

**TOWN OF NORTHBRIDGE
BOARD OF SELECTMEN'S MEETING
NORTHBRIDGE TOWN HALL
7 MAIN STREET - WHITINSVILLE, MA 01588
August 12, 2019 at 7:00 PM**

PLEDGE OF ALLEGIANCE

- I. APPROVAL OF MINUTES:** A. 1) May 6, 2019 2) May 20, 2019 3) June 3, 2019
5) June 17, 2019 6) July 15, 2019

II. PUBLIC HEARING

- III. APPOINTMENTS/B. By the Town Manager/Vote to Affirm:** Assistant Town Accountant/ **Present:** Neil Vaidya, Town Accountant

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS:

C. St. Patrick's Parish/Family Fun Fest-Fall Festival, Saturday, September 21, 2019 from 11 AM to 4 PM/1) Request for a one-day wine and malt license 2) Request for a one-day entertainment license/**Present:** Gene Trotter

D. Whitinsville Christian School/Request to hold the Homecoming 5K road race on, Saturday, September 21, 2019 at 8:30 AM, subject to the safety requirements of the Northbridge Police Department/**Present:** Melissa Hadley

E. Charles Thompson/Request permission to hold the road race portion of the Greenway Challenge event in Whitinsville on Saturday, September 28, 2019 at 8:30 AM, subject to the safety requirements of the Northbridge Police Department [Rain Date: October 5, 2019]

F. Family Continuity/Request to hang a banner across Church Street on August 18, 2019 to August 25, 2019 to advertise No One Walks Alone Walk, Saturday, August 24, 2019 at 10 AM

G. Village Congregational Church/Request to hang a banner across Church Street on September 22, 2019 to September 29, 2019 to advertise their Harvest Festival on Saturday, September 28, 2019 from 9 AM to 3 PM [*Rain date: Sunday, September 29, 2019*]

H. Riverdale Cemetery Deed/William J. Van Dyke [Maple Square, South, Lot 3]

I. Safety Committee Meeting Minutes (June 5, 2019)/Vote to accept recommendations

J. Complete Streets Prioritization Plan/Vote to support **Present:** Jim Shuris (DPW), Casey Uy (Howard Stein Hudson)

K. Vote to place articles on the FATM Warrant (Tuesday, October 22, 2019) including: Local Historic District Bylaw **Present:** Harry Berkowitz, LHDSC Member

VI. DISCUSSIONS

VII. TOWN MANAGER'S REPORT

VIII. SELECTMEN'S CONCERNS

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION

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

A. 1.

BOARD OF SELECTMEN'S MEETING May 6, 2019

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: Board Members: Ampagoomian, Athanas, Cannon, Melia and Nolan. Town Manager Gaudette was absent and it is duly noted.

The Pledge of Allegiance was recited by those present.

Present: Representative Muradian/Budget update. Representative Muradian stated that the Chapter 70 House budget for Northbridge came in at fifteen million, six hundred and three thousand nine hundred and thirty-one dollars. Unrestricted General Government Aid came in at two million two hundred and forty-one thousand, four hundred and seventy-four dollars. Representative Muradian announced that they were also able to secure a twenty-five-thousand-dollar earmark for public safety improvements. Representative Muradian also announce that this budget was passed with no broad-based tax increases and is a sustainable budget in his opinion. Representative Muradian stated that the per-pupil was bumped up to thirty dollars per pupil. Representative Muradian stated that the taxes for the April came in over a billion dollars above benchmark. Representative Muradian stated that Wednesday the House will be voting road and bridge repair. Selectman Athanas asked how much more could be added on to the Chapter 90 funds. Representative Muradian stated that it will more than likely fall around two-hundred million dollars. Selectwoman Cannon asked about the bills that would change the way special education is funded and any progress that has been made. Representative Muradian stated that with the budget season underway that has been the main focus, but there have been public hearings, but there is still over a year for public hearings. Selectman Nolan asked about tolls to prevent cars on the road during certain times of day in Boston. Representative Muradian stated that the conversation is out there, but with the high amount of outcry it has slowed down. Selectman Ampagoomian asked about Mass Highway and if anything could be done for a resident at 192 Providence road where there is a catch basin in their driveway that constantly floods, and the catch basin is collapsing. The homeowners would like to replace their driveway but can't due to the catch basin. Ampagoomian asked if there is anything that can be done it would be greatly appreciated. Representative Muradian stated that he would get in touch with DOT and get someone out there to look at it. Chairman Melia asked if he believes the impeded operation legislation will pass this time around. Representative Muradian stated that he would hope so with the potential cell phone band coming up it becomes more of an ominous bill.

APPROVAL OF MINUTES: A. February 11, 2019. A motion/Mr. Nolan, seconded/Mrs. Cannon to approve the February 11, 2019 meeting minutes as presented with the readings omitted. Vote yes/Unanimous.

PUBLIC HEARING/None

APPOINTMENTS: By the Town Manager/B. Cory Baldwin, Plant Operator, DPW Sewer Department/Present: Mark Kuras, Sewer Superintendent. Mr. Kuras stated that they had a few candidates and recommend Mr. Baldwin for the position with his mechanical background which will help tremendously. Mr. Baldwin stated that he is extremely thankful for this opportunity and is looking forward to joining the team. A motion/Mr. Ampagoomian , seconded/Mr. Nolan to affirm the appointment of Mr. Cory Baldwin as Plant Operator for the DPW Sewer Department. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT/None

Village Congregational Church [Harvest Festival, Saturday, September 28, 2019 from 9 AM to 3 PM
Rain date: Sunday, September 29, 2019/1) Request to close Church Street, beginning from Main Street to Park Street 2) Request to use Memorial Park 3) Request for a one- day Entertainment

License/Present: Genie Stack. Mrs. Stack explained that it has been about ten years since this function was held and they would like to bring it back. A motion/Mr. Athanas seconded/Mrs. Cannon to approve the request to close Church Street, beginning from the Village Congregational Church entrance to Park Street, the request to use Memorial Park and the request for a one-day entertainment license. Vote yes/Unanimous.

Whitin Community Center/1)[Wooded by the Food, Saturday, June 8, 2019 from 11 AM to 5 PM in Whitin Park] a. Request for a one-day Wines & Malts License b.) Request for a one-day Entertainment License. Ms. Elster was not able to attend this meeting. A motion/Mr. Nolan seconded/Mrs. Cannon to approve request for a one-day Wines & Malts License and the one-day Entertainment License for the Wooded by the Food event on Saturday, June 8, 2019 from 11 AM to 5 PM in Whitin Park. Vote yes/Unanimous. **2)[Cars in the Park, Saturday, August 17, 2019 from 10 AM to 4 PM] a. Request for a one-day Wines & Malts License b) Request for a one-day Entertainment License.** A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to approve the request for a one-day Wines & Malts License and the request for a one-day Entertainment License for the Cars in the Park event to be held on Saturday, August 17, 2019 from 10 AM to 4 PM. Vote yes/Unanimous. **3) [Fall Food Festival, Saturday, October 12, 2019 from 11 AM to 3 PM] a) Request for a one-day Wine and Malt License b) Request for a one-day Entertainment License/Present: Heather Elster.** A motion/Mr. Athanas, seconded/Mr. Nolan to approve the request for a one-day Wine and Malt License and the request for a one-day Entertainment License for the Fall Food Festival event on Saturday, October 12, 2019 from 11 AM to 3 PM. Vote yes/Unanimous.

Dog Orphans, Inc./Request to hold a Boot Drive at Memorial Square and Ovia Square on Saturday, September 21, 2019 from 9 AM to 3 PM [Rain Date: Sunday, September 22, 2019]. A motion/Mr. Nolan seconded/Mr. Athanas to approve the request to hold a Boot Drive at Memorial Square and Ovia Square on Saturday, September 21, 2019 from 9 AM to 3 PM with a rain date of Sunday, September 22, 2019, subject to the safety requirements of the Police Chief. Vote yes/Unanimous.

Monetary Donation/Vote to accept \$1,000 from Unibank to benefit the Police Department for School Safety and Drug Education Training for the training performed by Thomas Dejordy for Shooter Preparedness. Chief Warchol explained that they have been training with the schools for many years with the Active Shooter program and it has also been offered to business. Unibank took the Police department up on the training and had over four hundred employees trained and for that they contributed a generous donation. A motion/Mr. seconded/Mr. Ampagoomian, seconded/Mrs. Cannon to accept the monetary donation of one-thousand dollars from Unibank to benefit the Police Department for School safety and Drug Education Training. Vote yes/ Unanimous.

Pine Grove Cemetery Deed/William E. Bond, [Lot No. 33A, Locust Ave North] Cremation plot. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the sale of lot no. 33A Locust Ave North to Mr. William E. Bond. Vote yes/Unanimous.

Riverdale Cemetery Deed/Jeffrey L. Dykstra, [Lot 1, Maple Square, South] Single grave. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the sale of Lot 1 Maple Square South to Mr. Jeffrey Dykstra. Vote yes/Unanimous.

SATM/Vote position on Article 22 (Zoning Petition). Chairman Melia stated that the purpose of this article is to allow marijuana cultivation in a residential area. Mr. Massey was present to give an explanation. Mr. Massey explained that the petition article was not passed at the Fall Town Meeting due to the lack of ability to enforce it. Mr. Massey explained that the petition reworded the article and was found to be enforceable with the revised wording. Mr. Massey explained that the Planning Board met with the petitioner to discuss and voted 3-2 to support. Chairman Melia asked if Mr. Massey could explain the vote for it and against it. Mr. Massey explained that in approving this petition, a homeowner can already grow six plants

for an individual up to a max of twelve plants, so it isn't a big difference to have a green house to grow however many you wish and the idea is that it would be pro-business. Mr. Massey explained that the no vote reasoning is due to the time and effort put forth towards the liberal zoning regulations between business and industrial leaves plenty of room for opportunity in Northbridge for retail. Mr. Massey explained that the second argument is that a business such as this does not belong in a residential area and falls under strict rules as far as scents, proper ventilation, security, etc. the petitioner, Ms. Mawn explained that the petition is coming from a farmer's agricultural approach. Ms. Mawn stated that the State also limits the growth to a hundred thousand square feet, which would be three acres. Ms. Mawn stated that the standard operating procedure for odor is these facilities don't have any odors and they do not permeate outside of facility due to the required amount of air circulation. Chairman Melia asked about the second entry way that was mentioned in the previous plan but removed from the revised plan. Ms. Mawn explained that the second access point on Trajanowski Avenue was removed since it is a private way. Selectman Athanas asked if this article were to pass it would allow any twelve-acre parcel that is R2 would be eligible to erect a grow site. Mr. Massey replied that he was correct, and it is up to one hundred thousand square feet. Mrs. Cannon spoke about a previous presenter who spoke on the odor topic stating that there were ongoing issues with odor and how it is still a work in progress. Mrs. Cannon asked Ms. Mawn if she has spoke with her neighbors for input and feedback. Ms. Mawn stated that she has spoken with some of her neighbors and stated that most of them have been supportive and explained that odor is on her top priority to mitigate. Selectman Nolan asked what this bylaw change would have in terms of security. Ms. Mawn stated that it would still fall under the Cannabis Control Commission regulations. Mr. Massey followed up stating that the regulation would fall under the Cannabis Control Commission. Police Chief Warchol explained that under the Code of Massachusetts Regulations there are stipulations they are required to follow, which he explained are stringent and all grow facilities are required to follow and the town has the ability to add regulations on top of that if we felt it was needed. Selectman Athanas asked if the property owners who are above twenty-four acres could sub divide and have to grow facilities. Mr. Massey stated he could see why they couldn't, but it would depend upon approval from the Building Department. A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to not support article 22 (Zoning Petition). Roll call vote: Mr. Athanas/Yes, Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mrs. Cannon/Yes and Mr. Melia/Yes.

TOWN MANAGER'S REPORT: Announcements: 1) Local Historic District Study Committee Workshop [Tuesday, May 28, 2019 at 7 PM at the Northbridge Town Hall] 2) Department of Public Works Facility Open House [Friday, May 10, 2019 from 1 PM to 3 PM AT 11 Fletcher Street]. Chairman Melia read aloud the announcements. **1) Key Meetings Attended:** Monday, April 22, 2019 – Met with J. Shuris and M. Kuras to discuss the Balmer School project sewer analysis. Monday, April 22, 2019 – Attended the Board of Selectmen's Meeting. Friday, April 26, 2019 – Met with Jeanne Gniadek to discuss the Quaker Street Landfill. Friday, April 26, 2019 – Attended the Fire Station Project RFQ Opening. Monday, April 29, 2019 – Met with Chairman Melia to discuss the Annual Town Meeting and the May 6, 2019 BoS Agenda. Wednesday, May 1, 2019 – Opened the meeting on Complete Streets with staff and the Prioritization Plan Consultant HSH. Wednesday, May 1, 2019 – Attended a Sewer Flow Analysis Meeting on the Balmer School Project with staff, consultant CDM Smith and the project team. Thursday, May 2, 2019 – Met with D. Cedrone, S. Susienka, Henry Lane, Tom Melia, Harold Gould, and David Doneski (via phone) to prepare for the Annual Town Meeting. Thursday, May 2, 2019 – Visited the Senior Center to congratulate John Orasy on his retirement/departure and presented a Certificate of Appreciation. Friday, May 3, 2019 – Held a Department Managers Meeting to prepare for the Annual Town Meeting. **2) Balmer School Building Project:** The next Building Committee is scheduled for Wednesday, May 8th. The architect Dore & Whittier continues to work on Design Development and Permitting with the CM-at-Risk Fontaine Brothers. The Conservation Commission is reviewing the Notice of Intent and the Planning Board is in the process of Site Plan Review. A meeting was held this past Wednesday, May 1, 2019 to discuss the 3rd party Sewer Flow Analysis. **3) DPW Garage Project:** The project is now considered complete. Staff is planning a grand opening/open house scheduled for Friday, May 10th at 1 pm. **4) Fire Station Project (Feasibility Study):** The RFQ Submittals for Designer Selection Services were opened on Friday 26, 2019.

We received 4 proposals. The BPCC will be holding interviews in the next couple of weeks. **5) LED Streetlight Conversion:** The National Grid closing documents have been approved and construction/installation began this past Monday, April 29, 2019. **6) Recreational Marijuana:** The Host Community Agreements for **True Nature's Wellness** (retail), **Eskar** (retail) and **The Botanist** (cultivation) have all been approved by the BoS. The applicants' next steps include getting Planning Board and Cannabis Control Commission approvals. **7) Solar PILOTs:** The PILOTs for Nexamp (Sutton Solar 2 project – Lasell Road) and Syncarpha (Northbridge I & II project – Linwood Ave) have been approved. The PILOT discussions for Syncarpha's Puddon I & II are ongoing. **8) FY2020 Budget and Town Meeting Preparation:** The Warrant has been posted and the Town Clerk has been notified of one Ballot Question (Turf Field Project). The Spring Annual Town Meeting is scheduled for Tuesday May 7, 2019 and the Annual Town Election is scheduled for Tuesday, May 21st.

SELECTMEN'S CONCERNS: **Selectwoman Cannon 1)** announced that at the last School Building Committee meeting they have been going through value engineering exercises where they evaluate items and look for opportunities to cut costs on items that are expensive or costlier than they need to be. Mrs. Cannon explained that they have reduced costs considerably in some areas and encourage residents to review the meeting minutes. Mrs. Cannon announced that the next meeting will be held Wednesday, May 8, 2019 at 6:30 PM at the High School. **Selectman Athanas 1)** reminded residents that tomorrow is the Annual Spring Town meeting at 7 PM in the Middle School Auditorium. **Selectman Ampagoomian 1)** recognized Arthur Jackson who recently passed away, who was a driving force for the Whitinsville Christian School and before the town had a government form of leadership he was a member of the road commissioners.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

Chairman Melia announced that the next Selectmen's meeting is May 7, 2019 at 6:30 PM prior to the Annual Spring Town Meeting, and after that the next scheduled meeting is scheduled for May 20, 2019 at 7 PM.

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

Meeting Adjourned: 7:46 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

May 6, 2019

- I. **APPROVAL OF MINUTES: A. February 11, 2019**
 - Copy of February 11, 2019 meeting minutes
- II. **PUBLIC HEARING/None**
- III. **APPOINTMENTS: B. Cory Baldwin, Plant Operator, DPW Sewer Department/Present: Mark Kuras, Sewer Superintendent**
 - Copy of Cory Baldwin's application
 - Copy of Cory Baldwin's resume
- IV. **CITIZENS' COMMENTS/INPUT**
- V. **DECISIONS: C. Village Congregational Church [Harvest Festival, Saturday, September 28, 2019 from 9 AM to 3 PM Rain date: Sunday, September 29, 2019]/1) Request to close Church Street, beginning from Main Street to Park Street 2) Request to use Memorial Park 3) Request for a one-day Entertainment License/Present: Genie Stack**
 - Copy of Hold Harmless
 - Copy of Memorial Park Request Form
 - Copy of Certificate of Exemption
 - Copy of Hold Harmless Agreement
 - Copy of email approval from Police Chief Warchol
 - Copy of email approval from Department of Public Works Director, James Shuris
 - Copy of One-day Entertainment license application
 - Copy of REAP form
 - Copy of Workers' Compensation Affidavit
 - Copy of Certificate of Liability Insurance
 - Copy of License Routing slip

D. Whitin Community Center/1)[Woood by the Food, Saturday, June 8, 2019 from 11 AM to 5 PM in Whitin Park] a. Request for a one-day Wines & Malts License b.) Request for a one-day Entertainment License

 - Copy of application for a wine and malt license
 - Copy of REAP form
 - Copy of Hold Harmless Agreement
 - Copy of application for a one-day entertainment license
 - Copy of a REAP form
 - Copy of Workers' Compensation Affidavit
 - Copy of license routing slip

2)[Cars in the Park, Saturday, August 17, 2019 from 10 AM to 4 PM] a. Request for a one-day Wines & Malts License b) Request for a one-day Entertainment License

 - Copy of application for a wine and malt license
 - Copy of REAP form
 - Copy of Hold Harmless Agreement
 - Copy of application for a one-day entertainment license
 - Copy of a REAP form
 - Copy of Workers' Compensation Affidavit

-Copy of license routing slip

3) [Fall Food Festival, Saturday, October 12, 2019 from 11 AM to 3 PM] a) Request for a one-day Wine and Malt License b) Request for a one-day Entertainment License/Present: Heather Elster

- Copy of application for a wine and malt license
- Copy of REAP form
- Copy of Hold Harmless Agreement
- Copy of application for a one-day entertainment license
- Copy of a REAP form
- Copy of Workers' Compensation Affidavit
- Copy of license routing slip

E. Dog Orphans, Inc./Request to hold a Boot Drive at Memorial Square and Ovia Square on Saturday, September 21, 2019 from 9 AM to 3 PM [Rain Date: Sunday, September 22, 2019]

- Copy of Boot Drive Request Form
- Copy of Hold Harmless Agreement

F. Monetary Donation/Vote to accept \$1,000 from Unibank to benefit the Police Department for School Safety and Drug Education Training for the training performed by Thomas Dejorjy for Shooter Preparedness

- Copy of email from Chief Warchol with details of the donation

G. Pine Grove Cemetery Deed/William E. Bond, [Lot No. 33A, Locust Ave North] Cremation plot

- Copy of Pine Grove Cemetery Deed

H. Riverdale Cemetery Deed/Jeffrey L. Dykstra, [Lot 1, Maple Square, South] Single grave

- Copy of Riverdale Cemetery Deed

I. SATM/Vote position on Article 22 (Zoning Petition)

- Copy of Article zoning amendment Planning Board Report
- Copy of map showing property parcels with 12 acres or more in an R2 district

VI. DISCUSSIONS

VII. TOWN MANAGER'S REPORT: Announcements: 1) Local Historic District Study Committee Workshop [Tuesday, May 28, 2019 at 7 PM at the Northbridge Town Hall]

- Copy of Public Forum Flyer

2)Department of Public Works Facility Open House [Friday, May 10, 2019 from 1 PM to 3 PM AT 11 Fletcher Street]

- Copy of Open House Flyer

VIII. SELECTMEN'S CONCERNS

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION

**BOARD OF SELECTMEN'S MEETING
May 20, 2019**

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: Board Members: Ampagoomian, Athanas, Cannon and Melia. Selectman Nolan is absent, and it is duly noted. Also Present: Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES: A. 1) February 25, 2019. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the February 25, 2019 meeting minutes as presented with the readings omitted. Vote yes/Board members: Ampagoomian, Athanas, Cannon and Melia. **2) March 11, 2019.** A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to approve the March 11, 2019 meeting minutes as presented with the readings omitted. Vote yes/Board members: Ampagoomian, Cannon and Melia. Abstain: Mr. Athanas. **3) March 25, 2019.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the March 25, 2019 meeting minutes as presented with the readings omitted. Vote yes/Board members: Ampagoomian, Athanas and Cannon. Abstain: Mr. Melia.

PUBLIC HEARING 7:05 PM: B. Emperors Garden, LLC dba New China Pacific, 683 Linwood Avenue, Whitinsville [Present: Jinny Chen, Manager]/Applications to transfer the All Alcoholic Beverages Liquor License and non-alcoholic Common Victualler's Licenses from New China Pacific LLC dba New China Pacific Restaurant [Jackie Lee, Manager]. Chairman Melia read aloud the public hearing notice. A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to open the public hearing. Roll call vote: Mrs. Cannon/Yes, Mr. Athanas/Yes, Mr. Ampagoomian/Yes and Mr. Melia/Yes. Mr. Russell Chin was present along with Jinny Chen the proposed new manager of New China Pacific. Chairman Melia asked Ms. Chen if she has had previous experience in running this type of business. Ms. Chen replied that she had owned a restaurant for the last eighteen years until 2016 and the last three years she has been the owner of a convenience store in Quincy, Massachusetts. Selectman Athanas asked if there were any significant changes to the building internally. Ms. Chen stated that the interior will remain the same along with the hours and menu. Chairman Melia asked if the employees will remain the same and if they would be tips certified. Ms. Chen responded that they plan to keep the current staff and hire some new and they will be tips certified. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to close the public hearing. Vote yes/Board members: Ampagoomian, Athanas, Melia and Cannon. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve the applications to transfer the All Alcoholic Beverages Liquor License and non-alcoholic Common Victualler's Licenses from New China Pacific LLC dba New China Pacific Restaurant Emperors Garden, LLC dba New China Pacific, 683 Linwood Avenue, Whitinsville [Present: Jinny Chen, Manager]. Vote yes/Board members: Ampagoomian, Athanas, Cannon and Melia.

**APPOINTMENTS/Resignations/None
CITIZENS' COMMENTS/INPUT/None**

C. Northbridge Fire Department/Request for a one-day Entertainment License for Saturday, June 29, 2019 from 2 PM to 11 PM at Northbridge Middle School, 171 Linwood Ave., Whitinsville [Present: Anthony Genga]. Mr. Genga stated that this is an annual event, but they are looking to make the event bigger with food trucks, carnival rides and live music. Mr. Genga stated that the idea was to draw more people in and enjoy the day then stay for the fireworks. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the one-day entertainment license for Saturday, June 29, 2019 from 2 PM to 11 PM at Northbridge Middle School, 171 Linwood Ave., Whitinsville with a rain date of June 30, 2019. Vote yes/Board members: Ampagoomian, Athanas, Cannon and Melia.

D. Northbridge Veterans' Council/1) Request to hold the Memorial Day Parade in Whitinsville on Monday, May 27, 2019 at 10:00 AM. 2) Request permission to use Memorial Park for Memorial Day exercises. A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to approve the request to hold the Memorial Day Parade in Whitinsville on Monday, May 27, 2019 at 10:00 AM. And the request to use Memorial Park for Memorial Day exercises. Vote yes/Board members: Ampagoomian, Athanas, Cannon and Melia.

E. St. Patrick's Church/Request to hold a Boot Drive at Memorial Square and Ovia Square on Saturday, June 8, 2019 from 9 AM to 12 PM/**Present: Dara Dowd.** Ms. Dowd explained that they have about fourteen adults and teens attending a "Be Like Britt" mission trip to Haiti to build a home for a family in need. The fundraising will help the participants on their trip. A motion/Mr. Athanas, seconded/Mrs. Cannon to approve the request to hold a Boot Drive at Memorial Square and Ovia Square on Saturday, June 8, 2019 from 9 AM to 12 PM, subject to the safety requirements set forth by the Police Chief. Vote yes/Board members: Ampagoomian, Athanas, Cannon and Melia.

F. Operation Graduation – Class of 2020/Request to hold a Boot Drive at Memorial Square and Ovia Square 1) on Saturday, October 19, 2019 [rain date: Sunday, October 20, 2019] from 9 AM to 3 PM; 2) on Saturday, April 4, 2020 [rain date: Sunday, April 5, 2020] from 9 AM to 3 PM/**Present: Jeremy and Tina Keene.** Mr. Keene stated that Operation Graduation is an avenue to give the graduates a safe alternative on the eve of graduation. Mr. Keene stated that they are looking to hold two boot drives this year to help raise money to make this event possible. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve the request to hold a Boot Drive at Memorial Square and Ovia Square on Saturday, October 19, 2019 [rain date: Sunday, October 20, 2019] from 9 AM to 3 PM; and on Saturday, April 4, 2020 [rain date: Sunday, April 5, 2020] from 9 AM to 3 PM, subject to the safety requirements set forth by the Police Chief. Vote yes/Board members: Ampagoomian, Athanas, Cannon and Melia.

G. George Marston Whittin Community Center/Request to hang a banner across Church Street from Sunday, July 21, 2019 to Sunday, August 4, 2019 to advertise their annual "Cars In The Park" event to be held on Saturday, August 17, 2019. A motion/Mrs. Cannon, seconded/Mr. Ampagoomian to approve the request to hang a banner across Church Street from Sunday, July 21, 2019 to Sunday, August 4, 2019 to advertise their annual "Cars In The Park" event to be held on Saturday, August 17, 2019. Vote yes/Board members: Ampagoomian, Athanas, Cannon and Melia.

H. Criminal Offender Record Information Policy [CORI]/Vote to update policy per DCJIS regulations. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve update the Criminal Offender Record Information Policy. Vote yes/Board members: Ampagoomian, Athanas, Cannon and Melia.

I. Hemlock Estates Subdivision/Vote to accept monetary donation in the amount of \$10,000 to be used towards improvements to recreational facilities. Town Manager Gaudette explained that there was a requirement for a contribution to be made to the Conservation Commission, which will be used towards upgrades to the Linwood playground and basketball courts; insulation and water service to the snack shack at Linwood Playground; or installation of a sprinkler system at the Legion Fields. A motion/Mr. Athanas, seconded/Mrs. Cannon to accept monetary donation in the amount of \$10,000 to be used towards improvements to recreational facilities. Vote yes/Board members: Ampagoomian, Athanas, Cannon and Melia.

DISCUSSIONS: None

TOWN MANAGER'S REPORT: 1) **Key Meetings Attended:** Tuesday, May 7, 2019 – Attended the Spring Annual Town Meeting. Friday, May 10, 2019 – Attended the new DPW Building Grand Opening. Tuesday, May 13, 2019 – Conference Call with staff and D. Doneski re: Syncarpha Solar. Tuesday, May 13, 2019 – Blackstone Valley Town Managers Meeting. Wednesday, May 15, 2019 – Participated in NTA negotiations. Thursday, May 16, 2019 – Met with Chairman Melia to discuss the BOS Agenda. Friday, May 17, 2019 – Toured sidewalk/rpad construction concerns with DPW staff. 2) **Balmer School Building Project:** The next Building Committee is scheduled for Wednesday, May 22nd. The architect Dore & Whittier continues to work on Design Development and Permitting with the CM-at-Risk Fontaine Brothers. The Planning Board approved the Site Plan Review this past Tuesday, May 14th. The Conservation Commission is in the process of reviewing the Notice of Intent. Also, the Town is conducting additional Sewer Flow Analysis through a 3rd party consultant CDM Smith. A Design Status meeting with MSBA is scheduled for June 12th at Dore & Whittier Offices. 3) **DPW Garage Project:** The grand opening/open house was held last week Friday, May 10th. The event was

well attended. This project item is now deemed closed. **4) Fire Station Project (Feasibility Study):** The RFQ Submittals for Designer Selection Services were opened on Friday 26, 2019. We received 4 proposals. The BPCC will be holding interviews on Tuesday, May 21, 2019 and meeting on Wednesday, May 22, 2019 to select a design firm. **5) LED Streetlight Conversion:** The construction/installation efforts began Monday, April 29, 2019. The Contractor, Daigle, has been working in the areas of Linwood Ave, Main Street, Purgatory Road, Cooper Road, Adams Circle, No. Main Street, Country Club Lane, and Fletcher Street. **6) Recreational Marijuana:** The Host Community Agreements for **True Nature's Wellness** (retail), **Eskar** (retail) and **The Botanist** (cultivation) have all been approved by the BoS. The applicants' next steps include getting Planning Board and Cannabis Control Commission approvals. **7) Solar PILOTs:** The PILOTs for Nexamp (Sutton Solar 2 project – Lasell Road) and Syncarpha (Northbridge I & II project – Linwood Ave) have been approved. The PILOT discussions for Syncarpha's Puddon I & II are ongoing. **8) FY2020 Budget, Annual Town Meeting, and Annual Election:** The Spring Annual Town Meeting was held on Tuesday May 7, 2019. The Annual Town Election is scheduled for next week Tuesday, May 21st.

SELECTMEN'S CONCERNS: **Selectman Atanas 1)** asked when the road projects would start. Town Manager Gaudette stated that he does not have a date right now but currently line painting is underway, and they have been meeting to work on the listing of roads to be completed this summer. **2)** was contacted by a resident who had concerns Osterman park and looked that it was in rough shape and asked how we get someone to check it out. Town Manager Gaudette stated that DOT does inspections on bridges that he will look into if there is a report and if there isn't he will reach out to them to take a look. **Selectman Ampagoomian 1)** asked about the ornamental light in Rockdale that was struck and if it could be picked up to prevent further damage. **Selectwoman Cannon 1)** thanked and commended the Merchants of Downtown Whitinsville, for their beautification project and looks forward to seeing the plants grow. Mrs. Cannon also thanked the Highway Department for assisting them with the placement of the potted plants. Mrs. Cannon continued thanking L & M Landscaping for the work they did around the war memorials downtown. **Chairman Melia 1)** reminded the listeners of the ballot question for the election, which is tomorrow, Tuesday, May 21, 2019 from 7 AM to 8 PM. **2)** announced that on Monday, May 27, 2019 is the annual Memorial Day Parade beginning at 10 AM beginning at Colonial Drive and ended at the Town Common for the ceremony.

ITEMS FOR FUTURE AGENDA/None
CORRESPONDENCE/None
EXECUTIVE SESSION/None

Chairman Melia announced that the next meeting will be held on Monday June 3, 2019.

A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to adjourn the public meeting. Vote yes/Board Members: Ampagoomian, Athanas, Cannon and Melia.

Meeting Adjourned: 7:32 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

May 20, 2019

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES:

A. 1) February 25, 2019

-Copy of February 25, 2019 meeting minutes

2) March 11, 2019

-Copy of March 11, 2019 meeting minutes

3) March 25, 2019

-Copy of March 25, 2019 meeting minutes

II. PUBLIC HEARING 7:05 PM: B. Emperors Garden, LLC dba New China Pacific, 683 Linwood Avenue, Whitinsville [Present: Jinny Chen, Manager]/Applications to transfer the All Alcoholic Beverages Liquor License and non-alcoholic Common Victualler's Licenses from New China Pacific LLC dba New China Pacific Restaurant [Jackie Lee, Manager]

-Copy of Public hearing notice
-Copy of monetary Transmittal form
-Copy of application for transfer of license
-Copy of Certificate of good standing
-Copy of Applicants statement
-Copy of Certificate of Organization
-Copy of Passport – Proof of citizenship
-Copy of Corporate Vote
-Copy of Tips certification
-Copy of layout
-Copy of purchase and sale agreement
-Copy of bank statement
-Copy of Common Victualler application
-Copy of REAP Form
-Copy of workers' Compensation Affidavit
-Copy of Certificate of Liability Insurance and Liquor Liability
-Copy of business certificate
-Copy of License Routing Slip

III. APPOINTMENTS/Resignations

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS

C. Northbridge Fire Department/Request for a one-day Entertainment License for Saturday, June 29, 2019 from 2 PM to 11 PM at Northbridge Middle School, 171 Linwood Ave., Whitinsville [Present: Anthony Genga]

-Copy of one-day entertainment license application
-Copy of REAP form

- Copy of Workers' Compensation affidavit
- Copy of license routing slip

D. Northbridge Veterans' Council/1) Request to hold the Memorial Day Parade in Whitinsville on Monday, May 27, 2019 at 10:00 AM. 2) Request permission to use Memorial Park for Memorial Day exercises

E. St. Patrick's Church/Request to hold a Boot Drive at Memorial Square and Ovia Square on Saturday, June 8, 2019 from 9 AM to 12 PM/Present: Dara Dowd

- Copy of request form to hold a boot drive
- Copy of Hold Harmless

F. Operation Graduation – Class of 2020/Request to hold a Boot Drive at Memorial Square and Ovia Square 1) on Saturday, October 19, 2019 [rain date: Sunday, October 20, 2019] from 9 AM to 3 PM.

- Copy of request form to hold a boot drive
- Copy of Hold Harmless

2) on Saturday, April 4, 2020 [rain date: Sunday, April 5, 2020] from 9 AM to 3 PM /Present: Jeremy and Tina Keene

- Copy of request form to hold a boot drive
- Copy of Hold Harmless

G. George Marston Whittin Community Center/Request to hang a banner across Church Street from Sunday, July 21, 2019 to Sunday, August 4, 2019 to advertise their annual "Cars In The Park" event to be held on Saturday, August 17, 2019

- Copy of letter requesting to hang a banner

H. Criminal Offender Record Information Policy [CORI]/Vote to update policy per DCJIS regulations

- Copy of notice for Icori registered users
- Copy of updated Acknowledgement form and application
- Copy of update CORI Policy

I. Hemlock Estates Subdivision/Vote to accept monetary donation in the amount of \$10,000 to be used towards improvements to recreational facilities

- Copy of memo in regard to the monetary donation

- VI. DISCUSSIONS/None**
- VII. TOWN MANAGER'S REPORT**
- VIII. SELECTMEN'S CONCERNS/No documentation**
- IX. ITEMS FOR FUTURE AGENDA/None**
- X. CORRESPONDENCE/None**
- XI. EXECUTIVE SESSION/None**

BOARD OF SELECTMEN'S MEETING
June 3, 2019

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: Board Members: Ampagoomian, Cannon, Melia and Nolan. Selectman Athanas is absent and it is duly noted. Also Present: Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

Chairman Melia announced that there will be a moment of silence for the twelve lives that were lost due to the tragedy at Virginia Beach, Virginia municipal building.

APPROVAL OF MINUTES: A. May 7, 2019 – Spring Annual Town Meeting. A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to approve the May 7, 2019 Spring Annual Town Meeting Minutes as presented with the readings. Vote yes/Ampagoomian, Cannon, Melia and Nolan.

PUBLIC HEARING/None

APPOINTMENTS: B. By the Board of Selectmen/Vote to Appoint: 1) Washa Liu, Disability Commission/Present: Jonathan Smith, Chairman. Mr. Smith was unable to attend this meeting, Bruce Frieswick was present to introduce Ms. Washa Liu. Mr. Frieswick stated that Ms. Liu attended a disability Commission meeting and they feel she will be a great asset with her fantastic credentials. Ms. Liu stated that she has been a resident of Northbridge for sixteen years and works as a Pediatrician and works closely with the Department of Public Health. Ms. Liu stated she enjoys helping those who are less fortunate, which is what led her to volunteer her time for this Commission. Selectman Ampagoomian asked about her practice in China Ms. Liu explained that she is from China and came to the United States to do medical research and went on to her Medical Board exam to become a certified medical doctor in United States. A motion/Ampagoomian, seconded/Mr. Nolan to appoint Ms. Washa Liu to the Disability Commission. Vote yes/Ampagoomian, Cannon, Melia and Nolan.

C. By the Town Manager/Vote to Affirm: 1) Samantha Tacket-Marvill, Temporary Library Assistant, Whitinsville Social Library. Ms. Sasseville introduced Ms. Tacket-Marvill and Mr. Payson and explained that this position is temporary and would go until August. Ms. Sasseville stated that Ms. Tacket-Marvill is a graduate of Northbridge Highschool and is currently attending Umass Boston with a major of Criminology and Psychology. Ms. Tacket-Marvill works with children at Family Karate in Northbridge and is a substitute teacher for the Douglas Elementary School. Selectman Ampagoomian asked if Ms. Tacket-Marvill planned on going into law enforcement. Ms. Tacket-Marvill stated that her goal is to go to law school to become a lawyer. **2) Jeremy Payson, Temporary Library Assistant, Whitinsville Social Library.** Ms. Sasseville stated that Mr. Payson is a recent graduate of Douglas High School and will be attending Becker College in the Fall, with a major in Video Game Development. Ms. Sasseville stated that he will be a great addition to the team since he is currently working at the Simon Fairfield Public Library in Douglas and is very tech savvy. Selectman Ampagoomian noted that Mr. Payson was homeschooled and asked if there was a certain certification he was associated with or if it was through curriculum of the Douglas Schooling system. Mr. Payson explained that they did a little bit of both, following the subjects by grade but also had other curriculum that was added to it. a motion/Mr. Ampagoomian, seconded/Mr. Nolan to affirm the Town Manager's appointment of Ms. Samantha Tacket-Marvill and Mr. Jeremy Payson as Temporary Library Assistants at the Whitinsville Social Library. Vote yes/Ampagoomian, Cannon, Melia and Nolan.

3) Ryan Levesque, Sergeant, Police Department [effective June 16, 2019]/Present: Walter Warchol, Chief of Police. Mr. Warchol introduced Mr. Levesque and explained that in March a Civil Service Sergeants Assessment Center, to replace Sargent Zollin, who retired in April of 2018. Mr. Warchol explained that three officers passed the assessment center, making them eligible to become a Sergeant. The interview committee included Lieutenant Labrie, Sergeant Borelli, who is a supervisor for all three candidates, and Officer Chickinski, who is a senior ranking officer. The committee decided to recommend Officer Levesque for appointment as Sergeant. Chief Warchol stated that Mr. Levesque was appointed as a patrolman in September of 2016 and has a Bachelor of Science degree in Criminal Justice Management from Bridgewater State University. Chief Warchol explained that Mr. Levesque is the Firearms and Active Shooting Response Instructor. Mr. Levesque thanked the board for having him before them and explained that he has had the opportunity to learn a lot since he began as a patrolman and is looking forward to his future with this next step. Selectwoman Cannon asked if Chief Warchol could elaborate on what the Sergeants exam entails. Chief Warchol explained that the officers are put through a series of scenarios answering questions to potential situations. The assessment ranks the officers based of their answers, which is made up of 80% of their score and 20% is education experience. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to affirm the Town Manager's appointment of Mr. Ryan Levesque to Sergeant effective June 16, 2019. Vote yes/Ampagoomian, Cannon, Melia and Nolan.

D. Resignations: Theodore E. Haringa, Council on Aging. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to accept the resignation of Mr. Theodore Haringa and send a letter of thanks. Vote yes/Ampagoomian, Cannon, Melia and Nolan.

CITIZENS' COMMENTS/INPUT/None

E. Bond Anticipation Notes (New School Project)/Vote to Sign/Present Julie Harris, Treasurer/Collector, Neil Vaidya, Town Accountant. Mr. Vaidya explained that the bond is temporary, for the Balmer School in the amount of two million dollars to cover the expenses up through June 30th. Ms. Harris explained that they went out to bid last week with three companies who bid, the winner being Oppenheimer and Company, with an interest rate of 2.15%. Mr. Vaidya stated that typical the notes are due in a year but these will be due in October, with the permanent borrowing in the Fall. A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to vote to award the sale of two-million-dollar bond anticipation notes Dates June 10, 2019; payable October 10, 2019 to Oppenheimer and Company at a rate of 2.15%. Vote yes/Ampagoomian, Cannon, Melia and Nolan.

F. Open Sky Community Services/Request to hang a banner across Church Street from Sunday, July 7, 2019 to Sunday, July 21, 2019 to advertise their Summer Concert Series event to take place on Thursdays from July 11, 2019 to August 29, 2019 at the Whitin Mill, 50 Douglas Road. A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to approve the request to hang a banner across Church Street from Sunday, July 7, 2019 to Sunday, July 11, 2019 to advertise the Summer Concert Series events to take place on Thursdays from July 11, 2019 to August 29, 2019 at the Whitin Mill, 50 Douglas Road. Vote yes/Ampagoomian, Cannon, Melia and Nolan.

G. D & Ng, Inc. d/b/a King Jade Restaurant, 1229 Providence Road, Whitinsville, MA 01588/ Request for an Annual Weekday Entertainment License, Thursday through Saturday from 9 PM to 11:30 PM, subject to occupancy permit [Restrictions: No live bands]/Present: Julia Vandenakker. Ms. Vandenakker explained that seats were removed from the previous plan to remove seats near the exit at the request of the Fire Chief, for an easier exit in case of emergency. Ms. Vandenakker stated that there will be a food safety manager present during karaoke and a tips certified employee present as well. Selectman Ampagoomian stated that looking at the floor plan it does look tight for space. Ms. Vandenakker stated that they don't plan on it being a big happening and plan to strictly enforce the seating capacity. Selectman Ampagoomian asked how they plan to handle noise. Ms. Vandenakker explained that they do not intend to

let the volume go to high and ending the karaoke at 11 PM on Thursdays, Friday's and Saturdays. Chairman Melia suggested the doors remain closed to prevent some of the sound from traveling. A motion/Mr. Ampagoomian, seconded/Mr. to approve the Annual Weekday Entertainment license for Thursday through Saturday from 9 PM to 11:30 PM, subject to occupancy permit with the restrictions of no live bands. Vote yes/Ampagoomian, Cannon, Melia and Nolan.

H. Safety Committee Meeting Minutes/1) April 25, 2018; 2) June 20, 2018; 3) September 19, 2018; 4) November 8, 2018; 5) December 12, 2018; 6) March 5, 2019/Vote to accept recommendations. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to accept the safety Committee meeting minutes of April 25, 2018; June 20, 2018; September 19, 2018; November 8, 2018; December 12, 2018 and March 5, 2019. Vote yes/Ampagoomian, Cannon, Melia and Nolan.

I. Tax Title Custodian Designation/Vote to name. Town Manager Gaudette explained that back in September of 1965 at a Special Town Meeting the Town voted the Treasurer to be the custodian of tax titles. Town Manager Gaudette explained that since there was nothing current changing the Treasurer to the Treasurer/Collector, it was suggested by Town Counsel to take a vote to appoint the Treasurer/Collector as Tax Title Custodian. A motion/Mr. Ampagoomian, seconded/Mr. to ratify and confirm appointment of the Town Treasurer/Collector and the persons holding the Office, as the Tax Title Custodian under and pursuant to Section 77B of Chapter 60 of the Massachusetts General Laws. Vote yes/Ampagoomian, Cannon, Melia and Nolan.

TOWN MANAGER'S REPORT: 1) Key Meetings Attended: Monday, May 20, 2019 – Met with Financial Team and Unibank to discuss expected borrowings coming up for the DPW, School and Turf Field Project. Monday, May 20, 2019 – Participated in NTA negotiations. Monday, May 20, 2019 – Attended the Board of Selectmen Meeting. Tuesday, May 21, 2019 – Participated in Architect RFQ Interviews with the BPCC and Chief White. Tuesday, May 21 and Wednesday May 22, 2019 – Participated in a Community Leaders Collaborative Workshops with Open Sky (Alternatives). Wednesday, May 22, 2019 – Participated in Architect RFQ Selection Process with the BPCC and Chief White. Monday, May 27, 2019 – Attended Town Memorial Day Services. Tuesday, May 28, 2019 – Attended an MMA (Boston) Fiscal Policy Committee Meeting regarding Education Finance. Wednesday, May 29, 2019 – Met with Scott M (IT) regarding Phone System upgrades. Thursday, May 30, 2019 – Met with Chairman Melia regarding the June 3rd BOS agenda. **2) Balmer School Building Project:** The Building Committee held a meeting this week on Wednesday, May 29th. The architect Dore & Whittier continues to work on Design Development and Permitting with the CM-at-Risk Fontaine Brothers. The Planning Board approved the Site Plan Review on May 14th. The Conservation Commission is in the process of reviewing the Notice of Intent. Also, the Town is conducting additional Sewer Flow Analysis through a 3rd party consultant CDM Smith. A Design Status meeting with MSBA is scheduled for June 12th at Dore & Whittier Offices. **3) Fire Station Project (Feasibility Study):** The RFQ Submittals for Designer Selection Services were opened on Friday 26, 2019. We received 4 proposals. The BPCC held interviews on Tuesday, May 21, 2019 and met on Wednesday, May 22, 2019 to select a design firm. The firm Kasetle-Boos out of Foxborough was selected. The Committee will be meeting on June 6, 2019 to discuss next steps. **4) Lasell Field Turf Project:** As you know the Annual Town Election Debt Exclusion Ballot Question was approved by a vote of 934-561. The BPCC has tentatively scheduled their next meeting for 7 pm on Thursday, June 6, 2019 to discuss next steps. They anticipate discussing the need for an OPM, procurement, doing design and then construction vs design-build, etc. Selectwoman Cannon asked if Mr. Gaudette had an idea on timelines. Town Manager Gaudette replied that it is not to early but believes realistically based on procurement alone it will push past the Fall football season. Town Manager Gaudette explained that the first step is to get someone to help with the project to guide us through the project. Town Manager Gaudette stated that realistically it will be the spring or fall until completion. **5) LED Streetlight Conversion:** The construction/installation efforts began Monday, April 29, 2019. The Contractor, Daigle, has been working in the areas of Linwood Ave, Main Street, Purgatory Road, Cooper Road, Adams Circle, No. Main Street,

Country Club Lane, and Fletcher Street. **6) Recreational Marijuana:** The Host Community Agreements for **True Nature's Wellness** (retail), **Eskar** (retail) and **The Botanist** (cultivation) have all been approved by the BoS. The applicants' next steps include getting Planning Board and Cannabis Control Commission approvals. **7) Solar PILOTs:** The PILOTs for Nexamp (Sutton Solar 2 project – Lasell Road) and Syncarpha (Northbridge I & II project – Linwood Ave) have been approved. The PILOT discussions for Syncarpha's Puddon I & II are ongoing.

SELECTMEN'S CONCERNS: **Selectwoman Cannon 1)** reminded residents that June 15, 2019 is the groundbreaking for the New Elementary School at 9 AM. **2)** also on June 15, 2019 at 10 AM is the Sidewalk Sale on Church Street. **3)** announced That the Northbridge Middle School will be hosting a Community Connection Celebration on Wednesday, June 5, 2019 at 7 PM in the Great Hall, located at the Town Hall, 7 Main Street, Whitinsville, MA. **Selectman Ampagoomian 1)** asked when the anticipated completion is for the National Grid streetlight transition would be completed. Town Manager Gaudette replied that there is a conference call scheduled for this week with the Metropolitan Area Planning Council and Tanko Lighting and the hope is to have an answer by the end of the week. **2)** asked if Church Street would be a part of the roads being paved. Town Manager Gaudette stated that he would talk to Jamie Luchini, Highway Superintendent to find out if that is on the list. **Chairman Melia 1)** received an email in regards to recycling in Town in what should be recycled and how. Chairman Melia explained he spoke to the Town Manager on this prior to the meeting and he reached out to the Board of Health. Town Manager Gaudette explained that in follow up with the Board of Health, and in the regulations the providers are required to provide information their clients on the aspects of recycling and allowable items.

ITEMS FOR FUTURE AGENDA

CORRESPONDENCE: J. Business Breakfast, Friday June 21, 2019, 8 AM to 10 AM. Town Manager Gaudette stated that the fourth annual Business Breakfast is scheduled for June 21, 2019 from 8 AM to 10 AM. Town Manager Gaudette stated that local representatives from the business community, State Officials and Town Officials will be present.

EXECUTIVE SESSION/None

Chairman Melia announce that the next scheduled Board of Selectmen's meeting is scheduled for Monday, June 17, 2019.

A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to adjourn the public meeting. Vote yes/Board Members: Ampagoomian, Cannon, Melia and Nolan.

Meeting Adjourned: 7:40 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

June 3, 2019

PLEDGE OF ALLEGIANCE

- I. APPROVAL OF MINUTES: A. May 7, 2019 – Spring Annual Town Meeting**
-Copy of May 7, 2019 Spring Annual Town Meeting minutes
- II. PUBLIC HEARING**
- III. APPOINTMENTS: B. By the Board of Selectmen/Vote to Appoint: 1) Washa Liu, Disability Commission/Present: Jonathan Smith, Chairman**
-Copy of Washa Liu's Talent Bank Form
- C. By the Town Manager/Vote to Affirm: 1) Samantha Tackett-Marvill, Temporary Library Assistant, Whitinsville Social Library**
-Copy of letter of recommendation from Whitinsville Social Library Director Rebecca Sasseville
-Copy of offer letter to Samantha Tackett-Marvill
-Copy of interview questions
-Copy of Samantha Tackett-Marvill's cover letter
-Copy of Samantha Tackett-Marvill's resume
-Copy of Samantha Tackett-Marvill's application
- 2) Jeremy Payson, Temporary Library Assistant, Whitinsville Social Library**
-Copy of letter of recommendation from Whitinsville Social Library Director Rebecca Sasseville
-Copy of offer letter to Jeremy Payson
-Copy of interview questions
-Copy of Jeremy Payson's cover letter
-Copy of Jeremy Payson's resume
-Copy of Jeremy Payson's application
- 3) Ryan Levesque, Sergeant, Police Department [effective June 16, 2019]/Present: Walter Warchol, Chief of Police**
-Copy of letter of recommendation from Police Chief Warchol
-Copy of Ryan Levesque's resume
- D. Resignations: Theodore E. Haringa, Council on Aging**
-Copy of letter of resignation from Theodore Haringa
- IV. CITIZENS' COMMENTS/INPUT**
- V. DECISIONS:**
- E. Bond Anticipation Notes (New School Project)/Vote to Sign/Present Julie Harris, Treasurer/Collector, Neil Vaidya, Town Accountant/No documentation**
- F. Open Sky Community Services/Request to hang a banner across Church Street from Sunday, July 7, 2019 to Sunday, July 21, 2019 to advertise their Summer Concert Series event**

to take place on Thursdays from July 11, 2019 to August 29, 2019 at the Whitin Mill, 50 Douglas Road

-Copy of letter requesting to hang a banner

G. D & Ng, Inc. d/b/a King Jade Restaurant, 1229 Providence Road, Whitinsville, MA 01588/ Request for an Annual Weekday Entertainment License, Thursday through Saturday from 9 PM to 11:30 PM, subject to occupancy permit [Restrictions: No live bands]/Present: Julia Vandenakker

-Copy of Entertainment License Application
-Copy of Workers' Compensation Affidavit
-Copy of REAP form
-Copy of Certificate of Insurance
-Copy of floor plan
-Copy of License Routing Slip

H. Safety Committee Meeting Minutes/1) April 25, 2018; 2) June 20, 2018; 3) September 19, 2018; 4) November 8, 2018; 5) December 12, 2018; 6) March 5, 2019/Vote to accept recommendations

-Copy of April 25, 2018 Safety Committee Meeting Minutes
-Copy of June 20, 2018 Safety Committee Meeting Minutes
-Copy of September 19, 2018 Safety Committee Meeting Minutes
-Copy of November 8, 2018 Safety Committee Meeting Minutes
-Copy of December 12, 2018 Safety Committee Meeting Minutes
-Copy of March 5, 2018 Safety Committee Meeting Minutes

I. Tax Title Custodian Designation/Vote to name

-Copy of email from Attorney Doneski requesting the Board vote to designate the Treasurer/Collector as Tax Title Custodian

VI. DISCUSSIONS/None

VII. TOWN MANAGER'S REPORT/No documentation

VIII. SELECTMEN'S CONCERNS/No documentation

IX. ITEMS FOR FUTURE AGENDA/No documentation

X. CORRESPONDENCE: J. Business Breakfast, Friday June 21, 2019, 8 AM to 10 AM

-Copy of Business Breakfast Flyer

X. EXECUTIVE SESSION

BOARD OF SELECTMEN'S MEETING
June 17, 2019

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: Board Members: Ampagoomian, Athanas, Melia and Nolan. Also Present: Adam D. Gaudette, Town Manager. Selectwoman Cannon was absent and it is duly noted.

The Pledge of Allegiance was recited by those present.

REORGANIZATION OF THE BOARD OF SELECTMEN:

1) Town Manager asked for Nominations for Chairman. A motion/Mr. Melia, seconded/Mr. Nolan to nominate Selectman James Athanas as Chairman of the Board of Selectmen. Vote yes/Ampagoomian, Athanas, Melia and Nolan. Chairman Athanas thanked the Board. **2) Chairman Athanas asked for Nominations for Vice-Chairman.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to nominate Selectwoman Alicia Cannon as Vice Chairman. Vote yes/Ampagoomian, Athanas, Melia and Nolan. **3) Chairman Athanas asked for Nominations for Clerk.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to nominate Selectman Daniel Nolan as the Clerk. Vote yes/Ampagoomian, Athanas, Melia and Nolan.

APPROVAL OF MINUTES/None
PUBLIC HEARING/None

APPOINTMENTS: A. 1) By the Board of Selectmen: 2019 Annual Reappointments/Vote to appoint. A motion/Mr. Melia, seconded/Mr. Ampagoomian to appoint the 2019 Annual Reappointments. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

B. 2) By the Town Manager: 2019 Annual Reappointments/Vote to affirm. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to affirm the Town Manager's 2019 Annual Reappointments. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

RESIGNATIONS: C. Melissa Dognazzi, Cultural Council. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to accept the resignation of Melissa Dognazzi and send a letter of appreciation. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

CITIZENS' COMMENTS/INPUT: Keri Bigness, 192 Mason Road, requested the Board of Selectmen's assistance in resolving a dispute with the School Building Committee in regards to the current athletic field design, and its affects on both the environment and abutting residents. Mrs. Bigness stated that the main area od concern is the rear words primarily between the wetlands and the Mason Road residents. Mrs. Bigness explained that from her understanding a certified letter and a detailed environmental impact plan should have been sent to all abutters within three-hundred feet of the proposed clearing and to her knowledge was not completed. Mrs. Bigness stated that another concern is the pooling of water caused by the clearing of the woods and the construction of the U10 soccer field. Mrs. Bigness explained that the Engineered stamped survey has caused for a two-foot property line dispute. Mrs. Bigness stated that after two years of attending the School Building Committee meetings, they were verbally notified that there is a property line concern, where residents were told they had until June 28, 2019 to remove their personal property supposedly over the property line. Mrs. Bigness continued, stated that Mr. Strazulla of the School Building Committee, made an appearance at her door stating that they needed to move their shed by June 28th. Mrs. Bigness stated that in a meeting with the Town Manager she was informed that this was not the process when abutters to Town property are claiming to be over the line, rather an actual certified letter would have to be send to the resident giving them twenty eight days from the time of receipt of notice to either remove personal property or dispute the claim. Mrs. Bigness stated that the Town Manager stated

that the residents cannot claim adverse possession, which according to Attorney Hubbard of Murphy and Rudolf out of Worcester Massachusetts is inaccurate. Mrs. Bigness stated that other false claims made by the School Building Committee include telling an unaffected neighbor, that his planned fence must be installed ten-feet from the property line, which confirmed with the Building inspector to also be inaccurate. Mrs. Bigness explained that abutters are still awaiting a buffer zone confirmation and description. Mrs. Bigness stated that the budget has been requested and the School Building Committee replied that the Architect and Engineer are working on it, which means they do not even have a budget in place to know what amount will be affected by the 8% site cap. Mrs. Bigness stated that the School Building Committee declined the neighbors request for consideration and Mr. Strazulla stated "he cannot support this proposed change, we have worked diligently over the passed few years to share the design with the public and gather input." Mrs. Bigness stated that monies allocated back to the School Building Committee could provide numerous benefits such as smart technology, upgraded utilities, teaching supplies and even nature walkways. John Armstrong of 202 Mason Road stated that his biggest concern in regards to the new Balmer School, is that he has a rock wall at the back of his property line, some parts are outside, others are inside and some are right on. Mr. Armstrong stated that the rock wall has been there for thirty years, and to remove the rock wall would be a costly process and would be timely to move the rock three feet. Mr. Armstrong stated that he has concern that if the rock wall is removed, since the land beyond the wall is lower than his year, that his yard would wash out.

D. Bond Anticipation Notes (Department of Public Works Facility)/Vote to Sign/Present: Julie Harris, Treasurer/Collector, and Neil Vaidya, Town Accountant. Mr. Vaidya explained that the bonds for the DPW Facility for the second year. Mrs. Harris stated that the bid was held this morning and Oppenhiemer received the bid at 2% with a bond premium of four hundred and fifty dollars. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to award the sale of two million, two hundred and fifty thousand bond anticipation notes dated June 28, 2019 and payable June 26, 2020 to Oppenheimer and Company at a rate of 2%. Vote yes/Ampagoomian, Athanas, Melia and Nolan.

E. St. Patrick's Parish/1) Request to hang a banner across Church Street from Sunday, September 8, 2019 to Sunday, September 22, 2019 to advertise their annual Fall Festival event. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the request to hang a banner across Church Street from Sunday, September 8, 2019 to Sunday, September 22, 2019 to advertise their annual Fall Festival event. Vote yes/Ampagoomian, Athanas, Melia and Nolan. **2) Request to close East Street from Cross Street to the entrance of the Christian Reformed Church on September 21, 2019 from 7 AM - 5 PM.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the request to close East Street from Cross Street to the entrance of the Christian Reformed Church on September 21, 2019 from 7 AM - 5 PM, subject to the safety requirements of the Police Department.

F. Safety Committee Meeting Minutes (April 25, 2019)/Vote to accept recommendations. A motion/Mr. Melia, seconded/Mr. Ampagoomian to accept the recommendations of the safety Committee meeting minutes as presented with the readings omitted. Vote yes/Ampagoomian, Athanas, Melia and Nolan.

G. Blackstone Valley Veterans' Services District/Vote to approve Inter-Municipal Agreement. Town Manager Gaudette explained that we are currently involved in a Veteran's Service District with the Town of Uxbridge, Douglas and Sutton, with Uxbridge being the host. Town Manager Gaudette stated that the two changes are to add Blackstone to the agreement, which will change the contribution from 33% to 29%. Town Manager Gaudette stated that the second change would be to have the assistant director become a fulltime position based on the growth of the program. Town Manager Gaudette stated that he recommends moving forward with this agreement which would be in place for three years. Selectman Nolan asked that with the addition of another Town if it would have an effect on the number of hours in Town. Town Manager Gaudette explained that there have been no changes to the duration of service hours. A motion/Mr.

Ampagoomian, seconded/Mr. Nolan to approve the Inter-municipal Agreement for the three-year duration. Vote yes/Ampagoomian, Athanas, Melia and Nolan.

Town Manager Gaudette explained that he received notice from Town Council that with the reorganization of the Board the Selectmen should re-vote to designate and authorize Mrs. Cannon to continue her role as the designee to the School Building Committee for the Board of Selectmen and to authorize her to sign on the Boards behalf. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to designate Mrs. Cannon to the role of School Building Committee designation and to authorize her to sign on the Boards behalf. Vote yes/Ampagoomian, Athanas, Melia and Nolan.

TOWN MANAGER'S REPORT: 1) Key Meetings Attended: Monday, June 3, 2019 – Attended the Board of Selectmen Meeting. Tuesday, June 4, 2019 – Attended Workshop #3 with Open Sky regarding Community Arts. Tuesday, June 4, 2019 – Standard & Poor Bond Rating review with UniBank and staff. Wednesday, June 5, 2019 – Attended Workshop #4 with Open Sky regarding Community Arts. Thursday, June 6, 2019 – Meeting with the OPM and Architect for the Fire Station Feasibility Study to discuss the scope of services for the project. Thursday, June 6, 2019 – Conference call with MAPC, Tanko Lighting, staff and KP Law regarding potential resolutions to the Streetlight Construction delay. Monday, June 10, 2019 – Met with Jack Crawford regarding the Serve Program, for which 85 youth will be coming to the Town in July for 4 days to help on town/community projects. Monday, June 10, 2019 – Met with Bob Moran from National Grid to discuss the Streetlight Conversion Project. Tuesday, June 11, 2019 – Conference Call with Tanko Lighting and KP Law regarding the Streetlight Conversion Project. Tuesday, June 11, 2019 – Staff Meeting regarding Lovey's Marketplace, Main Street. Tuesday, June 11, 2019 – Conference Call with Cardinal (OPM) on the Fire Station Feasibility Study Project. Wednesday, June 12, 2019 – Met with MSBA at the architect Dore & Whittier's office in Newburyport. Thursday, June 13, 2019 – Met with Larry Green from WDA, a turf field project designer. Thursday, June 13, 2019 – Met with Chairman Melia to discuss the BoS meeting agenda. Thursday, June 13, 2019 – Met with Upton Town Manager Derek Brandisi regarding mutual projects. Thursday, June 13, 2019 – Met with Mason Road resident, Keri Bigness, to discuss concerns with the Balmer School project that abuts her property. Thursday, June 13, 2019 – Attended the BPCC Meeting to discuss the Fire Station Feasibility project and the Turf Field project. Friday, June 14, 2019 – Held a Department Managers Meeting. **2) Balmer School Building Project:** The Building Committee met this past Wednesday, June 12th to continue the work on Design Development and Permitting with the architect Dore & Whittier and CM-at-Risk Fontaine Brothers. The Planning Board has approved the Site Plan Review and the Conservation Commission is in the process of reviewing the Notice of Intent. Also, the Town is conducting additional Sewer Flow Analysis through a 3rd party consultant CDM Smith. A Design Status meeting with MSBA was also held this past Wednesday, June 12th at Dore & Whittier Offices. **3) Fire Station Project (Feasibility Study):** The BPCC has selected the firm Kaestle-Boos out of Foxborough to perform the study. The BPCC met this past Thursday, June 13, 2019 and voted to approve the scope of services agreement and fee with the architect. The project has officially kicked off and the Fire Programming Consultant is set to meet with Chief White on June 26th. **4) Lasell Field Turf Project:** The BPCC met this past Thursday, June 13, 2019 to discuss next steps. They discussed having staff work collecting data from other school districts/towns on the process they used for their projects; such as the need for an OPM, procurement, doing design and then construction vs design-build, etc. The working group will report back to the BPCC in July. **5) LED Streetlight Conversion:** The construction/installation efforts began Monday, April 29, 2019. The Contractor, Daigle, has been working in the areas of Linwood Ave, Main Street, Purgatory Road, Cooper Road, Adams Circle, No. Main Street, Country Club Lane, and Fletcher Street. The project has been on hold due to construction clarification with National Grid and the contractor. The contractor has been given the greenlight to continue with construction while NGRID discussions work towards resolution. **6) Recreational Marijuana:** The Host Community Agreements for **True Nature's Wellness** (retail), **Eskar** (retail) and **The Botanist** (cultivation) have all been approved by the BoS. The applicants' next steps include getting Planning Board and Cannabis Control Commission approvals. **7) Solar PILOTs:** The PILOTs for Nexamp (Sutton Solar 2 project – Lasell Road)

and Syncarpha (Northbridge I & II project – Linwood Ave) have been approved. The PILOT discussions for Syncarpha's Puddon I & II are ongoing.

Town Manager Gaudette announced the Business Breakfast is scheduled for Friday, June 21, 2019 from 8 AM to 10 AM. Town Manager Gaudette stated that local representatives from the business community, State Officials and Town Officials will be present.

SELECTMEN'S CONCERNS: **Selectman Melia 1)** attended the Building Planning and Construction meeting this past Wednesday and hoping that in the upcoming months there will be plenty of forums and meetings and he looks forward to hearing the updates when they come forth. **2)** attended the Ground-Breaking Ceremony for the Northbridge Elementary School, and thought it was very professional with nice words from the State Official. **Selectman Ampagoomian 1)** reminded residents that the Fireworks would be held Saturday, June 29, 2019 with event beginning at 2 PM and going until 11 PM. **2)** stated he also attended the Ground-Breaking Ceremony for the Elementary School and thought it was well attended. **3)** asked for an update on the LED lights and where they are going next. Town Manager Gaudette stated that he doesn't have the list in front of him but does have the list of what has been completed and what hasn't, and the contractor is in town moving forward with the remainder of the project. **Chairman Athanas 1)** asked about street paving and if there has been any progress. Town Manager Gaudette stated that bids have come in and it has been reported that they were better than expected and the Highway Department is beginning work on Benson Road, Hill Street, and Old Quaker Road. **2)** mentioned that residents have complained to him about holes on School Street heading towards Quaker, which looks like the road is starting to cave in and asked if it could be checked into. Town Manager Gaudette stated that he is aware of the location and noted that they have applied for a grant several times in regards to the failure of that culvert but will seek information from the Highway Department to see if there is anything that can be done short term.

ITEMS FOR FUTURE AGENDA: Building Planning and Construction Committee Update on Lasell Field and the Fire Station.

CORRESPONDENCE/None

EXECUTIVE SESSION/None

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

Meeting Adjourned: 7:35 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

**LIST OF DOCUMENTATION
BOARD OF SELECTMEN'S MEETING - OPEN SESSION
June 17, 2019**

PLEDGE OF ALLEGIANCE

REORGANIZATION OF THE BOARD OF SELECTMEN:

- 1) Town Manager asks for Nominations for Chairman**
- 2) Chairman asks for Nominations for Vice-Chairman**
- 3) Chairman asks for Nominations for Clerk**

I. APPROVAL OF MINUTES/None

II. PUBLIC HEARING/None

III. APPOINTMENTS: A. 1) By the Board of Selectmen: 2019 Annual Reappointments/Vote to appoint B. 2) By the Town Manager: 2019 Annual Reappointments/Vote to affirm

- Copy of 2019 Annual Reappointment Listing by the Board of Selectmen
- Copy of 2019 Annual Reappointment Listing by the Town Manager
- Copy of memorandum of attendance record sent to Boards and Committees
- Copy of attendance records for the Board of Assessors, Board of Health, Building, Planning and Construction Committee, Cable Advisory Committee, Conservation Commission, Council on Aging, Historical Commission, and Zoning Board of Appeals

RESIGNATIONS: C. Melissa Dognazzi, Cultural Council

- Copy of email resignation from Melissa Dognazzi

IV. CITIZENS' COMMENTS/INPUT/No documentation

V. DECISIONS:

D. Bond Anticipation Notes (Department of Public Works Facility)/Vote to Sign/Present: Julie Harris, Treasurer/Collector, and Neil Vaidya, Town Accountant/No documentation

E. St. Patrick's Parish/1) Request to hang a banner across Church Street from Sunday, September 8, 2019 to Sunday, September 22, 2019 to advertise their annual Fall Festival event; 2) Request to close East Street from Cross Street to the entrance of the Christian Reformed Church on September 21, 2019 from 7 AM - 5 PM

- Copy of letter requesting to hang a banner and to close East Street

F. Safety Committee Meeting Minutes (April 25, 2019)/Vote to accept recommendations

- Copy of April 25, 2019 Safety Committee meeting minutes

G. Blackstone Valley Veterans' Services District/Vote to approve Inter-Municipal Agreement

- Copy of Inter-Municipal Agreement for the Blackstone Valley Veteran's Services

VI. DISCUSSIONS

VII. TOWN MANAGER'S REPORT

VIII. SELECTMEN'S CONCERNS

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION

BOARD OF SELECTMEN'S MEETING July 15, 2019

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

The Pledge of Allegiance was recited by those present.

Presentation: 1) Years of Service Award to Harold Gould, Town Moderator. Former Town Moderator was not able to attend so therefore this item will be rescheduled for another meeting.

2) Rep. David Muradian – Update. Representative Muradian explained that the Conference Committee has still not come to resolution, which has left little to update. Representative Muradian explained that the Conference Committee voted to keep the meeting as a closed session, which is not open to the public. Representative Muradian stated that he would give an update once he had a final tally on the Budget. Representative Muradian went on to say that recently the Baker-Polito administration announced their School Safety Grants and Northbridge is receiving fifty-nine thousand and seven hundred dollars. Representative Muradian stated that there was also a positive report from Encore that they are bringing in two million dollars a day in revenue. Selectman Melia asked if there was a chance if an increase in the Chapter 90 funds as a result of pot holes and roads throughout the Commonwealth. Representative Muradian stated that after the Baker-Polito administration came in they released an extra one-million dollars in Chapter 90 funding, so it is a possibility. Selectman Nolan asked if there will be a sales tax holiday. Representative Muradian stated that there will be, and it was part of the grand bargain, and will be in August. Representative Muradian gave a thank you to the Fire Department for a spectacular firework display and for putting together a great family event.

APPROVAL OF MINUTES: A. 1) April 8, 2019. A motion/Mr. Melia, seconded/Mrs. Cannon to approve the April 8, 2019 meeting minutes, as presented, with the reading omitted. Vote yes/Board Members Melia, Cannon and Athanas. Abstain: Selectman Nolan. **2) April 22, 2019.** A motion/Mr. Nolan, seconded/Mr. Melia to approve the April 22, 2019 meeting minutes as presented, with the readings omitted. Vote yes/Board members: Athanas, Cannon, Melia and Nolan.

PUBLIC HEARING/None

APPOINTMENTS/By the Board of Selectmen: B. 1) Election Officers: Democrat, Republican and Unenrolled/Vote to appoint. A motion/Mr. Nolan, seconded/Mr. Melia to appoint the Election Offices for the Democrat, Republican and Unenrolled parties. Vote yes/Board members: Athanas, Cannon, Melia and Nolan.

2) OPEB Committee: Adam D. Gaudette, Town Manager/Vote to appoint. A motion/Mr. Melia, seconded/Mrs. Cannon to appoint Town Manager Adam Gaudette to the OPEB Committee. Vote yes/Board members: Athanas, Cannon, Melia and Nolan.

APPOINTMENTS/By the Town Manager: C. Jason Schilinsky, Alternate Building Inspector. Chairman Athanas stated that Mr. Schilinsky is unable to attend this meeting, but the Town Manager does suggested moving forward with this appointment. A motion/Mr. Melia, seconded/Mr. Nolan to affirm the Town Manager's appointment of Jason Schilinsky as Alternate Building Inspector. Vote yes/Board members: Athanas, Cannon, Melia and Nolan.

D. Joint Appointment by the Board of Selectmen and Northbridge Housing Authority (2 vacancies) (Both terms to expire May 19, 2020 - Annual Town Election) 1) Elaine Mahoney (4-yr.). Ms. Mahoney stated that she has history with housing as a part of her job and has also been a friend of Ms. Charbonneau and in discussion was interested on serving on the Housing Authority. **2) Kathleen Charbonneau, Tenant Member (2-yr.)**. Ms. Charbonneau stated that she was previously on the Board but resigned due to illness and was clashing with the former Director. Ms. Charbonneau stated that she is a resident and knows a majority of the residents. Ms. Charbonneau stated that she enjoys the residents coming to her with their concerns. Chairman O'Brien stated that the Housing Authority voted at their meeting to appoint Elaine Mahoney and Kathleen Charbonneau to the Northbridge Housing Authority. A motion/Mr. Melia, seconded/Mrs. Cannon to appoint Elaine Mahoney to the 4-year term and Kathleen Charbonneau, as the Tenant Member 2-year term on the Northbridge Housing Authority. Vote yes/Board members: Athanas, Cannon, Melia and Nolan.

CITIZENS' COMMENTS/INPUT/None

E. FY'19 End of Year Transfers / Vote to approve. Ms. Harris explained that the first transfer is to move fifteen thousand from the Department of Public Works Salary line to be moved the Department of Public Works Expenses. Ms. Harris explained that the reason for this transfer is to avoid any year end deficit that may arise due to large fuel bills and other repairs that were not budgeted for. Ms. Harris stated that the seconded transfer is to move thirty-two hundred dollars out of the Veteran's Benefits to be transferred to the Historical Commission. Ms. Harris explained that the reason for the transfer is back in two-thousand and seventeen we began creating a Local Historic District and funds were set aside to begin the work for the Fall Town meeting of two-thousand and seventeen. When two-thousand eighteen closed the additional funding transferred to the Historical Commission was closed out to free cash accidentally and as a result it left a shortfall in this year's budget. Ms. Harris explained that this transfer is to restore an action that had been previously done. Ms. Harris explained that the third transfer is for Medicare to transfer twenty thousand dollars from Veteran's Benefits to the Medicare line for the town's portion of the 1.45% share. Ms. Harris explained that the rate is set in early spring for the following fiscal year based on number of employees and salary rates and those numbers change going forward. Mrs. Cannon asked about the fifteen thousand coming from salaries and wages and how they are able to pull it off. Ms. Harris explained that she is not sure of the specifics, but she is guessing that the DPW has additional money that was budgeted in his salary that wasn't needed. Selectman Melia asked if the Finance Committee has approved these transfers. Ms. Harris replied that they voted unanimously to approve all the transfers. A motion/Mr. Melia, seconded/Mr. Nolan to approve the transfer of fifteen thousand dollars from the Department of Public Works Salary line to be moved the Department of Public Works Expenses. Vote yes/Board members: Athanas, Cannon and Melia. A motion/Mr. Nolan, seconded/Mrs. Cannon to approve the transfer of thirty-two hundred dollars out of the Veteran's Benefits to the Historical Commission. Vote yes/Board members: Athanas, Cannon and Melia. A motion/Mr. Melia seconded/Mrs. Cannon to approve the transfer of twenty thousand dollars from Veteran's Benefits to the Medicare line for the town's portion of the 1.45% share. Vote yes/Board members: Athanas, Cannon, Nolan and Melia.

F. Fall Annual Town Meeting [October 22, 2019] – Vote to close the warrant on Friday, August 23, 2019 @ Noon. A motion/Mr. Nolan, seconded/Mrs. Cannon to vote to close the October 22, 2019 Fall Annual Town Meeting warrant on Friday, August 23, 2019 at noon. Vote yes/Board members: Athanas, Cannon, Nolan and Melia.

G. Oliver Ashton Post #343, Inc. / Vote to renew lease for a three-year term to expire June 30, 2022. Changes made to this agreement were from a one-year agreement to a three-year agreement. A motion/Mr. Melia, seconded/Mr. Nolan to vote to renew the Oliver Ashton Post #343, Inc., lease for a three-year term to expire June 30, 2022. Vote yes/Board members: Athanas, Cannon, Nolan and Melia.

H. Rockdale Village Foundation / Vote to renew lease for a three-year term to expire June 30, 2022. Changes made to this agreement were from a one-year agreement to a three-year agreement. Harry Berkowitz, president of the Rockdale Foundation, stated that the Rockdale Foundation owns the area and sublease to the American Legion. A motion/Mr. Nolan, seconded/Mr. Melia to vote to renew the Rockdale Village Foundation lease for a three-year term to expire June 30, 2022. Vote yes/Board members: Athanas, Cannon, Nolan and Melia.

I. Armenian Apostolic Church / 1) Application for a One-day Wine and Malt License for the Annual Picnic to be held Sunday, August 18, 2019, from 12 PM – 5 PM 2) Application for a One-day Outdoor Entertainment license for the Annual Picnic to be held Sunday, August 18, 2019, from 12 PM – 5 PM. A motion/Mr. Melia, seconded/Mrs. Cannon to approve the application for a One-day Wine and Malt License for the Annual Picnic to be held Sunday, August 18, 2019, from 12 PM – 5 PM and the application for a One-day Outdoor Entertainment license for the Annual Picnic to be held Sunday, August 18, 2019, from 12 PM – 5 PM. Vote yes/Board members: Athanas, Cannon, Nolan and Melia.

J. Local Historic District Study Committee Update/Present: Harry Berkowitz, Chairman; Kenneth Warchol, Vice Chairman; and Christopher Noonan, Consultant, Preservation Services, Inc. Mr. Berkowitz explained that they have a meeting coming up on Tuesday, July 23, 2019 at 6 PM to go over the draft bylaws and hope to approve it at that meeting to move forward at the Fall Annual Town Meeting on October 22, 2019. Selectman Melia asked if once the bylaw passes and the twelve properties are added to the Local Historic District, if there are more to be added on after if it would go through the same process. Mr. Berkowitz stated that they would have to start from the beginning of the original process. Selectmen Melia asked if a homeowner who does not wish to be a part of the local historic district would the District Study Committee move forward to adding it to the district. Mr. Berkowitz stated the Committee would look at the property, but it doesn't mean it would pass. Mr. Warchol further explained that if a property were to be removed from the Historic District, pending approval in the fall, it would go through the same process to town meeting with two thirds vote.

TOWN MANAGER'S REPORT/None

SELECTMEN'S CONCERNS: Selectman Melia 1) attended the Central Massachusetts Metropolitan Planning Organization meeting on June 20th, which was a result of the vacant positions. Mr. Melia explained that he put his name in and was selected as an alternate member. Mr. Melia read aloud the purpose of the committee in regards to the monies distributed to towns within the Commonwealth.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

A motion/Mr. Nolan, seconded/Mrs. Cannon to adjourn the public meeting. Vote yes/Board Members: Athanas, Cannon, and Melia.

Meeting Adjourned: 7:34 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

July 15, 2019

Presentation: 1) Years of Service Award to Harold Gould, Town Moderator

2) Rep. David Muradian - Update

I. APPROVAL OF MINUTES:

A. 1) April 8, 2019

-Copy of April 8, 2019 meeting minutes

2) April 22, 2019

-Copy of April 22, 2019 meeting minutes

II. PUBLIC HEARING

III. APPOINTMENTS/By the Board of Selectmen: B. 1) Election Officers: Democrat, Republican and Unenrolled/Vote to appoint 2) OPEB Committee: Adam D. Gaudette, Town Manager/Vote to appoint

Copy of Election Officials - Democrats

-Copy of Election Officials - Republicans

-Copy of Election Officials - Unenrolled

-Copy of Election Officials – Other Parties

APPOINTMENTS/By the Town Manager: C. Jason Schilinsky, Alternate Building Inspector

-Copy of Jason Schilinsky's resume

D. Joint Appointment by the Board of Selectmen and Northbridge Housing Authority (2 vacancies) (Both terms to expire May 19, 2020 - Annual Town Election)

-Copy of letter from the Northbridge Housing Authority Boards vote to recommend Elaine Mahoney and Kathleen Charbonneau for the Appointments to the Northbridge Housing Authority

1) Elaine Mahoney (4-yr.)

-Copy of Talent Bank Form for Elaine Mahoney

-Copy of resume for Elaine Mahoney

2) Kathleen Charbonneau, Tenant Member (2-yr.)

-Copy of Talent Bank Form for Kathleen Charbonneau

IV. CITIZENS' COMMENTS/INPUT/None

V. DECISIONS:

E. FY'19 End of Year Transfers / Vote to approve

-Copy of transfers listing from the Town Accountant

F. Fall Annual Town Meeting [October 22, 2019] – Vote to close the warrant on Friday, August 23, 2019 @ Noon/No Documentation

G. Oliver Ashton Post #343, Inc. / Vote to renew lease for a three-year term to expire June 30, 2022

-Copy of Oliver Ashton Post #343, Inc. lease

H. Rockdale Village Foundation / Vote to renew lease for a three-year term to expire June 30, 2022

-Copy of Rockdale Village Foundation lease

I. Armenian Apostolic Church / 1) Application for a One-day Wine and Malt License for the Annual Picnic to be held Sunday, August 18, 2019, from 12 PM – 5 PM

-Copy of Application for a One-day Wine and Malt License application

-Copy of REAP form

-Copy of Hold Harmless Agreement

2) Application for a One-day Outdoor Entertainment license for the Annual Picnic to be held Sunday, August 18, 2019, from 12 PM – 5 PM

-Copy of Application for a One-day Entertainment License

-Copy of Workers' Compensation Affidavit

-Copy of REAP Form

-Copy of License Routing Slip

VI. DISCUSSIONS:

J. Local Historic District Study Committee Update/Present: Harry Berkowitz, Chairman; Kenneth Warchol, Vice Chairman; and Christopher Noonan, Consultant, Preservation Services, Inc.

-Copy of letter to the Board of Selectmen regarding the Local Historic District Study Committees Public Forum

-Copy of the Local Historic District Draft Bylaw

-Copy of Whitinsville Local Historic District Map

-Copy of Local Historic District application

-Copy of Local Historic District Public Forum Workshop notice

VII. TOWN MANAGER'S REPORT/None

VIII. SELECTMEN'S CONCERNS/No documentation

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION/None



Adam D. Gaudette
Town Manager


**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**

B

MEMORANDUM

DATE: August 12, 2019

TO: Board of Selectmen

FROM: Adam D. Gaudette, Town Manager 

SUBJECT: Vacant Position - Assistant Town Accountant

Please be advised that after 15 years of service to the Town of Northbridge, Assistant Town Accountant Michelle Laramee resigned from her position to take advantage of an opportunity to advance in her career and serve the neighboring Town of Uxbridge as their Town Accountant.

Accordingly, pursuant to Sections 2.10 - 2.12 of the Town of Northbridge Personnel Policy Manual, a notice of the vacancy was posted along with a copy of the job description for 10 days.

Per the attached memo, Town Accountant Neil Vaidya highly recommends Ms. Tiana Moreau be appointed to the position of Assistant Town Accountant. As is customary, the appointment is subject to her completing and passing a criminal background check [CORI] and a post offer pre-employment physical and drug screen.

As you can see from Ms. Moreau's resume, she previously worked as an intern in the Town Accountant's Office completing both undergraduate and graduate internships under Mr. Vaidya's guidance and direct supervision.

I fully support Mr. Vaidya's recommendation to appoint Ms. Moreau to the position of Assistant Town Accountant and respectfully request the Board vote to affirm this appointment.



**TOWN OF NORTHBRIDGE
TOWN ACCOUNTANT**

**NORTHBRIDGE TOWN HALL
7 MAIN STREET
WHITINSVILLE, MA 01588
PH (508) 234-2263**

FAX (508) 234-9605

Date: August 6, 2019
To: Adam Gaudette, Town Manager
From: Neil Vaidya, Town Accountant
Re: Assistant Town Accountant

Dear Town Manager Gaudette,

It is with great pleasure that I ask that you appoint Tiana Moreau the next Assistant Town Accountant for the Town of Northbridge. As you may remember, Ms. Moreau had worked in my office from parts of 2017 up until early 2019. She had performed admirably during that time frame performing various duties as both an intern and a graduate assistant. It was during her time here that she performed various tasks similar to and in some cases the same as the position she is taking over. Her previous experience and work knowledge should make the transition from the previous assistant go smoother, as she is versed in our policies and procedures as well as our accounting software, Munis. Of course, she still has much to learn, but she has demonstrated that she is capable of picking up new tasks quickly and I have no doubts she will be able to do that in her new capacity.

Please let me know if you have any concern or questions regarding my choice. I look forward to any feedback you may have.

Sincerely,

Neil Vaidya
Town Accountant

X0RXtXfXB,XABXN,MH X1501X77436X31251Xcaxkxrxax@gmxlxx

Town of Northbridge
7 Main Street
Whitinsville, MA 01588

I am very excited to apply for the position of Assistant Town Accountant for the Town of Northbridge. As you already are aware, I have completed two internships within your department; an undergraduate internship from June-December of 2017 and then a graduate internship from June 2018- January 2019. During that time, I became familiar with the roles of the accounting department within the town. Two of my main responsibilities were helping to finalizing the town budget and help enter bills for the other departments. Both tasks helped me to familiarize myself with Minus which will be very helpful if I receive this position.

In conclusion, I believe that my work ethic and the experience I already have within your department makes me an excellent candidate for the position of assistant town accountant.

Tiana Moreau

APPLICATION FOR EMPLOYMENT

COMMONWEALTH OF MASSACHUSETTS

Town of Northbridge

ALL APPLICATIONS TO BE RETURNED TO THE TOWN MANAGER'S OFFICE

Applicants are considered for all positions without regard to race, color, religion, gender orientation, national origin, age, marital or veteran status, or the presence of a non-job-related medical condition or handicap.

(PLEASE PRINT)

Date of Application: 8/4/19

Position(s) Applied For: Assistant Town Accountant

Referral Sources: ☐ Advertisement ☐ Friend ☐ Relative ☐ Walk-In
☐ Employment Agency ☒ Other: Former Employer

Name: Moreau Tiana Royce
Last First Middle

Address: XX
Number Street City State Zip Code

Telephone: (774) 333-XXXX
Area Code

If employed and you are under 18, can you furnish a work permit? ☐ Yes ☐ No

Have you filed an application here before? ☐ Yes ☒ No If yes give date: _____

Have you ever been employed here before? ☒ Yes ☐ No If yes give date: June 2017 - Jan 2019

Are you employed now? ☒ Yes ☐ No May we contact your present employer? ☒ Yes ☐ No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? Proof of citizenship or immigration status will be required upon employment). ☐ Yes ☒ No

On what date would you be available for work? Time for 2 week notice

Are you available to work ☒ Full Time ☐ Part Time ☐ Shift Work ☐ Temporary

Are you on a lay-off and subject to recall? ☐ Yes ☒ No

Can you travel if job requires it? ☒ Yes ☐ No

EMPLOYMENT EXPERIENCE

Start with your present or last job. Include military service assignments and volunteer activities. You may exclude organization names which indicate race, color, religion, gender orientation, national origin, age, marital, or veteran status.

1. Employer: M. Love & Associates Address: 67 Millbrook Street
City: Worcester State: MA Zip: 01606 Phone: (508) 797-5200
Supervisor: Mark Love Reason for Leaving: _____
Dates Employed: from: January 2019 to: Current Work Performed: Tax Prep + Bookkeeping

2. Employer: Worcester State Address: 486 Chandler Street
City: Worcester State: MA Zip: 01602 Phone: 508-929-8091
Supervisor: Elizabeth Wark Reason for Leaving: Graduated
Dates Employed: from: Sept. 2018 to: May 2019 Work Performed: Graduate Assistant in the Business department - Tutoring, grading, and other administrative duties

3. Employer: Town of Northbridge Address: 7 Main Street
City: Whitinsville State: MA Zip: 01588 Phone: 508-234-2263
Supervisor: Neil Vaidya Reason for Leaving: _____
Dates Employed: from: June 2017 to: Jan. 2019 Work Performed: Accounting Intern

4. Employer: Ronnie's Ice Cream Address: 871 Southbridge St,
City: Auburn State: MA Zip: 01501 Phone: 508-832-9068
Supervisor: Dawn Lemansky Reason for Leaving: _____
Dates Employed: from: Aug. 2012 to: Current Work Performed: Ice Cream Scooper and Shift Supervisor/Manager

5. Employer: _____ Address: _____
City: _____ State: _____ Zip: _____ Phone: _____
Supervisor: _____ Reason for Leaving: _____
Dates Employed: from: _____ to: _____ Work Performed: _____

Special Skills and Qualifications: Summarize special skills and qualifications acquired from employment or other experience:

EDUCATION:

	High School	College/University	Graduate/Profession
School Name:	Auburn High School	Worcester State University	Worcester State University
Years Completed: (Circle)	1 2 3 ④	1 2 3 ④	① 2 3 4 or more
Diploma/Degree	Diploma	Business Administration	M.S. in Management
Describe Course of Study:		Concentration in Accounting	Accounting Track
Describe specialized training, apprenticeship, skills, and/or extracurricular activities			
Honors Received:			

State any additional information you feel may be helpful to us in considering your application:

List professional, trade, business or civic activities and offices held: (you may exclude those which indicate race, color, religion, gender orientation, national origin, age, marital or veterans:

Give name, address, and telephone number of three (3) references (who are not related to you)

1. Elizabeth Wark ~~XXXXXXXXXXXXXXXXXXXX~~ 508-928-8711
2. Dawn Lemansky ~~XXXXXXXXXXXXXXXXXXXX~~ 508-832-9615
3. Kathy Sherman ~~XXXXXXXXXXXXXXXXXXXX~~ 774-437-8534

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that this application is not and is not intended to be a contract of employment.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also that I am required to abide by all rules and regulations of the Company.

Tiana Morean 8-4-19
Signature of Applicant Date

The information provided in this application for employment is true and complete to the best of my knowledge. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge.

I authorize investigation of all statements contained in this application and the release of any pertinent information regarding my education, past employment history and background. I authorize the Town of Northbridge to obtain any information from schools, employers or individuals relating to my activities. This information may include, but is not limited to: academics, achievement, performance, attendance, personal history and discipline. Further, I hereby authorize all references, persons, schools, my current employer (if applicable) and previous employers and organizations named in this application, unless otherwise stated, to provide the Town of Northbridge any relevant information that may be required to arrive at an employment decision. I understand that the information released is for the Town of Northbridge's use only.

I hereby voluntarily release, Discharge and exonerate the Town of Northbridge, its agents and representatives, and any person so furnishing information from any and all liabilities of every nature and kind arising out of the furnishing or inspection of such documents, records and other information or the investigations made by or on behalf of the Town of Northbridge.

I understand that all appointments are probationary and that I must demonstrate my ability for continued employment. I understand that, if appointed, my employment will be at-will, for an indefinite period, and can be terminated at any time by the Town, unless otherwise stated in a collective bargaining agreement which covers the position to which I am appointed. I also understand that I must be available from time to time to work outside normal business hours, as the needs of the department require.

If required for the position I am seeking. I agree to take a physical examination, which may include testing for drugs or a psychological examination, as required, and recognize that any offer of employment may be contingent upon the results of such an examination.

I understand that any employment offer by the Town is conditional upon my ability to establish employment under the Immigration Reform and Control Act of 1986 within three (3) days of the date of hire.

I represent that I have read and fully understand the foregoing and seek employment under these conditions.

Signature Tiana Morean Date: 8-4-19

"Discrimination against any person in any practice or procedure in advertising, recruitment, referrals, testing, hiring, transfer, promotion or any other term, condition or privilege of employment which limits or adversely affects employment opportunities, because of political or religious opinions, or affiliations, or because of race, color, sex, gender/ orientation, national origin, marital status, pregnancy, parenthood, age or handicap which is unrelated to the person's occupational qualifications or any other non-merit factor which is not a bona fide occupational qualification is prohibited".

It is unlawful in Massachusetts to require a lie detector test as a condition of employment or continued employment. An employer who violates that law shall be subject to criminal penalties and civil liabilities.

APPLICANT DATA RECORD

Applicants are considered for all positions, and employees are treated during employment without regard to race, color, religion, gender orientation, national origin, age, marital or veteran status, medical condition or handicap.

As employers/government contractors, we comply with government regulations and affirmative action responsibilities.

Solely to help us comply with government record keeping, reporting and other legal requirements, please fill out the Applicant Data Record. We appreciate your cooperation.

This data is for periodic government reporting and will be kept in a Confidential File separate from the Application for Employment.

(Please Print)

Date: 8-4-19 Position Applied For: Assistant Town Accountant

Referral Source: ☐ Advertisement ☐ Friend ☐ Relative ☐ Walk-In
☐ Employment Agency ☒ Other: Former Employer

Name: Moreau Tiana Raye
Address: XX
Telephone: XXXXXXXXXXXX

FOR HUMAN RESOURCES DEPARTMENT USE ONLY

Position(s) applied for is open: ☐ Yes ☐ No
Arrange Interview: ☐ Yes ☐ No
Employed: ☐ Yes ☐ No

Position(s) considered for: _____

Remarks: _____

Date of employment: _____

Job Title: _____ Salary: _____ Department: _____

Signature: _____ Date: _____

Notes:

Tiana Moreau

XX

Education

BS IN BUSINESS ADMINISTRATION | MAY 2018 | WORCESTER STATE UNIVERSITY

- Major: Business Administration
- Concentration: Accounting
- GPA: 3.80
- Related coursework: Intermediate Accounting I & II, Advanced Accounting, Taxation of Individuals, Audit, Managerial Accounting, etc.
- Sigma Beta Delta member
- Tutor for Intermediate Accounting I & II and Financial Management

MS IN MANAGEMENT | MAY 2019 | WORCESTER STATE UNIVERSITY

- Accounting track
- GPA: 3.96
- Related coursework: Advanced Accounting Theory, Taxation of Corporations & Shareholders, Taxation of Individuals, etc.

Experience

INTERN | M LOVE & ASSOCIATES | JANUARY 2019- CURRENT

- Responsibilities include: individual income tax returns, bookkeeping, administrative work
- Supervisor- Mark Love, CPA

GRADUATE ASSISTANT | WORCESTER STATE UNIVERSITY | SEPTEMBER 2018- MAY 2019

- Responsibilities include: administrative support, teaching support, undergraduate tutoring, etc.
- Supervisor- Elizabeth Wark, Coordinator, M.S. in Management Graduate Program

ACCOUNTING INTERN | TOWN OF NORTHBRIDGE, MA | JUNE 2017- JANUARY 2019

- Responsibilities include: budget finalization, accounts payable, filing paperwork, etc.
- Supervisor- Neil Vaidya, Town Accountant

SERVER | RONNIE'S SEAFOOD AND ICE CREAM, AUBURN MA | AUG 2012- CURRENT

- Responsible for prep work, taking customers' orders, making the ice cream orders, using cash register
- Supervisor- Dawn Lemansky

CI

\$20.00 fee

THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF NORTHBRIDGE
APPLICATION FOR SPECIAL LICENSE
One-Day Wine and Malt

TO THE LICENSING AUTHORITIES:

The undersigned hereby applies for a License in accordance with the provisions of the Statutes relating thereto.
Chapter 138, Section 14

FULL NAME OF PERSON/ORGANIZATION MAKING APPLICATION:

St Patrick's Parish

Name of Responsible Person:

Father Tomasz Borkowski

STATE CLEARLY PURPOSE FOR WHICH LICENSE IS REQUESTED:

FOR: One-day Wines and Malts License

Event name: Family Fun Fest / Fall Festival

Date and Hours of Event:

Saturday Sept 21st
11am - 4pm

Indoor/Outdoor: Both

GIVE LOCATION BY STREET AND NUMBER:

7 East St Whitinsville

DESCRIPTION OF PREMISES:

Where will alcohol be stored?

locked boiler room of basement

Where will Alcohol be served?

lawn area near food & grills

Do you plan on having Entertainment?

☒ Yes

☐ No

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

*The town highly recommends that you notify your insurance company of this event.

Rev. Tomasz Borkowski
(Signature of Applicant)

Print Name:

Tomasz Borkowski

Address:

7 East St

City:

Whitinsville Ma

State, Zip:

Ma 01588

Phone:

508-234-5656

Name of Distributor(s):

Atlas & Horizon

SPECIAL LICENSES ISSUED UNDER SECTION 14 [ONE-DAY LICENSES]: MUST PURCHASE THE EVENT ALCOHOL/BEER/WINE FROM A DISTRIBUTOR OTHERWISE YOU ARE IN VIOLATION OF STATE LAW.

Received:

7/17/19
(Date)

9:30 AM
(Time)

Agenda:

August 12

Date License Granted

CC: ABCC; POLICE CHIEF; FIRE CHIEF FOR INSPECTION IF INDOORS

Approved
6/17/19

{ Road closure 7-5
Banner 8/8-8/22

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF NORTHBRIDGE

One-day
APPLICATION FOR SUNDAY ENTERTAINMENT 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):

St Patrick's Parish

STATE CLEARLY PURPOSE FOR WHICH LICENSE IS REQUESTED: [Sunday Entertainment]

TO: Family Fun Fest / Fall Festival

GIVE LOCATION BY STREET AND NUMBER:

AT: St Patrick's Parish
7 East Street
Whitinsville, Ma

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

Rev. Tomasz Borkowski
(Signature of Applicant)

Print Name: Tomasz Borkowski

Address: 7 East St

City: Whitinsville, Ma

State, Zip: 01588

Received: 7/17/19 9:30 AM
(Date) (Time)

Daily Annual

Prior to 1:00 PM (\$5)
Prior to 1:00 PM (\$100)

After 1:00 PM (\$2)
After 1:00 PM (\$50)

Date License Granted

15

SPECIAL PERMIT/LICENSE

RELEASE OF CLAIMS, INDEMNITY AND HOLD HARMLESS AGREEMENT

Please read this document thoroughly before completing and signing

I, St Patrick's, in consideration of a special permit/license granted by the Town of Northbridge for a non-town sponsored private function, and for other good and valuable consideration hereby acknowledged, do hereby agree to forever RELEASE the Town of Northbridge, its employees, agents, officers, volunteers, or contractors (the "Town"), from any and all claims, actions, rights of action and causes of action, damages, costs, loss of services, expenses, compensation and attorneys' fees that may have arisen in the past, or may arise in the future, directly or indirectly, from known and unknown personal injuries which I or my guests, employees, agents, successors or assigns may have as the result of the issuance and/or use of a special permit/license granted by the Town of Northbridge and all activities related thereto.

I further promise, to INDEMNIFY, REIMBURSE, DEFEND, and HOLD HARMLESS the Town against any and all legal claims and proceedings of any description that may have been asserted in the past, or may be asserted in the future, directly or indirectly, including damages, costs and attorneys' fees, arising from personal injuries to myself or others or property damage resulting from my use, or the use of my guests, employees or agents as the result of the issuance and/or use of a special permit/license granted by the Town of Northbridge and all activities related thereto.

I hereby further covenant for myself, my successors and assigns not to sue the said Town on account of any such claim, demand or liability.

I am fully aware that by signing this document I am releasing the Town from liability that may arise as a result of the acts or omissions of the Town. Additionally, it is my intent to release the above mentioned parties from liability and defend and indemnify said parties for liability relating to any accident and resulting injuries and/or death that may occur as a result of the issuance and/or use of a special permit/license granted by the Town of Northbridge and all activities related thereto.

To the extent I am signing this document on behalf of an organization, corporation, association or similar entity, I represent that I am fully authorized by said entity to execute this document.

Witness my hand and seal this 15 day of July 2019

Name (Printed): Tomasz Borkowski

Rev. Tomasz Borkowski
Signature

Aileen McLeone
Witness

THIS FORM MAY NOT BE ALTERED

NTM License Slips

Row 1

Current Status	On August 12 Agenda
Done	<input type="checkbox"/>
License ID:	NTM#16083
License Type:	One-Day Wine and Malt & One-Day Entertainment
Description:	St. Patrick's Parish is looking to hold their annual Family Fun Fest/Fall Festival on Saturday, September, 21, 2019 11 AM to 4 PM at 7 East Street. Alcohol will be stored in the locked boiler room of the basement and served in the lawn area near the food.
Business:	St. Patrick's Parish
Applicant:	Tomasz Borkowski
Address:	7 East Street, Whitinsville, MA 01588
Approval Target	07/26/19
Slip Started on:	07/17/19 10:25 AM
PLANNING Approve:	<input checked="" type="checkbox"/>
PLANNING Comments:	N/A -not applicable
POLICE Approve:	<input checked="" type="checkbox"/>
POLICE Comments:	Repeat event, no issues, contact the police department to discuss road closures
FIRE Approve:	<input checked="" type="checkbox"/>
FIRE Comments:	
BUILDING ZONING Approve:	<input checked="" type="checkbox"/>
BUILDING ZONING Comments:	
CONSERVATION Approve:	<input checked="" type="checkbox"/>

CONSERVATION N/A
Comments:

HEALTH
Approve: ☒

HEALTH
Comments:

ASSESSORS
Approve: ☐

ASSESSORS
Comments:

TREASURER
COLLECTOR
Approve: ☐

TREASURER
COLLECTOR
Comments:

Melissa Wetherbee

From: Adam Gaudette
Sent: Tuesday, June 18, 2019 4:39 PM
To: Melissa Wetherbee
Cc: Sharon Susienka
Subject: FW: 5K Road Access

Melissa, can you run with this? Thanks

From: Melissa Hadley <theflower4@gmail.com>
Sent: Tuesday, June 18, 2019 4:31 PM
To: Adam Gaudette <agaudette@northbridgemaass.org>
Subject: 5K Road Access

Good Afternoon,

I hope this email finds you well. I am planning the homecoming 5k for Whitinsville Christian School. The scheduled date for the race is 9/21/19. I was looking through some paperwork from the person who planned it last year and I believe she had to get the course approved.

We will be utilizing the same course this year. I was wondering if there is some paperwork I should come fill out with the town?

Thank you in advance for your help. I appreciate it.

Sincerely,
Melissa

Race Start 8AM

Melissa A. Hadley, MBA
NASM Certified Personal Trainer
Certified Fitness Nutrition Specialist
IIN Certified Health Coach
3x Elite Health & Fitness Coach partnered with Beachbody
www.destinationyou.info
<https://www.facebook.com/melissa.lafleur4>



SATURDAY, SEPTEMBER 21, 2019

REGISTRATION: 7 AM

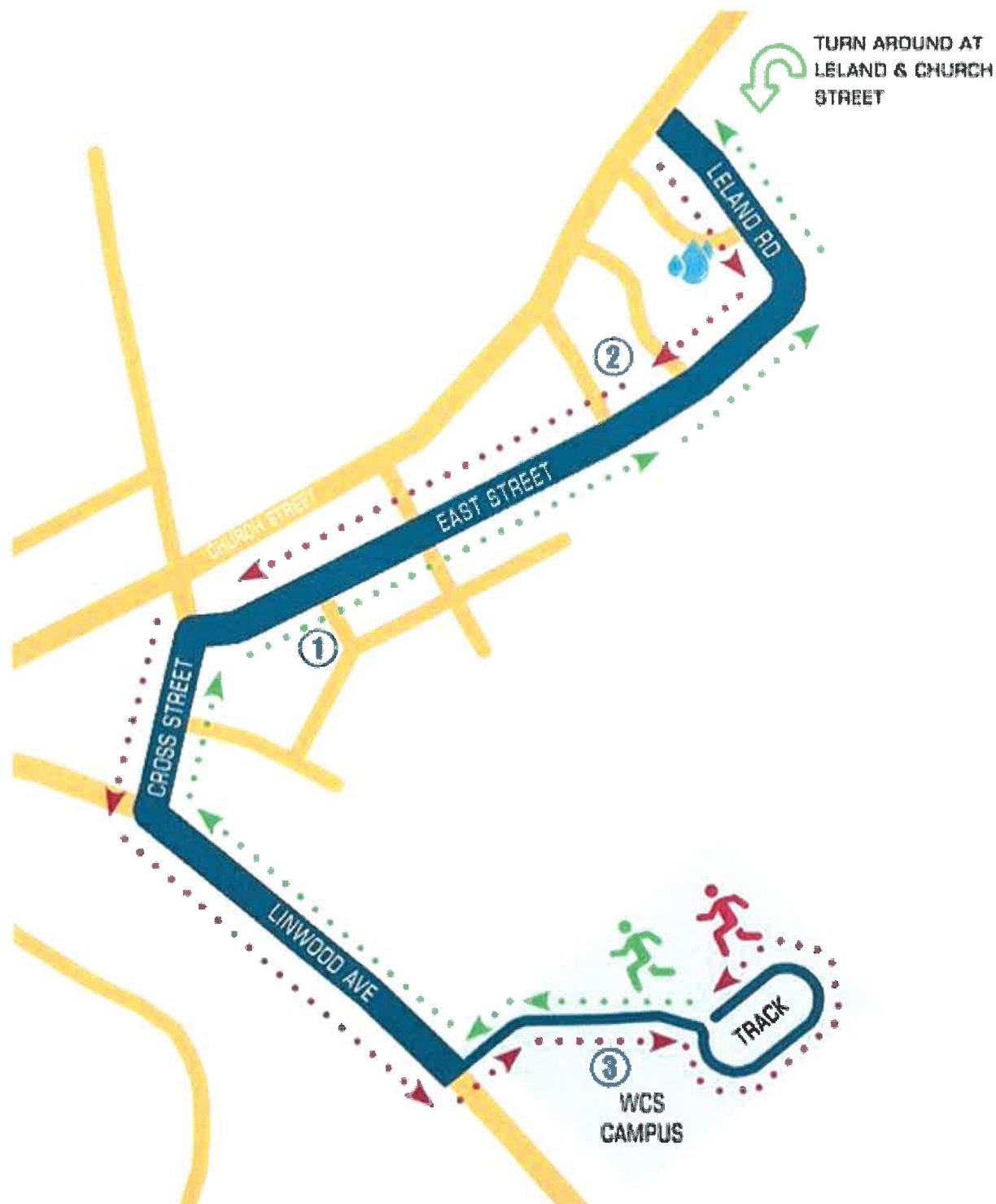
RACE: 8:00 AM

COURSE DESCRIPTION:

- THE RACE STARTING LINE WILL BE LOCATED ON THE WCS TRACK
- THE RACE WILL BEGIN BY HEADING RIGHT OF THE SCHOOL TOWARDS LINWOOD AVENUE
- RIGHT ON LINWOOD AVENUE
- RIGHT ON CROSS STREET
- RIGHT ON EAST STREET
- CONTINUE STRAIGHT ONTO LELAND ROAD
- U-TURN AT MARKED POINT ON LELAND ROAD
- CONTINUE STRAIGHT ONTO EAST STREET
- LEFT ON CROSS STREET
- LEFT ON LINWOOD AVENUE
- LEFT ONTO WCS CAMPUS AND CONTINUE TOWARDS WCS TRACK
- RUNNERS WILL FINISH WITH LAP ON TRACK

NOTE

RACE MAP IS FOR REPRESENTATIONAL PURPOSES ONLY. THE RACE DIRECTORS HAVE THE RIGHT TO MAKE ADJUSTMENTS TO THE POSTED COURSE AT ANY TIME PRIOR TO THE START OF THE RACE. PARTICIPANTS ARE RESPONSIBLE FOR FOLLOWING ALL POSTED SIGNAGE AND INSTRUCTIONS PROVIDED BY RACE VOLUNTEERS.



USE OF TOWN OF NORTHBRIDGE

PUBLIC WAYS FOR ROAD RACE

EVENT: Road Race WCS Homecoming 5K

RELEASE OF CLAIMS, INDEMNITY AND HOLD HARMLESS AGREEMENT

Please read this document thoroughly before completing and signing

I, Thalia Torle for Whitinsville Christian School, in consideration of my use of the Town of Northbridge's Public Ways for a non-town sponsored event on 9/21/19, and for other good and valuable consideration hereby acknowledged, do hereby agree to forever RELEASE the Town of Northbridge, its employees, agents, officers, volunteers, or contractors (the "Town"), from any and all claims, actions, rights of action and causes of action, damages, costs, loss of services, expenses, compensation and attorneys' fees that may have arisen in the past, or may arise in the future, directly or indirectly, from known and unknown personal injuries which I or my guests, employees, agents, successors or assigns may have as the result of my use or the use of my guests, employees or agents of the Town of Northbridge's Public Ways for a non-town sponsored event on 9/21/19, and all activities related thereto.

I further promise, to INDEMNIFY, REIMBURSE, DEFEND, and HOLD HARMLESS the Town against any and all legal claims and proceedings of any description that may have been asserted in the past, or may be asserted in the future, directly or indirectly, including damages, costs and attorneys' fees, arising from personal injuries to myself or others or property damage resulting from my use, or the use of my guests, employees or agents, of the Town of Northbridge's Public Ways for a non-town sponsored event on 9/21/19, and all activities related thereto.

I hereby further covenant for myself, my successors and assigns not to sue the said Town on account of any such claim, demand or liability.

I am fully aware that by signing this document I am releasing the Town from liability that may arise as a result of the acts or omissions of the Town. Additionally, it is my intent to release the above mentioned parties from liability and defend and indemnify said parties for liability relating to any accident and resulting injuries and/or death that may occur as a result of my use, or the use of my guests, employees or agents, of the Town of Northbridge's Public Ways for a non-town sponsored event on 9/21/19, and all activities related thereto.

To the extent I am signing this document on behalf of an organization, corporation, association or similar entity, I represent that I am fully authorized by said entity to execute this document.

Witness my hand and seal this 25th day of July 2019.

Name (Printed): Thalia S. Torle, Bus. Mgr. - Whitinsville Christian School

Signature

Thalia S. Torle
Lois G. Gault

Witness

THIS FORM MAY NOT BE ALTERED

Melissa Wetherbee

From: James Shuris
Sent: Tuesday, July 30, 2019 2:47 PM
To: Melissa Wetherbee; Jamie Luchini; Walter Warchol
Subject: Re: Homecoming Road Save - September 21, 2019

Melissa:

We have no concerns with this event/route.

Jamie:

Please review/repair any major outstanding potholes before hand.

Thanks.

Jim Shuris

James Shuris, P.E., MBA
Director of Public Works & Town Engineer
Town of Northbridge
P.O. Box 88
11 Fletcher Street
Northbridge, MA 01588
Tel. No. (508) 234-0816
Fax. No. (508) 234-0807

From: Melissa Wetherbee <mwetherbee@northbridgemass.org>
Sent: Tuesday, July 30, 2019 9:25 AM
To: James Shuris <jshuris@northbridgemass.org>; Jamie Luchini <jluchini@northbridgemass.org>; Walter Warchol <wwarchol@northbridgemass.org>
Subject: Homecoming Road Save - September 21, 2019

Good morning,

Please see the attached Road race documents for the Whitinsville Christian School Homecoming Road race scheduled for September 21, 2019 at 8:30 AM. Please let me know if you have any concerns for this road race. This is scheduled to go before the Board of Selectmen at their August 12th meeting.

Thank you

Melissa Wetherbee, Sr. Adm. Asst./HR. Asst.
Town Manager's Office
Town of Northbridge
7 Main Street Whitinsville, MA 01588
Phone: 508-234-2095

Melissa Wetherbee

From: Walter Warchol
Sent: Tuesday, July 30, 2019 3:08 PM
To: Melissa Wetherbee
Subject: RE: Homecoming Road Save - September 21, 2019

Melissa:

The police department does not anticipate any problems with the race route. The held the same event last year with no problems. I would request that the WCS contact the police department to discuss the details of race and abide by any police department traffic requests.

Chief Warchol

Walter J. Warchol
Chief of Police
Northbridge Police Department
508-234-6211
Fax 508-234-9021

From: Melissa Wetherbee
Sent: Tuesday, July 30, 2019 9:25 AM
To: James Shuris <jshuris@northbridgemass.org>; Jamie Luchini <jluchini@northbridgemass.org>; Walter Warchol <wwarchol@northbridgemass.org>
Subject: Homecoming Road Save - September 21, 2019

Good morning,

Please see the attached Road race documents for the Whitinsville Christian School Homecoming Road race scheduled for September 21, 2019 at 8:30 AM. Please let me know if you have any concerns for this road race. This is scheduled to go before the Board of Selectmen at their August 12th meeting.

Thank you

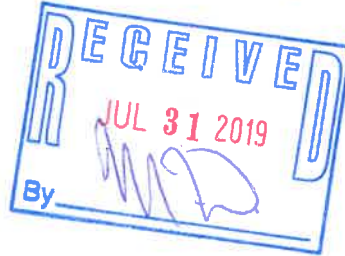
*Melissa Wetherbee, Sr. Adm. Asst./HR. Asst.
Town Manager's Office
Town of Northbridge
7 Main Street Whitinsville, MA 01588
Phone: 508-234-2095*



E

July 27, 2019

Adam Gaudette, Town Manager
Northbridge Board of Selectmen
7 Main Street
Whitinsville, MA 01588



Dear Mr. Gaudette:

I am writing to you and the Board of Selectmen to request permission for our annual adventure race, the Blackstone River Valley Greenway Challenge, to be allowed to pass through the Whitinsville section of Northbridge on its way to Uxbridge and Riverbend Farm. The date of the race is September 28, 2019 (rain date: October 5).

The Greenway Challenge, now in its 19th year, is a team relay race with segments of running, cycling, and kayaking. Each year a unique course is set up. The segment that would pass through Northbridge is the first segment: running. There will be approximately 50 teams, hence 50 runners. We anticipate a shotgun start in front of the Whittin Community Center, with runners going down Linwood Avenue to Providence Road (south). The race start is 8:30 a.m. All runners will exit the town by 9:00 a.m.

This route is identical to the 2017 race. I will contact the Northbridge Police Department to ensure proper coverage is made.

I hope that we can be accommodated again this year. Please contact me with your questions or concerns.

Yours sincerely,

Charlie

Charles E. Thompson, Chairman, Steering Committee
(508) 234-1230 (774) 276-7210 thompsoncharlie51@gmail.com
261 Carpenter Road, Whitinsville, MA 01588



Schedule Of Events

Team Captain's Meetings

Wednesday, September 4th

7:00pm

Blackstone River State Park Visitor Center
Rt. 1-295 North
Cumberland, RI 02864

Thursday, September 5th

7:00pm

Millbury Federal Credit Union
50 Main Street
Millbury, MA 01527

Friday Night Festivities

Friday, September 27th

5:00pm-8:00pm

Whitin Community Center
60 Main Street
Whitinsville, MA 01588

The Challenge

Saturday, September 28th

Start

Whitin Community Center

60 Main Street
Whitinsville, MA 01588

7:30am Final Check-In
8:30am The Challenge Begins

Finish

Lincoln Woods State Park

Twin River Road Exit, Rt. 146 South
Lincoln, RI 02865

1:00pm Celebration At Finish Line
4:00pm Awards Ceremony



2019 Course

1. Street Run 5.00 miles
2. Paddle 2.70 miles
3. Mountain Bike 5.00 miles
4. Street Bike 13.80 miles
5. Paddle 3.00 miles
6. Trail Run 3.70 miles
7. Street Bike 25.00 miles
8. Street Run 2.50 miles

} **COURSE TOTAL**
60.70 miles

NOTE: Course & mileage subject to change

MUST Register Online at
www.GreenwayChallenge.org

Race Categories

Individual Participant (Male & Female)

Categories of competitors who complete the entire race on their own with the help of one support person.

2-4 Person Team (Male, Female & Co-Ed)

Teams comprised of 2, 3 or 4 individuals, with each team member competing in at least one segment along the course. Split up the biking, running, and paddling with team member specialties!

5-8 Person Team (Male, Female, Co-Ed & Corporate)

Paying homage to the roots of this great adventure race, these teams will have between 5 and 8 team members, where each team member must participate in at least one course segment. Perfect for corporate teams or groups of individuals looking to go all out on just 1-2 segments.

NOTE: For pricing please visit our website



Important Information

Greenway Challenge Maps

Greenway Challenge course maps will be posted on the website, no later than August 1st. All information will be released at the Team Captain's Meetings with current course updates at the Friday Night Festivities on September 27th at the Whitin Community Center.

We suggest that teams review the Greenway Challenge course prior to the event to observe conditions on the water, trails, roads and determine the best route for their support vehicle. There will be limited Greenway Challenge course signs on the routes.

Equipment Requirements

Teams must provide necessary maintenance equipment, water, food, supplies, first aid and transportation for their team members throughout the Greenway Challenge course.

- **Runners required to wear shoes**
- **Cyclists required to wear approved helmets**
- **Paddlers required to wear life preservers**

Awards

The Award Ceremony is scheduled to begin at 4:00pm. However, we do try to wait until all participants have come across the finish line and all division placements have been determined.

Additional Information

Registration, fees, photography releases and waiver forms for all members of a team must be received no later than September 5th; late fees will apply if not received before specified date.

MUST Register online & pay by Check or Credit Card at www.GreenwayChallenge.org

Segment 1

3.5 mile road run from Whitin
Community Center to Rice City.
Cue Sheet with designated police details

- 0.00 mi. Start in front of Whitin Community Center on Main Street.
Head East through Memorial Square onto Linwood Avenue.
[police]
- 1.4 mi. Cross to South side of Linwood Avenue at Linwood Mill.
[police]
- 1.6 mi. Turn right onto Route 122 South (just past Linwood Mill).
- 2.05 mi. Turn left on East Hartford Avenue. **[police]**
- 2.6 mi. 4-Way Stop. Continue straight on E. Hartford Ave. **[police]**
- 3.1 mi. Continue on East Hartford Ave. past Oak Street and cross
river. **[police]**
- 3.4 mi. Turn left into Rice City meadow.
- 3.5 mi. Complete transition at tent near river launch.

USE OF TOWN OF NORTHBRIDGE

PUBLIC WAYS FOR ROAD RACE

EVENT: BRV Greenway Challenge

RELEASE OF CLAIMS, INDEMNITY AND HOLD HARMLESS AGREEMENT

*****Please read this document thoroughly before completing and signing*****

I, Charles Thompson, 2019 Greenway Challenge Chairman, in consideration of my use of the Town of Northbridge's Public Ways for a non-town sponsored event on September 28, 2019, and for other good and valuable consideration hereby acknowledged, do hereby agree to forever RELEASE the Town of Northbridge, its employees, agents, officers, volunteers, or contractors (the "Town"), from any and all claims, actions, rights of action and causes of action, damages, costs, loss of services, expenses, compensation and attorneys' fees that may have arisen in the past, or may arise in the future, directly or indirectly, from known and unknown personal injuries which I or my guests, employees, agents, successors or assigns may have as the result of my use or the use of my guests, employees or agents of the Town of Northbridge's Public Ways for a non-town sponsored event on September 28, 2019, and all activities related thereto.

I further promise, to INDEMNIFY, REIMBURSE, DEFEND, and HOLD HARMLESS the Town against any and all legal claims and proceedings of any description that may have been asserted in the past, or may be asserted in the future, directly or indirectly, including damages, costs and attorneys' fees, arising from personal injuries to myself or others or property damage resulting from my use, or the use of my guests, employees or agents, of the Town of Northbridge's Public Ways for a non-town sponsored event on September 28, 2019, and all activities related thereto.

I hereby further covenant for myself, my successors and assigns not to sue the said Town on account of any such claim, demand or liability.

I am fully aware that by signing this document I am releasing the Town from liability that may arise as a result of the acts or omissions of the Town. Additionally, it is my intent to release the above mentioned parties from liability and defend and indemnify said parties for liability relating to any accident and resulting injuries and/or death that may occur as a result of my use, or the use of my guests, employees or agents, of the Town of Northbridge's Public Ways for a non-town sponsored event on September 28, 2019, and all activities related thereto.

To the extent I am signing this document on behalf of an organization, corporation, association or similar entity, I represent that I am fully authorized by said entity to execute this document.

Witness my hand and seal this 31st day of July, 2019.

Name (Printed): CHARLES E. THOMPSON

Charles E. Thompson

Signature

Heather Van Ester

Witness

THIS FORM MAY NOT BE ALTERED

Melissa Wetherbee

From: James Shuris
Sent: Wednesday, July 31, 2019 9:59 AM
To: Melissa Wetherbee; Jamie Luchini; Walter Warchol
Subject: Re: Greenway Challenge

Melissa:

Without having a copy of the map - and based on the same routing (i.e. only a reversed direction) as in 2017 - the DPW has no issues with this event.

Jim Shuris

James Shuris, P.E., MBA
Director of Public Works & Town Engineer
Town of Northbridge
P.O. Box 88
11 Fletcher Street
Northbridge, MA 01588
Tel. No. (508) 234-0816
Fax. No. (508) 234-0807

From: Melissa Wetherbee
Sent: Wednesday, July 31, 2019 9:53 AM
To: James Shuris; Jamie Luchini; Walter Warchol
Subject: Greenway Challenge

Good morning gentlemen,

Attached is the request for the Road Race portion of the Greenway Challenge. I have not yet received a map but it is the same course as last year only reversed. They will be beginning at the Community Center and heading towards River Bend Farm in Uxbridge. Please see attached documents for details.

Please let me know if you have any issues with this request. This is scheduled for the August 12 Selectmen's agenda.

Melissa Wetherbee, Sr. Adm. Asst./HR. Asst.
Town Manager's Office
Town of Northbridge
7 Main Street Whitinsville, MA 01588
Phone: 508-234-2095

Melissa Wetherbee

From: Walter Warchol
Sent: Wednesday, July 31, 2019 10:04 AM
To: Melissa Wetherbee
Subject: RE: Greenway Challenge.

Melissa:

The Greenway Challenge has conducted activities in the past in our community. I do not have any issues with the event in Northbridge. I would request that they contact the police department to discuss traffic details and abide by any conditions requested by the police department.

Thanks,
Chief Warchol

Walter J. Warchol
Chief of Police
Northbridge Police Department
508-234-6211
Fax 508-234-9021

From: Melissa Wetherbee
Sent: Wednesday, July 31, 2019 9:54 AM
To: James Shuris <jshuris@northbridgemass.org>; Jamie Luchini <jluchini@northbridgemass.org>; Walter Warchol <wwarchol@northbridgemass.org>
Subject: Greenway Challenge

Good morning gentlemen,

Attached is the request for the Road Race portion of the Greenway Challenge. I have not yet received a map but it is the same course as last year only reversed. They will be beginning at the Community Center and heading towards River Bend Farm in Uxbridge. Please see attached documents for details.

Please let me know if you have any issues with this request. This is scheduled for the August 12 Selectmen's agenda.

*Melissa Wetherbee, Sr. Adm. Asst./HR. Asst.
Town Manager's Office
Town of Northbridge
7 Main Street Whitinsville, MA 01588
Phone: 508-234-2095*

Melissa Wetherbee

From: Sharon Susienka
Sent: Tuesday, July 16, 2019 9:23 AM
To: swimdiva97
Cc: Melissa Wetherbee
Subject: FW: Banner for walk

F

Hi Denise: Hope your summer is going well! Cam is getting big! Almost 10 and what a swimmer he turned into!

We handle both bulletin board and banner requests but banners need to be approved by the Board of Selectmen, so we will have to put it on the next agenda, August 12th. Believe it or not, the dates for both the bulletin board and banner are available.

How do you want the bulletin board to read?

Just a reminder to always include both of us on emails to this office as well as to REPLY ALL on emails from this office.

*Sharon L. Susienka
Exec. Asst. to the Town Manager
Town of Northbridge
Phone: 508-234-2095
Fax: 508-234-7640*



From: Denise Foster <swimdiva1997@gmail.com>
Sent: Tuesday, July 16, 2019 5:05 AM
To: Sharon Susienka <ssusienka@northbridgemass.org>
Subject: Banner for walk

Hi sharo

we are running a recovery walk for mental illness with Family Continuity Wcc August 24th

I wanted to know if we could put the sign at the town Hall along with if we could have a banner and have it hung neary Advance Auto Parts

I'm not sure who to contact for this if you could let me know that would be great and hope all is well I'm sure Cam is getting huge they grow up so fast....my boys are 22 and 19 already

Happy Summer!!

Denise Foster

Banner August 18 - August 25 available

Melissa Wetherbee

From: Genie Stack <tripletmom220@hotmail.com>
Sent: Monday, July 29, 2019 10:17 PM
To: Melissa Wetherbee
Subject: banner across Church Street



Hi Melissa,

I hope your summer is going well! We were wondering how we can seek permission to place a banner across Church Street between the poles by the Armenian Apostolic Church for the month of September or any part of the month for our Harvest Festival for the Village Congregational Church? Please let me know the procedure so we can start the process.

Thanks for your continued assistance!
Genie Stack

Sept 22, 2019 - Sept 29, 2019

Know all Men by These Presents,

H

That the Town of Northbridge, in the County of Worcester and Commonwealth of Massachusetts, in consideration of Eight Hundred Dollars, paid by **William J. Van Dyke, of 79 Hillview Lane, Northbridge, MA**, the receipt of which is hereby acknowledged, does sell and convey to said William J. Van Dyke, that certain cemetery lot 3, two graves, situated on the way called **Maple Square South** in the **Riverdale Cemetery**, and the sole and exclusive right of burial of the dead therein, subject to the following rules and restrictions for the regulation and government of said Cemetery; viz:

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

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

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

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

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

IN WITNESS WHEREOF, the said Town of Northbridge has caused these presents to be signed and sealed by its Board of Selectmen, this 12th day of August in the year of our Lord Two Thousand Nineteen.



TOWN OF NORTHBRIDGE, MASSACHUSETTS

NORTHBRIDGE SAFETY COMMITTEE

James Shuris, P.E., MBA - Chairman/Director of Public Works
7 Main Street, Whitinsville, MA 01588
(508) 234-3581 jshuris@northbridgemass.org

June 05, 2019

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

COMPLETE STREETS PROGRAM -PRIORITIZATION PLAN

Casey Uy & Steven Tyler, Howard Stein Hudson

Dear Board of Selectmen:

The Northbridge Safety Committee met **TUESDAY, JUNE 05, 2019** in the Police Station Conference Room (1 Hope Street). The following members were present: Chairman James Shuris, George Murray, Peter Bedigian, R. Gary Bechtholdt II, and Jamie Luchini (Alternate). Fire Chief David White, Chief of Police Walter Warchol, Richard Maglione and James Sheehan (Alternate) were absent.

The following members of the public were in attendance: Rainer Forst (Planning Board member), Jonathan Smith (Chair, Disability Commission) and Casey Uy & Steven Tyler from Howard Stein Hudson.

CALL MEETING TO ORDER

Chairman Shuris called the meeting to order at 10:00 AM.

I. APPROVAL OF MEETING MINUTES

Upon motion duly made (P. Bedigian) and seconded (G. Murray) the Safety Committee voted (4-0-1 [G. Bechtholdt abstained]) to ACCEPT the meeting minutes of April 23, 2019.

II. CORRESPONDENCE

Mr. Shuris noted receipt of correspondence for 56 Hill Street which was an enforcement issue and not within the purview of the Safety Committee.

III. COMPLETE STREETS PROGRAM -PRIORITIZATION PLAN

Casey Uy & Steven Tyler, Howard Stein Hudson

James Shuris, Chair explained the Safety Committee meeting includes a public hearing for the town's participation in the state's Complete Streets Program, specifically the preparation of a Prioritization Plan. Mr. Shuris introduced Casey Uy and Steven Tyler from Howard Stein Hudson, consultants assisting the town (DPW) in the Complete Streets Program.

Casey Uy, Project Manager reviewed with the Committee and public in attendance a series of slides (attached) prepared for the public hearing. Ms. Uy provided an introduction to the Complete Streets Program, reviewed existing conditions (w/in town) and then sought public input and comment for the preparation of a Prioritization Plan.

Ms. Uy reviewed what a Complete Streets is; benefits of Complete Streets (safety, accessibility, equity, health, economic -for users of all ages and abilities). Ms. Uy discussed the history of the program and framework for funding (Tier 1, Tier 2 & Tier 3). Ms. Uy reviewed slides that illustrated bicycle and pedestrian crash data (2012-18), bicycle level of comfort, pedestrian networks and latent demands specific to an initial analysis prepared for Northbridge, as well as breakdown of persons w/disabilities (% of population) within locus areas in town.

Ms. Uy reviewed the process of gathering information and input from the public as part of the prioritization plan process; a Wikimap, mapping tool was created online to solicit comment and identifying areas in town of concern and opportunities to address through the Complete Streets Program.

Ms. Uy shared existing comments provided on the Wikimap platform, which is linked from the town's homepage. After some general questions about funding opportunities, example of potential projects and the process to apply, attendees broke-out into groups to identify on a town map projects for inclusion in the Prioritization Plan.

Peter Bedigian identified Linwood Avenue as a strong candidate for project submission, others agreed. Mr. Shuris suggested sidewalk improvements within the village (A, B, C & D streets) within densely populated areas of town. George Murray and Jonathan Smith recommended fixing existing sidewalks for ADA compliance. Gary Bechtholdt inquired about introducing a bike lane along Linwood Avenue from the Middle School to the Linwood Mill and adding sidewalk and a bike lane along Main Street; Rainer Forst agreed.

Howard Stein Hudson (consultant) will compile all recommendations and comments and will present at a follow-up meeting with the Board of Selectmen in July/August 2019. Steven Tyler sat in and participated at each breakout table to review identified projects. Ms. Uy thanked Safety Committee members and the public for participating and then briefly reviewed next steps.

IX. OLD/NEW BUSINESS

Mr. Shuris noted that the Traffic Study report for Moon Hill Estates was provided by the Applicant/Engineer and forwarded to Committee members. Mr. Shuris also noted no additional information has been received for the Balmer School. Mr. Shuris indicated both projects could be added to a future agenda.

X. Status of Action: April 25, 2019 Safety Committee

James Shuris updated the Committee on items discussed at the April 25, 2019 meeting, noting the complaint regarding Johnston Avenue was addressed by Chief Warchol.

XI. ADJOURNMENT

Having no additional business, the Safety Committee adjourned its meeting of Tuesday, June 05, 2019 at or about 11:45 AM.

Respectfully yours,



James Shuris, P.E., MPA - Director of Public Works
CHAIRMAN, NORTHBRIDGE SAFETY COMMITTEE

/rgb

Cc: Northbridge Town Clerk
Howard Stein Hudson

Northbridge Town Manager
/File

Lt. Timothy Labrie

J.

TOWN OF NORTHBRIDGE

Complete Streets

Prioritization Plan

Presented by

Casey Uy

Project Manager, Transportation Planner

Presented to

Northbridge, Massachusetts

Date

Monday, August 12, 2019

7:00 p.m.



HOWARD STEIN HUDSON

Engineers + Planners

Agenda

Engineers + Planners

- Introduction to the Complete Streets Funding program
- Review public input
- Review projects in the Complete Streets Prioritization Plan



What is a Complete Street?

Engineers + Planners

- A **Complete Street** is one that provides safe and accessible options for all travel modes – walking, biking, transit, and vehicles – for people of all ages and abilities
- Improvements may be large scale, such as corridor-wide, or focused on the needs of a single mode at a single location
- Context-sensitive

Douglas Rd, Hill St, and Main St



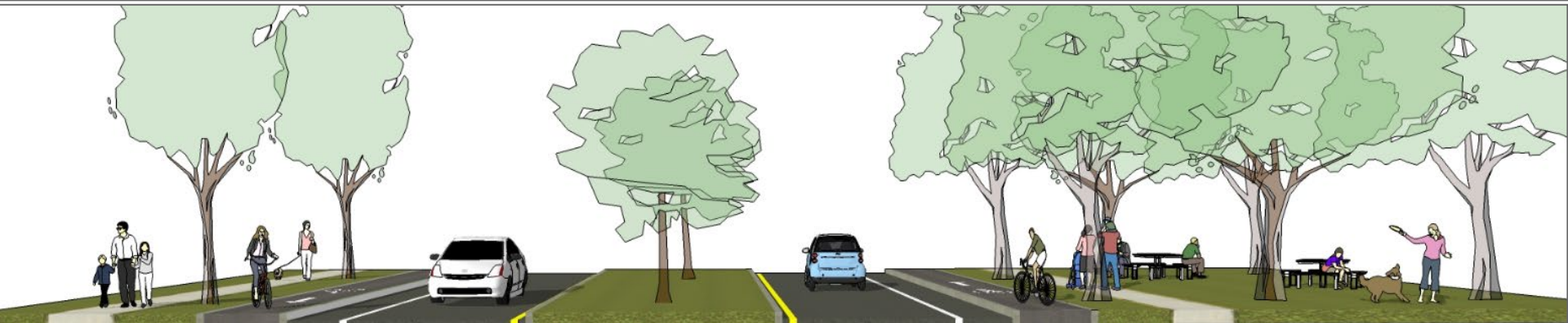
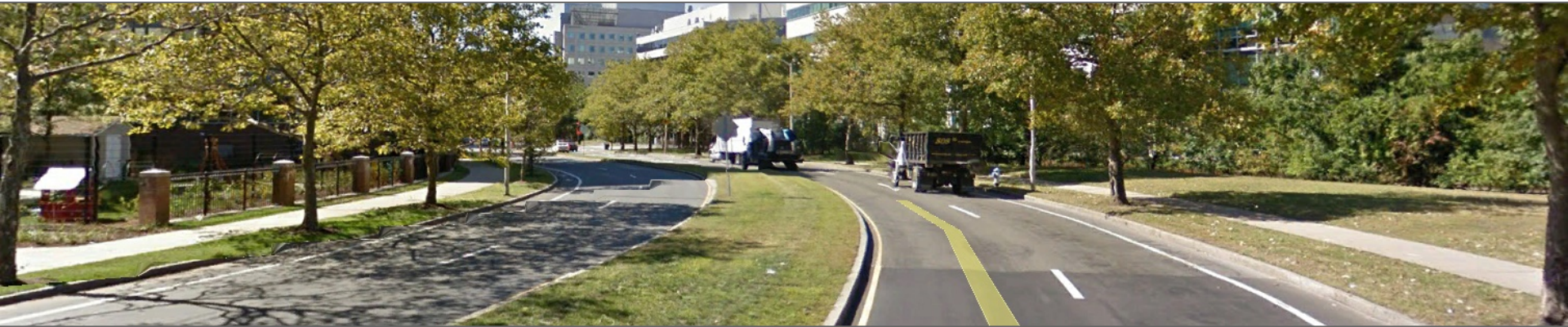
Shared use path in Hudson, MA



Complete Streets Funding Program History

Engineers + Planners

- Program was released February 2, 2016
- The MassDOT Capital Investment Plan (CIP) provides funding for this program set at \$50M between FY 2017 and 2021
- Nearly \$30 million awarded for project construction to date



CS Funding Program Snapshot

Engineers + Planners

- Planning assistance to support CS Prioritization Plan – up to **\$38,000** available to any community (Reimbursable)
- CS Construction – up to **\$400,000** annually (Reimbursable)
- Projects must be fully designed or require little/no design to be funded
 - Funds cannot be used for design
- Tier 3 (construction) cannot be used for projects on State-owned roads
 - **Portions of Providence Road (Route 122)**



CS Funding Program Framework

Engineers + Planners

- **Tier 1 – Training and Complete Streets Policy Development** (*Policy approved: February 2019*)
- **Tier 2 – Complete Streets Prioritization Plan Development**
- **Tier 3 – Project Approval and Notice to Proceed for construction**



Prioritization Plan Process

Engineers + Planners

- **Compile existing studies, plans, projects, etc.**
- **Identify areas where conditions are deficient, there is high utility and equity and can be addressed**
- **Gather input from the community and Town officials**
- **Work with Town to identify a list of potential projects**
- **Prioritize projects based on conditions, demand, equity and stakeholder input**



Prioritization Plan Process

Engineers + Planners

- Compile existing studies, plans, projects, etc.
- Identify areas where conditions are deficient, there is high utility and equity and can be addressed
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- Prioritize projects based on conditions, demand, equity and stakeholder input

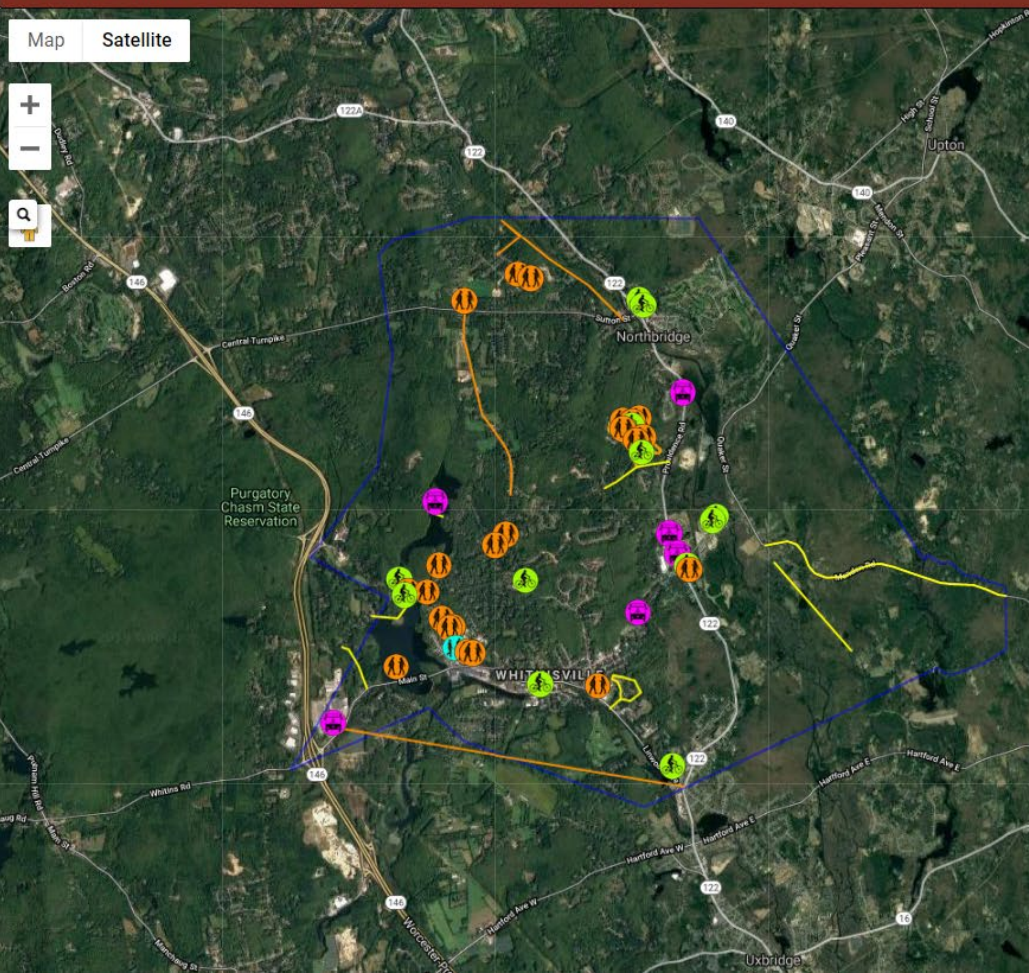


WikiMap Results

Engineers + Planners



Northbridge Complete Streets About & Help - DRAW LINES ADD POINTS

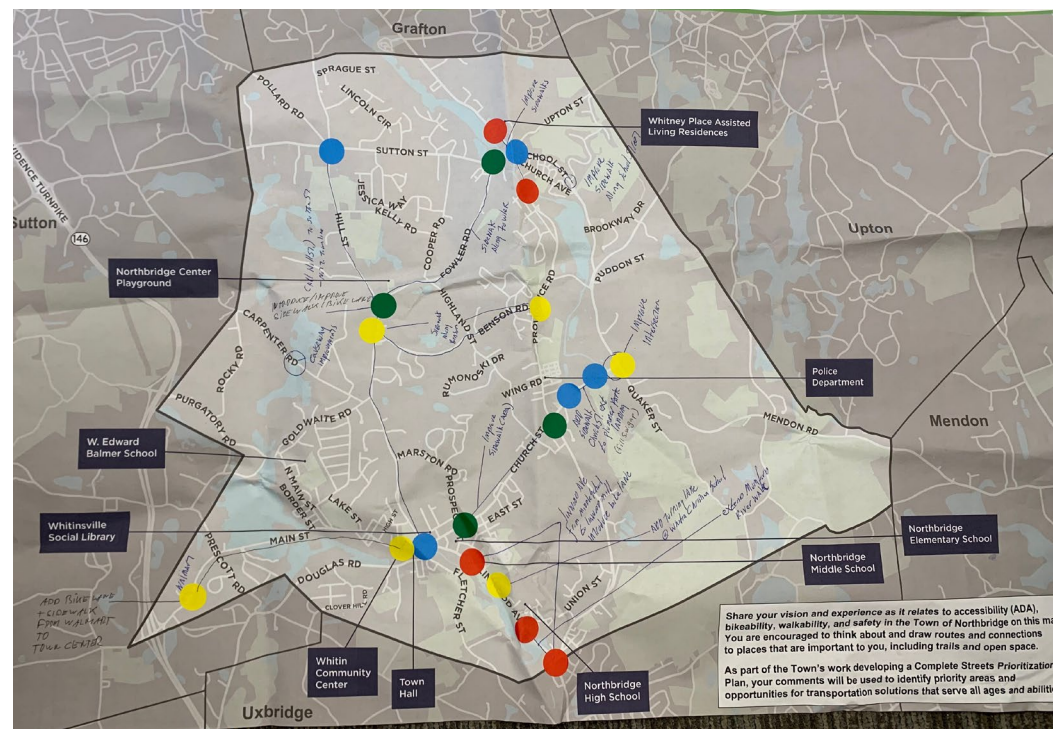
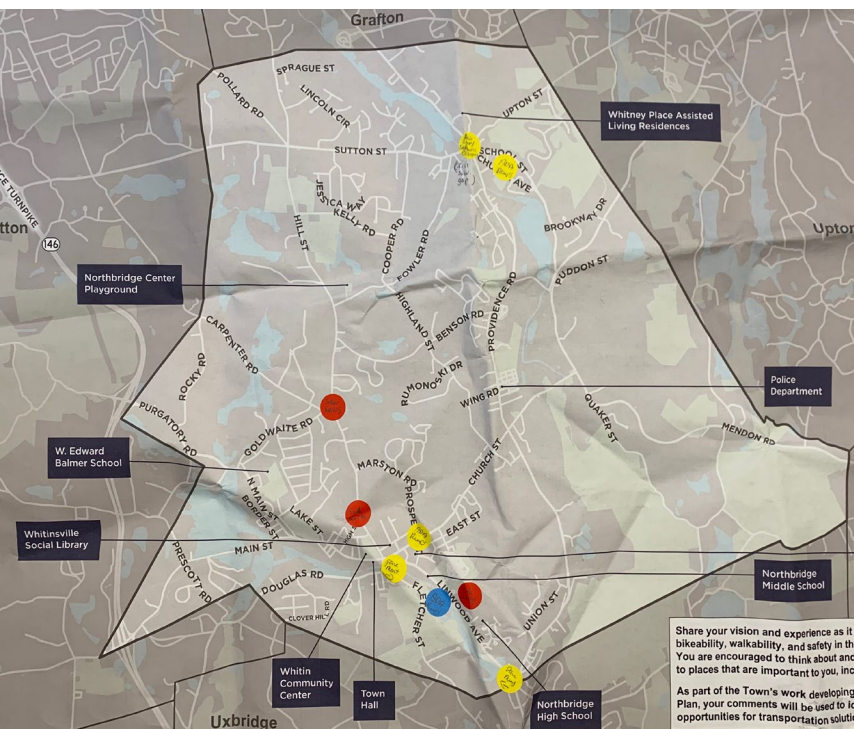


- **Top 3 concerns:**
 - Missing/obstructed sidewalks
 - High vehicular speeds
 - No bicycle accommodations
- **Total: 61 comments**
- **Highest percentage of comments made by residents with concerns relating to pedestrian safety**
- **Roadway pavement quality was another concern for resident safety**

Public Meeting – What We Heard

Engineers + Planners

- Held on June 5, 2019
- Roads heavily used by pedestrians need to be safer
- ADA-friendly sidewalks and crosswalks are needed
- Create awareness for cyclists using the road
- Fix dangerous intersections



Prioritization Plan Process

Engineers + Planners

- Compile existing studies, plans, projects, etc.
- Identify areas where conditions are deficient, there is high utility and equity and can be addressed
- Gather input from the community and Town officials
- Work with Town to identify a list of potential projects
- Prioritize projects based on conditions, demand, equity and stakeholder input



Sources Used for Draft Project List

Engineers + Planners

- Public Meeting comments
- WikiMap comments
- Town priorities
- Existing conditions analysis
- Published reports



Project List

Engineers + Planners

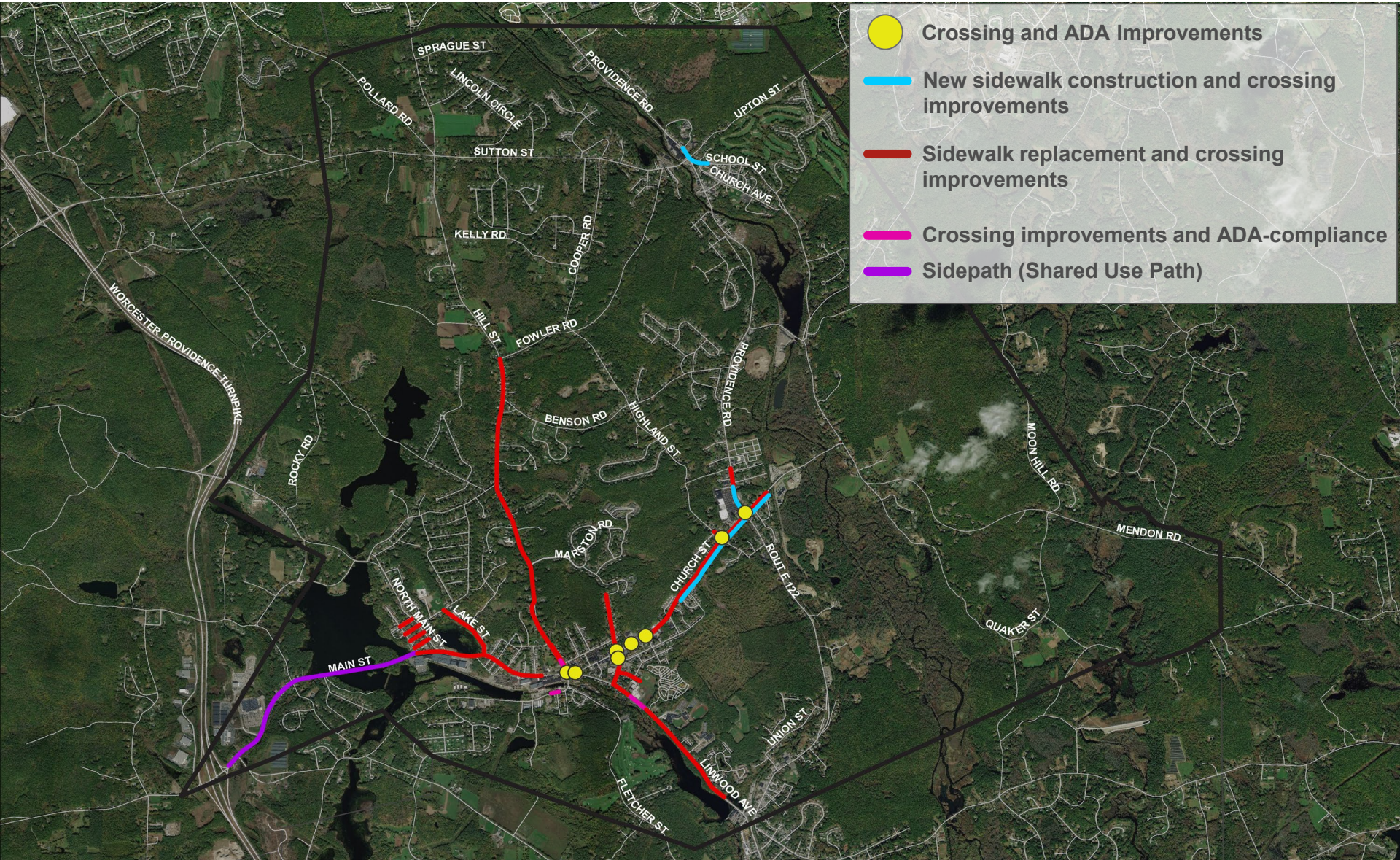
- Sidewalk improvements
- Bicycle accommodations
- Crossing and ADA improvements
- Intersection improvements



View of Northbridge Middle School on Linwood Ave

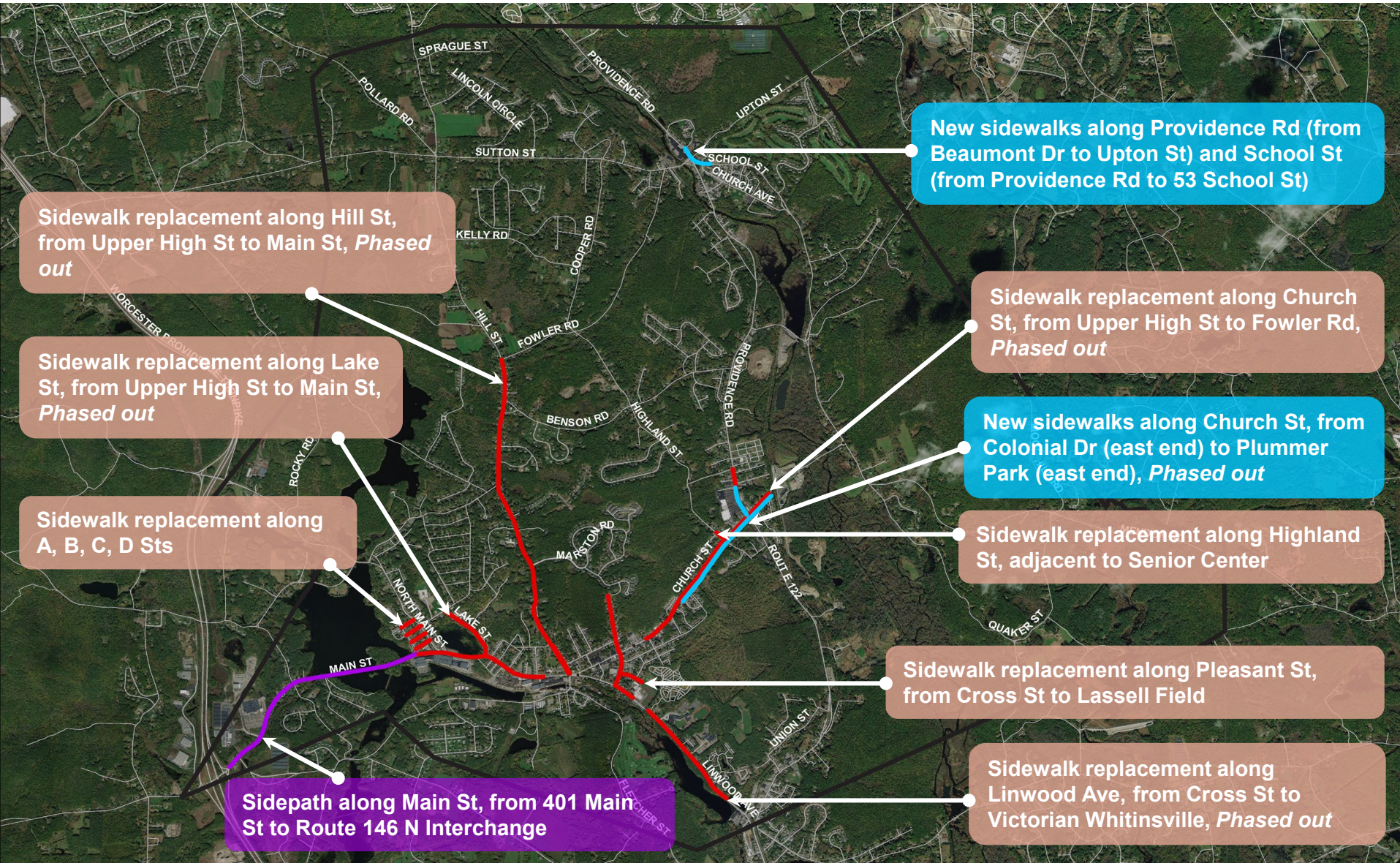
Project List – Pedestrian and ADA Accessibility

Engineers + Planners



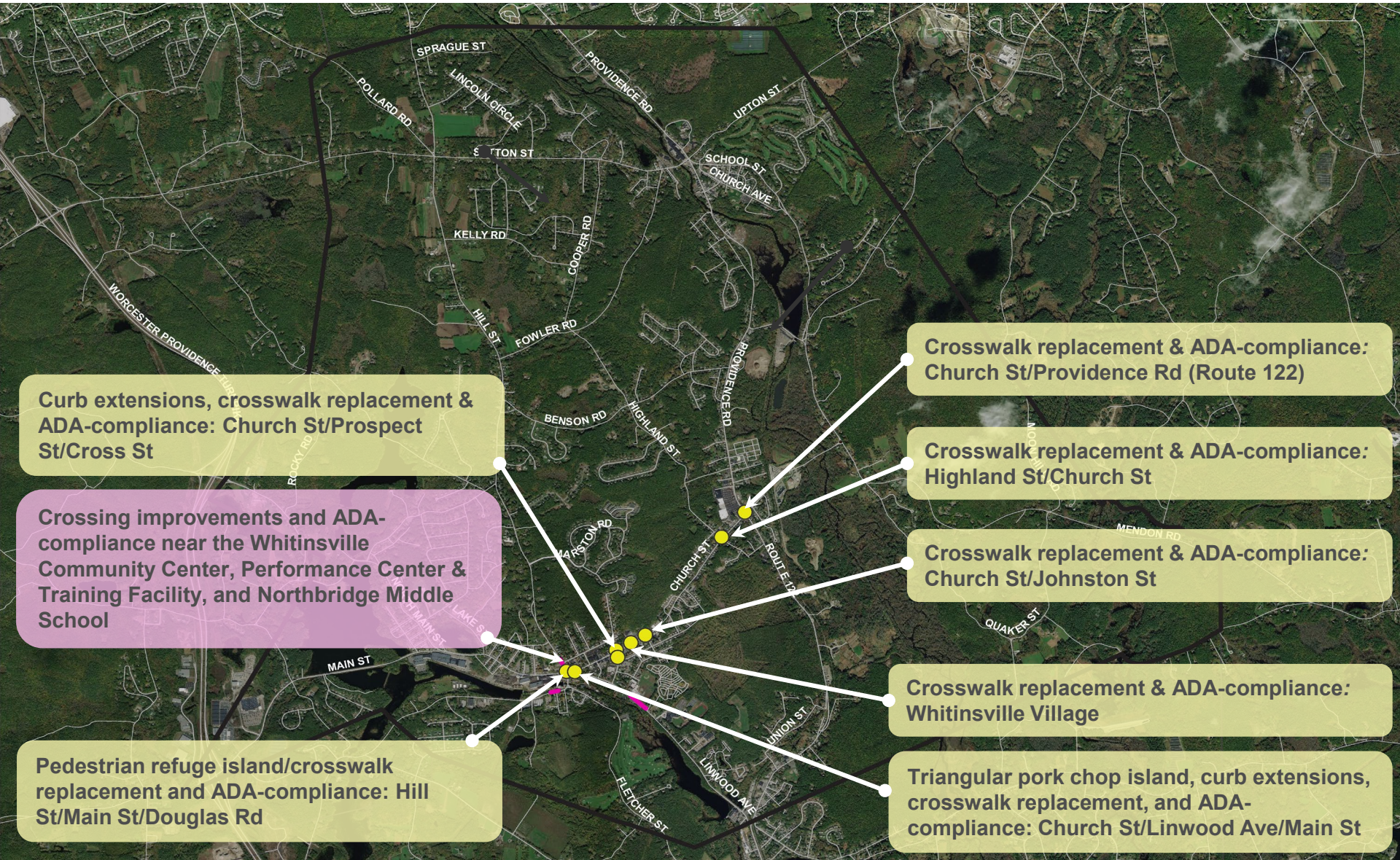
Project List – Sidewalk and ADA Improvements

Engineers + Planners



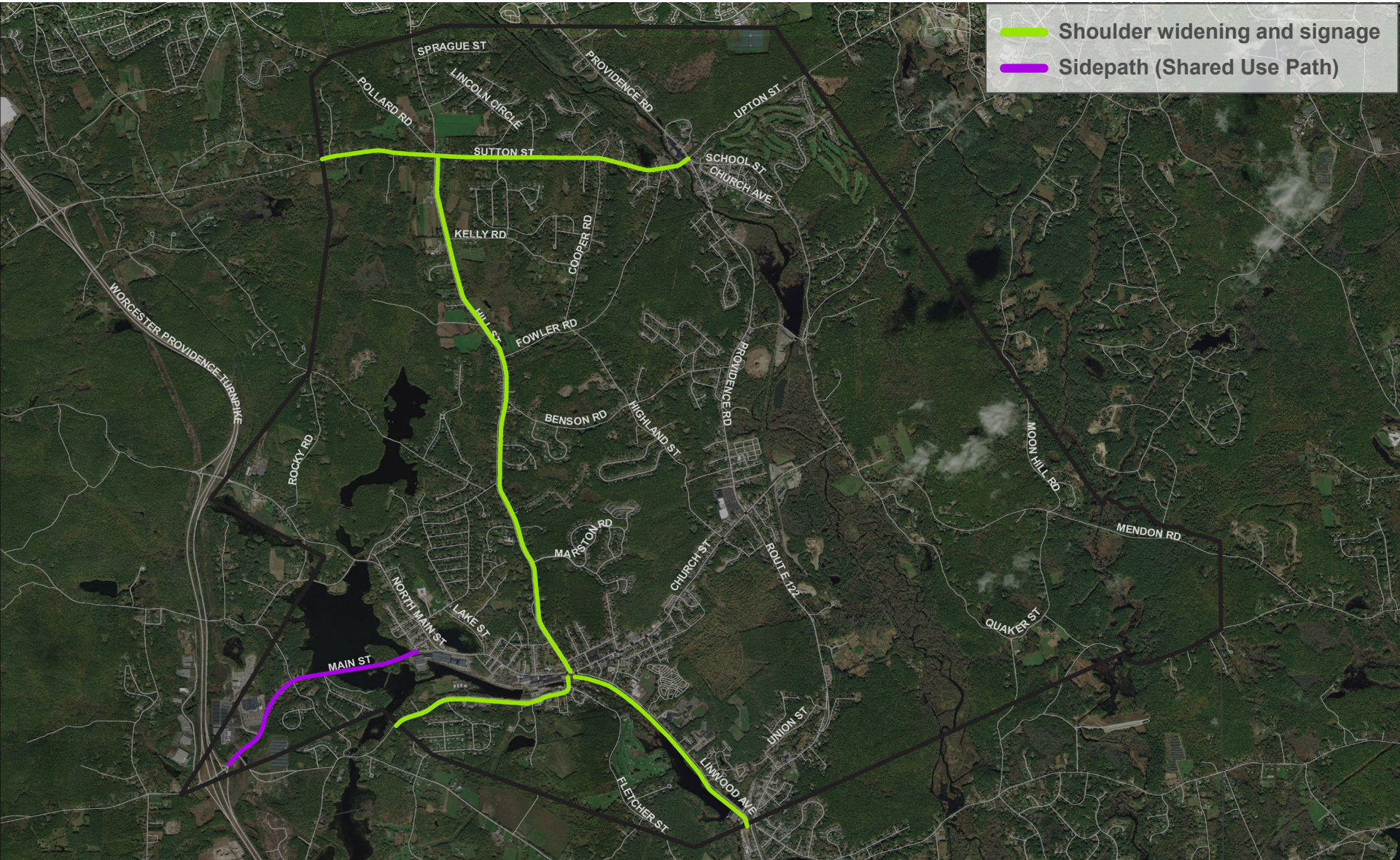
Project List – Crossing and ADA Improvements

Engineers + Planners



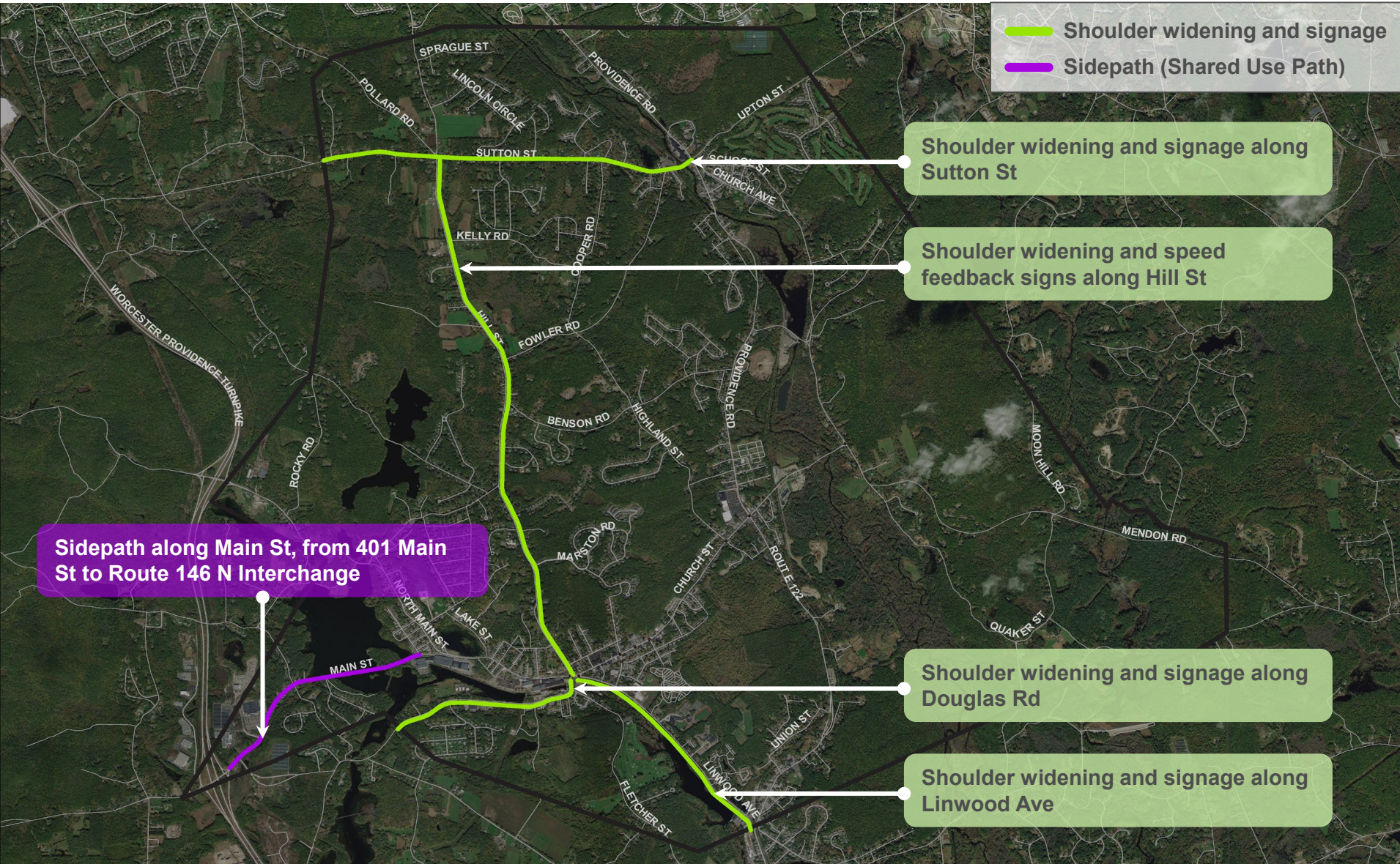
Project List – Bicycle Mobility

Engineers + Planners



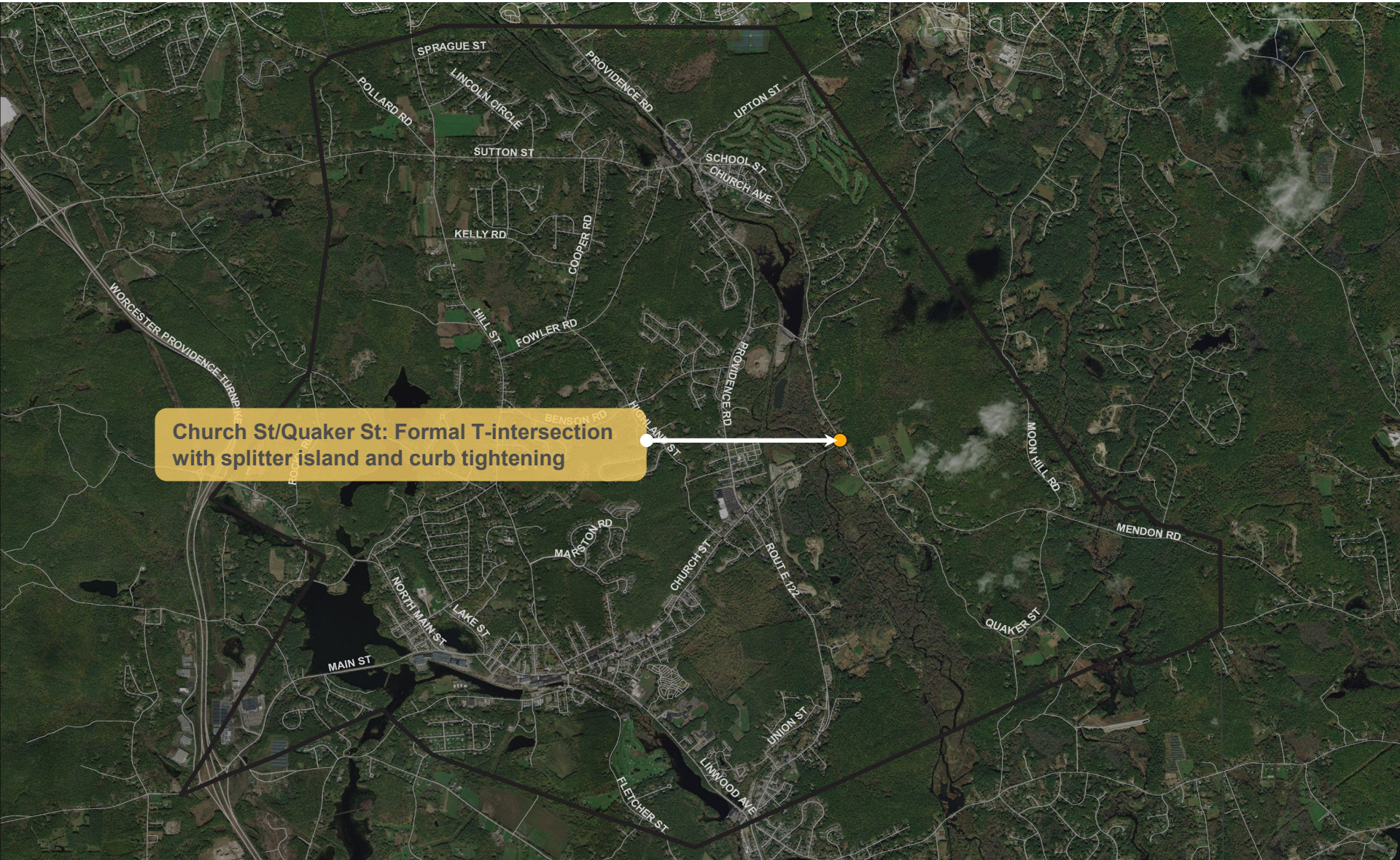
Project List – Shoulder Widening and Signage

Engineers + Planners



Project List – Intersection Improvements

Engineers + Planners



Church St/Quaker St: Formal T-intersection with splitter island and curb tightening

Prioritization Plan Process

Engineers + Planners

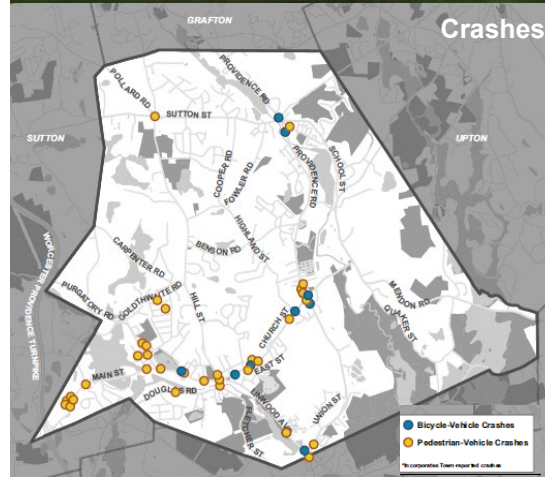
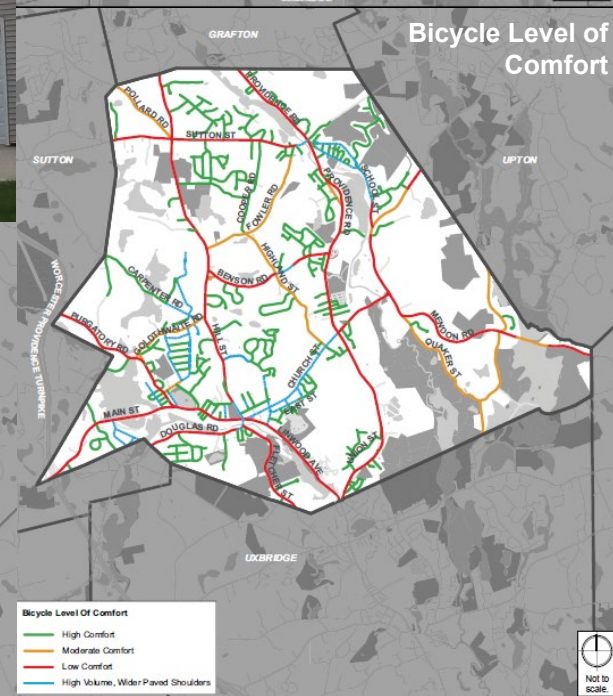
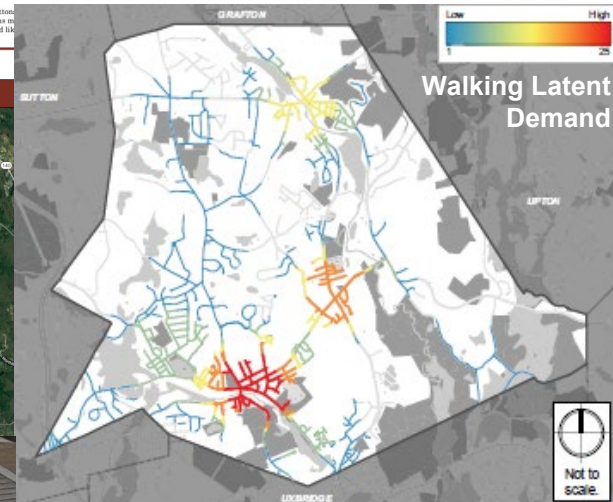
- Compile existing studies, plans, projects, etc.
- Identify areas where conditions are deficient, there is high utility and equity and can be addressed
- Gather input from the community and Town officials
- Work with Town to identify a list of potential projects
- Prioritize projects based on conditions, demand, equity and stakeholder input



Prioritization Criteria

Engineers + Planners

- Network connections
- Biking and walking demand
- Bicycle and pedestrian crashes
- Bicycle level of comfort
- Pedestrian network
- Stakeholder input
- School zones
- Assisted living facilities/ senior housing
- Disabilities



Key Points

- **Projects do not need to be constructed in order of priority**
 - **However, projects may only receive Tier 3 funding if they're included on the list**
- **Projects must be fully designed or require little/no design to be funded**
 - **Funds cannot be used for design**
- **Funds must be used within 1 year of when funding is granted to the Town**



Questions?



HOWARD STEIN HUDSON

**COMMONWEALTH OF MASSACHUSETTS
WARRANT FOR FALL ANNUAL TOWN MEETING
TOWN OF NORTHBRIDGE
TRANSACTION OF TOWN BUSINESS
TUESDAY, OCTOBER 22, 2019 - 7:00 P.M.**

K.

DRAFT #2 8.8.19

WORCESTER, ss:

To any Constable of the Town of Northbridge in said County,
GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify the Inhabitants of the Town of Northbridge, qualified to vote in Town elections and Town affairs, to meet in the Northbridge Middle School Auditorium on Linwood Avenue, in Whitinsville, in said Northbridge, Massachusetts, on Tuesday, October 22, 2019 at 7:00 o'clock P.M., then and there to act on the following articles:

ARTICLE 1: (Board of Selectmen) Amend Debt Service for School/DPW

To see if the Town will vote to amend the votes taken under Article 3 of the 2019 Spring Session of the Annual Town Meeting (May 7, 2019), appropriations and transfers under the Omnibus Budget Article, to raise and appropriate, and/or to transfer from available funds in the Treasury and/or the Health Insurance Stabilization Fund to supplement appropriations under the Omnibus Budget Article; or take any other action relative thereto.

ARTICLE 2: (Board of Selectmen) Payment of prior year bills

To see if the Town will vote to raise & appropriate and/or transfer from available funds in the Treasury and/or transfer from the unexpended appropriated funds of one or more of the departments of the Town various sums of money and authorize the payment of prior year bills; or take any other action relative thereto.

ARTICLE 3: (Community Preservation Committee) Create CPA Budget

To see if the Town will vote to appropriate or reserve from the **Community Preservation Fund** annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in fiscal year 2020, with each item to be considered a separate appropriation:

Appropriations:

From FY 2020 estimated revenues for Committee Administrative Expenses	\$ XX,000
---	------------------

Reserves:

From FY 2020 estimated revenues for Historic Resources Reserve	\$ XX,000
From FY 2020 estimated revenues for Community Housing Reserve	\$ XX,000
From FY 2020 estimated revenues for Open Space Reserve	\$ XX,000
From FY 2020 estimated revenues for Budgeted Reserve	\$ XX,000

or take any other action relative thereto.

ARTICLE 4: (Board of Selectmen) Balmer Construction/Maintenance Easements

To see if the Town will vote to ; or take any other action relative thereto.

ARTICLE 5: (Board of Selectmen) Kennel Bylaw – update effective date – petition didn't do

To see if the Town will vote to amend the Chapter 8 (Regulation of Animals), Article 8-100 (Dogs), Section 8-112.A (Kennels) of the Code of Northbridge, by deleting the words "January 1, 2012" and replacing with "July 1, 2018"; or take any other action relative thereto.

ARTICLE 6: (Board of Selectmen) LHD General Bylaw

To see if the Town will vote to amend its general by-laws by adopting a new section, §X-XXX Community Preservation Committee, and inserting said section in the Code of the Town of Northbridge; or take any other action relative thereto.

**WHITINSVILLE -DOWNTOWN CROSSROADS
Local Historic District Bylaw**

The Town of Northbridge hereby creates and establishes the Whitinsville Local Historic District, entitled "Whitinsville - Downtown Crossroads" to be administered by the Whitinsville Local Historic District Commission as provided for under MGL Chapter 40C, as amended and prescribed herein.

Section 1. Name

The Whitinsville Local Historic District shall be known as Whitinsville -Downtown Crossroads. The Commission name shall be the Whitinsville -Downtown Crossroads Local Historic District Commission.

Section 2. Purpose

The purpose of this Bylaw is to aid and encourage the historic preservation and protection of the Buildings, Structures and Sites within the Whitinsville -Downtown Crossroads Local Historic District.

Section 3. Definitions

As used in this Bylaw, the following terms shall have the following meaning:

ALTERATION, TO ALTER – the act of rebuilding, reconstruction, restoration, replication, removal, demolition, and other similar activities.

BUILDING – a combination of materials forming a shelter for persons or property.

CERTIFICATE – a Certificate of Appropriateness, Certificate of Non-Applicability, or Certificate of Hardship as set forth in this Bylaw.

COMMISSION – the Local Historic District Commission as established in this Bylaw.

CONSTRUCTION, TO CONSTRUCT – act of building, erecting, installing, enlarging, moving and other similar activities.

DISTRICT – the Local Historic District as established in this Bylaw.

EXEMPTIONS, EXCLUSIONS – items, features, materials and other similar attributes that may be excluded from purview of the Bylaw and review by the Commission.

EXTERIOR ARCHITECTURAL FEATURE – such portion of the exterior Building or Structure open to view from a public way, including but not limited to architectural style and general arrangement and setting thereof, the kind of texture or exterior building materials, and the type and style of windows, doors, lights, and other appurtenant exterior fixtures.

HARDSHIP – shall be determined by assessed value of building and cost of proposed alteration.

PERSON AGGRIEVED – the applicant, an owner of adjoining property, an owner of property within the same District area, an owner of property within 100 feet of the District area; and any local charitable corporation in which one of its purposes is the preservation of historic places, structures, buildings or districts.

PUBLIC VIEW – shall be limited to and determined by the property street address. Exterior alterations to the rear of property or not viewable from the property street address shall be considered exempt from review, (e.g. 7 Main Street, public view is Main Street).

SIGN – any symbol, design or device used to identify or advertise any place or business, product, activity or person.

SITE – an area of ground which may or may not include a Building or Structure.

STRUCTURE – a combination of materials other than a Building, including but not limited to a Sign, fence, wall, terrace, walk or driveway.

TEMPORARY BUILDING OR STRUCTURE – a Building or Structure not to be in existence for a period of more than two years.

Section 4. District

The Local Historic District “Whitinsville -Downtown Crossroads” shall consist of the twelve (12) properties listed below and as identified on map entitled “Whitinsville -Downtown Crossroads Local Historic District Map” included as Appendix A of this Bylaw.

- A. Town Common/Memorial Park, Church Street, Assessor Map 14A Parcel 34 (Site)
- B. Village Congregational Church, 5 Church Street, Assessor Map 15A Parcel 134 (Building)
- C. Whitinsville Social Library, 17 Church Street, Assessor Map 15A Parcel 135 (Building)
- D. Stephen F. and Mary Ann Batchelor House, 31 Church Street, Assessor Map 15A Parcel 136 (Building)
- E. Whitinsville Cotton Mill, 17 Douglas Road, Assessor Map 5 Parcel(s) 77 & 75 (Building)
- F. Whitinsville Brick Mills & Forge, 54 Douglas Road, Assessor Map 2 Parcel 7 (Building)
- G. Col. James Fletcher House, 1 Elm Street, Assessor Map 4A Parcel 46 (Building)
- H. Aldrich School (original High School), 14 Hill Street, Assessor Map 15A Parcel(s) 133 & 131 (Building)
- I. Trinity Episcopal Church, 31 Linwood Avenue, Assessor Map 14A Parcel 35 (Building)
- J. Memorial Town Hall, 7 Main Street, Assessor Map 2 Parcel 9 (Building)
- K. George Marston Whitin Memorial Community Center, 60 Main Street, Assessor Map 7 Parcel 223 (Building)
- L. Whitinsville Savings Bank, 1 Memorial Square, Assessor Map 15A Parcel 132 (Building)

Section 5. Commission

- 5.1 The Commission shall consist of five (5) members to be appointed by the Board of Selectmen, one (1) member initially to be appointed for one-year, one (1) for two-years, and two (2) for three-years, and each successive appointment to be made for three (3) years. The Board of Selectmen shall also appoint two (2) alternate members to one-year terms. All members shall serve without compensation.
- 5.2 The Commission shall include among its members, if possible, one (1) property owner whose property resides in the District, one (1) resident chosen from two nominees put forward by the Board of Realtors covering Northbridge, one (1) resident chosen from two (2) nominees put forward by the Chapter of the American Institute of Architects covering Northbridge, one (1) resident chosen from two (2) nominees put forward by the Northbridge Historical Society and one (1) nominee put forward by the Northbridge Historical Commission. Alternates shall be appointed from nominees put forward by the Northbridge Historical Society and the Northbridge Historical Commission. If within thirty (30) days after submission or written request for nominees to any said organization insufficient nominations have been made, the Board of Selectmen may proceed to make appointments in accordance with Section 5.1.
- 5.3 Each member of the Commission shall continue to serve after their appointment term until such time a successor is duly appointed.

Section 6. Duties

- 6.1 The Commission shall exercise its powers in administering and regulating the Construction and Alteration of Structures or Buildings within the District as set forth under the procedures and criteria established in this Bylaw and MGL Chapter 40C. In exercising its powers and duties hereunder, the Commission shall pay due regard to the distinctive characteristics of each Building, Structure and District area.
- 6.2 The Commission, may adopt and from time to time amend, reasonable Rules & Regulations not inconsistent with the provisions of this Bylaw or MGL Chapter 40C, setting forth such forms and procedures as it deems necessary for the regulation of its affairs and the conduct of its business, including but not limited to requirements for the contents and form of applications for Certificates, fees, hearing procedures and other matters. Said adoption and amendments shall not take effect until approved by a majority vote of the Board of Selectmen. The Commission shall file a copy of any such Rules & Regulations with the Office of the Town Clerk.
- 6.3 The Commission shall at the beginning of each fiscal year hold an organizational meeting to elect a Chair, Vice Chair and Clerk and shall file notice of such organization with the Office of the Town Clerk.
- 6.4 The Commission shall keep permanent record of its resolutions, decisions and determinations and votes of each member participating.
- 6.5 The Commission shall undertake educational efforts to explain to the public and property owners the merits and function of the District.

Section 7. Application Fee

There shall be no application fee associated with Commission review in accordance with this Bylaw; the Applicant shall be required to satisfy costs associated with public hearing notice (mailing and legal advertisement).

Section 8. Clerical and Technical Assistance

The Commission may, subject to fiscal year appropriation, employ clerical and technical assistants and incur other expenses appropriate to carrying out its work as needed.

Section 9. Alterations and Construction

- 9.1 No Building or Structure, or any part thereof, within the District shall be Constructed or Altered in any way which affects the Exterior Architectural Features as visible from a public way (public view) unless the Commission issues a Certificate with respect to such Construction or Alteration, except as otherwise provided for in this Bylaw.
- 9.2 No building permit for exterior Construction of a Building or Structure or Alteration of an Exterior Architectural Feature within the District and no demolition permit for demolition or removal of a Building or Structure within the District shall be issued by the Town or any department thereof until a Certificate as required under this Bylaw has been issued by the Commission.

Section 10. Procedures for Review

- 10.1 Application -Any person who desires to obtain a Certificate from the Commission shall file with the Office of the Town Clerk, Building Department and the Commission an application for a Certificate of Appropriateness, Certificate of Non-Applicability or Certificate of Hardship, included as Appendix B of this Bylaw.
 - 10.1.1 The application shall be accompanied by such plans, elevations, specifications, material, photographs, and other information, including in the case of demolition or removal, a statement of the proposed condition and appearance of the property thereafter, as may be reasonably deemed necessary by the Commission to enable it to make a determination on the application.
- 10.2 Date -The date of the filing of an application shall be the time/date stamp recorded by the Office of the Town Clerk.
- 10.3 Initial Determination -The Commission shall determine within fourteen (14) days of the filing of an application for a Certificate whether said application involves any Exterior Architectural Features which are within the jurisdiction of the Commission.
 - 10.3.1 Certificate of Non-Applicability -If the Commission determines that an application for Certificate does not involve any Exterior Architectural Features or involves an Exterior Architectural Feature which is not subject to review (Exemptions, Exclusions) by the Commission under the provisions of this Bylaw, the Commission shall forthwith issue a Certificate of Non-Applicability.
 - 10.3.2 If the Commission determines that such application involves any Exterior Architectural Features subject to review under this Bylaw, it shall hold a public hearing on the application and render a decision as provided for in this Bylaw.

Section 11. Criteria for Administrative Review

- 11.1 The Commission may authorize the Chair, or the Vice Chair (in the absence of the Chair) to review and approve certain applications, as defined under this Bylaw.
- 11.2 The Chair shall evaluate the proposal based on the existing conditions of the property and find that a Determination of Non-Applicability is appropriate. Absent such a finding by the Chair, the Applicant must appear before the Commission at a public hearing.
- 11.3 If the Applicant represents that the proposed work is not visible from the public way (public view), he or she may request that the Chair review the application administratively. Any administrative review would only apply to the work described at the time of application.
 - 11.3.1 The burden of proof is on the Applicant to demonstrate that an Exterior Architectural Feature or Building elevation is not visible from public view. In reviewing visibility, the Chair shall consider plot plans and photographic documentation. The Chair may conduct site visits as necessary. The Chair shall issue a Determination of Non-Applicability for any proposed work that is not visible from the public view.

- 11.3.2 All work approved administratively by the Chair shall be identified by the Applicant's name and property address on the next public meeting agenda of the Commission. Furthermore, a letter describing the scope of approved work shall be filed with the Town Clerk with copy to the Inspector of Buildings, Planning Board and Board of Selectmen.
- 11.4 The Commission shall not consider, nor be required to issue Certificates of Appropriateness for details of design, interior arrangements, ordinary repairs to and maintenance of existing buildings or structures.
- 11.4.1 If the Applicant represents that the Commission is not required to issue a Certificate of Appropriateness based on Section 11.4, the Applicant may request that the Chair review the application administratively. Any administrative review would only apply to the work described at the time of application.
- 11.4.2 The burden of proof is on the Applicant to demonstrate that the proposed work is either a: design detail, interior arrangement, ordinary repair, or maintenance.
- 11.4.3 The application for administrative review must contain photographic documentation of the existing condition of the building.
- 11.4.4 The scope of work must clearly define and specifically list all proposed items, including, but not limited to: materials, dimensions, colors, and manufacturer, if applicable.
- 11.4.5 The Chair shall issue a Determination of Non-Applicability for any proposed work that is found to be warranted under this Bylaw.
- 11.4.6 All work approved administratively by the Chair shall be identified by the Applicant's name and property address on the next public meeting agenda of the Commission. Furthermore, a letter describing the scope of approved work shall be filed with the Town Clerk with copy to the Inspector of Buildings, Planning Board and Board of Selectmen.

Section 12. Public Hearing

- 12.1 The Commission shall hold a public hearing within thirty (30) days from the date of the filing of the application. At least fourteen (14) days before said public hearing, public notice shall be given by posting in a conspicuous place in Northbridge Memorial Town Hall and in a newspaper of general circulation. Such notice shall identify the time, place and purpose of the public hearing. A copy of the public hearing notice shall be mailed to the Applicant, abutters, other property owners within the District, any local charitable corporation in which one of its purposes is the preservation of historic structures or districts, to the Planning Board, and to person filing a written request for notice of hearings.

Section 13. Decision

- 13.1 The Commission shall grant a Certificate or issue a written denial within forty-five (45) days from the date the application was filed unless the Applicant consents in writing to a specific extension of time by which such decision may occur.
- 13.2 In the absence of any such extension of time, should an issuance not be forthcoming within the prescribed time, the Applicant is entitled as of right to a Certificate of Hardship.
- 13.3 Vote of the Commission -The concurring vote of at least three (3) members of the Commission shall be required to issue a Certificate.
- 13.3.1 In the event at least three (3) members were not present throughout the entirety of the public hearing the Applicant is entitled as of right to a Certificate of Hardship.
- 13.4 In the case of a denial of an application for a Certificate, the Commission shall set forth reason for denial and may include specific recommendations that would make the application acceptable to the Commission. If within fourteen (14) days of receipt of denial, the Applicant files a written modification of the application in conformity with the recommended changes of the Commission, the Commission shall cause a Certificate of Appropriateness to be issued to the Applicant.
- 13.5 Certificate of Appropriateness -If the Commission determines that the exterior Construction or Alteration for which an application for a Certificate of Appropriateness has been filed will be appropriate for or compatible with the preservation or protection of the District, the Commission shall issue a Certificate of Appropriateness.

13.5.1 Upon local adoption of this Bylaw all Buildings, Structures and Sites within the Whitinsville -Downtown Crossroads Local Historic District shall be issued a Certificate of Appropriateness by the Commission.

13.6 Certificate of Hardship -In the event of an application for Certificate of Hardship, the Commission shall determine whether, owing to the conditions effecting the Building or Structure involved, but not affecting the District generally, failure to approve an application will involve a substantial hardship, financial or otherwise, to the applicant and whether such application may be approved without substantial detriment to the public welfare and without substantial derogation from the intent and purpose of this Bylaw.

13.6.1 If the Commission determines that owing to such conditions failure to approve an application will involve substantial hardship to the applicant and approval thereof may be made without such substantial detriment or derogation, the Commission shall issue a Certificate of Hardship.

13.7 Certificate -Each Certificate or written decision by the Commission shall be dated and signed by the Chair or such person as the Commission may designate and shall be deemed issued upon filing with the Office of the Town Clerk.

13.7.1 Each Certificate or written decision by the Commission shall be filed with the Office of the Town Clerk and provided to the Applicant at the address shown on the application with copy to the Inspector of Buildings, Planning Board and Board of Selectmen.

13.8 Persons Aggrieved; Appeal -A person aggrieved by a determination of the Commission may, within twenty (20) days after the filing of the notice of such determination with the Office of the Town Clerk, file a written request with the Commission for a review by a person or persons of competence and experience in such matters, designated by the regional planning agency of which the city or town is a member. If the city or town is not a member of a regional planning agency, the department of community affairs shall select the appropriate regional planning agency.

13.8.1 The finding of the arbitrator making such review shall be filed with the Office of the Town Clerk within forty-five (45) days after the request and shall be binding on the Applicant and the Commission, unless a further appeal is sought in the Superior Court as provided in MGL Chapter 40C Section 12A. The filing of such further appeal shall occur within twenty (20) days after the finding of the arbitrator has been filed with the Office of the Town Clerk.

Section 14. Criteria for Determinations

14.1 Consideration -In deliberating on applications for Certificates, the Commission shall consider, among other things, the historic and architectural value and significance of the Building, Structure or Site; the general design, proportions, detailing, massing, arrangement, texture, and material of the Exterior Architectural Features involved; and the relation of such Exterior Architectural Features to similar features of Buildings and Structures in the surrounding area.

14.2 New Construction, Additions -In the case of new Construction or additions to existing Buildings or Structures, the Commission shall consider the appropriateness of the scale, shape and proportion of the Buildings or Structure both in relation to the land area upon which the Building or Structure is situated and in relation to Buildings and Structures in the vicinity.

14.3 Nothing in this Bylaw shall be deemed to preclude any person contemplating construction or alteration of a Building or Structure within the District from consulting informally with the Commission before submitting an application. Nothing in this Bylaw shall be deemed to preclude the Commission from offering informal advice to a potential applicant prior to receiving an application. However, such preliminary advice offered by the Commission shall not be deemed to set a precedent nor in any way limit the Commission in the exercise of its functions under this Bylaw.

14.4 Not in Public View -The Commission shall consider only Exterior Architectural Features as seen from the public view as provided for in this Bylaw. The Commission shall not consider interior arrangements or architectural features not subject to public view.

Section 15. Exemptions, Exclusions

15.1 The Commission shall exclude from its review the following elements and features:

- a. AC Units & Alarms
- b. Chimney & Chimney Caps
- c. Fences
- d. Flags (Flag Poles)
- e. Gutter & Downspouts
- f. Handicapped Accessible Access
- g. Lighting Fixtures
- h. Garage Doors & Loading Docks
- i. Mailbox & Mail Slot
- j. Mechanical & Plumbing Vents
- k. Monuments & Memorials
- l. Paint Color, Color
- m. Ramps, Railings & Stairs
- n. Roofing Material
- o. Shutters & Hardware
- p. Sidewalks & Walkways
- q. Signage (Banners)
- r. Solar Panels
- s. Storm Doors & Screens
- t. Storm Windows & Screens
- u. Street Numbers
- v. TV Antennas & Satellite Dishes
- w. Temporary Buildings or Structures
- x. Window, Replacement(s)
- y. Windows, Window Treatments
- z. Wires & Cables

15.2 Under State Law, routine maintenance, repair, replacement, and landscaping are exempt from review.

15.3. The Commission shall not consider interior arrangements or architectural features not subject to public view from a public way as provided for in this Bylaw.

15.4 Nothing in this Bylaw shall prevent any exterior Construction or Alteration under a permit duly issued prior to the adoption of this Bylaw or construed to prevent satisfying requirements certified by a duly authorized public official deemed to be necessary for public safety.

15.5 Nothing in this Bylaw shall restrict or cause for review exterior Alterations that may be required by State/Federal Building Codes.

15.6 Nothing in this Bylaw shall restrict or cause for review the point of access serviced by handicapped access ramps designed solely for the purpose of facilitating ingress/egress of physically handicapped person, as defined in MGL.

15.7 Non-traditional materials, providing that the difference between such material(s) and traditional materials cannot, upon the review by the Commission, be reasonably discerned by the unaided eye.

15.8 The reconstruction, substantially similar in exterior design of a Building, Structure or Exterior Architectural Feature damaged or destroyed by fire, storm or other disaster, provided such reconstruction is begun within 2-year thereafter.

15.9 Nothing in this Bylaw shall restrict or cause for review exterior Alterations to any accessory structures, including sheds and detached garages.

- 15.10 Nothing in this Bylaw shall restrict or cause for review use(s) of properties within the District; the Northbridge Zoning Bylaw (Chapter 173) adopted by the Town shall remain in effect and shall govern all land uses within the District.
- 15.11 Upon request, the Commission shall issue a Certificate of Non-Applicability with respect to Construction or Alteration in any category not subject to review by the Commission in accordance with the above provisions.

Section 16. Categorical Approval

- 16.1 The Commission may determine from time to time after a public hearing, duly advertised and posted at least fourteen (14) days in advance in a conspicuous place in Town Hall and in a newspaper of general circulation in Northbridge, that certain categories of Exterior Architectural Features, Structures or Buildings under certain conditions may be Constructed or Altered without review by the Commission without causing substantial derogation from the intent and purpose of this Bylaw.

Section 17. Enforcement and Penalties

- 17.1 Building Permit -No building permit shall be issued for the exterior Construction or Alteration of any Building or Structure within the District unless a Certificate has first been issued by the Commission when such Certificate is required by this Bylaw.
- 17.2 Conditions of Certificate -No exterior Construction or Alteration of any Building or Structure within the District for which a Certificate is required shall deviate from the conditions of such Certificate issued by the Commission.
- 17.2.1 The Commission shall determine whether a particular activity is in violation of this Bylaw or not, and the Commission shall be charged with the enforcement of this Bylaw.
- 17.3 The Commission, upon a written complaint of any resident of Northbridge, or owner of property within, or upon its own initiative, shall institute any appropriate action or proceedings in the name of the Town of Northbridge to prevent, correct, restrain or abate violation of this Bylaw. In the case where the Commission is requested in writing to enforce this Bylaw against any person allegedly in violation of same and the Commission declines to act, the Commission shall notify, in writing, the party requesting such enforcement of any action or refusal to act and the reasons therefore, within twenty-one (21) days of receipt of such request.
- 17.4 Whoever violates any of the provisions of this Bylaw may be punishable by a fine of up to \$300.00 for each offense under the provisions of MGL Chapter 40C Section 13. Each day during any portion of which such violation continues to exist shall constitute a separate offense. In the event of demonstrated emergency, the Commission may waive and/or reduce any penalties set forth.
- 17.5 Enforcement Agent -The Commission may designate the Inspector of Buildings to act on its behalf and to enforce this Bylaw.

Section 18. Amendments

- 18.1 Local Historic District Boundaries -Once established, the local historic district may be expanded or reduced in size. Any changes involving the boundaries (properties) of the historic district must follow the procedures for the initial establishment of a local historic district, in accordance with MGL Chapter 40C -Historic Districts. In such cases, the historic district commission having jurisdiction over the historic district being amended is responsible for conducting the study, drafting the preliminary study report, and holding the public hearing.
- 18.2 Local Historic District Bylaw -The Historic district bylaws may be amended, by 2/3 vote of Town Meeting, provided the amendment is not inconsistent with the intent of MGL Chapter 40C - Historic Districts. Before an amendment may be brought to vote, the amendment must first be

submitted to the historic district commission having jurisdiction over the district, for its formal recommendation. The historic district commission has a maximum of sixty-days to make recommendation on a proposed amendment, after which time the amendment may be acted upon by Town Meeting.

Section 19. Severability and Validity

- 19.1 The provisions of this Bylaw shall be deemed to be separable. If any of its provisions, section, subsections, sentences, or clauses shall be held to be invalid or unconstitutional by any court or competent jurisdiction, the remainder of this Bylaw shall continue to be in full force and effect.
- 19.2 This Bylaw shall not become effective until the Bylaw and Local Historic District Map setting forth the boundaries of the District has been filed with the Town Clerk and has been recorded in the Worcester Registry of Deeds.

And you are directed to serve this warrant by posting attested copies thereof at the Whitinsville Post Office and the Salvation Army, in Whitinsville, all in Precinct 1; Gary's Variety and the Northbridge Post Office in Northbridge, all in Precinct 2; Town Clerk's Office and 1Quickstop in Whitinsville, all in Precinct 3; and the Whitinsville Social Library and Town Hall Annex in Whitinsville, all in Precinct 4; twenty-eight (28) days at least before the time and place of meeting aforesaid.

WHEREOF FAIL NOT, and make due return of the warrant, with your doings thereon, to the Town Clerk at the time and place of said meeting. GIVEN under our hand this 9th day of September in the year Two Thousand Nineteen.

SELECTMEN OF NORTHBRIDGE

James J. Athanas, Chairman

Alicia M. Cannon

Thomas J. Melia

Charles Ampagoomian, Jr.

Daniel J. Nolan

WORCESTER, SS Northbridge

Date:

By virtue of this warrant I have this day notified the inhabitants of the Town of Northbridge qualified to vote in town elections and town affairs to meet at the time and place and for the purpose stated in said warrant by posting attested copies thereof as within directed.

Constable, Town of Northbridge




TOWN OF NORTHBRIDGE, MASSACHUSETTS
LOCAL HISTORIC DISTRICT STUDY COMMITTEE

7 MAIN STREET, WHITINSVILLE, MA 01588
planning@northbridgemass.org

MEMORANDUM

Date: July 24, 2019

To: James J. Athanas, Chair
NORTHBRIDGE BOARD OF SELECTMEN

From: LOCAL HISTORIC DISTRICT STUDY COMMITTEE
R. Gary Bechtholdt II, Town Planner 

RE: **WHITINSVILLE -LOCAL HISTORIC DISTRICT STUDY**
LHD Bylaw (BOS Sponsorship)

The Local Historic District Study Committee (LHDSC) has prepared a Local Historic District Bylaw for the proposed Whitinsville -Downtown Crossroads Local Historic District. As you may know, the Bylaw shall be voted on at Town Meeting, where a 2/3 majority vote is required for local adoption. The LHDSC respectfully requests the Board of Selectmen sponsor the warrant article for the 2019 Fall Annual Town Meeting (-see draft Bylaw attached).

In accordance with MGL CH 40C [Historic Districts], the Board of Selectmen established the Historic District Study Committee for the purpose of making an investigation of the desirability of establishing an historic district within Whitinsville and completing necessary studies & reports. A historic preservation specialist, R. Christopher Noonan was hired to assist the LHDSC in preparing the study report and offered guidance on the selection of boundaries (properties) for inclusion in the proposed District.

The Study Committee sent out property owner opinion surveys, prepared/distributed educational material, conducted informal meetings, and hosted numerous public forums and workshops. The LHDSC has received input from property owners and representatives of properties identified in the District, as well as comments from residents and the general public.

On July 23, 2019, the Committee hosted a public forum/workshop to review draft provisions of the Local Historic District Bylaw. Representatives from the Whittin Community Center, Fletcher House, Whitinsville Social Library, and Whittin Mill, as well as Selectman Melia attended. Committee members also received input from Vincent Osterman on behalf of the Whitinsville Savings Bank Building, Village Congregational Church and the Village Congregational Parsonage, and from Shelley Buma, who unfortunately was unable to attend this past workshop.

The next step to establish a local historic district is to submit the preliminary study report (including the draft Bylaw) to the Mass Historical Commission for endorsement and/or recommendations. The Planning Board shall also conduct a public hearing (September/October 2019) in advance of Town Meeting.

If you should have any questions or require additional information, arrangements shall be made for the Chair and or Vice Chair to attend the upcoming August 12, 2019 Board of Selectmen meeting.

Cc: Town Manager LHDSC Planning Board /File

TOWN OF NORTHBRIDGE, MASSACHUSETTS



[proposed properties of LHD]

WHITINSVILLE - DOWNTOWN CROSSROADS LOCAL HISTORIC DISTRICT

- | | | | |
|---|---|---|--|
| A | Town Common / Memorial Park (c. 1890-1905) | G | Col. James Fletcher House (c. 1770) |
| B | Village Congregational Church (c. 1897-1903) | H | Aldrich School (c. 1890) |
| C | Whitinsville Social Library (c. 1912-1913) | I | Trinity Episcopal Church (c. 1925-1929) |
| D | Stephen F. and Mary Ann Batchelor House (c. 1849) | J | Memorial Town Hall (c. 1872) |
| E | Whitinsville Cotton Mill (c. 1845) | K | George Marston Whitin Memorial Community Center (c. 1921-1922) |
| F | Whitinsville Brick Mills & Forge (c. 1826 - 1948) | L | Whitinsville Savings Bank (c. 1905-1906) |



PROPOSED -January 17, 2019



TOWN OF NORTHBRIDGE, MASSACHUSETTS
LOCAL HISTORIC DISTRICT STUDY COMMITTEE

7 MAIN STREET, WHITINSVILLE, MA 01588
planning@northbridgemass.org

July 16, 2019

James J. Athanas, Chair
Northbridge Board of Selectmen
Northbridge Memorial Town Hall
7 Main Street, Whitinsville, MA 01588

RE: RESPONSE TO SHELLEY BUMA LETTER -FEBRUARY 08, 2019
Proposed Local Historic District

Dear Mr. Athanas & Select Board Members:

The Local Historic District Study Committee (LHDSC) offers the following in response to letter addressed to the Board of Selectmen from Shelley J. Buma dated February 08, 2019.

In Ms. Buma's letter she lists several issues and concerns with the creation of Local Historic Districts and her opposition to establishing one within Whitinsville, which she refers to as an "Aesthetic Zone". She further states that the current LHDSC has disseminated misinformation during public meetings regarding the proposed District; this is simply not true. The current LHDSC has been very diligent and proactive in seeking public comment and has sought to provide and represent accurate information.

The (current) LHDSC, comprised of Harry Berkowitz, Kenneth Warchol, Daniel O'Neil, Randi Zanca, Timothy Reiter, and Robert Laflamme was appointed by the Board of Selectmen to investigate and report on the establishment of a local historic district within Whitinsville. The (re)establishment of a Local Historic District Study Committee by the Board of Selectmen (in 2017/18) was done in conjunction with a General Agreement signed by the Selectmen and the National Park Service for the purpose of establishing boundaries for the federally designated Blackstone River Valley National Historical Park (December 2014), in which Whitinsville is included as a main contributing node. The General Agreement prescribes and formalizes intentions to establish and preserve the park.

The Committee has been fully transparent in communicating information regarding process and identifying properties proposed for inclusion. A Preservation Consultant has been hired to help the LHDSC prepare the Study Report which is in the process of being finalized. The Committee is implementing the initiatives for the establishment of a local historic district in accordance with MGL (Chapter 40C -Historic Districts) and utilizing guidance documents offered by the Massachusetts Historical Commission. As you know, we are not a rouge committee aimed to take away property rights or saddle owners with extensive restrictions as Ms. Buma may suggest.

The Committee has hosted approximately sixteen (16) public meetings over the past 16-months, with the next Public Forum scheduled for Tuesday, July 23, 2019. The Committee supports and respects individual property rights and has drafted a Bylaw to include many exemptions with property rights in mind.

The initial draft Bylaw was reviewed with property owners and the public during a Public Forum/Workshop in May 2019, Ms. Buma was able to attend and participated in the discussions. The draft Bylaw is based upon feedback and comments received by the public and property owners.

As noted in Ms. Buma's letter, the LHDSC had originally identified nineteen (19) properties for inclusion in the proposed Whitinsville Local Historic District, however later reduced the boundaries to include twelve (12) properties as recommended by the Preservation Consultant hired to assist the Committee.

The reason seven properties, including some private residents, like the Carr Funeral Home and worker housing were removed from consideration was because the boundaries encompassing the original 19 did not reflect a cohesive district (gaps/disjointed), and the LHDSC could not justify why certain examples of worker-housing and buildings were selected over others. The Committee chose to reduce the scope to include 12 properties based upon the recommendation of the Preservation Consultant. This adjustment was not a result of any other influences or outside discussions with property owners. Yes, Tim Reiter (associated with Carr Funeral Home) is a LHDSC member, however Mr. Reiter has yet to attend a meeting in this capacity. The 12 properties selected for inclusion tells the story of how the Industrial Revolution transformed Whitinsville (once part of Uxbridge), into one of New England's leading mill villages between the late 1700's to the mid 1900's.

The District is proposed to include the following properties: Fletcher House, Paul Whitin Mill, Granite Cotton Mill, Memorial Town Hall, Aldrich School, Village Congregational Church, Congregational Parsonage, Whitinsville Savings Bank, Memorial Park (Town Common), Trinity Episcopal Church, Whitinsville Social Library, and the Whitin Community Center. The District, to be known as the "Whitinsville -Downtown Crossroads" is centered at the heart of the village of Whitinsville, where six (6) main roads intersect at the Memorial Town Hall and the Mumford River. The properties reflect the growth of a paternalistic mill village from the beginnings of the Industrial Revolution, when a largely agricultural community transformed into an industrial mill village planned and developed by the Whitin Family. The 12 selected properties represent housing, industry, government, civic, educational, recreational, commerce, and community institutions.

In February 2019, the LHDSC sent out Property Owner Opinion Surveys, one to each of the twelve (12) properties identified. Twenty-six (26) survey responses were returned to the Committee. Representatives for the Fletcher House (Historical Society), Whitin Mill, Social Library, Savings Bank, Congregational Church, Parsonage building, and Community Center all indicated support of the creation of a Local Historic District. The Committee did receive 19 anonymous responses and one recently from Harold Gould opposed to a Local Historic District.

This Committee cannot speak to what a prior committee (2012/13) may have drafted or the process in which was undertaken. The current LHDSC has regularly sought input from property owners, issuing surveys to gauge their understanding of local historic districts and interests in considering the establishment of a district within Whitinsville. The survey also included a listing of potential exemptions and exclusions for the Bylaw.

Upon feedback and discussions, the LHDSC issued its first initial draft of the proposed Bylaw, hosting a public forum/workshop on May 28, 2019 with property owners and the public to review. The Committee will host a follow-up workshop on July 23, 2019 to once again review the revised/updated draft Bylaw and preliminary study report with property owners and the public before the Planning Board conducts its public hearing, Massachusetts Historical Commission (MHC) offers its review/recommendations and consideration at Town Meeting (October 2019), where a 2/3 majority vote is required for adoption.

Of the 12 properties selected 4 are publicly town-owned (Memorial Town Hall, Memorial Square, Aldrich School, & the Social Library) and 5 have existing Preservation Restrictions with the State (MHC) or the Town (Memorial Town Hall, Whitin Mill, Community Center, Trinity Episcopal Church, & Granite Cotton Mill). With the exception of the Trinity Episcopal Church, representatives from all properties have either attended public meetings or contacted the LHDSC. The Board of Directors for the Northridge Historical Society (Fletcher House) has offered a letter in support of the Local Historic District, as well as the Trustees for the Whitin Community Center.

The LHD Bylaw establishes the District; identifies the composition of the Commission; defines boundaries (12 properties); describes procedures for review; establishes criteria for determinations (Certificate of Appropriateness, Non-applicability and Hardship); lists exemptions/exclusions; and prescribes enforcement. The draft Bylaw does not contain an opt-out clause, however does include provisions for amendments to add to or subtract from the LHD.

Ms. Buma suggests insurance companies are reluctant to insure properties within a local historic district, although the LHDSC (Consultant and MHC) are not aware of any specific complications or difficulties in insuring such properties, the Bylaw includes provisions for replacement of properties damaged as a result of fire, disaster or other similar circumstances, as well as, the option to replace features with non-traditional materials.

The LHDSC was established by the Board of Selectmen to explore the idea of creating a local historic district within the village of Whitinsville. The Committee has taken this role and responsibility very seriously and would like to remind residents that may take for granted just how special and unique Whitinsville is. It is truly an outstanding example of a 19th Century mill village, one that the LHDSC believes is worthy of preservation and adoption of a local LHD Bylaw.

We appreciate Ms. Buma taking the time to document her concerns opposing the creation of a Local Historic District and Bylaw; she (and others) are entitled to opinions as concerned residents of the Town. It has been the Committee's intentions to balance local historic preservation efforts with individual property rights. The Committee shall present its final report with recommendations on the proposed Local Historic District Bylaw, to be presented and acted on at Town Meeting (October 2019).

The LHDSC welcomes the opportunity to meet with the Board of Selectmen to review the status of this initiative and next steps.

Respectfully submitted,

LOCAL HISTORIC DISTRICT STUDY COMMITTEE

Harry Berkowitz, Chair	Kenneth Warchol, Vice Chair
Randi Zanca, Member	Robert Laflamme, Member
Daniel O'Neil, Clerk	Timothy Reiter, Member

/rl

Cc: S. Buma
LHDSC
/File

X. Correspondence

Good Afternoon,

I am writing this letter to thank Officer I am writing this letter regarding the Northbridge/Uxbridge Youth Academy and specifically, Officer DeJordy and Officer Dan Deveau for putting together the Northbridge/Uxbridge Youth Academy and all of their efforts regarding it.

Two of my daughters have been lucky enough to attend the youth academy on separate occasions (one last summer in Northbridge and the other this summer in Uxbridge) and they both have not only thoroughly enjoyed themselves, they both walked away with so much more than a “fun experience”.

My oldest daughter, Sophia, attended the Northbridge/Uxbridge Youth Academy last summer in Northbridge and initially applied simply because “It sounded cool”. Each day she came home excited to tell me about her day as well as the upcoming guests they were having such as the SWAT team and the K-9 Unit. As each day passed, Sophia became more and more excited about learning about and by the end of the week she had found a new interest (forensics) and is even planning on studying forensic science in college. In fact, she enjoyed that week so much that this year she re-applied to attend again and was lucky enough to be chosen for the Northbridge camp again.

My other daughter, Olivia, attended the request Northbridge/Uxbridge Youth Academy a few weeks ago and thoroughly enjoyed the experience; however, she didn’t find a new career like her sister. Olivia did come away however with an improved sense of self-worth and skills to work with other children that she knew from school that she had a difficult time working with in the past.

Both of my daughters have come away from their time as part of the Northbridge/Uxbridge Youth Academy with wonderful memories and some new friends but just as importantly, they both came away from their experiences with an improved sense of confidence as well as feeling more “empowered” (according to Olivia). They both have stated to me in various conversations that they enjoyed the guests at the youth academy but have also said they felt that Officers DeJordy and Deveau make it the experience and the youth academy what it is. Olivia specifically said that while there is a lot of work (aka exercise) Officers DeJordy and Deveau made it fun. Both of my daughters have said that Officer DeJordy and Officer Deveau always made them (and the other children) feel like they were heard and listened to and even if someone asked a “silly question” neither officer made that child feel foolish for asking the question. Speaking as a mother (and specifically a mother to girls), the effort and time that Officer DeJordy and Officer Deveau give to this program is very clear, not only from the activities the children are engaged in all week long but the impact these gentlemen have on the children. I have had the opportunity to observe the children when I arrive to pick up my daughters and see them all listening and working together. Anyone who’s had experience trying to get 20+ children to work together knows it takes a special type of person to make that happen. Clearly Officers DeJordy and Deveau are those type of people.

I hope that the Northbridge/Uxbridge Youth Academy continues with Officer DeJordy and Officer Deveau running it not only for the other children of the towns but for my third daughter who will be old enough to attend in a few years. This program does more than give the children something to do for a week during the summer, it gives them an opportunity to learn about police work and hopefully gain additional respect for police officers and what they do. And Officer DeJordy and Officer Deveau do more than “just run it”, they are helping our children become better people and I for one am very grateful that they have taken the time to create and run the Northbridge/Uxbridge Youth Academy.

Regards,

Stacey Mone
75 Patriot Way
Uxbridge, MA
(508) 918-2963

CC: Chief Montminy, Chief Warchol, Adam Gaudette, Officer DeJordy, Officer Deveau