TOWN OF NORTHBRIDGE
BOARD OF SELECTMEN'S MEETING
NORTHBRIDGE TOWN HALL
7 MAIN STREET - WHITINSVILLE, MA 01588
June 20, 2016 AT 7:00 PM

16 JUN 16 PM 3:59

PLEDGE OF ALLEGIANCE

NORTHBRIDGE TOWN CLERK
DOREEN A. CEDRONE

I. APPROVAL OF MINUTES
A. June 6, 2016 Executive Session
B. May 23, 2016

II. PUBLIC HEARING

III. APPOINTMENTS
By the Town Manager / Vote to affirm
C. 2016 Annual Reappointments [listing enclosed in agenda packet]
By the Board of Selectmen / Vote to appoint
D. 1) 2016 Annual Reappointments [listing enclosed in agenda packet]
2) Suzanne Fregeau, Board of Registrars

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS
E. End of Year Transfers / Vote to approve

VI. DISCUSSIONS
F. Building Planning & Construction Committee Update/DPW Facility & Fire Station - Present: Mike Beaudoin, Chairman
G. Summer Reading Program/Catherine Stickney, Superintendent of Schools

VII. TOWN MANAGER'S REPORT
H. 1) Lieutenant Governor's Community Compact Ceremony
2) Central Massachusetts Regional Planning Commission /Municipalities Organized for Regional Effectiveness (MORE) Meeting
3) Blackstone Heritage Corridor, Inc.
4) WRTA Ridership Bus Service Update
5) Hypodermic Needle Disposal Program
6) Rockdale Youth Center Update
7) Massachusetts Preservation Projects Fund Grant (Round 22)

VIII. SELECTMEN'S CONCERNS

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION

Town Clerk: 2 Hard copies	☑
Town Clerk: E-mail hard copy	☑
Web: Post time-stamped copy	☐

THIS AGENDA IS SUBJECT TO CHANGE

B

BOARD OF SELECTMEN'S MEETING
May 23, 2016 AT 7:00 PM

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

The Pledge of Allegiance was recited by those present

RE-ORGANIZATION OF THE BOARD OF SELECTMEN. Town Manager Kozak announced that he would proceed with the reorganization of the Board and polled the Board of Selectmen for **Nominations for Chairman**: A motion/Mr. Athanas, seconded/Mr. Ampagoomian, to nominate Mr. James Marzec as Chairman of the Board of Selectmen. There being no additional nominations for Chairman, the Town Manager closed nominations and asked for a vote on the nomination of James Marzec as Chairman. Vote yes/Unanimous. Mr. Kozak thanked Mr. Melia for his term as Chairman and congratulated Mr. Marzec. Mr. Marzec then assumed the Chair and thanked the Board for their vote, and thanked Mr. Melia for his service this past year, and congratulated Selectmen Nolan and Selectmen Athanas on their reappointments. **2)** Chairman Marzec called for **Nominations for Vice-Chairman:** A motion/Mr. Melia, seconded/Mr. Nolan, to nominate Mr. Charlie Ampagoomian as Vice-Chairman of the Board of Selectmen. There being no further nominations, Chairman Marzec closed nominations and asked for a vote on the nomination of Selectman Ampagoomian as Vice Chairman. Vote yes/Unanimous. **3)** Chairman Marzec called for **Nominations for Clerk:** A motion/Mr. Ampagoomian, seconded/Mr. Melia, to nominate Mr. James Athanas as Clerk of the Board of Selectmen. There being no further nominations, Chairman Marzec closed nominations and asked for a vote on the nomination of Selectman Athanas as Clerk of the Board of Selectmen. Vote yes/Unanimous.

APPROVAL OF MINUTES May 9, 2016 [Executive Session]. A motion/ Mr. Ampagoomian, seconded/Mr. Athanas to approve the May 9, 2016 executive session minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia. Abstain: Mr. Nolan. **May 9, 2016.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the May 9, 2016 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas, Marzec, and Melia. Abstain: Mr. Nolan.

PUBLIC HEARING: None

APPOINTMENTS/By the Town Manager / Daniel Chauvin, Animal Control Officer/Vote to affirm. Town Manager Kozak stated both himself and Police Chief Warchol recommend the appointment of Mr. Daniel Chauvin. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to affirm the Town Managers appointment of Daniel Chauvin to Animal Control Officer. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT: Local Business Spotlight: Business Breakfast Overview & Announcement of Local Events / Present: Jeannie Hebert, President & CEO, Blackstone Valley Chamber of Commerce. Jeannie Hebert was present to discuss the Business Breakfast overview. She explained that this project has been in the works for quite some time. It is an "open for business" business breakfast which all of the businesses in town are welcomed to attend. The event was designed to allow businesses to meet with local, and state officials, and legislative agencies to help conduct a better business and ask any questions they may have. Ms. Hebert explained it opens the communication and familiarizes those businesses with how the Town and State operate. The event is scheduled for Wednesday June 1, 2016 at 8 AM, in the Great Hall at 7 Main Street, Whitinsville, MA where a continental breakfast will be served, in a casual setting.

Dog Warrant/Vote to sign. A motion/Mr. Melia, seconded/Mr. Nolan to vote to sign the annual Dog Warrant. Vote yes/Unanimous.

Agreement with Town of Upton for shared Conservation Agent. Town Manager Kozak announced this agent was funded at the Annual Fall Town meeting, and Northbridge is working with Upton to find an individual to help both the Town of Upton and Northbridge Conservation Commission. The position is part time for both communities and hired by the Town of Upton, who will be sharing the agent one day a week with Northbridge. The vote of the Board will allow the town to enter into the agreement of the shared position. The candidates have been interviewed and will be starting sometime next month. Mr. Melia asked if the position was new. Town Manager Kozak replied yes it is. Mr. Melia asked what the town has been utilizing for a Conservation Agent prior to this new appointment. Town Manager Kozak answered that we have not had one, and that it has only been volunteers. A motion/Mr. Ampagoomian, seconded/Mr. Melia, to approve the agreement with the Town of Upton for a shared Conservation Agent. Vote yes/Unanimous.

Opt-out fee for water meter radio transmitters / Vote to approve. Town Manager Kozak explained that currently there is a customer that wishes to not have a water meter radio transmitter installed and the town has been working with the Whitinsville Water Company to come up with a solution to help this particular customer. Mr. Kozak explained there would be a cost associated with opting out of the installation of the meter radio transmitters due to the cost of continuing to pay the induvial traveling to the physical meter and to take the reading. The policy was created to allow a customer to opt-out but to include a cost which would be the funds that are associated with the cost to obtain the reading. Chairman Marzec read aloud the opt-out policy. James Shuris DPW Director explained the process for those customers looking to opt-out of the water meter radio transmitter installation. An initial reading to develop a baseline would be required, following that after the 4th quarter a reading would be taken for a final reading of the usage. He explained the biggest disadvantage being if there were a leak it would go undetected. Selectman Melia sought confirmation on the meter reading cost of $70 from the customer to the Town which would be the amount the Whitinsville Water Company charges the Town per reading, and the town will receive no profit from the customer. Mr. Shuris confirmed that he was correct. Selectman Ampagoomian questioned if a homeowner wishes to opt-out will an agreement need to be signed. Town Manager Kozak replied there will more than likely need to be a form to sign. Selectman Nolan asked if there was a uniform time the annual reading will be or if it would vary based on the customer. Mr. Shuris replied it would be based off of the customer and location, since readings are divided up throughout the year. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the opt-out fee for the water meter radio transmitters. Vote yes/Unanimous.

Operation Graduation 2017 / Request to hold a boot drive at both Ovian Square & Memorial Square, Saturday, October 15, 2016 from 9 AM - 3 PM / Rain Date: Saturday, October 22, 2016 [Present: Anne Haas] / Vote to approve. Valieri Nolan and Anne Haas explained the funds would be used for the 2017 graduating class and the night of graduation where the students celebrate together in a safe environment. Selectman Ampagoomian asked where Operation Graduation would be held this year. Ms. Nolan explained that it was to be determined. Selectman Melia asked if it was offsite would there be transportation. Ms. Haas answered there would be busses that leave at 10 PM and return at 5 AM the following day. Chairman Marzec asked how many students generally participate. Ms. Haas replied in 2014, 90 students out of 145 attended the Operation graduation. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the boot drive at Ovian Square and Memorial Square to be held Saturday October 15, 2016 from 9 AM to 3 PM, with a rain date of October 22, 2016. Vote yes/Unanimous.

High School Swim Team / Request to hold a boot drive at both Ovian Square & Memorial Square, Saturday, June 11, 2016 from 9 AM - 3 PM / Rain Date: Saturday, June 18, 2016 [Present: Anne Haas] / Vote to approve. Ms. Haas explained the swim team has been cut out of the budget and each year it is required to raise $9,000 some of which comes from the $250 charge from each swimmer, but the difference is raised. A motion/Mr. Melia, seconded Mr. Nolan to approve the boot drive at Ovian Square

and Memorial Square to be held Saturday June 11, 2016 from 9 AM to 3 PM, with a rain date of June 18, 2016. Vote yes/Unanimous.

School Building Committee / Vote to Appoint. A motion/Mr. Nolan, seconded/Mr. Athanas to appoint Chairman Marzec to the School Building Committee. Vote yes/Unanimous.

The Pasture Development Group, LLC (Carpenter Estates) / Vote to accept a one-time monetary donation of $5,000 to be utilized at the discretion of the Director of Public Works towards improvements to town recreational facilities. This item has been rescheduled to a future agenda.

Pleasant Street Church & Youth Unlimited / Request to hang a banner over Church Street from July 10, 2016 to July 17, 2016 to announce "The 2016 Whitinsville Serve" community service event to be held from July 9, 2016 to July 16, 2016. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve Pleasant Street Church & Youth Unlimited to hang a banner over Church Street from July 10 to July 17, 2016 to advertise "The 2016 Whitinsville Serve" event. Vote yes/Unanimous.

AFSCME Union Contract / Vote to support. Town Manager Kozak explained the contract was recently negotiated with the bargaining unit. He listed the items including in the agreement as follows: Add an addition 30 minutes to overtime, that is unscheduled, which would mostly be snow and ice removal during the winter; personal leave time which currently runs on fiscal year beginning July 1st and would be changed to the individuals anniversary date; 2% cost living raise for the department personnel. All of which would be in effect for one fiscal year. A motion/Mr. Ampagoomian, seconded/Mr. Mr. Melia to support the AFSCME union contract. Vote yes/Unanimous.

Pine Grove Cemetery Deed / Edward and Jessica Hannon [Lot No. 4]. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the sale of Lot No. 4 to Edward and Jessica Hannon. Vote yes/Unanimous.

1) WGM Fabricators, LLC [Chip Rogers, President] / Application for a one-day Wine and Malt License for the dedication of the new Facility, to be held on Thursday, June 23, 2016, from 11:30 AM - 5 PM, at 369 Douglas Road, Whitinsville, MA. President Chip Rogers announced this event was intended to show customers the new facility and to thank those of the town and state who helped with the process. There will be a ribbon cutting ceremony at 11:30 AM with a few small speeches, and after that there will be a Barbeque and pending the Boards approval beer and a band that will be entertaining the crowd with some bluegrass music. Parking will be across the street at Picnic Point where there will be a police detail to help attendees cross the street. Selectmen Melia asked how the new location was working out so far. Mr. Rogers replied it was fantastic, and the facility is beautiful. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the one day wine and malt beverages license for June 23, 2016 from 11:30 AM to 5 PM at 369 Douglas Road, Whitinsville. **2) Application for a one-day Entertainment License for the dedication of the new Facility, to be held on Thursday, June 23, 2016, from 11:30 AM - 5 PM, at 369 Douglas Road, Whitinsville, MA.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the one day Entertainment License for June 23, 2016 from 11:30 AM to 5 PM at 369 Douglas Road, Whitinsville. Vote yes/Unanimous.

Sutton Street Update / Present: James Shuris, DPW Director. James Shuris, DPW director and Jamie Luchini, Highway Superintendent were present to discuss the Sutton Street update. Sutton Street is near completion with over 2 miles of road paved, and sidewalks with berms. Water and sewer hookups are available if residents so choose. The remaining portions of the project consist of cleaning up the logs and debris; looming and seeding; power up the traffic signal at Providence Road; install; apply pavement markings; and erect street signage. The project is expected to be completed by the end of the summer of 2016. The Town sought to have the mailboxes moved out from the middle of the sidewalk where they currently are located. Jamie Luchini mentioned he was working with the postmaster and the State on the

location of the mailboxes. He stated the mailboxes currently are according to plan and are up to code. Due to safety concerns on behalf of the postmaster agreed to allow the Town to move the mailboxes but the mailbox itself must stay where they are and the post would be moved to the middle of the mailbox as opposed to the back. Mr. Luchini stated he obtained a quote for the price to move the boxes, which would be approximately $485.00 per mailbox. He explained the source of the cost is due to the need to jackhammer out the concrete, remove the post, and move. There would be about 30-33 mailboxes making the final cost about $1,500.00, and there is no guarantee that Mass DOT will cover the costs since it is up to code and to the blueprint specs. Mr. Luchini recommends keeping the mailboxes where they are so the concrete is not disturbed. Chairman Marzec asked what the postmaster's safety concerns were. Mr. Luchini replied he was concerned with the street being a hill and the mailboxes are turned up the hill, and if the post deliverer's truck ever failed and rolled down the hill his or her arm would get caught in the box. Selectman Athanas asked if there were spurs for the water and sewer if a resident is seeking to tie into to avoid digging into the new road. Mr. Shuris replied there are no spurs, and instead the laterals were pulled of the right of way and are on the residents' lawns either behind the sidewalk or berms.

Town Manager's Performance Review. Chairman Marzec asked Selectman Melia to discuss the Town Managers performance review. Selectman Melia shared that the total review performance was 3.91. Selectman Melia broke down the categories individually with the ratings of each category. The Town Manager's overall rating by the Board was based on budgets, personnel administration, public relations, interaction with the Board, employee and labor relations, staff development, and intergovernmental relations.

Selectmen's Meeting Schedule / Vote to revise. Town Manager Kozak asked if it was convenient for the Board he would like to change the August 22, 2016 meeting to August 15, 2016 instead and explained that he has a family commitment that he is not able to reschedule. The second change Mr. Kozak requested was the September 26, 2016 meeting, which Mr. Kozak explained he will be at the ICMA Conference. Mr. Kozak stated the meeting could be held without him but the Board could keep it open until it got closer. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to move the Selectmen's Meeting Schedule item from discussions to decisions. Vote yes/Unanimous. A motion/Mr. Melia, seconded/Mr. to reschedule the August 22, 2016 Board of Selectmen's meeting to August 15, 2016. Vote yes/Unanimous.

TOWN MANAGER'S REPORT 1) Massachusetts Bay Transportation Authority "Heart to Hub" initiative - The MBTA will begin a new 'Heart to Hub' initiative on the Worcester-Framingham commuter rail line on Monday, May 23, 2016. The 'Heart to Hub' initiative features two new express trains, one in the morning and one in the evening, that run non-stop between Worcester and Boston and will get you there in just under one hour. The following link provides more details on the service. http://www.mbta.com/about_the_mbta/news_events/?id=6442456112&month=&year. **2) Firefighters Annual Spaghetti Supper** - The Firefighters held their Annual Spaghetti Supper on Saturday, May 21, 2016, from 4:00 P.M. to 8:00 P.M., at the Fire Station Headquarters located at 193 Main Street, Whitinsville, MA, 01588. More information to follow. **3) Mosquito Spraying Update** - Mosquito spraying is done in all Central Massachusetts Mosquito Control Project member towns by request only. The residential spraying program for 2016 will begin around Memorial Day, weather permitting. More information is available on the Town's website under News and Announcements. **4) Central Massachusetts Regional Planning Commission Update** - Attended the Legislative Breakfast on Friday, May 20, 2016, at which Lt. Governor Karyn Polito was present to give an overview on the Municipal Modernization Bill. More information to follow. **5) Bylaw Review Committee Announcement** - The Bylaw Review Committee is seeking one additional member, which can be a Selectboard member, or the Selectboard's designee.

SELECTMEN'S CONCERNS Chairman Marzec 1) asked where Carpenter Road, Kelly Road and Cooper Road fell on the repair list. Mr. Luchini stated that Kelly and Cooper Road are the first two that will

be repaired and Lake Street is also included on that list. A section of Church Street is to follow, and Carpenter will be on next year's list because of the cost and the recent water work that was done will need more time to settle. **Selectman Melia 1)** sends his condolences on behalf of the Board of Selectmen to the Family of the Auburn Police Officer Ron Tarentino Jr., the Auburn Police Department, and the Mass. State Police Tactical Unit Squad member who was also shot. **2)** attended the firefighter spaghetti supper which was excellent. **3)** responded to the double fatality fire at C Street and Boarder Street, and observed a well-coordinated firefighting and fire investigation by the Town of Northbridge's Fire Department. Selectman Melia offered his condolences to the families of the two deceased young woman who perished in the fire. **Selectman Ampagoomian 1)** asked if there was an update on the Community Centers move to the old St. Peter's School. Mr. Kozak answered he would check with Mr. Bechtholdt. **2)** asked if there was an update on the Quinsigamond Community College Satellite campus. Mr. Kozak replied it unfortunately has slowed down due to the assessment costs of the old Milford hospital which has set it back. **3)** attended spaghetti supper and was interested to hear the residents who attended were able to see how deplorable the Fire Station is and were surprised. **4)** asked if there had been any progress on the Plummers Corner signal light. Mr. Luchini replied he has not heard anything. **Selectman Nolan 1)** asked Town Manager Kozak what future projects would be looked at next for the Transportation Improvement Program (TIPS) with the Sutton Street project coming to an end. Mr. Shuris replied that Church Street Extension, and possibly Sutton Street Bridge.

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

Meeting Adjourned: 8:02 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

May 23, 2016

RE-ORGANIZATION OF THE BOARD OF SELECTMEN / No documentation

I. APPROVAL OF MINUTES

A. May 9, 2016 [Executive Session]
-Copy of May 9, 2016 Executive Session minutes
B. May 9, 2016
-Copy of May 9, 2016 minutes

II. PUBLIC HEARING

III. APPOINTMENTS/By the Town Manager C. Daniel Chauvin, Animal Control Officer/Vote to affirm
- Copy of Copy of reappointment Form

IV. CITIZENS' COMMENTS/INPUT: Local Business Spotlight: Business Breakfast Overview & Announcement of Local Events / Present: Jeannie Hebert, President & CEO, Blackstone Valley Chamber of Commerce
- Copy of Business Breakfast Flyer Invitation

V. DECISIONS

D. Dog Warrant/Vote to sign
- Copy of Animal Control Officer Warrant

E. Agreement with Town of Upton for shared Conservation Agent
- Copy of Agreement with the Town of Upton for the shared Conservation Agent

F. Opt-out fee for water meter radio transmitters / Vote to approve
- Copy of water meter radio transmitter opt-out policy

G. Operation Graduation 2017 / Request to hold a boot drive at both Ovian Square & Memorial Square, Saturday, October 15, 2016 from 9 AM - 3 PM / Rain Date: Saturday, October 22, 2016 [Present: Anne Haas] / Vote to approve
-Letter received from Anne Haas, requesting a boot drive for October 15, 2016.
-Copy of an email confirmation of Police Chief Warchol's approval
-Copy of Hold Harmless agreement

H. High School Swim Team / Request to hold a boot drive at both Ovian Square & Memorial Square, Saturday, June 11, 2016 from 9 AM - 3 PM / Rain Date: Saturday, June 18, 2016 [Present: Anne Haas] / Vote to approve
-Letter received from Anne Haas, requesting a boot drive for June 18, 2016.
-Copy of an email confirmation of Police Chief Warchol's approval
-Copy of Hold Harmless agreement

I. School Building Committee / Vote to Appoint

- No documentation

J. The Pasture Development Group, LLC (Carpenter Estates) / Vote to accept a one-time monetary donation of $5,000 to be utilized at the discretion of the Director of Public Works towards improvements to town recreational facilities
-removed from agenda

K. Pleasant Street Church & Youth Unlimited / Request to hang a banner over Church Street from July 10, 2016 to July 17, 2016 to announce "The 2016 Whitinsville Serve" community service event to be held from July 9, 2016 to July 16, 2016.
- Email requesting permission to hang a banner

L. AFSCME Union Contract / Vote to support
-Copy of Memorandum of agreement

M. Pine Grove Cemetery Deed / Edward and Jessica Hannon [Lot No. 4]
-Copy of Pine Grove Cemetery Deed

N. 1) WGM Fabricators, LLC -[Chip Rogers, President] / Application for a one-day Wine and Malt License for the dedication of the new Facility, to be held on Thursday, June 23, 2016, from 11:30 AM - 5 PM, at 369 Douglas Road, Whitinsville, MA.
- Copy of Application for one-day Wines and Malts Alcohol License
-Copy of REAP Attestation
-Copy of Hold Harmless Agreement
-Copy of New facility Dedication detail sheet
-Copy of WGM Fabricators map detail
-Copy of Certificate of Insurance for At Your Service Bartending, LLC
-Copy of Tips certifications
-Copy of Certificate of Insurance for WGM Fabricators, LLC
-Copy of License Routing Slip

2) Application for a one-day Entertainment License for the dedication of the new Facility, to be held on Thursday, June 23, 2016, from 11:30 AM - 5 PM, at 369 Douglas Road, Whitinsville, MA.
- Copy of Application for Entertainment License
-Copy of REAP Attestation

O. Sutton Street Update / Present: James Shuris, DPW Director -**No documentation**

P. Town Manager's Performance Review -**No documentation**

Q. Selectmen's Meeting Schedule / Vote to revise -**No documentation**

VII. TOWN MANAGER'S REPORT

R. 1) Massachusetts Bay Transportation Authority 'Heart to Hub' initiative
-Copy of MBTA website information page
2) Firefighters Annual Spaghetti Supper Update -**No documentation**
3) Mosquito Spraying Update -**No documentation**
4) Central Massachusetts Regional Planning Commission Update -**No documentation**
5) Bylaw Review Committee Announcement -**No documentation**

VIII. SELECTMEN'S CONCERNS - No documentation

IX. ITEMS FOR FUTURE AGENDA / None

X. CORRESPONDENCE / None

XI. EXECUTIVE SESSION / None

C & D1

2016 Annual Reappointments

	A	B	C	D	E	F	G	H	I	J
1	RESPONSE	Name	Address 1	City, ST Zip	Committee	Term	Due to Expire	Expiration	Apptd. By	Salutation
2		**SELECTMEN'S APPTS.**	**(PLEASE VOTE TO APPROVE)**							
3	YES	Kopelman & Paige, P.C.	101 Arch Street, 12th Fl.	Boston, MA 02110	Town Counsel	1-yr. Term	June 30, 2016	6/30/2017	Board of Selectmen	Dear Attorney Goldberg:
4	YES	Walter Convent	115 Prescott Road	Whitinsville, MA 01588	Board of Assessors	3-yr. Term	June 30, 2016	6/30/2019	Board of Selectmen	Dear Mr. Convent:
5	YES	Christopher Cella	36 Samuel Drive	Whitinsville, MA 01588	Board of Health	3-yr. Term	June 30, 2016	6/30/2019	Board of Selectmen	Dear Mr. Cella:
6	NO	Ronald White	88 N. Main Street	Whitinsville, MA 01588	Building, Planning & Construction Comm.	3-yr. Term	June 30, 2016	6/30/2019	Board of Selectmen	Dear Mr. White:
7	YES	Benjamin Corman	51 Brookway Drive	Northbridge, MA 01534	Cable Advisory Committee	3-yr. Term	June 30, 2016	6/30/2019	Board of Selectmen	Dear Mr. Corman:
8	YES	Ronald Guillaume	267 Rumonoski Drive	Northbridge, MA 01534	Cable Advisory Committee	3-yr. Term	June 30, 2016	6/30/2019	Board of Selectmen	Dear Mr. Guillaume:
9	No response	James Hackett	230 Kelly Road	Northbridge, MA 01534	Cable Advisory Committee	3-yr. Term	June 30, 2016	6/30/2019	Board of Selectmen	Dear Mr. Hackett:
10	YES	Richard Chiras	374 Highland Street	Northbridge, MA 01534	Conservation Commission	3-yr. Term	June 30, 2016	6/30/2019	Board of Selectmen	Dear Mr.Chiras:
11	YES	Gerald Ouillette	33 Providence Lane	Whitinsville, MA 01588	Conservation Commission	3-yr. Term	June 30, 2016	6/30/2019	Board of Selectmen	Dear Mr. Ouillette:
12	YES	Neil Newton	21 Spruce Street	Northbridge, MA 01534	Council on Aging	3-yr. Term	June 30, 2016	6/30/2019	Board of Selectmen	Dear Mr. Newton:
13	YES	Charlene Potvin	670 Linwood Ave., #114	Whitinsville, MA 01588	Council on Aging	3-yr. Term	June 30, 2016	6/30/2019	Board of Selectmen	Dear Ms. Potvin:
14	YES	Denise Forgit	220 Heritage Drive	Whitinsville, MA 01588	Council on Aging	3-yr. Term	June 30, 2016	6/30/2019	Board of Selectmen	Dear Ms. Forgit:
15	YES	Jean Mistretta	670 Linwood Ave., #117	Whitinsville, MA 01588	Council on Aging	3-yr. Term	June 30, 2016	6/30/2019	Board of Selectmen	Dear Ms. Mistretta:
16	No response	Barbara-jean Chauvin	176 Clover Hill Road	Whitinsville, MA 01588	Cultural Council	3-yr. Term	June 30, 2016	6/30/2019	Board of Selectmen	Dear Ms. Chauvin:
17	YES	William Mello	8 Sprague Street	Northbridge, MA 01534	Disability Commission	3-yr. Term	June 30, 2016	6/30/2019	Board of Selectmen	Dear Mr. Mello:
18	YES	Jon Frieswick	32 Highland Street	Whitinsville, MA 01588	Disability Commission	3-yr. Term	June 30, 2016	6/30/2019	Board of Selectmen	Dear Mr. Frieswick:
19	YES	Gary Nestor	7 Main Street	Whitinsville, MA 01588	Emergency Management Agency	1-yr. Term	June 30, 2016	6/30/2017	Board of Selectmen	Dear Chief Nestor:
20	YES	James Shuris	7 Main Street	Whitinsville, MA 01588	Green Committee	1-yr. Term	June 30, 2016	6/30/2017	Board of Selectmen	Dear Mr. Shuris:
21	No response	Randeen Zanca	271 Marston Road	Whitinsville, MA 01588	Green Committee [School Comm. Rep.]	1-yr. Term	June 30, 2016	6/30/2017	Board of Selectmen	Dear Ms. Zanca:
22	YES	James Marzec	7 Main Street	Whitinsville, MA 01588	Green Committee	1-yr. Term	June 30, 2016	6/30/2017	Board of Selectmen	Dear Mr. Marzec:
23	YES	Kenneth Warchol	372 Cooper Road	Northbridge, MA 01534	Historical Commission	3-yr. Term	June 30, 2016	6/30/2019	Board of Selectmen	Dear Mr. Warchol:
24	YES	Dan O'Neill	27 Leland Road	Whitinsville, MA 01588	Historical Commission	3-yr. Term	June 30, 2016	6/30/2019	Board of Selectmen	Dear Mr. O'Neill:
25	YES	Walter Warchol	7 Main Street	Whitinsville, MA 01588	Safety Committee	1-yr. Term	June 30, 2016	6/30/2017	Board of Selectmen	Dear Chief Warchol:
26	YES	Paul Halacy	c/o 87 Linwood Avenue	Whitinsville, MA 01588	Safety Committee/ School Dept. Rep.	1-yr. Term	June 30, 2016	6/30/2017	Board of Selectmen	Dear Mr. Halacy:
27	YES	Peter Bedigian	25 Kempton Rd.	Uxbridge, MA 01569	Safety Committee	1-yr. Term	June 30, 2016	6/30/2017	Board of Selectmen	Dear Mr. Bedigian:
28	YES	James Shuris	7 Main Street	Whitinsville, MA 01588	Safety Committee	1-yr. Term	June 30, 2016	6/30/2017	Board of Selectmen	Dear Mr. Shuris:
29	YES	Gary Nestor	7 Main Street	Whitinsville, MA 01588	Safety Committee	1-yr. Term	June 30, 2016	6/30/2017	Board of Selectmen	Dear Chief Nestor:
30	YES	Gary Bechtholdt	7 Main Street	Whitinsville, MA 01588	Safety Committee	1-yr. Term	June 30, 2016	6/30/2017	Board of Selectmen	Dear Mr. Bechtholdt:
31	YES	James Sheehan	7 Main Street	Whitinsville, MA 01588	Safety Committee/Alternate	1-yr. Term	June 30, 2016	6/30/2017	Board of Selectmen	Dear Mr. Sheehan:
32	YES	Jamie Luchini	7 Main Street	Whitinsville, MA 01588	Safety Committee/Alternate	1-yr. Term	June 30, 2016	6/30/2017	Board of Selectmen	Dear Mr. Luchini:
33	YES	George Murray	43 Spruce Street	Northbridge, MA 01534	Safety Committee/Member at Large	1-yr. Term	June 30, 2016	6/30/2017	Board of Selectmen	Dear Mr. Murray:
34	No response	William Corkum	356 Cooper Road	Northbridge, MA 01534	Zoning Board of Appeals	5-yr. Term	June 30, 2016	6/30/2021	Board of Selectmen	Dear Mr. Corkum:
35	YES	Douglas Curving	P.O. Box 602	Northbridge, MA 01534	Zoning Board of Appeals/Assoc. Member	2-yr. Term	June 30, 2016	6/30/2018	Board of Selectmen	Dear Mr. Curving:
36	No response	Allan Richards	c/o 87 Linwood Avenue	Whitinsville, MA 01588	Ad Hoc Fields Committee [School Dept.]	1-yr. Term	June 30, 2016	6/30/2017	Board of Selectmen	Dear Mr. Richards:
37	YES	James Marzec	7 Main Street	Whitinsville, MA 01588	Ad Hoc Fields Committee [BOS]	1-yr. Term	June 30, 2016	6/30/2017	Board of Selectmen	Dear Mr. Marzec:
38	YES	James Shuris	7 Main Street	Whitinsville, MA 01588	Ad Hoc Fields Committee [DPW Dir.]	1-yr. Term	June 30, 2016	6/30/2017	Board of Selectmen	Dear Mr. Shuris:
39	YES	John Doldoorian	24 Willow Street	Whitinsville, MA 01588	Ad Hoc Fields Committee [At Large]	1-yr. Term	June 30, 2016	6/30/2017	Board of Selectmen	Dear Mr. Doldoorian:
40										
41										
42		**TOWN MGR'S APPTS.**	**(PLEASE VOTE TO AFFIRM)**							
43	YES	Richard A. Wallis	72 North Street	Douglas, MA 01516	Wiring Inspector	1-yr. Term	June 30, 2016	6/30/2017	Town Manager	Dear Mr. Wallis:
44	YES	George A. Duhamel	27 Tanager Drive	Shrewsbury, MA 01545	Asst. Wiring Inspector	1-yr. Term	June 30, 2016	6/30/2017	Town Manager	Dear Mr. Duhamel:
45	YES	James Sheehan	7 Main Street	Whitinsville, MA 01588	Fence Viewer	1-yr. Term	June 30, 2016	6/30/2017	Town Manager	Dear Mr. Sheehan:
46	YES	Denis Latour	88 Linwood Avenue	Whitinsville, MA 01588	Fence Viewer	1-yr. Term	June 30, 2016	6/30/2017	Town Manager	Dear Mr. Latour:
47	YES	Larry P. Wiersma	21 Torrey Road	Sutton, MA 01590	Gas & Plumbing Inspector	1-yr. Term	June 30, 2016	6/30/2017	Town Manager	Dear Mr. Wiersma:
48	NO	Peter B. Harper	84 Stoney Brook Drive	Whitinsville, MA 01588	Asst. Gas & Plumbing Inspector	1-yr. Term	June 30, 2016	6/30/2017	Town Manager	Dear Mr. Harper:
49	YES	Robert E. Wheeler	25 Third Street	Bellingham, MA 02019	Parking Clerk	1-yr. Term	June 30, 2016	6/30/2017	Town Manager	Dear Mr. Wheeler:
50	YES	Walter J. Warchol	7 Main Street	Whitinsville, MA 01588	Lockup Officer	1-yr. Term	June 30, 2016	6/30/2017	Town Manager	Dear Chief Warchol:
51	YES	Louis H. Sakin	1 Ford Lane	Framingham, MA 01701	Sealer of Weights & Measures	1-yr. Term	June 30, 2016	6/30/2017	Town Manager	Dear Mr. Sakin:
52										

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

Theodore D. Kozak
Town Manager

MEMORANDUM

Date: May 23, 2016

To: Board of Assessors ✓
Board of Health ✓
Building, Planning & Construction Committee
Cable Advisory Committee ✓
Conservation Commission ✓
Council on Aging ✓
Cultural Council ✓
Disability Commission
Historical Commission
Safety Committee
Zoning Board of Appeals ✓

From: Sharon L. Susienka, Exec. Asst. to the Town Manager *SLS*

Subject: Attendance Records of Members to be considered for Reappointment

As part of the above process, the Board of Selectmen requests you provide them with attendance records of those members who may be considered for reappointment. As such, the attendance records should consist of the total number of regular and special meetings held by your committee/commission during the most recent term of the individual and the number of meetings that he/she was able to attend.

Please provide this information to me **no later than June 6, 2016**, as the reappointments are scheduled to go before the Board of Selectmen on Monday, June 20, 2016.

Thank you for your cooperation in this matter.

c: Board of Selectmen

Town of Northbridge
Board of Assessors

Town Hall, 7 Main Street

Whitinsville, Massachusetts 01588-2210 (508) 234-2740

RECEIVED
MAY 25 2016
By

MEMORANDUM

Date: May 26, 2016
TO: Sharon Susienka, Assistant Town Manager
FROM: Robert Fitzgerald, Assessor
Re: Attendance Records of Board Members

Sharon:

Walter Convent, a Board of Assessors member, was unable to attend only four meetings over a three year appointment period. The Board met twenty times during that period. Mr. Convent indicated his desire to continue for an additional three year term to expire 6/30/2020. The other Northbridge Board of Assessor members also indicated their desire to retain his services as well.

As a valued member of the Board of Assessors, we hope the Board of Selectmen will reappoint Mr. Convent as a member of the Board of Assessors.

Robert Fitzgerald

Robert Fitzgerald

Northbridge Assessors

Cc: Northbridge Board of Assessors, Denis LaTour, Chairman

TOWN OF NORTHBRIDGE
BOARD OF HEALTH
Aldrich School Town Hall Annex - 14 Hill Street
Whitinsville, MA 01588
Phone# (508) 234-3272 Fax# (508) 234-0821

MEMORANDUM

May 23, 2016

To: Sharon L. Susienka, Executive Assistant to the Town Manager

From: Jeanne M. Gniadek, Board of Health Administrator jmg

Subject: Attendance Record of Members to be considered for Reappointment

As you have requested, our records indicate that since the most recent appointment of **Christopher Cella** to the Board of Health on June 30, 2013, the Board has held 30 Regular Meetings and 1 Special Meeting for a total of 31 Meetings.

Of these 31 meetings, Mr. Cella is noted as being in attendance at sixteen (16) meetings. Mr. Cella also represented the Board of Health at two annual town meetings.

If you should have any questions or require additional information, please feel free to contact this office.

/jmg

Sharon Susienka

From: Harry Berkowitz <berkyo1@charter.net>
Sent: Monday, June 06, 2016 1:23 PM
To: ssusienka@northbridgemass.org
Subject: Appointments

Sharon
Please reappoint anyone who has an expired term to the Cable Committee we do not hold many meetings since there is no business. Attendence is impossible since we did not have any meetings
Harry

TOWN OF NORTHBRIDGE

CONSERVATION COMMISSION

7 MAIN STREET
WHITINSVILLE, MASSACHUSETTS 01588
Telephone (508) 234-0817
Fax (508) 234-0814

RECEIVED
JUN 2 2016
By

MEMORANDUM

TO: Theodore D. Kozak
Town Manager

FROM: Barbara Kinney, Administrative Assistant
Northbridge Conservation Commission

DATE: June 1, 2016

RE: Attendance Records of Members Eligible for Reappointment

The members who are eligible for reappointment and their attendance records are as follows:

NAME	TERM DATE START	TOTAL MEETINGS	MEETINGS PRESENT
Gerald Ouillette, Jr	August 18, 2014	30	28
Richard Chiras	September 14, 2015	15	13

Please let me know if there is anything else you need.

TO: Theodore Kozak, Town Manager

FROM: Kelly Bol, Senior Center Director

DATE: June 6, 2016

RE: Attendance Records of COA Board Members

Attendance records for COA members whose terms are expiring as of 6/30/16 are as follows:

NAME	TERM BEGAN	ABSENCES	# OF MEETINGS
Denise Forgit	August 2015	1	11
Charlene Potvin	May 2015	1	12
Neil Newton	July 2014	1	21
Jean Mistretta	November 2013	3	30

All four of these individuals have been dedicated members of the COA Board and would like to renew for new terms. It is hoped that the Board of Selectmen will recognize the commitments that they have made to the town of Northbridge and will approve their reappointment to the Council on Aging.

If you need any further information concerning these individuals please feel free to contact Ted Haringa, COA Chairman at 508-234-3513 or myself at the Senior Center.

Sincerely,

Kelly Bol

Kelly Bol, Director
Northbridge Senior Center

Subject: Cultural Council Attendance Records

Hi Sharon,

Here is the attendance records you requested.

Angela Dolber-Term Expires 6-30-2016**
During Angela's current term [June 30, 2013 – June 30, 2016], there were four (4) meetings and she attended all of them.
**Note: Ms. Dolber cannot seek reappointment because MGL Chapter 10, §58 members may not serve more than 2 consecutive terms and Ms. Dolber has just completed her second term.

Barbara-Jean Chauvin- Term Expires 6-30-2016
During Barbara's current term [May 18, 2015 – June 30, 2016], there was one (1) meeting and she did not attend.

Please let me know if you need anything else.

Christine Fung-A-Fat
Co-Chair Cultural Council

Sharon Susienka

From: Deborah Rosebrooks <drosebrooks@northbridgemass.org>
Sent: Monday, May 23, 2016 2:50 PM
To: ssusienka@northbridgemass.org
Subject: Attendance record

Hello Sharon,

The Zoning Board has two members that have expiring terms:

William Corkum:
2013-2106 40 meetings scheduled to date
13 Cancelled Meetings
21 Present
6 Absent

Doug Curving: 9 meetings
2015-2016 1 Cancelled
5 Present
3 Absent
He just started in September..??

Not sure if this is what you are looking for, I have not done this before, so please let me know if you need anything else. Thank You and have a good afternoon.

Deb

Deborah M. Rosebrooks
Administrative Asst. Bldg/Zoning
Town of Northbridge
Phone:508-234-6577
Fax: 508-234-0821

=

TALENT BANK APPLICATION

please return to: BOS Agenda 4.25.16

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

RECEIVED
APR 19 2016
By Hustienka

D2

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

Date: 4/18/16

Name SUZANNE FREGEAU

P. O. Box

Home Address 5 SUMMIT ST WHITINSVILLE, MA 01588

Email Address SUZFRE@CHARTER.NET

Telephone 508-234-4258 **Cell** 774-293-0154

Business

Address **Tel.**

Current Occupation/Title RETIRED (FORMER PAYROLL ADMIN)

Education RHODE ISLAND COLLEGE — 1 YR.

Governmental, Civic & Community Activities TRANSPORTATION FOR SENIORS WHEN NEEDED FOR DOCTOR'S APPTS.

Charitable & Educational Activities TUTORING @ LIBRARY FOR LITERACY

Town Committees or Offices VOLUNTEER WORK IN TOWN CLERK'S OFFICE WORK @ POLLS (TOWN + STATE ELECTIONS), TOWN MTGS

I am interested in the following Committees: BOARD OF REGISTRARS

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

Revised July 2011

NAME: SUZANNE D FREGEAU PRECINCT# 1 TOWN OF NORTHBRIDGE

COMMITTEE INTEREST (Indicate Committee preference)

1. BOARD REGISTRAR
2.
3.
4.
5.
6.

Present Interest or business affiliation (dates, places)

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

COMPUTER + CLERICAL SKILLS

Special skills and education (be specific)

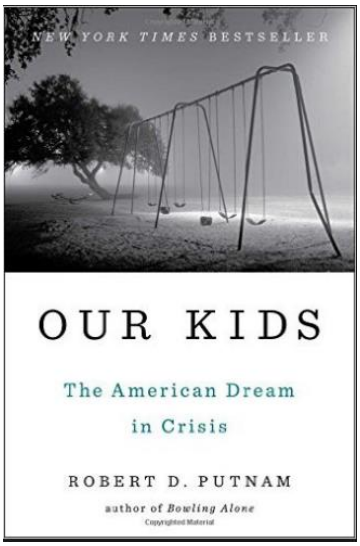
How experience relates to particular committee interest

ADDITIONAL COMMENTS:

Mail completed form to:

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

Suzanne Fregeau



Join Us for A Summer Community Reading Experience!

The Northbridge Public Schools, in collaboration with the Whitinsville Social Library and the Northbridge Senior Center, invite our community members to read *Our Kids: The American Dream in Crisis* by Robert D. Putnam. The reason for choosing this book is to heighten our awareness of the growing opportunity gap across the nation.

Interested individuals can join any number of "book talks" around the community over the summer. The purpose of these book talks will be to brainstorm and identify areas to improve the opportunities that we have available for our children in the community and in the larger global society based upon our reading.

First Tentative Date: Monday, July 11th from 10-11am at the Whitinsville Social Library to discuss up to Chapter 4

AN AFRICAN PROVERB REMINDS US THAT "IT TAKES A VILLAGE TO RAISE A CHILD." JOIN US TO DISCUSS THE MESSAGE FROM THIS BOOK AND IDENTIFY HOW WE CAN MAKE AN IMPACT – AND EMPOWER OUR CHILDREN TO MAKE AN IMPACT – TO IMPROVE OUR COMMUNITY.

For more information or to express interest in participating, please contact Dr. Catherine Stickney at (508)234-8156 or by email at cstickney@nps.org

This book is available at the Whitinsville Social Library, as well as for purchase online: *Our Kids: The American Dream in Crisis* by Robert D. Putnam, 2015.

H

TOWN MANAGER'S REPORT – June 20, 2016

1. **Lieutenant Governor's Community Compact Ceremony** - Attended the Lieutenant Governor's Community Compact Signing Ceremony at the Franklin Town Hall. Northbridge is now formally a part of the Community Compact. The compact involves the town working on three areas; economic development, education, and energy conservation.

2. **Central Massachusetts Regional Planning Commission /Municipalities Organized for Regional Effectiveness (MORE) Meeting** - Attended the Central Mass. Regional Planning Commission's quarterly meeting to learn more about services offered to communities. We also resumed the Municipalities Organized for Regional Effectiveness, which is to encourage regionalizing ideas and programs with other towns within close proximity of each other.

3. **Blackstone Heritage Corridor, Inc.** - Attended the Blackstone Heritage Corridor's open house of their new location in the Linwood Mill, which also serves as the northern headquarters for the Blackstone River Valley National Historical Park.

4. **WRTA Ridership Bus Service Update** - The new stop added at the Linwood Mill is still progressing. Included in the Selectmen's packet is the ridership update. There will be a State-Wide Access Pass sign-up in Northbridge at the Linwood Mill Apartments on June 22, 2016 from 10 AM - 4 PM. More information on required documents to obtain the pass is available on the Town's website.

5. **Hypodermic Needle Disposal Program** - Met with the Police Chief, Fire Chief, and Board of Health Administrator to seek an opportunity for a needle disposal program in the Town. More information to follow

6. **Rockdale Youth Center Update** - Progress continues to be made on the renovations to the former St. Peter's School Building. Restoration is well underway and nearing completion. A new roof has been installed, all of the windows have been replaced, and a new water service (fire/domestic) installed. Interior work includes sprinkler, wiring, plumbing, the addition of seven (7) bathrooms (required based upon the use), kitchenette, finish work, painting and prepping for a lift and new doorway entry from the rear parking lot. Work on the new RYC is scheduled to conclude in early August with the demolition of the existing RYC to follow. Based upon projections from the General Contractor, the work is ahead of schedule with substantial completion set for

the first week in August. The demolition of the existing Rockdale Youth Center is slated for October. Upon completion of the project the former RYC site will be conveyed to the Town (2016 FATM).

7. **Massachusetts Preservation Projects Fund Grant (Round 22):** - Northbridge has been selected for a grant from the Massachusetts Preservation Projects Fund Grants in the amount of $50,000 to restore the Great Hall subject to reauthorization of the capital accounts and the availability of sufficient allocated funds.

H4

Ted Kozak

From: Nick Burnham <nburnham@cmrpc.org>
Sent: Thursday, June 02, 2016 2:44 PM
To: Tim McInerney; IdeC@GRAFTON-MA.GOV; Joe Laydon (LaydonJ@GRAFTON-MA.GOV); tkozak@northbridgemass.org; ssusienka@northbridgemass.org; gbechtholdt@northbridgemass.org
Subject: Route A and Route B Schedule Changes
Attachments: Community Route A - Walmart to BV Shoppes Jun 2016.pdf; Community Route B - WalMart to MBTA Station June 2016.pdf

Importance: High

Grafton and Northbridge Officials,

Effective Monday 6/6/2016, there are new schedules to both WRTA Community Shuttles: Route A and Route B in Grafton and Northbridge. Changes to Route A include extending the current route from Church Street to provide service to Linwood Mill Apartments via Linwood Avenue and Cross Street. Changes to Route B are only timing adjustments to accommodate the new MBTA schedules that went into effect on 5/23/2016. Please see attached the new versions of each route schedule. These schedules are available on the WRTA website (www.therta.com) and notices have been placed on the shuttle vehicles to inform current passengers of the upcoming service change. Printed schedules are not yet available, but once they are ready, CMRPC staff will distribute to the multiple schedule venues in both communities.

To help us spread the word regarding the changes, I kindly request that both route schedules are updated/added to your respective Town websites.

Please feel free to contact me with any questions about the service changes, or about the routes in general.

Thank you,
Nick

Nicholas Burnham
Assistant Transportation Planner
Central Massachusetts Regional Planning Commission
Phone: 508.459.3338

Please be advised that the Massachusetts Secretary of State and the Massachusetts Attorney General consider e-mail to be a public record, and therefore subject to the Massachusetts Public Records Law, M.G.L. c. 66 § 10.

Ted Kozak

From: Nick Burnham <nburnham@cmrpc.org>
Sent: Monday, June 06, 2016 1:19 PM
To: Tim McInerney; willardsond@grafton-ma.gov; laydonj@grafton-ma.gov; idec@grafton-ma.gov; tkozak@northbridgemass.org; ssusienka@northbridgemass.org; gbechtholdt@northbridgemass.org
Cc: MaryEllen Blunt
Subject: Route A and Route B Ridership - December 2013 to May 2016

Hello,

Below are the ridership statistics for Route A and Route B from December 2013 through May 2016. Due to data re-processing, some of the previous monthly ridership figures have been adjusted. If you have any questions, please let me know.

Please note that a service change for **Route A**, and new schedules for **Route A and Route B** went into effect **today**, June 6, 2016. PDF Schedules were sent to both communities last week with the request to be uploaded to the respective Town websites to help inform the public. Notices were placed on the shuttle vehicles, and the new schedules are available on the WRTA website. Once they are available in paper format, distribution to a number of schedule outlets in both communities will occur.

Route A highlights are noted below:

- There was a 19.26% decrease in total ridership between April 2016 and May 2016. April and May had the same amount of weekdays of service (21).
- Compared to May 2015, there was a 24.5% ridership decrease in May 2016.
- In FY16 (July 2015-June 2016) year-to-date, there have been 2,751 passenger trips over a total of 231 weekdays of service. In FY15 year-to-date, there were 2,949 passenger trips over a total of 231 weekdays of service. In FY16 YTD versus FY15 YTD, there has been a decrease of 6.7% of ridership on this route.
- Overall, there appears to be a trend of fluctuating ridership on this route. The table below illustrates that ridership was at its highest point in the fall of 2014, decreased in the winter months, and rebounded in the spring of 2015. Throughout the summer and fall of 2015, ridership totals leveled between 250-300 passenger trips per month. Although ridership has decreased in the recent few months, CMRPC staff will continue to monitor the route's performance in the upcoming months to see if ridership figures increase - as the trend showed in the previous two years. The service extension to provide service to Linwood Mill Apartments could provide a boost in ridership to return the monthly numbers to previous levels.

Route B highlights are noted below:

- There was a 3.39% decrease in total ridership between April 2016 and May 2016. Both April and May were in line with previous months of over 500+ monthly passenger trips.
- Compared to May 2015, there was a 44.67% ridership increase in May 2016.
- In FY16 (July 2015-June 2016) year-to-date, there have been 5,345 passenger trips over a total of 231 weekdays of service. In FY15 year-to-date, there were 4,192 passenger trips over a total of 231 weekdays of service. In FY16 YTD versus FY15 YTD, there has been an increase of 27.5% of ridership on the shuttle.
- Overall, there appears to be a trend of increasing ridership on the shuttle. The table below shows that monthly ridership totals have continuously increased from October 2015 through February 2016 with each month exceeding 500 passenger trips per month.

Month	# of Weekdays	Route A	Route B

December 2013	21	68	69
January 2014	21	77	97
February 2014	20	120	129
March 2014	21	218	209
April 2014	22	226	206
May 2014	21	229	269
June 2014	21	264	298
July 2014	22	293	365
August 2014	21	353	339
September 2014	21	363	444
October 2014	23	297	501
November 2014	19	241	370
December 2014	22	307	371
January 2015	20	149	358
February 2015	19	179	219
March 2015	22	255	432
April 2015	22	251	446
May 2015	20	261	347
June 2015	22	285	369
July 2015	23	311	419
August 2015	21	279	307
September 2015	21	285	432
October 2015	22	289	537
November 2015	18	231	563
December 2015	22	307	529
January 2016	19	224	504
February 2016	20	195	516
March 2016	23	189	517
April 2016	21	244	519
May 2016	21	197	502

Nicholas Burnham
Assistant Transportation Planner
Central Massachusetts Regional Planning Commission
Phone: 508.459.3338

CENTRAL MASSACHUSETTS
Regional Planning Commission

Please be advised that the Massachusetts Secretary of State and the Massachusetts Attorney General consider e-mail to be a public record, and therefore subject to the Massachusetts Public Records Law, M.G.L. c. 66 § 10.

State-Wide Access Pass

Sign up Event

Get help with filling out your application

Date: June 22nd

Time: 10:00 am - 4:00pm

Location: Linwood Mill Apartments

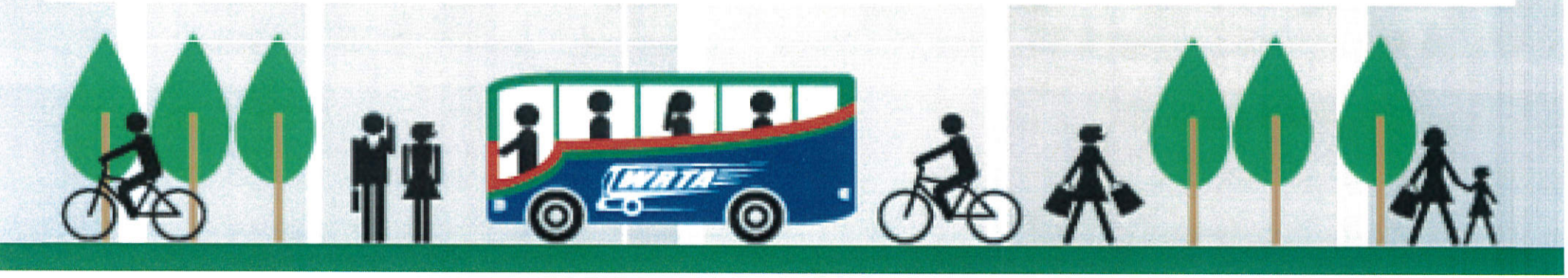
670 Linwood Ave, Whitinsville, MA 01588

Please bring:

- A valid state I.D.
- A Medicare card , if you have one
- three dollars cash ($3.00)

Be prepared to have your picture taken.

***you are automatically eligible to get a discount on the bus if you are over 60 or have a Medicare Card.**



H7

RECEIVED
JUN 16 2016
By

The Commonwealth of Massachusetts

William Francis Galvin, Secretary of the Commonwealth
Massachusetts Historical Commission

June 8, 2016

Theodore D. Kozak
Town Manager
Town of Northbridge
7 Main Street
Whitinsville, MA 01588

RE: Northbridge Town Hall, Northbridge, MA

Dear Mr. Kozak:

As Chairman of the Massachusetts Historical Commission, I am pleased to inform you that the above-mentioned project has been selected for a matching allocation of **$50,000** from the Commission's Round 22: Massachusetts Preservation Projects Fund (MPPF).

Due to the competitive nature of the program and limited funding, your award may differ from your requested amount. Please note that the grant is subject to reauthorization of the capital accounts and the availability of sufficient allocated funds. The Office of Administration and Finance must first allocate the Commission's Round 22 Massachusetts Preservation Project Fund Grants. The Massachusetts Historical Commission (MHC) will not be liable for any amount or loss caused by the non-reauthorization or non-allocation of said funds.

If said funds are reauthorized and allocated, the Commission will provide 50:50 matching funds for interior paint and plaster finishes restoration of the Great Hall based on historical documentation.

This project, as scoped, will involve interior repainting. An historic paint color analysis will be necessary to determine early paint colors. As an historic preservation project, you will be expected to implement the results of the analysis and restore to the most historically appropriate paint scheme.

This allocation is contingent upon the successful execution of the following steps, all of which must be completed before construction or pre-development work can begin:

1. Consultation with MHC Grants Division and Technical Staff to complete the full plans and specifications for project work items or to develop the pre-development Request For Proposals (RFPs). Please note that the MHC may require changes from the scope of work or budget as presented in your application in order to meet the program guidelines and funding allocation. Please note that **August 31, 2016** is the deadline for final approved construction documents or final approval for pre-development RFPs.

2. Execution of a grant contract with the Massachusetts Historical Commission is a program requirement. It will define the grant-assisted project under applicable laws and regulations and

220 Morrissey Boulevard, Boston, Massachusetts 02125
(617) 727-8470 • Fax: (617) 727-5128
www.sec.state.ma.us/mhc

include either plans and specifications or an RFP, a budget, and timetable for the full scope of eligible and approved work items.

3. The grants staff will convene a workshop for Local Project Coordinators (LPCs) and other project participants on Wednesday, **July 13, 2016** from **1:00 PM to 3:30 PM** in the MHC offices at the Massachusetts Archives Building in Boston. **LPC attendance at this scheduled workshop is a requirement of the program.** We also encourage the attendance of other project team members, such as architects, preservation consultants, or engineers. **Please contact the MHC grants staff to confirm that you will be attending.** Also, please come to this meeting prepared to schedule preliminary site visits with assigned MHC grants staff to finalize a mutually agreeable scope of work for your MPPF project. These site visits should preferably be scheduled prior to the end of July and will require the attendance of your architect/engineer for all development projects.

Please respond in writing to Brona Simon, Executive Director and State Historic Preservation Officer, MHC, by **July 13, 2016** with your intention to accept the grant allocation and meet with appropriate MHC personnel.

A Local Project Coordinators' Manual will be distributed at the meeting. Directions to the Archives Building can be found on the MHC website at: http://www.sec.state.ma.us/mhc/mhcloc/mhcloc.htm.

The Commission looks forward to working with you toward the successful completion of your project. We sincerely hope that this grant allocation will help you to achieve your preservation goals.

Sincerely,

William Francis Galvin
Secretary of the Commonwealth
Chairman, Massachusetts Historical Commission

cc: Northbridge Historical Commission
Thomas J. Melia, Chairman Board of Selectmen
R. Gary Bechtholdt, II, Town Planner & LPC