital repair projects undertaken in the past, including any override or debt exclusion votes that were necessary (maximum of 5000 characters).

All of our preventive maintenance as well as our work orders used to be entered into a data base. Do to manpower constraints at this time, the data entry of this system is not up to date. A five Year Capital Repair Project list is updated and submitted to the Town through the School Committee yearly. At this time we are working with the Town Manager and Finance Committee, seeking funding sources to complete several capital projects in town. The only capital project performed on this school was a roof replacement in 1994. The boilers are cleaned and tested yearly. We have all of our feed water treated by an outside vendor to help prevent corrosion and extend the life of our heating plant. All pumps and uni-vents are serviced quarterly. Any malfunctions are fixed immediately. All floors are stripped and waxed yearly. Roof leaks are repaired as found.

Priority 5

Question 1: Please provide a detailed description of the issues surrounding the school facility systems (e.g., roof, windows, boilers, HVAC system, and/or electrical service and distribution system) that you are indicating require repair or replacement. Please describe all deficiencies to all systems in sufficient detail to explain the problem.

Currently there is no insulation in the exterior wall cavities. By installing insulation in the exterior walls and the areas around the uni-vents we would save substantially by preventing the heat from escaping through the walls. The current windows are the original ones which are of single pane. By installing double insulated panes we would save substantially on heat escaping the building as well as keeping the rooms a little cooler in the warmer months. The boilers are original and not very energy efficient. By installing new boilers from present day we could save a large amount of money spent on fuel as well as cutting down on our emissions. The uni-vents are original equipment with the exception of some motors that have been replaced from failure. The dampers do not operate properly resulting in cold air infiltration into the classrooms. The pneumatic system that now controls the heating system should be replaced with a direct digitally controlled system including a building management system to better maintain the correct temperature in all spaces. The underground oil storage tank is also the original and should be replaced at the time of building upgrades. New lighting in classrooms installed with day lighting controls could save the district a substantial amount of money. Some of the kitchen equipment needs to be updated with new energy star rated equipment. By instituting these many upgrades and replacements the district could save an estimated 40% on this school's electric and heat consumption.

Priority 5

Question 2: Please describe the measures the district has already taken to mitigate the problem/issues described in Question 1 above.

The district has installed a dual fuel burner on 1 of the boilers at this school. This enables us to burn whichever is the most cost effective fuel either #2 oil or natural gas. Some light fixtures have been upgraded from T-12 lamps to a more energy efficient T-8 lamps. More energy efficient motors have been installed as replacements as needed. Lobby canister style light fixtures have been replaced with more efficient T-5 fixtures. The District partnered with National Grid for an energy audit and has taken advantage of the 70% National Grid incentive to move forward with updating lighting and installing occupancy sensors during 2012 school year.

Priority 5

Question 3: Please provide a detailed explanation of the impact of the problem/issues described in Question 1 above on your district's educational program. Please include specific examples of how the problem prevents the district from delivering the educational program it is required to deliver and how students and/or teachers are directly affected by the problem identified.

We are not able to provide a comfortable space for the children to learn in, whether it be from the poor lighting conditions or from the unbalanced heating of the building. The children need a more comfortable space with better lighting or day lighting in all the classrooms. A replacement heating system would allow more balance in temperatures. It is also noted that the circulation corridors throughout the building are not provided with any means of ventilation air. This condition is non-code compliant and does not provide a healthy environment for the students. We also have issues with air quality in the closets that are now being used as teaching spaces.

Priority 5

Question 4: Please describe how addressing the school facility systems you identified in Question 1 above will extend the useful life of the facility that is the subject of this SOI and how it will improve your district's educational program.

By replacing or upgrading the equipment listed in this Statement of Interest you will be providing a healthier and more inviting learning environment for the students as well as the staff of this building. With the upgrades/replacements the town will realize a large savings in energy related costs. That savings can then be put towards programs that would benefit the student population.

Please also provide the following:

Have the systems identified above been examined by an engineer or other trained building professional?: YES

If "YES", please provide the name of the individual and his/her professional affiliation (maximum of 250 characters)::

Garcia and Galuska Consulting Engineers

The date of the inspection:: 12/12/1996

A summary of the findings (maximum of 5000 characters)::

The electrical distribution system has reached life expectancy. New distribution equipment should be installed to accommodate added computer loads in the instructional areas. The emergency lighting system should be updated for compliance with Life Safety codes and standards. The interior lighting system should be replaced with modern fixtures that will reduce glare and modernize the appearance of the interior spaces. The fire alarm system should be replaced entirely along new ADA approved devices. In addition new strobe lights should be installed in toilet rooms and classrooms. The recommended system would be of the addressable type where each device is identified at the control panel. The existing sound/intercommunication's system needs to be updated and expanded to include all spaces being used for teaching as well as all toilet rooms. The instructional and office portions of the school are using an extensive amount of extension cords. The use of these extension cords indicates inadequate quantities of convenience outlets. The general power system should be upgraded in all areas so adequate quantity of receptacles will be available for electronic teaching devices.

Priority 7

Question 1: Please provide a detailed description of the programs not currently available due to facility constraints, the state or local requirement for such programs, and the facility limitations precluding the programs from being offered.

At this time the Balmer School does not have any science labs. This precludes the students from learning the sciences by participating in live science experiments in a lab environment. The Balmer School does not have a full size functioning computer lab. The existing lab was a former teachers lounge and is very small in size with a total square footage of 320. The gym area is also a small space and the wood floor is buckling from previous water damage. There are no changing areas for the students because locker rooms have been converted to classroom space.

Priority 7

Question 2: Please describe the measures the district has taken or is planning to take in the immediate future to mitigate the problem(s) described above.

The Northbridge School Department has conceptual plans drawn up from August 2001 for the future upgrade and renovations of the Balmer school. Whether any of these plans would meet MSBA standards is unknown at this time.

Priority 7

Question 3: Please provide a detailed explanation of the impact of the problem described in this priority on your district's educational program. Please include specific examples of how the problem prevents the district from delivering the educational program it is required to deliver and how students and/or teachers are directly affected by the problem identified.

By not having science labs the students can not do live lab experiments limiting them to book knowledge only and no hands on experience. The art room is also being held in a converted locker room with no sinks, and in very cramped quarters. Storage for the art room is in converted shower stalls. Not having the proper space to do a wide range of art projects is limiting the students quest to broaden their knowledge of art. One on One special needs services are being held in converted storage closets and offices. Most of the existing closets in this building have been converted to teaching space.

CERTIFICATIONS

The undersigned hereby certifies that, to the best of his/her knowledge, information and belief, the statements and information contained in this statement of Interest and attached hereto are true and accurate and that this Statement of Interest has been prepared under the direction of the district school committee and the undersigned is duly authorized to submit this Statement of Interest to the Massachusetts School Building Authority. The undersigned also hereby acknowledges and agrees to provide the Massachusetts School Building Authority, upon request by the Authority, any additional information relating to this Statement of Interest that may be required by the Authority.

Chief Executive Officer ***School Committee Chair****Superintendent of Schools**

(print name)

(print name)

(print name)

(signature)

(signature)

(signature)

Date

Date

Date

* Local chief executive officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated to the chief executive office under the provisions of a local charter.

Massachusetts School Building Authority

Next Steps to Finalize Submission of your FY 2013 Statement of Interest

Thank you for submitting your FY 2013 Statement of Interest (SOI) to the MSBA electronically. **Please note, the District's submission is not yet complete.** The District is required to print and mail a hard copy of the SOI to the MSBA along with the required supporting documentation, which is described below.

Each SOI has two Certification pages that must be signed by the Superintendent, the School Committee Chair, and the Chief Executive Officer*. Please make sure that **both** certifications contained in the SOI have been signed and dated by each of the specified parties and that the hardcopy SOI is submitted to the MSBA with **original signatures**.

SIGNATURES: Each SOI has two (2) Certification pages that must be signed by the District.

In some Districts, two of the required signatures may be that of the same person. If this is the case, please have that person sign in both locations. Please do not leave any of the signature lines blank or submit photocopied signatures, as your SOI will be incomplete.

**Local chief executive officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated as the chief executive office under the provisions of a local charter.*

VOTES: Each SOI must be submitted with the proper vote documentation. This means that (1) the required governing bodies have voted to submit each SOI, (2) the specific vote language required by the MSBA has been used, and (3) the District has submitted a record of the vote in the format required by the MSBA.

- **School Committee Vote:** Submittal of all SOIs must be approved by a vote of the School Committee.
 - For documentation of the vote of the School Committee, Minutes of the School Committee meeting at which the vote was taken must be submitted with the original signature of the Committee Chairperson. The Minutes must contain the actual text of the vote taken which should be substantially the same as the MSBA's SOI vote language.
- **Municipal Body Vote:** SOIs that are submitted by cities and towns must be approved by a vote of the appropriate municipal body (e.g., City Council/ Aldermen/Board of Selectmen) in addition to a vote of the School Committee.
 - Regional School Districts do not need to submit a vote of the municipal body.
 - For the vote of the municipal governing body, a copy of the text of the vote, which shall be substantially the same as the MSBA's SOI vote language, must be submitted with a certification of the City/Town Clerk that the vote was taken and duly recorded, and the date of the vote must be provided.

CLOSED SCHOOLS: Districts that have reported closed school information must download the report from the "Closed School" tab, which can be found on the District Main page. Please print this report, which then must be signed by the Superintendent, the School Committee Chair, and the Chief Executive Officer. A signed report, with original signatures must be included with the District's hard copy SOI submittal. If a District submits multiple SOIs, only one copy of the Closed School information is required.

ADDITIONAL DOCUMENTATION FOR SOI PRIORITIES #1 AND #3: If a District selects Priority #1 and/or Priority #3, the District is required to submit additional documentation with its SOI.

- If a District selects Priority #1, Replacement or renovation of a building which is structurally unsound or otherwise in

a condition seriously jeopardizing the health and safety of the school children, where no alternative exists, the MSBA requires a hard copy of the engineering or other report detailing the nature and severity of the problem and a written professional opinion of how imminent the system failure is likely to manifest itself. The District also must submit photographs of the problematic building area or system to the MSBA.

- If a District selects Priority #3, Prevention of a loss of accreditation, the MSBA requires the full accreditation report (s) and any supporting correspondence between the District and the accrediting entity.

ADDITIONAL INFORMATION: In addition to the information required with the SOI hard copy submittal, the District may also provide any reports, pictures, or other information they feel will give the MSBA a better understanding of the issues identified at a facility.

If you have any questions about the SOI process please contact Brian McLaughlin at 617-720-4466 or Brian.McLaughlin@massschoolbuildings.org.

Statement of Interest

Having convened in an open meeting on March 11, 2013 the **Board of Selectman** of Northbridge, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest dated February 20, 2013 for **Northbridge Elementary** located at 30 Cross Street, Whitinsville, which describes and explains the following deficiencies and the priority category for which an application may be submitted to the Massachusetts School Building Authority in the future.

#5 replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related cost in a school facility,

and hereby further specifically acknowledges that by submitting this Statement of Interest, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits Northbridge to filing an application for funding with the Massachusetts School Building Authority.

Massachusetts School Building Authority

School District Northbridge

District Contact Paul Halacy TEL: (508) 234-9440

Name of School Northbridge Elementary

Submission Date 2/20/2013

SOI CERTIFICATION

To be eligible to submit a Statement of Interest (SOI), a district must certify the following:

- ☒ The district hereby acknowledges and agrees that this SOI is NOT an application for funding and that submission of this SOI in no way commits the MSBA to accept an application, approve an application, provide a grant or any other type of funding, or places any other obligation on the MSBA.
- ☒ The district hereby acknowledges that no district shall have any entitlement to funds from the MSBA, pursuant to M.G.L. c. 70B or the provisions of 963 CMR 2.00.
- ☒ The district hereby acknowledges that the provisions of 963 CMR 2.00 shall apply to the district and all projects for which the district is seeking and/or receiving funds for any portion of a municipally-owned or regionally-owned school facility from the MSBA pursuant to M.G.L. c. 70B.
- ☒ The district hereby acknowledges that this SOI is for one existing municipally-owned or regionally-owned public school facility in the district that is currently used or will be used to educate public PreK-12 students and that the facility for which the SOI is being submitted does not serve a solely early childhood or Pre-K student population.
- ☒ After the district completes and submits this SOI electronically, the district must sign the required certifications and submit one signed original hard copy of the SOI to the MSBA, with all of the required documentation described under the "Vote" tab, on or before the deadline.
- ☒ The district will schedule and hold a meeting at which the School Committee will vote, using the specific language contained in the "Vote" tab, to authorize the submission of this SOI. This is required for cities, towns, and regional school districts.
- ☒ Prior to the submission of the hard copy of the SOI, the district will schedule and hold a meeting at which the City Council/Board of Aldermen or Board of Selectmen/equivalent governing body will vote, using the specific language contained in the "Vote" tab, to authorize the submission of this SOI. This is not required for regional school districts.
- ☒ On or before the SOI deadline, the district will submit the minutes of the meeting at which the School Committee votes to authorize the Superintendent to submit this SOI. The District will use the MSBA's vote template and the vote will specifically reference the school and the priorities for which the SOI is being submitted. The minutes will be signed by the School Committee Chair. This is required for cities, towns, and regional school districts.
- ☒ The district has arranged with the City/Town Clerk to certify the vote of the City Council/Board of Aldermen or Board of Selectmen/equivalent governing body to authorize the Superintendent to submit this SOI. The district will use the MSBA's vote template and submit the full text of this vote, which will specifically reference the school and the priorities for which the SOI is being submitted, to the MSBA on or before the SOI deadline. This is not required for regional school districts.
- ☒ The district hereby acknowledges that this SOI submission will not be complete until the MSBA has received all of the required vote documentation and certification signatures in a format acceptable to the MSBA.

Name of School _____ SAMPLE SCHOOL [DRAFT] -----

Chief Executive Officer *

School Committee Chair

Superintendent of Schools

(print name)

(print name)

(print name)

(signature)

(signature)

(signature)

Date

Date

Date

* Local chief executive officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated to the chief executive office under the provisions of a local charter.

Massachusetts School Building Authority

School District Northbridge

District Contact Paul Halacy TEL: (508) 234-9440

Name of School Northbridge Elementary

Submission Date 2/20/2013

Note

The following Priorities have been included in the Statement of Interest:

1. ☐ Replacement or renovation of a building which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of school children, where no alternative exists.
2. ☐ Elimination of existing severe overcrowding.
3. ☐ Prevention of the loss of accreditation.
4. ☐ Prevention of severe overcrowding expected to result from increased enrollments.
5. ☒ Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility.
6. ☐ Short term enrollment growth.
7. ☐ Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements.
8. ☐ Transition from court-ordered and approved racial balance school districts to walk-to, so-called, or other school districts.

SOI Vote Requirement

☒ I acknowledge that I have reviewed the MSBA's vote requirements for submitting an SOI which are set forth in the Vote Tab of this SOI. I understand that the MSBA requires votes from specific parties/governing bodies, in a specific format using the language provided by the MSBA. Further, I understand that the MSBA requires certified and signed vote documentation to be submitted with the SOI. I acknowledge that my SOI will not be considered complete and, therefore, will not be reviewed by the MSBA unless the required accompanying vote documentation is submitted to the satisfaction of the MSBA.

Potential Project Scope: Potential New School

Is this SOI the District Priority SOI? NO

School name of the District Priority SOI: W Edward Balmer

District Goal for School: Please explain the educational goals of any potential project at this school

The goal of this project is to replace this building. This building is land locked with no room for outward expansion. The original building was constructed on 2.72 acres of land in 1952 with an expansion project completed in 1982. Six modular classrooms were added in the year 2000 to solve the overcrowding issues and remain in full use to this date. This project's goal is to construct a modern day school that is not only up to today's green standards, but one that will allow the children of Northbridge an opportunity to attend and learn in a facility that has all of today's technologies available to them. The current building is not

ADA compliant due to the fact that there is no elevator at this facility to allow handicap access to the second and third floors. This project would also allow the town to save money that is being spent on leasing the land that the modular classrooms are on. This building does not have a working kitchen. We did add portable stoves, portable warmers, refrigerators and portable sinks 6 years ago to set up a makeshift kitchen. There is no running water or sewage in the kitchen area. There are currently three areas of the building including the modular classrooms that do not have bathroom facilities or running water for sinks. We have purchased portable sinks for the modular classrooms so that we would be compliant with NAEYC guidelines.

District's Proposed Schedule: What is the District's proposed schedule to achieve the goal(s) stated above?

At this time there is no set schedule for this project and no votes have been taken.

Is this part of a larger facilities plan? NO

If "YES", please provide the following:

Facilities Plan Date:

Planning Firm:

Please provide an overview of the plan including as much detail as necessary to describe the plan, its goals and how the school facility that is the subject of this SOI fits into that plan:

Please provide the current student to teacher ratios at the school facility that is the subject of this SOI: 23 students per teacher

Please provide the originally planned student to teacher ratios at the school facility that is the subject of this SOI: 20 students per teacher

Does the District have a Master Educational Plan that includes facility goals for this building and all school buildings in District? NO

Does the District have related report(s)/document(s) that detail its facilities, student configurations at each facility, and District operational budget information, both current and proposed? NO

If "NO", please note that:

If, based on the SOI review process, a facility rises to the level of need and urgency and is invited into the Eligibility Period, the District will need to provide to the MSBA a detailed Educational Plan for not only that facility, but all facilities in the District in order to move forward in the MSBA's school building construction process.

Is there overcrowding at the school facility? YES

If "YES", please describe in detail, including specific examples of the overcrowding.

The overcrowding in this school has resulted in the current use of six modular classrooms for everyday classes. The school's one and only computer lab is also housed in the library. We have also converted several closets into OT and PT spaces for special needs students. The art and music rooms are located on the second and third floors of the building and are not accessible to handicap students.

Has the district had any recent teacher layoffs or reductions? NO

If "YES", how many teaching positions were affected? 0

At which schools in the district?

Please describe the types of teacher positions that were eliminated (e.g., art, math, science, physical education, etc.).

Has the district had any recent staff layoffs or reductions? NO

If "YES", how many staff positions were affected? 0

At which schools in the district?

Please describe the types of staff positions that were eliminated (e.g., guidance, administrative, maintenance, etc.).

Please provide a description of the program modifications as a consequence of these teacher and/or staff reductions, including the impact on district class sizes and curriculum.

"Does Not Apply"

Please provide a detailed description of your most recent budget approval process including a description of any budget reductions and the impact of those reductions on the district's school facilities, class sizes, and educational program.

Building a budget for the Northbridge Public Schools is a true collaborative effort. The budget is built by site based managers with input from staff and compiled by the Business Manager. Each line item is detailed in a budget binder. Multiple meetings are held with the budget subcommittee and the budget adjusted by site managers as needed. The budget is presented to the full School Committee, Finance Committee, Town Manager, and the public, and ultimately voted on at the Spring Town Meeting. Chapter 70 increased for FY14 by only \$175,032. Coupled with a \$100,000 increase in town contribution, the District is only planning on an additional \$275,032 of revenue for FY14. This amount is not nearly enough to cover operating budget increases, therefore, the District will have to cut expenses to maintain services. The proposed budget reflects a 2% increase of approximately \$485,000. In this proposed budget, 7.5 positions are reduced in order to cover fixed cost increases and to add three additional special education teachers, an engineering teacher, a part time reading specialist, and a maintenance mechanic. In addition to these positions, the school department and the police department will be joining resources to get a school resource officer in the District. Reductions to the budget in order to fund the budget increases include cutting teachers and support staff. Some of the teachers reduced will impact class sizes at the elementary school. The District has been working diligently to reduce energy consumption. By seeking out National Grid and NSTAR incentives, the District has completed over \$200,000 worth of energy projects for less than \$62,000. Annual energy savings of more than \$75,000 are expected. Since FY 2008, the District has reduced its annual expenditures for utility costs by over \$300,000 and its electricity consumption by 400,000 kWh. By reducing its utility budget, the District has been able to allocate these funds to direct services for students.

General Description

BRIEF BUILDING HISTORY: Please provide a detailed description of when the original building was built, and the date(s) and project scopes(s) of any additions and renovations (maximum of 5000 characters).

The Northbridge Elementary School was originally built by the Worcester Arch Diocese in 1952 and operated for many years as a Catholic Elementary School until being purchased by the Town of Northbridge and has been operating as public Elementary School since. In 1982 there was a major addition built on to the school adding classroom space as well as a gymnasium and cafeteria. In the year 2000, the district added six portable classrooms to accommodate the increasing student body. These portables remain in use today housing 6 classrooms.

TOTAL BUILDING SQUARE FOOTAGE: Please provide the original building square footage PLUS the square footage of any additions.

56478

SITE DESCRIPTION: Please provide a detailed description of the current site and any known existing conditions that would impact a potential project at the site. Please note whether there are any other buildings, public or private, that share this current site with the school facility. What is the use(s) of this building(s)? (maximum of 5000 characters).

The school is situated on 2.72 acres of land near the center of town adjacent to the district's School Administration building. The building is landlocked. It fronts onto Cross Street to the east, has church property to the west, commercial and residential to the north and the School Administration building to the south. The sight is mostly flat with a few trees. The property has some grass areas and a hard asphalt area for a play area. The only vehicular access to the sight is through an off-street loop at the front entrance of the school. The drive-through is used by buses and visitors alike. Staff and faculty park on Cross Street as well as adjacent church property. Visitors must also park on Cross Street. All pedestrian traffic moves from the Town sidewalk on Cross Street to the main entrance of the school. The only other pedestrian movement is from the building to the play area and from the building to the staff parking area on church property. The facility has very limited outdoor space available for recess or outdoor physical education classes. The amount of space is limited to a large asphalt play area at the southern end of the school with a play structure adjacent to that.

ADDRESS OF FACILITY: Please type address, including number, street name and city/town, if available, or describe the location of the site. (Maximum of 300 characters)

30 Cross Street
Whitinsville, MA. 01588

BUILDING ENVELOPE: Please provide a detailed description of the building envelope, types of construction materials used, and any known problems or existing conditions (maximum of 5000 characters).

This school had new Sarnafil roofing material installed on the entire complex in 2000. The exterior walls on the original 1952 building and the 1982 building are brick. The exterior walls of the modular classroom addition are of Texture 111 Plywood. The windows are a mix of wood and aluminum single pane glazed non-insulated units and are in very poor condition with many that are very hard to open or do not open at all. All of the paint on the wood portions of these windows is chipping.

Has there been a Major Repair or Replacement of the EXTERIOR WALLS ? NO

Year of Last Major Repair or Replacement: 1952

Description of Last Major Repair or Replacement:

none

Has there been a Major Repair or Replacement of the ROOF? YES

Year of Last Major Repair or Replacement: 2000

Type Of ROOF: Sarnafil roofing material.

Description of Last Major Repair or Replacement:

Roofing material and all associated flashing was replaced on the 1952 section of the building only. We do from time to time have some minor leaks that are repaired as found.

Has there been a Major Repair or Replacement of the WINDOWS? NO

Year of Last Major Repair or Replacement: 1952

Type Of WINDOWS: Single Pane

Description of Last Major Repair or Replacement:

none

MECHANICAL and ELECTRICAL SYSTEMS: Please provide a detailed description of the current mechanical and electrical systems and any known problems or existing conditions (maximum of 5000 characters).

The heating plant consists of two individual boilers. One boiler generates approximately 7 psi of steam to the original building. The second boiler provides heated water to the newer section of the building. Both boilers are fitted with dual fuel burners giving us the option on which to use depending on the cost. The automatic temperature controls are of pneumatic design. There is a single air storage tank with two compressors and motors. The system provided dual pressures which account for day/night operation. Heating of the various related support spaces throughout both buildings is provided by a series of cast iron radiators, fin tube radiation, and cabinet unit heaters. The classrooms of both the old and new building are provided with unit ventilators which utilize an exterior wall louver for the introduction of ventilation air. The unit ventilators are the original units installed at the year of construction and are antiquated. The electrical supply is fed underground via a utility street pole. The primary drops underground and runs to a transformer which is located in front of the school. The main service panel is rated at 800amps 120/280 volt 3 phase, 4wire. There is no emergency generator at this building and the emergency exit lights are run by battery. The exterior lighting of this building is also deficient. The majority of rooms have manual switches for lighting control. The original 1952 building does not have up to date circuit type breakers and is still functioning with glass type fuses. There is still knob and tooth wiring in that space being used today. There is also quite a shortage of electrical outlets which results in extension cords being used extensively throughout the building. The building's electrical demand sometimes exceeds its capabilities and either a fuse blows or breakers trip. The lighting in general gives poor lighting levels and the gymnasium lights should be replaced with super T-5 type lighting with occupancy sensors.

Has there been a Major Repair or Replacement of the BOILERS? YES

Year of Last Major Repair or Replacement: 2000

Description of Last Major Repair or Replacement:

One of the boilers was replaced in 2000 the other one was replaced in 1982

Has there been a Major Repair or Replacement of the HVAC SYSTEM ? NO

Year of Last Major Repair or Replacement: 1952

Description of Last Major Repair or Replacement:

none

Has there been a Major Repair or Replacement of the ELECTRICAL SERVICES AND DISTRIBUTION SYSTEM? NO

Year of Last Major Repair or Replacement: 1952

Description of Last Major Repair or Replacement:

none

BUILDING INTERIOR: Please provide a detailed description of the current building interior including a description of the flooring systems, finishes, ceilings, lighting, etc. (maximum of 5000 characters).

The floor finishes are VCT in all areas except the gym which has a poured rubber floor. There are some repairs needed on the VCT. The gymnasium floor is in poor condition with many areas peeling. The walls in the original building are plaster with some wood wainscoting. The finishes are in fair condition and have been recently painted. The walls in the addition are painted concrete masonry units (CMU) and are in good condition. The walls in the modular sections are of gypsum board covered in vinyl wallpaper. The ceilings in the original building are plaster and in the addition and modular sections they are 2X4 ceiling tiles. The stairs in the original section were refurbished this year with new treads. The ramp in the addition lobby is

unacceptable as it continues to slope at a change of direction where there must be a 5'X5' minimum horizontal landing of direction change. Accessibility in the original building requires the installation of an elevator and door hardware needs to be upgraded with new ADA standards. In both the original and addition, the toilet facilities are out of code.

PROGRAMS and OPERATIONS: Please provide a detailed description of the current programs offered and indicate whether there are program components that cannot be offered due to facility constraints, operational constraints, etc. (maximum of 5000 characters).

Programs in Pre-K, K, and Grade 1 consist of the following : Students participate daily in learning activities in the areas of math, language arts, and science in a full inclusion setting. Also, during the week students participate in physical education, library, computers, art and music. Students with severe disabilities receive their academic and behavioral services in a an isolated setting called the New Horizons Program. Northbridge Elementary School offers an after school program. This program is offered to all Northbridge Elementary students. Students participate in such activities as homework sessions, computer enrichment and organized gym activities.

CORE EDUCATIONAL SPACES: Please provide a detailed description of the Core Educational Spaces within the facility, a description of the number and sizes (in square feet) of classrooms, a description of science rooms/labs including ages and most recent updates, and a description of the media center/library (maximum of 5000 characters).

The Northbridge Elementary School consists of 28 classrooms all of which are occupied. The average square footage of the core educational spaces is 800 square feet. Some of the classrooms have chalk boards but most have white boards installed over them. 12 classrooms have smart boards installed in them. Only about half of the classrooms have sinks in them. There are no science labs in this building and the only computer lab is located in the Library. The most recent updates included some Asbestos floor tiles being abated and new vinyl floor tile being installed in its place. This project was limited to the existing 1952 building. 27 year old carpet was removed from 2 classrooms and replaced it with VCT. In 2009 the District replaced the original stair treads in the original 1952 building.

CAPACITY and UTILIZATION: Please provide a detailed description of the current capacity and utilization of the school facility. If the school is overcrowded, please describe steps taken by the administration to address capacity issues. Please also describe in detail any spaces that have been converted from their intended use to be used as classroom space (maximum of 5000 characters).

The capacity in accordance with our yearly inspection certificates issued by our Building Inspector is 705 at any given time. At present time we have 571 students enrolled at this building. We are currently using every available room for teaching space. We have converted closets and other areas originally designed for storage into OT/PT spaces as well as other special needs instruction, and also Title One.

MAINTENANCE and CAPITAL REPAIR: Please provide a detailed description of the district's current maintenance practices, its capital repair program, and the maintenance program in place at the facility that is the subject of this SOL. Please include specific examples of capital repair projects undertaken in the past, including any override or debt exclusion votes that were necessary (maximum of 5000 characters).

All of our preventive maintenance as well as our work orders used to be entered into a data base. Due to manpower constraints at this time, the data entry portion of this system is not up to date. A five year Capital Repair Project list is updated and submitted to the Town through the School Committee yearly. At this time we are working with the Town Manager and Finance Committee on pursuing avenues to fund capital projects in town. The only capital project completed for this school was a partial roof replacement in 2002 and the Asbestos floor tile project in 2009. The boilers are cleaned and serviced and tested yearly. We have all of our makeup water for the boilers treated by an outside company to help prevent corrosion and extend the life of our heating plant. All of our pumps and uni-vents are serviced quarterly and any malfunctions are fixed immediately. Any roof leaks are repaired by a certified vendor when they are discovered. All floors are stripped and waxed annually.

Priority 5

Question 1: Please provide a detailed description of the issues surrounding the school facility systems (e.g., roof, windows, boilers, HVAC system, and/or electrical service and distribution system) that you are indicating require repair or replacement. Please describe all deficiencies to all systems in sufficient detail to explain the problem.

Currently there is no insulation in the exterior wall cavities of this entire building. By installing insulation in the exterior wall cavities and the areas around the uni-vents we would realize a substantial savings from heat no longer being lost to the exterior. The current windows are original and hold no insulating factors at all. By installing double insulated windows we would save substantially on heat escaping the building through these old windows as well as keeping the rooms warmer during the colder months. The heating system is not very efficient with some areas of the building overheating while other areas are cold. The uni-vents are the original equipment and do not run very efficiently with dampers not sealing tight in the colder months to ones that do not open in the warmer months. New dampers would go a long way in controlling proper temperatures and preventing freeze ups and overheating. The radiators are the building's original and most run uncontrolled resulting in overheating most spaces in the original building making it not a very comfortable learning environment for the students and staff. Fuel is being wasted on the overheating of these spaces. The current pneumatic controls should be replaced with direct digital controls and a building management system installed to better monitor and control the building climate, thereby saving the district money by equally and efficiently heating and cooling all spaces.

Priority 5

Question 2: Please describe the measures the district has already taken to mitigate the problem/issues described in Question 1 above.

We have replaced the heating system circulating pump motors with new energy efficient models as well as any electric motors that are in that building. The weather stripping on the doors and windows is replaced as needed. When the roof was replaced in 2002, Main R rated insulation was installed. When plumbing fixtures are replaced, they are replaced with new energy efficient models. All exit lights have been retrofitted with LED lamps. All room thermostats are locked at 68 degrees. The whole building has a night time set back on the heating system. The district partnered with National Grid for an energy audit and took advantage of the 70% National Grid incentive to move forward with updating lighting and installing occupancy sensors in the 2011 school year.

Priority 5

Question 3: Please provide a detailed explanation of the impact of the problem/issues described in Question 1 above on your district's educational program. Please include specific examples of how the problem prevents the district from delivering the educational program it is required to deliver and how students and/or teachers are directly affected by the problem identified.

We are not able to provide a comfortable space for the children to learn in, whether it's from the poor lighting conditions or the unbalanced climate from the heating system throughout the building. The children deserve a more comfortable space to learn in. Rooms with better lighting or day lighting installed will also save on energy consumption. The heating system disrupts the school day by the spaces being too hot in the winter months. The windows are inadequate and some do not even open so rooms become very warm during the summer months making it very uncomfortable for students and staff. The art and music classes must move to an alternate ground floor space when students with walking disabilities are present in class, this is due to the fact that there is not an elevator to get them to the 2nd and 3rd floor classrooms where these programs are housed. Students must also attend classes in portable modular classrooms due to the lack of space. Occupational therapy and physical therapy services are being conducted in closets limiting the space and effectiveness of these services.

Priority 5

Question 4: Please describe how addressing the school facility systems you identified in Question 1 above will extend the useful life of the facility that is the subject of this SOI and how it will improve your district's educational program.

By replacing and or upgrading this building you will be providing a healthier and more inviting learning environment for the students and staff of this building. Also with the replacement or upgrade of this building the town will realize a large savings in energy costs. That savings can then be put towards programs that would benefit the student population of this school.

Please also provide the following:

Have the systems identified above been examined by an engineer or other trained building professional?: YES

If "YES", please provide the name of the individual and his/her professional affiliation (maximum of 250 characters)::

Garcia and Galuska Consulting Engineers

The date of the inspection:: 12/12/1996

A summary of the findings (maximum of 5000 characters)::

Generally speaking the heating system is in relatively good working condition with the exception that a large majority of the 1952 building has reoccurring events of overheating. The electrical distribution system is in satisfactory condition, with only minor alterations required. The emergency lighting system is very minimal with only battery operated emergency light packs, it is recommended that an emergency generator be installed. At present time this school is not in compliance with all life safety codes and standards that are recommended for school buildings. The exterior lighting is minimal and needs to be improved. The fire alarm system should be rehabilitated with smoke detectors in corridors and other public places and spaces. New ADA audio visual signals need to be placed in areas not now having same, such as toilets, and where spacing exceeds code. Limited video surveillance system has been added to the school but is not integrated as part of the I.T. system. The general power system should be upgraded so an adequate quantity of receptacles will be available for electronic teaching devices.

CERTIFICATIONS

The undersigned hereby certifies that, to the best of his/her knowledge, information and belief, the statements and information contained in this statement of Interest and attached hereto are true and accurate and that this Statement of Interest has been prepared under the direction of the district school committee and the undersigned is duly authorized to submit this Statement of Interest to the Massachusetts School Building Authority. The undersigned also hereby acknowledges and agrees to provide the Massachusetts School Building Authority, upon request by the Authority, any additional information relating to this Statement of Interest that may be required by the Authority.

Chief Executive Officer *	School Committee Chair	Superintendent of Schools
(print name)	(print name)	(print name)
(signature)	(signature)	(signature)
Date	Date	Date

* Local chief executive officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated to the chief executive office under the provisions of a local charter.

Massachusetts School Building Authority

Next Steps to Finalize Submission of your FY 2013 Statement of Interest

Thank you for submitting your FY 2013 Statement of Interest (SOI) to the MSBA electronically. **Please note, the District's submission is not yet complete.** The District is required to print and mail a hard copy of the SOI to the MSBA along with the required supporting documentation, which is described below.

Each SOI has two Certification pages that must be signed by the Superintendent, the School Committee Chair, and the Chief Executive Officer*. Please make sure that **both** certifications contained in the SOI have been signed and dated by each of the specified parties and that the hardcopy SOI is submitted to the MSBA with **original signatures**.

SIGNATURES: Each SOI has two (2) Certification pages that must be signed by the District.

In some Districts, two of the required signatures may be that of the same person. If this is the case, please have that person sign in both locations. Please do not leave any of the signature lines blank or submit photocopied signatures, as your SOI will be incomplete.

**Local chief executive officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated as the chief executive office under the provisions of a local charter.*

VOTES: Each SOI must be submitted with the proper vote documentation. This means that (1) the required governing bodies have voted to submit each SOI, (2) the specific vote language required by the MSBA has been used, and (3) the District has submitted a record of the vote in the format required by the MSBA.

- **School Committee Vote:** Submittal of all SOIs must be approved by a vote of the School Committee.
 - For documentation of the vote of the School Committee, Minutes of the School Committee meeting at which the vote was taken must be submitted with the original signature of the Committee Chairperson. The Minutes must contain the actual text of the vote taken which should be substantially the same as the MSBA's SOI vote language.
- **Municipal Body Vote:** SOIs that are submitted by cities and towns must be approved by a vote of the appropriate municipal body (e.g., City Council/ Aldermen/Board of Selectmen) in addition to a vote of the School Committee.
 - Regional School Districts do not need to submit a vote of the municipal body.
 - For the vote of the municipal governing body, a copy of the text of the vote, which shall be substantially the same as the MSBA's SOI vote language, must be submitted with a certification of the City/Town Clerk that the vote was taken and duly recorded, and the date of the vote must be provided.

CLOSED SCHOOLS: Districts that have reported closed school information must download the report from the "Closed School" tab, which can be found on the District Main page. Please print this report, which then must be signed by the Superintendent, the School Committee Chair, and the Chief Executive Officer. A signed report, with original signatures must be included with the District's hard copy SOI submittal. **If a District submits multiple SOIs, only one copy of the Closed School information is required.**

ADDITIONAL DOCUMENTATION FOR SOI PRIORITIES #1 AND #3: If a District selects Priority #1 and/or Priority #3, the District is required to submit additional documentation with its SOI.

- If a District selects Priority #1, Replacement or renovation of a building which is structurally unsound or otherwise in

a condition seriously jeopardizing the health and safety of the school children, where no alternative exists, the MSBA requires a hard copy of the engineering or other report detailing the nature and severity of the problem and a written professional opinion of how imminent the system failure is likely to manifest itself. The District also must submit photographs of the problematic building area or system to the MSBA.

- If a District selects Priority #3, Prevention of a loss of accreditation, the MSBA requires the full accreditation report (s) and any supporting correspondence between the District and the accrediting entity.

ADDITIONAL INFORMATION: In addition to the information required with the SOI hard copy submittal, the District may also provide any reports, pictures, or other information they feel will give the MSBA a better understanding of the issues identified at a facility.

If you have any questions about the SOI process please contact Brian McLaughlin at 617-720-4466 or Brian.McLaughlin@massschoolbuildings.org.

Statement of Interest

Having convened in an open meeting on March 11, 2013 the **Board of Selectman** of Northbridge, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest dated February 20, 2013 for **Northbridge Middle School** located at 171 Linwood Ave, Whitinsville, which describes and explains the following deficiencies and the priority category for which an application may be submitted to the Massachusetts School Building Authority in the future.

#5 replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related cost in a school facility,

and hereby further specifically acknowledges that by submitting this Statement of Interest, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits Northbridge to filing an application for funding with the Massachusetts School Building Authority.

Massachusetts School Building Authority

School District Northbridge

District Contact Paul Halacy TEL: (508) 234-9440

Name of School Northbridge Middle

Submission Date 2/20/2013

SOI CERTIFICATION

To be eligible to submit a Statement of Interest (SOI), a district must certify the following:

- ☒ The district hereby acknowledges and agrees that this SOI is NOT an application for funding and that submission of this SOI in no way commits the MSBA to accept an application, approve an application, provide a grant or any other type of funding, or places any other obligation on the MSBA.
- ☒ The district hereby acknowledges that no district shall have any entitlement to funds from the MSBA, pursuant to M.G.L. c. 70B or the provisions of 963 CMR 2.00.
- ☒ The district hereby acknowledges that the provisions of 963 CMR 2.00 shall apply to the district and all projects for which the district is seeking and/or receiving funds for any portion of a municipally-owned or regionally-owned school facility from the MSBA pursuant to M.G.L. c. 70B.
- ☒ The district hereby acknowledges that this SOI is for one existing municipally-owned or regionally-owned public school facility in the district that is currently used or will be used to educate public PreK-12 students and that the facility for which the SOI is being submitted does not serve a solely early childhood or Pre-K student population.
- ☒ After the district completes and submits this SOI electronically, the district must sign the required certifications and submit one signed original hard copy of the SOI to the MSBA, with all of the required documentation described under the "Vote" tab, on or before the deadline.
- ☒ The district will schedule and hold a meeting at which the School Committee will vote, using the specific language contained in the "Vote" tab, to authorize the submission of this SOI. This is required for cities, towns, and regional school districts.
- ☒ Prior to the submission of the hard copy of the SOI, the district will schedule and hold a meeting at which the City Council/Board of Aldermen or Board of Selectmen/equivalent governing body will vote, using the specific language contained in the "Vote" tab, to authorize the submission of this SOI. This is not required for regional school districts.
- ☒ On or before the SOI deadline, the district will submit the minutes of the meeting at which the School Committee votes to authorize the Superintendent to submit this SOI. The District will use the MSBA's vote template and the vote will specifically reference the school and the priorities for which the SOI is being submitted. The minutes will be signed by the School Committee Chair. This is required for cities, towns, and regional school districts.
- ☒ The district has arranged with the City/Town Clerk to certify the vote of the City Council/Board of Aldermen or Board of Selectmen/equivalent governing body to authorize the Superintendent to submit this SOI. The district will use the MSBA's vote template and submit the full text of this vote, which will specifically reference the school and the priorities for which the SOI is being submitted, to the MSBA on or before the SOI deadline. This is not required for regional school districts.
- ☒ The district hereby acknowledges that this SOI submission will not be complete until the MSBA has received all of the required vote documentation and certification signatures in a format acceptable to the MSBA.

Chief Executive Officer *

School Committee Chair

Superintendent of Schools

(print name)

(print name)

(print name)

(signature)

(signature)

(signature)

Date

Date

Date

* Local chief executive officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated to the chief executive office under the provisions of a local charter.

Massachusetts School Building Authority

School District Northbridge

District Contact Paul Halacy TEL: (508) 234-9440

Name of School Northbridge Middle

Submission Date 2/20/2013

Note

The following Priorities have been included in the Statement of Interest:

1. ☐ Replacement or renovation of a building which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of school children, where no alternative exists.
2. ☐ Elimination of existing severe overcrowding.
3. ☐ Prevention of the loss of accreditation.
4. ☐ Prevention of severe overcrowding expected to result from increased enrollments.
5. ☒ Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility.
6. ☐ Short term enrollment growth.
7. ☐ Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements.
8. ☐ Transition from court-ordered and approved racial balance school districts to walk-to, so-called, or other school districts.

SOI Vote Requirement

☒ I acknowledge that I have reviewed the MSBA's vote requirements for submitting an SOI which are set forth in the Vote Tab of this SOI. I understand that the MSBA requires votes from specific parties/governing bodies, in a specific format using the language provided by the MSBA. Further, I understand that the MSBA requires certified and signed vote documentation to be submitted with the SOI. I acknowledge that my SOI will not be considered complete and, therefore, will not be reviewed by the MSBA unless the required accompanying vote documentation is submitted to the satisfaction of the MSBA.

Potential Project Scope: Potential New School

Is this SOI the District Priority SOI? NO

School name of the District Priority SOI: W Edward Balmer

District Goal for School: Please explain the educational goals of any potential project at this school

The goal of this project is to modernize or replace this building. The original building was opened in 1905 and has had several additions since then, one in 1927, one in 1955, one in 1986, and 4 modular classrooms were added in 2000. The original school opened as a Junior/Senior High school and in 2001 was converted to a Grade 5 through 8 Middle School when our new High School opened. Among the goals of this project is to construct a modern day school that is up to today's green building standards and to be able to provide the children of Northbridge an opportunity to attend and learn in a facility that has

all of today's technologies available to them.

District's Proposed Schedule: What is the District's proposed schedule to achieve the goal(s) stated above?

At this time the district has not set a schedule for this project.

Is this part of a larger facilities plan? NO

If "YES", please provide the following:

Facilities Plan Date:

Planning Firm:

Please provide an overview of the plan including as much detail as necessary to describe the plan, its goals and how the school facility that is the subject of this SOI fits into that plan:

Please provide the current student to teacher ratios at the school facility that is the subject of this SOI: 26 students per teacher

Please provide the originally planned student to teacher ratios at the school facility that is the subject of this SOI: 22 students per teacher

Does the District have a Master Educational Plan that includes facility goals for this building and all school buildings in District? NO

Does the District have related report(s)/document(s) that detail its facilities, student configurations at each facility, and District operational budget information, both current and proposed? NO

If "NO", please note that:

If, based on the SOI review process, a facility rises to the level of need and urgency and is invited into the Eligibility Period, the District will need to provide to the MSBA a detailed Educational Plan for not only that facility, but all facilities in the District in order to move forward in the MSBA's school building construction process.

Is there overcrowding at the school facility? NO

If "YES", please describe in detail, including specific examples of the overcrowding.

Has the district had any recent teacher layoffs or reductions? NO

If "YES", how many teaching positions were affected? 0

At which schools in the district?

Please describe the types of teacher positions that were eliminated (e.g., art, math, science, physical education, etc.).

Has the district had any recent staff layoffs or reductions? NO

If "YES", how many staff positions were affected? 0

At which schools in the district?

Please describe the types of staff positions that were eliminated (e.g., guidance, administrative, maintenance, etc.).

Please provide a description of the program modifications as a consequence of these teacher and/or staff reductions, including the impact on district class sizes and curriculum.

"Does Not Apply"

Please provide a detailed description of your most recent budget approval process including a description of any budget reductions and the impact of those reductions on the district's school facilities, class sizes, and educational program.

Building a budget for the Northbridge Public Schools is a true collaborative effort. The budget is built by site based managers with input from staff and compiled by the Business Manager. Each line item is detailed in a budget binder. Multiple meetings are held with the budget subcommittee and the budget adjusted by site managers as needed. The budget is presented to the full School Committee, Finance Committee, Town Manager, and the public, and ultimately voted on at the Spring Town

Meeting, Chapter 70 increased for FY14 by only \$175,032. Coupled with a \$100,000 increase in town contribution, the District is only planning on an additional \$275,032 of revenue for FY14. This amount is not nearly enough to cover operating budget increases, therefore, the District will have to cut expenses to maintain services. The proposed budget reflects a 2% increase of approximately \$485,000. In this proposed budget, 7.5 positions are reduced in order to cover fixed cost increases and to add three additional special education teachers, an engineering teacher, a part time reading specialist, and a maintenance mechanic. In addition to these positions, the school department and the police department will be joining resources to get a school resource officer in the District. Reductions to the budget in order to fund the budget increases include cutting teachers and support staff. Some of the teachers reduced will impact class sizes at the elementary school. The District has been working diligently to reduce energy consumption. By seeking out National Grid and NSTAR incentives, the District has completed over \$200,000 worth of energy projects for less than \$62,000. Annual energy savings of more than \$75,000 are expected. Since FY 2008, the District has reduced its annual expenditures for utility costs by over \$300,000 and its electricity consumption by 400,000 kWh. By reducing its utility budget, the District has been able to allocate these funds to direct services for students.

General Description

BRIEF BUILDING HISTORY: Please provide a detailed description of when the original building was built, and the date(s) and project scopes(s) of any additions and renovations (maximum of 5000 characters).

The original building was constructed in 1905 on 15.6 acres of land. There have been multiple additions constructed since (1927,1955,1986) and 4 modular classrooms were added in 2000. These additions consisted of adding additional core learning spaces as well as new kitchen and cafeteria as well as new gym and auditorium.

TOTAL BUILDING SQUARE FOOTAGE: Please provide the original building square footage PLUS the square footage of any additions.

176924

SITE DESCRIPTION: Please provide a detailed description of the current site and any known existing conditions that would impact a potential project at the site. Please note whether there are any other buildings, public or private, that share this current site with the school facility. What is the use(s) of this building(s)? (maximum of 5000 characters).

The school is located on 15.6 acres of land near the center of town. The site is flat and is land locked. It is centered between a cemetery to the south and east, and residential and public roadways in the other directions. The site also consists of the main athletic fields for the district. The main entrance to the building for students as well as visitors is through a main entrance at the southwest side of the building on Linwood Avenue. The student drop off area is on the opposite side of Linwood Avenue which is a major safety concern with the children having to cross the busy roadway. In the past this has resulted in minor pedestrian accidents. Parking for staff and visitors is also located on the opposite side of Linwood Avenue, with additional parking for staff provided off of Pleasant Street on the Southeast side of the building. School buses drop off and pick up the students in an existing driveway that runs from Linwood Avenue around the buildings onto Pleasant Street. The limited acreage has forced some athletics to be relocated to fields further down Linwood Avenue at our High School.

ADDRESS OF FACILITY: Please type address, including number, street name and city/town, if available, or describe the location of the site. (Maximum of 300 characters)

171 Linwood Avenue
Whitinsville, MA. 01588

BUILDING ENVELOPE: Please provide a detailed description of the building envelope, types of construction materials used, and any known problems or existing conditions (maximum of 5000 characters).

The school consists of multiple additions (1927,1955,1986,2000) to the original (1905) load bearing brick masonry wall structure with a sloped slate shingle roof. Sections added to the original school building are of typical brick masonry cavity wall construction with low sloped roof systems and varies from one-story to three stories in height evaluation. The roof was completely replaced in 2007. Windows are original and are a mix of aluminum insulated units, aluminum non insulated units, and non insulated wood units. All windows except the insulated units should be replaced to increase energy efficiency and operational comfort.

Has there been a Major Repair or Replacement of the EXTERIOR WALLS ? YES

Year of Last Major Repair or Replacement: 1986

Description of Last Major Repair or Replacement:

Minor repairs have been done over the years. Additions have also been constructed over a period of time since the original building opened in 1905 with the latest being constructed in 1986.

Has there been a Major Repair or Replacement of the ROOF? YES

Year of Last Major Repair or Replacement: 2007

Type Of ROOF: Slate and Sarnafil EDPM,

Description of Last Major Repair or Replacement:

Entire roof structures were replaced in 2007

Has there been a Major Repair or Replacement of the WINDOWS? NO

Year of Last Major Repair or Replacement: 1986

Type Of WINDOWS: Original windows are wood frame with single non insulated panes. There are also non insulated aluminum and insulated aluminum in the additions.

Description of Last Major Repair or Replacement:

Misc. repair work is done as needed.

MECHANICAL and ELECTRICAL SYSTEMS: Please provide a detailed description of the current mechanical and electrical systems and any known problems or existing conditions (maximum of 5000 characters).

The mechanical and electrical systems were updated with the 1986 addition and renovations. The 2 steam boilers are 54 year old Fitzgibbons Scotch Marine fire tube boilers. Each boiler generates low pressure steam by utilizing dual fuel burners. Each boiler is provided with natural gas and No.2 fuel oil. All boilers are cleaned and serviced yearly and repairs made as needed. Feed water is chemically treated which has extended the life of these boilers. The boilers are inspected by state boiler inspectors yearly. These boilers are beyond there life expectancy and should be replaced with more energy efficient models. Generally speaking these boilers generate steam which is then condensed back to condensate and then distributed into the heating system. This process uses a lot of unnecessary energy. The heating units throughout the building are original and repairs are constantly needed and parts are becoming very hard to find. The school's climate is not balanced which has created areas that are cold and others that are warm. There is no air conditioning in this school with the exception of the auditorium which has a rooftop fixed unit and the main office areas which have window units. The computer labs are not air conditioned and should be. Overheating of the spaces has resulted in computer failures as well as student and staff discomfort. The hot water supply pipes for the buildings heating system are in constant need of repair due to leaks caused by the overall age of the piping. The automatic temperature is of the pneumatic design. The system is antiquated and should be replaced with a Direct Digitally Controlled system. This would allow for more accurate control of the heating plant. The electrical system is fed via a utility street pole. The primary line drops underground and runs to a pad mounted transformer. The main service panel is rated at 3000 amps, 120/208 volt, 3 phase, 4 wire and is manufactured by the Square D company. The main service switch is located in the electrical room of the 1988 addition. The overall condition of the electrical system is satisfactory. The building is also supported by a gas fired 115 Kw emergency generator which was replaced in 2007.

Has there been a Major Repair or Replacement of the BOILERS? NO

Year of Last Major Repair or Replacement: 2007

Description of Last Major Repair or Replacement:

Repairs are made as needed to keep them running. Two new burners have been installed on the existing boilers in 2007

Has there been a Major Repair or Replacement of the HVAC SYSTEM ? NO

Year of Last Major Repair or Replacement: 1986

Description of Last Major Repair or Replacement:

Some of HVAC system was updated with the 1986 Addition and Renovation. Two new burners have been install on the existing boilers in the past two years. The system is repaired or replaced as needed.

Has there been a Major Repair or Replacement of the ELECTRICAL SERVICES AND DISTRIBUTION SYSTEM? NO

Year of Last Major Repair or Replacement: 1986

Description of Last Major Repair or Replacement:

Some of the Electrical System was updated with the 1986 Addition and Renovation. The system is repaired or replaced as needed.

BUILDING INTERIOR: Please provide a detailed description of the current building interior including a description of the flooring systems, finishes, ceilings, lighting, etc. (maximum of 5000 characters).

The buildings floors are of various materials and range from carpet, VCT, and original wood. Some of the tile floors were

upgraded in the 1986 addition, but the original wood floors were not touched and need to be upgraded or replaced. The carpeted areas are being replaced with VCT as funds become available. The walls are plaster and Gypsum wall board throughout the buildings. The Gypsum wall board was installed in the 1986 addition. This material should either be reinforced or replaced. The plaster walls are in poor condition, require constant repair, and should be replaced. Ceilings are a mix of A.C.T. and plaster and are in need of repair or replacement. Stairs and ramps construction was part of the 1986 addition and renovation project. Ninety percent of the stairs and ramps require some minor repairs and painting. Some stairs require additional lighting installed. The building does have an elevator for access to all floors but exiting the building by handicapped individuals is very difficult. Bathroom facilities also need to be upgraded for handicapped persons.

PROGRAMS and OPERATIONS: Please provide a detailed description of the current programs offered and indicate whether there are program components that cannot be offered due to facility constraints, operational constraints, etc. (maximum of 5000 characters).

Programs offered are in grades 5 through 8 and consist of the following: Students participate in daily learning activities in the areas of math, science, social studies language arts, and foreign languages in a full inclusion setting. During the week students participate in physical education, library, computers, art and music. Students with severe disabilities receive their academic and behavioral services in a separate setting.

CORE EDUCATIONAL SPACES: Please provide a detailed description of the Core Educational Spaces within the facility, a description of the number and sizes (in square feet) of classrooms, a description of science rooms/labs including ages and most recent updates, and a description of the media center/library (maximum of 5000 characters).

The Middle School core educational spaces consist of 54 classrooms which average 910 sq.ft., a 3900 sq.ft. Media Center/Library, 4450 sq.ft. of Science Room/Labs, a 7200 sq.ft. 682 seat Auditorium, a 4300 sq.ft. cafeteria and an 11,000 sq.ft. Gymnasium. Some classrooms have had smart boards installed in them. White boards have been installed in some classrooms but most are still using chalk boards. Several of the science labs were updated in the 1986 renovation project.

CAPACITY and UTILIZATION: Please provide a detailed description of the current capacity and utilization of the school facility. If the school is overcrowded, please describe steps taken by the administration to address capacity issues. Please also describe in detail any spaces that have been converted from their intended use to be used as classroom space (maximum of 5000 characters).

The current student enrollment is 780. The capacity for the building is 875.

MAINTENANCE and CAPITAL REPAIR: Please provide a detailed description of the district's current maintenance practices, its capital repair program, and the maintenance program in place at the facility that is the subject of this SOL. Please include specific examples of capital repair projects undertaken in the past, including any override or debt exclusion votes that were necessary (maximum of 5000 characters).

All of our preventive maintenance as well as work orders used to be entered into a data base. Due to manpower constraints at this time the data entry portion of this system is not up to date. A five year Capital Repair Project list is updated and submitted to the Town through the School Committee yearly. At this time we are working together with the Town Manager and Finance Committee, exploring funding avenues to complete some of the capital projects in town. Capital projects done in the past were a roof replacement in 2007, hydraulic dock lift in 2008 and burner replacements on both boilers in 2007. We have all of our feed water to our boilers treated by an outside vendor to help prevent corrosion in the boilers and thereby extending their life. We have the boilers cleaned, serviced and tested on a yearly basis. All pumps and uni-vents are serviced quarterly and any malfunctions are corrected immediately. All floors are stripped and waxed annually. Gym floors are screened and re-coated on a yearly basis.

Priority 5

Question 1: Please provide a detailed description of the issues surrounding the school facility systems (e.g., roof, windows, boilers, HVAC system, and/or electrical service and distribution system) that you are indicating require repair or replacement. Please describe all deficiencies to all systems in sufficient detail to explain the problem.

Currently there is not any insulation in most of the exterior walls throughout building. By installing insulation in the exterior wall cavities and the areas around the uni-vents we would realize substantial savings from heat not being lost to the exterior. The original windows are from 1905 and are in very poor shape and hold no insulating factors at all. By installing double insulated windows we would realize substantial savings on heat costs and the classrooms would be a lot easier to keep warm. At this time the heating system is run through a pneumatic control system that is antiquated and not very efficient. The pneumatic system should be replaced entirely with a system that is Direct Digitally Controlled. This would enable the heating system to be monitored more closely and therefore improve the efficiency and climate control in the entire building. This should produce a large savings in heating costs to the District. When the roof was replaced in 2007 insulation was added to decking which has helped in preventing some heat loss.

Priority 5

Question 2: Please describe the measures the district has already taken to mitigate the problem/issues described in Question 1 above.

The Middle School went through an entire lighting retrofit in 2001. All existing lights and ballasts both interior and exterior were replaced with more energy efficient models. More efficient models of burners were installed in 2007. When the roof was replaced in 2007 insulation was installed on the decking. Exterior lights are controlled by time clocks and light sensors. Motors have been replaced with more energy efficient models. When plumbing fixtures are replaced we install more efficient models. All room thermostats are locked at 68 degrees. The whole building has a night time set back on the heating system. The District partnered with National Grid and the Department of Energy Resources to have a Whole Building Assessment completed. The District has worked to implement some low cost energy savings projects from this audit to improve the energy efficiency of the building and save the District in heating and electric bills.

Priority 5

Question 3: Please provide a detailed explanation of the impact of the problem/issues described in Question 1 above on your district's educational program. Please include specific examples of how the problem prevents the district from delivering the educational program it is required to deliver and how students and/or teachers are directly affected by the problem identified.

The only impacts that are a direct result of these issues are that we are not able to provide a comfortable space for the children to learn in. The result of the many additions that have been added to this building over the years has resulted in the building being turned into a maze and is very difficult for the students to navigate. The heating system is very old and needs to be replaced. The climate throughout the building is not balanced and areas can be very cold while other areas are overheating creating an uncomfortable atmosphere for the students and staff alike.

Priority 5

Question 4: Please describe how addressing the school facility systems you identified in Question 1 above will extend the useful life of the facility that is the subject of this SOI and how it will improve your district's educational program.

By replacing and or renovating this building you will be providing a healthier and more inviting learning environment for the students and staff of this building. Again this building's original wing was first opened in 1905 and has several additions since. It is a very difficult building for the children to find their way around. With all the additions added over the years it is also very difficult to maintain the proper climate in this building. With the replacement or upgrade to this building the town should realize a significant savings in energy costs, which could be then put towards programs that would benefit the student population of Northbridge.

Please also provide the following:

Have the systems identified above been examined by an engineer or other trained building professional?: YES

If "YES", please provide the name of the individual and his/her professional affiliation (maximum of 250 characters)::

Garcia and Galuska Consulting Engineers

The date of the inspection:: 12/2/1996

A summary of the findings (maximum of 5000 characters)::

The electrical distribution system is satisfactory, but new distribution equipment should be installed to accommodate added computer loads in the instructional areas. The present emergency lighting system is adequate. However, it is recommended that the emergency system be updated for compliance with life safety codes and standards requiring 2 hour rated enclosures for equipment. The current fire alarm system should be retrofitted with new ADA approved devices. In addition new strobe horns should be installed in toilet rooms and classrooms. The master clock system is archaic and should be replaced. The intercom system should also be replaced throughout the entire structure. Additional security cameras should be added throughout the entire building as well as the exterior of the complex. This system should be tied into the district I.T. equipment for remote access capabilities.

CERTIFICATIONS

The undersigned hereby certifies that, to the best of his/her knowledge, information and belief, the statements and information contained in this statement of Interest and attached hereto are true and accurate and that this Statement of Interest has been prepared under the direction of the district school committee and the undersigned is duly authorized to submit this Statement of Interest to the Massachusetts School Building Authority. The undersigned also hereby acknowledges and agrees to provide the Massachusetts School Building Authority, upon request by the Authority, any additional information relating to this Statement of Interest that may be required by the Authority.

Chief Executive Officer *

School Committee Chair

Superintendent of Schools

(print name)

(print name)

(print name)

(signature)

(signature)

(signature)

Date

Date

Date

* Local chief executive officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated to the chief executive office under the provisions of a local charter.

Massachusetts School Building Authority

Next Steps to Finalize Submission of your FY 2013 Statement of Interest

Thank you for submitting your FY 2013 Statement of Interest (SOI) to the MSBA electronically. **Please note, the District's submission is not yet complete.** The District is required to print and mail a hard copy of the SOI to the MSBA along with the required supporting documentation, which is described below.

Each SOI has two Certification pages that must be signed by the Superintendent, the School Committee Chair, and the Chief Executive Officer*. Please make sure that **both** certifications contained in the SOI have been signed and dated by each of the specified parties and that the hardcopy SOI is submitted to the MSBA with **original signatures**.

SIGNATURES: Each SOI has two (2) Certification pages that must be signed by the District.

In some Districts, two of the required signatures may be that of the same person. If this is the case, please have that person sign in both locations. Please do not leave any of the signature lines blank or submit photocopied signatures, as your SOI will be incomplete.

**Local chief executive officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated as the chief executive office under the provisions of a local charter.*

VOTES: Each SOI must be submitted with the proper vote documentation. This means that (1) the required governing bodies have voted to submit each SOI, (2) the specific vote language required by the MSBA has been used, and (3) the District has submitted a record of the vote in the format required by the MSBA.

- **School Committee Vote:** Submittal of all SOIs must be approved by a vote of the School Committee.
 - For documentation of the vote of the School Committee, Minutes of the School Committee meeting at which the vote was taken must be submitted with the original signature of the Committee Chairperson. The Minutes must contain the actual text of the vote taken which should be substantially the same as the MSBA's SOI vote language.
- **Municipal Body Vote:** SOIs that are submitted by cities and towns must be approved by a vote of the appropriate municipal body (e.g., City Council/ Aldermen/Board of Selectmen) in addition to a vote of the School Committee.
 - Regional School Districts do not need to submit a vote of the municipal body.
 - For the vote of the municipal governing body, a copy of the text of the vote, which shall be substantially the same as the MSBA's SOI vote language, must be submitted with a certification of the City/Town Clerk that the vote was taken and duly recorded, and the date of the vote must be provided.

CLOSED SCHOOLS: Districts that have reported closed school information must download the report from the "Closed School" tab, which can be found on the District Main page. Please print this report, which then must be signed by the Superintendent, the School Committee Chair, and the Chief Executive Officer. A signed report, with original signatures must be included with the District's hard copy SOI submittal. **If a District submits multiple SOIs, only one copy of the Closed School information is required.**

ADDITIONAL DOCUMENTATION FOR SOI PRIORITIES #1 AND #3: If a District selects Priority #1 and/or Priority #3, the District is required to submit additional documentation with its SOI.

- If a District selects Priority #1, Replacement or renovation of a building which is structurally unsound or otherwise in

a condition seriously jeopardizing the health and safety of the school children, where no alternative exists, the MSBA requires a hard copy of the engineering or other report detailing the nature and severity of the problem and a written professional opinion of how imminent the system failure is likely to manifest itself. The District also must submit photographs of the problematic building area or system to the MSBA.

- If a District selects Priority #3, Prevention of a loss of accreditation, the MSBA requires the full accreditation report (s) and any supporting correspondence between the District and the accrediting entity.

ADDITIONAL INFORMATION: In addition to the information required with the SOI hard copy submittal, the District may also provide any reports, pictures, or other information they feel will give the MSBA a better understanding of the issues identified at a facility.

If you have any questions about the SOI process please contact Brian McLaughlin at 617-720-4466 or Brian.McLaughlin@massschoolbuildings.org.

Massachusetts School Building Authority

School District Northbridge

District Contact Paul Halacy

TEL (508) 234-9440

Submission Date 2/20/2013

Closed Schools Information

Closed Schools

Question 1: Has the district sold, closed, or otherwise removed from service a school in the last 10 years?

Yes

School Name: Aldrich School

14 Hill Street
Whitinsville, MA 01588

Which of the following apply to the school?

Turned back over to the Town of Northbridge

Please provide the year the school was sold, closed, or otherwise removed from service.

2007

Please provide the year the school was originally opened.

1890

Please provide the age of the school when it was sold, closed, or otherwise removed from service.

117

Please provide a history of the use of the school, including grades served, any educational programs at the school, and any major renovation, addition, and/or repair projects at the school.

Most recent, up until the time of closing the 5 classrooms in this building was used for our Pre-K program. When the building first opened it was the first school building in Northbridge and over the years it has housed different age groups. The only major renovation projects this building has incurred is a new roof which was installed about 10 years ago and a new boiler 10 years ago.

Please provide the reason for selling, closing or otherwise removing the school from service. Please be as specific as possible and provide as much detail as you are able as to the reason(s) for the district's decision.

The age of the building dictated a lot of repairs and upgrades as well as costly ADA upgrades. The second floor of this building was not accessible. The District at the time of closure felt it would be more educational sound to move the Pre-K program into our 2 Elementary Schools.

Please provide a detailed description about the placement of students, programs, teachers, and administrative staff that were served by the school which was sold, closed, or otherwise removed from service. For example, were the students moved to another school(s), were the programs moved to another school(s) or were they eliminated, were the teachers moved to other school(s) or were the teaching positions eliminated?

All students and staff from this Pre-K program were incorporated into our 2 Elementary Schools. No staff were eliminated.

Please provide the district's understanding of any school building grant money that the district received from the state for the school that was sold, closed, or otherwise removed from service. Please provide as much detail as possible.

We do not believe any State Building funds were received for this building at any time.

School Name: Aldrich School

14 Hill Street
Whitinsville, MA 01588

Which of the following apply to the school?

Turned back over to the Town of Northbridge

Please provide the year the school was sold, closed, or otherwise removed from service.

2007

Please provide the year the school was originally opened.

1890

Please provide the age of the school when it was sold, closed, or otherwise removed from service.

117

Please provide a history of the use of the school, including grades served, any educational programs at the school, and any major renovation, addition, and/or repair projects at the school.

The school was the original elementary school for the Town. At the time it closed it was used for Pre-K program. The only projects were the replacement of a boiler and the replacement of the roof.

Please provide the reason for selling, closing or otherwise removing the school from service. Please be as specific as possible and provide as much detail as you are able as to the reason(s) for the district's decision.

The building was no longer educationally sound.

Please provide a detailed description about the placement of students, programs, teachers, and administrative staff that were served by the school which was sold, closed, or otherwise removed from service. For example, were the students moved to another school(s), were the programs moved to another school(s) or were they eliminated, were the teachers moved to other school(s) or were the teaching positions eliminated?

When this building was closed the program along with all the staff and students were moved to the Northbridge Elementary School. Room was created by the restructuring of grade levels between the Northbridge Elementary, W. Edward Balmer School and the Northbridge Middle School.

Please provide the district's understanding of any school building grant money that the district received from the state for the school that was sold, closed, or otherwise removed from service. Please provide as much detail as possible.

To our knowledge the Town had not received any school building grant money when this building was open.

Question 2: Does the district have any plans to sell, close, or otherwise remove from service a school in the next 10 years?

No

CERTIFICATIONS

The undersigned hereby certifies that, to the best of his/her knowledge, information and belief, the statements and information contained in this Closed Schools Information are true and accurate and that this Closed Schools Information has been prepared under the direction of the district school committee and the undersigned is duly authorized to submit this Closed Schools Information to the Massachusetts School Building Authority. The undersigned also hereby acknowledges and agrees to provide the Massachusetts School Building Authority, upon request by the Authority, any additional information relating to this Closed Schools Information that may be required by the Authority.

Chief Executive Officer *

School Committee Chair

Superintendent of Schools

(print name)

(print name)

(print name)

(signature)

(signature)

(signature)

Date

Date

Date

* Local chief executive officer: In a city or town with a manager form of government, the manager of the municipality; in other cities, the mayor; and in other towns, the board of selectmen unless, in a city or town, some other municipal office is designated to the chief executive office under the provisions of a local charter.

AGREEMENT

THIS AGREEMENT made this ____ day of March 2013 between **PROVIDENCE AND WORCESTER RAILROAD COMPANY**, a corporation existing under the laws of Rhode Island with a business address at 75 Hammond Street, Worcester, Massachusetts 01610 ("Licensor") and the **TOWN OF NORTHBRIDGE**, a municipal corporation with an address at Northbridge Town Hall, 7 Main Street, Whitinsville, Massachusetts 01588, acting by and through its Board of Selectmen ("Licensee").

W I T N E S S E T H

WHEREAS, Licensor insofar as it has the legal right and its present title permits, and in consideration of the covenants and conditions hereinafter stated on the part of the Licensee to be kept and performed, has been requested by Licensee for permission to construct, maintain, repair, alter, renew and remove a certain drainage channel and biofilter swale (together, the "Facilities") along with access thereto (together, the "Permitted Use") on, under and through land of Licensor located on Sutton Street in Northbridge, Massachusetts, being more particularly described as shown on Exhibit A attached hereto and made a part hereof (the "Premises"), for the purpose of promoting surface water drainage for the benefit thereof.

NOW THEREFORE, the parties hereto for themselves and their heirs, successors and assigns do hereby agree as follows:

1. Licensor hereby grants to Licensee a license to locate the Facilities upon the Premises subject to the terms, covenants and conditions hereof, all of which are hereby agreed to by Licensee. The term of the license and this Agreement shall commence on the date hereof and shall continue until terminated by written notice by either party hereto to the other, furnished not less than fifteen (15) days prior to the date of termination. Upon and after termination, this Agreement and the permission and privileges granted hereby shall cease absolutely

2. Licensee shall pay to Licensor an annual license fee of \$1.00, which shall be payable in advance, when billed after the complete execution of this Agreement, and annually on February 1st of each succeeding year thereafter.

3. (a) The Facilities shall be located, constructed and maintained in substantial accordance with the plans and/or drawings submitted to and approved by Licensor in the form attached hereto as Exhibit B (plan sheet entitled "Northbridge Sutton Street Project File No. 606493 Construction Plans Railroad Street Swale – Exhibit A Drainage Channel Plan; sheet 26A of 276), and in accordance with Licensor's Specifications for "Work Within, Adjacent to, and Above the Railroad Right-of-Way" attached hereto as Exhibit C and incorporated hereby, for the Permitted Use. No departure shall be made at any time therefrom except upon permission in writing granted by the Director of Engineering of Licensor, or his designee (the "Director of Engineering").

(b) The work of constructing, maintaining, repairing, altering, renewing, relocating or

removing the said Facilities shall be done under such general conditions as will be satisfactory to and approved by the Director of Engineering, and as will not interfere with the proper and safe use, operation and enjoyment of the property of Licensor.

(c) If, at any time, Licensor should deem flagmen desirable or necessary to protect its operations or property, or its employees, patrons or licensees during the work of construction, maintenance, repair, alteration, renewal, relocation or removal of the Facilities, Licensor shall have the right to require placement of railroad flagmen at the sole risk, cost and expense of Licensee, which covenants and agrees to bear the full cost and expense thereof. Licensee agrees to pay to Licensor the estimated cost of flagmen in advance of any such work and to promptly reimburse the Licensor upon demand for any additional amounts owing from time to time. The furnishing or failure to furnish flagmen or watchmen by the Licensor, however, shall not release Licensee from any and all other liabilities assumed by Licensee under the terms of this Agreement.

4. All costs and expenses in connection with the construction, maintenance, repair, alteration, renewal, relocation and removal of said Facilities shall be borne by Licensee.

5. If Licensee desires or is required, as herein provided, to revise, renew, add to or alter in any manner whatsoever the Facilities, it shall submit plans to Licensor and obtain the written approval of the Director of Engineering thereto before any work or alteration of the Facilities is performed and the terms and conditions of this Agreement with respect to the original construction shall apply thereto. Licensor reserves the right to make adjustments in the rental charges due hereunder from time to time. Licensee agrees that prior to any construction, maintenance, repair, alteration, renewal, relocation or removal of the Facilities, Licensee shall provide Licensor with at least fourteen (14) days' prior written notice.

6.(a) Licensee shall at all times be obligated to promptly maintain, repair and renew the Facilities; and shall upon notice in writing from Licensor requiring such work, promptly make such repairs and renewals thereto as may be required by Licensor at the sole cost and expense of Licensee.

(b) In the event of an emergency, Licensee will take immediate steps to perform any necessary repairs and notify the Director of Engineering as soon as possible prior to any such repairs. In the event Licensee fails to take immediate steps, Licensor may perform said necessary repairs at the sole cost and expense of Licensee.

7.(a) The supervision over the location of the construction work and inspection of the Facilities and the approval of the material used in construction, maintenance, repair, alteration, renewal, relocation and removal of the aforesaid Facilities covered by this Agreement shall be the right of Licensor.

(b) The right of supervision over the location of the construction work and inspection of the Facilities from time to time thereafter by Licensor shall extend for an appropriate distance on each side of the property of Licensor as the method of construction and materials used may have an important bearing upon the strength and stability of the Facilities over, under, upon, or

in the property of Licensor.

8. Licensee shall comply with all federal, state and local laws applicable to the Facilities.

9. Except as otherwise provided herein, upon termination of this Agreement and the removal of the Facilities covered hereby, all right, title and interest of Licensee hereunder shall cease and terminate, and this Agreement and the license granted hereby shall thereupon become null and void. Prior to termination, Licensee shall at its sole expense remove, to the extent requested by Licensor, the Facilities and appurtenances from Licensor's property and right-of-way and all property of Licensor shall be restored in good condition and to the satisfaction of Licensor in its sole and absolute discretion. If Licensee fails or refuses to remove its Facilities and appurtenances under the foregoing conditions, Licensor shall be privileged to do so at the cost and expense of Licensee, and Licensor shall not be liable in any manner to Licensee for said removal. The termination of this Agreement shall not be construed as a waiver, discharge or surrender of the right of Licensor to require performance of Licensee's duty to remove hereunder but said duty shall remain outstanding until discharged fully by Licensee. If default be made in the observance or performance of any of the covenants or conditions of this Agreement, or if the Agreement is otherwise terminated, it shall be lawful for Licensor to remove any installations or Facilities from the Premises. Licensee expressly covenants and agrees to pay and make good to Licensor any deficiency in the amount of any fees, costs or payments due under this Agreement.

10. As part of the consideration for this Agreement, Licensee covenants and agrees that no assessments, taxes or charges of any kind shall be made by Licensee against Licensor or its property by reason of the construction or maintenance of the Facilities of Licensee and Licensee further covenants and agrees to pay to Licensor promptly upon bills rendered therefor the full amount of any assessments, taxes, charges and costs of any kind which may be levied, charged, assessed or imposed against Licensor or its property by reason of the construction and maintenance of the Facilities.

11. Licensee understands and agrees that by entering onto the Premises, Licensee knowingly, voluntarily, and willingly is undertaking risk. For and in consideration of the permission hereby granted by Licensor to Licensee, Licensee, intending to be legally bound, hereby assumes any and all risk and liability for losses, damages, expenses, personal injuries, or death which Licensee may suffer or sustain while in, on, around, upon, about, or in the vicinity of the Premises or any tracks, trains, facilities or other property owned or controlled by Licensor. Licensee does hereby, for itself and its successors and assigns, or other persons or entities claiming under or through Licensee (collectively, the "Licensee Claimants"), remise, release and forever discharge the Licensor, its successors and assigns, and its or their officers, agents, or employees, from and against any and all claims, suits or demands which Licensee or any Licensee Claimants have or can or may have as the result of any losses, damages, expenses, personal injuries, or death which Licensee or any Licensee Claimant(s) may suffer or sustain as a result of use or exercise of the license granted herein, or while otherwise in, on, around, upon, about, or in the vicinity of the Premises or any tracks, trains, facilities or other property owned or controlled by Licensor, whether said losses, damages, expenses, personal injuries, or death result

from the negligence of the Licensor or its officers, agents, or employees, or are otherwise caused.

12. Licensee hereby agrees to indemnify, defend and hold harmless Licensor from and against all claims, expenses (including attorneys' fees) or liability of whatever nature arising from any default, act or omission, or the intentional, reckless or negligent act(s) or omission(s) of Licensee, Licensee's contractors, licensees, agents, servants or employees; or anyone claiming by, through, or under Licensee, Licensee's contractors, Licensee's agents, servants or employees, arising directly or indirectly from any occurrence, accident, injury, or damage, however caused, to any person or property on or about the Facilities, the Premises or other property of Licensor resulting from or arising directly or indirectly from the use, presence or operation of the Facilities or the Permitted Use or any breach, default or omission on the part of Licensee or any activities in any way related to the Permitted Use. Licensee's duties hereunder are the sole responsibility of Licensee regardless of whether damages be suffered or sustained by the Licensor directly or by its agents, servants or employees, or be suffered or sustained by other persons or entities, including Licensee and its contractors, licensees, agents, servants, employees or agents. The foregoing indemnity and hold harmless agreement shall include, but shall not be limited to, indemnity against all costs, expenses, and liabilities incurred in connection with any such claim (including, without limitation, attorneys' fees) or proceeding brought thereon, and the defense thereof with counsel reasonably acceptable to Licensor selected by an insurance company that has accepted liability for any such claim.

13. In furtherance of the obligations of Licensee to defend, indemnify, protect and save harmless Licensor as set forth in this Agreement, Licensee shall provide and keep in effect during the term of this Agreement the following policies of insurance:

(a) Public liability or Commercial General Liability, with coverage in the face amount of \$2,000,000.00 and evidence on the certificate of insurance that any and all railroad exclusions have been deleted; and

(b) Automobile Liability, with coverage in the face amount of \$2,000,000.00 with evidence on the certificate of insurance that the MSC-90 endorsement is included.

Each policy of insurance must be satisfactory to Licensor, the said policies to be taken out in the name of Licensee and naming Licensor as an additional insured, with such insurer(s) as is/are satisfactory to Licensor from time to time and, in any event, with a rating by A.M. Best Company of not less than A- at the time of issuance of any certificate, which shall contain coverages in amounts not less than indicated herein, each on a per occurrence basis. Licensee shall provide Licensor with satisfactory evidence of such insurance or self-insurance prior to the commencement of the term of this Agreement, and thereafter annually on the first day of January of each year while this Agreement shall remain outstanding. The said policy shall provide that it shall not be subject to cancellation without first giving Licensor thirty (30) days' prior written notice. The providing of the above insurance and/or self-insurance coverage shall not be deemed a limitation on the liability of Licensee as provided in this Agreement, but shall be additional security therefor. All policies of insurance required of Licensee shall be primary and non-contributory for Licensor.

14. This Agreement shall take effect upon full execution of this document. The terms of this Agreement shall be binding and effective upon all the parties hereto, and unless and until terminated, as hereinbefore provided, this Agreement shall inure to the benefit of and be binding upon the parties hereto, their successors and assigns.

15.(a) This Agreement will be construed and interpreted in accordance with the laws of the Commonwealth of Massachusetts, without regard to conflict of laws principles.

(b) This Agreement contains the entire agreement between the parties hereto and no part of it may be changed, altered, amended, modified, or extended except by written agreement of the parties hereto.

(c) If any term, clause or provision of this Agreement is judged to be invalid and/or unenforceable, the validity and/or enforceability of any other term, clause or provision in this Agreement will not be affected thereby.

(d) All notices and other communications hereunder to be effective must be in writing and delivered by hand or sent via certified mail to Licensor or Licensee at the addresses set forth in the preamble to this Agreement, or to such other address as either party may give to the other by the same means for such purpose.

IN WITNESS WHEREOF, the said parties hereto have caused this Agreement to be duly executed and delivered as of the day and year first above written.

PROVIDENCE AND WORCESTER
RAILROAD COMPANY

By: _____
Name:
Its:

Witness

TOWN OF NORTHBRIDGE

By: _____
Name:
Its:

Witness

TOWN MANAGER'S REPORT – March 11, 2013

1) Rabies Clinic: Announced the rabies clinic will be held at the Whitinsville Fire Station on March 16, 2013, beginning with cats from 11:00 AM till Noon, and then dogs Noon till 1:00 PM.

2) Update on the Ross Rajotte Bridge: The contractor is currently working on placing the safety items that are required to switch traffic onto the newly constructed portion of the bridge. The barrier was installed and the transitions off the ends of the bridge are currently being worked on. They are planning to install a temporary sidewalk on the west side of this phase and to temporarily pave the deck. This will allow us to move traffic so that work can begin on Phase 2.

3) Town Hall Renovations: Campbell Construction removed all the Town Hall windows and the rebuilding work is now under way.

4) Legislative Breakfast: The Town Manager attended the Mass. Municipal Association legislative breakfast in Spencer and received information on the economic condition of the state, local aid and the governor's budget proposal and other legislation.

5) Medical Marijuana-Temporary Zoning Moratorium – The Planning Board will be holding a public hearing on Tuesday, March 13, 2013 at 7:05 P.M. in the Board of Selectmen's room.

6) Open Space Ad-hoc Committee – The Community Planning Development Office is looking for residents to be on the ad-hoc committee. If interested, please contact Gary Bechtholdt, Town Planner at 508-234-2447.