

**TOWN OF NORTHBRIDGE  
BOARD OF SELECTMEN'S MEETING  
NORTHBRIDGE TOWN HALL  
7 MAIN STREET - WHITINSVILLE, MA 01588  
June 19, 2017 AT 7:00 PM**

17 JUN 15 PM 4:22

**Present:** Representative Muradian/Budget update

**PLEDGE OF ALLEGIANCE**

**I. APPROVAL OF MINUTES**

**II. PUBLIC HEARING: A. 7:05 PM:** HTK7 Whitinsville, LLC, 4 North Main Street, Whitinsville, MA  
/Request to increase underground Storage tank capacity/**Present:** Carolyn Parker

**III. APPOINTMENTS: B. 1) By the Board of Selectmen:** 2017 Annual Reappointments/Vote to approve  
[listing enclosed in agenda packet]  
**2) By the Town Manager:** 2017 Annual Reappointments/Vote to affirm [listing enclosed in agenda  
packet]

**IV. CITIZENS' COMMENTS/INPUT**

**V. DECISIONS**

**C.** Alternatives/Request permission to hang a banner over Church Street from July 16, 2017 to July 30,  
2017 to advertise the Free Summer Concert Series

**D.** Whittin Community Center/Request permission to hang a banner over Church Street from July 30,  
2017 to August 6, 2017 to advertise the 4<sup>th</sup> Annual Cars in the Park event on Saturday, August 19, 2017  
from 10 AM to 4 PM

**E.** Blackstone Valley Recycling Center Proposal/**Present:** William Walsh

**F.** Pine Grove Cemetery Signage/**Present:** Jamie Luchini, Highway Superintendent

**G.** DPW Facility project/ Vote to Sign Temporary Notes

**VI. DISCUSSIONS**

**H.** World War I Memorial Update/**Present:** Dan Beneway, Chairman, Trustees of Soldiers Memorials

**I.** DPW Facility Update/**Present:** Anthony DiLuzio, Owners Project Manager; Michael Beaudoin,  
Chairman, Building Planning and Construction Committee; Steve Nye, Member, Building Planning  
Construction Committee

**J.** Yard Sale Signage

**K.** National Park Service partnership

**VII. TOWN MANAGER'S REPORT**

**L. 1)** New utility pole agreement between National Grid and Verizon

**2)** MassHousing/Cotton Mill Apartments' loan

**3)** Whitinsville Water Company/Water Rate Filing

**4)** Blackstone Valley Chamber of Commerce Annual Business Breakfast

**5)** Central Mass Planning Commission Monthly Meeting

**6)** International City Management Association Program Award

**VIII. SELECTMEN'S CONCERNS**

**IX. ITEMS FOR FUTURE AGENDA**

**X. CORRESPONDENCE**

**XI. EXECUTIVE SESSION**

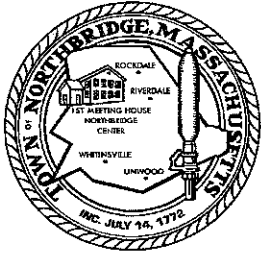
Town Clerk: 2 Hard copies



Web: Post time-stamped copy



THIS AGENDA IS SUBJECT TO CHANGE



**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**

**A**

**Theodore D. Kozak  
Town Manager**

June 2, 2017

**Via Facsimile: 508-793-9315**  
Telegram & Gazette (LEGALS)

To Whom It May Concern:

Please place the following Legal Notice in the Telegram & Gazette for **Wednesday, June 7, 2017:**

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**TOWN OF NORTHBRIDGE  
PUBLIC NOTICE**

Notice is hereby given under Chapter 148, Section 13 of the MGL's, that the Northbridge Board of Selectmen will hold a Public Hearing on **Monday, June 19, 2017 at 7:05 PM**, in the Selectmen's Meeting Room, Northbridge Town Hall, 7 Main Street, Whitinsville, MA to consider the application of HKT7 Whitinsville, LLC., to increase the storage capacity of gasoline and diesel from 1 – 20,000 gallon tank [gasoline] and 1 – 10,000 gallon tank [diesel] to 1 – 20,000 gallon tank [gasoline] and 1 compartmental tank with 8,000 gallons gasoline and 7,000 gallons of diesel on property located at 4 North Main Street, Whitinsville, MA 01588.

Northbridge Board of Selectmen  
Charles Ampagoomian, Chairman  
June 7, 2017

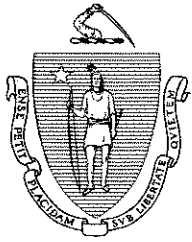
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Please send bill to: Northbridge Town Hall  
Town Manager's Office  
7 Main Street  
Whitinsville, MA 01588

Sincerely,

Sharon L. Susienka  
Exec. Asst. to the Town Manager

c: Carolyn Parker  
Abutters [Via Certified Mail]



FP-2A  
(Rev. 04-2010)

*The Commonwealth of Massachusetts*  
*City/Town of Northbridge*

**Application For License**

Massachusetts General Law, Chapter 148 §13

☐ New License ☒ Amended License

GIS Coordinates

LAT.

LONG.

License Number

Application is hereby made in accordance with the provisions of Chapter 148 of the General Laws of Massachusetts for a license to store flammables, combustibles or explosives on land in buildings or structures herein described.

Location of Land: 4 N. MAIN STREET, WHITINSVILLE, MA  
Number, Street and Assessor's Map and Parcel ID MAP 6A LOT 29

Attach a plot plan of the property indicating the location of property lines and all buildings or structures.

Owner of Land: HTK7 WHITINSVILLE, LLC

Address of Land Owner: 44 BAREFOOT RD, ST 175, NORTH BORD, MA

Use and Occupancy of Buildings and Structures: GAS/CONVENIENCE STORE 01532

If this is an application for amendment of an existing license, indicate date of original license and any subsequent amendments

Attach a copy of the current license

**Flammable and Combustible Liquids, Flammable Gases and Solids**

Complete this section for the storage of flammable and combustible liquids, solids, and gases; see 527 CMR 14;

Attach additional pages if needed. All tanks and containers are considered full for the purposes of licensing and permitting.

PRODUCT NAME	CLASS	MAXIMUM QUANTITY	UNITS gal., lbs, Cubic feet	CONTAINER UST, AST, IBC, drums	
<u>GASOLINE</u>	<u>1B</u>	<u>20,000</u>	<u>GAL.</u>	<u>UST</u>	
<u>GASOLINE</u>	<u>1B</u>	<u>8,000</u>	<u>GAL.</u>	<u>UST</u>	
<u>DIESEL</u>	<u>2</u>	<u>7,000</u>	<u>GAL.</u>	<u>UST</u>	<u>compa</u> <u>ment</u> <u>tank</u>

Total quantity of all flammable liquids to be stored: 28,000

Total quantity of all combustible liquids to be stored: 7,000

Total quantity of all flammable gases to be stored: 0,000

Total quantity of all flammable solids to be stored: 0,000

MAY 6, 2013 LICENSE ISSUED FOR 30,000 GAL

**LP-gas** (Complete this section for the storage of LP-gas or propane) N/A

Indicate the maximum quantity of LP-gas to be stored and the sizes and capacities of all storage containers.  
(See 527 CMR 6)

- ❖ Maximum quantity (in gallons) of LP-gas to be stored in aboveground containers: \_\_\_\_\_

List sizes and capacities of all aboveground containers used for storage: \_\_\_\_\_

- ❖ Maximum quantity (in gallons) of LP-gas to be stored in underground containers: \_\_\_\_\_

List sizes and capacities of all underground containers used for storage: \_\_\_\_\_

Total aggregate quantity of all LP-gas to be stored: \_\_\_\_\_

**Fireworks** (Complete this section for the storage of fireworks) N/A

Indicate classes of fireworks to be stored and maximum quantity of each class. (See 527 CMR 2)

- ❖ Maximum amount (in pounds) of Class 1.3G: \_\_\_\_\_ Type/class of magazine used for storage: \_\_\_\_\_

- ❖ Maximum amount (in pounds) of Class 1.4G: \_\_\_\_\_ Type/class of magazine used for storage: \_\_\_\_\_

- ❖ Maximum amount (in pounds) of Class 1.4: \_\_\_\_\_ Type/class of magazine used for storage: \_\_\_\_\_

Total aggregate quantity of all classes of fireworks to be stored: \_\_\_\_\_

**Explosives** (Complete this section for the storage of explosives) N/A

Indicate classes of explosive to be stored and maximum quantity of each class. (See 527 CMR 13)

- ❖ Maximum amount (in pounds) of Class 1.1: \_\_\_\_\_ Number of magazines used for storage: \_\_\_\_\_

- ❖ Maximum amount (in pounds) of Class 1.2: \_\_\_\_\_ Number of magazines used for storage: \_\_\_\_\_

- ❖ Maximum amount (in pounds) of Class 1.3: \_\_\_\_\_ Number of magazines used for storage: \_\_\_\_\_

- ❖ Maximum amount (in pounds) of Class 1.4: \_\_\_\_\_ Number of magazines used for storage: \_\_\_\_\_

- ❖ Maximum amount (in pounds) of Class 1.5: \_\_\_\_\_ Number of magazines used for storage: \_\_\_\_\_

- ❖ Maximum amount (in pounds) of Class 1.6: \_\_\_\_\_ Number of magazines used for storage: \_\_\_\_\_

I, CAROLYN A. PARKER, hereby attest that I am authorized to make this application. I acknowledge that the information contained herein is accurate and complete to the best of my knowledge and belief. I acknowledge that all materials stored pursuant to any license granted hereunder must be stored or kept in accordance with all applicable laws, codes, rules and regulations, including but not limited to Massachusetts Chapter 148, and the Massachusetts Fire Code (527 CMR). I further acknowledge that the storage of any material specified in any license granted hereunder may not exceed the maximum quantity specified by the license.

Signature Carolyn A. Parker Date 5-30-17 Name CAROLYN A. PARKER

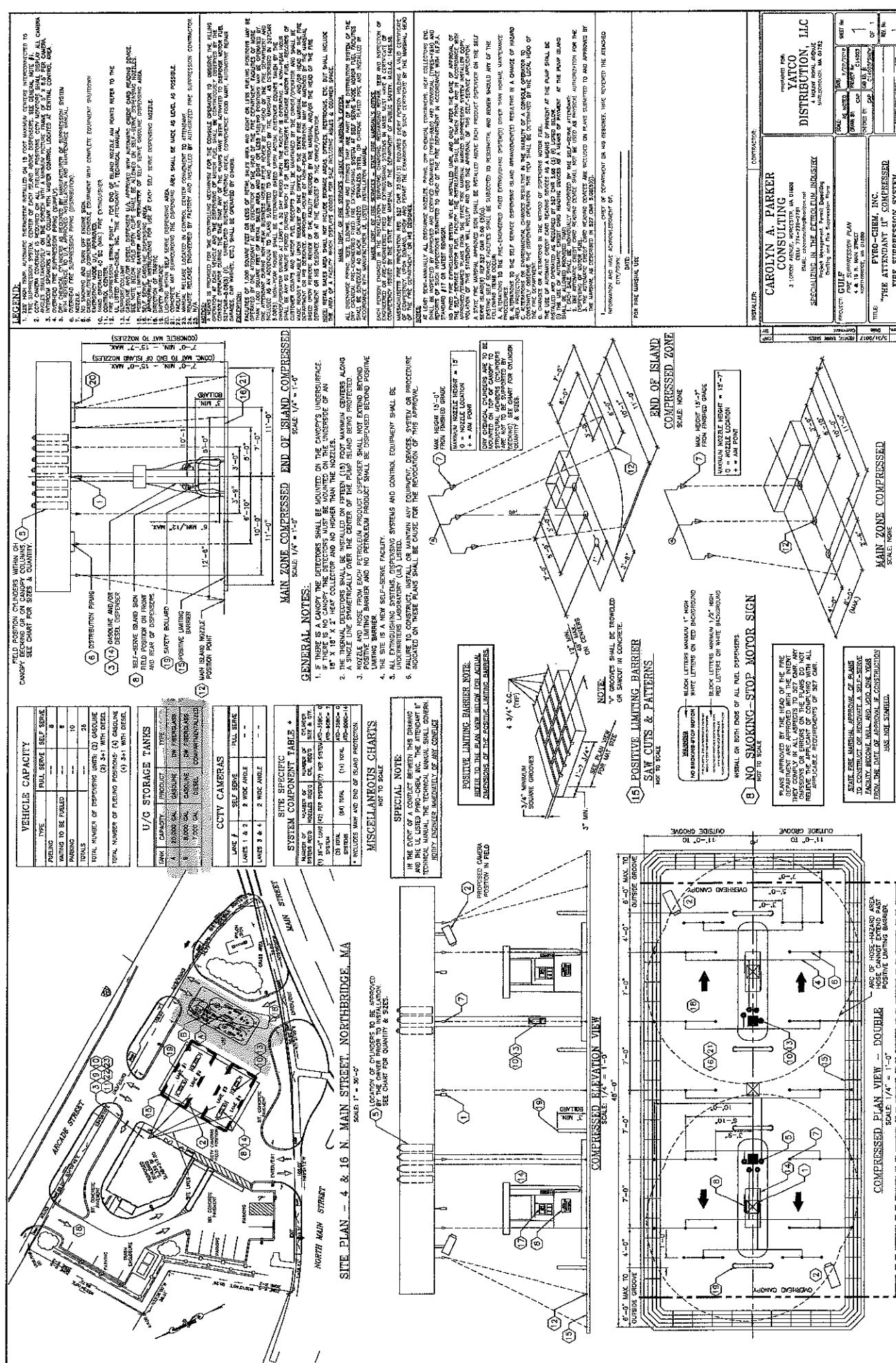
**Fire Department Use Only**

I, DAVID M. WHITE, Head of the NORTHBRIDGE Fire Department endorse this application with my

☒ Approval ☐ Disapproval

Signature of Head of the Fire Department David M. White (Fire Chief) Date 6-2-2017

Recommendations: \_\_\_\_\_

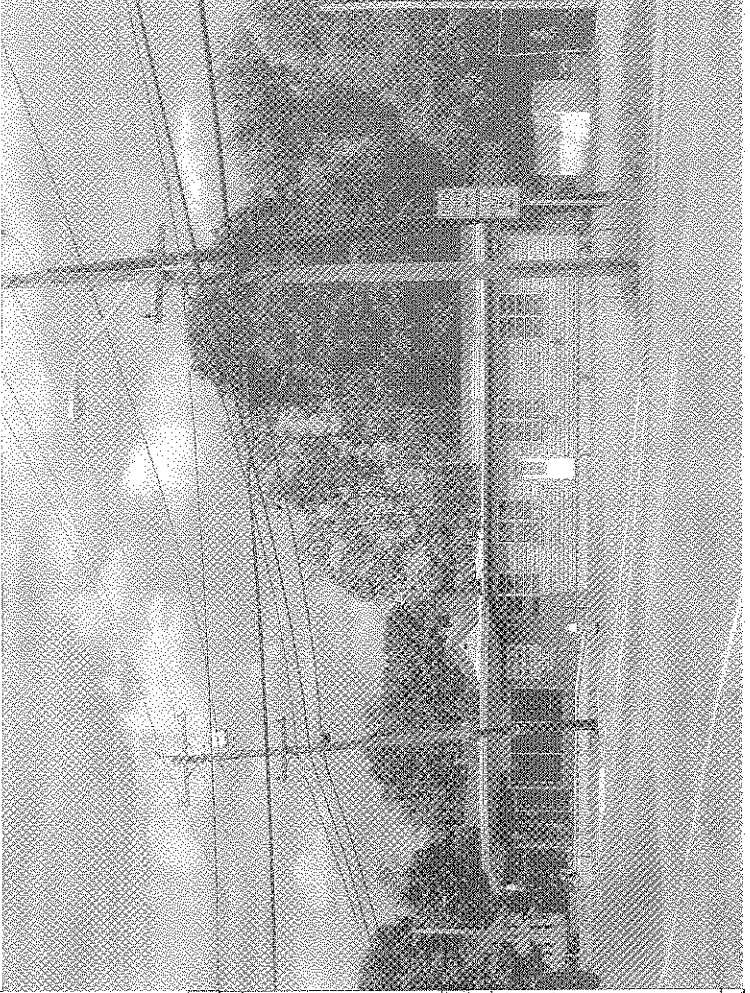
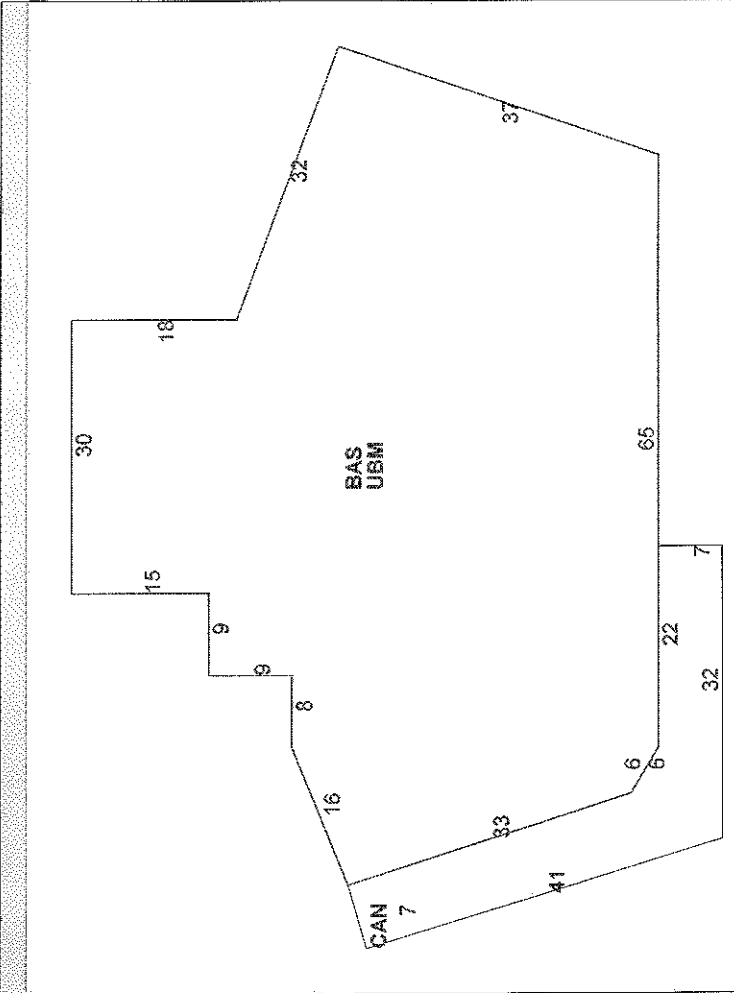


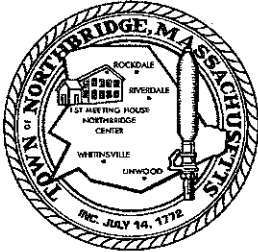


CONSTRUCTION DETAIL			Element	Cd	Ch	Description
Style	25		Service Shop			
Model	95		SS/Gar			
Grade	03		Average			
Stories	1					
Occupancy	1		Masonry			
Exterior Wall 1	08					
Exterior Wall 2	01		Flat			
Roof Structure	04		Tar & Gravel			
Interior Wall 1	01		Minim/Masonry			
Interior Wall 2	05		Drywall/Sheet			
Interior Floor 1	03		Concr-Finished			
Interior Floor 2	05		Vinyl/Asphltr			
Heating Fuel	02		Oil			
Heating Type	05		Hot Water			
AC Type	01		None			
Bldg Use	3300		AUTO V S&S			
Total Rooms	00					
Total Bedrms	1					
Total Baths	1					
Heat/AC	00		NONE			
Frame Type	02		WOOD FRAME			
Baths/Plumbing	02		AVERAGE			
Ceiling/Wall	02		CEILING ONLY			
Rooms/Prins	02		AVERAGE			
Wall Height	12					
% Conn Wall	0					

OB-OUTBUILDING & YARD ITEMS(L) / XF-BUILDING EXTRA FEATURES(B)												
Code	Description	Sub	Sub Description	L/B	Units	Unit Price	Yr	Gde	Dep Rl	Cond	%Cnd	Appr Value
PAV1	PAVING-ASPH			L	15,000	2.00	1950		0		30	9,000
SHP2	WORK SHOP			L	416	25.00	1942	0			80	8,300
LFT1	LIFT-LIGHT			B	1	3,500.00	1963	1			100	1,700
LFT2	LIFT-HEAVY			B	1	5,000.00	1963	1			100	2,400

BUILDING SUB-AREA SUMMARY SECTION						
Code	Description	Living Area	Gross Area	Eff. Area	Unit Cost	Underprec. Value
BAS	First Floor	4,048	4,048	4,048	48.01	194,344
CAN	Canopy	0	0	498	50	2,401
UBM	Basement, Unfinished	0	0	4,048	1,012	48,586
Ttl. Gross Liv/Lease Area:		4,048	8,594	5,110		245,331





Theodore D. Kozak  
Town Manager

TOWN OF NORTHBRIDGE  
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[www.northbridgemass.org](http://www.northbridgemass.org)

MEMORANDUM

**DATE:** June 2, 2017  
**TO:** Jennifer Cecconi, Assistant Assessor *(via email)*  
**FROM:** Sharon L. Susienka, Exec. Asst. to the Town Manager *SLS*  
**SUBJECT:** Abutters' List Request

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I hereby request an abutters' list for the following location:

**4 NORTH MAIN STREET, WHITINSVILLE, MA 01588**

Re: Application of HTK7 WHITINSVILLE, LLC to increase the storage capacity of gasoline on property located at 4 North Main Street, Whitinsville, MA 01588.

**Abutters' List requirements:** To all owners of real estate abutting on said land or directly opposite said land on any public or private street as they appear on the most recent local tax list at the time the application for such license is filed.



ARCADE REALTY TRUST  
LEONARD S JOLLES TRUSTEE  
1 MAIN ST  
WHITINSVILLE, MA 01588

~~ARCADE REALTY TRUST  
LEONARD S JOLLES TRUSTEE  
1 MAIN ST  
WHITINSVILLE, MA 01588~~

MAIN & ARCADE LLC  
12 BURDON ST  
WHITINSVILLE, MA 01588

~~TOWN OF NORTHBRIDGE  
N/A  
NORTHBRIDGE, MA 01534~~

PERRAS THOMAS J  
24 NO MAIN ST  
WHITINSVILLE, MA 01588

JK SUMMIT INVESTMENTS LLC  
23-29 NO MAIN ST  
NORTHBRIDGE, MA 01534

HARRIS KEVIN D  
26 ROYAL CREST DR  
DOUGLAS, MA 01516

~~TOWN OF NORTHBRIDGE  
N/A  
NORTHBRIDGE, MA 01534~~

AUBE KRISTEN L  
27 ARCADE ST  
WHITINSVILLE, MA 01588

BISSON STEVE  
25 ARCADE ST  
WHITINSVILLE, MA 01588

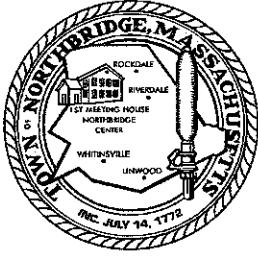
2017 Annual Reappointments

A RESPONSE	B Name	C Address 1	D City, ST Zip	E Committee	F Term	G Due to Expire	H Expiration	I Apptd. By	J Salutation
1	<b>SELECTMEN'S APPTS. (PLEASE VOTE TO APPROVE)</b>								
2		101 Arch Street, 12th Fl.	Boston, MA 02110	Town Counsel	1-yr. Term	June 30, 2017	6/30/2018	Board of Selectmen	Dear Attorney Goldberg:
3	Dennis LaTour	88 Linwood Avenue	Whitinsville, MA 01588	Board of Assessors	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	Dear Mr. LaTour:
4	Paul McKeon	500 Benson Road	Northbridge, MA 01534	Board of Health	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	Dear Mr. McKeon:
5	Lani Crisla	121 Fowler Road	Northbridge, MA 01534	Board of Health	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	Dear Ms. Crisla:
6	Ann Riley	1077 Hill Street	Whitinsville, MA 01588	Board of Registrars	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	Dear Ms. Riley:
7	Paul Bedigian	25 June Street	Northbridge, MA 01534	Building, Planning & Construction Comm.	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	Dear Mr. Bedigian:
8	Harry Berkowitz	294 Benson Road	Northbridge, MA 01534	Cable Advisory Committee	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	Dear Mr. Berkowitz:
9	Sharon Ampagoomian	41 Henry Street	Whitinsville, MA 01588	Cable Advisory Committee	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	Dear Ms. Ampagoomian:
10	Thomas Norris	170 Morgan Road	Whitinsville, MA 01588	Conservation Commission	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	Dear Mr. Norris:
11	Justin Arbuckle	7 Pine Street	Whitinsville, MA 01588	Constable	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	Dear Mr. Arbuckle:
12	Walter Warchol	1 Hope Street	Whitinsville, MA 01588	Constable	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	
13	Timothy Labrie	1 Hope Street	Whitinsville, MA 01588	Constable	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	
14	Conrad Chickinski	1 Hope Street	Whitinsville, MA 01588	Constable	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	
15	Kristina Westbury	1 Hope Street	Whitinsville, MA 01588	Constable	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	
16	John Oullette	1 Hope Street	Whitinsville, MA 01588	Constable	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	
17	Stephen Zolin	1 Hope Street	Whitinsville, MA 01588	Constable	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	
18	Brian Patrinely	1 Hope Street	Whitinsville, MA 01588	Constable	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	
19	Richard Gorman	1 Hope Street	Whitinsville, MA 01588	Constable	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	
20	Carmen Borrelli	1 Hope Street	Whitinsville, MA 01588	Constable	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	
21	Jeffrey White	1 Hope Street	Whitinsville, MA 01588	Constable	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	
22	Carole M. Sweeney	63 School Street	Northbridge, MA 01534	Council on Aging	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	Dear Ms. Sweeney:
23	Elaine Mahoney	2900 Providence Road	Northbridge, MA 01534	Council on Aging	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	Dear Ms. Mahoney:
24	Kenneth Guertin	583 Mendon Road	Northbridge, MA 01534	Council on Aging	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	Dear Mr. Guertin:
25	Jean Finnegan	670 Linwood Ave., #203	Whitinsville, MA 01588	Cultural Council	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	Dear Ms. Finnegan:
26	Leeann Hanson	24 Michael Lane	Whitinsville, MA 01588	Disability Commission	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	Dear Ms. Hanson:
27	Jonathan Smith	38 Prospect Street	Whitinsville, MA 01588	Emergency Management Agency	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	Dear Mr. Smith:
28	Gary Nestor	7 Main Street	Whitinsville, MA 01588	Green Committee	1-yr. Term	June 30, 2017	6/30/2018	Board of Selectmen	Dear Mr. Nestor:
29	James Shuris	7 Main Street	Whitinsville, MA 01588	Green Committee	1-yr. Term	June 30, 2017	6/30/2018	Board of Selectmen	Dear Mr. Shuris:
30	Randeen Zanca	59 Rumorski Drive	Northbridge, MA 01534	Green Committee [School Comm. Rep.]	1-yr. Term	June 30, 2017	6/30/2018	Board of Selectmen	Dear Mr. Zanca:
31	James Marzac	7 Main Street	Whitinsville, MA 01588	Historical Commission	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	Dear Mr. Marzac:
32	Leonard Smith	129 Fletcher Street	Northbridge, MA 01534	Historical Commission	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	Dear Mr. Smith:
33	Mary Barlow	1035 Hill Street	Whitinsville, MA 01588	Planning Board/Assoc. Member	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	Dear Ms. Barlow:
34	Cynthia Key	111 Clubhouse Lane	Northbridge, MA 01534	Playground & Recreation Commission	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	Dear Ms. Key:
35	Michael Proto	62 Freedoms Way	Northbridge, MA 01534	Safety Committee	3-yr. Term	June 30, 2017	6/30/2020	Board of Selectmen	Dear Mr. Proto:
36	Jeffrey Modica	76 Arthur Drive	Whitinsville, MA 01588	Safety Committee	1-yr. Term	June 30, 2017	6/30/2018	Board of Selectmen	Dear Mr. Modica:
37	Walter Warchol	7 Main Street	Whitinsville, MA 01588	Safety Committee/School Dept. Rep.	1-yr. Term	June 30, 2017	6/30/2018	Board of Selectmen	Dear Mr. Warchol:
38	Catherine Stickey	c/o 87 Linwood Avenue	Whitinsville, MA 01588	Safety Comm./ School Dept. Rep. Alternate	1-yr. Term	June 30, 2017	6/30/2018	Board of Selectmen	Dear Dr. Stickey:
39	Melissa Walker	c/o 87 Linwood Avenue	Whitinsville, MA 01588	Safety Committee	1-yr. Term	June 30, 2017	6/30/2018	Board of Selectmen	Dear Ms. Walker:
40	Peter Bedigian	25 Kempton Rd.	Uxbridge, MA 01569	Safety Committee	1-yr. Term	June 30, 2017	6/30/2018	Board of Selectmen	Dear Mr. Bedigian:
41	James Shuris	7 Main Street	Whitinsville, MA 01588	Safety Committee	1-yr. Term	June 30, 2017	6/30/2018	Board of Selectmen	Dear Mr. Shuris:
42	David White	7 Main Street	Whitinsville, MA 01588	Safety Committee	1-yr. Term	June 30, 2017	6/30/2018	Board of Selectmen	Dear Chief White:
43	Gary Bechthold	7 Main Street	Whitinsville, MA 01588	Safety Committee	1-yr. Term	June 30, 2017	6/30/2018	Board of Selectmen	Dear Mr. Bechthold:
44	James Sheehan	7 Main Street	Whitinsville, MA 01588	Safety Committee/Alternate	1-yr. Term	June 30, 2017	6/30/2018	Board of Selectmen	Dear Mr. Sheehan:
45	Jamie Luchini	7 Main Street	Whitinsville, MA 01588	Safety Committee/Alternate	1-yr. Term	June 30, 2017	6/30/2018	Board of Selectmen	Dear Mr. Luchini:
46	George Murray	43 Spruce Street	Northbridge, MA 01534	Safety Committee/Member at Large	1-yr. Term	June 30, 2017	6/30/2018	Board of Selectmen	Dear Mr. Murray:
47	Randy Kibbe	160 Sprague Street	Northbridge, MA 01534	Zoning Board of Appeals	5-yr. Term	June 30, 2017	6/30/2022	Board of Selectmen	Dear Mr. Kibbe:
48	James Marzac	7 Main Street	Whitinsville, MA 01588	Ad Hoc Fields Committee [BOS]	1-yr. Term	June 30, 2017	6/30/2018	Board of Selectmen	Dear Mr. Marzac:
49	James Shuris	7 Main Street	Whitinsville, MA 01588	Ad Hoc Fields Committee [DPW Dir.]	1-yr. Term	June 30, 2017	6/30/2018	Board of Selectmen	Dear Mr. Shuris:
50	John Doldorian	24 Willow Street	Whitinsville, MA 01588	Ad Hoc Fields Committee [At Large]	1-yr. Term	June 30, 2017	6/30/2018	Board of Selectmen	Dear Mr. Doldorian:
51									
52									
53	<b>TOWN MGR'S APPTS. (PLEASE VOTE TO AFFIRM)</b>								
54	Daniel Chauvin	181 Providence Road	Whitinsville, MA 01588	Animal Control Officer	1-yr. Term	June 30, 2017	6/30/2018	Town Manager	Dear Mr. Chauvin:
55	Richard A. Wallis	72 North Street	Douglas, MA 01516	Wiring Inspector	1-yr. Term	June 30, 2017	6/30/2018	Town Manager	Dear Mr. Wallis:
56	George A. Duhamel	27 Tenager Drive	Shrewsbury, MA 01545	Asst. Wiring Inspector	1-yr. Term	June 30, 2017	6/30/2018	Town Manager	Dear Mr. Duhamel:
57	James Sheehan	7 Main Street	Whitinsville, MA 01588	Fence Viewer	1-yr. Term	June 30, 2017	6/30/2018	Town Manager	Dear Mr. Sheehan:
58	Denis Latour	88 Linwood Avenue	Whitinsville, MA 01588	Fence Viewer	1-yr. Term	June 30, 2017	6/30/2018	Town Manager	Dear Mr. Latour:
59	Larry P. Wiersma	21 Torrey Road	Sutton, MA 01590	Gas & Plumbing Inspector	1-yr. Term	June 30, 2017	6/30/2018	Town Manager	Dear Mr. Wiersma:
60	Robert Harris	170 Martin Road	Uxbridge, MA 01569	Asst. Gas & Plumbing Inspector	1-yr. Term	June 30, 2017	6/30/2018	Town Manager	Dear Mr. Harris:

B.

## 2017 Annual Reappointments

[illegible]



Theodore D. Kozak  
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**

**MEMORANDUM**

**Date:** June 5, 2017

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

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

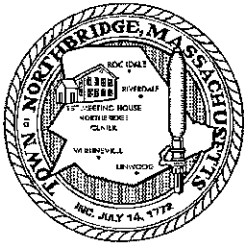
**Subject:** Attendance Records of Members to be considered for Reappointment

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

Please provide this information to me **no later than June 9, 2017**, as the reappointments are scheduled to go before the Board of Selectmen on Monday, June 19, 2017.

Thank you for your cooperation in this matter.

c: Board of Selectmen



# Town of Northbridge Board of Assessors

Town Hall, 7 Main Street  
Whitinsville, Massachusetts 01588-2210

(508) 234-2740

## MEMORANDUM

Date: June 7, 2017  
TO: Sharon Susienka, Assistant Town Manager  
FROM: Robert Fitzgerald, Assessor  
Re: Attendance Records of Board Members

Sharon:

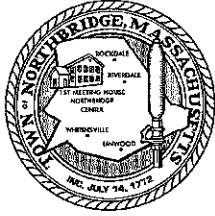
Denis LaTour, a Board of Assessors member, was unable to attend only four meetings over a three year appointment period. The Board met eighteen times during that period. Mr. LaTour indicated his desire to continue for an additional three year term to expire 6/30/2020. The other Northbridge Board of Assessor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

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

  
Robert Fitzgerald

Northbridge Assessors

Cc: Northbridge Board of Assessors, Denis LaTour, Chairman



TOWN OF NORTHBRIDGE  
**BOARD OF HEALTH**

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

**MEMORANDUM**

June 12, 2017

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

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

Subject: Attendance Record of Members to be considered for Reappointment

As you have requested, our records indicate that since the most recent appointment of **PAUL R. MCKEON** to the Board of Health on June 30, 2014, the Board has held 29 Regular Meetings and 3 Special Meetings for a total of 32 Meetings. Of these 32 meetings, Mr. McKeon is noted as being absent for one meeting.

Regarding the appointment of **LANI CRIASIA** to the Board of Health on August 11, 2014 the Board held 28 Regular Meetings and 3 Special Meetings for a total of 31 Meetings. Of these 31 meetings, Ms. Criasia is noted as being absent from four meetings.

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

*jmg*




**TOWN OF NORTHBRIDGE**  
**CONSERVATION COMMISSION**

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

**MEMORANDUM**

TO: Theodore D. Kozak  
Town Manager

FROM: Barbara Kinney, Administrative Assistant   
Northbridge Conservation Commission

DATE: June 8, 2017

RE: Attendance Records of Members Eligible for Reappointment

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

NAME	TERM DATE START	TOTAL MEETINGS	MEETINGS PRESENT
Justin Arbuckle	July 1, 2014	56	49

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

**Melissa Wetherbee**

on 6/19/17 agenda

**From:** Sharon Metcalf <Sharon.Metcalf@alternativesnet.org>  
**Sent:** Wednesday, June 07, 2017 8:34 AM  
**To:** Melissa Wetherbee  
**Subject:** Another Banner

C

Hi Melissa,

We have another banner we would like to hang. It explains our Free Summer Concert Series which start the end of June and go through August. Available

Thank you!!!

For July 16, 2017 to July 30, 2017 ✓

**Sharon Metcalf**  
Marketing Assistant  
Alternatives  
50 Douglas Road  
Whitinsville, MA 01588

no conflict

**Alternatives is a non-profit human services agency currently serving over 2000 adults with developmental and psychiatric disabilities in 55 residential, employment and day programs throughout Central Massachusetts. For more information about Alternatives please visit our website at [www.alternativesnet.org](http://www.alternativesnet.org) or call us at (508) 234-6232.**

This message contains information which may be confidential and privileged under applicable law. Information covered under HIPAA (PL 104-191) is personal and sensitive and must be treated accordingly. You, the recipient, are obligated to maintain it in a safe, secure and confidential manner. If you are not a designated recipient, you may not review, copy or distribute this message. If you receive this message in error, please notify the sender by reply email and delete this message.

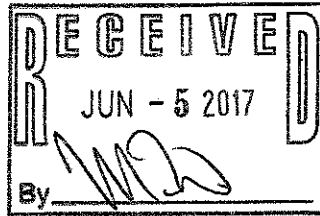




**WHITIN**  
Community Center



60 Main Street  
Whitinsville, MA 01588  
(508) 234-8184  
[www.WhitinCommunityCenter.com](http://www.WhitinCommunityCenter.com)  
[info@OurGym.org](mailto:info@OurGym.org)



June 2, 2017

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

*no conflict*  
*7/30-8/6*

Re: Request To The Board Of Selectman To Hang A Banner Across Church Street

Dear Mr. Kozak,

Cars In The Park is one of the largest events we host here at the Whitin Community Center and it brings a fun and engaging community event to the Blackstone Valley for all ages and backgrounds to enjoy while showcasing the uses of our beautiful park. This year will mark our 4th Annual car, truck and motorcycle show to take place on August 19, 2017 from 10:00am-4:00pm held in our 7.5 acre Whitin Park, with Best In Show, 25 Trophies, Door Prizes, 50/50 & Raffles, Show Dash Plaques (for the first 50 pre-registered vehicles), Swap Meet, Event Vendors, Food Trucks, Kids Activities, Bouncy House, Music, Entertainment & more!

Money raised from this fundraising event will go directly to supporting the Whitin Community Center, a non-profit 501(c)(3) organization, that is committed to the health and well-being of individuals and families and to building a strong community in the Blackstone Valley.

We are respectfully requesting permission to hang a banner for this event across Church Street. The banner would be 25' x 3' and the wording on the banner would be "Annual W.C.C.'s "CARS In The PARK" Aug 19 Food\*Fun". We would like to hang the banner from July 30 - August 14 or August 7 - 21, 2017.

*✓ Available*

*6th*  
We cannot do this event successfully without the care and support from our community. Please feel free to contact Sarah Lawson or Tammy Bodwell with any questions and/or concerns you may have regarding Cars In The Park at [CarsInThePark@hotmail.com](mailto:CarsInThePark@hotmail.com) or 508.234.8184. On behalf of all of us here at the WCC, we would like to express out heartfelt appreciation for your consideration.

Sincerely,

Heather Elster  
*Executive Director*

§ 9-901:

NORTHBRIDGE CODE

§ 9-1002:

SECTION 9-900:  
YARD SALES  
[Added 10-24-2006 ATM, Art. 23]

§ 9-901: Yard sale limitations.

No property owner shall conduct or allow a yard sale on his property on more than four days per calendar year.

§ 9-902: Yard sale signs.

Yard sale signs shall only be placed on private property and only with the permission of the property owner. Yard sale signs shall be removed no later than two days following the date of the yard sale. Yard sale signs shall not be allowed on public property or utility poles.

§ 9-903: Violations and penalties.

The penalty for the first violation is a written warning. The penalty for each other violation is \$50.

§ 9-904: Enforcing authority.

The enforcing authority shall be the Northbridge Police Department.

SECTION 9-1000:  
CONSTRUCTION  
[Added 10-24-2006 ATM, Art. 23]

§ 9-1001: Construction hours. [Amended 10-25-2011 ATM, Art. 7]

No construction, demolition, paving, alteration of buildings, excavation, loading or unloading of equipment or building materials, including idling trucks, shall be conducted between the hours of 6:00 p.m. and 7:00 a.m., unless approved by the Building Inspector in advance. There shall be no work conducted on Sundays and all holidays unless permission has been issued by the Building Inspector, and a one-day notification to the Building Inspector is required. Violation of this bylaw shall be subject to a fine of \$100 for each violation. This bylaw shall be enforced through noncriminal disposition by the Building Inspector or any police officer of the Town of Northbridge. This bylaw shall not apply to any public safety emergency activities or to homeowners doing work on their residences. A cease and desist order is not required for the first offense.

§ 9-1002: Contractors' insurance certification.

All general contractors, design firms, and all subcontractors shall submit to the permit granting authority a copy of their updated insurance certification before any permit shall be granted. All insurance documentation shall be held on file at said office for the duration of their work or contract and for no less than 120 days past completion of any and all work.

**TOWN MANAGER'S REPORT - June 19, 2017**

- 1. New utility pole agreement between National Grid and Verizon** - The Town was notified by National Grid that a new agreement has been worked out between National Grid and Verizon regarding the custody and care of utility poles. National Grid will be solely responsible for setting all jointly-owned poles including replacements, relocations, new installations, emergencies and after-hours work. Verizon will be solely responsible for the removal of all jointly-owned poles. And both parties will be responsible for the installation and removal of any solely owned pole plant.
- 2. MassHousing/Cotton Mill Apartments' loan** - The Town received notification from Mass Housing regarding an approved loan in the amount of \$7,380,000 for the rehab of the Cotton Mill Apartments.
- 3. Whitinsville Water Company/ Water Rate Filing** - The Town was notified that the Whitinsville Water Company will be delaying the submission for a rate change to the Department of Public Utilities until July. Mr. Swigor will come before the Board in July to discuss the proposal.
- 4. Blackstone Valley Chamber of Commerce Annual Business Breakfast** - Attended the 2<sup>nd</sup> Annual Business Breakfast in the newly refurbished Great Hall. The breakfast was well attended and discussion included updates from the Chamber of Commerce on the various activities for businesses in Northbridge. A number of the state agencies were present to speak at the breakfast about their respective programs available for local businesses to seek help.
- 5. Central Mass Planning Commission Monthly Meeting** - Attended the CMPRC MORE Managers meeting to discuss and review the mission for the organization as well as the review of various programs offered by the staff at CMRPC.
- 6. International City Management Association Program Award** - The Southeastern Regional Planning & Economic Development District Electric Aggregation Group received the Community Partnership Award from the ICMA for their innovation, excellence, and success in multi-participant involvement between government agencies, businesses, individuals, and nonprofit agencies to improve the quality of life for residents and providing more efficient and effective services.

**Subject:** FW: Change in Utility Pole Custodial Responsibilities - National Grid and Verizon

**From:** Connell, Dianne M. [mailto:Dianne.CConnell@nationalgrid.com]

**Sent:** Friday, May 26, 2017 2:03 PM

**To:** [tkozak@northbridgemass.org](mailto:tkozak@northbridgemass.org);

**Subject:** Change in Utility Pole Custodial Responsibilities - National Grid and Verizon



**nationalgrid**

*\*\*This notification is being sent to all Police Chiefs, Fire Chiefs, Emergency Management Directors, Mayors, Town Administrators, and City Managers*

*in the towns that National Grid serves in South Shore and Southeast MA. \*\**

*\*\*Please share with anyone else within your municipality who may be interested in this information. \*\**

The purpose of this communication is to notify you that National Grid and Verizon have entered into a new utility pole ownership agreement that will become effective Wednesday, May 31, 2017, at 7:00am.

Under the current agreement, both National Grid and Verizon share the duty of replacing and installing new utility poles in defined custodial areas.

Under the new agreement, defined custodial areas will no longer apply; however, poles will continue to be jointly-owned by both Verizon and National Grid.

The responsibilities under the new agreement will now be based on the type of work needed, as follows:

- **National Grid** will be solely responsible for **setting** all jointly-owned poles (including replacements, relocations, new installations, emergencies and after-hours work.)
- **Verizon** will be solely responsible for the **removal** of all jointly-owned poles (often known as "double poles.")
- Both parties will still be responsible for the installation and removal of any solely-owned pole plant. For example, Verizon will continue to set/remove poles that are 100% owned by Verizon. National Grid will continue to set/remove poles that are 100% owned by National Grid.
- Each company will retain responsibility for completing work already in progress under the current agreement. The target date for completion of work during this transition period is September 2017.

Please note:

- If you have not already done so, please consider downloading National Grid's "First Responder" app on your smart phone. This is a free mobile app that allows authorized users to report damage to utility infrastructure (e.g., as a result of a weather event, motor vehicle accident, etc.) as easily as taking a photo and sending a text message.

Please feel free to reach out to your National Grid Community Manager if you have a question about a particular project involving the installation of utility poles, downloading our First Responder app, or the new agreement with Verizon.

Thanks for your attention to this important communication.

**The Southeast MA Community and Customer Management Team**

*Ann Malley - Community Manager – 508-897-5718*

*Robert Russell - Community Manager – 508-482-1283*

*Dianne Connell - Community Coordinator – 781-794-3500*

*Joseph Carroll - Director, Community & Customer Management – 508-897-5709*

1 May 2017



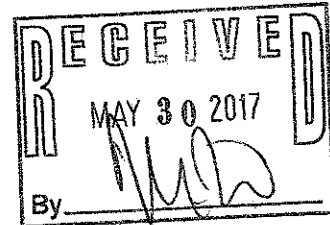
L2

Massachusetts Housing Finance Agency  
One Beacon Street, Boston, MA 02108

TEL: 617.854.1000 | FAX: 617.854.1091  
VP: 866.758.1435 | [www.masshousing.com](http://www.masshousing.com)

May 24, 2017

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



Dear Mr. Kozak:

The purpose of this letter is to inform you of a decision by the Board of Directors of MassHousing to approve a loan in an amount of \$7,380,000 for the Cotton Mill Apartments located in Northbridge.

Cotton Mill Apartments is a 55-unit, mixed-income family development in Northbridge's Whitinsville Historic District. The site includes 55 Section 8 Project Based units consisting of 36 one-bedroom and 19 two-bedroom units. Cotton Mills Apartments is a former textile mill built in 1846 that was converted into housing in 1976. The property is in good condition and minor repairs are anticipated.

Cotton Mill Apartments has three accessible units (2 one-bedroom and 1 two-bedroom units). The developer must complete several upgrades and repairs to comply with the Uniform Federal Accessibility Standards (UFAS). Some of the improvements that are anticipated include: installing edge protections to the Community Room entry ramp and adding signage to identify barrier free routes, insulating under sink plumbing, adjusting wall oven and cabinets to code compliant height limits, reconfiguring laundry layout to provide acceptable clearance, among others.

I hope that this information is helpful to you. Additional information about MassHousing and its programs is available online at [www.masshousing.com](http://www.masshousing.com). If you have any questions, please contact me or Nancy McDonald, MassHousing's Director of Government Affairs, at (617) 854-1852.

Sincerely,

Timothy C. Sullivan  
Executive Director

## Water Rate Filing

*Trng Rpt 6.19.17*

**L3**

Randy Swigor <rswigor@whitinsvillewater.com>

Fri 6/9/2017 8:50 AM

To: Ted Kozak <tkozak@northbridgemass.org>;

Good Morning Ted: The DPU has asked that we push back our filing for another month to accommodate their schedule. So we will be filing on July 14<sup>th</sup> instead of June 15<sup>th</sup>. You will get an official notice soon. So I would like to ask if we can move my Selectmen Meeting visit back into July as our consultant still hasn't completed our analysis yet?

Thanks,

Randy Swigor

General Manager

Whitinsville Water Company

PO Box 188, 44 Lake Street

Whitinsville, MA 01588

(508)234-7358

Tug Rpt  
6/19/17

## Congratulations on your ICMA Program Award! (action needed by July 14)

L6

Fri 6/9/2017 2:12 PM

To: Michael.R.Milanowski@gmail.com <Michael.R.Milanowski@gmail.com>; cressmandg@town.dartmouth.ma.us <cressmandg@town.dartmouth.ma.us>; nbaker@dedham-ma.gov <nbaker@dedham-ma.gov>; jduggan@dracutma.gov <jduggan@dracutma.gov>; mguzinski@millis.net <mguzinski@millis.net>; mhrees@comcast.net <mhrees@comcast.net>; pdawson@marionma.gov <pdawson@marionma.gov>; Ted Kozak <tkozak@northbridgemass.org>; rbrown@town.somerset.ma.us <rbrown@town.somerset.ma.us>;

It gives me great pleasure to inform you that ICMA's Awards Evaluation Panel has selected the SRPEDD Electric Aggregation Group as a recipient of the organization's Community Partnership Award. The nomination was submitted by David Cressman. Congratulations on your community's outstanding achievement!

The Community Partnership Awards recognize the programs or processes that demonstrate innovation, excellence, and success in multi-participant involvement between or among a local government and other governmental entities, private sector businesses, individuals, or nonprofit agencies to improve the quality of life for residents or provide more efficient and effective services.

ICMA will recognize your program through several activities that will take place primarily in conjunction with our 103<sup>rd</sup> Annual Conference in San Antonio/Bexar County, Texas, October 22-25:

- Announcement of recipients in the ICMA Newsletter and on the website
- Invitation of nominated member recipients to a Leadership Dinner held on the Saturday night preceding the Conference (invitation will arrive later this summer via e-mail)
- Conference badge ribbon to designate award recipients
- On-stage recognition at the Conference
- Poster gallery in the Conference exhibit hall featuring program excellence award recipients
- Invitation to Monday afternoon Reception
- Commemorative plaques for each nominated member that receives an award, as well as a plaque for the local government (these will be shipped following the conference)
- Publication of commemorative awards booklet in the October issue of *Public Management (PM)* magazine
- Listing of awards received in Who's Who online member profiles.

The calendar box below provides a summary of upcoming deadlines and events. Each of the elements listed is discussed in detail throughout the remainder of this letter. Please review this information, mark the dates on your calendar, and plan to meet each deadline in a timely fashion. All information contained in this memo may also be found on the ICMA [website](#).

**2017 ICMA Award Recipients Schedule of Requested Materials and Conference Activities**

Due Date	Materials Requested/Activity



<b>Friday, July 14</b>	Deadline to send <b>color</b> electronic or hard-copy photos (one head shot and at least one "action" photo) to Felicia Littky at ICMA. (see <a href="#">guidelines</a> ) *Note: as this is a large-group effort; please submit a group photo rather than individual head shots, for inclusion in the awards program booklet. David Cressman will coordinate the photo shoot.
<b>Monday, July 18</b>	Deadline for <a href="#">completing form</a> indicating: Availability for recognition during conference closing session and for plaque order.
<b>Friday, September 1</b>	Deadline for Program Excellence Awards recipients to submit electronic version of Exhibit Hall display poster. (see <a href="#">guidelines</a> )
<b>Saturday, October 21</b>	Leadership Dinner (You will receive an invitation via e-mail later this summer)
<b>Monday, October 23</b>	Reception (You will receive an invitation via e-mail later this summer)
<b>Wednesday, October 25</b>	Recognition of awards recipients during Annual Conference Celebration of Service session-report to session at 8:00am

## 2017 San Antonio Annual Conference Recognitions

- Celebration of Service Session Recognition-** ICMA will recognize you and your colleagues during the **Celebration of Service on Wednesday morning (please arrive at 8:00am)**. Location will be listed in your final conference program.

During the session, staff will reserve a front row of chairs for the group. An ICMA staff member will be on hand to check you in and give you last-minute instructions. Please sit in your assigned seat until after the recognition ceremony.

→ **ACTION NEEDED:** No later than **Friday, July 14<sup>th</sup>** be sure to complete the [online form](#) to let us know whether you are able to be recognized during the Wednesday session. If you are not attending the conference, you may ask a representative from your community to receive the recognition in your place. On this form, you will also indicate if you prefer a plaque or a contribution to the Fund for Professional Management.

You will receive an invitation via email, to a reception to be held on Monday, October 23<sup>rd</sup> at 5:00pm. Location of the reception will be noted on the invitation.

- Call for Photos for Commemorative Awards Booklet-**Each year ICMA publishes a commemorative booklet that is developed from the material you or your nominator submitted

with your nomination. This year's commemorative booklet will be published in the November issue of *Public Management (PM)*. Past years' program booklets are available online for your review on the ICMA website.

As you review the sample booklets, you will notice that each program or professional is featured through a photograph and a description. Most Program Excellence Award descriptions also include what we call an "action" photo, which highlights some aspect of the program that is being recognized. See guidelines on submitting your photo(s).

**→ ACTIONS NEEDED:**

- Program Excellence Award recipients should coordinate to send ICMA (1) a color head shot of each member being recognized (in lieu of this, your group will submit a group photo) (See list of recipients) and (2) at least one color "action" photo that highlights some aspect of the program. High-quality, high-resolution electronic images are preferred, however, we will gladly accept hard-copy images. Photo guidelines are noted above.

**Photos should be e-mailed or shipped to Felicia Littky ([flittky@icma.org](mailto:flittky@icma.org)), no later than July 14<sup>th</sup>.**

**3. Exhibit Hall Poster Displays for Program Excellence Award Recipients**-Each year, ICMA highlights its Program Excellence Award recipients with a poster display in the Annual Conference Exhibit Hall.

**→ACTION NEEDED:** We ask that staff from the local governments that are receiving a Program Excellence Award prepare a 30"Lx 20"H display/poster that highlights the recognized program through the use of "action photos" and text. Posters should be landscape orientation, not portrait (length should be larger than height). **ICMA will be printing them for you, please email a high-resolution PDF or JPG of your final poster layout.** If possible, all photos within your poster layout should be 300dpi at their actual printed size. Photos of example display boards from previous conferences are available on the ICMA website. **The poster PDF/JPG must be received at ICMA no later than Friday, September 1st. Email display boards to Felicia Littky, and please contact [creative@icma.org](mailto:creative@icma.org) if you need help with file specifications or with sending large files.**

I look forward to working with you this summer and during the ICMA Annual Conference in San Antonio! If you have any questions, contact me at 202/962-3656 or [flittky@icma.org](mailto:flittky@icma.org).

Remember to complete the Online Form by July 14th

**Felicia Littky**  
Program Manager  
Membership