

**TOWN OF NORTHBRIDGE
BOARD OF SELECTMEN'S MEETING
NORTHBRIDGE TOWN HALL
7 MAIN STREET - WHITINSVILLE, MA 01588
January 11, 2016 AT 6:30 PM
REVISED**

RECEIVED

16 JAN -8 AM 10:34

EXECUTIVE SESSION – 6:30 PM

Presentation: Proclamation for the Northbridge High School Football Team and Coaches
Presentation: Employee and Volunteer Recognition awards for 25 years or more of service to the Town

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES

A. November 23, 2015

II. PUBLIC HEARINGS:

III. APPOINTMENTS: By the Town Manager

B. Scott Motyka, Regional Systems Administrator/Vote to affirm

IV. CITIZENS' COMMENTS/INPUT

Local Business Spotlight: Whitin Community Center [Heather Elster, Executive Director]

V. DECISIONS

C. National Entertainment Network, LLC [Peter Jacobson] / Application for an Automatic Amusement Device License to be located at Shaw's Supermarket, 1177 Providence Road, Whitinsville

D. 2016 Liquor License Renewal: Sammy's Restaurante, LLC [Sohail Ahmad, Manager] / Vote to approve subject to the payment of all monies due the Town

E. Spring Annual Town Meeting / Vote to close the warrant on Friday, March 4, 2016 at Noon

VI. DISCUSSIONS

F. Departmental Reports: Police Department, Fire Department and Department of Public Works

G. Charter Communications- Present: Harry Berkowitz, Chairman, Cable Advisory Committee

H. Intermunicipal Agreement RE: Regional Systems Administrator

VII. TOWN MANAGER'S REPORT

I. 1) Local Historic District Study Committee

2) Public Safety Appreciation Day

3) Library Grant Award

4) Annual Fire Permits

5) Recycling Center/Closed during January and February

VIII. SELECTMEN'S CONCERNS

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION – 6:30PM:

J. Under M.G.L. Chapter 30A, S21 #3 – To discuss strategy with respect to litigation.

K. Under M.G.L. Chapter 30A, S21 #3 – To discuss strategy with respect to contract negotiations.

Town Clerk: Hard copy	<input checked="" type="checkbox"/>
Town Clerk: E-mail copy	<input checked="" type="checkbox"/>
Web: Post time-stamped copy	<input type="checkbox"/>

THIS AGENDA IS SUBJECT TO CHANGE

NORTHBRIDGE HIGH SCHOOL FOOTBALL TEAM
"THE RAMS"



- Whereas,* the Northbridge High School Football Team "The Rams" won the 2015 Division 5 Championship representing the Rams eleventh Championship Team; and
- Whereas,* the dedication, hard work, long hours of practice, mutual support and commitment of the team and coaches exemplify the pride and heart of the Northbridge High School football program; and
- Whereas,* students, players, coaches, parents and supporters have all come together in making a true championship team; and
- Whereas,* the student leaders of The Rams have consistently shown a strong work ethic and level of confidence that transcends the football field; and
- Whereas,* in addition to winning the District Title for the 3rd straight year, the Regional Title for the 3rd straight year, and being named State Finalists for 2 years in a row, the Team was awarded the 2015 Central Mass. Conference of Football Officials Good Sportsmanship Award for 14th time in the past 16 years.

Now, therefore be it resolved by the Board of Selectmen and Town Manager of the Town of Northbridge that the Northbridge High School Football Team "The Rams" be honored for their success in being the 2015 Division 5 Super Bowl Champions; and

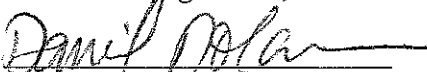
Be it further resolved that the work, talent and dedication of Head Coach Kenneth Lachapelle; Assistant Coaches: Steve Falconer, Al Richards, Jess Lachapelle, Gregg Parker, John Demagian, Colby Brochu, Dave Mills, and Steve McKeon; and Team Manager Cody Lachapelle be honored for their commitment to the development of our youth through a remarkable football program;

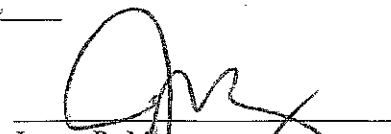
Be it further resolved that the Board of Selectmen and Town Manager of the Town of Northbridge calls on all of our community to join with family and friends in the celebration and honoring of the 2015 Northbridge High School Division 5 Champion Rams for a phenomenal football season resulting in an outstanding 12-1 record.

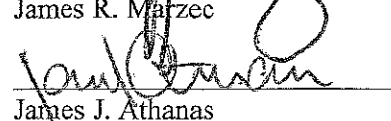
NORTHBRIDGE BOARD OF SELECTMEN


Thomas J. Melia, Chairman


Charles Ampagoomian, Jr.


Daniel J. Nolan


James R. Marzec


James J. Athanas


Theodore D. Kozak, Town Manager

Issued this 21st day of December, in the Year of Our Lord, Two Thousand Fifteen

EMPLOYEE AWARDS

RICHARD BROOKS	30 YRS
BRIAN CASTELL	40 YRS
SHAWN HENEY	35 YRS
ROBERT LACHAPELLE	35 YRS

BOARD MEMBERS

CHARLES AMPAGOOMIAN	25 YRS
SHARRON AMPAGOOMIAN	25 YRS
DENIS LATOUR	25 YRS
KENNETH WARCHOL	35 YRS

Award of Appreciation

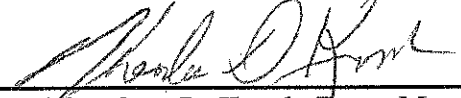
Presented to

RICHARD BROOKS

In Appreciation Of Your 30 Years Of

Dedicated Service, Devotion And Support

To The Town Of Northbridge



Theodore D. Kozak, Town Manager

*Issued this 9th day of November
In the year of Our Lord, Two Thousand fifteen*

Award of Appreciation

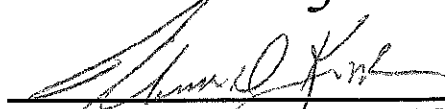
Presented to

BRIAN CASTELL

In Appreciation Of Your 40 Years Of

Dedicated Service, Devotion And Support

To The Town Of Northbridge



Theodore D. Kozak, Town Manager

*Issued this 9th day of November
In the year of Our Lord, Two Thousand fifteen*

Award of Appreciation

Presented to

SHAWN HENEY

In Appreciation Of Your 35 Years Of

Dedicated Service, Devotion And Support

To The Town Of Northbridge

A handwritten signature in dark ink, appearing to read 'Theodore D. Kozak', is written over a horizontal line.

Theodore D. Kozak, Town Manager

*Issued this 9th day of November
In the year of Our Lord, Two Thousand fifteen*

Award of Appreciation

Presented to

ROBERT LACHAPELLE

In Appreciation Of Your 35 Years Of

Dedicated Service, Devotion And Support

To The Town Of Northbridge



Theodore D. Kozak, Town Manager

*Issued this 9th day of November
In the year of Our Lord, Two Thousand fifteen*

Certificate of Appreciation

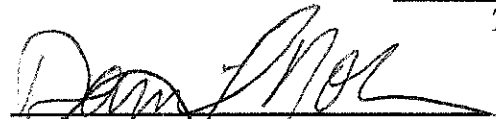
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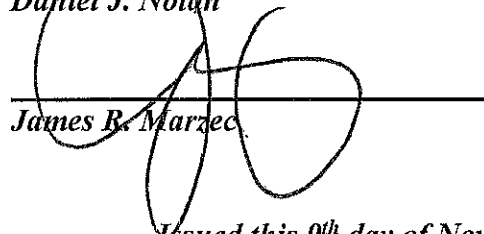
CHARLES AMPAGOOMIAN

*In Grateful Appreciation Of Your
25 Years of Dedicated Service
To The Town Of Northbridge*

NORTHBRIDGE BOARD OF SELECTMEN


Thomas J. Melia, Chairman


Daniel J. Nolan


James B. Marzec


James J. Athanas


Charles Ampagoomian, Jr.

Issued this 9th day of November In the year of Our Lord, Two Thousand Fifteen

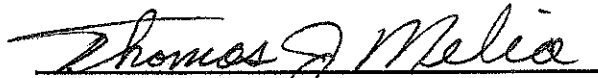
Certificate of Appreciation

Presented to

SHARRON G.W. AMPAGOOMIAN

*In Grateful Appreciation Of Your
25 Years of Dedicated Service
To The Town Of Northbridge*

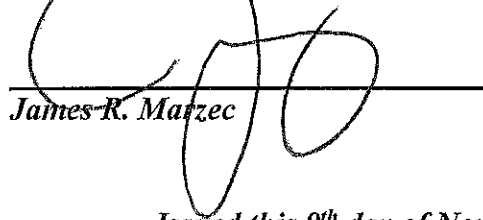
NORTHBRIDGE BOARD OF SELECTMEN



Thomas J. Melia, Chairman


Daniel J. Nolan


James J. Athanas


James R. Marzec


Charles Ampagoomian, Jr.

Issued this 9th day of November In the year of Our Lord, Two Thousand Fifteen

Certificate of Appreciation

Presented to

DENIS LATOUR

*In Grateful Appreciation Of Your
25 Years of Dedicated Service
To The Town Of Northbridge*

NORTHBRIDGE BOARD OF SELECTMEN


Thomas J. Melia, Chairman


Daniel J. Nolan


James R. Marzec


James J. Athanas


Charles Ampagoomian, Jr.

Issued this 9th day of November In the year of Our Lord, Two Thousand Fifteen

Certificate of Appreciation

Presented to

KENNETH WARCHOL

*In Grateful Appreciation Of Your
35 Years of Dedicated Service
To The Town Of Northbridge*

NORTHBRIDGE BOARD OF SELECTMEN


Thomas J. Melia, Chairman


Daniel J. Nolan


James J. Athanas


James R. Marzec


Charles Ampagoomian, Jr.

Issued this 9th day of November In the year of Our Lord, Two Thousand Fifteen

I.A

BOARD OF SELECTMEN'S MEETING
November 23, 2015 AT 7:00PM

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, Nolan, and Melia. Selectman Marzec and Selectmen Athanas were absent and it is duly recorded. **Also Present:** Theodore D. Kozak, Town Manager

The Pledge of Allegiance was recited by those present

APPROVAL OF MINUTES 1) November 9, 2015 [Executive Session] A motion/Mr. Ampagoomian seconded/ Mr. Marzec to approve but not release the November 9, 2015 Executive Session Minutes. Vote yes/Unanimous.

PUBLIC HEARINGS: 7:05 PM: Massachusetts Electric Company / Petition for new Pole and Pole Relocation (Pollard Road): N'Grid requests to relocate pole # 8 to clear the Kinder Morgan Tennessee Gas Line and install pole # 8-50 for line span and relocate pole # 9 also for line span. **Present: Crystal Tognazzi** Chairman Melia read aloud the public hearing notice. A motion/Mr. Ampagoomian, seconded/ Mr. Nolan to open the public hearing. Roll call vote: Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mr. Melia/Yes. Ms. Tognazzi stated pole 8 was too close to the Tennessee Gas Line which is why National Grid is requesting to move pole 8, 27 feet off of the Tennessee Gas Line. National Grid is also suggesting a mid-span pole of 8-50 to shorten the span length between 8 and 9. No abutters were present. A motion/Mr. Nolan seconded/Mr. Ampagoomian to close the public hearing. Roll call vote: Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mr. Melia/Yes. A motion/Mr. Nolan, seconded/ Mr. Ampagoomian, to approve National Grid's request for new pole 8-50 as presented. Vote yes/Messrs. Ampagoomian, Nolan, and Melia. Mr. Ampagoomian asked Ms. Tognazzi if someone from National Grid could provide an update on the pole on Church Street. Highway Superintendent Mr. Luchini explained that he believes it had been removed last week.

APPOINTMENTS/RESIGNATIONS: None

CITIZENS' COMMENTS/INPUT - Local Business Spotlight: Little Man Originals – [Present: Christine Guanipa, Proprietor] Jeannie Hebert, president and CEO of Blackstone Chamber of Commerce, introduced Christine and Miquel as the owners of Little Man Originals which is located on Church Street. Mrs. Guanipa is also the Chairmen of the Shop Small Committee. Everything is made at the store and is made to order. Mr. and Mrs. Guanipa moved to Whitinsville 10 years ago and are both graduates of Mass College of Art, Mrs. Guanipa a Print Making Major, and Mr. Guanipa a Cartoonist. Mrs. Guanipa turned to designing hand bags and used Mr. Guanipa's cartoons which became the logo. Little Man Originals do wholesale, and design a collection every year of hand bags, and accessories and travel to sell them. Today they have products in over 200 stores and galleries. The Shop Small campaign is conducted of about 24 small shops which is scheduled for Saturday November 28, 2015 from 10 AM to 5 PM. The purpose of the Shop Small Campaign is to bring people back into Northbridge. There will be a shuttle provided by Alternatives for those interested which will be going around Town making 5 stops and looping around town, and red chairs and balloons will be out front of participating stores. Mrs. Guanipa showed off some of the items for sale in her shop of which included large bags, accessory bags, wristlets, wallets, change holders, as well as bibs. Mrs. Guanipa told the story of how one day she received a call from the Senator who found their products online and from there they designed fabric for the White House which include donkeys and elephants and they continue to receive orders from the White House. The store hours are Wednesday thru Friday from 10 AM – 5 PM and Saturday from 10 AM – 2 PM. Visit them online at littlemanoriginals.com. Mrs. Guanipa also does private parties, and studio events with visiting artists.

Pine Grove Cemetery/Vote to accept American Flag donated by Mary Bedoian A motion/Mr. Ampagoomian, Seconded/Mr. Nolan, to Accept the American Flag to be flown at Pine Grove Cemetery. Vote yes/Messrs. Ampagoomian, Nolan, and Melia.

Friendly Discount Liquors, Inc. d/b/a Friendly Discount Liquors [Sook L. Huynh, Mgr.] / Request to pro-rate the Annual Liquor License fee Manager Sook Huynh the new manager of Friendly Discount Liquor requested the Board pro rate their ABCC approved Liquor License fee for the remainder of 2015. A motion/Mr. Ampagoomian, seconded/Mr. Nolan, to approve the request of the pro-rated fee for Friendly Discount Liquor's 2015 license for 1 month. Vote yes/Messrs. Ampagoomian, Nolan, and Melia.

Pine Knoll Sub-division / The Board of Selectmen shall vote to: 1) **Approve the agreement for donation of funds with Aris Group, LLC in connection with the Planning Board's September 22, 2015 modification of the Special Permit for the Pine Knoll Senior Living Development** 2) **To approve the Planning Board's expenditure of the donated funds for the purpose of the preparation of a Housing Production Plan and an Open Space & Recreation Plan for the town.** Town Planner, Gary Bechtholdt was present to describe the details of the request. The Selectmen are asked to formalize the agreement that was reached through a variance from the Zoning Board of Appeals, waiving the requirement for the 3 affordable units. It was required to go back to the Planning Board to modify the Special Permit. As part of the Special Permit modification the owner, applicant, and Planning Board came to the decision in lieu of and exchange for the 3 affordable units they would provide a one-time donation to the Town as established through the special permit. The fund will be used to hire a consultant for the preparation of a Housing Production Plan as well as an Open Space and Recreation Plan. The remaining funds will be decided upon by what the Planning Board wished to do with then will be presented to the Board of Selectmen to be voted on. A motion/Mr. Ampagoomian, seconded/Mr. Nolan, to vote to approve the agreement for donation of funds with Aris Group, LLC in connection with the Planning Board's September 22, 2015 modification of the special permit for the Pine Knoll Senior Living Development and to approve the Planning Board's expenditure of the donated funds for the purpose of the preparation of a housing production plan and an Open Space and Recreation plan for the Town. Vote yes/Messrs. Ampagoomian, Nolan, and Melia.

Winter Parking Ban [December 1, 2015 to April 1, 2016] / Vote to approve There were no changes from last year's parking ban. A motion to approve/Mr. Ampagoomian, seconded/Mr. Nolan to approve the Winter Parking Ban as presented. A Vote yes/Messrs. Ampagoomian, Nolan, and Melia.

National Park Designation / Present: Kenneth Warchol, Meghan Kish, Superintendent, and Jennifer Smith, NPS Director Meghan Kish, Superintendent of the Northbridge National Park as well as other National Parks gave an overview on the designation. December 19, 2014 the Blackstone River Valley National Park became the 402nd National Park. In the Legislation, there are 6 nodes and Whitinsville is one of them. It is Ms. Kish's responsibility to set the boundary for the new park. It includes Slater Mill in Pawtucket, the Kelly House in Blackstone State Park as well as Slatersville and Ashton RI, Hopedale and Whitinsville. Prior to getting in to the National Historic Park the Town needs to be in boundaries set and the Commission prepared to oversee the preservation of the buildings. The Town needs to reestablish the Local Historic District Study Committee which is a 7 member Committee. The boundaries are already proposed and the next step would be to go to a public hearing and then Town Meeting. Being in the boundary allows the investment of resources which is an incentive toward moving forward with this. Meghan Depreat who works with the Heritage Corridor will be helping through the project. She is the Deputy Director of the Blackstone River Valley National Heritage corridor which includes 25 communities in total. She is hopeful that this is something the community is interested in and will always be happy to help out on all areas of the process.

Aldrich School Fence / Present: Kenneth Warchol, Chairman of Northbridge Historic Commission Mr. Warchol, Chairman of the Northbridge Historic Commission spoke regarding the removal of the Aldrich School Fence. Mr. Warchol asked for approval to take down the fence in front of the Grammar Schools because it is one of the most beautiful squares which the fence blocks and since there is no longer a school there it would make sense to remove the fence to reveal the historical look. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to move item H. Aldrich School Fence from discussion to decisions. Vote yes/Messrs. Ampagoomian, Nolan, and Melia. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the removal of the Aldrich School Fence.

Chairman Melia verified that it would be completed under the Town Highway Department. Vote yes/Messrs. Ampagoomian, Nolan, and Melia

TOWN MANAGER'S REPORT 1) Aggregation Bid Results - Attended the bid opening for the electricity aggregation, which involves 23 Communities. The low bid by Cond Edison came in at 9.49 Cents and will go into effect in January for 24 months, for comparison purposes, National Grid's winter rate is 13.1 cents. A letter will be sent to all home owners in Town who have National Grid as their supplier, which describes details regarding the program. Customers will automatically be enrolled into the program but will have the opportunity to opt out of the program. Any customers who are currently with a different supplier must first opt out of the current program, firstly making sure there are no fees to end the contract. Once a customer has ended that supplier contract they may opt into the Con Edison program with the Town. **2) Veterans Day Services** - Attended Veterans Day services and the dedication for Cpl. John Dawson. Despite the bad weather the event was well-attended and beautifully done by the Trustees of Soldiers' Memorials. **3) Stormwater Update** - Attended a Regional Stormwater meeting and discussed plans for next year's EAP requirements by the government. **4) WRTA Bus Program** - The WRTA provided the Town with updated ridership numbers and it shows that the program is still picking up passengers so they will continue to go forward with the bus program. **5) Senior Center Luncheon** - Attended a luncheon sponsored by Senator Michael Moore and the Blackstone Valley Chamber of Commerce. They served a turkey dinner and desert to over 100 people, which was a large increase over last year. Town Manager Kozak announced the Fire Truck is read and we should be receiving it within the next two weeks.

SELECTMEN'S CONCERNS Mr. Ampagoomian 1) Charter Communications reception has been deplorable, Pixilation, advertisement to upgrade, it freezes, and shuts down. Mr. Ampagoomian suggested that anyone who is having these issues call Northbridge Community Television and suggested a letter campaign to our senators since the fees continue to rise and it is bad service to begin with. **Mr. Nolan 1)** Congratulated the Northbridge High School football team and wished them luck at the Super Bowl in a couple of weeks. **Mr. Melia 1)** stated that the dedication ceremony of the Cpl. Dawson monument was a very moving ceremony, and the Soldiers' Memorial Committee did an excellent job.

Chairman Melia announced the next Selectmen's agenda is scheduled for December 7, 2015.

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

Meeting Adjourned: 7:51 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

November 23, 2015

I. APPROVAL OF MINUTES

A. Copy of the November 9, 2015 Executive Session – removed from documentation as they have not been released.

II. PUBLIC HEARINGS:

B. Copy of National Grid Petition
Copy of Public Hearing Notice
Copy of Memorandum for Abutter's List
Copy of Abutters List

III. APPOINTMENTS/RESIGNATIONS: None

IV. CITIZENS' COMMENTS/INPUT

Local Business Spotlight: Little Man Originals - Present: Christine Guanipa, Proprietor / None

V. DECISIONS

C. Copy of note from Mary Bedoian
D. Friendly Discount Liquors - **No Documentation**
E. Copy of Motion for Pine Knoll donation
Copy of Memorandum from Town Planner Gary Bechtholdt regarding the approval of agreement and acceptance
F. Copy of Winter Parking Ban Announcement

VI. DISCUSSIONS

G. National Park Designation / Present: Kenneth Warchol, Meghan Kish, Superintendent, and Jennifer Smith, NPS Director
H. Aldrich School Fence / Present: Kenneth Warchol, Chairman of Northbridge Historic Commission

VII. TOWN MANAGER'S REPORT

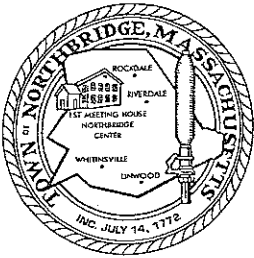
I. 1) Aggregation Bid Results – No documentation
2) Veterans Day Services – No documentation
3) Stormwater Update – No documentation
4) WRTA Bus Program – Copy of WRTA Routes and monthly ridership numbers
5) Senior Center Luncheon – No documentation

VIII. SELECTMEN'S CONCERNS / No documentation

IX. ITEMS FOR FUTURE AGENDA / No documentation

X. CORRESPONDENCE / No documentation

XI. EXECUTIVE SESSION / No documentation



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

III.B

Theodore D. Kozak
Town Manager

December 30, 2015

Mr. Scott Motyka
21 Brookside Drive
Douglas, MA 01516

Dear Scott:

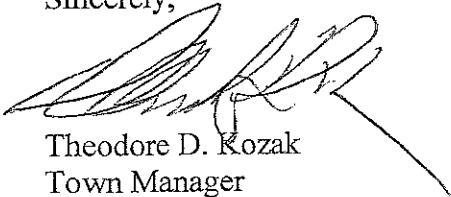
This letter is to inform you that you have been selected for appointment to the position of Regional Systems Administrator for the Towns of Northbridge and Douglas on or about January 25, 2016. The position is full-time (35 hours per week), Grade 11, with a beginning annual salary of \$72,172, and is governed by the personnel rules and regulations of the Town of Northbridge, which includes a six-month probationary period. In addition, you are also granted three weeks of vacation to use during the first year of your employment.

Pursuant to Section 4-2 of the Northbridge Town Charter, such appointment shall become effective on the fifteenth day following the day on which notice of the appointment is filed with the Board of Selectmen, unless the Board of Selectmen shall within that period by a majority of all of its members vote to reject such appointment, or has sooner voted to affirm it.

This appointment is also contingent upon your passing a CORI check and a pre-employment physical. Please contact Sharon Susienka in my office to make arrangements for the CORI. The physical can be scheduled with and completed by Team Works Occupational Health, 115 Water Street, 2nd Floor, Milford, MA or at the new Northbridge location on Church Street Extension. They can be reached at 508-422-2761 option #1 for a pre-employment physical only. Please bring the enclosed job description with you to the appointment.

On behalf of the Town of Northbridge, I welcome you and wish you much success in your new position.

Sincerely,



Theodore D. Kozak
Town Manager

TDK/sls
cc: Board of Selectmen

3/14/16

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF NORTHBRIDGE

I.C.

APPLICATION FOR AUTOMATIC AMUSEMENT DEVICE LICENSE

TO THE LICENSING AUTHORITIES:

The undersigned hereby applies for a License in accordance with the provisions of the Statutes relating thereto
(FULL NAME OF PERSON, FIRM OR CORPORATION MAKING APPLICATION):

National Entertainment Network, LLC

STATE CLEARLY PURPOSE FOR WHICH LICENSE IS REQUESTED: [List Automatic Amusement Device(s) to be licensed]

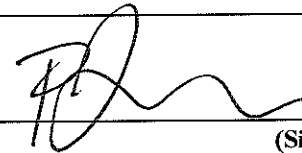
TO: Operate or use: Coin-Operated Machines at Shaw's
#7432 - 1177 Providence Rd

GIVE LOCATION BY STREET AND NUMBER:

AT: 1177 Providence Rd; Whitinsville

in said Town of Northbridge in accordance with the rules and regulations made under authority of said Statutes.

Proposed Hours of Operation: Store Hours



(Signature of Applicant)

Print Name: Peter Jacobson

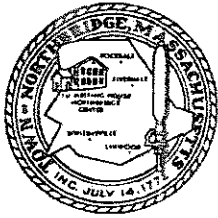
Address: 325 Interlocken Pkwy B
Broomfield, CO 80021

City: _____

State, Zip: _____

Received: 12/22/15 10:25AM
(Date) (Time)

Date License Granted



Town of Northbridge
Fire Department

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

VI.F.

Gary A. Nestor
Fire Chief

January 08, 2016

To: Mr. Theodore D. Kozak, Town Manager

From: Gary A. Nestor, Fire Chief *Gan*

Subject: Six Month Report

This is a summary of the fire department activity from July 1, 2015 through December 31, 2015. The fire department responded to 452 fire emergencies, 997 ambulance emergencies, 50 non-emergency calls for service, visited the schools to conduct SAFE classes 40 times, and installed smoke and carbon monoxide detectors in the homes of 25 senior citizens. Overall, this program has been very successful with the firefighters visiting and installing detection devices in the homes of 32 seniors. In addition to this, fire prevention activities accounted for 459 inspections, 289 permits issued, conducted 16 fire drills, and collection of \$ 11,640.00 in permit fees. Of the 997 ambulance emergencies, there were 646 ALS calls and the ambulance service collected \$ 392,811.36.

During this period we had 5 structure fires, 8 motor vehicle fires, and 23 outside fires. The fire losses to the affected properties will exceed \$ 300,000.00. We responded to fires in other communities 12 times under our mutual aid agreements, and received mutual aid for fire and EMS incidents 69 times. The call fire and ambulance payroll for this period was \$ 51,754.36.

In June we transitioned over to the new Public Safety Dispatch Center at the police station. This has allowed the department to provide an additional eighty-four (84) hours of coverage during the hours of 6:30 a.m. and 6:30 p.m.

In September we received bids for a new ambulance which was approved by the voters at the May Town Meeting. The new vehicle should be available in the spring or early summer of 2016.

We took possession of the new ladder truck in November and the personnel have been training and placing the equipment on the vehicle. In early December we received two (2) days of intensive training from a factory representative. We will be receiving two (2) more days of factory training in the spring.

We are currently working with FEMA to recover some of our costs for the January 26, 2015 snow storm.

"Smoke Detectors Save Lives"



December 28, 2015

Mr. Ted Kozak, Town Manager
Town of Northbridge, Town Hall
7 Main Street
Whitinsville, MA 01588

Dear Franchise Official:

In order to better serve our customers in your community, we are consolidating our Charter retail stores and moving the Grafton store on Providence Road to a brand new, state-of-the-art Spectrum™ Store at 867 Grafton Street in Worcester. The new store will open on or after February 22, 2016. Details of our new location can be found below:

New Worcester Spectrum™ Store Location: 867 Grafton Street, Worcester

Features of our new location: Our beautiful new Spectrum™ store will feature over 3,200 square feet with more than half of that space dedicated to customers during their visit. Conveniently located near many popular retail outlets, our new storefront will have plenty of parking for our customers. New customer seating will provide our customers with an enjoyable and relaxed environment with live sports streaming on our 75" LED HDTV, the opportunity to test drive our interactive Spectrum™ TV App while using Charter's 60Mbps internet, informative tutorials on HDTV, and more!

Staffing: All employees from the Grafton store will move to our new Worcester location on Grafton Street. Our new Spectrum™ store will be fully staffed and able to accommodate 6 transaction stations with room to wait inside on a busy day.

Hours: Our new Spectrum™ store location will operate under similar hours as the current locations, with one exception, the addition of Sunday hours:

- Monday, Friday: 9:00 am – 7:00 pm
- Saturdays, 9:00 am – 5:00 pm
- **New!** Sundays, 12:00 pm – 5:00 pm

24 hour customer assistance is always available at **1-888-GET CHARTER** (1-888-438-2427) or by contacting us online at www.Charter.com.

We are very excited about our new location and hope you'll take a moment to stop in and experience our services via an interactive station.

Charter values our relationship and appreciates the opportunity to serve your community. Should you have any questions regarding the information provided here, please feel free to contact me at 774-243-9735 or via email at Tom.Cohan@charter.com.

Sincerely,

Thomas P. Cohan
Director of Government Affairs

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H.

INTERMUNICIPAL AGREEMENT
REGIONAL SYSTEMS ADMINISTRATOR SERVICES

This Intermunicipal Agreement (hereinafter "IMA") is entered into as of _____, by and between the Town of Northbridge, a Massachusetts municipal corporation, by and through its Board of Selectmen, 7 Main Street, Whitinsville, MA 01588 (hereinafter "Northbridge") and the Town of Douglas, a Massachusetts municipal corporation, by and through its Board of Selectmen, 29 Depot Street, Douglas, MA 01516 (hereinafter "Douglas"), in accordance with G.L. c. 40, §4A as follows:

WHEREAS, Northbridge currently employs a full time Systems Administrator for computer systems configuration, operation and maintenance; and

WHEREAS, Douglas currently has no Systems Administrator; and

WHEREAS, Northbridge and Douglas are desirous of making the most efficient use of community resources while maintaining sound community services.

NOW THEREFORE, for good and valuable consideration, and the mutual promises set forth below, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. **REGIONAL SYSTEMS ADMINISTRATOR:** Scott Motyka, or his/her successor employee with Northbridge, will serve as the Regional Systems Administrator (hereinafter "Regional Systems Administrator") in both Northbridge and Douglas.
2. **OPERATIONS:** The Regional Systems Administrator will report to the Town Manager in the Town of Northbridge on a day to day basis and as required by the Town of Northbridge for all systems administration duties associated with the Town of Northbridge, and the Regional Systems Administrator will report to the Town Administrator in the Town of Douglas on a day to day basis and as required by the Town of Douglas for all systems administration duties associated with the Town of Douglas, subject to the following terms and conditions:
 - a. The Regional Systems Administrator shall be available to the Town of Douglas for 20% of his regularly scheduled work hours during the term of this Agreement. The schedule shall be set, and may be modified, by mutual agreement of the Northbridge Town Manager and the Douglas Town Administrator.

- b. The Regional Systems Administrator shall make any and all financial and operational reports as required by the Northbridge Town Manager and the Douglas Town Administrator.
- 3. **BUDGET:** The Regional Systems Administrator will maintain separate budgets and operating systems for each community.
 - a. The Town of Douglas shall pay the Town of Northbridge at the rate of 20% of salary and benefits attributable to the position of the Regional Systems Administrator, subject to the other provisions of this section. The rate for successive years shall be reviewed, negotiated, and established by the Towns, by mutual agreement, by February 1st of each year.
 - b. The Town of Douglas shall pay its 20% share to the Town of Northbridge on a quarterly basis on the first day of each quarter. On June 30 of each fiscal year, a final bill shall be presented by Northbridge.
 - c. The Town of Douglas shall pay the IRS standard mileage rate for miles driven by the Regional Systems Administrator from the Town of Northbridge to the Town of Douglas and back.
- 4. **LIABILITY:** Each party shall maintain appropriate general liability insurance to cover the Regional Systems Administrator while the Regional Systems Administrator is performing his/her duties in the respective Town. For purposes of liability insurance, the Regional Systems Administrator shall be considered an employee of the Town for which he is acting during the performance of his/her duties for that respective Town. As the Regional Systems Administrator is a full-time employee of the Town of Northbridge, the Town of Northbridge is responsible for maintaining Workers' Compensation, income tax withholding and employee benefits.
- 5. **TERM:** This Agreement shall take effect on _____.
This Agreement shall continue in effect for:
 - a. For one (1) year with two renewal options of one (1) year each. The renewal period shall be exercised no later than four (4) months prior to the end of the current term, or
 - b. until one of the parties hereto provides at least four (4) months notice prior to the start of a new fiscal year that it does not intend to participate in this Agreement for the upcoming fiscal year ("Notice of Termination"), or
 - c. if the Regional Systems Administrator leaves the employ of the Town of Northbridge, the Town of Douglas shall have the opportunity to provide two (2) months' notice that it will terminate the Agreement if Northbridge does not provide continuation of the service suitable to the Town of Douglas.

6. DEFAULT: Should any party hereunder fail to provide said Notice of Termination as set forth in section 5 (b) above, or fail to maintain the appropriate insurance as required hereunder or in any way violates the terms of this agreement or fails to pay when and as due as required herein, then that party shall be considered in default hereunder, entitling the non-defaulting party to terminate the Agreement upon twenty (20) days written notice. In addition, the defaulting party shall be responsible to the other party for one and a half times any amounts due hereunder for the remainder of the fiscal year.

7. MISCELLANEOUS:

- a. Amendment: This Agreement may only be amended or modified by written document signed by a majority of the Board of Selectmen in each Town.
- b. Fiscal Year: The term Fiscal Year hereunder shall be that of a Massachusetts Governmental Unit – July 1 to June 30.
- c. Governing Law: This Agreement shall be governed in accordance with the law of the Commonwealth of Massachusetts and any dispute hereunder shall be directed to the appropriate court in Worcester County.

THIS AGREEMENT entered into on the day first above written by:

The Town of Northbridge
By vote dated _____
BY its Board of Selectmen

The Town of Douglas
By vote dated _____
BY its Board of Selectmen

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TOWN MANAGER'S REPORT – January 11, 2016

- 1) **Local Historic District Study Committee to Resume** - The Town is in need of additional individuals for the Local Historic District Study Committee. We have contacted the Northbridge Historical Society, the Central Mass. Association of Realtors and the American Institute of Architects for the names of 2 nominees each. If any members of these institutions are interested, please contact the Town Manager's Office at 508-234-2095.
- 2) **Public Safety Appreciation Day** - An event was held at Wal-Mart on Wednesday December 30, 2015, to celebrate the Town's new ladder truck and the public safety personnel. The event, sponsored by Walmart, was open to the public and was very well attended.
- 3) **Library Grant Award** - The Library was awarded a \$7,500 grant from the Mass. Board of Library Commissioners to enhance pre-school programing, STEM science, and technology. The library will be using the funds to provide programs to the residents in Town.
- 4) **Fire Burning Permits** - The Fire Chief wants to remind any citizens who wish to have open fires that it will be required to obtain a burning permit from the Fire Department. The fire burning season begins January 15, 2016.
- 5) **Recycling Center Winter Hours** - The Recycling Center located behind the Fire station is now closed for the months of January and February and will reopen in March—weather permitting.