

**TOWN OF NORTHBRIDGE  
BOARD OF SELECTMEN'S MEETING  
NORTHBRIDGE TOWN HALL  
7 MAIN STREET - WHITINSVILLE, MA 01588  
July 15, 2019 at 7:00 PM**

**PLEDGE OF ALLEGIANCE**

**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 2) April 22, 2019**

**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

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

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

**IV. CITIZENS' COMMENTS/INPUT**

**V. DECISIONS:**

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

**F. Fall Annual Town Meeting [October 22, 2019] – Vote to close the warrant on Friday, August 23, 2019 @ Noon**

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

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

**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**

**VI. DISCUSSIONS:**

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

**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"/>

## **BOARD OF SELECTMEN'S MEETING April 8, 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 and Melia. Selectman Nolan and Selectwoman Cannon were 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: January 7, 2019.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the January 7, 2019 meeting minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas and Melia.

### **PUBLIC HEARING/None**

**APPOINTMENTS/By the Board of Selectmen: Ashley Bannon, Cultural Council/Present: Yurima Guilarte, Chair.** Ms. Guilarte introduced Ms. Bannon and stated that she has great experience with museums, grant writing and marketing and feels those skills will benefit Ms. Bannon's membership on the Cultural Council. Ms. Bannon stated she recently moved to town in June and was looking to get involved in the community and felt that joining the Cultural Council would be a good way to get involved. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to appoint Ashley Bannon to the Cultural Council. Vote yes/Messrs. Ampagoomian, Athanas and Melia.

**By The Town Manager [Annual Reappointment]: Daniel Chauvin, Animal Control Officer.** Town Manager Gaudette stated that this is an annual reappointment and he fully recommends moving forward with it. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to affirm the appointment of Daniel Chauvin as the Animal Control Officer. Vote yes/Messrs. Ampagoomian, Athanas and Melia.

### **CITIZENS' COMMENTS/INPUT/None**

Chairman Melia stated that the Board would now be moving to the discussions portion of the agenda prior to taking up the decisions.

**Community Forum for a Recreational Marijuana Retail Establishment – Eskar LLC – proposed location is 200 Commerce Drive. [Present: Michael Hunnewell].** Mr. Hunnewell noted per the requirements of Mass. General Laws an advertisement was placed in the Telegram and Gazette and filed with the Town Clerk's Office. They also obtained an abutters list as well. Continuing, Mr. Hunnewell stated the retail location will be housed at 200 Commerce Drive, which is zoned industrial. He described the store layout and the benefits of the location, which includes over 50 parking spaces. Mr. Hunnewell explained that the actual store will be located on the second floor of the building and they will not be sharing an entry point with any other business, so it will be easier to maintain traffic. He further explained they are required to have a generator on site in case of a power outage and a security guard on the premises during open hours. Mr. Hunnewell stated the 3% local tax will result in estimated annual revenues between \$100,000 to \$200,000 to the town. He pointed out that they still have a way to go for their complete approval, but to date they have received approval from the Safety Committee and Zoning Board of Appeals. They also have the proper variance and at this point and will be proceeding with the Special Permit process and then begin submitting the packet to the State. Selectman Athanas asked what the timeframe is for the State Permit. Mr. Hunnewell said the State cannot give a time frame, but he believes they would be through the permitting process in about 6 to 8 months. He mentioned that in 6 months they will be able to get a provisional then they can begin building. After that is complete they will do a final inspection. Selectman

Ampagoomain asked if the financial summary is based on sales from a sister business or a projected revenue. Mr. Hunnewell stated that it is based on the store in Colorado and projected on that. Selectman Melia opened the discussion to the public. Michael Joyce of 61 Plummer Park stated that his concern is that the marijuana business is fairly new to everyone. He noted the State has established a 500-foot rule, yet it seems like it is being thrown out for the very first applicant. There being no further comments, Chairman Melia stated they would move to the Host Community Agreement.

**Host Community Agreement for Eskar LLC. [Present: Michael Hunnewell].** Town Manager Gaudette stated that there are three parts to this process, which are the Host Community Agreement, the Cannabis Control Commission license, and local permitting. He said that the state sets clear guidelines as to what the Town can ask for as well as the terms and conditions. Town Manager Gaudette explained that the main parts of the agreement are impact payments and the state allows a max of 3%. The Town Manager advised that the town negotiated for the 3% along with a community development payment above and beyond that and subject to local property and personal property. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the Host Community Agreement with Eskar LLC. Vote yes/Messrs. Ampagoomian, Athanas and Melia.

**Pine Grove Cemetery/Glenn Jorritsma [Lot No. 19A, Locust Ave. / Single burial plot].** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the sale of lot No. 19A, Locust Ave. to Glenn Jorritsma. Vote yes/Messrs. Ampagoomian, Athanas and Melia.

**Spring Annual Town Meeting [May 7, 2019] / Vote positions on warrant articles. (Draft 11 – 4.4.19)**

Chairman Melia announced that the Town Manager would give a brief description of each article and the board will vote their positions all at once. **ARTICLE 1 (Prior year bills):** Town Manager Gaudette stated that there are no prior year bills and the recommendation is to pass over. The Finance Committee voted to pass over this article. **ARTICLE 2 (FY '19 Budget Adjustments):** Town Manager Gaudette stated that this article is for budget transfers for the current year, which includes about \$350,000 dollars in transfers, a majority of which is related to snow and ice. The Finance Committee voted to support this article. **ARTICLE 3 (FY' 20 Omnibus Budget Article):** Town Manager Gaudette stated that this article is for the Town's operating budget beginning July 1, 2019. The Finance Committee voted to support this article. **ARTICLE 4 (FY'20 Sewer Enterprise Fund):** Town Manager Gaudette stated that the Finance Committee voted to support this article. **ARTICLE 5 (FY '20 Water Enterprise Fund):** Town Manager Gaudette stated that the Finance Committee voted to support this article. **ARTICLE 6 (Chapter 90):** Town Manager Gaudette stated that this article gives the Town authorization to spend this money. The Finance Committee voted to support this article. **ARTICLE 7 (FY '20 Compensated Balance Agreement):** Town Manager Gaudette explained this article will allow the Treasurer/Collector to enter into a compensating balance agreement or agreements for FY 2020, pursuant to Chapter 44, Section 53F of the M.G.L. The Finance Committee voted to support this article. **ARTICLE 8 (FY20 Annual Reauthorization of BOH and Play & Rec. revolving accounts):** Town Manager Gaudette stated that this article sets the FY20 spending limits for the Town's revolving funds under section 5-113 of the Northbridge Code. The Finance Committee voted to support this article. **ARTICLE 9 (Transfer \$24,750 from Line 46 – Retirement Benefits to Compensated Absences Fund):** Town Manager Gaudette explained this article is to transfer funds from Retirement Benefits to the Compensated Absences Fund. The Finance Committee voted to support this article. **ARTICLE 10 (Transfer \$74,100 from Pine Grove Cemetery Trust for FY'20 cemetery operations):** Town Manager Gaudette stated that this article is for the operating budget of the Pine Grove Cemetery and based on available revenues. The Finance Committee voted to support this article. **ARTICLE 11 (Transfer \$87,000 from Overlay Surplus for Assessors quinquennial evaluation of properties):** Town Manager Gaudette stated that the Board of Assessors has requested to transfer \$87,000 from the Overlay Surplus for the Revaluation of properties in the Town of Northbridge. The Finance Committee voted to support this article. **ARTICLE 12 (Accept MGL C. 59, s.21A½ allows certified Assessors to receive additional compensation in an**

**amount equal to 10% of reg. compensation):** Town Manager Gaudette stated that this article is sponsored by the Board of Assessors, which allows for additional compensation for any certified Massachusetts Assessor. The Finance Committee voted to support this article. **ARTICLE 13 (Transfer \$150,000 from the Retained Earnings of the Sewer Enterprise Fund for 3rd segment of CWMP; physical Improvements and repairs to sewer lines):** Town Manager Gaudette explained the purpose of this article is to transfer \$150,000 for the purpose of funding compliance with the Comprehensive Wastewater Management Plan. The Finance Committee voted to support this article. **ARTICLE 14 (Transfer \$360,000 from the Retained Earnings of the Sewer Enterprise Fund to develop a technically based metal reduction system to comply with EPA Adm. Order):** Town Manager Gaudette stated that this article is to transfer from the Retained Earnings Account of the Sewer Enterprise Fund, the amount of \$360,000 for the purpose of the development of a Technically Based Metal Reduction System for the Northbridge sewer system to comply with EPA Administrative Order. The Finance Committee voted to support this article. **ARTICLE 15 (Transfer \$52,200 of unexpended funds from the Sewer Capital Account to remove/replace the UST at the WWTP):** Town Manger Gaudette explained this article will transfer \$52,200 for the Removal and Replacement of an Underground Fuel Oil Storage Tank at the Wastewater Treatment Plant. The Finance Committee voted to support this article. **ARTICLE 16 (Transfer \$619,920 from the Retained Earnings of the Water Enterprise Fund for infrastructure repairs/water mains on Linwood Ave., Court St., Jon Cir., and Edgemere Ave.):** Town Manager Gaudette stated the purpose of this article is to transfer from the Retained Earnings Account of the Water Enterprise Fund the amount of \$619,920 for the purpose of financing water infrastructure repairs, including the replacement of water mains, within the streets of Linwood Avenue, Court Street, Jon Circle, Benson Road, and Edgemere Avenue. The Finance Committee voted to support this article. **ARTICLE 17 (Capital Projects: sidewalks, pavement, radios for Fire Dept., Police Assess Center, Police Dept. security cameras, UST/Town Hall, Fire Station feasibility study, green comm. projects, Pine Grove roads/tree removal, and Town Hall VRF project):** Town Manager Gaudette explained that this article will transfer from the undesignated fund balance (free cash) for a Town-Wide Sidewalk Maintenance Program; Town-wide Pavement Maintenance Program; replacement of Fire Department Communication Radios; a Police Department Assessment Center; Police Station Security Cameras; and Town Hall Underground Fuel Oil Storage Tank Removal (Public Works); and other miscellaneous projects. The Finance Committee voted to support this article. **ARTICLE 18 (Transfer \$49,600 from Town Building Maint. Fund for Town Hall Slate Roof Eval; Town Hall Flooring/stairs; School floor burnishers/buffing Machines):** Town Manager Gaudette explained that this is revenue, which is generated from the Solar Pilot Program and is used for small Town Building projects including Town Hall Annex Slate Roof Repairs; Town Hall Slate Roof Evaluation; Town Hall Entryway Flooring and Stairway Treatment Improvements; install an ADA-compliant door at the rear entry of Town Hall; purchase two Floor Burnishers and two Buffer Machines for the School Department. The Finance Committee voted to support this article. Selectman Athanas asked how much is currently in this account. Town Manager Gaudette explained there is about \$60,000 dollars and we are looking to spend about \$50,000 dollars. **ARTICLE 19 (Transfer from Free Cash for School Capital Projects and/or equipment: technology, Heating System repairs; railing on stairs leading to NHS Fields; asbestos abatement):** Town Manager Gaudette explained that this article will transfer from the undesignated fund balance (free cash) for District-wide Technology Purchases; Heating System Repairs at the Middle School, installation of a railing on the stairs leading to the High School Upper Fields, and an Abatement for Asbestos in the Middle School Boiler Rooms. The Finance Committee voted to support this article. **ARTICLE 20 (Amend Zoning Bylaw: rezone from R-3 to B-2: 1734 Prov. Rd., 1702 Prov. Rd., 1700 Prov. Rd., and 1682 Prov. Rd.):** Town Manager Gaudette stated that this article will rezone the parcels of land identified as 1734 Providence Road (Assessors' Parcel 23-6), 1702 Providence Road (Assessors' Parcel 23-10), 1700 Providence Road (Assessors' Parcel 23-12), and 1682 Providence Road (Assessors' Parcel 23-14) from Residential-Three (R-3) to Business-Two (B-2). The Finance Committee voted to support this article. **ARTICLE 21 (Lasell Field turf, track, bleachers and lighting;**

**Subject to Debt Exclusion ballot question):** Town Manager Gaudette explained that this article was co-sponsored by the School Committee and the Board of Selectmen for capital improvements to Lasell Field including installation of athletic turf at Lasell Field; making associated capital improvements to the Lasell Field complex, including the track, bleachers and lighting; and purchasing the necessary capital equipment to maintain the turf, provided however that no borrowing shall be made nor debt incurred hereunder unless and until the Town first votes to exempt from the provisions of M.G.L. Chapter 59, Section 21C (Proposition 2½, so-called), the amounts required to pay the principal and interest of said borrowing. The Finance Committee voted to support this article. **ARTICLE 22 (Petition to Add footnote 7 to Table of Use Regs. to allow Marijuana Cultivator in R-2 area by special Permit if subject property consists of more than 12 acres):** Town Manager Gaudette explained this petition is similar to petition in the Fall regarding the Recreational Marijuana Zoning, and the Planning Board recommended zoning changes. The petitioner proposed an expansion to allow a Marijuana Cultivator, be permitted by Special Permit of the Planning Board in the Residential-Two (R-2) Zoning District in accordance with Section 173-18.6 [Recreational Marijuana Establishments] of the Northbridge Zoning Bylaw provided the subject property consists of more than 12 acres and associated structures are setback a minimum of 100-feet from the property line. The Finance Committee decided to defer their vote until the night of Town Meeting due to the fact that the Planning Board still needs to hold a public hearing. Town Manager Gaudette recommended doing the same. A motion/Mr. Athanas, seconded/Mr. Ampagoomain to support Articles 1 through 21. Vote yes/Messrs. Ampagoomian, Athanas and Melia. A motion/Mr. Ampagoomain, seconded/Mr. Athanas to take no position on Article 22 until the Planning Board holds their public hearing. The Board will vote their position prior to the Spring Annual Town Meeting, May 7<sup>th</sup>. Vote yes/Messrs. Ampagoomian, Athanas and Melia.

**Annual Town Election [May 21, 2019]/Vote to place Question(s) on the Annual Town Election Ballot – Turf Field Project Debt/Capital Exclusion.** Chairman Melia explained that this item will be deferred to a special Selectmen's Meeting that is scheduled for Wednesday, April 10, 2019 at 5:30 PM so all members of the Board can be present.

**School State Championship Signs [Present: Jamie Luchini, Highway Superintendent].** Town Manager Gaudette explained that he was asked how the town handles championship signs and the time frame to keep such signs up. For that purpose, he said he asked Highway Superintendent Jamie Luchini to take inventory of all the State Championship signs that have been erected in town. Mr. Luchini advised that with respect to the 2015 State Football Championship sign, it was spearheaded by Representative Muradian and the signs were made by Blackstone Valley Tech. He noted that sign was added to existing championship sign poles in order to prevent sign clutter. Chairman Melia mentioned that in discussion with the Town Manager it was recommended to display the signs for a 10-year duration and when a sign is removed from the roadway it can be placed on a field fence or within the school. Selectman Athanas asked if the Town Manager could put together a policy with a 10-year window and ask Mr. Luchini to look into the cost from BVT to get the new signs made. Selectman Ampagoomian stated once the policy is changed we should notify the schools. Town Manager Gaudette stated that he is going to inform them tomorrow. Town Manager Gaudette stated that he would draft a policy for a future meeting.

**TOWN MANAGER'S REPORT: 1) Key Meetings Attended:** Monday, March 25, 2019 – Attended the Board of Selectmen's Meeting. Tuesday, March 26, 2019 – Attended a Fiscal Policy Committee Meeting at MMA Boston. Wednesday, March 27, 2019 – Attended the Finance Committee Meeting. Monday, April 1, 2019 – Met with Chairman Melia. Wednesday, April 3, 2019 – Attended a Regional Town Managers' Luncheon. Wednesday, April 3, 2019 – Attended Teachers Association Negotiations. Wednesday, April 3, 2019 – Attended the Finance Committee Meeting. Thursday, April 4, 2019 – Met with Chairman Melia to discuss the BOS agenda. Thursday, April 4, 2019 – Attended the Fire Station RFQ pre-bid conference. Friday, April 5, 2019 – Held a Department Managers' Meeting. Friday, April 5, 2019 – Hosted a Sub-Committee Meeting for the Alternatives Feasibility Study Project. **2) Balmer School Building Project:**

The architect Dore & Whittier is working on Design Development with the CM-at-Risk Fontaine Brothers. The School Building Committee is reviewing design elements with the project team and as they begin permitting for the project. The Notice of Intent has been submitted to the Conservation Commission. **3) Fire Station Project (Feasibility Study):** The Project Team has advertised the Request For Quotation. A pre-submittal conference with prospective architect teams occurred this week. Submittals are due April 26, 2019. **4) LED Streetlight Conversion:** The Town has sent off signed closing documents to National Grid for signature and recording. Once the closing occurs, construction will begin. **5) Recreational Marijuana:** The Board will be holding the Public Forum and discussing the Host Community Agreement for **Eskar LLC/Hunnewell**. this Monday April 8<sup>th</sup>. The Board will also hold the Public Forum and discuss the Host Community Agreement for **The Botanist** (cultivation) on April 22<sup>nd</sup>. The Host Community Agreement for **True Nature's Wellness** (retail) has been approved by the BoS and the company's next steps include getting Planning Board and Cannabis Control Commission approvals. **6) Solar PILOTs:** The PILOT for Nexamp (Sutton Solar 2 project – Lasell Road) has been signed. The PILOT discussions for Syncarpha (Northbridge I & II project – Linwood Ave, also Puddon I & II) are ongoing. **7) FY2020 Budget and Capital Plan Development:** The Finance Committee held their last budget/warrant meeting this Wednesday, April 3, 2019. The Board of Selectmen will be voting their positions on all articles and placing any questions on the ballot at the upcoming meeting on April 8<sup>th</sup>.

**SELECTMEN'S CONCERNS:** **Selectman Athanas** asked if the Parks and Recreation Commission has been moving forward with a dog park. Town Manager Gaudette stated that he has not had any correspondence in regard to a dog park but there were talks of updating the Open Space Plan and discussion could include that. **Selectman Ampagoomian** asked about his concern with the marijuana buffer zone and if the town complies with it. Town Manager Gaudette replied that a separate Board granted it, but the State has guidelines in terms of location of these facilities when you are drafting the zoning. The Zoning Board of Appeals is allowed to grant dimensional variances, which is what they did. The Town Manager noted there is a buffer, being the rail road tracks. **Selectman Melia 1)** Attended the Northbridge High School 10-year reaccreditation ceremony and commended the students on a job well done with their presentation. **2)** mentioned that the School Department is looking into renaming the new Balmer School and the School Committee will be choosing a name at their April 23, 2019 School Committee meeting.

#### **ITEMS FOR FUTURE AGENDA/None**

**CORRESPONDENCE/None**

**EXECUTIVE SESSION/None**

Selectman Ampagoomian reminded everyone that Sunday, April 14, 2019 is Palm Sunday and the Knights of Columbus is hosting a Breakfast from 8 AM to 12 Noon.

Chairman Melia announced that a Special Selectmen's meeting is scheduled for April 10, 2019 at 5:30 PM and the next regularly scheduled Selectmen's meeting is April 22, 2019 AT 7 PM.

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

**Meeting Adjourned: 8:03 PM**

**Respectfully submitted,**

**Daniel Nolan, Clerk**

/mjw

## **LIST OF DOCUMENTATION**

### **BOARD OF SELECTMEN'S MEETING - OPEN SESSION**

**April 8, 2019**

- I. APPROVAL OF MINUTES: A. January 7, 2019**  
-Copy of January 7, 2019 meeting minutes
- II. PUBLIC HEARING**
- III. APPOINTMENTS/By the Board of Selectmen: B. Ashley Bannon, Cultural Council/Present: Yurima Guilarte, Chair**  
-Copy of Ashley Bannon's Talent Bank Form  
  
**C. By The Town Manager [Annual Reappointment]: Daniel Chauvin, Animal Control Officer /No documentation**
- IV. CITIZENS' COMMENTS/INPUT**
- V. DECISIONS:**
  - D. Host Community Agreement for Eskar LLC [Present: Michael Hunnewell]**  
-Copy of draft copy of the Host Community Agreement
  - E. Pine Grove Cemetery/Glenn Jorritsma [Lot No. 19A, Locust Ave.]**  
-Copy of cemetery deed
  - F. Spring Annual Town Meeting [May 7, 2019] / Vote positions on warrant articles**  
-Copy of Spring Annual Town Meeting Warrant (Draft 11)
  - G. Annual Town Election [May 21, 2019]/Vote to place Question(s) on the Annual Town Election Ballot – Turf Field Project Debt/Capital Exclusion**  
-Copy of ballot question
- VI. DISCUSSIONS:**
  - H. Community Forum for a Recreational Marijuana Retail Establishment – Eskar LLC – proposed location is 200 Commerce Drive [Present: Michael Hunnewell]**  
-Copy of PowerPoint presentation
  - I. School State Championship Signs [Present: Jamie Luchini, Highway Superintendent]/No documentation**
- 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 April 22, 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. Also Present: Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

Chairman Melia offered condolences on behalf of the Board of Selectmen to the Neal Mitchell family. Chairman Melia continued stating that Mr. Mitchell passed away April 8, 2019 and was a great contributor to many things in the Town of Northbridge. He was also a member of the Building, Planning and Construction Committee for years, a construction manager for the Streetscape Projects I & II [Whitinsville and Rockdale], and instrumental in many phases of building the High School, all of which were free services to the Town.

**APPROVAL OF MINUTES: 1) April 3, 2019 Special Selectmen's Meeting.** A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to approve the April 3, 2019 Special Selectmen's Meeting minutes as presented with the reading omitted. Vote yes/Board members: Ampagoomian, Melia and Cannon. Abstain: Athanas and Nolan. **2) April 10, 2019 Special Selectmen's Meeting.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the April 10, 2019 Special Selectmen's Meeting minutes as presented with the readings omitted. Vote yes/Unanimous.

Chairman Melia announced that since it was too early to hold the public hearing they would be moving on to Appointments. **APPOINTMENTS/By the Board of Selectmen:** Joanna Schomberg, Disability Commission/**Present:** Bruce Frieswick. Mr. Frieswick introduced Joanna Schomberg and stated he is thrilled that she is interested in becoming a member of the Disability Commission. He added with her credentials she will be an asset to the Commission. Ms. Schomberg stated she looks forward to being a part of the Commission. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to appoint Joanna Schomberg to the Disability Commission. Vote yes/Unanimous.

**PUBLIC HEARING: 7:05 PM/Jonathan Shenian, Cappy's Automotive, 1164 Main Street, Whitinsville, MA 01588/Application for a Class II – Used Car Dealer's License [Present: Jonathan Shenian].** 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. Nolan/Yes, Mr. Athanas/Yes, Mr. Ampagoomian/Yes and Mr. Melia/Yes. Mr. Shenian stated that he is looking to obtain a Used Car Dealer's License to allow up to 20 vehicles at his location, 1164 Main Street, Whitinsville. Mr. Shenian stated that the site plan requires him to finish paving, plant shrubs and erect signage. No abutters were present. Selectwoman Cannon asked for clarification on the note stating that the Zoning Board's Special Permit allowing up to 20 vehicles. Town Manager Gaudette explained that part of the permitting process requires him to get Site Plan Review from the Planning Board and Special Permits from the Zoning Board for the use in the Aquifer Protection District. Town Manager Gaudette explained that as part of the Special Permit review the Zoning Board can limit the vehicles. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to close the public hearing. Vote yes/Unanimous. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve the Class II License for Jonathan Shenian dba Cappy's Automotive, 1164 Main Street, Whitinsville, MA 01588 contingent upon the Building Inspector's final approval. Vote yes/Unanimous.

**CITIZENS' COMMENTS/INPUT/None**



**Blackstone Valley Chamber of Commerce/1) Request permission to hold the Sidewalk Sale event on Church Street on Saturday, June 15, 2019 from 10 AM to 2 PM; 2) Request permission to close Church Street on Saturday, June 15, 2019 from 9 AM to 3 PM beginning at Park Street to the intersection of Cross Street; 3) Request for a one-day entertainment license for June 15, 2019 from 10 AM to 2 PM for a DJ; 4) Request permission to hang a banner across Church Street from June 9, 2019 to June 16, 2019 to advertise the Sidewalk Sale on June 15, 2019 from 10 AM to 2 PM. Present: Kathy Tonry.** Ms. Tonry explained that she was present to ask permission to hold the 2<sup>nd</sup> sidewalk sale on Saturday, June 15, 2019. She stated that last year's event was very successful and lots of fun so this year they are opening it up to the brick and mortar businesses and will be operating under the Blackstone Valley Chamber of Commerce. Selectman Ampagoomian asked if they have requested a rain date. Ms. Tonry stated that it crossed her mind and she will bring it up at her next meeting. Selectwoman Cannon stated that she is happy to see this come back. A motion/Mr. Ampagoomian, seconded Mr. Nolan to approve the Blackstone Valley Chamber of Commerce's request to hold the Sidewalk Sale event on Church Street on Saturday, June 15, 2019 from 10 AM to 2 PM; to grant permission to close Church Street on Saturday, June 15, 2019 from 9 AM to 3 PM beginning at Park Street to the intersection of Cross Street; to grant approval for a one-day entertainment license for June 15, 2019 from 10 AM to 2 PM for a DJ; and to grant permission to hang a banner across Church Street from Sunday, June 9, 2019 to Sunday, June 16, 2019 to advertise the Sidewalk Sale. Vote yes/Unanimous.

**Massachusetts Down Syndrome Congress/Request to hold a Boot Drive on Saturday, August 3, 2019 from 9 AM to 3 PM at Memorial Square and Ovia Square [Rain date: Saturday, August 10, 2019] Present: Stephanie Bentley.** Ms. Bentley stated that they have been very successful in the past and looking to hold a boot drive again. A motion/Mrs. Cannon, seconded/Mr. Ampagoomian to approve the Massachusetts Down Syndrome Congress' request to hold a Boot Drive on Saturday, August 3, 2019 from 9 AM to 3 PM at Memorial Square and Ovia Square [Rain date: Saturday, August 10, 2019]. Vote yes/Unanimous.

**Family Continuity "No One Walks Alone" Walk, Saturday, August 24, 2019 at 10 AM/1) Request to use Memorial Park; 2) Request to hold a Walk beginning at Memorial Park, walking to the Police Station, 1 Hope Street, Whitinsville, and back to Memorial Park; 3) Request for a one-day Entertainment License/Present: Craig Maxim.** Mr. Maxim stated that this event is to bring public awareness to substance abuse and mental health disorders. He explained that they plan to have speakers including those affected by substance abuse or family members that have been affected by suicide as well as some State Representatives. Mr. Maxim mentioned that if he needs to come back at a future meeting in the event that the walk does grow, and road closures are needed, he plans to do so. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve Family Continuity's request to use Memorial Park and further grants permission to hold a Walk beginning at Memorial Park, walking to the Police Station, 1 Hope Street, Whitinsville, and back to Memorial Park; and grant approval for a one-day Entertainment License. Vote yes/Unanimous.

**Mikes Vending, LLC, 360 Main Street, Whitinsville [Lovey's]/Application for a Common Victualler's Application/Present: Michael Griffin.** Mr. Griffin stated that he is looking to put a food trailer at Lovey's located at 360 Main Street. He said he is permitted with the Board of Health and just needs the Fire Department to inspect the trailer. A motion/Mr. Athanas, seconded/Mr. Nolan to approve the Common Victualler license for Mikes Vending, LLC, to be located at Lovey's, 360 Main Street, Whitinsville. Vote yes/Unanimous.

**Open Sky Community Services [formerly Alternatives]/Request to hang a banner across Church Street from Wednesday, May 22 to Sunday, June 2 to advertise their 34<sup>th</sup> Annual Valley Friendship Tour.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve Open Sky's request to hang a banner

across Church Street from Wednesday, May 22 to Sunday, June 2 to advertise their 34<sup>th</sup> Annual Valley Friendship Tour. Vote yes/Unanimous.

**Armenian Apostolic Church/Request to hang a banner across Church Street from Sunday, August 4, 2019 to Sunday, August 18, 2019 to advertise their Annual Picnic event to be held on Sunday, August 18, 2019.** A motion/Mr. Nolan, seconded/Mrs. Cannon to approve the Armenian Church's request to hang a banner across Church Street from Sunday, August 4, 2019 to Sunday, August 18, 2019 to advertise their Annual Picnic event to be held on Sunday, August 18, 2019. Vote yes/Unanimous.

Chairman Melia stated that the Board would be moving to the discussion item pertaining to this item prior to voting.

**Community Forum for a Recreational Marijuana (Cultivation) Facility – The Botanist proposed location is off Riverdale Street [Present: Phil Silverman, Attorney; Christopher Tolford, The Botanist and Town Counsel – Jonathan Silverstein, KP Law].** [This item was taken out of order for the purpose of having a discussion before the Board votes.] Atty. Silverman stated that the purpose of tonight's meeting is to hold a Community Outreach Forum to discuss a cultivation and product manufacturing facility. Mr. Tolford explained that they currently operate a medical marijuana cultivation and processing facility in Sterling and a dispensary in Worcester with plans to open 2 more dispensaries, one in Leominster and one in Shrewsbury. Mr. Tolford then mentioned they are looking to have a cultivation and processing facility in Northbridge to meet the demand of their dispensaries moving forward. Atty. Silverman went through the PowerPoint presentation on the facility's security features and other standard operating procedures, which are requirements set forth by the State. He then went on to discuss the benefits coming to the Town of Northbridge through a Host Community Agreement. Mr. Silverman stated that 2% of the gross revenues will be paid to the Town as a community impact fee and additionally \$3 per square foot of canopy in use that will go to the Town on an annual basis. Edmund Tonry, 17 Jon Circle, Whitinsville, asked whether the ownership would be local or not. Mr. Silverman responded that the ownership is an entity known as Acreage Holdings, and the local General Manager would be Mr. Tolford. Mr. Tolford explained that Acreage is a publicly traded company, but the management team is in Massachusetts and New England. Mr. Tonry asked who would be purchasing the property. Mr. Tolford replied that they are looking to lease the property. Mr. Michael Tonry, 121 Eben Chamberlain Road, Whitinsville, asked if there has been a site plan or plot plan generated. Town Manager Gaudette explained that prior to opening they are required to get a Site Plan Review and a Special Permit with the Planning Board. Mr. Gaudette explained that before the local permitting is done the Host Community Agreement is done as an incentive. The Town Manager then noted that once the Host Community Agreement is completed they will move forward with the local permitting and then State permitting. Town Manager Gaudette stated that they have seen aerial photos of the site, but site plans have not yet been completed due to the location in the process. Selectman Athanas asked how long it will take to build the projected facility. Mr. Tolford responded that he expects it to be about 6 months of construction. Mr. Athanas asked about the control requirements set in place by the State to prevent any aroma that may come from the facility and if they were noisy. Atty. Silverman explained that they have not had any complaints about odors and the filtering process is done through primarily charcoal. Selectman Athanas asked if they have a projected revenue for the initial 50,000 square feet. Mr. Tolford said that they did not have anything yet but can put something together. Mr. Silverman explained that there is difficulty in narrowing down an estimate since there will be more competition coming up. Selectman Athanas asked if the supply they are growing is solely for their resale or will they be distributing to other companies in addition to their own. Mr. Tolford stated that they would sell wholesale through their own dispensaries and also to other dispensaries within the Commonwealth. Selectman Ampagoomian asked if they have a tentative agreement with the Riverdale Mill. Mr. Tolford explained that they have been working with Mr. Hunnewell who holds the Letter of Intent and has the rights to the development at this point. Selectman Nolan asked how many dispensaries would be supported with the canopy they will have. Mr. Silverman explained that it would depend on the demand of the dispensaries but guessed that they could

support two to three dispensaries with moderate sales. Selectwoman Cannon stated that she has heard concerns from residents that live close to the facility in Milford, MA regarding strong odors and asked if they could speak on the advanced systems that are supposed to eliminate the odor. Mrs. Cannon stressed the fact that the research shows that other communities have not been able to eliminate the odor and is looking to find out how they can get to that point as mentioned. Mr. Tolford stated that the technology has improved; that it has come a long way and it will be a big part in their evaluation process of building and designing the HVAC system and adding air scrubbers and filtration. He reported that in other facilities as the process goes on they have been adding additional odor control and he assured the town that they are willing to work with the town and the abutters to solve any issues. Mrs. Cannon asked if they have any odor complaints at the Sterling location. Mr. Tolford responded that they did receive complaints about four weeks ago and to remediate the issue they spoke with the residents and had a discussion. He said they gave those residents a tour of the facility and immediately had their HVAC company at the facility to search for other options. Mrs. Cannon asked the Town Manager what protections the Town has if an issue gets to the point of there being no satisfactory resolution. Town Manager Gaudette answered that it would fall under the Planning Board under a special permit, which can restrict hours of operation, lighting, location of trash, etc., and any time there is a nuisance they can require mitigation studies, and the Town can hire experts to review. Chairman Melia asked where on Riverdale Street the proposed building will be built. Mr. Tolford explained that he wasn't completely sure. Chairman Melia asked how many potential shifts, if approved, they will have once opened. Mr. Tolford stated that they will look to have two shifts. Town Manager Gaudette stated that they have had two approved retail Host Community Agreements, and this will be the first cultivation Host Agreement. Town Manager Gaudette noted that the cultivation rate is lower than the retail rate and asked Mr. Silverman why that is. Mr. Silverman responded that the concept of a community impact fee is what the real impact is. He further explained that they do not have any more impact than any other industrial business and said that it is thought that the retail facilities have more impact on a town with the increased traffic and more policing. Town Manager Gaudette asked Jonathan Silverstein of KP Law [Town's Counsel] if he could explain how the structure of a wholesale Host Community Agreement differs and how the Town will calculate the revenues of the products they are selling to themselves. Atty. Silverstein explained that every town is different, and this project is on the larger scale, which makes the impact fee larger. He also pointed out when selling to yourself you might use different accounting methods for determining what that sale price is between related entities. Mr. Silverstein advised that when creating this host agreement, the fair assessment of what the price should be for each pound that you wholesale to yourself, we settled on the highest price that they will have received within the previous twelve months for any particular sale from any third party. Mr. Silverstein also stated that he could comment on the odor and continued that he has been working with a number of permitting boards on these projects and an important item to include going forward is conditions for ongoing monitoring and additional mitigation being required. Chairman Melia closed the Community Forum for The Botanist, a Recreational Marijuana (Cultivation) Facility.

**Host Community Agreement for The Botanist [Present: Phil Silverman, Attorney, The Botanist; Christopher Tolford, The Botanist and Town Counsel – Jonathan Silverstein, KP Law].** Town Manager Gaudette stated that a majority of the agreement is based on the same conditions as the retail agreements, as they relate to security and local permitting. He continued, stating that the percentage of sales revenue, which was agreed on at 2% and the Community Development payment of \$50,000 dollars minimum annually and as part of that \$3 per square foot of canopy space and a provision that allows for an escalation clause of 2.5% per year. Selectman Athanas verified that it is the greater of the 2; \$3 per square foot of canopy or \$50,000 dollars. Town Manager Gaudette stated that that is correct. A motion/Mr. Athanas seconded/Mrs. Cannon to approve the Host Community Agreement for The Botanist. Vote yes/Unanimous.

**Northbridge I and II Solar Projects / Vote to sign PILOTS as negotiated by the Town Manager.** Town Manager Gaudette explained that the site is being divided into 2 parcels where the tree removal took place. This project will have 7 megawatts each. Town Manger Gaudette stated that the Building Maintenance fund

gets the benefit of \$48,000 dollars in payments based on the existing, which will almost triple that. He also said that this particular property has a PILOT agreement for the personal property tax and the land owner will receive a separate bill for the land. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to sign the PILOT agreements as negotiated by the Town Manager for the Northbridge I and Northbridge II Solar Projects. Vote yes/Unanimous.

**Annual Town Election [May 21, 2019] / Vote to sign warrant.** A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to sign the May 21, 2019 Annual Town Election Warrant. Vote yes/Unanimous.

**2019 Annual License Renewals [Junk Dealers, Bowling & Billiards] / Vote to approve subject to the payment of all monies due the Town.** A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to approve the 2019 Annual License Renewals for Junk Dealers, Bowling & Billiards, subject to the payment of all monies due the Town. Vote yes/Unanimous.

**TOWN MANAGER'S REPORT: 1) Key Meetings Attended:** Monday, April 8, 2019 – Attended the first CPA Committee meeting to welcome members. Monday, April 8, 2019 – Attended the Board of Selectmen's Meeting. Tuesday, April 9, 2019 – Attended a Career Day event at the Balmer Elementary School. Tuesday, April 9, 2019 – Attended a regional Town Managers Meeting to discuss Veterans Services. Wednesday, April 10, 2019 – Attended a second Career Day event at the Balmer Elementary School. Wednesday, April 10, 2019 – Attended a Feasibility Study Meeting at Alternatives. Wednesday, April 10, 2019 – Attended a special meeting of the Board of Selectmen. Monday, April 15, 2019 – Town Offices closed for Patriots Day. Tuesday, April 16, 2019 – Met with Chairman Melia to discuss 4/22 BOS Agenda. Thursday, April 18, 2019 – Met with Senior Center Director K. Bol and S. Susienka to discuss Senior Center Transportation. **2) Balmer School Building Project:** The architect Dore & Whittier is working on Design Development with the CM-at-Risk Fontaine Brothers. The School Building Committee is reviewing design elements with the project team and as they begin permitting for the project. The Notice of Intent has been submitted to the Conservation Commission. The next Building Committee Meeting is Wednesday, April 24<sup>th</sup>. **3) DPW Garage Project:** The project is now considered complete. Staff is planning a grand opening/open house scheduled for Friday, May 10<sup>th</sup> at 1 pm. **4) Fire Station Project (Feasibility Study):** The Project Team has advertised the RFQ. A pre-submittal conference has been held with prospective architect teams. Submittals are due April 26, 2019. **5) LED Streetlight Conversion:** The Town has sent off signed closing documents to National Grid for signature and recording. The project will start immediately upon closing. **6) Recreational Marijuana:** The Host Community Agreement for **True Nature's Wellness** (retail) and for **Eskar**. have been approved by the BoS. The companies' next steps include getting Planning Board and Cannabis Control Commission approvals. The Board will hold the Community Forum and discuss the HCA for **The Botanist** (cultivation) on April 22<sup>nd</sup>. **6) Solar PILOTs:** The PILOT for Nexamp (Sutton Solar 2 project – Lasell Road) has been signed. The PILOT discussions for Syncarpha (Northbridge I & II project – Linwood Ave, also Puddon I & II) are ongoing. **7) 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 21<sup>st</sup>.

**SELECTMEN'S CONCERNS:** **Selectman Athanas** mentioned he is still seeing the old fire boxes. Town Manager Gaudette stated that he would email the Fire Chief to find out about them. **Selectman Ampagoomian** announced that Wednesday, April 24<sup>th</sup> is Armenian Genocide Remembrance Day.

**ITEMS FOR FUTURE AGENDA/None**

**CORRESPONDENCE/None**

**EXECUTIVE SESSION/None**

Chairman Melia announced that the next Board of Selectmen's meeting is scheduled for Monday, May 6, 2019 and the Spring Annual Town Meeting is scheduled for Tuesday, May 7, 2019. A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to adjourn the public meeting. Vote yes/Unanimous.

**Meeting Adjourned: 8:21 PM**

**Respectfully submitted,**

**Daniel Nolan, Clerk**

**/mjw**

## **LIST OF DOCUMENTATION**

### **BOARD OF SELECTMEN'S MEETING - OPEN SESSION**

**April 22, 2019**

#### **PLEDGE OF ALLEGIANCE**

- I. APPROVAL OF MINUTES: A. 1) April 3, 2019[Special meeting]**  
-Copy of April 3, 2019 meeting minutes
- 2) April 10, 2019[Special meeting]**  
-Copy of April 10, 2019 meeting minutes
- II. PUBLIC HEARING: 7:05 B. Jonathan Shenian, Cappy's Automotive, 1164 Main Street, Whitinsville, MA 01588/Application for a Class II – Used Car Dealer's License [Present: Jonathan Shenian]**  
-Copy of Public Hearing notice  
-Copy of application for a Class II License Application  
-Copy of Revenue Enforcement and Protection Attestation  
-Copy of Workers' Compensation Insurance Affidavit  
-Copy of floor plan layout  
-Copy of bond  
-Copy signoff from Chief Warchol  
-Copy of memo from James Sheehan, Building Inspector  
-Copy of License Routing Slip  
-Copy of Site Plan Review  
-Copy of Special Permit – Route 146 Overlay District  
-Copy of Aquifer Protection District  
-Copy of Certificate to grant Special Permits  
-Copy of Decision from the Zoning Board of Appeals
- III. APPOINTMENTS: C. Joanna Schomberg, Disability Commission/Present: Bruce Frieswick**  
-Copy of Talent Bank Form for Joanna Schomberg
- IV. CITIZENS' COMMENTS/INPUT**
- V. DECISIONS:**  
**D. Blackstone Valley Chamber of Commerce/1) Request permission to hold the Sidewalk Sale event on Church Street on Saturday, June 15, 2019 from 10 AM to 2 PM; 2) Request permission to close Church Street on Saturday, June 15, 2019 from 9 AM to 3 PM beginning at Park Street to the intersection of Cross Street; 3) Request for a one-day entertainment license for June 15, 2019 from 10 AM to 2 PM for a DJ; 5) Request permission to hang a banner across Church Street from June 9, 2019 to June 16, 2019 to advertise the Sidewalk Sale on June 15, 2019 from 10 AM to 2 PM. Present: Kathy Tonry**  
-Copy of Email request  
-Copy of DPW approval  
-Copy of approval from the Chief of Police  
-Copy of Hold Harmless Agreement

- Copy of Workers' Compensation affidavit
- Copy of One-day Entertainment license application
- Copy of Revenue Attestation and Protection Attestation
- Copy of Workers' Compensation affidavit
- Copy of Certificate of Liability Insurance
- Copy of License routing Slip

**E. Massachusetts Down Syndrome Congress/Request to hold a boot drive on Saturday, August 3, 2019 from 9 AM to 3 PM at Memorial Square and Orian Square [Rain date: Saturday, August 10, 2019] Present: Stephanie Bentley**

- Copy of boot drive request form
- Copy of Hold Harmless Agreement

**F. Family Continuity-No One Walks Alone Walk, Saturday, August 24, 2019 at 10 AM/1) Request to use Memorial Park; 2) Request to hold a road race beginning at Memorial Park, walking to the Police Station, 1 Hope Street, Whitinsville, and back to Memorial Park; 3) Request for a one-day Entertainment License/Present: Craig Maxim**

- Copy of email request
- Copy of approval from Chief Warchol
- Copy of approval from DPW
- Copy of Hold Harmless Agreement
- Copy of Request to use Memorial Park
- Copy of Hold Harmless Agreement
- Copy of Certificate of Insurance
- Copy of Articles of Organization
- Copy of Application for a one-day Entertainment License
- Copy of Revenue Attestation and Protection Attestation
- Copy of Workers' Compensation affidavit
- Copy of Certificate of Liability Insurance
- Copy of License routing Slip

**G. Mikes Vending, LLC, 360 Main Street, Whitinsville [Lovey's]/Application for a Common Victualler's Application/Present: Michael Griffin**

- Copy of Application for a Common Victualler's License
- Copy of Revenue Attestation and Protection Attestation
- Copy of Workers' Compensation affidavit
- Copy of Certificate of Liability Insurance
- Copy of Business Certificate
- Copy Tax Compliance
- Copy of License routing Slip
- Copy of email from Conservation Commission

**H. Open Sky Community Services [formerly Alternatives]/Request to hang a banner across Church Street from Wednesday, May 22 to Sunday, June 2 to advertise their 34<sup>th</sup> Annual Valley Friendship Tour**

- Copy of letter requesting permission to hang a banner

**I. Armenian Apostolic Church/Request to hang a banner across Church Street from Sunday, August 4, 2019 to Sunday, August 18, 2019 to advertise their Annual Picnic event to be held on Sunday, August 18, 2019**

- Copy of email request to hang a banner

**J. Host Community Agreement for The Botanist [Present: Phil Silverman, Attorney, The Botanist; Christopher Tolford, The Botanist and Town Counsel Jonathan Silverstein, KP Law]**

- Copy of public hearing notice
- Copy of Host Community Agreement
- Copy of PowerPoint presentation on the Cultivation and Product Manufacturing Proposal

**K. Northbridge I and II Solar Projects / Vote to sign PILOTS as negotiated by the Town Manager**

- Copy of agreement for payment with Syncarpha Solar I
- Copy of agreement for payment with Syncarpha Solar II

**L. Annual Town Election [May 21, 2019] / Vote to sign warrant**

- Copy of May 21, 2019 Annual Town Election Warrant

**M. 2019 Annual License Renewals [Junk Dealers, Bowling & Billiards] / Vote to approve subject to the payment of all monies due the Town**

- Copy of 2019 Annual License Renewals

**VI. DISCUSSIONS**

**N. Community Forum for a Recreational Marijuana (Cultivation) Facility – The Botanist proposed location is Riverdale Street [Present: Phil Silverman, Attorney, The Botanist; Christopher Tolford, The Botanist and Town Counsel – Jonathan Silverstein, KP Law]**

- Copy of public hearing notice
- Copy of Host Community Agreement
- Copy of PowerPoint presentation on the Cultivation and Product Manufacturing Proposal

**VII. TOWN MANAGER'S REPORT/No documentation**

**VIII. SELECTMEN'S CONCERNS/No documentation**

**IX. ITEMS FOR FUTURE AGENDA/None**

**X. CORRESPONDENCE/None**

**XI. EXECUTIVE SESSION/None**



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## TOWN OF NORTHBRIDGE

List of Election Officials - **DEMOCRATS**

Submitted to the Board of Selectmen June 28, 2019

Arbuckle	John	82 Fairlawn St	Election worker
Armstrong	Shirley	558 Sutton St	Election worker
Berry	Tracy	2171 Providence Rd #3	Election worker
Calnan	Barbara Jean	27 C St	Election worker
Campo	Pamela	95 Lovelace Ln	Election worker
Conlee	Pauline	1068 Hill St	Election worker
Cota	Carolyn	17 Douglas Rd #309	Election worker
Daly	Daniel J.	127 Lovelace Ln.	Election worker
D'Amato	Linda	63 Gill Ct.	Election worker
DeForest	Mary	28 Heritage Drive	Election worker
DeForest	Wayne	28 Heritage Drive	Election worker
Gallagher	Joyce	153 Heritage Dr	Election worker
Hughes	Tersilia	900 Providence Rd	Election worker
Joubert	Kathleen	37 High St	Election worker
Kalousdian	Jeffrey	437 Church St	Election worker
Kearns	Edward	2C Colonial Dr	Election worker
Krupsky	John Jr.	22 Clover Hill Rd	Election worker
Kuras	Evelyn	1282 Quaker St	Election worker
Laflash	Clement	145 S. Main St	Election worker
LaSala	Patsy	43 Walker St	Election worker
LeCour	Pauline	698 Highland St	Election worker
Lessard	Kimberly	346 Church St	Election worker
Lyman	Agnes	20 Water St	Election worker
McCaughey	Joan	71 Heritage Dr	Election worker
Nordstrom	Kelly	989 Main St	Election worker
Nowlan	Elaine	63 School St #403	Election worker
Peloquin	Joseph Sr.	38 Gelinas Ave	Election worker
Planas-Merced	Damian	205 Highland St	Election worker
Potty	David	72 Stoney Brook Dr	Election worker

## TOWN OF NORTHBRIDGE

List of Election Officials - **DEMOCRATS**

Submitted to the Board of Selectmen June 28, 2019

Potty	Mary	72 Stoney Brook Dr	Election worker
Raymond-Jordan	Laurine L	572 Church St	Election worker
Ruzzoli	Matthew	25 Fowler Rd, Apt B	Election worker
Sheehan	Joan	117 Heritage Dr	Election worker
Spencer	Pamela	164 Heritage Dr	Election worker
Tessier-Woupio	Diane	65 Violette Cir	Election worker

# TOWN OF NORTHBRIDGE

## List of Election Officials - **REPUBLICANS**

Submitted to the Board of Selectmen June 28, 2019

Berghuis	Jennie	36 Edmonds Cir	Election worker
Bloem	Helena	335 Purgatory Rd	Election worker
Boucher	Irene	934 Providence Rd	Election worker
Brouwer	Susan M	14 Lea Ave	Election worker
Canoy	Shannon	114 Conservation Dr	Election worker
Ebbelling	Ahleen	31 Henry St	Election worker
Favata	Philip	27 Forest St	Election worker
Frieswick	Bruce	32 Highland St	Election worker
Furrey	James	173 East St	Election worker
Hendon	Allen	50 Dover Dr	Election worker
Jorritsma	Florence	1076 Hill St	Election worker
Koopman	Priscilla	1 Wolfe Hill Rd	Election worker
Letscher	John	146 Jon Cir	Election worker
Lewis	Susan	10 Edmonds Cir	Election worker
Newton	Neil	21 Spruce St	Election worker
Norris (Sr.)	Thomas	170 Morgan Rd	Election worker
Partridge	Mary	275 Purgatory Rd	Election worker
Pietruszka	Thomas	320 Moon Hill Rd	Election worker
Sacco	Susan	845 Hill St	Election worker
Snow	Carol	28 June St.	Election worker
Streeter	Judith	44 East Street - Unit A	Election worker
Uthoff	Judith	128 Clubhouse Ln	Election worker
VanderBaan	Kathryn	71 Swift Road	Election worker
VandeWerken	Joel	255 Goldthwaite Rd	Election worker
Woeller	Laura	68 Theresa Cir	Election worker

# TOWN OF NORTHBRIDGE

## List of Election Officials - **UNENROLLED**

Submitted to Board of Selectmen June 28, 2019

Allen	Linda	323 Purgatory Rd	Election worker
Arbuckle	Priscilla	82 Fairlawn	Election worker
Audette	Denise	24 Prunier St	Election worker
Bedigian	Jayne	100 Rocky Road	Election worker
Belanger	Karen	556 Carpenter Rd.	Election worker
Beqiri	Jessica	1005 Marston Rd	Election worker
Bergeron	Kathleen	100 Providence Rd	Election worker
Bishop	Marlene	309 Hill St	Election worker
Bonneau	Edward	56 Prescott Rd	Election worker
Briand	Maureen	158 Linwood Ave	Election worker
Brouillard	John	139 Cooper Rd	Election worker
Costanza	Eric	68 Brian Cir	Election worker
Cotterell	Edward	373 Mendon Rd	Election worker
Creaser	Margaret	299 Swift Rd	Election worker
Cronin	Daniel	95 Mendon Rd	Election worker
Crooker	Linda	424 Fowler Rd	Election worker
Damico	Erika	444 Main St.	Election worker
DeJordy	Mary	1759 Providence Rd	Election worker
Dickert	Harold	42 Edmonds Cir	Election worker
Dickert	Joan	42 Edmonds Cir	Election worker
Ducharme	Doris	64 Heritage Dr	Election worker
Dumont	Ronald	173 North Main St	Election worker
Durso	Stephen	549 Hill St	Election worker
Farley	Anne	401 Cooper Rd	Election worker
Ferguson	Joanne	173 Brookway Dr	Election worker
Forgit	Denise	220 Heritage Dr	Election worker
Forst	Rainer	33 Eisenhower Dr	Election worker
Foster	Amanda	693 Fowler Rd	Election worker
Gagnon	Elizabeth	21 Stoney Brook Dr	Election worker
Gobar	Paula	38 Rachel Ln	Election worker

# TOWN OF NORTHBRIDGE

## List of Election Officials - **UNENROLLED**

Submitted to Board of Selectmen June 28, 2019

Green	Susan	118 Clubhouse Ln	Election worker
Greene	Sheryl	68 Jon Cir	Election worker
Hill	James	240 Roosevelt Dr	Election worker
Howlett	Anne	887 Mendon Rd	Election worker
Kilcoyne	Patricia	111 Jefferson	Election worker
Lafleur	Paula	138 North Main St	Election worker
Lafleur	Richard	138 North Main St	Election worker
Lamereaux	Kathryn	30 Kingsnorth St	Election worker
LeBlanc	Jeanne	18 Del Ray Gardens	Election worker
Lemoine	Barbara	733 Highland St	Election worker
Malkasian	Claire	57 Prospect St	Election worker
Mantoni	Deborah	95 Goldthwaite Rd	Election worker
March	Sandra	28 Acorn Rd	Election worker
Massey	Diane	73 Heritage Dr	Election worker
McCarthy	Kathleen	34 Carpenter Rd	Election worker
Miedema	David	84 Kerry Ln	Election worker
Miedema	Kathleen	84 Kerry Ln	Election worker
Miller	Elaine	91 Deane Way	Election worker
Minichiello	Paula	50 Plummer Park	Election worker
Morancy	Pat	94 Heritage Dr	Election worker
Morris	Virginia	37 Leland Rd	Election worker
Murray	George	43 Spruce St	Election worker
Murray	Janyce	18 Heritage Dr	Election worker
Nye	Steven	233 North Main St	Election worker
O'Meara	Margaret	78 Hillview Ln	Election worker
O'Neill	Dan	81 Heritage Drive	Election worker
Pierel-Doucette	Marie	68 North Main St	Election worker
Pierre-Louis	Dickens	205 Main St, #B	Election worker
Potenza	Patricia	12 Linkside Ct	Election worker
Pratt	Donna	9 Casey Road	Election worker
Quigley	Lucia	11 Sheryl Dr	Election worker

## TOWN OF NORTHBRIDGE

### List of Election Officials - **UNENROLLED**

Submitted to Board of Selectmen June 28, 2019

Ramian	John	706 Sutton St	Election worker
Redfield	Addison	91 Deane Way	Election worker
Rizzo	Peter	61 Brenda Dr	Election worker
Roper	Anne	231 Sandtrap Ct	Election worker
Roy	Kathy	41 Hillview Ln	Election worker
Sheehan	James	50 Highland St	Election worker
Stefancyk	Denise	379 Linwood Ave	Election worker
Sullivan	Ronald	37 Jessica Way	Election worker
Susienka	Sharon	1467 Hill St	Election worker
Talbot	Deborah	102 Heritage Dr	Election worker
Trombino	Marguerite	36B Cottage St	Election worker
Unser	Susan	74 Dover Dr	Election worker
Valdivia	Kathleen	19 Forest St	Election worker
Verducci	David	135 Rebecca Rd	Election worker
White	Ronald	88 North Main St.	Election worker
Woupio	Allen	65 Violette Cir	Election worker
Young	Kenneth	77 Hillview Ln	Election worker
Young	Sandra	77 Hillview Ln	Election worker

### List of Election Officials - OTHER PARTIES

Submitted to the Board of Selectmen June 28, 2017

[illegible]

# JASON M. SHILINSKY

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX  
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX  
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX



## SUMMARY

Accomplished, results-oriented Construction Manager with over 20 years of experience in all areas of residential and commercial construction. Demonstrated expertise in managing vendor relations, project management, budget planning and analysis, ordering and supervision of construction teams. Proven ability to successfully manage construction schedule and complete projects ahead of schedule.

## EXPERIENCE

Mason Sky Enterprises, LLC. Millbury, MA.

2015-to Present

### **Owner/Manager**

Manage all aspects of construction projects, including initial design, acquiring permits, submitting bids, creating a budget, scheduling construction and overseeing field operations.

- Direct personnel operations, manage staff and provide ongoing training.
- Schedule subcontractors and develop criteria for subcontractor performance.
- Responsible for managing numerous sites concurrently.
- Extensive interaction with homeowners, beginning with pre-constructions meetings.

Town of Millbury MA.

2017- To Present

### **Assistant Building Inspector**

Review plans and process permits.

Ensure code compliance with all new and existing structures.

Ensure public safety with annual inspections of public and private buildings.

Toll Brothers, Westborough, MA.

2013-2015

### **Construction Manager**

- Manage all aspects of construction projects, including initial design, acquiring permits, submitting bids, creating a budget, scheduling construction and overseeing field operations.
- Direct personnel operations, manage staff and provide ongoing training.
- Schedule subcontractors and develop criteria for subcontractor performance.
- Successfully redesigned construction schedule and recognized for success achieved with BuildPro.
- Responsible for managing numerous sites concurrently.
- Consistently recognized for successfully closing more houses than anticipated in master schedule.
- Coordinate with land development to plan and facilitate road and utility construction.
- Constructed two, three and four-unit attached townhome buildings in Methuen and Marlboro, MA, ranging in value from \$300,000 - \$600,000.
- Extensive interaction with homeowners, beginning with pre-constructions meetings.

Pulte Homes, Westborough, MA

2001-2013

### **Superintendent (Field Manager)**

- Managed all aspects of construction projects for single-family homes, town homes and garden-style condos, including initial design, acquiring permits, submitting bids, creating a budget, scheduling construction and overseeing field operations.
- Constructed single family homes on numerous sites, ranging in price from \$400,000 - \$800,000, town homes, including 40B construction, ranging in price from \$120,000 - \$600,000, and 4-story, garden-style 36 and 50-unit condos, with garage underneath (wood-frame construction).
- Ensured construction was on-schedule and under-budget.
- Scheduled subcontractors and developed criteria for subcontractor performance.



## Jason M. Shilinsky

- Responsible for EPA compliance with storm water runoff and wetland protection.
- Conducted pre-construction meetings with homebuyers and subcontractors.
- Coordinated with land development to plan and facilitate road and utility construction.

Corporate Offices, Grafton, MA

1997-2001

### **Carpenter**

- Accountable for all aspects of construction process, from layout and steel stud wall construction to all finishes involved with commercial work.
- Worked in “clean rooms,” including computer and medical rooms.
- Coordinated with Facilities Manager to ensure that job was completed according to specifications of customer.

Morin Carpentry, Millbury, MA

1994-1997

### **Carpenter**

- Worked as carpentry apprentice and assisted with all aspects of residential home construction.
- Poured foundations, framed houses and additions, installed siding and roofing, hung drywall, applied finish carpentry, installed hardwood floor and tile, other tasks as assigned.

Millbury Fire Department, Millbury, MA

1996-2010

### **Firefighter**

- Responded to emergencies in the Town of Millbury, including fires, motor vehicle accidents, HAZMAT incidents, ice and water rescues and other various tasks, as dispatched.
- Accountable for apparatus operation, including operating pump, driving fire vehicles, utilizing rescue tools and using specialized equipment.

## **E D U C A T I O N**

**High School Diploma, BLACKSTONE VALLEY TECH, Upton, MA**

1998

Enrolled in Associates Degree program at Quinsigamond Community College.

## **C E R T I F I C A T I O N S / T R A I N I N G**

2018: Massachusetts and ICC Certified Building Inspector

2016: Installation Masters; Window and Door national installation certification

2004: Occupational Safety and Health Training Course

2003: Construction Supervisor License (Unrestricted)

2003: National Incident Management System Course – National Fire Academy

2001: Emergency Medical Technician

## **P R O J E C T L I S T**

### **Toll Brothers:**

2014-2015: Single family homes, from \$900,000 - \$1,700,000, in Walpole, MA.

2014: Single family homes, from \$400,000 - \$800,000, in Grafton, MA, concurrently with attached townhomes, from \$250,000 - \$475,000, in Marlboro, MA.

2013-2014: Attached townhomes, from \$300,000 - \$600,000 in Methuen, MA.

Jason M. Shilinsky

**Pulte Homes:**

2012-2013: Attached townhomes, from \$300,000 - \$700,000, in Bedford, MA.

2011-2012: 4-story, garden-style 36 and 50-unit condos, with garage underneath (wood-frame construction), from \$110,000 - \$475,000, in Natick, MA.

2010-2011: 3, 4 and 5-unit attached townhomes, from \$300,000 - \$600,000 in Northbridge, MA.

2007-2010: Single family homes, from \$400,000 – \$800,000, in Upton, MA.

2006-2007: 3 and 4 unit attached townhomes, from \$130,000 - \$450,000, concurrently with single family homes, from \$400,000 - \$800,000, in Upton, MA.

2004-2006: 3, 4 and 5-unit attached townhomes, from \$300,000 - \$600,000 in Northbridge, MA.

2003-2004: 3 and 4-unit townhomes, from \$300,000 - \$500,000 in Portsmouth, RI.

2002-2003: Single family homes, from \$180,000 - \$400,000 in Worcester, MA.

2001-2002: 4-unit attached townhomes, from \$300,000 - \$400,000 in Acton, MA.



# Northbridge Housing Authority

12 Colonial Drive  
Whitinsville, MA 01588

Tel 508-234-7736 Fax 508-234-4996

[info@northbridgehousing.org](mailto:info@northbridgehousing.org)

BOS Agenda  
7.15.19



June 19, 2019

The Northbridge Housing Authority Board of directors Convened on June 18<sup>th</sup>, 2019 at 4:45pm. The board Voted to recommend Elaine L. Mahoney for the term of 4 years, Kathleen Charbonneau, as the Tenant Member for the term of 2 Years.

Susan Brouwer, - moved

Christina Simonian, - Second

Vote - All Unanimous

Bill H1291:

Section 5 of Chapter 121B is hereby amended by striking the third paragraph and inserting in place thereof the following two paragraphs: Notwithstanding Section 20 of Chapter 43B or any other general or special law to the contrary, in a town, one member of a housing authority shall be a tenant member appointed by the town and 3 members shall be elected by the town; provided, that of the members originally elected at an annual town meeting, the one receiving the highest number of votes shall serve for five years, the one receiving the next highest number of votes for four years and the one receiving the next highest number of votes for two years; provided, that in order to reduce the number of elected members from 4 to 3 where there are 4 elected members on the effective date 5 of 7 of this legislation, the seat that has expired or the next seat to expire or become vacant shall be filled by the appointed tenant member unless a waiver allowing the appointment of a person who is not eligible to be a tenant member has been granted by the department pursuant to Section 5A of Chapter 121B; and provided, that upon the initial organization of a housing authority if a town so votes at an annual or special town meeting called for the purpose, three members of such an authority shall be appointed forthwith by the selectmen to serve only until the qualification of their successors, who shall be elected at the next annual town meeting as provided above.

Sincerely,

Brett R. Lambert

Executive Director, Northbridge Housing Authority

DI

*please return to:*

1. - yes, per Town Clerk

Date: 05/30/19

**Current Occupation/Title** Registered Nurse Clinician

**Education** A.S. in Nursing Quinsigamond Community College Worcester 1988  
Masters in Education Cambridge College Cambridge MA 1993

**Governmental, Civic & Community Activities** Senior Center

**Charitable & Educational Activities** His power of attorney manages the interests of a nursing home resident  
 Impact was the secretary of the Mental Health Nurses Association

**Town Committees or Offices** 12

I am interested in the following Committees: Housing Authority

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

ELAINE L. MAHONEY

2

NAME:

PRECINCT#

TOWN OF NORTHBRIDGE

**COMMITTEE INTEREST** (Indicate Committee preference)

- |                      |    |
|----------------------|----|
| 1. Housing Authority | 4. |
| 2.                   | 5. |
| 3.                   | 6. |

**Present interest or business affiliation (dates, places)**

Have been employed by Riverside Community Care since 1992

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

Northbridge Council on Aging Board of Directors 2/17 to present  
Northbridge Association of Churches Free Medical Clinic 6/01 to 12/14

**Special skills and education (be specific)**

My nursing career has been caring for the mental health/substance abuse individuals  
Board certified by the American Nurse Credentialing Center as a  
Psychiatric/Mental Health Nurse

**How experience relates to particular committee interest**

Home owner Northbridge  
Property owner 45-55 Crescent St Whitinsville  
An community outreach have had involvement with housing  
authorities and housing court.

**ADDITIONAL COMMENTS:**

Mail completed form to:

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

**ELAINE L. MAHONEY**

~~XXXXXXXXXXXX~~

Northbridge, MA 01534

~~XXXXXXXXXX~~

~~XXXXXXXXXX~~

~~XXXXXXXXXXXX~~

MA R.N. License # ~~XXXXXX~~

A.N.C.C. Certification Psychiatric/Mental Health Nurse

**EDUCATION**

- 1993 M.Ed. in Counseling Psychology, Cambridge College, Cambridge, MA  
1988 A.S. in Nursing, Quinsigamond Community College, Worcester, MA  
1963 Westboro State Hospital School of Practical Nursing, Westboro, MA

**EXPERIENCE**

**Riverside Community Care Upton, MA**

**9/92-PRESENT**

**Outpatient Clinic**

**11/93-present**

**Nurse Clinician**

- Provides support, therapy, health education and case management to a wide range of individuals with varying psychiatric and substance abuse disorders
- Confers with Department of Mental Health Case Managers, Primary Care Physicians, Specialists and other vendors
- Conducts evaluations of new clients
- Contacts managed care companies for authorizations/increased visits
- Administers antipsychotic injectable medication

**Community Support Program**

**2/14-6/18**

**Supervisor**

- Supervised case managers, who provided community outreach to mental health and substance abuse clients through managed care contracts

**Emergency Services**

**9/92-1/12**

**Relief Clinician**

- Assessed individuals in acute crisis at varied settings
- Consulted with the psychiatrist about disposition: hospital, diversion bed, or outpatient treatment
- Contacted insurance and managed care firms for evaluation authorization, pre-certification, inpatient admission or referrals
- Experienced in telephone crisis line

**Community Crisis Stabilization/ Respite Program**

**Emergency Services**

**7/09-1/12**

**Nurse Manager**

- Provided for individuals in crisis a safe secure setting that promoted wellness, recovery and rehabilitation
- Assessed psychiatric symptoms and obtained medical history on admission and as needed
- Contacted managed care firms about authorization and continued stay
- Oversaw the medication administration system, verified medication and treatment orders and administered medications
- Coordinated medical and psychiatric care with community providers
- Provided psych/health education in a group setting and individually
- Recruited, hired, oriented, supervised, and scheduled LPN nursing staff

**Elaine Mahoney**

**Crisis Stabilization/Respite Program**

**Emergency Services**

**11/93-6/09**

**Nurse Consultant**

Monitored medication orders, documentation of medication administration and individual charts  
Coordinated medical and psychiatric care with Psychiatrists, Nurse Practitioners, Primary Care  
Physicians and Specialists  
Provided staff supervision and medication administration trainings

**Community Rehabilitation Support Program**

**7/94-6/09**

**Program Manager**

Directed, supervised, and evaluated counselors, who provided community outreach to mental  
health and substance abuse clients, through a Department of Mental Health contract

**Milford-Whitinsville Regional Hospital Milford MA**

**7/79- 9/93**

**Charge Nurse**

Mental Health Unit

**Doctors Hospital, Worcester, MA**

**7/79-7/81**

**Staff Nurse**

Detoxification and Rehabilitation Unit

**Gray Rock Inn, Inc., N. Uxbridge, MA**

**3/74-9/78**

**Charge Nurse**

Alcohol Detoxification and Rehabilitation Unit

**Westboro State Hospital, Westboro, MA**

**12/63-2/73**

**Charge Nurse**

Admission Units

**Volunteer**

**2/17-present**

**Northbridge Council on Aging**

Board of Directors

Northbridge Senior Center, Whitinsville, MA

**6/01-12/14**

**Northbridge Association of Churches**

Free Medical Clinic

Northbridge High School, Whitinsville, MA

6/17/19 {C: Brett Lambert

# TALENT BANK APPLICATION

please return to:

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

D2

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

yes, per Town Clerk

Date:

June 2, 2019

Name

Kathleen Charbonneau

P. O. Box

Home Address

XXXXXXXXXXXXXXXXXXXXXXXXXXXX

01588

Email Address

XXXXXXXXXXXXXXXXXXXXXXXXXXXX

Telephone

XXXXXXXXXXXXXXXXXXXX

Cell

Business

Address

Tel.

Current Occupation/Title

Retiree

Education

N.H.S. graduate 1962

Lea's Beauty Institute graduate 1963

Quinsigamond C.C. 1986 undergraduate

Governmental, Civic & Community Activities

Registered voter

Charitable & Educational Activities

Volunteering for disabled + elderly

Town Committees or Offices

former N. Housing Board

meal on wheels, medical driving for North. Senior

I am interested in the following Committees:

Board of directors (resident)

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

No



Kathleen Charbonneau 4

NAME:

PRECINCT#

TOWN OF NORTHBRIDGE

**COMMITTEE INTEREST** (Indicate Committee preference)

1. Northbridge Housing Board (resident)
- 2.
- 3.
- 4.
- 5.
- 6.

**Present interest or business affiliation** (dates, places)

Concern for residents @ Colonial Drive and Lake Terrace especially living @ Colonial conditions etc Lots of residents afraid to complain when there is a issue afraid they will get thrown out

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

- Volunteer at Northbridge Senior Center Meals on wheels
- \* Medical driving about 6-7 years
  - \* 2 yrs @ Free Clinic at Northbridge High School
  - \* Volunteer haercuts to longtermpts in ICL @ U.M.M.C

**Special skills and education** (be specific)

Northbridge High Graduate 1962  
Licensed Hairdresser 1963  
attended 2 years Queensrmond College 1984

**How experience relates to particular committee interest**

Social skills,

**ADDITIONAL COMMENTS:**

Feel a need to help out

Mail completed form to:

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



**TOWN OF NORTHBRIDGE  
TOWN ACCOUNTANT  
NORTHBRIDGE TOWN HALL  
7 MAIN STREET  
WHITINSVILLE, MA 01588  
PHONE (508) 234 – 2263**

**FAX (508) 234 – 9605**

**E.**

**End of Year Transfers\***

NOTE: First line represents an increase to the budget, Second line is the corresponding decrease.

**DPW HIGHWAY DIVISION**

01004200-524000 Repairs & Maintenance \$15,000

**DPW HIGHWAY DIVISION**

01004200-511000 Salaries/Wages Regular Positions \$15,000

Vote of Selectmen: \_\_\_\_\_

Vote of Finance Committee: \_\_\_\_\_

**HISTORICAL COMMISSION**

01006910-530000 Professional & Technical Services \$3,200

**VETERANS SERVICES**

01005430-578000 Veterans Benefits \$3,200

Vote of Selectmen: \_\_\_\_\_

Vote of Finance Committee: \_\_\_\_\_

**EMPLOYEE BENEFITS**

01009100-517001 Medicare Employer \$20,000

**VETERANS SERVICES**

01005430-578000 Veterans Benefits \$20,000

Vote of Selectmen: \_\_\_\_\_

Vote of Finance Committee: \_\_\_\_\_

**Total Transfers: \$38,200**

\* Per M.G.L Ch. 44, §33B, Chapter 75 and 76 of the Acts of 2016



## LEASE

This LEASE (hereinafter "Lease") is executed this 19 day of June 2019 by and between the TOWN OF NORTHBRIDGE, acting by and through its Board of Selectmen (hereinafter referred to as the "TOWN"), and OLIVER ASHTON POST #343, INC., a Massachusetts non-profit corporation and a post of the American Legion, with an address of 198 Church Avenue, Northbridge, Massachusetts 01534 ("LESSOR").

Pursuant to an Indenture between the LESSOR and the Trustees of the Rockdale Village Foundation dated August 21, 1956 and recorded with the Worcester District Registry of Deeds in Book 3800, Page 51, the LESSOR is the owner of record of a certain parcel of land located in the Town of Northbridge, on Church Avenue, described in said Indenture and shown on Northbridge Assessors' Map 22A as parcel 151, and including a lodge building and a parking lot.

The LESSOR hereby leases to the TOWN all of said land, including the parking lot, except that portion containing the lodge building, said land being shown on a copy of a portion of said Map 22A and an annotated Google Maps aerial photograph attached hereto together as Exhibit A, (the leased area being hereafter referred to as the "Premises"), together with such rights of access and passage to, in, over and through said Premises as are necessary or reasonable in connection with the use described herein and the TOWN's related use of that certain parcel of land known as the Legion Ball Grounds, adjacent to the Premises and indicated on Exhibit A, subject to the following terms and conditions:

### I. USE, PURPOSE, TERM

Use of the Premises is specifically authorized by the TOWN, its contractors, agents, representatives, employees, invitees, and licensees, for the purpose of parking of vehicles, preparation and loading and unloading of equipment, viewing space for spectators, similar activities ancillary to the TOWN's use of the said Legion Ball Grounds for athletic and recreational activities, specifically including but not limited to baseball and softball, and Pop Warner football, and the conduct of such athletic and recreational activities on that portion of the Premises which is included within the layout of the fields on the Legion Ball Grounds and parking lot, by and through the Playgrounds and Recreation Commission, or otherwise.

Such use by the TOWN, its contractors, agents, representatives, employees, invitees, and licensees may be exercised from the date of the execution of this Lease and shall continue until and through **June 30, 2022**.

### II. CONSIDERATION

As consideration for the Lease rights granted hereunder, the TOWN shall use reasonable efforts to maintain the Premises in good repair, including periodic cleaning of fields so as to protect against accumulation of trash or other debris.

In addition, the Town shall provide reasonable maintenance and repairs of the parking lot area.



III.

### **INSURANCE**

The TOWN shall maintain public liability insurance, including coverage for bodily injury, wrongful death and property damage, in an amount acceptable to the LESSOR and in an amount sufficient to support the obligations of the TOWN under the terms of this Lease.

IV.

### **CONDUCT**

During the term of this Lease, the TOWN shall at all times conduct itself so as not to unreasonably interfere with the operations of the LESSOR, and observe and obey applicable laws and regulations. The TOWN shall obtain the written authorization of the LESSOR prior to the erection of any structure or fixed equipment on the Premises. Any such structure or fixed equipment so erected by the TOWN shall remain the property of the TOWN, and the TOWN shall have the right to remove such structures or equipment upon the termination of this Lease, provided the Premises are restored, as near as possible, to a condition equal to their condition prior to the erection of such structures or equipment.

The TOWN shall not make or suffer any waste of the Premises.

V.

### **TERMINATION**

This Lease may be terminated by either party for failure of the other party to comply with its obligations hereunder (a "breach") upon written notice of termination at least ninety (90) days prior to the termination date stated within said notice and failure of the party receiving notice to commence and diligently prosecute a cure of the breach within that period. If the party receiving notice cures said breach within that period, the termination notice shall not be effective and the Lease shall continue in effect. If the breach is such that it may not reasonably be cured within 90 days, the party receiving notice shall have an additional 90 days to effect a cure, provided that it continues to act reasonably and diligently to do so.

Upon termination of the Lease, the TOWN shall quit and deliver up the Premises to the LESSOR peaceably and quietly and in as good order and condition as at the start of the Term, or as put into by the TOWN during the Term, reasonable use and wear thereof, fire and other unavoidable casualties excepted.

VI.

### **MODIFICATIONS and AMENDMENTS**

Modifications or amendments to this Lease shall be in writing and duly executed by both parties hereto in order to be effective. The TOWN shall not assign this Lease without the written approval of the LESSOR.

VII.

**NOTICE**

For purposes of this Lease, the parties shall be deemed duly notified in accordance with the terms and provisions hereof, if written notices are mailed to the following addresses:

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

Lessor: Oliver Ashton Post #343, Inc.  
198 Church Avenue  
Northbridge, Massachusetts 01534

These addresses are subject to change, and the parties hereto agree to inform each other of such changes as soon as practicable.

VIII.

**EXHIBITS and ATTACHMENTS**

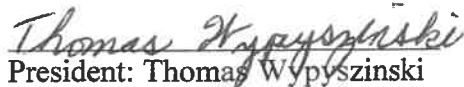
Any and all exhibits and attachments referenced herein or attached hereto are duly incorporated within this Lease.

IN WITNESS WHEREOF, the parties hereto have caused this Lease to be executed as a sealed instrument and signed in duplicate by their duly authorized representatives, on the date first indicated above.

TOWN OF NORTHBRIDGE  
its Board of Selectmen

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

OLIVER ASHTON POST #343, INC.  
by its President and Treasurer

  
President: Thomas Wypyszinski

  
Treasurer: Philip Cyr

H

## LEASE

This LEASE (hereinafter "Lease") is executed this \_\_\_\_ 1st day of July, 2019 by and between the TOWN OF NORTHBRIDGE, acting by and through its Board of Selectmen (hereinafter referred to as the "TOWN"), and THE ROCKDALE VILLAGE FOUNDATION, a Massachusetts unincorporated association with an address of 198 Church Avenue, Northbridge, Massachusetts 01588 ("LESSOR").

The LESSOR is the owner of record of a certain parcel of land located in the Town of Northbridge, on Church Avenue, known as the Legion Ball Grounds, shown on Northbridge Assessors' Map 22A as parcel 152, described in a deed recorded in the Worcester District Registry of Deeds in Book 3315, Page 401, and also shown on a copy of a portion of said Map 22A and an annotated Google Maps aerial photograph attached hereto together as Exhibit A (hereinafter "Premises").

The LESSOR hereby leases the Premises to the TOWN, subject to the following terms and conditions:

### I. **USE, PURPOSE, TERM**

This Lease is intended to replace that certain "Legion Ball Grounds Lease" between LESSOR and the TOWN dated April 25, 1994.

The lease area is limited to the Premises, as shown on said Assessors' Map 22A.

Use of the Premises is specifically authorized by the TOWN, its contractors, agents, representatives, employees, invitees, and licensees, for the purpose of conducting all manner of athletic and recreational activities, specifically including but not limited to baseball and softball, and Pop Warner football, by and through the Playgrounds and Recreation Commission, or otherwise.

Such use by the TOWN, its contractors, agents, representatives, employees, invitees, and licensees may be exercised from the date of the execution of this Lease and shall continue until and through **June 30, 2022**.

### II. **CONSIDERATION**

As consideration for the Lease rights granted hereunder, the TOWN shall maintain the Premises as a park, playground and meeting place for the residents of Northbridge and participants in the athletic and recreational programs and activities conducted by the TOWN. The TOWN shall use reasonable efforts to maintain the Premises in sufficiently good condition that they may properly be used for the playing of baseball and softball and for other athletic and recreational activities.

III.

### **INSURANCE**

The TOWN shall maintain public liability insurance, including coverage for bodily injury, wrongful death and property damage, in an amount acceptable to the LESSOR and in an amount sufficient to support the obligations of the TOWN under the terms of this Lease.

IV.

### **CONDUCT**

During the term of this Lease, the TOWN shall at all times conduct itself so as not to unreasonably interfere with the operations of the LESSOR, and observe and obey applicable laws and regulations. The TOWN shall obtain the written authorization of the LESSOR prior to the erection of any structure or fixed equipment on the Premises. Any such structure or fixed equipment so erected by the TOWN shall remain the property of the TOWN, and the TOWN shall have the right to remove such structures or equipment upon the termination of this Lease, provided the Premises are restored, as near as possible, to a condition equal to their condition prior to the erection of such structures or equipment.

The TOWN shall not make or suffer any waste of the Premises.

V.

### **TERMINATION**

This Lease may be terminated by either party for failure of the other party to comply with its obligations hereunder (a "breach") upon written notice of termination at least ninety (90) days prior to the termination date stated within said notice and failure of the party receiving notice to commence and diligently prosecute a cure of the breach within that period. If the party receiving notice cures said breach within that period, the termination notice shall not be effective and the Lease shall continue in effect. If the breach is such that it may not reasonably be cured within 90 days, the party receiving notice shall have an additional 90 days to effect a cure, provided that it continues to act reasonably and diligently to do so.

Upon termination of the Lease, the TOWN shall quit and deliver up the Premises to the LESSOR peaceably and quietly and in as good order and condition as at the start of the Term, or as put into by the TOWN during the Term, reasonable use and wear thereof, fire and other unavoidable casualties excepted.

VI.

### **MODIFICATIONS and AMENDMENTS**

Modifications or amendments to this Lease shall be in writing and duly executed by both parties hereto in order to be effective. The TOWN shall not assign this Lease without the written approval of the LESSOR.

VII.

### **NOTICE**

For purposes of this Lease, the parties shall be deemed duly notified in accordance with the terms and provisions hereof, if written notices are mailed to the following addresses:

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

Lessor: The Rockdale Village Foundation  
198 Church Avenue  
Northbridge, MA 01534

These addresses are subject to change, and the parties hereto agree to inform each other of such changes as soon as practicable.

**VIII. EXHIBITS and ATTACHMENTS**


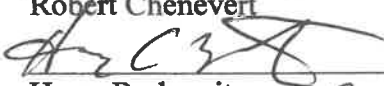
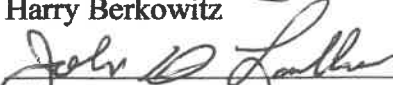

Any and all exhibits and attachments referenced herein or attached hereto are duly incorporated within this Lease.

IN WITNESS WHEREOF, the parties hereto have caused this Lease to be executed as a sealed instrument and signed in duplicate by their duly authorized representatives, on the date first indicated above.

TOWN OF NORTHBRIDGE  
by its Board of Selectmen

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

THE ROCKDALE VILLAGE FOUNDATION  
by its Trustees

  
Robert Chenevert  
  
Harry Berkowitz  
  
John D. Lavallee  
  
William Lavallee  
\_\_\_\_\_  
Thomas Berkowitz



\$20.00 Fee

Phone: 508-234-3677

THE COMMONWEALTH OF MASSACHUSETTS  
TOWN OF NORTHBRIDGE

APPLICATION FOR SPECIAL LICENSE

I 1

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):

Armenian Apostolic Church of Whitinsville

Name of Responsible Person: RAFFI SAMKIRANIAN

STATE CLEARLY PURPOSE FOR WHICH LICENSE IS REQUESTED:

FOR: ONE-DAY WINES AND MALTS LICENSE

Type of Event: Church Picnic Fund Raiser

Date and Hours of Event: 8/18/19 12:00 pm - 5:00 pm

GIVE LOCATION BY STREET AND NUMBER: 315 Church St.

DESCRIPTION OF PREMISES: Whitinsville, MA 01588  
Church Grounds

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.

Raffi Samkiranian, Chairman  
(Signature of Applicant)

Print Name: RAFFI SAMKIRANIAN, CHAIRMAN

Address: 315 Church St.

City: Whitinsville

State, Zip: MA 01588

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.

Name of Distributor(s): N/A

Received:

(Date)

(Time)

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

Date License Granted

## SPECIAL PERMIT/LICENSE

### RELEASE OF CLAIMS, INDEMNITY AND HOLD HARMLESS AGREEMENT

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

I, RAFF, SAMKIRANIAN, 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 9th day of July.

Name (Printed): RAFF, SAMKIRANIAN, CHAIRMAN

Raffi Samkiranian, Chairman  
Signature

W1/1/2021  
Witness

**THIS FORM MAY NOT BE ALTERED**

THE COMMONWEALTH OF MASSACHUSETTS  
TOWN OF NORTHBRIDGE

**IQ** No fee

APPLICATION FOR A ONE-DAY WEEKDAY 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):

ARMENIAN Church of Whitinsville

**TO:** Obtain a One-day Entertainment License for:

<b>Type:</b> (Check all that apply):	<input type="checkbox"/> Concert	<input type="checkbox"/> Dance	<input type="checkbox"/> Exhibition	<input type="checkbox"/> Cabaret Public Show
	<input type="checkbox"/> Live band		<input checked="" type="checkbox"/> Other: <u>Picnic Fund Raiser</u>	
<b>Includes:</b>	<input checked="" type="checkbox"/> Dancing by patrons	<input type="checkbox"/> Dancing by entertainers or performers	<input type="checkbox"/> Recorded music	
	<input checked="" type="checkbox"/> Live music	<input checked="" type="checkbox"/> Amplification System	<input type="checkbox"/> Floor show	
	<input type="checkbox"/> Light show	<input type="checkbox"/> Theatrical exhibition, play or moving picture show	<input type="checkbox"/> Other dynamic audio or visual show (whether live or recorded)	
<input type="checkbox"/> INDOOR <input checked="" type="checkbox"/> OUTDOOR <input type="checkbox"/> BOTH				

**GIVE LOCATION BY STREET AND NUMBER:**

**AT:** 315 Church St. Whitinsville, MA

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

**ON:** (date and time)\* 8/18/19 12:00pm - 5:00pm

Peter Bedigian, Trustee  
(Signature of Applicant)

**Print Name:** PETER BEDIGIAN

**Address:** 315 Church St.

**City:** Whitinsville, MA 01588

**State, Zip:** MA 01588

**Phone:** 508-269-1354

**Email:** pbedigian@omnicontroltech.com

Received:	<u>7/10/19</u>	<u>1PM</u>
	(Date)	(Time)
Agenda:	<u>7/15/19</u>	

Date License Granted

**\*\*Please note a separate application is needed for a one-day Sunday Entertainment**



The Commonwealth of Massachusetts  
Department of Industrial Accidents  
Office of Investigations  
600 Washington Street  
Boston, MA 02111  
www.mass.gov/dia

FORM MUST BE FILLED  
OUT COMPLETELY

If you carry Workers Comp. Insurance, you must  
provide proof to the Town in the form of a  
Certificate of Insurance.

Workers' Compensation Insurance Affidavit: General Businesses

Applicant Information

Please Print Legibly

Business/Organization Name: American Church of Whittinsville

Address: 315 Church St.

City/State/Zip: Whittinsville, MA 01588 Phone #: 508 2343679

Are you an employer? Check the appropriate box:

1. ☐ I am an employer with \_\_\_\_\_ employees (full and/or part-time).\*
2. ☐ I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
3. ☐ We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]\*\*
4. ☒ We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

5. ☐ Retail
6. ☐ Restaurant/Bar/Eating Establishment
7. ☐ Office and/or Sales (incl. real estate, auto, etc.)
8. ☐ Non-profit
9. ☐ Entertainment
10. ☐ Manufacturing
11. ☐ Health Care
12. ☒ Other CHURCH

\*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.

\*\*If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.

Insurance Company Name: \_\_\_\_\_

Insurer's Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Policy # or Self-ins. Lic. # \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.

Signature: Melissa Wetherbee Date: 7/10/19

Phone #: 508 269 1354

Official use only. Do not write in this area, to be completed by city or town official.

City or Town: Northbridge Permit/License # \_\_\_\_\_

Issuing Authority (circle one):

1. Board of Health 2. Building Department 3. City/Town Clerk 4. Licensing Board 5. Selectmen's Office  
6. Other \_\_\_\_\_

Contact Person: Melissa Wetherbee Phone #: 508-234-2095

# NTM License Slips

Row 1

<b>Current Status</b>	On 7.15 Agenda
<b>Done</b>	<input type="checkbox"/>
<b>License ID:</b>	NTM#16082
<b>License Type:</b>	One day Wine and Malt/One Day Entertainment
<b>Description:</b>	Armenian Apostolic Church is holding the Annual Church Picnic on August 18, 2019 from 12 PM to 5 PM at the Church grounds located at 315 Church Street. They are seeking approval for a one-day wine and malt license and a one-day entertainment license for the purpose of dancing by patrons, live music and use of an amplification system.
<b>Business:</b>	Armenian Apostolic Church
<b>Applicant:</b>	Raffi Samkiranian
<b>Address:</b>	315 Church Street
<b>Approval Target</b>	07/11/19
<b>Slip Started on:</b>	07/10/19 2:26 PM
<b>PLANNING Approve:</b>	<input checked="" type="checkbox"/>
<b>PLANNING Comments:</b>	N/A -not applicable
<b>POLICE Approve:</b>	<input checked="" type="checkbox"/>
<b>POLICE Comments:</b>	No issues, annual event
<b>FIRE Approve:</b>	<input checked="" type="checkbox"/>
<b>FIRE Comments:</b>	
<b>BUILDING ZONING Approve:</b>	<input checked="" type="checkbox"/>
<b>BUILDING ZONING Comments:</b>	
<b>CONSERVATION Approve:</b>	<input checked="" type="checkbox"/>

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**CONSERVATION**  
**Comments:** N/A

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**HEALTH**  
**Approve:** ☒

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**HEALTH**  
**Comments:**

---

**ASSESSORS**  
**Approve:** ☐

---

**ASSESSORS**  
**Comments:**

---

**TREASURER**  
**COLLECTOR**  
**Approve:** ☐

---

**TREASURER**  
**COLLECTOR**  
**Comments:**

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LOCAL HISTORIC DISTRICT STUDY COMMITTEE -WHITINSVILLE

## PUBLIC FORUM / PROPERTY OWNERS' MEETING

Tuesday, July 23, 2019 6:00 PM to 8:00 PM -Northbridge Memorial Town Hall

J. July 01, 2019

Northbridge Memorial Town Hall,  
Aldrich School -Town Hall Annex & Memorial Park -Town Common  
Board of Selectmen  
7 Main Street, Whitinsville, MA 01588

Dear Board of Selectmen:

Please join the LHDSC -Local Historic District Study Committee for a follow-up public forum/workshop scheduled for **Tuesday, July 23, 2019 (from 6 to 8PM -Northbridge Memorial Town Hall)**. Attendees may arrive & participate at any time between 6:00 & 8:00 PM.

The purpose of this public meeting is to once again review with residents and owners of the twelve (12) selected properties the (updated) DRAFT Local Historic District Bylaw, the Preliminary Study Report and next steps for consideration of local adoption. The LHDSC would like to hear your input on establishing a local historic district within Whitinsville and creation of local historic district bylaw provisions.

The proposed Local Historic District -Whitinsville Downtown Crossroads, reflects the growth of a paternalistic mill village from the beginning of the Industrial Revolution. Planned and developed by the Whitin family, Whitinsville transformed into one of New England's leading mill villages between the late 1700's to the mid 1900's. The twelve (12) properties selected represent housing, industry, government, commerce, education, religion, civic, and community.

In 2014, Whitinsville was included in the Blackstone River Valley National Historical Park, a unit of the National Park Service within Rhode Island and Massachusetts. The park was created for the purpose of preserving, protecting and interpreting the industrial heritage of the Blackstone River Valley and the urban, rural and agricultural landscapes of the region. The Blackstone River Valley was the site of some of the earliest successful textile mills in the United States which contributed significantly to the early American Industrial Revolution.

We can be very thankful that so many buildings and properties from Northbridge's past still remain within the village center (Whitinsville). The LHDSC believes that by establishing a local historic district, the character and historic significance of Whitinsville village can be preserved. However, without a local historic district, our village center could be lost forever through demolitions and inappropriate alterations. A local historic district bylaw will help guide future changes, to ensure the historic character will remain a distinct part of Whitinsville.

In a local historic district, exterior architectural features visible from public view are reviewed by a locally appointed Commission to oversee proposed changes are consistent with the historic character within the district. Please find enclosed for your review and comment, copy of the revised/updated DRAFT Local Historic District Bylaw provisions & proposed Whitinsville Local Historic District Map.

This public forum is open to all interested residents, the LHDSC looks forward to your participation & welcomes any feedback. For more information please visit Northbridge's Local Historic District Study Committee webpage (<https://www.northbridgemass.org/local-historic-district-study-committee>) or contact the Community Planning & Development Office at (508) 234-2447 or [planning@northbridgemass.org](mailto:planning@northbridgemass.org)

Sincerely,

Harry Berkowitz, Chair  
Kenneth Warchol, Vice Chair  
Daniel O'Neil, Clerk

Robert Laflamme, Member  
Randi Zanca, Member  
Timothy Reiter, Member

Cc: /File

## 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.

Notes: \_\_\_\_\_  
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**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, signs 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.

1. 1 Elm Place, Col. James Fletcher House, Assessor Map 4A Parcel 46 (Building)
2. 54 Douglas Road, Paul Whitin Mill, Assessor Map 2 Parcel 7 (Building)
3. 17 Douglas Road, Granite Cotton Mill, Assessor Map 5 Parcel 75 (Building)
4. 31 Linwood Avenue, Trinity Episcopal Church, Assessor Map 14A Parcel 35 (Building)
5. Church Street, Memorial Park (Town Common), Assessor Map 14A Parcel 34 (Site)
6. 31 Church Street, Congregational Parsonage (Whitin House), Assessor Map 15A Parcel 136 (Building)
7. 17 Church Street, Whitinsville Social Library, Assessor Map 15A Parcel 135 (Building)
8. 5 Church Street, Congregational Church, Assessor Map 15A Parcel 134 (Building)
9. 1 Memorial Square, Whitinsville Bank Building, Assessor Map 15A Parcel 132 (Building)

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10. 14 Hill Street, Aldrich School, Assessor Map 15A Parcel 131 (Building)
11. 7 Main Street, Memorial Town Hall, Assessor Map 2 Parcel 9 (Building)
12. 60 Main Street, George Marston Whitin Memorial Community Center, Assessor Map 7 Parcel 223 (Building)

## Section 5. Commission

- 5.1 The Commission shall consist of ~~seven (7)~~ five (5) members to be appointed by the Board of Selectmen, ~~two (two)~~ one (1) member initially to be appointed for one-year, ~~two (2)~~ one (1) for two-years, and ~~three (3)~~ 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 who resides in the District, ~~two (2)~~ one (1) resident chosen from two nominees put forward by the Board of Realtors covering Northbridge, ~~two (2)~~ one (1) resident chosen from two (2) nominees put forward by the Chapter of the American Institute of Architects covering Northbridge, ~~two (2)~~ 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~~ make recommendation to Board of Selectmen, from time to time to 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. 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.

Notes: \_\_\_\_\_

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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.

Notes: \_\_\_\_\_  
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- 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, 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.

Notes: \_\_\_\_\_

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- 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 ~~forty-five (45) days~~ / 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 ~~sixty (60) days~~ / 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.

Notes: \_\_\_\_\_

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- 13.3 Vote of the Commission -The concurring vote of at least ~~four (4)~~ three (3) members of the Commission shall be required to issue a Certificate.
- 12.3.1 In the event at least ~~four (4)~~ 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

Notes: \_\_\_\_\_

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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               | c) Fences                   |
| b) Chimney & Chimney Caps | d) Flags (Flag Poles, etc.) |

Notes: \_\_\_\_\_

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- 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, Stairs & Railings
- n) Roofing Material

- o) Satellite Dishes (Alarms, etc.)
- p) Sidewalks, Stairs & Walkways
- q) Signage (Banners, etc.)
- r) Storm Doors & Screens
- s) Storm Windows & Screens
- t) Street Numbers
- u) TV Antennas (Wires, Cables, etc.)
- v) Temporary Buildings or Structures
- w) Window, Replacement(s)

- 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.

Notes: \_\_\_\_\_

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\_\_\_\_\_



- 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 shall 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.

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

17.5 Enforcement Agent -The Commission may designate the Inspector of Buildings to act on its behalf and to enforce this Bylaw.

## **Section 18. Severability and Validity**

18.1 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.

18.2 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.

## **Section 19. Amendments (Reducing and Adding to Local Historic District)**

19.1 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.

19.2 Local Historic District Bylaw -The Historic district bylaws may be amended, by 2/3 vote of Town Meeting, as long as 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.

## **Appendix A**

### Whitinsville -Local Historic District Map

The Whitinsville -Downtown Crossroads Local Historic District shall be the DISTRICT area under this Bylaw. The location and boundaries of the Whitinsville Downtown Crossroads Local Historic District are defined and shown on the Local Historic District Map of the Town of Northbridge, dated (XXXXXX). The delineation of the District area boundaries is based on the current parcel boundaries and land records used by the Town Assessor.

## **Appendix B**

### Whitinsville -Local Historic District Application


**\*DRAFT LHD Bylaw** prepared for *Discussion Purposes ONLY*; based upon feedback received during Public Workshop/Forum held Tuesday, May 28, 2019.

Notes: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

TOWN OF NORTHBRIDGE, MASSACHUSETTS



**WHITINSVILLE -LOCAL HISTORIC DISTRICT** (Downtown Cross-Roads)

 [proposed properties of

- ① Col. James Fletcher House (circa 1770)
- ② Paul Whitin Mill (circa 1826)
- ③ Whitin House/Congregation Parsonage (circa 1835)
- ④ Granite Cotton Mill (circa 1845)
- ⑤ Northbridge Memorial Town Hall (circa 1876)
- ⑥ Aldrich School (circa 1890)

- ⑦ Village Congregational Church (circa 1898)
- ⑧ Whitinsville Savings Bank (circa 1905)
- ⑨ Memorial Park /Town Common (circa 1905)
- ⑩ Trinity Episcopal Church (circa 1911/1929)
- ⑪ Whitinsville Social Library (circa 1913)
- ⑫ George Marston Whitin Memorial Community Center (circa 1922)



**PROPOSED** -January 17, 2019



DOWNTOWN CROSSROADS LOCAL HISTORIC DISTRICT

TOWN OF NORTHBRIDGE, MASSACHUSETTS

CERTIFICATE APPLICATION

LOCAL HISTORIC DISTRICT COMMISSION

For Office Use Only:

Application #: \_\_\_\_\_  
Property Address: \_\_\_\_\_  
Book: \_\_\_\_\_ Page: \_\_\_\_\_

Received by LHDC: \_\_\_\_\_  
Hearing Date: \_\_\_\_\_  
Certificate Type: \_\_\_\_\_  
LHD Name: \_\_\_\_\_

Certificate Requested:

- ☐ Certificate of Appropriateness, for work requiring a Building Permit but not requiring full Commission review as:

☐ Alteration of exterior architectural feature(s) not visible from public way;  
☐ Alteration is maintenance, repair or replacement of exterior architectural features not involving change in design or appearance;  
☐ Exempt: \_\_\_\_\_; or  
☐ Other: \_\_\_\_\_
- ☐ Certificate of Non-Applicability, for work requiring a Building Permit or, if not requiring a Building Permit, involving the removal without replacement of an architectural feature
- ☐ Certificate of Hardship

Application Information:

Applicant: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Email: \_\_\_\_\_

Contractor: \_\_\_\_\_  
*(if none, indicate who will complete work)*  
Company: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Email: \_\_\_\_\_

Architect: \_\_\_\_\_  
*(if applicable)*  
Company: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Email: \_\_\_\_\_

Property Information:

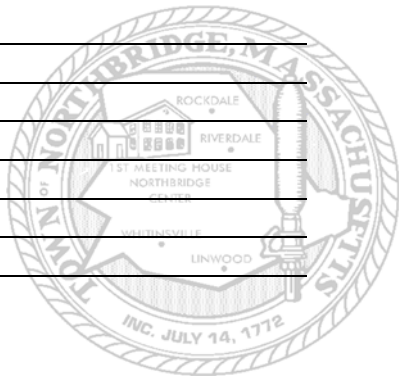
Property Address: \_\_\_\_\_  
Description: \_\_\_\_\_  
\_\_\_\_\_

Map/Parcel #: \_\_\_\_\_  
BK/PG #: \_\_\_\_\_

Property Owner: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Email: \_\_\_\_\_

Date of Planned Work:  
Start: \_\_\_\_\_  
Completion: \_\_\_\_\_

Description of Proposed Work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



Documentation Attached:

- ☐ Plans/Drawings
- ☐ Photographs of Existing Conditions
- ☐ Material Samples and/or Product Specs.
- ☐ Other \_\_\_\_\_

To the best of my/our knowledge, the information presented/contained in this application is accurate & complete.

Signature of Applicant(s)

Signature of Property Owner(s)

Date

Signature of Applicant(s)

Signature of Property Owner(s)

Date



## PUBLIC FORUM / WORKSHOP

Tuesday, July 23, 2019 6:00 PM -Northbridge Memorial Town Hall

Arrangements have been made for the Local Historic District Study Committee (LHDSC) to sponsor a **Public Forum/Workshop for Tuesday, July 23, 2019 (from 6:00 PM to 8:00PM -Town Hall)**. During this Public Forum attendees shall review the updated draft of the proposed Local Historic District Bylaw & an initial draft of the Preliminary Study Report. It would be greatly appreciated if you and others attend this public forum to offer input & comment specific to the draft bylaw provisions and overall thoughts as it relates to this ongoing Local Historic District initiative.

## PUBLIC FORUM/WORKSHOP -Tuesday, July 23, 2019 (6:00 PM -Northbridge Memorial Town Hall, 7 Main Street, Whitinsville, MA 01588)

The 12 properties include the Col. James Fletcher Home; Whitinsville Brick Mills & Forge; Whitinsville Cotton Mill; Memorial Town Hall; Aldrich School; George Marston Whitin Memorial Community Center; Whitinsville Savings Bank; Town Common -Memorial Park; Whitinsville Social Library; Trinity Episcopal Church; Village Congregational Church; & Congregational Parsonage.



The (proposed) Whitinsville Local Historic District tells the story of how the Industrial Revolution transformed Whitinsville into one of New England's leading mill villages between the late 1700's to the mid 1900's. The properties selected represent industrial, civic, religious, governmental, recreational, and business commerce during the growth of the village of Whitinsville (Northbridge).

The public forum is open to all interested, the LHDSC looks forward to your participation and welcomes any feedback. For more information please contact the Community Planning & Development Office at (508) 234-2447 or [planning@northbridgema.org](mailto:planning@northbridgema.org)

Harry Berkowitz, Chair  
Robert Laflamme, Member

Kenneth Warchol, Vice Chair  
Randi Zanca, Member

Daniel O'Neil, Clerk  
Timothy Reiter, Member

