

**TOWN OF NORTHBRIDGE  
BOARD OF SELECTMEN'S MEETING  
NORTHBRIDGE TOWN HALL  
7 MAIN STREET - WHITINSVILLE, MA 01588  
September 9, 2013 AT 6:30 P.M.  
Revised**

**PLEDGE OF ALLEGIANCE**

**I. APPROVAL OF MINUTES**

A. 1) August 12, 2013 [Executive Session]

**II. PUBLIC HEARINGS**

B. 1) 7:05 PM – New China Pacific LLC d/b/a New China Pacific Restaurant [Jackie Lee, Manager] – Application for an All Alcohol Common Victualler License for 683 Linwood Ave., Whitinsville, MA 01588

2) 7:20 PM – Samarpan, Inc. d/b/a 1 Quickstop Convenience [Bhikhabhai Patel, Manager] – Application to transfer the Wine & Malt Package Store License from Steve Tran d/b/a 1 Quikstop to Samarpan, Inc. d/b/a 1 Quickstop Convenience

**III. APPOINTMENTS/By the Town Manager:**

C. 1) Carmen Borelli, Student Police Officer – Vote to affirm

2) Annmarie Cleary, Veterans Clerk - Vote to affirm

**RESIGNATION/By the Board of Selectmen:**

3) Peter Lawson, Cultural Council

**IV. CITIZENS' COMMENTS/INPUT**

**V. DECISIONS**

D. Kyoto of Whitinsville [Thien Phan], 185 Church Street, Whitinsville/Application for a non-alcoholic Common Victualler's License.

E. MRA Multisport [Alex Rogozenski]/1) Request permission to hold the 2<sup>nd</sup> annual "1<sup>st</sup> Day 5K" run / 2.5K walk on January 1, 2014, at 11:00 A.M. subject to the conditions set forth by the Northbridge Police Department requiring the use of police details for traffic. 2) Request permission to hold "Race of Rams" Duathlon/5K, Sunday, May 4, 2014, at 8:30 A.M. subject to the conditions set forth by the Northbridge Police Department requiring the use of police details for traffic.

F) Safety Committee Minutes [July 17, 2013]/Vote to accept recommendations

G) Northbridge Special Education Parent Advisory Council [Kathy Lyons]/Request permission to hang a banner over Church Street from December 1, 2013 through December 8, 2013 to advertise "National Inclusive Schools Week".

H) Northbridge Association of Churches [Carolyn Mitchell]/Request to hold the 39<sup>th</sup> annual Blackstone Valley Cropwalk to be held Saturday, October 19, 2013 at 9:00 A.M.

I) Village Congregational Church [Robert G. Sherwood, Pastor]/Request permission to use Memorial Park on Sunday, October 6, 2013, from 9:00 A.M. to 11:00 A.M.

J) Mantown Consignment [Brian Provencal], 2679 Providence Road, Northbridge/Application for a Junk Dealer's License

K) Alternatives [Dennis Rice]/Request permission to use Memorial Park for a community art project in celebration of World Smile ☺ Day on October 4, 2013 and October 5, 2013

L) Fall Annual Town Meeting Warrant [October 22, 2013]/Vote to sign warrant upon completion and final review by Town Counsel

**VI. DISCUSSIONS**

M) Boot Drive Policy

N) E-Permitting Contract

O) Roads Program Update

P) Selectmen's Meeting Schedule (vote to change)

THIS AGENDA IS SUBJECT TO CHANGE

## **VII. TOWN MANAGER'S REPORT**

- Q** 1) Summer Read Around Town Program
- 2) EPA Project
- 3) Trash Haulers Study Grant Application
- 4) Open Space & Recreation Plan
- 5) Planning Board/School Committee Vacancy
- 6) Community Development Block Grant – DR Initiative
- 7) Pine Grove Cemetery

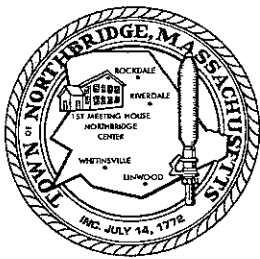
## **VIII. SELECTMEN'S CONCERNS**

## **IX. ITEMS FOR FUTURE AGENDA**

## **X. CORRESPONDENCE**

## **XI. EXECUTIVE SESSION**

- 1) Under M.G.L. Chapter 30A, S21 #6 To consider the purchase, exchange, lease or value of real property



B.1.

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

August 6, 2013

Via EMAIL: [legalnotices@telegram.com](mailto:legalnotices@telegram.com)

Dear Legal Department:

Please place the following Legal Notice in the **Tuesday, August 27, 2013**, edition of the Worcester Telegram & Gazette.

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**TOWN OF NORTHBRIDGE  
PUBLIC HEARING NOTICE**

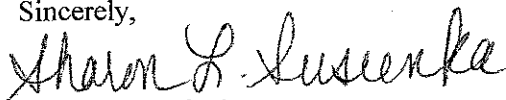
Notice is hereby given under Chapter 138, Section 15A of the M.G.L.'s, that the Northbridge Board of Selectmen will hold a public hearing on **Monday, September 9, 2013, at 7:05 PM** in the Selectmen's Meeting Room, Northbridge Town Hall, 7 Main Street, Whitinsville, MA, to consider the application of New China Pacific LLC d/b/a New China Pacific Restaurant [Jackie Lee, Manager], for an All Alcohol Common Victualler License on the premises located at 683 Linwood Avenue, Whitinsville, MA 01588. The description of the premises is as follows: A main dining room w/seating for approx. 49, an upper level dining room, w/seating for approx. 65, a lower level dining room, w/seating for approx. 43, and lounge w/seating for approx. 49. A portion of the 2nd floor [433 sq. ft.] will be accessible to employees only and used for administrative and storage purposes. A portion of the lower level [486 sq. ft.] will be accessible to employees only and used for storage. A portion of the basement [265sq.ft.] will be accessible to employees only and also be used for storage. The premises also has a kitchen; men's, women's, and employee lavatories [approx. 1,252 sq. ft.]

Daniel J. Nolan, Chairman  
Northbridge Board of Selectmen  
August 27, 2013

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

Sincerely,



Sharon L. Susienka

Exec. Assistant to the Town Manager

c: W. Robert Knapik, Esq. } 8/28/13 via regular U.S. Mail  
Jackie Lee, Manager }  
Abutters - 8/28/13 via Cert. Ret. Receipt

August 28, 2013

*mailed*

Dear Abutter:

**TOWN OF NORTHBRIDGE  
PUBLIC HEARING NOTICE**

Notice is hereby given under Chapter 138, Section 15A of the M.G.L.'s, that the Northbridge Board of Selectmen will hold a public hearing on Monday, September 9, 2013, at 7:05 PM in the Selectmen's Meeting Room, Northbridge Town Hall, 7 Main Street, Whitinsville, MA, to consider the application of New China Pacific LLC d/b/a New China Pacific Restaurant [Jackie Lee, Manager], for an ~~All Alcohol Common Victualler License on~~ the premises located at 683 Linwood Avenue, Whitinsville, MA 01588. The description of the premises is as follows: A main dining room w/seating for approx. 49, an upper level dining room, w/seating for approx. 65, a lower level dining room, w/seating for approx. 43, and lounge w/seating for approx. 49. A portion of the 2nd floor [433 sq. ft.] will be accessible to employees only and used for administrative and storage purposes. A portion of the lower level [486 sq. ft.] will be accessible to employees only and used for storage. A portion of the basement [265sq.ft.] will be accessible to employees only and also be used for storage. The premises also has a kitchen; men's, women's, and employee lavatories [approx. 1,252 sq. ft.]

Daniel Nolan, Chairman  
Northbridge Board of Selectmen

## MEMORANDUM

**DATE:** August 5, 2013  
**TO:** Jennifer Cecconi, Assistant Assessor  
**FROM:** Sharon L. Susienka, Exec. Asst. to the Town Manager  
**SUBJECT:** Request for Abutters' List

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I hereby request an abutter's list for the following location:

**683 Linwood Avenue, Whitinsville, MA 01588**

24A-114

**Purpose:** New China Pacific LLC / Application for an All Alcohol  
Common Victualer's License.

### Abutters' List requirements:

-An abutter is a person whose property directly touches the proposed premises — not someone across the street.

-Churches, synagogues, hospitals and public or private elementary or secondary schools located within 500 feet of the premises of a liquor-serving establishment.

MACK ROGER P  
NANCI-ELLEN MACK  
27 MAPLE CT  
WHITINSVILLE, MA 01588

WHITE DAVID M  
MICHELLE A WHITE  
13 BLANCHARD LN  
WHITINSVILLE, MA 01588

NYDAM DOUGLAS J  
DOUGLAS J NYDAM  
PO BOX 486  
NORTH UXBRIDGE, MA 01538

WIERSMA LEONARD J  
MADELINE BUMA  
BOX 308  
NO UXBRIDGE, MA 01538

MENARD DONALD L  
CHRISTINE A MENARD  
P O BOX 579  
LINWOOD, MA 01525

STROM DEWAYNE L SR  
REBECCA STROM  
P O BOX 112  
WHITINSVILLE, MA 01588

POISSON ARTHUR R  
APRIL M POISSON, TE  
694 WEST HARTFORD AV  
UXBRIDGE, MA 01569

YOUNGSMA LESLIE G  
YOUNGSMA SANDRA G  
154 ALDRICH STREET  
UXBRIDGE, MA 01569

FOXY TRAVEL INC  
P O BOX 579  
WHITINSVILLE, MA 01588

POISSON ARTHUR R  
694 WEST HARTFORD AV  
UXBRIDGE, MA 01569

ALBIN LEO J  
P O BOX 161  
LINWOOD, MA 01525

C & B CAR CARE INC  
P O BOX 561  
679 LINWOOD AVE  
WHITINSVILLE, MA 01588

WHITTEN LEE S ET AL TRUSTEES  
PARK PLACE REALTY TRUST  
PO BOX 54  
SOUTHBORO, MA 01772

EDNA LESPERANCE  
P O BOX 304  
LINWOOD, MA 01525

LINWOOD MILL, LLC  
1167-7 PROVIDENCE RD  
WHITINSVILLE, MA 01588

LINWOOD MILL, LLC  
C/O FRIENDLY DISCOUNT LIQUORS  
1167-7 PROVIDENCE RD  
WHITINSVILLE, MA 01588

PLACE JAMES R  
P O BOX 544  
WHITINSVILLE, MA 01588

GADOURY HOMES LLC  
6 RESERVOIR AVE  
MANCHAUG, MA 01526

11-13 MAPLE COURT CONDOMINIUM  
ELAINE GOSSELIN, TRUSTEE  
P O BOX 607  
LINWOOD, MA 01525

LABONTE NANCY  
8 WOODLAND ST  
WHITINSVILLE, MA 01588

LABONTE NANCY  
8 WOODLAND ST  
WHITINSVILLE, MA 01588

11-13 MAPLE COURT CONDOMINIUM  
ELAINE GOSSELIN, TRUSTEE  
P O BOX 607  
LINWOOD, MA 01525

THOMPSON STIRLING A & DOROTHY,  
THOMPSON IRREVOCABLE TRUST  
P O BOX 93  
LINWOOD, MA 01525

FOXY TRAVEL INC  
38 PROVIDENCE RD  
LINWOOD, MA 01525

BOUSQUET DIANE J  
19 MAPLE CT  
WHITINSVILLE, MA 01588

LABONTE GERALD P JR  
JENNIFER R LABONTE  
503 BLACKSTONE ST  
UXBRIDGE, MA 01569

COURT STREET PROPERTIES LLC  
60B CHURCH ST  
WHITINSVILLE, MA 01588

LANGLAIS SUSAN M  
P O BOX 31  
LINWOOD, MA 01525

LUNT WALTER F  
VIRGINIA B LUNT  
73 PROVIDENCE RD  
WHITINSVILLE, MA 01588

GADOURY HOMES LLC  
6 RESERVOIR AVE  
MANCHAUG, MA 01526

24 shutters notices  
© #6-11 = 146.64

# ABBUTTERS LISTING NORTHBRIDGE, MA

Map	Block	Lot	Unit	Owner's Name	Co Owner's Name	Address	City	ST Zip
5	42			MACK ROGER P	NANCY-ELLEN MACK	27 MAPLE CT	WHITINSVILLE	MA 015
5	43			WIERISMA LEONARD J	MADELINE BUMA	BOX 308	NO UXBRIDGE	MA 015
5	44			POISSON ARTHUR R	APRIL M POISSON, TE	694 WEST HARTFORD AV	UXBRIDGE	MA 015
5	45			POISSON ARTHUR R		694 WEST HARTFORD AV	UXBRIDGE	MA 015
5	46			WHITTEN LEE S ET AL TRUSTEES	PARK PLACE REALTY TRUST	PO BOX 54	SOUTHBORO	MA 015
5	47			LINWOOD MILL, LLC	C/O FRIENDLY DISCOUNT LIQUORS	1167-7 PROVIDENCE RD	WHITINSVILLE	MA 015
5	98			11-13 MAPLE COURT CONDOMINIUM	ELAINE GOSSELIN, TRUSTEE	P O BOX 607	LINWOOD	MA 015
5	99			11-13 MAPLE COURT CONDOMINIUM	ELAINE GOSSELIN, TRUSTEE	P O BOX 607	LINWOOD	MA 015
5	104			BOUSQUET DIANE J		19 MAPLE CT	WHITINSVILLE	MA 015
5	105			LANGLAIS SUSAN M		P O BOX 31	LINWOOD	MA 015
24A	2			WHITE DAVID M	MICHELLE A WHITE	13 BLANCHARD LN	WHITINSVILLE	MA 015
24A	3			MENARD DONALD L	CHRISTINE A MENARD	P O BOX 579	LINWOOD	MA 015
24A	4			YOUNGSMAN LESTIE G	YOUNGSMAN SANDRA G	154 ALDRICH STREET	UXBRIDGE	MA 015
24A	5			ALBIN LEO J		P O BOX 161	LINWOOD	MA 015
24A	6			EDNA LESPERANCE		P O BOX 304	LINWOOD	MA 015
24A	7			PLACE JAMES R		P O BOX 544	WHITINSVILLE	MA 015
24A	43			LABONTE NANCY		8 WOODLAND ST	WHITINSVILLE	MA 015
24A	44			THOMPSON STIRLING A & DOROTHY, TRS		P O BOX 93	LINWOOD	MA 015
24A	108			LABONTE GERALD P JR	THOMPSON IRREVOCABLE TRUST	503 BLACKSTONE ST	UXBRIDGE	MA 015
24A	109			LUNT WALTER F	JENNIFER R LABONTE	73 PROVIDENCE RD	WHITINSVILLE	MA 015
24A	110			NYDAM DOUGLAS J	VIRGINIA B LUNT	PO BOX 486	NORTH UXBRIDGE	MA 015
24A	111			STROM DEWAYNE L SR	DOUGLAS J NYDAM	P O BOX 112	WHITINSVILLE	MA 015
24A	112			FOXY TRAVEL INC	REBECCA STROM	P O BOX 579	WHITINSVILLE	MA 015
24A	115			C & B CAR CARE INC		P O BOX 561	WHITINSVILLE	MA 015
24A	116			LINWOOD MILL, LLC		1167-7 PROVIDENCE RD	WHITINSVILLE	MA 015
24A	118			GADOURY HOMES LLC		6 RESERVOIR AVE	MANCHAUG	MA 015
24A	149			LABONTE NANCY		8 WOODLAND ST	WHITINSVILLE	MA 015
24A	153			FOXY TRAVEL INC		38 PROVIDENCE RD	LINWOOD	MA 015
24A	164			COURT STREET PROPERTIES LLC		608 CHURCH ST	WHITINSVILLE	MA 015
24A	169			GADOURY HOMES LLC		6 RESERVOIR AVE	MANCHAUG	MA 015

## APPLICATION FOR RETAIL ALCOHOLIC BEVERAGE LICENSE

City/Town

Northbridge

### 1. LICENSEE INFORMATION:

A. Legal Name/Entity of Applicant:(Corporation, LLC or Individual) New China Pacific LLC

B. Business Name (if different) : New China Pacific Restaurant

C. Manager of Record: Jackie Lee

D. ABCC License Number (for existing licenses only) :

E. Address of Licensed Premises: 683 Linwood Avenue

City/Town: Northbridge

State: MA

Zip: 01588

F. Business Phone:

G. Cell Phone: (617) 413-2818

H. Email: gfong@fongkaston.com

I. Website:

J. Mailing address (If different from E.): 195 Thomas Burgin Parkway, #402

City/Town: Quincy

State: MA

Zip: 02169

### 2. TRANSACTION:

- ☒ New License    ☐ New Officer/Director    ☐ Transfer of Stock    ☐ Issuance of Stock    ☐ Pledge of Stock  
☐ Transfer of License    ☐ New Stockholder    ☐ Management/Operating Agreement    ☐ Pledge of License

The following transactions must be processed as new licenses:

- ☐ Seasonal to Annual    ☐ (6) Day to (7)-Day License    ☐ Wine & Malt to All Alcohol

**IMPORTANT ATTACHMENTS (1):** The applicant must attach a vote of the entity authorizing all requested transactions, including the appointment of a Manager of Record or principal representative.

### 3. TYPE OF LICENSE:

- ☒ \$12 Restaurant    ☐ \$12 Hotel    ☐ \$12 Club    ☐ \$12 Veterans Club  
☐ \$12 General On-Premises    ☐ \$12 Tavern (No Sundays)    ☐ \$15 Package Store

### 4. LICENSE CATEGORY:

- ☒ All Alcoholic Beverages    ☐ Wine & Malt Beverages Only    ☐ Wine or Malt Only  
☐ Wine & Malt Beverages with Cordials/Liqueurs Permit

### 5. LICENSE CLASS:

- ☒ Annual    ☐ Seasonal



**6. CONTACT PERSON CONCERNING THIS APPLICATION (ATTORNEY IF APPLICABLE)**

NAME:

W. Robert Knapik, Esq.

ADDRESS:

216 Church Street

CITY/TOWN:

Whitinsville

STATE: MA

ZIP CODE:

01588

CONTACT PHONE NUMBER:

(508) 234-3301

FAX NUMBER:

(508) 234-2201

EMAIL:

rob@knapiklaw.com

**7. DESCRIPTION OF PREMISES:**

Please provide a complete description of the premises to be licensed. Please note that this must be identical to the description on the Form 43.

The applicant intends to purchase the property known as and numbered 683 Linwood Avenue in Whitinsville (Northbridge), Massachusetts. Currently, there is a one-story building on the property which contains approximately 6,283 square feet of space and formerly housed China Pacific Restaurant, a licensed restaurant and lounge. Ample parking is available. Please see continuation on last page.

Total Square Footage:

6,283 +/-

Number of Entrances:

1 (main)

Number of Exits:

5

Occupancy Number:

206

Seating Capacity:

206

**IMPORTANT ATTACHMENTS (2):** The applicant must attach a floor plan with dimensions and square footage for each floor & room.**8. OCCUPANCY OF PREMISES:**

By what right does the applicant have possession and/or legal occupancy of the premises?

Own

**IMPORTANT ATTACHMENTS (3):** The applicant must submit a copy of the final lease or documents evidencing a legal right to occupy the premises.

Other: Purchase and Sale Agreement

Landlord is a(n):

Please Select

Other:

Name:

Phone:

Address:

City/Town:

State:

Zip:

Initial Lease Term: Beginning Date

Ending Date

Renewal Term:

Options/Extensions at:

Years Each

Rent:

Per Year

Rent:

Per Month

Do the terms of the lease or other arrangement require payments to the Landlord based on a percentage of the alcohol sales?

Yes ☐ No ☐**IMPORTANT ATTACHMENTS (4):**

1. If yes, the Landlord is deemed a person or entity with a financial or beneficial interest in this license. Each individual with an ownership interest with the Landlord must be disclosed in §10 and must submit a completed Personal Information Form attached to this application.
2. Entity formation documents for the Landlord entity must accompany the application to confirm the individuals disclosed.
3. If the principals of the applicant corporation or LLC have created a separate corporation or LLC to hold the real estate, the applicant must still provide a lease between the two entities.

**9. LICENSE STRUCTURE:**

The Applicant is a(n):

LLC

Other :

If the applicant is a Corporation or LLC, complete the following:

Date of Incorporation/Organization:

04/26/2013

State of Incorporation/Organization: Massachusetts

Is the Corporation publicly traded? Yes ☐ No ☒**10. INTERESTS IN THIS LICENSE:**

List all individuals involved in the entity (e.g. corporate stockholders, directors, officers and LLC members and managers) and any person or entity with a direct or indirect, beneficial or financial interest in this license (e.g. landlord with a percentage rent based on alcohol sales).

**IMPORTANT ATTACHMENTS (5):**A. All individuals or entities listed below are required to complete a Personal Information Form.B. All shareholders, LLC members or other individuals with any ownership in this license must complete a CORI Release Form.

Name	All Titles and Positions	Specific # of Stock or % Owned	Other Beneficial Interest
Jackie Lee	Manager, Member	50%	
Xu Hui Li	Member	50%	

\*If additional space is needed, please use last page.

**11. EXISTING INTEREST IN OTHER LICENSES:**

Does any individual listed in §10 have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes ☐ No ☒ If yes, list said interest below:

Name	License Type	Licensee Name & Address
	Please Select	
	Please Select	
	Please Select	
	Please Select	
	Please Select	
	Please Select	
	Please Select	

\*If additional space is needed, please use last page.

**12. PREVIOUSLY HELD INTERESTS IN OTHER LICENSES:**

Has any individual listed in §10 who has a direct or indirect beneficial interest in this license ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held? Yes ☒ No ☐ If yes, list said interest below:

Name	Licensee Name & Address	Date	Reason Terminated
Jackie Lee	King Sing Restaurant, 46 Main Street, Orange, MA	1989-1994	Transferred
Jackie Lee	Ho Kong Restaurant, 366 Cumberland Hill Road, Woonsocket, RI	1/2010-3/2012	Transferred
			Please Select

**13. DISCLOSURE OF LICENSE DISCIPLINARY ACTION:**

Have any of the disclosed licenses to sell alcoholic beverages listed in §11 and/or §12 ever been suspended, revoked or cancelled? Yes ☐ No ☒ If yes, list said interest below:

Date	License	Reason of Suspension, Revocation or Cancellation

**14. CITIZENSHIP AND RESIDENCY REQUIREMENTS FOR A (§15) PACKAGE STORE LICENSE ONLY :****A.) For Individual(s):**

1. Are you a U.S. Citizen? Yes ☐ No ☐  
2. Are you a Massachusetts Residents? Yes ☐ No ☐

**B.) For Corporation(s) and LLC(s) :**

1. Are all Directors/LLC Managers U.S. Citizens? Yes ☐ No ☐  
2. Are a majority of Directors/LLC Managers Massachusetts Residents? Yes ☐ No ☐  
3. Is the License Manager or Principal Representative a U.S. Citizen?

**C.) Shareholder(s), Member(s), Director(s) and Officer(s):**

- 1.. Are all Shareholders, Members, Directors, LLC Managers and Officers involved at least twenty-one (21) years old? Yes ☐ No ☐

**15. CITIZENSHIP AND RESIDENCY REQUIREMENTS FOR (§12) RESTAURANT, HOTEL, CLUB, GENERAL ON PREMISE, TAVERN, VETERANS CLUB LICENSE ONLY:****A.) For Individual(s):**

1. Are you a U.S. Citizen? Yes ☐ No ☐

**B.) For Corporation(s) and LLC(s) :**

1. Are a majority of Directors/LLC Managers **NOT** U.S. Citizen(s)? Yes ☐ No ☒  
2. Is the License Manager or Principal Representative a U.S. Citizen? Yes ☒ No ☐

**C.) Shareholder(s), Member(s), Director(s) and Officer(s):**

- 1.. Are all Shareholders, Members, Directors, LLC Managers and Officers involved at least twenty-one (21) years old? Yes ☒ No ☐

**16. COSTS ASSOCIATED WITH LICENSE TRANSACTION:**

A. Purchase Price for Real Property: \$400,000.00

B. Purchase Price for Business Assets: \$230,000.00

C. Costs of Renovations/Construction: \$30,000.00

D. Initial Start-Up Costs: \$20,000.00

E. Purchase Price for Inventory: \$30,000.00

F. Other: (Specify)

G: TOTAL COST \$710,000.00

H. TOTAL CASH \$180,000.00

I. TOTAL AMOUNT FINANCED \$530,000.00

**IMPORTANT ATTACHMENTS (6):** Submit any and all records, documents and affidavits including loan agreements that explain the source(s) of money for this transaction. Sources of cash must include a minimum of three (3) months of bank statements.

The amounts listed in subsections (H) and (I) must total the amount reflected in (G).

**17. PROVIDE A DETAILED EXPLANATION OF THE FORM(S) AND SOURCE(S) OF FUNDING FOR THE COSTS IDENTIFIED ABOVE (INCLUDE LOANS, MORTGAGES, LINES OF CREDIT, NOTES, PERSONAL FUNDS, GIFTS):**

As set forth in the attached documents, the primary source of funding to acquire the property and business assets, renovate the property, and obtain all necessary fixtures, infrastructure and inventory to operate the restaurant will be from a commercial loan to the Applicant. The members of the Applicant will also contribute personal funds. Copies of bank statements and other sources of cash are attached, together with a draft Promissory Note, Mortgage and Security Agreement, and All Asset Security Agreement.

\*If additional space is needed, please use last page.

**18. LIST EACH LENDER AND LOAN AMOUNT(S) FROM WHICH "TOTAL AMOUNT FINANCED" NOTED IN SUB-SECTIONS 16(I) WILL DERIVE:**

A.		
Name	Dollar Amount	Type of Financing
Kuo Tai, Inc.	\$530,000.00	Commercial Loan

\*If additional space is needed, please use last page.

B. Does any individual or entity listed in §19 as a source of financing have a direct or indirect, beneficial or financial interest in this license or any other license(s) granted under Chapter 138? Yes ☐ No ☒

If yes, please describe:

**19. PLEDGE: (i.e. COLLATERAL FOR A LOAN)**

A.) Is the applicant seeking approval to pledge the license? ☒ Yes ☐ No

1. If yes, to whom: Kuo Tai, Inc.

2. Amount of Loan: \$530,000.00

3. Interest Rate: Five (5) Percent

4. Length of Note: Sixty-three (63) months

5. Terms of Loan : Loan amortized over five (5) years and secured by a Mortgage and Security Agreement and All Asset Security Agreement

B.) If a corporation, is the applicant seeking approval to pledge any of the corporate stock? ☐ Yes ☒ No

1. If yes, to whom:

2. Number of Shares:

C.) Is the applicant pledging the inventory? ☒ Yes ☐ No

If yes, to whom: Kuo Tai, Inc.

**IMPORTANT ATTACHMENTS (7):** If you are applying for a pledge, submit the pledge agreement, the promissory note and a vote of the Corporation/LLC approving the pledge.

**20. CONSTRUCTION OF PREMISES:**

Are the premises being remodeled, redecorated or constructed in any way? If YES, please provide a description of the work being performed on the premises: ☒ Yes ☐ No

The Applicant will clean the premises, paint the walls, and wash all usable equipment and flooring. The Applicant will replace the carpet on the first floor of the premises with tile flooring and install new tiles to fix the existing tile floor in the kitchen where needed. The Applicant will replace the existing walk-in cooler/freezer with a new walk-in cooler/freezer combination. The Applicant will remove all existing equipment that is not NSF. All improvements to the premises will comply with applicable codes.

**21. ANTICIPATED OPENING DATE:** Aug 19, 2013

IF ALL OF THE INFORMATION AND  
ATTACHMENTS ARE NOT COMPLETE  
THE APPLICATION WILL BE  
**RETURNED**

## Additional Space

Please note which question you are using this space for.

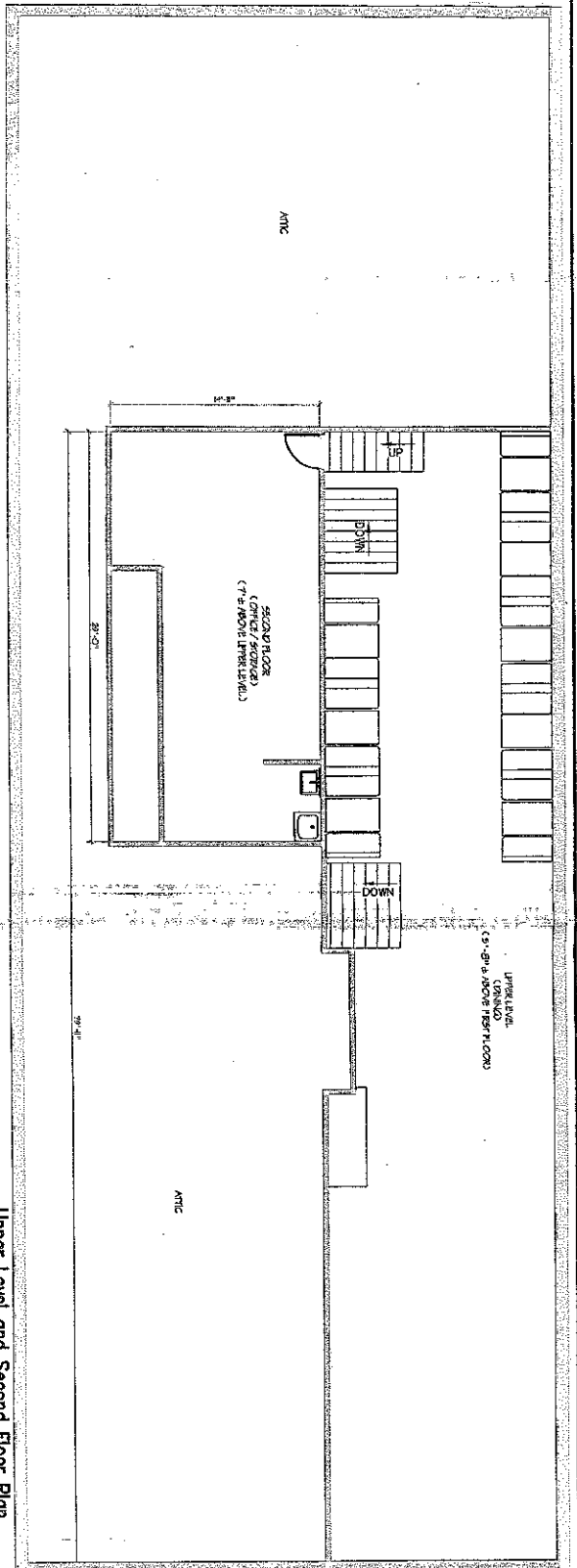
### Question 7 Continued:

The premises consists of a main dining room which seats approximately 49, an upper level dining room which seats approximately 65, a lower level dining room which seats approximately 43, and a lounge seating approximately 49. A portion of the premises on the second floor (approximately 433 square feet) will be accessible to employees only and will be used for administrative and storage purposes. A portion of the premises on the lower level (approximately 486 square feet) will be accessible to employees only and will be used for storage. A portion of the premises in the basement (approximately 265 square feet) will be accessible to employees only and will be used for storage. The Premises also includes a kitchen and men's, women's and employee lavatories (together, approximately 1,252 square feet).

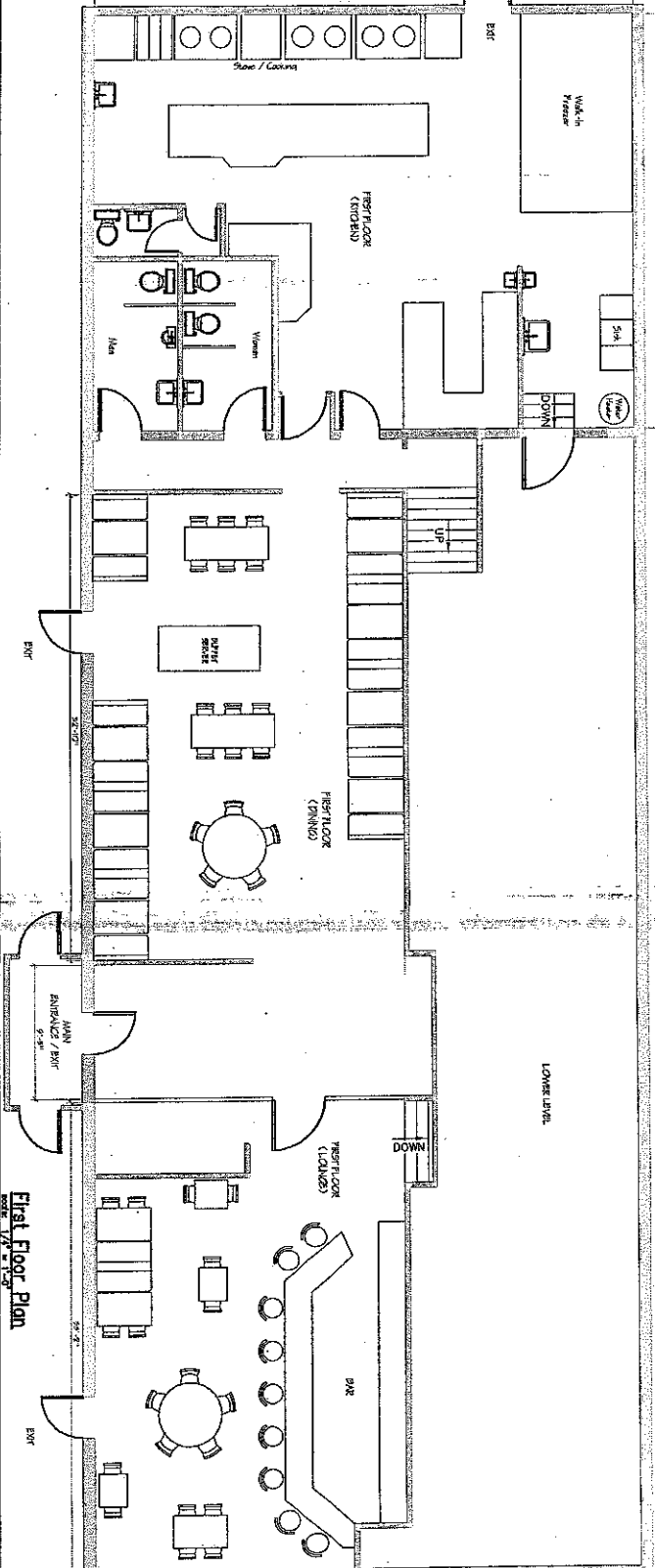
BLDG. AREA	285
GROUND FLOOR (EXISTING)	798
GROUND FLOOR (PROPOSED)	798
FIRST FLOOR (EXISTING)	1022
FIRST FLOOR (PROPOSED)	1,301
UPPER LEVEL (EXISTING)	478
UPPER LEVEL (PROPOSED)	478
SECOND FLOOR (EXISTING)	478
SECOND FLOOR (PROPOSED)	478

BLDG. AREA  
GROUND FLOOR (EXISTING)  
GROUND FLOOR (PROPOSED)  
FIRST FLOOR (EXISTING)  
FIRST FLOOR (PROPOSED)  
UPPER LEVEL (EXISTING)  
UPPER LEVEL (PROPOSED)  
SECOND FLOOR (EXISTING)  
SECOND FLOOR (PROPOSED)

## Upper Level and Second Floor Plan



## First Floor Plan



### REVISIONS

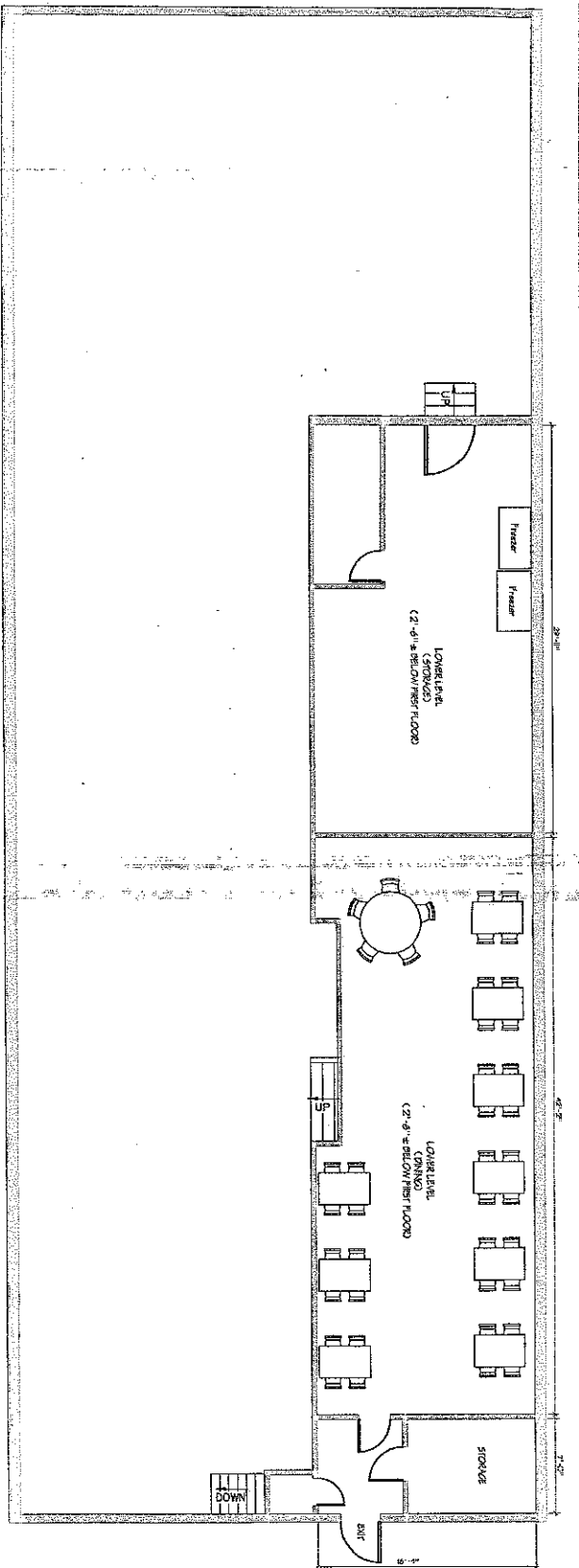
NO.	DATE	DESCRIPTION	BY
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Existing Restaurant Building  
New China Pacific  
Restaurant  
683 Linwood Avenue  
Northridge, Massachusetts

Prepared For:  
New China Pacific LLC  
DATE: JULY 17, 2013

SCALE: as noted  
DRAWN BY: [Name]  
CHECKED BY: [Name]

FIRST FLOOR, UPPER LEVEL, and  
SECOND FLOOR PLAN  
SHEET 2 OF 2



FLOOR AREA

BASEMENT (STORAGE)	285
LOWER LEVEL (DINING)	748
LOWER LEVEL (OFFICES)	1,052
FIRST FLOOR (DINING)	708
FIRST FLOOR (OFFICES and BATHROOM)	1,052
UPPER LEVEL (DINING)	1,307
SECOND FLOOR (OFFICE/STORAGE)	5,323
TOTAL	8,725

REVISIONS

NO.	DATE	DESCRIPTION	BY

Existing Restaurant Building  
New China Pacific  
Restaurant  
683 Linwood Avenue  
Northbridge, Massachusetts

Prepared For:  
New China Pacific LLC

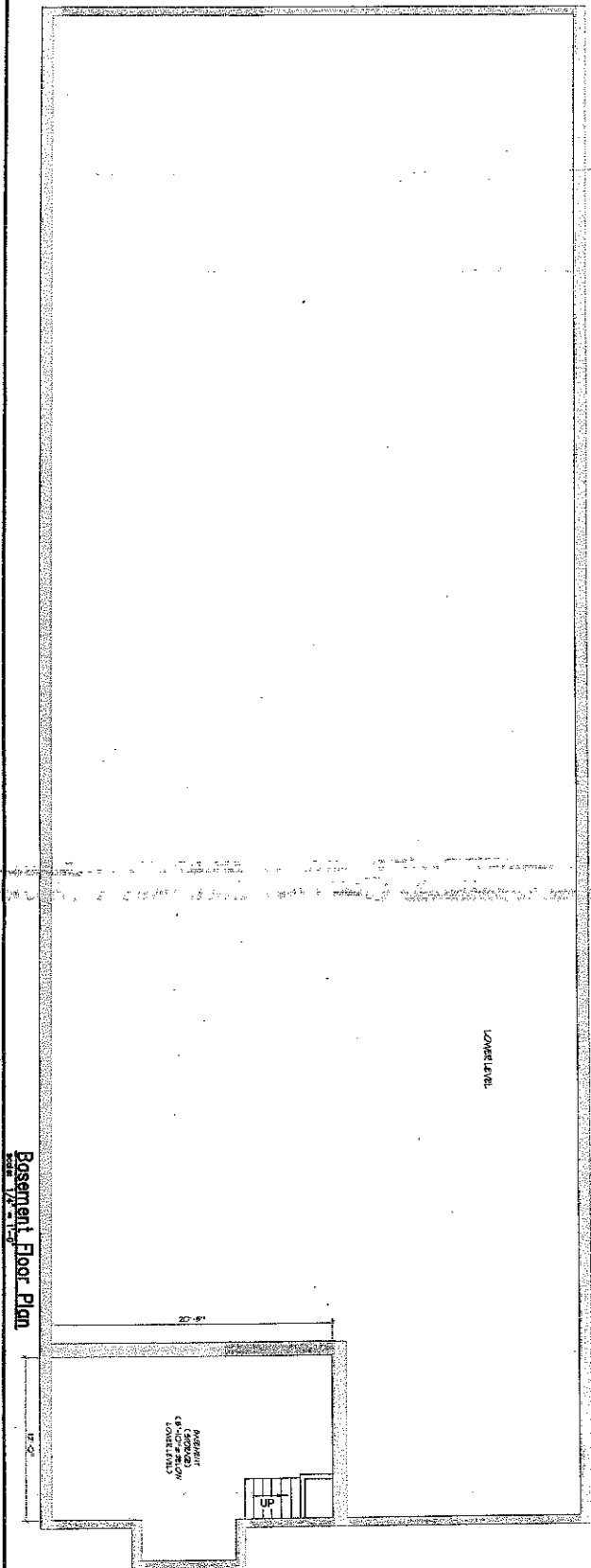
SCALE: as noted DATE: JULY 17, 2013

DESIGNER: [Signature] PROJECT NO.:

CHECK BY: [Signature] CHECK BY:

BASEMENT and LOWER LEVEL FLOOR  
SHEET 1 OF 2

Basement Floor Plan  
Scale: 1/4" = 1'-0"







*The Commonwealth of Massachusetts*  
*Alcoholic Beverages Control Commission*  
239 Causeway Street  
Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

**MANAGER APPLICATION**

All proposed managers are required to complete a Personal Information Form,  
and attach a copy of the corporate vote authorizing this action and appointing a manager.

**1. LICENSEE INFORMATION:**

Legal Name of Licensee:	<input type="text" value="New China Pacific LLC"/>	Business Name (dba):	<input type="text" value="New China Pacific Restaurant"/>
Address:	<input type="text" value="683 Linwood Avenue"/>		
City/Town:	<input type="text" value="Northbridge"/>	State:	<input type="text" value="MA"/>
		Zip Code:	<input type="text" value="01588"/>
ABCC License Number: (If existing licensee)	<input type="text"/>	Phone Number of Premise:	<input type="text" value="2"/>

**2. MANAGER INFORMATION:**

A. Name:	<input type="text" value="Jackie Lee"/>	B. Cell Phone Number:	<input type="text" value="(617) 413-2818"/>
C. List the number of hours per week you will spend on the licensed premises:	<input type="text" value="over fifty (50)"/>		

**3. CITIZENSHIP INFORMATION:**

A. Are you a U.S. Citizen:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	B. Date of Naturalization:	<input type="text"/>	C. Court of Naturalization:	<input type="text"/>
----------------------------	---	----------------------------	----------------------	-----------------------------	----------------------

(Submit proof of citizenship and/or naturalization such as US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers)

**4. BACKGROUND INFORMATION:**

A. Do you now, or have you ever, held any direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, please describe:	<input type="text" value="Pres./Mgr./Shareholder of King Sing Restaurant, Orange, MA '89-94; Ho Kong Restaurant, Woonsocket, RI '10-3/12"/>
B. Have you ever been the Manager of Record of a license to sell alcoholic beverages that has been suspended, revoked or cancelled?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, please describe:	<input type="text"/>
C. Have you ever been the Manager of Record of a license that was issued by this Commission?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, please describe:	<input type="text" value="Manager of King Sing Restaurant, Orange, MA '89-94"/>
D. Please list your employment for the past ten years (Dates, Position, Employer, Address and Telephone):	
<input type="text" value="2002-2005: Owner, Salem Jade Restaurant, 331 Lafayette St., Salem, MA; 2009-2010: Take-out expeditor, Ho Jade Restaurant, Hull, MA"/>	

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature

Date

*Le Secrétaire d'Etat des Etats-Unis d'Amérique*  
*prie par les présentes toutes autorités compétentes de laisser passer le citoyen*  
*ou ressortissant des Etats-Unis titulaire du présent passeport, sans délai ni*  
*difficulté et, en cas de besoin, de lui accorder toute aide et protection légitimes.*

El Secretario de Estado de los Estados Unidos de América por el presente solicita a las autoridades competentes permitir el paso del ciudadano o nacional de los Estados Unidos aquí nombrado, sin demora ni dificultades, y en caso de necesidad, prestarle toda la ayuda y protección lícitas.

SIGNATURE OF BEARER/SIGNATURE DU TITULAIRE/FIRMA DEL TITULAR

NOT VALID UNTIL SIGNED

PASSPORT  
PASSEPORT  
PASAPORTE



# UNBROKEN SEVEN S OF AMERICA

Type / Type / Tipo	Code / Code / Código	Passport No. / No. du Passeport / No. de Pasaporte
P	USA	105323934

Surname / Nom. / Apellidos  
LEE, CHIT

Given names / Prénoms / Nombres  
**JACKIE CHAK LAM**

Nationality, Nationalité, Nacionalidad  
UNITED STATES OF AMERICA

Date of birth / Date de naissance / Fecha de nacimiento  
**27 Sep 1953**

Sex / Sexe / Sexo: Place of birth / Lieu de naissance / Lugar de nacimiento  
M CHINA

Date of issue / Date de délivrance / Fecha de expedición: 27 Mar 2006  
Authority / Autorité / Autoridad: United States

Date of expiration / Date d'expiration / Fecha de caducidad: **26 Mar 2016** Department of State

Amendments / Modifications / Enmiendas  
See Page 24

P<USALEE<<JACKIE<CHAK<LAM<<<<<<<<<<<<<<<<<  
1053239348USA5309270M1603268<<<<<<<<<<<<<<<06



*The Commonwealth of Massachusetts*  
**Alcoholic Beverages Control Commission**  
239 Causeway Street  
Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

## PERSONAL INFORMATION FORM

Each individual listed in Section 10 of this application must complete this form.

### 1. LICENSEE INFORMATION:

A. Legal Name of Licensee	New China Pacific LLC	B. Business Name (dba)	New China Pacific Restaurant
C. Address	683 Linwood Avenue	D. ABCC License Number (If existing licensee)	
E. City/Town	Northbridge	State	MA Zip Code 01588
F. Phone Number of Premise		G. EIN of License	46-3011915

### 2. PERSONAL INFORMATION:

A. Individual Name	Jackie Lee	B. Home Phone Number	(617) 413-2818
C. Address	195 Thomas Burgin Parkway, #402		
D. City/Town	Quincy	State	MA Zip Code 02169
E. Social Security Number		F. Date of Birth	09/27/1953
G. Place of Employment	None		

### 3. BACKGROUND INFORMATION:

Have you ever been convicted of a state, federal or military crime? Yes ☐ No ☒

If yes, as part of the application process, the individual must attach an affidavit as to any and all convictions. The affidavit must include the city and state where the charges occurred as well as the disposition of the convictions.

### 4. FINANCIAL INTEREST:

Provide a detailed description of your direct or indirect, beneficial or financial interest in this license.

Manager and owner of 50% membership interest in New China Pacific LLC

**IMPORTANT ATTACHMENTS (8):** For all cash contributions, attach last (3) months of bank statements for the source(s) of this cash.

\*If additional space is needed, please use the last page

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature		Date	July 2, 2013
Title	Manager/Member	(If Corporation/LLC Representative)	



*The Commonwealth of Massachusetts*  
**Alcoholic Beverages Control Commission**  
239 Causeway Street  
Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

## PERSONAL INFORMATION FORM

Each individual listed in Section 10 of this application must complete this form.

### 1. LICENSEE INFORMATION:

A. Legal Name of Licensee	New China Pacific LLC	B. Business Name (dba)	New China Pacific Restaurant		
C. Address	683 Linwood Avenue	D. ABCC License Number (If existing licensee)			
E. City/Town	Northbridge	State	MA	Zip Code	01588
F. Phone Number of Premise		G. EIN of License	46-3011915		

### 2. PERSONAL INFORMATION:

A. Individual Name	Xu Hui Li	B. Home Phone Number	617-412-5479		
C. Address	1399 Commonwealth Avenue				
D. City/Town	Boston	State	MA	Zip Code	02135
E. Social Security Number		F. Date of Birth	05/01/1974		
G. Place of Employment	Joyful Garden, 1234 Soldiers Field Road, Boston, MA				

### 3. BACKGROUND INFORMATION:

Have you ever been convicted of a state, federal or military crime? Yes ☐ No ☒

If yes, as part of the application process, the individual must attach an affidavit as to any and all convictions. The affidavit must include the city and state where the charges occurred as well as the disposition of the convictions.

### 4. FINANCIAL INTEREST:

Provide a detailed description of your direct or indirect, beneficial or financial interest in this license.

Owner of 50% membership interest in New China Pacific LLC

IMPORTANT ATTACHMENTS (8): For all cash contributions, attach last (3) months of bank statements for the source(s) of this cash.

\*If additional space is needed, please use the last page

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature		Date	July 2, 2013
Title	Member	(If Corporation/LLC Representative)	

## APPLICANT'S STATEMENT

I, Jackie Lee the ☐ sole proprietor; ☐ partner; ☒ corporate principal; ☒ LLC/LLP member

of New China Pacific LLC, hereby submit this application for an all alcoholic beverages license (hereinafter the

"Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statement and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises does not violate any requirement of the ABCC or other state law or local ordinances;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the Application information as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of, the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.

Signature:

Jackie Lee

Date:

July 2, 2013

Title:

Manager/Member

## MANAGER'S CERTIFICATE OF RESOLUTIONS

The undersigned, being the sole Manager of New China Pacific LLC, a Massachusetts limited liability company with a principal office at 195 Thomas Burgin Parkway, Unit 402, Quincy, MA 02169 ("Company" or "LLC"), a limited liability company duly organized, validly existing, and in good standing under the laws of Massachusetts, CERTIFIES that the following resolutions were respectively duly adopted by the unanimous written consent of all the Members and Managers of the Company, the originals of which consents and/or minutes of which meetings have been placed with the minutes and records of the Company, that the following such resolutions are in conformity with the certificate of organization and operating agreement, or other charter if any, of the Company (each as amended to date, if at all), and that the following such resolutions on the date hereof are in full force and effect without change:

VOTED: To appoint Jackie Lee as manager of record for all licenses to be used and located at 683 Linwood Ave., Whitinsville, MA, and that the Manager is hereby authorized: to execute any and all documents in connection with an application for, or renewal of, any licenses (including without limitation liquor and common victualler licenses) with any governmental authority; and to execute and deliver any and all documents as may be necessary and appropriate, to approve any and all such orders and directions, and to do or cause to be done any and all such other acts and things as may be necessary or desirable in order to consummate the transaction described herein;

VOTED: In connection with a loan in the principal sum of Five Hundred Thirty Thousand and 00/100 (\$530,000.00) Dollars and/or any other sum or sums ("Loan"), that the Company enter into business dealings and financial arrangements with Kuo Tai, Inc. ("Lender"), and that the Company execute and deliver to the Lender the documents described below:

promissory note in the principal sum of the Loan by the Company as maker, with or without any other co-maker(s), payable to the order of the Lender;

mortgage and security agreement on the premises and assets situated at 683 Linwood Ave., Whitinsville, MA;

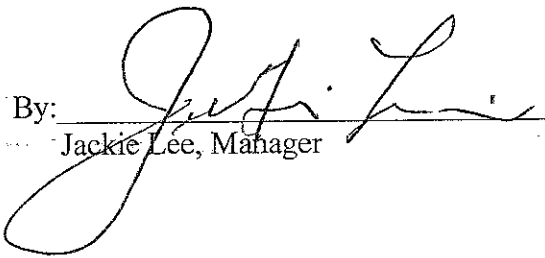
pledge of liquor license and inventory;

and all other agreements, documents, instruments and collateral which the Company may deem necessary, desirable, appropriate or incidental to the foregoing transaction(s), all in such form and with such amendments, modifications, replacements, additions, extensions and/or substitutions, and upon such terms and conditions, as the Company from time to time deems necessary, desirable or appropriate (if any, the Note, guarantee(s), mortgage(s), collateral assignment of leases and rents, security agreement(s), U.C.C. financing statement(s), construction loan agreement(s), pledge(s), and all other agreements documents, instruments and collateral relating to the Loan and/or said guarantee(s) hereinafter collectively called "Loan Documents"); and

VOTED: That all resolutions relative to the authority of the said person(s) to act on behalf of the Company in any dealings shall remain in full force and effect until notice in writing of the revocation or modification of such authority is actually received by them with sufficient time to act on it.

SIGNED as a sealed instrument as of the 16<sup>th</sup> day of July, 2013.

NEW CHINA PACIFIC LLC

By:   
Jackie Lee, Manager

**BOARD OF SELECTMEN  
LICENSE ROUTING SLIP**

**Business:** New China Pacific Restaurant [Jackie Lee, Manager]  
**Applicant:** New China Pacific LLC  
**Address:** 683 Linwood Avenue, Whitinsville, MA 01588  
**License Type:** All Alcohol Common Victualler

**DEPARTMENT:**

**COMMENTS:**

**SIGNATURE:**

**PLANNING:**

N/A - per DIRG INSP *R. Jay [Signature]*

**POLICE:**

**FIRE:**

**BUILDING/ZONING:**

**CONSERVATION:**

**HEALTH:**

Water  
Trash  
Other

**ASSESSORS:**

**TREASURER/COLLECTOR:**

Excise

Personal property

Real estate

Water / Sewer

Other

Please sign off and return the slip to the Town Manager's Office or offer comments via email to [dgosselin@northbridgema.org](mailto:dgosselin@northbridgema.org) or [ssusienka@northbridgema.org](mailto:ssusienka@northbridgema.org). Thanks!!



**BOARD OF SELECTMEN  
LICENSE ROUTING SLIP**

**Business:** New China Pacific Restaurant [Jackie Lee, Manager]

**Applicant:** New China Pacific LLC

**Address:** 683 Linwood Avenue, Whitinsville, MA 01588

**License Type:** All Alcohol Common Victualler

**DEPARTMENT:**

**COMMENTS:**

**SIGNATURE:**

**PLANNING:**

**POLICE:**

*W. J. Wambach*

Had previous Liquor License - No issues as long as all employees comply with attached Rules & Regulations governing Liquor Establishments

**FIRE:**

**BUILDING/ZONING:**

**CONSERVATION:**

**HEALTH:**

Water

Trash

Other

**ASSESSORS:**

**TREASURER/COLLECTOR:**

Excise

Water / Sewer

Personal property

Other

Real estate

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**BOARD OF SELECTMEN  
LICENSE ROUTING SLIP**

**Business:** New China Pacific Restaurant [Jackie Lee, Manager]

**Applicant:** New China Pacific LLC

**Address:** 683 Linwood Avenue, Whitinsville, MA 01588

**License Type:** All Alcohol Common Victualler

**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:** \_\_\_\_\_

**POLICE:** \_\_\_\_\_

**FIRE:**

The fire department has done a preliminary inspection with the applicant and his attorney. We will conduct a fire safety inspection when all recommended work is complete.  
7/24/2013 - Gary A. Nestor - Fire Chief. *gan*

**BUILDING/ZONING:** \_\_\_\_\_

**CONSERVATION:** \_\_\_\_\_

**HEALTH:**

Water

Trash

Other

**ASSESSORS:** \_\_\_\_\_

**TREASURER/COLLECTOR:**

Excise

Water / Sewer

Personal property

Other

Real estate

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**BOARD OF SELECTMEN  
LICENSE ROUTING SLIP**

**Business:** New China Pacific Restaurant [Jackie Lee, Manager]  
**Applicant:** New China Pacific LLC  
**Address:** 683 Linwood Avenue, Whitinsville, MA 01588  
**License Type:** All Alcohol Common Victualler

**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:** \_\_\_\_\_

\_\_\_\_\_  
**POLICE:** \_\_\_\_\_

\_\_\_\_\_  
**FIRE:** \_\_\_\_\_

\_\_\_\_\_  
**BUILDING/ZONING:** \_\_\_\_\_

*Approved, Subject  
To annual inspection*

*8-1-13*

*J. Shultz*

\_\_\_\_\_  
**CONSERVATION:** \_\_\_\_\_

\_\_\_\_\_  
**HEALTH:**

Water

Trash

Other

\_\_\_\_\_  
**ASSESSORS:** \_\_\_\_\_

\_\_\_\_\_  
**TREASURER/COLLECTOR:**

Excise

Personal property

Real estate

Water / Sewer

Other

*Please sign off and return the slip to the Town Manager's Office or offer  
comments via email to [dgosselin@northbridgemass.org](mailto:dgosselin@northbridgemass.org) or  
[ssusienka@northbridgemass.org](mailto:ssusienka@northbridgemass.org). Thanks!!*

**BOARD OF SELECTMEN  
LICENSE ROUTING SLIP**

**Business:** New China Pacific Restaurant [Jackie Lee, Manager]

**Applicant:** New China Pacific LLC

**Address:** 683 Linwood Avenue, Whitinsville, MA 01588

**License Type:** All Alcohol Common Victualler

**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:**

\_\_\_\_\_  
**POLICE:**

\_\_\_\_\_  
**FIRE:**

\_\_\_\_\_  
**BUILDING/ZONING:**

\_\_\_\_\_  
**CONSERVATION:**

N/A

Barbara Kinney

\_\_\_\_\_  
**HEALTH:**

Water

Trash

Other

\_\_\_\_\_  
**ASSESSORS:**

\_\_\_\_\_  
**TREASURER/COLLECTOR:**

Excise

Personal property

Real estate

Water / Sewer

Other

*Please sign off and return the slip to the Town Manager's Office or offer comments via email to [dgosselin@northbridgema.org](mailto:dgosselin@northbridgema.org) or [ssusienka@northbridgema.org](mailto:ssusienka@northbridgema.org). Thanks!!*

**BOARD OF SELECTMEN  
LICENSE ROUTING SLIP**

**Business:** New China Pacific Restaurant [Jackie Lee, Manager]  
**Applicant:** New China Pacific LLC  
**Address:** 683 Linwood Avenue, Whitinsville, MA 01588  
**License Type:** All Alcohol Common Victualler

**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:** \_\_\_\_\_

**POLICE:** \_\_\_\_\_

**FIRE:** \_\_\_\_\_

**BUILDING/ZONING:** \_\_\_\_\_

**CONSERVATION:** \_\_\_\_\_

**HEALTH:** \_\_\_\_\_

Water  
Trash  
Other

**ASSESSORS:** Assessors: No Issues 08/01/2013  
Robert Fitzgerald

**TREASURER/COLLECTOR:** \_\_\_\_\_

Excise	Water / Sewer
Personal property	Other
Real estate	

*Please sign off and return the slip to the Town Manager's Office or offer  
comments via email to [dgosselin@northbridgema.org](mailto:dgosselin@northbridgema.org) or  
[ssusienka@northbridgema.org](mailto:ssusienka@northbridgema.org). Thanks!!*

**BOARD OF SELECTMEN  
LICENSE ROUTING SLIP**

**Business:** New China Pacific Restaurant [Jackie Lee, Manager]

**Applicant:** New China Pacific LLC

**Address:** 683 Linwood Avenue, Whitinsville, MA 01588

**License Type:** All Alcohol Common Victualler

**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:**

**POLICE:**

**FIRE:**

**BUILDING/ZONING:**

**CONSERVATION:**

**HEALTH:**

Water

Trash

Other

**ASSESSORS:**

*H. Yargian*  
**TREASURER/COLLECTOR:**

Excise

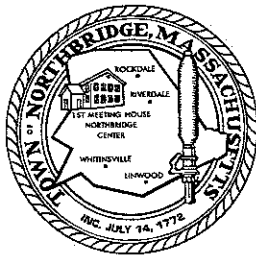
Personal property ☒

Real estate ☒

Water / Sewer *W \$149.96* *S \$60.50*  
Other

Please sign off and return the slip to the Town Manager's Office or offer comments via email to [dgosselin@northbridgema.org](mailto:dgosselin@northbridgema.org) or [ssusienka@northbridgema.org](mailto:ssusienka@northbridgema.org). Thanks!!

B.2.



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

August 15, 2013

Via EMAIL: [legalnotices@telegram.com](mailto:legalnotices@telegram.com)

Dear Legal Department:

Please place the following Legal Notice in the Tuesday, August 27, 2013, edition of the Worcester Telegram & Gazette.

---

TOWN OF NORTHBRIDGE  
PUBLIC HEARING NOTICE

Notice is hereby given under Chapter 138, Section 15A of the M.G.L.'s, that the Northbridge Board of Selectmen will hold a public hearing on Monday, September 9, 2013, at 7:20PM in the Selectmen's Meeting Room, Northbridge Town Hall, 7 Main Street, Whitinsville, MA, concerning the application to transfer the liquor license of Steve Tran d/b/a 1 Quikstop [Steve Tran, Manager], located at 206 North Main Street, Whitinsville, MA 01588 to Samarpan, Inc. d/b/a 1 Quickstop Convenience [Bhikhabhai Patel, Manager]. The description of the premises is as follows: Modern commercial brick building approx. 40'x60'. Front and rear entrances; employee restroom; customer restroom; employee office 6'x8'; cashier station 10'x8'; utility room 8'x8'; cooler 40'x8'; storage room 12'x18'; and ample parking including handicapped parking.

Daniel J. Nolan, Chairman  
Northbridge Board of Selectmen  
August 27, 2013

Please send bill and tear sheets to:

Northbridge Town Hall  
Town Manager's Office  
7 Main Street  
Whitinsville, MA 01588

Sincerely,

Sharon L. Susienka

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

c: Gerald Madaus, Esq.  
Steve Tran  
Bhikhabhai Patel

## APPLICATION FOR RETAIL ALCOHOLIC BEVERAGE LICENSE

City/Town

Northbridge

## 1. LICENSEE INFORMATION:

A. Legal Name/Entity of Applicant:(Corporation, LLC or Individual) Samarpan, Inc

B. Business Name (if different): 1 Quick Stop Convenience

C. Manager of Record: Bhikhabhai M. Patel

D. ABCC License Number (for existing licenses only):

090400017

E. Address of Licensed Premises: 206 North Main Street

City/Town: Northbridge

State: Ma

Zip: 01588

F. Business Phone: 508-234-7913

G. Cell Phone:

H. Email:

I. Website:

J. Mailing address (if different from E.):

City/Town:

State:

Zip:

## 2. TRANSACTION:

- ☐ New License
 ☐ New Officer/Director
 ☐ Transfer of Stock
 ☐ Issuance of Stock
 ☐ Pledge of Stock  
☒ Transfer of License
 ☐ New Stockholder
 ☐ Management/Operating Agreement
 ☐ Pledge of License

The following transactions must be processed as new licenses:

- ☐ Seasonal to Annual
 ☐ (6) Day to (7)-Day License
 ☐ Wine & Malt to All Alcohol

**IMPORTANT ATTACHMENTS (1):** The applicant must attach a vote of the entity authorizing all requested transactions, including the appointment of a Manager of Record or principal representative.

## 3. TYPE OF LICENSE:

- ☐ \$12 Restaurant
 ☐ \$12 Hotel
 ☐ \$12 Club
 ☐ \$12 Veterans Club  
☐ \$12 General On-Premises
 ☐ \$12 Tavern (No Sundays)
 ☒ \$15 Package Store

## 4. LICENSE CATEGORY:

- ☐ All Alcoholic Beverages
 ☒ Wine & Malt Beverages Only
 ☐ Wine or Malt Only  
☐ Wine & Malt Beverages with Cordials/Liqueurs Permit

## 5. LICENSE CLASS:

- ☒ Annual
 ☐ Seasonal



**6. CONTACT PERSON CONCERNING THIS APPLICATION (ATTORNEY IF APPLICABLE)**

NAME: Gerald F. Madaus, Jr

ADDRESS: 255 Park Ave

CITY/TOWN: Worcester

STATE: Ma

ZIP CODE: 01609

CONTACT PHONE NUMBER: 508-421-6900

FAX NUMBER: 508-421-6996

EMAIL: jaylaw9@verizon.net

**7. DESCRIPTION OF PREMISES:**

Please provide a complete description of the premises to be licensed. Please note that this must be identical to the description on the Form 43.

Modern commercial brick building approx. 40'x 60'. Front and rear entrances; employee restroom; customer restroom; employee office 6'x8'; cashier station 10'x8'; utility room 8'x8'; cooler 40'x 8', ~~cooler 40'x8'~~; storage room 12'x18', and ample parking including handicapped parking.

Total Square Footage:

Number of Entrances: 1

Number of Exits: 1

Occupancy Number:

Seating Capacity:

IMPORTANT ATTACHMENTS (2): The applicant must attach a floor plan with dimensions and square footage for each floor &amp; room.

**8. OCCUPANCY OF PREMISES:**

By what right does the applicant have possession and/or legal occupancy of the premises?

Final Lease

IMPORTANT ATTACHMENTS (3): The applicant must submit a copy of the final lease or documents evidencing a legal right to occupy the premises.

Other:

Landlord is a(n): Individual

Other:

Name: Steve Tran

Phone:

Address: 96 Park Ave

City/Town: Webster

State: Ma

Zip: 05170

Initial Lease Term: Beginning Date

08/01/2013

Ending Date

07/30/2023

Renewal Term: 10 years

Options/Extensions at:

2/10 each

Years Each

Rent: \$25,200.00 Per Year

Rent: \$2,100.00

Per Month

Do the terms of the lease or other arrangement require payments to the Landlord based on a percentage of the alcohol sales?

Yes ☐ No ☒**IMPORTANT ATTACHMENTS (4):**

1. If yes, the Landlord is deemed a person or entity with a financial or beneficial interest in this license. Each individual with an ownership interest with the Landlord must be disclosed in §10 and must submit a completed Personal Information Form attached to this application.
2. Entity formation documents for the Landlord entity must accompany the application to confirm the individuals disclosed.
3. If the principals of the applicant corporation or LLC have created a separate corporation or LLC to hold the real estate, the applicant must still provide a lease between the two entities.

**9. LICENSE STRUCTURE:**

The Applicant is a(n):

Corporation

Other :

If the applicant is a Corporation or LLC, complete the following:

Date of Incorporation/Organization:

6/12/2013

State of Incorporation/Organization: Ma

Is the Corporation publicly traded? Yes ☐ No ☒**10. INTERESTS IN THIS LICENSE:**

List all individuals involved in the entity (e.g. corporate stockholders, directors, officers and LLC members and managers) and any person or entity with a direct or indirect, beneficial or financial interest in this license (e.g. landlord with a percentage rent based on alcohol sales).

**IMPORTANT ATTACHMENTS (5):**A. All individuals or entities listed below are required to complete a Personal Information Form.B. All shareholders, LLC members or other individuals with any ownership in this license must complete a CORI Release Form.

Name	All Titles and Positions	Specific # of Stock or % Owned	Other Beneficial Interest
Bhikhabai M. Patel	Pre/ Tres/Sec/ Dir	100%	None

\*If additional space is needed, please use last page.

**11. EXISTING INTEREST IN OTHER LICENSES:**

Does any individual listed in §10 have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes ☒ No ☐ If yes, list said interest below:

Name	License Type	Licensee Name & Address
Bhikhabhai M Patel	\$15 Package Store	Shubham Mart Inc. d/b/a Walpole Discount Beer & Wine, 1339 Main Street
	Please Select	
	Please Select	
	Please Select	
	Please Select	
	Please Select	
	Please Select	

\*If additional space is needed, please use last page.

**12. PREVIOUSLY HELD INTERESTS IN OTHER LICENSES:**

Has any individual listed in §10 who has a direct or indirect beneficial interest in this license ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held? Yes ☐ No ☒ If yes, list said interest below:

Name	Licensee Name & Address	Date	Reason Terminated
			Please Select
			Please Select
			Please Select

**13. DISCLOSURE OF LICENSE DISCIPLINARY ACTION:**

Have any of the disclosed licenses to sell alcoholic beverages listed in §11 and/or §12 ever been suspended, revoked or cancelled? Yes ☐ No ☒ If yes, list said interest below:

Date	License	Reason of Suspension, Revocation or Cancellation

**14. CITIZENSHIP AND RESIDENCY REQUIREMENTS FOR A (§15) PACKAGE STORE LICENSE ONLY :****A.) For Individual(s):**

1. Are you a U.S. Citizen?

Yes ☐ No ☐

2. Are you a Massachusetts Residents?

Yes ☐ No ☐

**B.) For Corporation(s) and LLC(s) :**

1. Are all Directors/LLC Managers U.S. Citizens?

Yes ☒ No ☐

2. Are a majority of Directors/LLC Managers Massachusetts Residents?

Yes ☒ No ☐

3. Is the License Manager or Principal Representative a U.S. Citizen?

**C.) Shareholder(s), Member(s), Director(s) and Officer(s):**

1.. Are all Shareholders, Members, Directors, LLC Managers and Officers involved at least twenty-one (21) years old?

Yes ☒ No ☐

**15. CITIZENSHIP AND RESIDENCY REQUIREMENTS FOR (§12) RESTAURANT, HOTEL, CLUB, GENERAL ON PREMISE, TAVERN, VETERANS CLUB LICENSE ONLY:****A.) For Individual(s):**

1. Are you a U.S. Citizen?

Yes ☐ No ☐

**B.) For Corporation(s) and LLC(s) :**

1. Are a majority of Directors/LLC Managers **NOT** U.S. Citizen(s)?

Yes ☐ No ☐

2. Is the License Manager or Principal Representative a U.S. Citizen?

Yes ☐ No ☐

**C.) Shareholder(s), Member(s), Director(s) and Officer(s):**

1.. Are all Shareholders, Members, Directors, LLC Managers and Officers involved at least twenty-one (21) years old?

Yes ☐ No ☐

**16. COSTS ASSOCIATED WITH LICENSE TRANSACTION:**

A. Purchase Price for Real Property:

B. Purchase Price for Business Assets:

\$240,000.00

C. Costs of Renovations/Construction:

D. Initial Start-Up Costs:

E. Purchase Price for Inventory:

\$60,000.00

F. Other: (Specify)

**G: TOTAL COST**

\$300,000.00

**H. TOTAL CASH**

\$150,000.00

**I. TOTAL AMOUNT FINANCED**

\$150,000.00

**IMPORTANT ATTACHMENTS (6):** Submit any and all records, documents and affidavits including loan agreements that explain the source(s) of money for this transaction. Sources of cash must include a minimum of three (3) months of bank statements.

The amounts listed in subsections (H) and (I) must total the amount reflected in (G).

**17. PROVIDE A DETAILED EXPLANATION OF THE FORM(S) AND SOURCE(S) OF FUNDING FOR THE COSTS IDENTIFIED ABOVE (INCLUDE LOANS, MORTGAGES, LINES OF CREDIT, NOTES, PERSONAL FUNDS, GIFTS):**

SBA Loan Southbridge Savings Bank

\*If additional space is needed, please use last page.

**18. LIST EACH LENDER AND LOAN AMOUNT(S) FROM WHICH "TOTAL AMOUNT FINANCED" NOTED IN SUB-SECTIONS 16(I) WILL DERIVE:**

A.		
Name	Dollar Amount	Type of Financing
Southbridge Savings Bank	\$150,000.00	SBA Loan

\*If additional space is needed, please use last page.

B. Does any individual or entity listed in §19 as a source of financing have a direct or indirect, beneficial or financial interest in this license or any other license(s) granted under Chapter 138? Yes ☐ No ☒

If yes, please describe:

**19. PLEDGE: (i.e. COLLATERAL FOR A LOAN)**

A.) Is the applicant seeking approval to pledge the license? ☐ Yes ☒ No

1. If yes, to whom:

2. Amount of Loan:

3. Interest Rate:

4. Length of Note:

5. Terms of Loan :

B.) If a corporation, is the applicant seeking approval to pledge any of the corporate stock? ☐ Yes ☒ No

1. If yes, to whom:

2. Number of Shares:

C.) Is the applicant pledging the inventory? ☐ Yes ☒ No

If yes, to whom:

**IMPORTANT ATTACHMENTS (7):** If you are applying for a pledge, submit the pledge agreement, the promissory note and a vote of the Corporation/LLC approving the pledge.

**20. CONSTRUCTION OF PREMISES:**

Are the premises being remodeled, redecorated or constructed in any way? If YES, please provide a description of the work being performed on the premises: ☐ Yes ☒ No

**21. ANTICIPATED OPENING DATE:** September 1, 2013

IF ALL OF THE INFORMATION AND  
ATTACHMENTS ARE NOT COMPLETE  
THE APPLICATION WILL BE  
**RETURNED**



Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission  
239 Causeway Street, First Floor  
Boston, MA 02114

PETITION FOR TRANSFER OF OWNERSHIP, TRANSFER OF STOCK, NEW OFFICER(S),  
DIRECTOR(S), STOCKHOLDER(S) AND LLC MANAGER(S)

09040017

ABCC License Number

Northbridge

City/Town

The licensee A. Steve Tran dba Quikstop and the proposed transferee B. Samarpan, Inc  
respectfully petition the Licensing Authorities to approve the following transfer of ownership. Any Corporation, LLC or Association,  
Partnership, Individual, Sole Proprietor Listed in box (A.) must submit a certificate of good standing from the Massachusetts Department  
of Revenue (DOR).

Is the PRESENT licensee a Corporation/LLC listed in box (A.), duly registered under the laws of the Commonwealth of Massachusetts?

☐ Yes ☒ No If YES, please list the officers, directors and stockholders, their residences, and shares owned by each.

Name	Title	Address	Stock or % Owned

Is the PROPOSED transferee a Corporation/LLC listed in box (B.), duly registered under the laws of the Commonwealth of Massachusetts?

☒ Yes ☐ No

TO: (Place an \* before the name of each DIRECTOR/LLC Manager.)

Name	Title	Address	Stock or % Owned
* Bhikhabhai Patel	Pres/ Tres/Sec	12 Laurie Lane , Charlton, Ma 01507	100%

The above named proposed transferee hereby joins in this petition for transfer of said license.

SIGNATURE OF LAST-APPROVED LICENSEE:

[Signature]  
(If a Corporation/LLC, by its authorized representative)

Date Signed

6/28/13

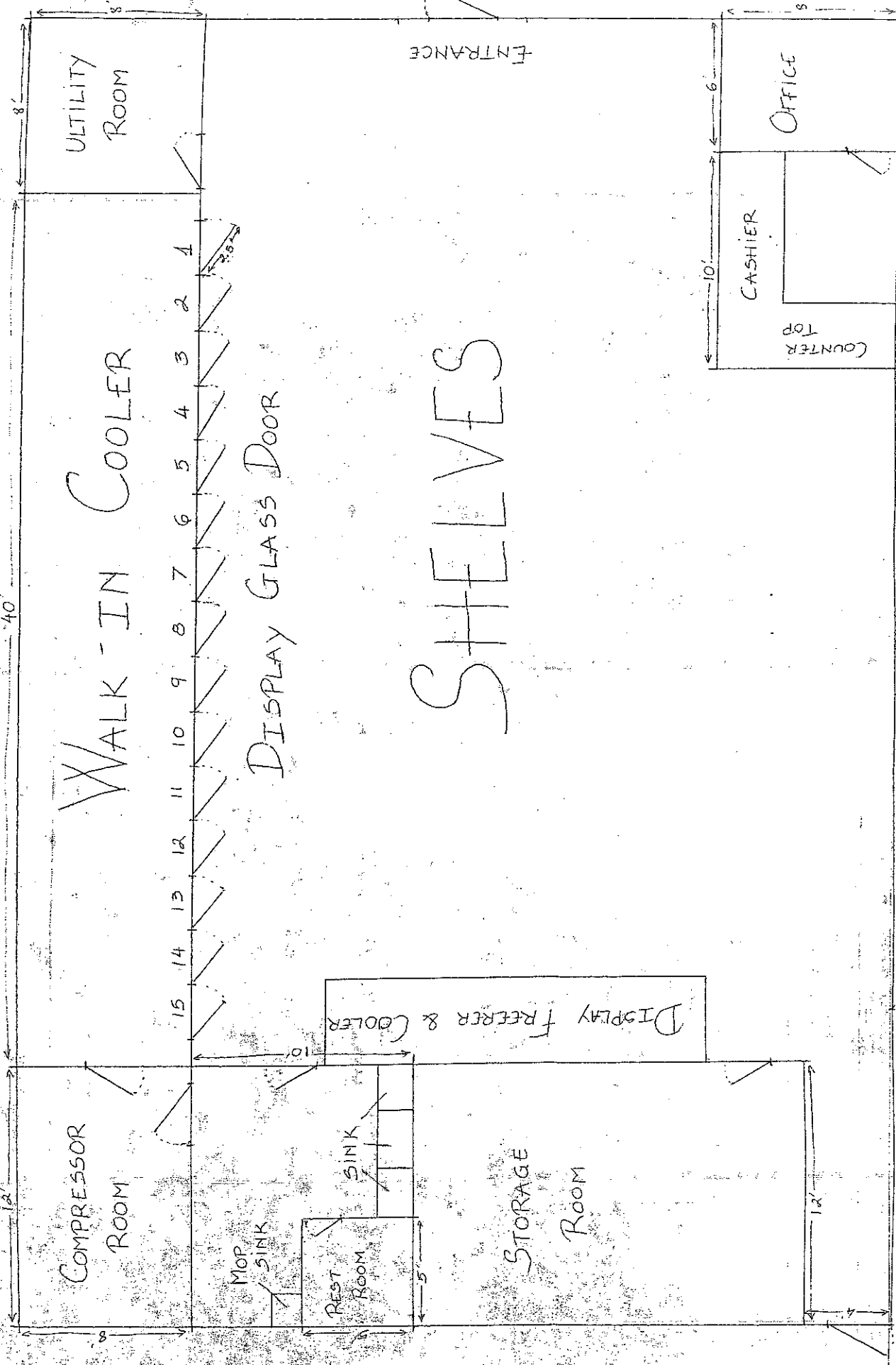
SIGNATURE OF PROPOSED TRANSFEREE:

[Signature], Pres

# FLOOR PLAN

SCALE: 1 in = 4 ft

WIDTH: 40'  
LENGTH: 60'



**APPLICANT'S STATEMENT**

I, Bhikhabhai M. Patel the ☐ sole proprietor; ☐ partner; ☒ corporate principal; ☐ LLC/LLP member

of 12 Laurie Lane, Charlton, Ma, hereby submit this application for Samarpan, Inc (hereinafter the

"Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statement and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises does not violate any requirement of the ABCC or other state law or local ordinances;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the Application information as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of, the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.

Signature:

Bhikhabhai M. Patel

Date:

9/28/13

Title:

President and Treasurer





*The Commonwealth of Massachusetts*  
**Alcoholic Beverages Control Commission**  
239 Causeway Street  
Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

**MANAGER APPLICATION**

All proposed managers are required to complete a Personal Information Form,  
and attach a copy of the corporate vote authorizing this action and appointing a manager.

**1. LICENSEE INFORMATION:**

Legal Name of Licensee:	Samarpan, Inc	Business Name (dba):	1 Quick Stop Convenience
Address:	12 Laurie Lane		
City/Town:	Charlton	State:	Ma Zip Code: 01507
ABCC License Number: (If existing licensee)	09040017	Phone Number of Premise:	

**2. MANAGER INFORMATION:**

A. Name:	Bhikhabhai M. Patel	B. Cell Phone Number:	(508) 277-7942
C. List the number of hours per week you will spend on the licensed premises:	40		

**3. CITIZENSHIP INFORMATION:**

A. Are you a U.S. Citizen:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	B. Date of Naturalization:	3/28/2003	C. Court of Naturalization:	Los Angeles, CA
(Submit proof of citizenship and/or naturalization such as Voter's Certificate, Birth Certificate or Naturalization Papers)					

**4. BACKGROUND INFORMATION:**

A. Do you now, or have you ever, held any direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, please describe:	Walpole Discount Beer & Wine and Super Food Mart Inc., Charlton, MA
B. Have you ever been the Manager of Record of a license to sell alcoholic beverages that has been suspended, revoked or cancelled?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, please describe:	
C. Have you ever been the Manager of Record of a license that was issued by this Commission?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, please describe:	Super Food Mart Inc., Charlton, MA
D. Please list your employment for the past ten years (Dates, Position, Employer, Address and Telephone):	
Super Food Mart Inc., Charlton, MA Walpole Discount Beer & Wine, Walpole, MA	

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature

*Bhikhabhai M. Patel*

Date

6/28/13

U.S. DEPARTMENT OF JUSTICE



IMMIGRATION AND NATURALIZATION SERVICE

No. 27616584

Personal description of holder  
as of date of naturalization:

Date of birth: DECEMBER 07, 1948

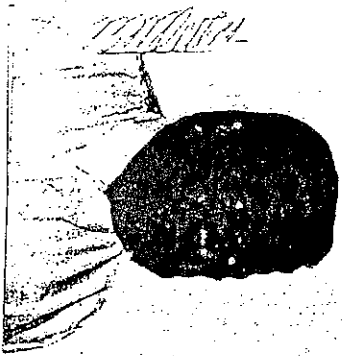
Sex: MALE

Height: 5 feet 7 inches

Marital status: MARRIED

Country of former nationality:

INDIA



I certify that the description given is true, and that the photograph affixed  
herein is a likeness of me.

JMS Registrations No.

A045794795

*MAGANLAL PATEL*  
(Complete and true signature of holder)

Be it known that, pursuant to an application filed with the Attorney General

at: LOS ANGELES, CALIFORNIA

The Attorney General having found that:

BHIKABHAI MAGANLAL PATEL

then residing in the United States, intends to reside in the United States when so  
required by the Naturalization laws of the United States, and had in all other  
respects complied with the applicable provisions of such naturalization laws, and was  
entitled to be admitted to citizenship, such person having taken the oath of allegiance  
in a ceremony conducted by the

US DISTRICT COURT CENTRAL DISTRICT

at: LOS ANGELES, CALIFORNIA

on: MARCH 28, 2003

that such person is admitted as a citizen of the United States of America.

IT IS PURCHASABLE BY U.S. LAW TO COPY,  
PRINT OR PHOTOGRAPH THIS CERTIFICATE,  
WITHOUT LAWFUL AUTHORITY.

*James H. Goss*  
Commissioner of Immigration and Naturalization

*MAGANLAL PATEL*

CERTIFICATION NUMBER: 75461

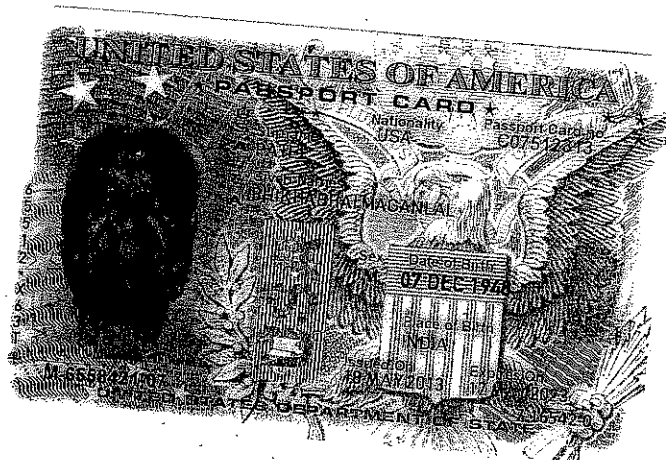
On  
Premise

ALCOHOL INTERVENTION METHODS  
CERTIFIES:

BHIKHABHAI M. PATEL

CAMPBELL TRENT  
508-756-8542

EXPIRES:  
NOV 30 2015





The Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission  
239 Causeway Street  
Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

### PERSONAL INFORMATION FORM

Each individual listed in Section 10 of this application must complete this form.

#### 1. LICENSEE INFORMATION:

A. Legal Name of Licensee	SAMARPAN, INC	B. Business Name (dba)	1 Quick Stop Convenience
C. Address	206 North Main Street	D. ABCC License Number (If existing licensee)	09040017
E. City/Town	Northbridge	State	Ma Zip Code 01588
F. Phone Number of Premise		G. EIN of License	

#### 2. PERSONAL INFORMATION:

A. Individual Name	Bhikhabhai M. Patel	B. Home Phone Number	(508) 277-7942
C. Address	12 Laurie Lane		
D. City/Town	Charlton	State	Ma Zip Code 01507
E. Social Security Number		F. Date of Birth	12/07/1948
G. Place of Employment	Walpole Discount Beer & Wine		

#### 3. BACKGROUND INFORMATION:

Have you ever been convicted of a state, federal or military crime? Yes ☐ No ☒  
If yes, as part of the application process, the individual must attach an affidavit as to any and all convictions. The affidavit must include the city and state where the charges occurred as well as the disposition of the convictions.

#### 4. FINANCIAL INTEREST:

Provide a detailed description of your direct or indirect, beneficial or financial interest in this license.

Full financial interest, 100% shareholder

IMPORTANT ATTACHMENTS (8): For all cash contributions, attach last (3) months of bank statements for the source(s) of this cash.  
\*If additional space is needed, please use the last page

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature [Signature] Date 5/28/13  
Title President (If Corporation/LLC Representative)

**CERTIFICATE OF VOTE  
SAMARPAN, INC**

As Secretary of the above-named company, I hereby certify that the following is a true copy of the votes taken at a special meeting of the company held at the offices of the company, 12 Laurie Lane, Charlton, Massachusetts on June 27, 2013 at 9:00 A. M., notice having been waived of the time, place and purpose, and at which meeting all shareholders were present and unanimously voted as follows:

VOTED: To authorize Bhikhabhai M. Patel as President, of the Corporation to execute an asset Purchase and Sale Agreement to Purchase the business assets of One Quick Stop Convenience, Owned by Steve Tran (SELLER), including a liquor license for the amount of Two Hundred and Forty Thousand & no/100 ( \$240,000.00) Dollars, and to borrow One Hundred Fifty Thousand Dollars & no/100 (\$150,000.00) from Southbridge Savings Bank to complete the Purchase.

VOTED: To authorize Bhikhabhai M. Patel, as President of the Corporation to execute any and all documents for the purchase of the business assets and financing, including but not limited to a promissory note, UCC filings, security agreement, liquor license transfer application, lottery application, assignment of lease and entertainment license application

VOTED: To appoint Bhikhabhai M. Patel as Manager, for purposes of the liquor license from the Commonwealth of Massachusetts and the Town of Northbridge, MA.

I certify that the above votes are still in full force without change as of June 27, 2013.



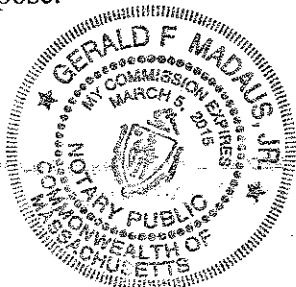
Bhikhabhai M. Patel, Secretary  
Dated: June 27, 2013

**COMMONWEALTH OF MASSACHUSETTS**

**Worcester, SS.**

**June 27, 2013**

On this 27<sup>th</sup> day of June, 2013, before me, the undersigned notary public, personally appeared Bhikhabhai M. Patel proved to me through satisfactory evidence of identification, which were MA Drivers License to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose.



  
NOTARY PUBLIC: Gerald F. Madaus, Jr.  
MY COMMISSION EXPIRES: 3/5/2015

**BOARD OF SELECTMEN  
LICENSE ROUTING SLIP**

**Business:** 1 Quickstop Convenience  
**Applicant:** SAMARPAN, INC. [Bhikhabhai Patel]  
**Address:** 206 N. Main Street, Whitinsville, MA 01588  
**License Type:** Beer & Wine Package Store

**DEPARTMENT:**  
**PLANNING:**

**COMMENTS:**

**SIGNATURE:**

N/A R. Jany [Signature]

**POLICE:**

**FIRE:**

**BUILDING/ZONING:**

**CONSERVATION:**

**HEALTH:**

Water  
Trash  
Other

**ASSESSORS:**

**TREASURER/COLLECTOR:**

Excise

Personal property

Real estate

Water / Sewer

Other

Please sign off and return the slip to the Town Manager's Office or offer comments via email to [dgosselin@northbridgemass.org](mailto:dgosselin@northbridgemass.org) or [ssusienka@northbridgemass.org](mailto:ssusienka@northbridgemass.org). Thanks!!

## **Donna Gosselin**

---

**From:** Walter Warchol <wwarchol@northbridgemass.org>  
**Sent:** Friday, August 16, 2013 11:34 AM  
**To:** dgosselin@northbridgemass.org  
**Subject:** Fwd: LICENSE ROUTING SLIP.doc

I do not see any issues, I can't sign as I am on vacation. Only time, I have cell service is when I am on top of a mountain.

Chief

Sent from my iPhone

Begin forwarded message:

**From:** Sharon Susienka <ssusienka@northbridgemass.org>  
**Date:** August 16, 2013, 10:53:15 AM EDT  
**To:** "ssusienka@northbridgemass.org" <ssusienka@northbridgemass.org>, "gbechtholdt@northbridgemass.org" <gbechtholdt@northbridgemass.org>, "wwarchol@northbridgemass.org" <wwarchol@northbridgemass.org>, "gnestor@northbridgemass.org" <gnestor@northbridgemass.org>, "jsheehan@northbridgemass.org" <jsheehan@northbridgemass.org>, "bkinney@northbridgemass.org" <bkinney@northbridgemass.org>, "igniadek@northbridgemass.org" <igniadek@northbridgemass.org>, "rfitzgerald@northbridgemass.org" <rfitzgerald@northbridgemass.org>, "kyargeau@northbridgemass.org" <kyargeau@northbridgemass.org>  
**Cc:** "dgosselin@northbridgemass.org" <dgosselin@northbridgemass.org>  
**Subject:** RE: LICENSE ROUTING SLIP.doc  
**Reply-To:** "ssusienka@northbridgemass.org" <ssusienka@northbridgemass.org>

PLEASE MAKE SURE THE FORMS GET RETURNED TO DONNA AS I WILL BE OUT OF THE OFFICE UNTIL TUES, AUG. 27<sup>TH</sup>.

Thanks.

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

**From:** Sharon Susienka [mailto:ssusienka@northbridgemass.org]  
**Sent:** Friday, August 16, 2013 10:46 AM  
**To:** 'gbechtholdt@northbridgemass.org'; 'wwarchol@northbridgemass.org'; 'gnestor@northbridgemass.org'; 'jsheehan@northbridgemass.org'; 'bkinney@northbridgemass.org'; 'igniadek@northbridgemass.org'; 'rfitzgerald@northbridgemass.org'; 'kyargeau@northbridgemass.org'  
**Cc:** 'dgosselin@northbridgemass.org'  
**Subject:** LICENSE ROUTING SLIP.doc

Hi everyone: We received an application to transfer the liquor license at 206 N. Main Street from Steve Tran to Samarpan, Inc. Please review and make us aware of any issues or concerns you may have with respect to the transfer then sign and return the form. Likewise, if you do not have any concerns, please state so, sign and return the form. Pending no issues, the transfer will go before the Selectmen on September 9<sup>th</sup>.

Thanks.

Sharon



**BOARD OF SELECTMEN  
LICENSE ROUTING SLIP**

**Business:** 1 Quickstop Convenience  
**Applicant:** SAMARPAN, INC. [Bhikhabhai Patel]  
**Address:** 206 N. Main Street, Whitinsville, MA 01588  
**License Type:** Beer & Wine Package Store

**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:** \_\_\_\_\_

**POLICE:** \_\_\_\_\_

**FIRE:**

The fire department has no concerns at this time. - Gary A. Nestor - Fire Chief  
8/19/2013 *gan*

**BUILDING/ZONING:** \_\_\_\_\_

**CONSERVATION:** \_\_\_\_\_

**HEALTH:**

Water  
Trash  
Other

**ASSESSORS:** \_\_\_\_\_

**TREASURER/COLLECTOR:**

Excise	Water / Sewer
Personal property	Other
Real estate	

Please sign off and return the slip to the Town Manager's Office or offer  
comments via email to [dgosselin@northbridgemass.org](mailto:dgosselin@northbridgemass.org) or  
[ssusienka@northbridgemass.org](mailto:ssusienka@northbridgemass.org). Thanks!!

**BOARD OF SELECTMEN  
LICENSE ROUTING SLIP**

**Business:** 1 Quickstop Convenience  
**Applicant:** SAMARPAN, INC. [Bhikhabhai Patel]  
**Address:** 206 N. Main Street, Whitinsville, MA 01588  
**License Type:** Beer & Wine Package Store

**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:** \_\_\_\_\_

\_\_\_\_\_  
**POLICE:** \_\_\_\_\_

\_\_\_\_\_  
**FIRE:** \_\_\_\_\_

\_\_\_\_\_  
**BUILDING/ZONING:** \_\_\_\_\_

*Approved*

*8-19-2013*

*J. Shuh*

\_\_\_\_\_  
**CONSERVATION:** \_\_\_\_\_

\_\_\_\_\_  
**HEALTH:**

Water

Trash

Other

\_\_\_\_\_  
**ASSESSORS:** \_\_\_\_\_

\_\_\_\_\_  
**TREASURER/COLLECTOR:**

Excise

Personal property

Real estate

Water / Sewer

Other

Please sign off and return the slip to the Town Manager's Office or offer  
comments via email to [dgosselin@northbridgema.org](mailto:dgosselin@northbridgema.org) or  
[ssusienka@northbridgema.org](mailto:ssusienka@northbridgema.org). Thanks!!

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LICENSE ROUTING SLIP**

**Business:** 1 Quickstop Convenience

**Applicant:** SAMARPAN, INC. [Bhikhabhai Patel]

**Address:** 206 N. Main Street, Whitinsville, MA 01588

**License Type:** Beer & Wine Package Store

**DEPARTMENT:**

**COMMENTS:**

**SIGNATURE:**

**PLANNING:**

**POLICE:**

**FIRE:**

**BUILDING/ZONING:**

**CONSERVATION:**

N/A

Barbara A. Kinney

**HEALTH:**

Water

Trash

Other

**ASSESSORS:**

**TREASURER/COLLECTOR:**

Excise

Personal property

Real estate

Water / Sewer

Other

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**License Type:** Beer & Wine Package Store

**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:**

**POLICE:**

**FIRE:**

**BUILDING/ZONING:**

**CONSERVATION:**

**HEALTH:**

ALL SET WITH BOARD OF HEALTH.

Jeanne M. Gniadek  
August 23, 2013

**ASSESSORS:**

**TREASURER/COLLECTOR:**

Excise

Personal property

Real estate

Water / Sewer

Other

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LICENSE ROUTING SLIP**

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**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:**

\_\_\_\_\_  
**POLICE:**

\_\_\_\_\_  
**FIRE:**

\_\_\_\_\_  
**BUILDING/ZONING:**

\_\_\_\_\_  
**CONSERVATION:**

\_\_\_\_\_  
**HEALTH:**

Water  
Trash  
Other

\_\_\_\_\_  
**ASSESSORS:** No Issues. Bob Fitzgerald 8-27-13

\_\_\_\_\_  
**TREASURER/COLLECTOR:**

Excise	Water / Sewer
Personal property	Other
Real estate	

*Please sign off and return the slip to the Town Manager's Office or offer comments via email to [dgosselin@northbridgemass.org](mailto:dgosselin@northbridgemass.org) or [ssusienka@northbridgemass.org](mailto:ssusienka@northbridgemass.org). Thanks!!*

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**DEPARTMENT:**  
**PLANNING:**

**COMMENTS:**

**SIGNATURE:**

**POLICE:**

**FIRE:**

**BUILDING/ZONING:**

**CONSERVATION:**

**HEALTH:**

Water

Trash

Other

**ASSESSORS:**

*Kimberly A. Fargeau*  
**TREASURER/COLLECTOR:**

Excise ☒

Personal property ☒

Real estate ☒

Water / Sewer ☒

Other

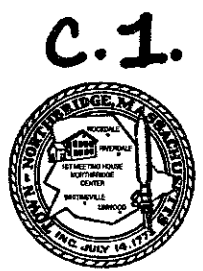
Please sign off and return the slip to the Town Manager's Office or offer  
comments via email to [dgosselin@northbridgemass.org](mailto:dgosselin@northbridgemass.org) or  
[ssusienka@northbridgemass.org](mailto:ssusienka@northbridgemass.org). Thanks!!



WALTER J. WARCHOL  
CHIEF OF POLICE

TOWN OF NORTHBRIDGE  
DEPARTMENT OF POLICE

1 HOPE STREET, WHITINSVILLE, MA 01588  
www.northbridgepolice.com  
TEL (508) 234-6211 • FAX (508) 234-9021



TIMOTHY LABRIE  
LIEUTENANT

**To:** Mr. Theodore Kozak, Town Manager (Appointing Authority)  
**From:** Walter J. Warchol, Chief of Police *WJW*  
**Subject:** Appointment of a Full Time Police Officer  
**Date:** August 29, 2013

I recently received a certification roster from the Human Resources Division in Boston to fill one (1) full time police officer position. This position is a new position that was funded by the May 2013 Town Meeting to fill a School Resource Officer Position.

I am recommending that Mr. Carmen M. Borelli be appointed to this position. Mr. Borelli has worked as a Permanent Intermittent Police Officer since 2011 and has been a full time dispatcher since April 2013. Mr. Borelli has received excellent job performance reviews by his immediate supervisors in both positions.

If you agree with my recommendation, Mr. Borelli should be appointed as a ***Student Officer*** contingent upon the following attached conditions. The tentative date of appointment will be the first day of the police academy at Reading which is scheduled for September 16, 2013. I would request that you place this appointment on the Board of Selectman's agenda for the September 9, 2013 meeting.

The appointment of Carmen M. Borelli as a ***Student Police Officer*** will be contingent upon the following conditions:

- The Human Resources Division certifies the appointment and the appointments are approved by the Board of Selectmen as required by Town Charter.
- The candidate passes a drug test and all medical and PAT tests conducted under the guidelines of the Human Resources Division, Boston, MA
- Appointment will be as a Student Police Officer and will become a full time police officer after successfully completing the full time police academy conducted by the Municipal Police Training Committee. The full time appointment is subject to available funding.

- If the Student Police Officer is injured he will be covered by workman's compensation and not by MGL 111F.
- The Student Police Officer agrees to reimburse the Town of Northbridge for all recruit training costs incurred by the town during the academy training period if the officer leaves employment with the Northbridge Police Department and is employed with another police agency within a five (5) year period. (See Attached Agreement)
- Candidate will be on a one (1) year probation period following successful completion from the full time academy.
- Candidate cannot smoke tobacco products
- Candidate will be a Wellness Employee
- Candidate must possess a MA Operator's License
- Candidate must possess a Class A License to Carry Firearms issued by the Northbridge Police Department
- New full time police officers appointed after July 1, 2009 are not eligible for the College Incentive Program (Quinn Bill)
- Upon graduation from the full time police academy the officer will be allowed to join the bargaining unit.
- The starting salary for a Student Police Officer is \$728.18.



### **Summary of Qualifications:**

Multi-talented, resourceful professional with: several years of leadership, operations, policy and procedure development experience within corporate, military and municipal service. Skills include: administration, marketing, logistics, and training, mentoring, and supervising staff on military operations and business delivery with proven ability to effectively manage large teams across a broad spectrum of specialties continuously creating value. Collaborative manager with correlated success and a proven and effective business leader possessing detailed knowledge and experience to make an immediate contribution and demonstrated desire for acquiring knowledge and building team loyalty through dedication and best practice for repeat mission success.

### **Education:**

**Nichols College, Dudley, MA**

2012

*Masters of Business Administration – Security Management GPA: 3.8*

Coursework: Effective Business Communication, Managerial Accounting, Marketing for Managers, Business Quantitative Tools and Statistics, Financial Management, International Business, Security Management, Business Assets Protection, Tourism Security, Information Systems Security, Terrorism and Business

**Worcester State College, Worcester, MA**

2008

*Bachelor of Science – Criminal Justice*

### **Professional Experience:**

**Northbridge Police Department, Northbridge, MA**

November 2011 - Present

*Police Officer/911 Dispatcher*

- Police assignments include; routine patrol of assigned area, responding to radio dispatches, crisis intervention, peacekeeping, crowd control, criminal apprehension, emotionally disturbed person's medical assistance, preliminary investigation of serious crimes, traffic regulation and enforcement, accident investigation, warrant service, and statistical data evaluation interpretations.
- Dispatcher duties include; Receiving and prioritizing calls and complaints from the public concerning crimes, fires and emergencies.
- Entering information into CAD System, verifying the location and determining the appropriate responder.
- Dispatching personnel and equipment to scene of emergency while maintaining radio contact, scan status charts and computer screen to determine units/assets available.
- Broadcast orders to police and other emergency units in vicinity to investigate complaints and relay instructions or questions from other units.
- Relaying general information to the public and referring callers to proper offices. Maintained logs of all calls received and made; operated tape recording equipment.

**Framingham State University, Framingham, MA**

January 2013 - April 2013

*Campus Police Officer*

- Conducted regular rounds of campus by vehicle or on bicycles.
- Provided first aid service in campus areas.
- First Responder to all emergency calls.
- Cooperated and worked collaboratively with further law enforcement agencies.
- Enforced laws and regulations of the Commonwealth of Massachusetts concurrent with FSU non-judicial code of conduct.

**New England Information Technology, Belmont, MA**

April 2011 – January 2013

*Executive Business Manager*

- Lead operations, finances and training and implement procedures to include; administration, finance, regulatory compliance, training progression/standardization, human resources and internal auditing.

- Managed corporate financial activities including; accounts payable/receivable, fiscal efficiently, delinquency and collection, payroll, and retail/service revenue streams.
- Closed new business deals by coordinating requirements; developing and negotiating contracts; integrating contract requirements with business operations.
- Developed company marketing and client relationship strategy.

**OnProcess Technology, Ashland, MA**

**April 2008 – September 2008**

***Reverse Logistics Technician***

- Fielded outbound and/or taking inbound calls, identifying complex situations, recommending solutions and escalating, as per policy.
- Represented 5 clients' asset recovery procedures, coordinated recovery of tangible assets through third party carriers.

**Wal-Mart Stores Inc., Northborough, MA**

**2002 – 2007**

***Customer Service Manager***

- Directed training of cashiers with front-end policies and procedures, coordinating scheduling for peak and promotional periods.
- Ensured validity of customer returns, exchanges, repairs, authorizations and voids.
- Supervised compliance of cashiers with established company policies and standards, such as safekeeping of funds and property, personnel practices, sales and record keeping procedures.
- Investigated internal and external loss and shrinkage.

**Military Experience:**

**United States Army**

**2003 – Present**

***Battalion Intelligence Officer (S2), Captain – HHC 192 Military Police Battalion 2008 – Present***

- Led the processing, storage, and safekeeping of classified documents and 5 multi-disciplined intelligence analysts.
- Responsible for the physical security of over 100 million dollars of Army property.
- Conducts physical, information and communication security inspections on subordinate units and ensures compliance with current commercial, military and federal standards.
- Supervised Aviation Operations Center Udari Army Airfield, Kuwait. Received mission/medical evacuation requests and dispatched crew/aircraft accordingly. Supervised all Army Air operations in Southern Iraq and Kuwait.
- Interagency security and force protection analysis with OMC-K at the US Embassy, Kuwait City.
- Provided support for joint security operations on and offshore with multinational regional security partners.
- Produced and presented daily intelligence briefs to the executive officer and the senior staff. Also regularly briefed the commander on time sensitive intelligence data.

***Military Police Officer, Sergeant – 747 Military Police Company 2003 – 2008***

- Enforcement of traffic regulations, traffic accident investigations.
- Processing and guarding enemy prisoners of war.
- Physical security of designated individuals, installations, facilities and equipment.
- Law enforcement investigations and preparation of military police reports including evidence and sworn statements.

**Professional Development:**

Military Intelligence Captains Career Course, Army Intelligence School, FT Huachuca, AZ 2013

Diploma, Municipal Police Reserve Academy, MPTC, Boylston, MA 2012

All Source Intelligence Officer Leadership Course, Army Intelligence School, FT Huachuca, AZ 2009

Military Police Advanced Individual Training, Army Maneuver Support Center, FT Leonard Wood, MO 2004

**Certifications:**

Massachusetts CPR/AED Certification 2013

APCO Public Safety Communicator/E911 2012

Massachusetts License to Carry Firearms, Class A (Large Capacity), No restrictions 2012

**Clearances:**

Top Secret/SCI, Active DOD 2009

## Annmarie Cleary

111 Chestnut Hill Road, Millville, MA 01529  
Home Phone (508) 883-2257 ■ acleary2257@charter.net

**Objective** To obtain a position in an environment that utilizes my technical, analytical, training and communication skills to enhance company performance.

### Volunteer

#### **Milford Regional Medical Center, Milford, MA.**

*Volunteer, 10/12 to Present*

- Maintain the Volgistics database for the Volunteer Services Department.
- Run database queries and printout reports as needed.
- Work with Meditech software in the Performance Improvement Department.

### Self Employed

*Elder Care Agent, 11/02 to 8/12*

- Ensure legal documents are accurate and current pertaining to client.
- Work closely with healthcare professionals and attend healthcare plan conferences.
- Resolve healthcare insurance discrepancies.
- Maintain account payables and account receivables for client.

### Professional Experience

#### **EMC Corporation, MILFORD, MA.**

*Product Analyst I, 3/00 to 11/02*

- Performed product testing on NT Servers, NT Workstations and Unix Servers and maintained documentation of test results.
- Defined the standards by which new products and product enhancements would be written and presented to internal groups, the roll-out criteria and introduction standards.
- Developed productive relationships with various EMC functions including Hardware and Software Engineering, Product Training, Marketing, Sales, and Global Services Customer Service and Professional Services.
- Developed and provided product technical updates to the Global Services organization.
- Designed and delivered pre-Beta training for new products and product enhancements to various EMC groups which contributed to significant cost savings by replacing some of the traditional in-house training classes.

#### **Cognet Corporation, Valhalla, NY.**

*Customer Support Engineer/Technical Writer, 3/99 to 12/99*

- Supported company electronic software distribution product for clients at all levels of support.
- Assisted in the quality assurance of product testing on NT Servers and NT Workstations.
- Prepared training materials for company training program. Conducted training of company software to clients in various NT and Novell network environments.
- Project leader of technical writing for company software documentation including product manual.

#### **Trigen Energy Corporation, White Plains, NY.**

*Systems Administrator in the Information Technology Group, 5/97 to 3/99*

- Coordinated new site network implementation, including the analysis, planning, setup, integration and installation of a local area network and connection to a wide

area network.

- Installed, configured and integrated Bay Networks routers.
- Assisted in the analysis, design, installation and support of Microsoft Windows NT Server 4.0 and Microsoft Exchange 5.0 in multiple environments.
- Responsible for installing, maintaining, monitoring and troubleshooting WAN/LAN connections. Maintained SCO Unix servers and network equipment at main office and offsite locations.
- Department project leader for new employee orientation. Responsibilities included workstation installation, configuration and end user training.

***Information System Specialist in the Information Systems Group, 5/94 to 5/97***

- Startup, WAN integration, application support and maintenance of SCO Open Server Unix System V, System III and Windows 95 workstations.
- Installed, configured and administered TCP/IP, IPX/SPX, NETBIOS and NFS software.
- Directed development and implementation of training manuals and tools for teaching the use of network communications and telecommunications software.
- End user helpdesk support.
- Procured, managed and negotiated all company standard software for more than seven hundred workstations, resulting in a 30% cost savings.

**Citicorp Dealer Finance and Asea Brown Boveri, Westchester, NY.**

***Accounting Assistant, 9/91 to 5/94***

- Maintained general ledgers, journal vouchers, financial statements and accounts receivables.

**New York Archdiocese, Yonkers, NY.**

***Computer Operator, 1/89 to 9/91***

- Executed and monitored computer programs and resolved all premature terminations on a Unisys 2200/400, 1100/70 & 1160 mainframes.
- Validated, quality checked and consolidated output from the computer system.

**United States Air Force**

***Computer System Analyst and Lead Operator, 11/84 to 11/88***

- Responsibilities included database management and software maintenance.
- Acquired SBI and SCI military clearances that are Top Secret U.S. government clearances.

**Professional Network Training**

**Skidmore College, Computer Career Institute, White Plains, NY.**

***Microsoft Certified Systems Engineer (MCSE) Program, 2/98 to 11/98***

- Completed a comprehensive technical certificate program providing hands-on training involving Microsoft Windows NT networking systems.

**Education Fordham University, Bronx, NY.**

- Bachelor of Science, 1993, Business Administration with Finance Concentration.

**Application Proficiency**

- Completed a Microsoft Office 2010 application course to include Microsoft Word, Excel, PowerPoint and Access database.

C.3.

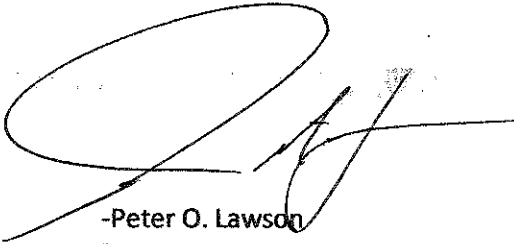
August 11<sup>th</sup>, 2013

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

To Whom It May Concern:

As of August 11<sup>th</sup>, 2013, I, Peter Lawson am declining my re-appointment to my second term as Treasurer of the Cultural Council. I have really enjoyed my time on the council but unfortunately cannot hold a role since I have recently moved out of the area. I have made a transition plan with the group already but if there is anything else you need from me, please feel free to call me at #617-312-9361 or email me at: [peterolawson@gmail.com](mailto:peterolawson@gmail.com).

Thanks for everything and all the best,

A handwritten signature in black ink, appearing to be "Peter O. Lawson", with a large, loopy initial "P" and a long horizontal stroke extending to the right.

-Peter O. Lawson  
Former Treasurer  
Northbridge Cultural Council

Phone: 508-232-0398

D.

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF NORTHBRIDGE

APPLICATION FOR COMMON VICTUALLER 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):

KYOTO OF WHITINSVILLE LLC

STATE CLEARLY PURPOSE FOR WHICH LICENSE IS REQUESTED: [Common Victualler]

TO: OPEN & OPERATE RESTAURANT CONTAINING LIQUOR SERVICES

GIVE LOCATION BY STREET AND NUMBER:

AT: 185 CHURCH ST, WHITINSVILLE, MA

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



(Signature of Applicant)

Print Name: THIEN PHAN, MANAGER

Address: 4 CANAAN ST.

City: SHREWSBURY

State, Zip: MA 01545

Received: 8/14/13 @ 10:00AM  
(Date) (Time)

Date License Granted



## Donna Gosselin

---

**From:** Walter Warchol <wwarchol@northbridgemass.org>  
**Sent:** Wednesday, August 14, 2013 7:47 PM  
**To:** dgosselin@northbridgemass.org  
**Subject:** Re: LICENSE ROUTING SLIP

Donna

I just got cell service. I don't have a problem as long as they comply with all regulations set by the BOS.

Chief

Sent from my iPhone

On Aug 14, 2013, at 2:59 PM, Donna Gosselin <[dgosselin@northbridgemass.org](mailto:dgosselin@northbridgemass.org)> wrote:

Good afternoon everyone – please send me your written responses by August 21<sup>st</sup>, 2013. Thanks  
<LICENSE ROUTING SLIP.doc>



**BOARD OF SELECTMEN  
LICENSE ROUTING SLIP**

**Business:** *Kyoto of Whitinsville, LLC*

**Applicant:** *Thien Phan*

**Address:** *185 Church Street, Whitinsville, MA 01588*

**New/Renewal/Transfer:** *New*

**License Type:** *Common Victualler License*

**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:** \_\_\_\_\_

**POLICE:** \_\_\_\_\_

**FIRE:** The fire department will do a life safety inspection once the work is completed and before the business opens. – Gary A. Nestor – Fire Chief 8/14/2013 *gan*

**BUILDING/ZONING:** \_\_\_\_\_

**CONSERVATION:** \_\_\_\_\_

**HEALTH:**

Water

Trash

Other

**ASSESSORS:** \_\_\_\_\_

**TREASURER/COLLECTOR:**

Excise

Personal property

Real estate

Water / Sewer

Other

*Please sign off and return the slip to Donna in the Town Manager's Office or offer comments via email to [dgosselin@northbridgemass.org](mailto:dgosselin@northbridgemass.org). Thanks!!*

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**PLANNING:**

**POLICE:**

**FIRE:**

**BUILDING/ZONING:**

*Approved  
Subject To occupancy*

*8-19-2020*

*[Signature]*

**CONSERVATION:**

**HEALTH:**

Water

Trash

Other

**ASSESSORS:**

**TREASURER/COLLECTOR:**

Excise

Water / Sewer

Personal property

Other

Real estate

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**PLANNING:**

\_\_\_\_\_  
**POLICE:**

\_\_\_\_\_  
**FIRE:**

\_\_\_\_\_  
**BUILDING/ZONING:**

\_\_\_\_\_  
**CONSERVATION:**

*N/A*

*Barbara Kinney*

\_\_\_\_\_  
**HEALTH:**

Water

Trash

Other

\_\_\_\_\_  
**ASSESSORS:**

\_\_\_\_\_  
**TREASURER/COLLECTOR:**

Excise

Personal property

Real estate

Water / Sewer

Other

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<b>BOARD OF SELECTMEN LICENSE ROUTING SLIP</b>
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<b>DEPARTMENT:</b>	<b>COMMENTS:</b>	<b>SIGNATURE:</b>
<b>PLANNING:</b>		

---

**POLICE:**

---

**FIRE:**

---

**BUILDING/ZONING:**

---

**CONSERVATION:**

---

**HEALTH:**

All set with Board of Health.

Jeanne M. Gniadek  
8-14-2013

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**ASSESSORS:**

---

**TREASURER/COLLECTOR:**

Excise

Water / Sewer

Personal property

Other

Real estate

---

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**PLANNING:** \_\_\_\_\_

\_\_\_\_\_  
**POLICE:** \_\_\_\_\_

\_\_\_\_\_  
**FIRE:** \_\_\_\_\_

\_\_\_\_\_  
**BUILDING/ZONING:** \_\_\_\_\_

\_\_\_\_\_  
**CONSERVATION:** \_\_\_\_\_

\_\_\_\_\_  
**HEALTH:**

Water

Trash

Other

\_\_\_\_\_  
**ASSESSORS:** *185 Church St is owned by Vinios N L Tr. No issues with business or applicant.*

*Bob Fitzgerald*

\_\_\_\_\_  
**TREASURER/COLLECTOR:**

Excise

Personal property

Real estate

Water / Sewer

Other

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**PLANNING:** \_\_\_\_\_

\_\_\_\_\_  
**POLICE:** \_\_\_\_\_

\_\_\_\_\_  
**FIRE:** \_\_\_\_\_

\_\_\_\_\_  
**BUILDING/ZONING:** \_\_\_\_\_

\_\_\_\_\_  
**CONSERVATION:** \_\_\_\_\_

\_\_\_\_\_  
**HEALTH:**

Water

Trash

Other

\_\_\_\_\_  
**ASSESSORS:** \_\_\_\_\_

*H. Gosselin*  
\_\_\_\_\_  
**TREASURER/COLLECTOR:**

Excise ☒

Personal property ☒

Real estate ☒

Water / Sewer ☒

Other ☒

*Please sign off and return the slip to Donna in the Town Manager's Office or offer comments via email to [dgosselin@northbridgemass.org](mailto:dgosselin@northbridgemass.org). Thanks!!*

E.

**Donna Gosselin**

---

**From:** Alex Rogozenski <arogozenski@gmail.com>  
**Sent:** Tuesday, August 20, 2013 11:01 AM  
**To:** ssusienka@northbridgemass.org; dgosselin@northbridgemass.org  
**Subject:** approvals for 2014 races  
**Attachments:** Race of Rams 2014 town proposal.pdf; 1st Day 5k Run 2014.pdf

Hi Sharon/Donna - hope you both have enjoyed your summer - can't believe Labor Day is right around the corner!

I'd like to get on the agenda for an upcoming BoS meeting to seek approval for 2 events that MRA Multisport will be putting on in 2014.

The 1st Day 5k road race on Jan 1 and the Race of Rams on Sunday May 4. Attached are docs for each event with all relevant details.

Ideally we could meet at the 9/9 meeting. Thanks and let me know!

—

Thanks,  
Alex Rogo  
(c) 774-272-1767

E. 1.



# 1st Day 5k Run & 2.5k Walk

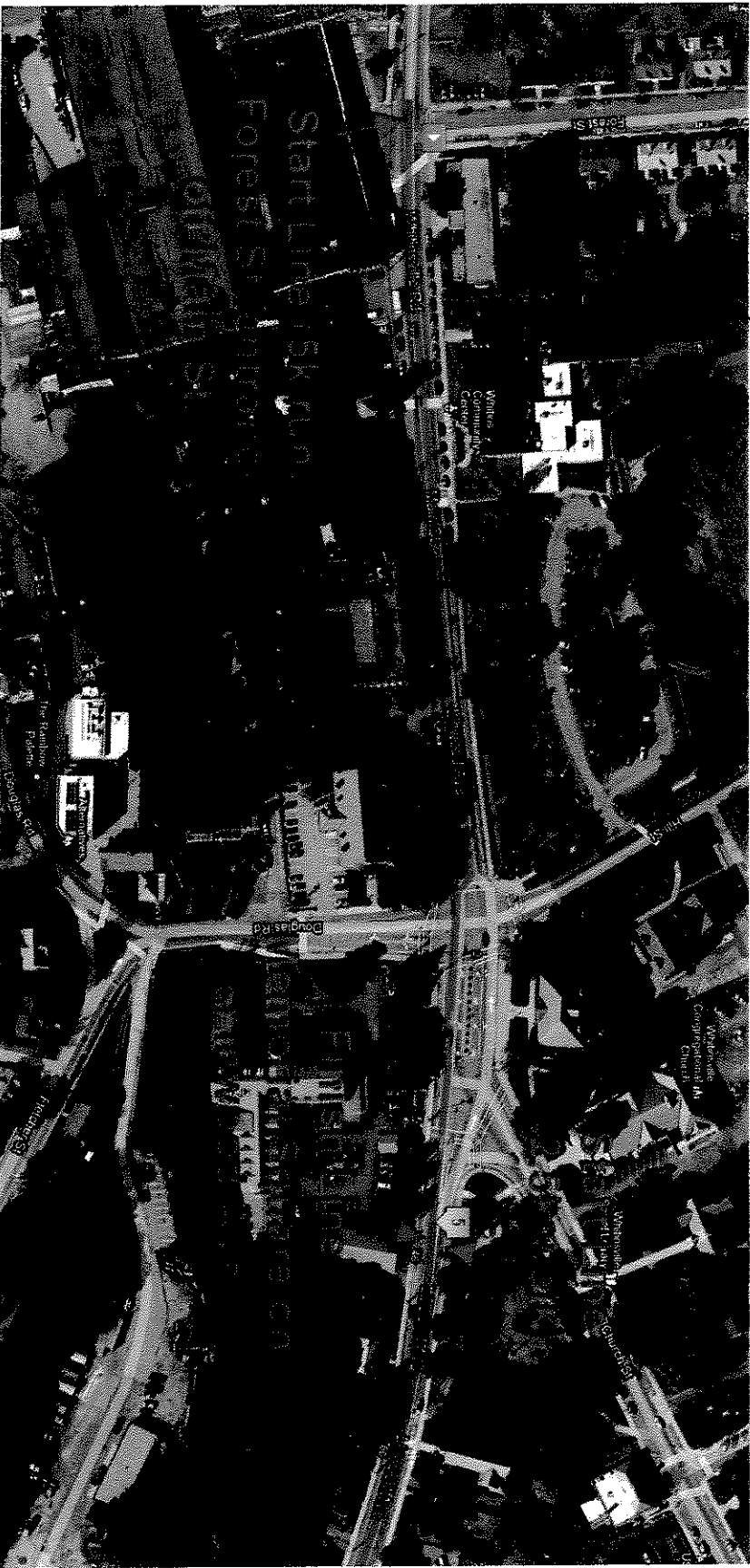


- Inaugural event in 2013 had 220 participants (registration opened on Dec. 1)
  - Strong local, family event
    - 35% from Northbridge
    - Almost 20% were under 19
- January 1<sup>st</sup>, 2014
- 11:00am start for 5k Run (11:10am start for 2.5k Walk)
- Registration opens at 8:30am
- Estimated event finish time: 12:00pm
- Fundraiser for **Northbridge Operation Graduation**
- Estimated number of participants: 250
- Request for road closure of (same as 2013):
  - **Linwood Ave** from 10:45-11:45am
  - **Main St** from Forest St (start line) to and through **Memorial Square** from 10:45-11:05am (once runners pass through Memorial Square)



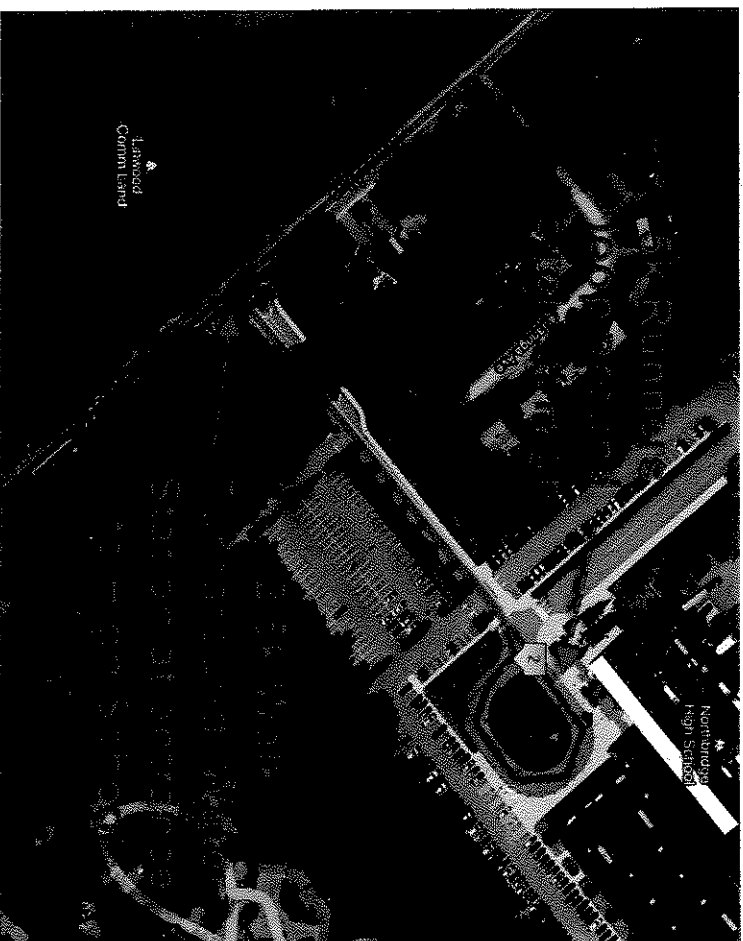


- Starting line for 5k run would be at the parking lot just west of Forest St off of Main St.(same as Thanksgiving Day race)
- Starting line for 2.5k walk would be at Memorial Square by church on Linwood Ave
- Finish line for 5k run and 2.5k walk will be at Memorial Square on Linwood Ave by church (same as Thanksgiving Day race)



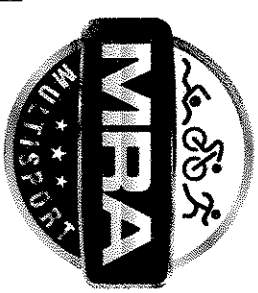
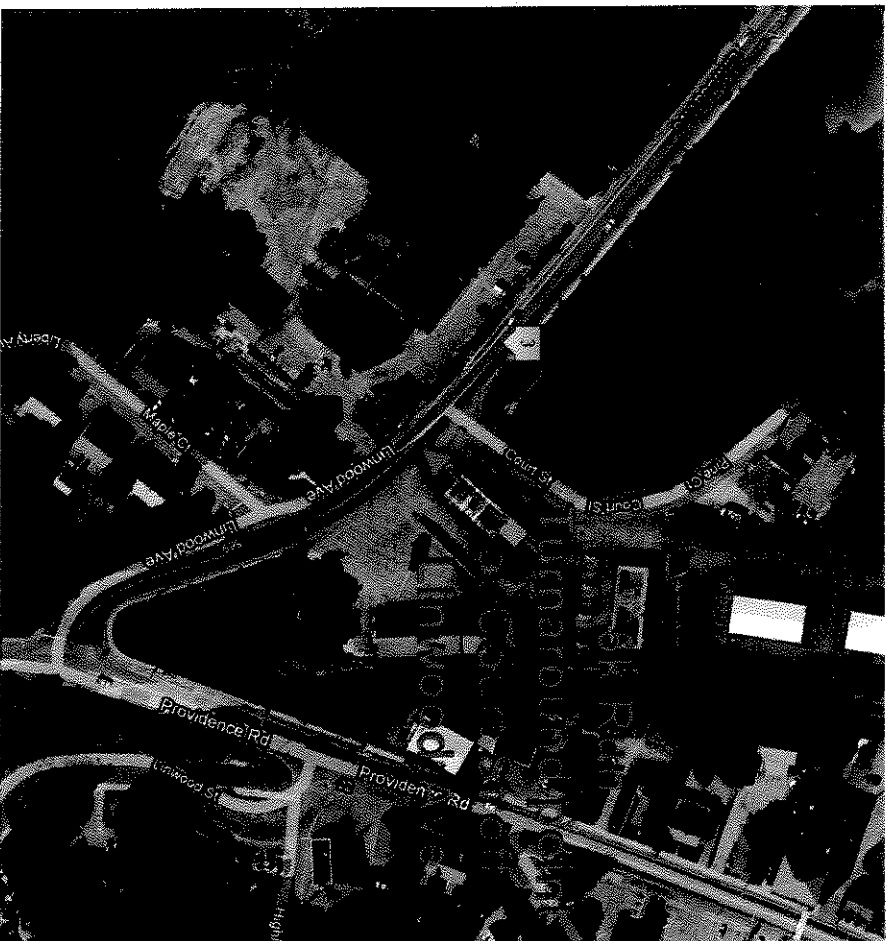


- 2.5k walkers turn around at the entrance to the high school and head straight back to Memorial Square
- 5k runners go up the High School entrance off of Linwood Ave and run around the circle (clockwise) at the main doors before continuing back to Linwood Ave
- Water stop is located at entrance to High School for both runners and walkers

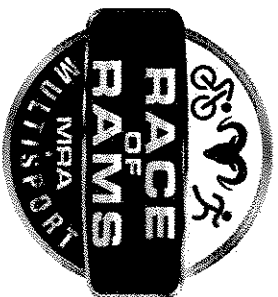




- 5k runners turn around at Court St on Linwood Ave and head straight back to Memorial Square finish line



F. 2.



# Race of Rams

## Duathlon/5k

### Kids Duathlon/Kids Fun Run

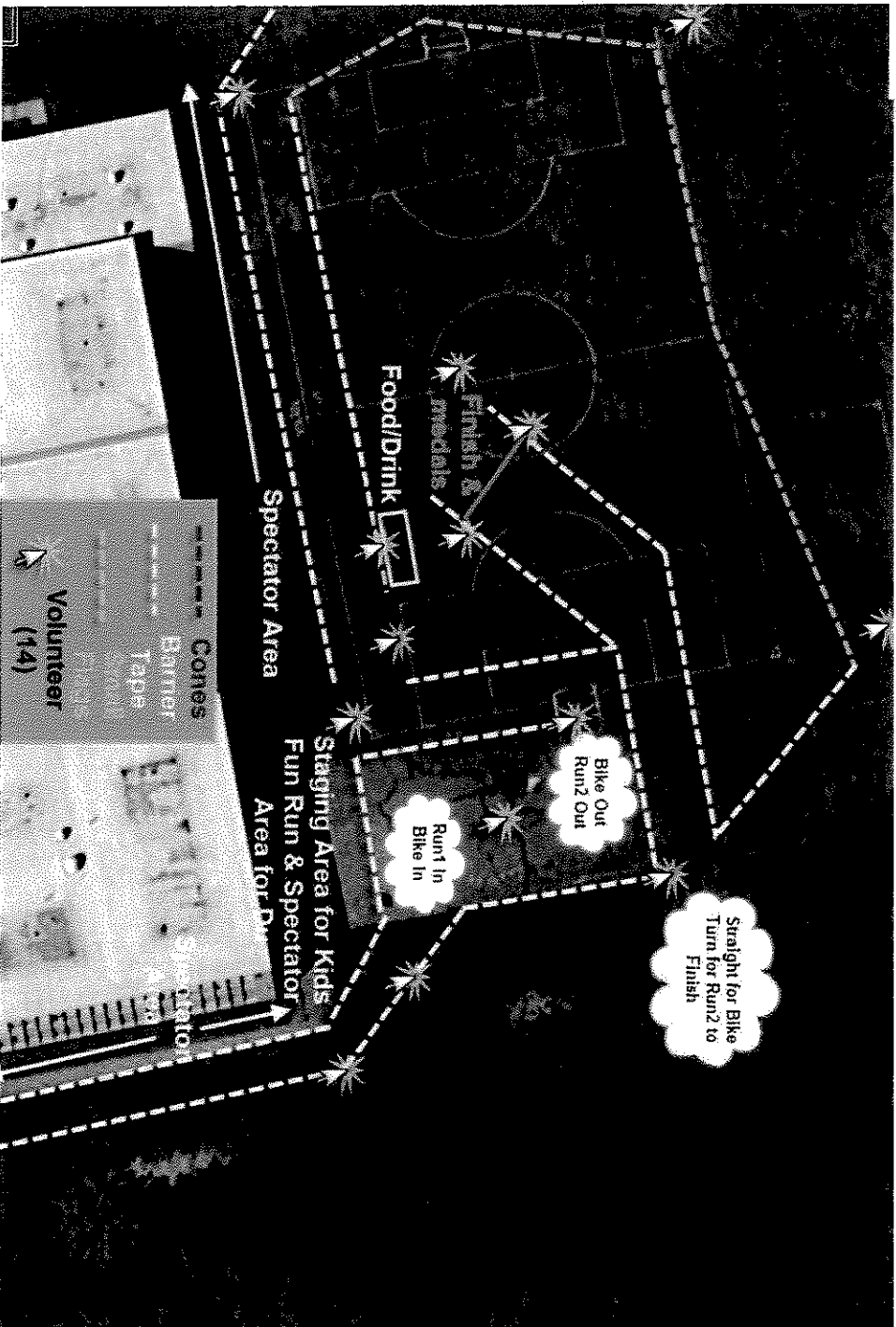


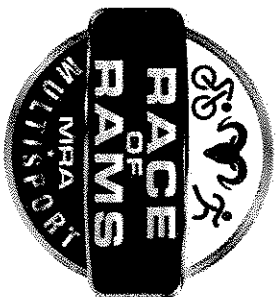
- Inaugural event in 2013 had 234 participants (141 adult events, 93 kids events); registration opened on Mar. 1
- Strong local, family event
  - 55% from Northbridge
  - Almost 50% were under 19 (all communities)
- Sunday **May 4<sup>th</sup>, 2014** (500 total estimated participants)
  - Registration opens at 6:30am
  - Duathlon start: 8:30am
    - 1.5 mile run/9 mile bike/2 mile run (150 estimated participants)
  - 5k run start: 10:30am
    - 3.1 mile run (200 estimated participants)
  - Kids Duathlon start: 11:30am
    - 400 yd run/0.75-1 mile bike (based on age)/200 yd run (75 estimated participants (ages 5-12))
  - Kids Fun run start: 12:00pm
    - 200 yd run (75 estimated participants (ages 5-12))
- Fundraiser for **Northbridge PTA**
- Request for road closure of Crescent St from Arcade St to Lake St (around Balmer School Entrance) from 8:30-10:30am (new request for 2014)
- Will obtain additional permits for use of Vail fields and Balmer School grounds



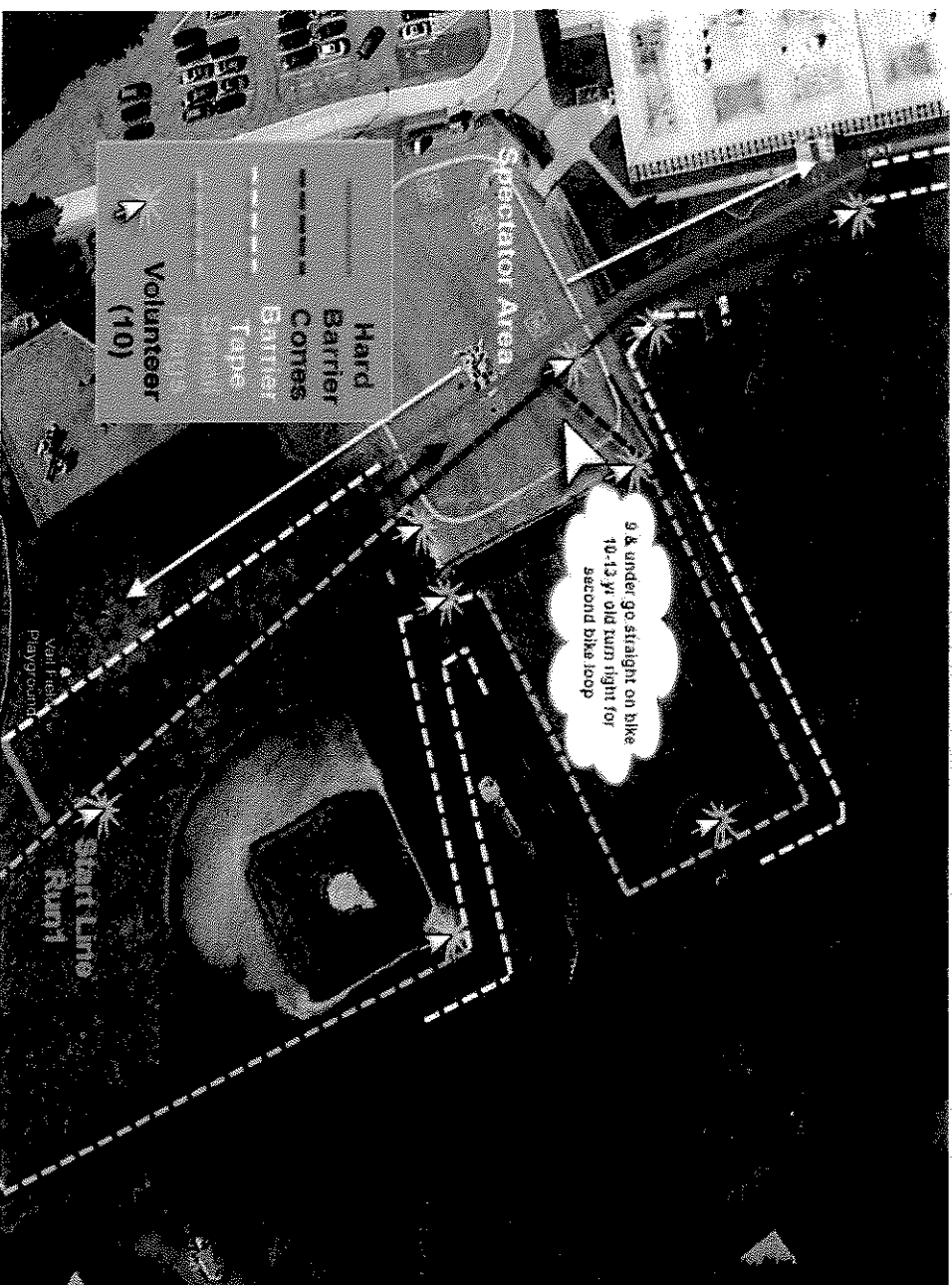
# Kids Duathlon – Run2 & Bike Course

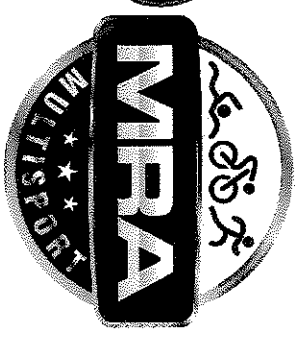
## Kids Fun Run Course (same as Du Run2)





# Kids Duathlon – Run1 & Bike

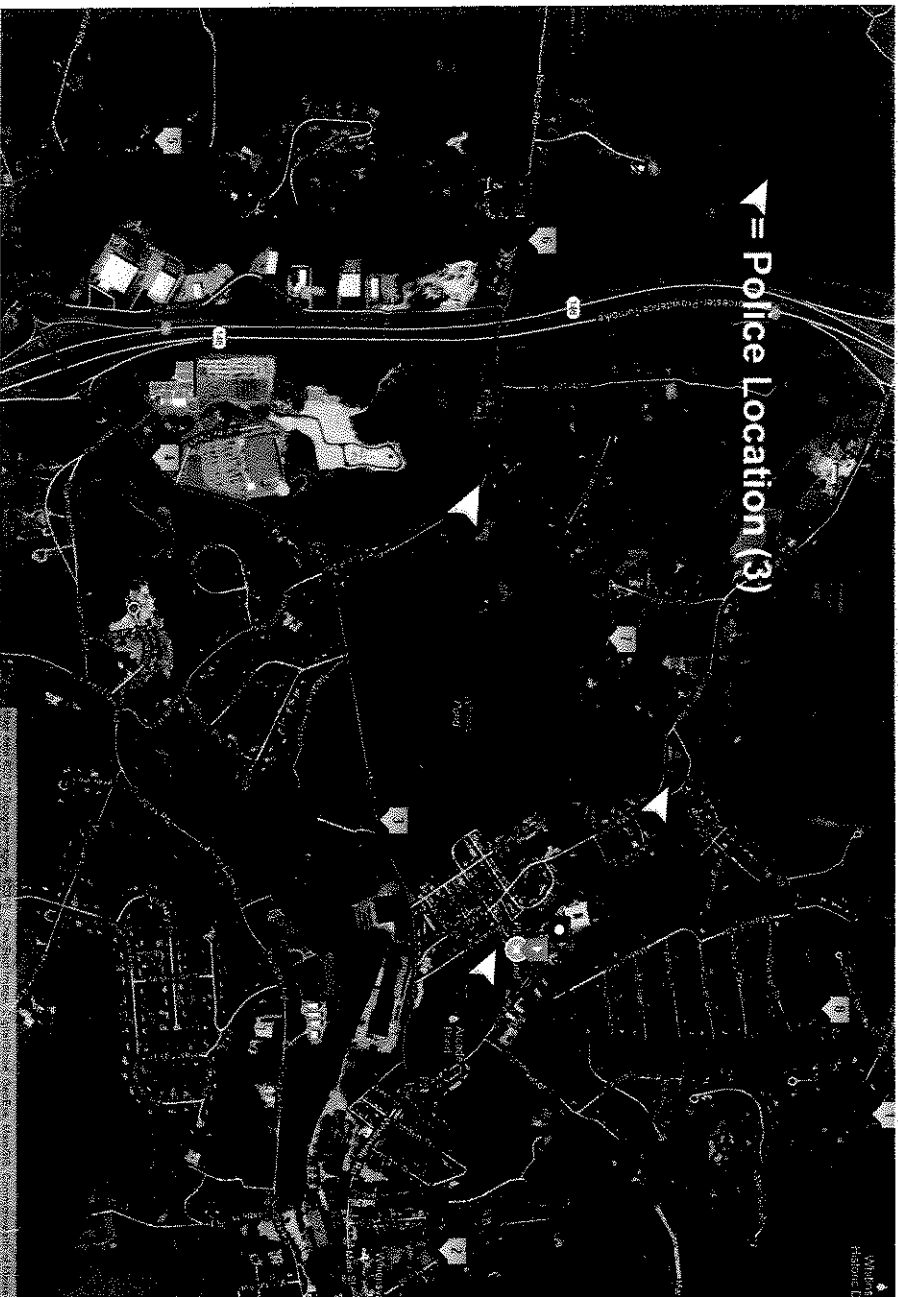




## An aerial photograph of a residential area. A red dot is placed on a street near a playground and a school. The playground is labeled 'Van Field playground'. The school is labeled 'St. Michael's School'. Other streets visible include 'Mason Rd', 'Michael Ln', 'Sylvia Rd', 'Conservation Drive', and 'Hickory Ln'. A white arrow points to a location on a road in the lower left.

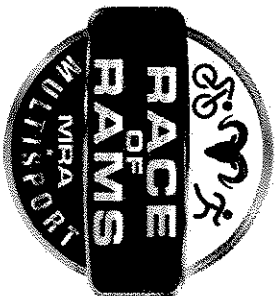


## Duathlon – Bike Course



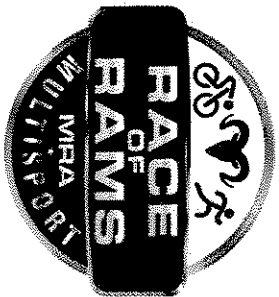
\* Police detail locations – (1) entrance to Balmer, (2) Walmart, (3) Purgatory/Goldthwaite, (NOT Mendon/Carr, just race volunteer)





# Duathlon – Run2 Course





# 5k Run Course



Response from  
Police Chief

**Donna Gosselin**

---

**From:** Walter Warchol <wwarchol@northbridgemass.org>  
**Sent:** Sunday, August 25, 2013 7:48 PM  
**To:** dgosselin@northbridgemass.org  
**Subject:** RE: approvals for 2014 races

Donna:

I am in my office on a Sunday evening trying to catch up on all my paperwork from a two week vacation.

I do not have a problem with either race, they held them last year. The only condition is that he comply with the traffic detail requirements of the police department for both races. I am sure it will not be a problem as Mr. Rogo complied with our traffic requests last year.

Chief

-----Original Message-----

**From:** Donna Gosselin [mailto:dgosselin@northbridgemass.org]  
**Sent:** Tuesday, August 20, 2013 11:48 AM  
**To:** wwarchol@northbridgemass.org; James Shuris  
**Cc:** lskillen@northbridgemass.org; sbrouwer@northbridgemass.org  
**Subject:** FW: approvals for 2014 races

Good morning Gentlemen: Please see the attached and let me know your thoughts before I place this on the September 9, 2013 Board of Selectmen's agenda. Thanks

-----Original Message-----

**From:** Alex Rogozenski [mailto:arogozenski@gmail.com]  
**Sent:** Tuesday, August 20, 2013 11:01 AM  
**To:** ssusienka@northbridgemass.org; dgosselin@northbridgemass.org  
**Subject:** approvals for 2014 races

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I'd like to get on the agenda for an upcoming BoS meeting to seek approval for 2 events that MRA Multisport will be putting on in 2014.

The 1st Day 5k road race on Jan 1 and the Race of Rams on Sunday May 4.

Attached are docs for each event with all relevant details.

Ideally we could meet at the 9/9 meeting. Thanks and let me know!

--

Thanks,  
Alex Rogo  
(c) 774-272-1767

Response from OPW Director

**Donna Gosselin**

---

**From:** James Shuris <jshuris@northbridgemass.org>  
**Sent:** Thursday, August 22, 2013 8:12 AM  
**To:** dgosselin@northbridgemass.org  
**Subject:** FW: approvals for 2014 races  
**Attachments:** Race of Rams 2014 town proposal.pdf; 1st Day 5k Run 2014.pdf

Donna:

Northbridge Public Works has no concerns regarding these events- other than keeping the public right-of-way premises clean and in similar conditions "before-during-after" the events.

Jim Shuris

-----Original Message-----

From: Donna Gosselin [mailto:dgosselin@northbridgemass.org]  
Sent: Tuesday, August 20, 2013 11:48 AM  
To: wwarchol@northbridgemass.org; James Shuris  
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Thanks,  
Alex Rogo  
(c) 774-272-1767



WALTER J. WARCHOL  
CHIEF OF POLICE

# TOWN OF NORTHBRIDGE DEPARTMENT OF POLICE

1 HOPE STREET, WHITINSVILLE, MA 01588  
www.northbridgepolice.com  
TEL (508) 234-6211 • FAX (508) 234-9021

NORTHBRIDGE SAFETY COMMITTEE



TIMOTHY LABRIE  
LIEUTENANT

Wednesday – July 17, 2013

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

**Quaker Street & Allyn Drive** –Streetlight request  
**Linwood Avenue (Linwood Mill)** –Pedestrian Crosswalk request  
**Hasting Drive & Douglas Road** –Sightline concerns  
**Balmer School** –Driveway concerns  
**Prairie Street** –(re)energize streetlight  
**Osterman Commerce Park, Planned Business Development** –Site plan review  
**Shining Rock Drive & Clubhouse Lane** –Speeding concerns  
**Main Street** –Request for speed limit sign

Dear Board Members:

The Northbridge Safety Committee met on Wednesday, July 17, 2013 (10:00 AM) in the Police Station Conference Room. The following members of the Safety Committee were present: Chief Nestor, George Murray, R. Gary Bechtholdt II, Peter Bedigian and James Shuris. Julie Gawlak and Chief Warchol did not attend. Melissa Walker, Paul Halacy, Karlene Ross, Mark Anderson, Eric Bazzett, Jennifer DiStefano, Joseph Bowe, Sue Green, Tom Reed and Paul Hutnak were also in attendance.

Chief Nestor reviewed meeting minutes of January 16, 2013.

*A motion was made by George Murray and seconded by R. Gary Bechtholdt II to accept the minutes of the January 16, 2013 meeting; the vote was unanimous (5-0).*

The following items were discussed and are being forwarded to the Board of Selectmen as recommendations of the Safety Committee.

## CORRESPONDENCE:

- Chief Nestor read memorandum dated February 25, 2013 from Sharon Susienka, Exec. Asst. to the Town Manager stating that on February 11, 2013 the Board of Selectmen accepted the meeting minutes (recommendations) of the 01/16/2013 Safety Committee.

- Jim Shuris provided Safety Committee members with a follow-up concerning the School Street/Providence Road discussion (from January 16, 2013); noting he continues to work with CMRPC (regional planning agency) on signage & pavement markings (improve roadway geometry by adding new pavement lines) and according to representatives at MassDOT the improvements will be done this construction season.

**Quaker Street & Allyn Drive –Streetlight request**

Peter Bedigian provided the Safety Committee members with a follow-up concerning the Quaker Street and Allyn Drive discussion (from January 16, 2013); noting the streetlight does not appear to be a concern, however suggested the overgrown trees and shrubs at the corner may need to be trimmed back to improve sightlines from Allyn Drive (provided photographs). Mr. Shuris will review concerns, if determined to be within the road's right-of-way (ROW) the DPW will trim the trees. Mr. Shuris will also contact the property owner(s) to coordinate trimming beyond the road ROW.

**Linwood Avenue (Linwood Mill) –Pedestrian Crosswalk request**

R. Gary Bechtholdt II advised the Safety Committee members that the Owner/Applicant of the Linwood Mill Lofts (as part of the Planning Board approvals) shall provide a pedestrian crosswalk on Linwood Avenue; in addition to providing access across Linwood Avenue the Planning Board desired a physical connection to the terminus of the Mumford Riverwalk. Tom Reed, on behalf of EA Fish Development reviewed proposed location from site driveway (photographs provided). Mr. Bechtholdt provided some aerials with sight distances for two (2) potential pedestrian crosswalk locations (along Linwood Ave). Mr. Bechtholdt suggested the sight distance for the crosswalk location at the site driveway appears to be favorable (±490 feet from Maple Court), however the second location (across from the current terminus of the Mumford Riverwalk) appears to have limited sightlines due to a slight curve in the roadway (Linwood Ave). Safety Committee members agreed.

Mr. Murray suggested the Owner/Applicant provide sidewalk along the same side of Linwood Avenue as the mill (southerly side of Linwood Avenue). Mr. Bechtholdt indicated that the Owner/Applicant may need to work with the Planning Board on this alternative. In regards to the proposed pedestrian crosswalks on Linwood Mr. Shuris stated all crosswalks must comply with the requirements of the MUTCD and ADA regulations; work shall include ADA sidewalk provisions, signage, pavement markings and site distance provisions, each of which shall be determined by an engineer. Mr. Shuris also noted the work would require a right-of-way permit through the DPW. Mr. Reed will review this matter further with the DPW Director and Highway Superintendent.

*Members agreed on the proposed site driveway location and disapproved of the second pedestrian crosswalk location (on Linwood Avenue); the Safety Committee withheld its formal recommendation until a traffic engineer conducts the necessary study and present report to the DPW and Safety Committee.*

Reference is made to email communication from Monica Luchini, Property Manager Linwood Mill Apartments received April 05, 2013 and January 31, 2013 and email communication from R. Gary Bechtholdt II received July 05, 2013.

**Hasting Drive & Douglas Road –Sightline concerns**

Paul Hutnak (Douglas Road) reviewed with the Committee safety concerns along Douglas Road; specifically the Hastings Drive intersection. Mr. Hutnak presented an aerial showing the Douglas Road and Hastings Drive, noting there has been a number of accidents (and close calls –bus almost got t-boned by an ambulance) due to the curve of the roadway, condition of the road and overgrown trees & shrubs in proximity to the intersection; the overgrown vegetation reduces sightlines (very poor). Mr. Hutnak also suggested in addition to trimming trees the town may also consider installing a mirror opposite the intersection to help, suggesting better than nothing. Mr. Murray asked if speed may also be an issue. Mr. Hutnak indicated that he thought the speed may also be a factor; Mr. Murray suggested police department should consider monitoring (radar) the area.

Mr. Shuris agreed that the condition of road is poor, noting Douglas Road is included on next year's list for repair.

*Upon motion made by (Murray) and seconded (Bedigian) the Safety Committee recommends the Department of Public Works (DPW) review and trim back trees and other vegetation to promote improved sightlines for vehicles exiting from Hastings Drive onto Douglas Road and the DPW Director talk with property owners, if needed to coordinate same. The vote was unanimous (5-0).*

Reference is made to email communication from Paul Hutnak received March 22, 2013.

**Balmer School –Driveway concerns**

Paul Halacy and Melissa Walker, Northbridge School Department and Karlene Ross, Balmer Principal reviewed with the Safety Committee concerns at the Balmer School driveway (Crescent Street). Committee members also reviewed letter from concern parent: (1.) noting buses block street prior to 8:10 AM (park along Crescent Street) which block traffic heading towards Arcade Street; creates traffic conflict for others; (2.) lack of crossing guard at school driveway; creates potential safety concerns for students & (3.) driveway entrance too narrow for buses entering/exiting; traffic stops on Crescent Street for buses to make turns in & out.

Peter Bedigian suggested three (3) potential options: buses show up later (so they don't park along Crescent Street impeding traffic; staff arrive earlier to accept students (so buses and parent drop-off don't congest site driveway, etc.; or hire a crossing guard to assist students and vehicle movement in and out of site (similar to Whitinsville Christian School).

Committee members then reviewed with Melissa Walker observation recorded April 10, 2013 at the Balmer School driveway (Crescent Street) during the period of 8:05AM to 8:27AM: (1.) approx. 26 students crossed at the driveway crosswalk (all but 7 had adults accompanying them) vehicles appropriately and safety yielded to the crossing students; (2.) vehicles exiting school driveway (approx. 7 turning left) turning movements out of driveway (left & right) does not appear to be an issue; (3.) the biggest delay seemed to be a result of the narrowness of the driveway; buses entering need to coordinate with those exiting (site driveway too narrow) adding to congestion and traffic conflicts on Crescent Street.

Mr. Bedigian noted as a Safety Committee member he is charged with looking at the safety concerns; his role is advisory to the Board of Selectmen and recognizes this as a safety concern.

George Murray reviewed with the other Safety Committee members the overall layout of the site including parking area and parent drop-off; suggesting a restriction on turning movements in and out of the site and consideration of having all buses access the school from Lake Street (vicinity) with a right turn only out of the site. Mr. Murray also noted that the buses are larger (longer) than before. Mr. Bechtholdt suggested the concern with the driveway entrance may not be the width, however may have more to do with the angle of the intersection. Mr. Bedigian agreed; may need to improve angle. Mr. Murray suggested the School Department look at potential improvements and work with DPW.

*Before taking any formal action the Safety Committee tabled its discussion and scheduled a site visit for Tuesday, July 23, 103 (8:30AM) -Balmer School driveway (Crescent Street), at which time the Committee will observe driveway geometry, etc and make a recommendation. Prior to the site visiting (meeting) Mr. Halacy and Mr. Shuris shall meet onsite to review possible improvements to the driveway/Crescent Street entrance.*

Reference is made to email communication from Nancy Spitulnik, Superintendent received July 10, 2013; including documented parent concerns and observations noted above.

**Prairie Street –(re)energize streetlight**

Chief Nestor reviewed with Safety Committee email communication received by DPW on May 09, 2013 from Collin Chan, resident concerning streetlights recently shut-off along Prairie Street. As a result of no payment the streetlights were turned off by National Grid. R. Gary Bechtholdt II indicated that Prairie Street was accepted by the town in 2009/2010.

Peter Bedigian recommended if the streetlights along Prairie Street meet the town's Streetlight Policy then the lights should be turned back on. Jim Shuris explained that he has since been in contact with National Grid; the cost associated will be approximately \$75/month. The town will need to call Nation Grid for service to reenergize the meter. Mr. Shuris added the street lights are ornamental type fixtures; National Grid does not maintain an inventory for maintenance, repair or replacement. Mr. Bechtholdt suggested if he prefers a different style fixture DPW should coordinate with the Planning Board on street lighting specs, as the lights installed along Prairie Street were approved by DPW at the time.

*Upon motion made (Murray) and seconded (Bechtholdt) the Safety Committee recommends that the streetlights along Prairie Street be reenergized and turned back on per the Board of Selectmen's Streetlight Policy. The vote was unanimous (5-0).*

Reference is made to email communication from Collin Chan received May 09, 2013; email communication from James Shuris received May 20, 2013 & National Grid letter dated May 15, 2013.

Note: Peter Bedigian was unable to attend the remainder of the Safety Committee meeting and did participate in the review/consideration of Osterman Commerce Park, Shining Rock Drive/Clubhouse Lane or Main Street speed limit discussions detailed below.

**Osterman Commerce Park, Planned Business Development –Site plan review**

Mark Anderson of Heritage Design Group, representing the developer reviewed subject property and provided an overview of the proposed site development; located off Church Street Extension consists of



±92.2 acres Industrial-zoned land adjacent to the Osterman Propane facility and abuts the Providence & Worcester Railroad. The Planned Business Development proposed includes a ±4,500 LF roadway (private drive), ±206,500 SF of mixed-use building space, ±26.4 acres of dedicated open space, and other associated site improvements. The project is planned to be constructed in 4-phases; Phase 1 (site plan review application) includes ±1,540 LF of roadway (private drive), two (2) buildings; a 24,000 SF Medical office building & a 12,000 SF Office building and 209 parking spaces. Mr. Anderson reminded Safety Committee members that the access drive had previously been reviewed and approved by the Safety Committee.

Safety Committee members reviewed the traffic study with Jennifer DiStefano of PARE Corporation; existing traffic counts, trip generation, sight distances, etc. Mr. Bechtholdt informed members that the applicant is seeking approval for Phase 1 & Phase 2 at this time; phase 1 being the medical building and office building and phase 2 the wetland crossing. Phases 3 & 4 will be considered and reviewed at a later date, at which time the Safety Committee will have another opportunity to review and offer its recommendations.

Committee members then reviewed specifically Plummers Corner and the Quaker Street intersections. Ms. DiStefano indicated signalization at Quaker Street is warranted today under the No-Build scenario. Mr. Anderson added that they are looking, in working with Mass Highway to implement a dynamic-maximum green for Plummers corner and will be conducting a traffic monitoring program over a 5-year period.

Mr. Shuris indicated that he is looking at Church Street Extension and the Quaker Street intersection specifically to be included on the state's TIP –transportation improvement program with MassDOT. Mr. Murray asked about the responsibility of the developer adding to the problem and inquired about sidewalks along Church Street Extension.

Mr. Bechtholdt explained that the roadway is proposed to remain private and shall have a street name of Commerce Drive; Chief Nestor did not have a problem with the naming of the street. Mr. Bechtholdt also noted that the developer will install sidewalk along Church Street Extension from the site driveway to the Blackstone River & Canal Heritage State Park.

A motion was made by Mr. Murray and seconded by Mr. Bechtholdt to recommend that the developer install a traffic signal at Quaker Street intersection and install sidewalk along Church Street Extension (toward Plummers Corner) as part of Phase 1; vote did not carry (2-2). Mr. Shuris agreed signalization was necessary now, yet felt based upon the traffic report presented there would be no further impact on traffic and would not call for signalization.

*Upon motion made (Shuris) and seconded (Bechtholdt) the Safety Committee approved the street name (Commerce Drive) and recommending no additional traffic mitigation at this time. The vote was 3-1 with Mr. Murray voting in the minority. In taking such action members noted as part of Phase 3 & 4 development the Safety Committee shall review traffic and potential mitigation.*

Reference is made to site development plan entitled "Osterman Commerce Park –Planned Business Development" prepared by Heritage Design Group dated May 17, 2013 and Traffic Impact Analysis prepared by PARE Corp. dated February 2013 (revised March 2013).

**Shining Rock Drive & Clubhouse Lane –Speeding concerns**

Sue Green and Joseph Bowe of Shining Rock Golf Community met with the Safety Committee to share their concerns regarding traffic and excessive speeds through the neighborhood, noting there is no police presence to enforce the 30mph posted speed limit; adding they would like to see the speed limit reduced to 25mph. Ms. Green & Mr. Bowe expressed concerns with the high volume of traffic cutting through the neighborhood.

Chief Nestor shared with the other Safety Committee members information provided by Chief Warchol; indicating the last time the Police Department monitored (radar speed limit sign) the area the average speed was less than 25mph. Chief Nestor added the Police Chief does not support posting speed limit signs where the town cannot legally enforce; posted speed are based upon roadway type, geometry, density, etc.

Mr. Bowe explained that he is aware of this concern and has done the research to support the 25mph request. Mr. Bowe asked if he could work with the Northbridge Police Department to help file the necessary paperwork.

*Upon motion made (Murray) and seconded (Shuris) the Safety Committee recommends the Police Department monitor speeds along Shining Rock Drive, Fairway Drive & Clubhouse Lane (Shining Rock Golf Community) during the hours of 7AM-8AM and 4PM-6PM and supports the residents (Mr. Joseph Bowe) willingness to file the necessary paperwork required to reduce the posted speed limit from 30mph to 25mph. The vote was unanimous (4-0).*

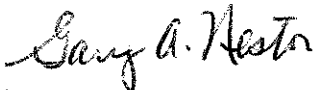
**Main Street –Request for speed limit sign**

Chief Nestor read communication received from James Anderson of 444 Main Street; expressing concerns of speeding cars, etc. along Main Street. Committee members felt introducing more of a police presence (or reinstalling the radar speed limit sign) may have a greater impact than installing larger speed limit signs.

*Upon motion made (Murray) and seconded (Shuris) the Safety Committee recommends the Police Department monitor speeds along Main Street (vicinity of North Main) during the AM/PM peak hours.*

Having no other business the Safety Committee adjourned its meeting of July 17, 2013 at 12:10 PM.

Very truly yours,



Gary Nestor  
Chairman Safety Committee  
Northbridge Fire Chief

/rgb

Cc: Northbridge Town Clerk  
Paul Halacy, NPS  
Sue Green, Resident  
Tom Reed, EA Fish Dev

Northbridge Town Manager  
Karlene Ross, NPS  
Paul Hutnak, Resident  
/File

Lt. Timothy Labrie  
Mark Anderson, HDG  
James Anderson, Resident

Melissa Walker, NPS  
Joseph Bowe, Resident  
Collin Chan, Resident

G.

**Donna Gosselin**

---

**From:** Sharon Sussienka <ssusienka@northbridgemass.org>  
**Sent:** Thursday, August 29, 2013 10:23 AM  
**To:** dgosselin@northbridgemass.org  
**Subject:** FW: Request to Hang Banner

OK  
"no conflict"

Please place on agenda.

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

**From:** Kathy Lyons [mailto:kathyl1@verizon.net]  
**Sent:** Thursday, August 29, 2013 9:50 AM  
**To:** ssusienka@northbridgemass.org  
**Cc:** 'Nancy Spitulnik'; 'Catherine Stickney'; 'Robert Lynch'; 'Nicolena Gangai'; 'Teresa Phaneuf'; 'Deb'  
**Subject:** Request to Hang Banner

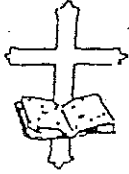
Hi Sharon!

This is a request from the Northbridge Special Education Parent Advisory Council to hang a banner across Church Street from December 1– December 8, 2013 to promote "National Inclusive Schools Week", which is recognized from December 2, 2013 – December 6, 2013.

We have already hung the banner the precious three years so we are in compliance with the banner requirements. If you could please put this on the Selectmen's calendar for approval, we would greatly appreciate it.

Thank you.

Kathy Lyons  
Chairperson  
Northbridge Special Education  
Parent Advisory Council



9/3/13 { Chief Warchol  
DPW Dir. Jim Shuris  
H.

# Northbridge Association of Churches

Northbridge, Massachusetts

RECEIVED

SEP 03 2013

Northbridge Town Manager

August 30, 2013

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

Dear Mr. Kozak,

The 39<sup>th</sup> annual Blackstone Valley Crop Hunger Walk will be held Saturday, October 19, 2013 at 9:00 a.m. The Walk will begin at the Trinity Episcopal Church in Whitinsville and end at the First Evangelical Congregational Church in Uxbridge, a total of three miles.

The Northbridge Association of Churches, which sponsors the Walk, is requesting your approval for this Walk. The walkers will follow Linwood Ave. to Providence Road and on the Uxbridge. We will stay on the sidewalk.

Sincerely,

*Carolyn Mitchell*

Carolyn Mitchell  
President  
Northbridge Association of Churches

Chief Warchol's  
Response.

**Donna Gosselin**

---

**From:** Walter Warchol <wwarchol@northbridgemass.org>  
**Sent:** Tuesday, September 03, 2013 10:51 AM  
**To:** dgosselin@northbridgemass.org  
**Subject:** RE: Blackstone Valley Crop Hunger Walk

Donna:

A wonderful event, they have it every year. They walk on the sidewalk and there is no problems associated with this event.

Chief

---

**From:** Donna Gosselin [mailto:dgosselin@northbridgemass.org]  
**Sent:** Tuesday, September 03, 2013 10:40 AM  
**To:** wwarchol@northbridgemass.org; James Shuris  
**Subject:** Blackstone Valley Crop Hunger Walk

Good morning – Please see attached and let me know your thoughts. Thank you.

Donna M. Gosselin  
Sr. Admin. Asst./Human Resources Asst.  
Town of Northbridge  
7 Main Street  
Whitinsville, MA 01588  
P: 508-234-2095  
F: 508-234-7640  
[dgosselin@northbridgemass.org](mailto:dgosselin@northbridgemass.org)

DPW's Response

**Donna Gosselin**

---

**From:** James Shuris <jshuris@northbridgemass.org>  
**Sent:** Tuesday, September 03, 2013 1:09 PM  
**To:** dgosselin@northbridgemass.org; wwarchol@northbridgemass.org  
**Subject:** RE: Blackstone Valley Crop Hunger Walk

Donna:

Another nice event.

DPW only requests that the public right-of-way be kept tidy during and after the event.

Jim Shuris

---

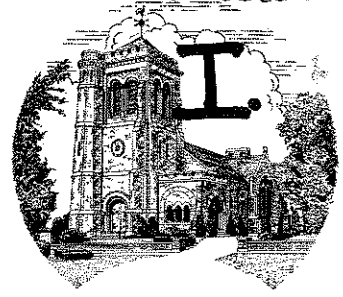
**From:** Donna Gosselin [mailto:dgosselin@northbridgemass.org]  
**Sent:** Tuesday, September 03, 2013 10:40 AM  
**To:** wwarchol@northbridgemass.org; James Shuris  
**Subject:** Blackstone Valley Crop Hunger Walk

Good morning – Please see attached and let me know your thoughts. Thank you.

Donna M. Gosselin  
Sr. Admin. Asst./Human Resources Asst.  
Town of Northbridge  
7 Main Street  
Whitinsville, MA 01588  
P: 508-234-2095  
F: 508-234-7640  
[dgosselin@northbridgemass.org](mailto:dgosselin@northbridgemass.org)

8/28/13 { emailed J. Shurtis  
W. Warchol

**THE VILLAGE CONGREGATIONAL CHURCH**  
UNITED CHURCH OF CHRIST  
5 CHURCH STREET, P.O. BOX 217  
WHITINSVILLE, MA 01588  
508.234.7901  
REV. ROBERT G. SHERWOOD, PASTOR



August 27, 2013

**RECEIVED**

**AUG 28 2013**

**Northbridge Town Manager**

Town of Northbridge  
7 Main Street  
Whitinsville, MA 01588

Dear Town Manager,

The Village Congregational Church would like to request your approval to hold a worship service on the town common in Whitinsville on Sunday, October 6, 2013. The hours would be from approximately 9:00 AM until 11:00 AM.

We appreciate your consideration in this matter. If you have any questions, please do not hesitate to contact me.

Sincerely yours,

Robert G. Sherwood  
Pastor

DPW  
Response

**Donna Gosselin**

---

**From:** James Shuris <jshuris@northbridgemass.org>  
**Sent:** Wednesday, August 28, 2013 2:44 PM  
**To:** dgosselin@northbridgemass.org; wwarchol@northbridgemass.org  
**Subject:** RE: Village Congregational Church

Donna:

Sounds like a great event.

DPW's only concerns deal with keeping the right-of-way free of damages and debris during and after the event.

Jim Shuris

---

**From:** Donna Gosselin [mailto:dgosselin@northbridgemass.org]  
**Sent:** Wednesday, August 28, 2013 1:22 PM  
**To:** wwarchol@northbridgemass.org; James Shuris  
**Subject:** Village Congregational Church

Good afternoon Gentlemen: Please see the attached request and let me know your thoughts so that I can place this on the September 9, 2013 Board of Selectmen's agenda. Thank you.

Donna M. Gosselin  
Sr. Admin. Asst./Human Resources Asst.  
Town of Northbridge  
7 Main Street  
Whitinsville, MA 01588  
P: 508-234-2095  
F: 508-234-7640  
[dgosselin@northbridgemass.org](mailto:dgosselin@northbridgemass.org)



Police  
Chief  
Response

**Donna Gosselin**

---

**From:** Walter Warchol <wwarchol@northbridgemass.org>  
**Sent:** Thursday, August 29, 2013 9:40 AM  
**To:** dgosselin@northbridgemass.org; James Shuris  
**Subject:** RE: Village Congregational Church

Donna:

I see no problems with the church using the town common for services. Sunday morning traffic on Church St. & Linwood Ave. is minimal.

Chief

---

**From:** Donna Gosselin [mailto:dgosselin@northbridgemass.org]  
**Sent:** Wednesday, August 28, 2013 1:22 PM  
**To:** wwarchol@northbridgemass.org; James Shuris  
**Subject:** Village Congregational Church

Good afternoon Gentlemen: Please see the attached request and let me know your thoughts so that I can place this on the September 9, 2013 Board of Selectmen's agenda. Thank you.

Donna M. Gosselin  
Sr. Admin. Asst./Human Resources Asst.  
Town of Northbridge  
7 Main Street  
Whitinsville, MA 01588  
P: 508-234-2095  
F: 508-234-7640  
[dgosselin@northbridgemass.org](mailto:dgosselin@northbridgemass.org)

Phone: 508-509-4246

I.

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF NORTHBRIDGE

APPLICATION FOR JUNK DEALER'S 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):

Brian PROVENCAL - Manonine Consignment

STATE CLEARLY PURPOSE FOR WHICH LICENSE IS REQUESTED: [Junk Dealer's License]

Provide details below:

TO: Consignment shop Hrs. → Tues-Sat. 10AM-5PM

GIVE LOCATION BY STREET AND NUMBER:

AT: 2679 Providence Rd Northbridge

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



(Signature of Applicant)

Print Name: Brian Provencal

Address: 388 S.W. Main St

City: Douglas

State, Zip: Ma, 01516

Received: 8/3/13 @ 1:42 PM  
(Date) (Time)

Date License Granted

**BOARD OF SELECTMEN  
LICENSE ROUTING SLIP**

**Business:** Mantown Consignment

**Applicant:** Brian Provencal

**Address:** 2679 Providence Road, Northbridge, MA 01534

**License Type:** Junk Dealer's License

**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_

**PLANNING:**

N/A

*R. Jay Buckle*

**POLICE:**

**FIRE:**

**BUILDING/ZONING:**

**CONSERVATION:**

**HEALTH:**

Water

Trash

Other

**ASSESSORS:**

**TREASURER/COLLECTOR:**

Excise

Personal property

Real estate

Water / Sewer

Other

*Please sign off and return the slip to the Town Manager's Office or offer comments via email to [dgosselin@northbridgemass.org](mailto:dgosselin@northbridgemass.org) or [ssusienka@northbridgemass.org](mailto:ssusienka@northbridgemass.org). Thanks!!*

**BOARD OF SELECTMEN  
LICENSE ROUTING SLIP**

**Business:** *Mantown Consignment*

**Applicant:** Brian Provencal

**Address:** 2679 Providence Road, Northbridge, MA 01534

**License Type:** Junk Dealer's License

**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:**

**POLICE:**

No Issues



**FIRE:**

**BUILDING/ZONING:**

**CONSERVATION:**

**HEALTH:**

Water

Trash

Other

**ASSESSORS:**

**TREASURER/COLLECTOR:**

Excise

Personal property

Real estate

Water / Sewer

Other

*Please sign off and return the slip to the Town Manager's Office or offer comments via email to [dgosselin@northbridgema.org](mailto:dgosselin@northbridgema.org) or [ssusienka@northbridgema.org](mailto:ssusienka@northbridgema.org). Thanks!!*

**BOARD OF SELECTMEN  
LICENSE ROUTING SLIP**

**Business:** *Mantown Consignment*

**Applicant:** Brian Provencal

**Address:** 2679 Providence Road, Northbridge, MA 01534

**License Type:** Junk Dealer's License

**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:**

**POLICE:**

**FIRE:** The fire department has no concerns at this time.

Gary A. Nestor – Fire Chief *GAN*

**9/04/13**

**BUILDING/ZONING:**

**CONSERVATION:**

**HEALTH:**

Water

Trash

Other

**ASSESSORS:**

**TREASURER/COLLECTOR:**

Excise

Water / Sewer

Personal property

Other

Real estate

*Please sign off and return the slip to the Town Manager's Office or offer comments via email to [dgosselin@northbridgema.org](mailto:dgosselin@northbridgema.org) or [ssusienka@northbridgema.org](mailto:ssusienka@northbridgema.org). Thanks!!*

**BOARD OF SELECTMEN  
LICENSE ROUTING SLIP**

**Business:** *Mantown Consignment*

**Applicant:** Brian Provencal

**Address:** 2679 Providence Road, Northbridge, MA 01534

**License Type:** Junk Dealer's License

**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:**

**POLICE:**

**FIRE:**

**BUILDING/ZONING:**

*Approved*

*9-4-2013*

*J. J. [Signature]*

**CONSERVATION:**

**HEALTH:**

Water

Trash

Other

**ASSESSORS:**

**TREASURER/COLLECTOR:**

Excise

Personal property

Real estate

Water / Sewer

Other

*Please sign off and return the slip to the Town Manager's Office or offer comments via email to [dgosselin@northbridgemass.org](mailto:dgosselin@northbridgemass.org) or [ssusienka@northbridgemass.org](mailto:ssusienka@northbridgemass.org). Thanks!!*

**BOARD OF SELECTMEN  
LICENSE ROUTING SLIP**

**Business:** *Mantown Consignment*

**Applicant:** Brian Provencal

**Address:** 2679 Providence Road, Northbridge, MA 01534

**License Type:** Junk Dealer's License

**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:**

**POLICE:**

**FIRE:**

**BUILDING/ZONING:**

**CONSERVATION:**

N/A

*Barbara A. Kinnif*

**HEALTH:**

Water

Trash

Other

**ASSESSORS:**

**TREASURER/COLLECTOR:**

Excise

Personal property

Real estate

Water / Sewer

Other

*Please sign off and return the slip to the Town Manager's Office or offer comments via email to [dgosselin@northbridgemass.org](mailto:dgosselin@northbridgemass.org) or [ssusienka@northbridgemass.org](mailto:ssusienka@northbridgemass.org). Thanks!!*

**BOARD OF SELECTMEN  
LICENSE ROUTING SLIP**

**Business:** *Mantown Consignment*

**Applicant:** Brian Provencal

**Address:** 2679 Providence Road, Northbridge, MA 01534

**License Type:** Junk Dealer's License

**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:** \_\_\_\_\_

**POLICE:** \_\_\_\_\_


**FIRE:** \_\_\_\_\_

**BUILDING/ZONING:** \_\_\_\_\_

**CONSERVATION:** \_\_\_\_\_

**HEALTH:** \_\_\_\_\_

No Health Department concerns with this application.

Jeanne M. Gniadek  
9/3/2013 

**ASSESSORS:** \_\_\_\_\_

**TREASURER/COLLECTOR:** \_\_\_\_\_

Excise	Water / Sewer
Personal property	Other
Real estate	

*Please sign off and return the slip to the Town Manager's Office or offer comments via email to [dgosselin@northbridgema.org](mailto:dgosselin@northbridgema.org) or [ssusienka@northbridgema.org](mailto:ssusienka@northbridgema.org). Thanks!!*



<b>BOARD OF SELECTMEN LICENSE ROUTING SLIP</b>
--

**Business:** *Mantown Consignment*

**Applicant:** Brian Provencal

**Address:** 2679 Providence Road, Northbridge, MA 01534

**License Type:** Junk Dealer's License

**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:**

\_\_\_\_\_  
**POLICE:**

\_\_\_\_\_  
**FIRE:**

\_\_\_\_\_  
**BUILDING/ZONING:**

\_\_\_\_\_  
**CONSERVATION:**

\_\_\_\_\_  
**HEALTH:**

Water

Trash

Other

\_\_\_\_\_  
**ASSESSORS:** 09/04/13 No issues. *Bob Fitzgerald*

\_\_\_\_\_  
**TREASURER/COLLECTOR:**

Excise

Personal property

Real estate

Water / Sewer

Other

*Please sign off and return the slip to the Town Manager's Office or offer comments via email to [dgosselin@northbridgemass.org](mailto:dgosselin@northbridgemass.org) or [ssusienka@northbridgemass.org](mailto:ssusienka@northbridgemass.org). Thanks!!*

**BOARD OF SELECTMEN  
LICENSE ROUTING SLIP**

**Business:** *Mantown Consignment*

**Applicant:** Brian Provencal

**Address:** 2679 Providence Road, Northbridge, MA 01534

**License Type:** Junk Dealer's License

**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:**

\_\_\_\_\_  
**POLICE:**

\_\_\_\_\_  
**FIRE:**

\_\_\_\_\_  
**BUILDING/ZONING:**

\_\_\_\_\_  
**CONSERVATION:**

\_\_\_\_\_  
**HEALTH:**

Water

Trash

Other

\_\_\_\_\_  
**ASSESSORS:**

*Shirley Arfargue*  
\_\_\_\_\_  
**TREASURER/COLLECTOR:**

Excise ☐

Personal property ☐

Real estate ☐

Water / Sewer ☐

Other

*Please sign off and return the slip to the Town Manager's Office or offer  
comments via email to [dgosselin@northbridgemass.org](mailto:dgosselin@northbridgemass.org) or  
[ssusienka@northbridgemass.org](mailto:ssusienka@northbridgemass.org). Thanks!!*



ALTERNATIVES

Community Life For People With Disabilities

K.

Real Homes | Real Jobs | Real Relationships

September 5, 2013

Ted Kozak, Town Manager  
Town Hall  
7 Main Street  
Whitinsville, MA 01588

Dear Ted,

OK to use  
Common on  
Oct. 4 + 5

\* Oct 6th has  
been taken

Alternatives would like to have permission to use the Whitinsville Town Common for a community art project in celebration of World Smile Day® on Friday, October 4, 2013. World Smile Day® was established, so that we may devote one day each year to smiles and kind acts throughout the world in honor of Harvey Ball, a commercial artist from Worcester, MA who created the smiley face in 1963.

The art project consists of paper plates that have been colored with pictures and smiley faces and written on by individuals we serve, staff at Alternatives, and the community at large in answer to the question "What do you do to help make other's smile?"

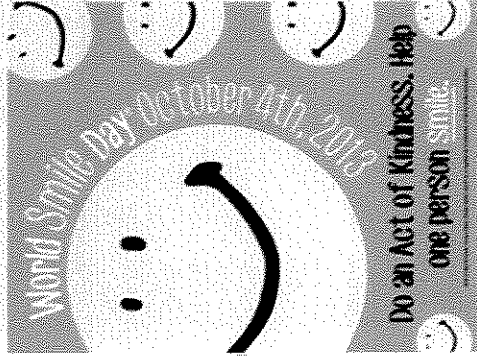
We would like to hang these plates in the common along the walkway, so that they can be viewed by people walking through the common on that Friday, Saturday and Sunday. We will also be creating more plates during the day on Friday, so we would like to set-up a few tables and chairs with supplies for people to participate. We will remove the exhibit by Sunday, October 6, 2013, before 5:00 pm. -NO

Thank you for your consideration.

Sincerely,

Dennis H. Rice  
Executive Director

## Welcome to the World Smile Day® 2013.



In recognition of World Smile Day, Alternatives is sponsoring a community art project in three area locations in Central Mass. Staff, individuals served, family, and the community at large will be asked the question "How do you make others smile?" They will answer the question by drawing and writing on paper plates that then will be hung in town commons on World Smile Day, Friday, October 4<sup>th</sup>.



As is well known by now throughout the world Harvey Ball, a commercial artist from Worcester, Massachusetts created the smiley face in 1963. That image went on to become the most recognizable symbol of good will and good cheer on the planet.

As the years passed Harvey Ball became concerned about the over-commercialization of his symbol, and how its original meaning and intent had become lost in the constant repetition of the marketplace. Out of that concern came his idea for World Smile Day®. He thought that we, all of us, should devote one day each year to smiles and kind acts throughout the world. The smiley face knows no politics, no geography and no religion. Harvey's idea was that for at least one day each year, neither should we. He declared that the **first Friday in October each year** would henceforth be World Smile Day®. Ever since that first World Smile Day® held in 1999, it has continued every year in Smiley's hometown of Worcester, MA and around the world.

After Harvey died in 2001, the Harvey Ball World Smile Foundation was created to honor his name and memory. The Foundation continues as the official sponsor of World Smile Day® each year.

# Alternatives' Community Events:

## GB & Lexi Singh Performance Center

Whitin Mill, 60 Douglas Road, Whitinsville, MA

### Circle Mirror Transformation

By Annie Baker



Directed by  
Matthew J. Carr

Presented by  
Pilgrim Soul Productions

Featuring  
Fred D'Angelo, Melissa  
Earls, Patti Hughes,  
Michael Legge and Linda  
Oroszko

September 6, 7, 13 and 14 at 7:30 PM  
September 15 at 2:00 PM

An engaging comedy in which four lost souls and their acting instructor are transformed by their participation in a community-center drama class.

Tickets \$15 or \$12 for Groups of 10 or more. Reservations:  
508-296-0797 | pilgrimsoulproductions@gmail.com

### Meet the Claflin Hill Symphony Orchestra Cello Section!

Friday, October 25, 7:30 PM  
Reception 6:30-7:15 PM



This year's Claflin Hill Symphony Orchestra Chamber Series begins with a wonderful program of trios for clarinet, cello and piano by Mozart, Beethoven and Brahms. It's going to be a "musical version of a medley relay race!"

For tickets and information: claflinhill.org | 508-478-5924



### Living Together

By Alan Ayckbourn

Directed by  
Matthew J. Carr

Presented by  
Pilgrim Soul Productions

Opening Reception  
November 8, 6:00-7:15 PM

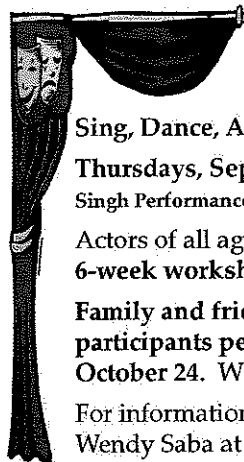
November 8, 9, 15 and 16 at 7:30 PM  
November 17 at 2:00 PM

The hilariously dysfunctional family from last season's *Table Manners* returns!

Tickets \$15 or \$12 for Groups of 10 or more. Reservations:  
508-296-0797 | pilgrimsoulproductions@gmail.com

## Other Exciting Events

See event details for locations and contact information



### Curtain's Up!

Stepping Stone

Community Theatre Workshop

Sing, Dance, Act, Role Play and Explore

Thursdays, September 19–October 24, 6:30-8:00 PM  
Singh Performance Center, 60 Douglas Rd, Whitinsville, MA

Actors of all ages and abilities are invited to join this 6-week workshop taught by Joey Andrade.

Family and friends will be invited to see participants perform at the final workshop on October 24. Workshop Fee: \$35

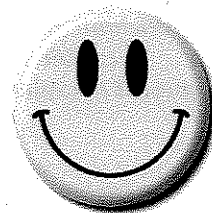
For information:

Wendy Saba at [ewsaba@aol.com](mailto:ewsaba@aol.com) 508-266-1065 or  
Tom.Saupe@AlternativesNet.org 508-266-6502

### World Smile Day

Friday, October 4 - Location TBA

Harvey Ball, a commercial artist from Worcester, MA created the smiley face in 1963. In 1999, the first Friday in October was declared World Smile Day®, so that we may devote one day each year to smiles and kind acts throughout the world, in his honor.



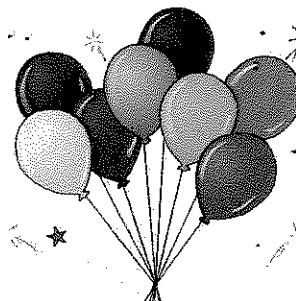
Help Alternatives celebrate this year during their community art project on Friday, October 4 from 11:00-2:00 PM.

For information: [AlternativesNet.org/event/WorldSmileDay](http://AlternativesNet.org/event/WorldSmileDay)  
[Cristi.Collari@AlternativesNet.org](mailto:Cristi.Collari@AlternativesNet.org) | 508-234-6520

### An Afternoon of Music and Family Fun!

Milford Town Park (Congress and Walnut Streets)

October 19, 2:00-6:00 PM



Join us for a Free Concert (donations welcome!) by former members of the band, Chyldz Play and a host of family-friendly activities including face painting, a moonwalk, Halloween costume contest, and more. Refreshments available.

Proceeds will benefit Alternatives and the Milford Schools' Special Education Program.

For information: [Lorrie.Adams@AlternativesNet.org](mailto:Lorrie.Adams@AlternativesNet.org) | 508-266-6541

## Alternatives' Whitin Mill

The Alternatives' Whitin Mill utilizes Green technology and is a handicap-accessible site  
30-70 Douglas Road, Whitinsville, Massachusetts 01588 | [AlternativesNet.org](http://AlternativesNet.org) | (508) 234-6232

L.

**COMMONWEALTH OF MASSACHUSETTS  
WARRANT FOR FALL ANNUAL TOWN MEETING  
TOWN OF NORTHBRIDGE  
TRANSACTION OF TOWN BUSINESS  
TUESDAY, OCTOBER 22, 2013 - 7:00 P.M.**

**DRAFT #2 – 9/6/13**

WORCESTER, ss:

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

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify the Inhabitants of the Town of Northbridge, qualified to vote in Town elections and Town affairs, to meet in the Northbridge Middle School Auditorium on Linwood Avenue, in Whitinsville, in said Northbridge, Massachusetts, on Tuesday, October 22, 2013 at 7:00 o'clock P.M., then and there to act on the following articles:

**ARTICLE 1: (Board of Selectmen)**

To see if the Town will vote to raise and appropriate and/or transfer from available funds the following sums of money and authorize the payment of prior year bills:

or take any other action relative thereto.

**ARTICLE 2: (Board of Selectmen)**

To see if the Town will vote to amend the votes taken under Article 3 of the 2013 Spring Session of the Annual Town Meeting (May 7, 2013), appropriations and transfers under the Omnibus Budget Article, and/or to transfer a sum or sums of money from the undesignated fund balance (free cash) and/or the Health Insurance Stabilization Fund to supplement appropriations under the Omnibus Budget Article; or take any other action relative thereto.

\$1,391 from Town Manager Expenses to Town Manager Salaries;

or take any other action relative thereto.

**ARTICLE 3: (Board of Selectmen)**

To see if the Town will vote to raise and appropriate and/or transfer from any available funds a sum of money to the Stabilization Fund; or take any other action relative thereto.

**ARTICLE 4: (Board of Selectmen)**

To see if the Town will vote to raise and appropriate and/or transfer from any available funds in the Treasury a sum of money for the purpose of relocating the Fire Department Dispatch equipment, supplies, personnel, and associated appurtenances to the Police Department headquarters at 1 Hope Street; or take any other action relative thereto.

**ARTICLE 5: (Board of Selectmen)**

To see if the Town will vote to acquire, by purchase and/or donation, and accept from Pine Grove Cemetery Association all or a portion of the property known as Pine Grove Cemetery, located at 241 Linwood Avenue and shown as Parcel 2 on Assessors' Map 14; to authorize the Board of Selectmen to take all actions and execute all documents necessary and appropriate for such acquisition; and to raise and appropriate, borrow or transfer from available funds in the Treasury a sum of money for the purpose of such acquisition; or take any other action relative thereto.

**ARTICLE 6: (Board of Selectmen)**

To see if the Town will vote to accept from Pine Grove Cemetery Association all or a portion of the personal property, funds and accounts of said Association owned, maintained and used in connection with the ownership and operation of the Pine Grove Cemetery, located at 241 Linwood Avenue and shown as Parcel 2 on Assessors' Map 14; and to authorize the Board of Selectmen to take all actions and execute all documents necessary on behalf of the Town to effect and complete such acceptance; or take any other action relative thereto.

**ARTICLE 7: (School Committee)**

To see if the Town will vote to raise and appropriate, and/or transfer from the FY 14 Omnibus Budget, and/or transfer from available funds in the Treasury, and/or transfer from the unexpended undesignated fund balance (free cash), and/or transfer from the Stabilization Fund the sum of \$38,330 to be expended by the School Department for costs incurred for mold remediation at the High School; or take any other action relative thereto.

**ARTICLE 8: (Board of Selectmen)**

To see if the Town will vote to amend the Code of the Town of Northbridge, Article 8-100, Dogs, as set forth below, in order to address amendments to the General Laws concerning regulation of dogs; or take any other action relative thereto:

[TEXT TO BE INSERTED]

**ARTICLE 9: (Petition)**

To see if the Town will vote to amend its Zoning Bylaws by adding as "Article XX Large Scale Solar Photovoltaic Installations" the following:

**Article XX**

**Large Scale Solar Photovoltaic Installations**

**§ 173-133 Purpose**

The purpose of this bylaw is to reasonably regulate large-scale ground-mounted solar photovoltaic installations by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations that address public safety, minimize impacts on scenic, natural and historic resources, and to provide adequate financial assurance for the eventual decommissioning of such installations.

**§ 173-134 Applicability**

This bylaw applies to large-scale ground-mounted solar photovoltaic installations, as defined herein, proposed to be constructed after the effective date of this bylaw. This bylaw also pertains to physical modifications that materially alter the type, configuration, or size of these installations or related equipment.

The bylaw is not intended to regulate systems of less than 250 kW or roof-mounted systems. It is also not intended to regulate systems that are consumptive power systems, where all power that is generated is utilized to power onsite operations.

**§ 173-135 Definitions**

**Building Permit:** A permit issued by the Building Inspector allowing for the construction of a large-scale ground-mounted solar photovoltaic installation consistent with the state and federal building codes and the Zoning Bylaw.

**Large-Scale Ground-Mounted Solar Photovoltaic Installation (LGSPI):** A solar photovoltaic system that is structurally mounted on the ground and is not roof-mounted, has a minimum nameplate capacity of 250 kW DC, and generates power utilized at least in part off-site.

**Rated Nameplate Capacity:** The maximum rated output of electric power production of the Photovoltaic system in Direct Current (DC).

**Zoning Bylaw:** The Northbridge Zoning Bylaw.

### **§ 173-136 General Requirements**

The following requirements are common to all for all Large Scale Solar Power Generation Installations.

#### **A. Compliance with Laws, and Regulations**

The construction and operation of all LGSPI shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable safety, construction, electrical, and communications requirements. All buildings and fixtures forming part of a solar photovoltaic installation shall be constructed in accordance with the State Building Code. Provided that the provisions of Article XVI (Route 146 Overlay District) shall not apply to an LGSPI.

#### **B. Building Permit**

No LGSPI shall be constructed, installed or modified except pursuant to a building permit. The building permit application for a LGSPI must be accompanied by the required fee.

#### **C. Site Plan Review**

No LGSPI shall be constructed, installed or modified except in conformity with a site plan approved by the Planning Board in accordance with the Zoning Bylaw. The Planning Board shall consider and apply the requirements set forth in this bylaw in reviewing and deciding an application for site plan approval. Upon receipt of an application for site plan approval of a LGSPI, the Planning Board may engage, at the applicant's cost, professional and technical consultants, including legal counsel, to assist the authority with its review of the application, in accordance with the requirements of Section 53G of Chapter 44 of the Massachusetts General Laws. The Planning Board may direct the applicant to deposit funds with the Planning Board for such review at the time the application is accepted, and to add additional funds as needed upon notice. Failure to comply with this section shall be good grounds for denying the application. Upon approval of the application, any excess amount in the account attributable to that project, including any interest accrued, shall be repaid to the applicant.

#### **D. Site Control**

The project proponent shall submit documentation of actual or prospective access and control of the project site sufficient to allow for construction and operation of the proposed solar photovoltaic installation.

#### **E. Operation & Maintenance Plan**

The project proponent shall submit a plan for the operation and maintenance of the LGSPI, which shall include measures for maintaining safe access to the installation, storm water controls, and general procedures for operational maintenance of the installation.

#### **F. Utility Notification**

No LGSPI shall be constructed until evidence has been given to the Planning Board that the utility company that operates the electrical grid where the installation is to be located has been informed of the solar photovoltaic installation owner or operator's intent to install an interconnected customer-owned generator. Off-grid systems shall be exempt from this requirement.



## **G. Design Standards**

### **1. Utilization**

LGSPI in R1, R2, and V, no more than 65% of the parcel shall be utilized for the entire installation, including screening.

### **2. Setbacks and Screening**

Front, side and rear yards for LGSPI shall be as follows:

- (a) Front yard. The front yard depth shall be at least 100 feet
- (b) Side yard. Each side yard shall have a depth at least 50 feet
- (c) Rear yard. The rear yard depth shall be at least 50 feet

Every abutting property shall be visually screened from the LGSPI through any one or combination of the following: location, distance, plantings, existing vegetation and fencing (not to exceed 6 feet in height).

### **3. Appurtenant Structures**

All appurtenant structures to a LGSPI shall be subject to the same regulations that pertain to primary structures as set forth in the Zoning Bylaw.

### **4. Landscaping**

The project proponent shall submit a landscape plan detailing all proposed changes to the landscape of the site, including temporary or permanent roads or driveways, grading, vegetation clearing and planting and screening vegetation and/or fences/walls.

### **5. Land Clearing & Grading, Soil Erosion and Habitat Impacts**

Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the LGSPI or otherwise prescribed by applicable laws, regulations, and bylaws. Land clearing and grading plans shall avoid practices that cause erosion and shall minimize habitat disruption.

### **6. Lighting**

Lighting of LGSPI, including appurtenant structures, shall be consistent with local, state and federal law, and otherwise shall be limited to that required for safety and operational purposes. It shall be designed to minimize glare on abutting properties and be directed downward with full cut-off fixtures to reduce light-pollution.

### **7. Signage**

Signs on LGSPI shall comply with all applicable legal requirements, including the Zoning Bylaw. One sign consistent with the Zoning Bylaw shall be required to identify the owner and provide a 24-hour emergency contact phone number.

Solar photovoltaic installations shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of the solar photovoltaic installation.

## **8. Utility Connections**

Reasonable efforts, as determined by the Planning Board, shall be made to place all utility connections from the solar photovoltaic installation underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the utility provider. Electrical transformers for utility interconnections may be above ground if required by the utility provider.

## **H. Monitoring and Maintenance**

### **1. Solar Photovoltaic Installation Conditions**

The owner or operator of the LGSPI shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the Fire Chief and local emergency medical services. The owner or operator shall be responsible for the cost of maintaining the solar photovoltaic installation and any access road(s), unless accepted as a public way.

### **2. Emergency Services**

Prior to issuance of a building permit, the LGSPI owner or operator shall provide a project summary, electrical schematic, and approved site plan to the town's local safety officials, including the Police Chief, Fire Chief and Building Inspector.

Upon request the owner or operator shall cooperate with local safety officials in developing an emergency response plan, which may include ensuring that emergency personnel have immediate, 24-hour access to the facility. All means of shutting down the solar photovoltaic installation shall be clearly marked. The owner or operator shall identify a responsible person for public inquiries throughout the life of the installation, and shall provide a mailing address and telephone number for such person(s).

## **I. Modifications**

All material modifications to a LGSPI made after issuance of the required building permit shall require approval by the Planning Board through Site Plan Review.

## **J. Discontinuance and Removal**

### **1. Removal Requirements**

Any LGSPI, or any substantial part thereof, not used for a period of one continuous year or more without written permission from the Planning Board, or that has reached the end of its useful life, shall be considered discontinued, and shall be removed. Upon written request from the Building Inspector addressed to the contact address provided and maintained by the owner or operator as required above, the owner or operator shall provide evidence to the Building Inspector demonstrating continued use of the LGSPI. Failure to provide such evidence within thirty days of such written request shall be conclusive evidence that the installation has been discontinued. Anyone intending to decommission and/or remove such an installation shall notify the Planning Board and Building Inspector by certified mail of the proposed date of discontinued operations and plans for removal.

The owner or operator shall physically remove the installation no more than 150 days after the date of discontinued operations. Removal shall consist of:

- (a) Physical removal of all parts of and appurtenances to the LGSPI, including structures, equipment, security barriers and transmission lines from the site.
- (b) Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.
- (c) Stabilization or re-vegetation of the site as necessary to minimize erosion. The Planning Board may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.
- (d) Gravel or ground cover consistent with landscape.

If the owner or operator of the LGSPI fails to remove the installation in accordance with the requirements of this section, the town shall have the right, to the extent it is otherwise duly authorized by law, to enter the property and remove the installation at the expense of the owner of the installation and the owner(s) of the site on which the facility is located.

## 2. Financial Surety

Proponents seeking to construct and operate an LGSPI shall provide, prior to construction, a form of surety, either through escrow account, bond or otherwise, to cover the cost of removal in the event the town must remove the LGSPI and remediate the landscape. The amount and form of such surety shall be determined by the Planning Board. Such surety will not be required for municipally- or state- owned facilities. The project proponent shall submit a fully inclusive estimate of the costs associated with removal, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation; or take any other action relative thereto.

### ARTICLE 10: (Petition)

To see if the Town will vote to amend its Zoning Bylaws by adding the following row to the Table of Use Regulations under the category of "Community Facilities";

USE	ZONING DISTRICT											
	R-1	R-2	R-3	R-4	R-5	R-6	B-1	B-2	B-3 (1)	I-1	I-2	H
Community Facilities												
Large Scale Solar Voltaic Facilities, see Article XX	-	-	-	-	-	-	-	-	P	P	P	-

Or take any other action relative thereto.

### ARTICLE 11: (Petition)

To see if the Town will vote to:

## RESTORING CONSTITUTIONAL GOVERNANCE RESOLUTION OF NORTHBRIDGE, MASSACHUSETTS

**WHEREAS**, the town of Northbridge, Massachusetts is not a "battlefield" subject to the "laws of war;" and

**WHEREAS**, Federal Judge Katherine Forrest has ruled Section 1021 of the 2012 NDAA is unconstitutional;

**WHEREAS**, the U.S. Supreme Court has ruled that neither Congress nor the President can Constitutionally authorize the detention and/or disposition of any person in the United States, or citizen of the United States “under the law of war” who is not serving “in the land or naval forces, or in the Militia, when in actual service in time of War or public danger;” and

**WHEREAS**, for the purposes of this resolution, the terms “arrest,” “capture,” “detention under the law of war,” “disposition under the law of war,” and “law of war” are used in the same sense and shall have the same meaning as such terms have in the 2012 NDAA, Section 1021(c); and therefore

**BE IT RESOLVED**, that notwithstanding any treaty, federal, state, or local law or authority, enacted or claimed, including, but not limited to, an authorization for use of military force, national defense authorization act, or any similar law or authority enacted or claimed by Congress or the Office of the President directed at any person in Northbridge, who is not serving “in the land or naval forces, or in the Militia, when in actual service in time of War or public danger,” it is unconstitutional, and therefore unlawful for any person to:

- a. arrest or capture any person in Northbridge, or citizen of Northbridge, within the United States, with the intent of “detention under the law of war,” or
- b. actually subject a person in Northbridge, to “disposition under the law of war,” or
- c. subject any person to targeted killing in Northbridge, or citizen of Northbridge, within the United States; and be it further

**RESOLVED**, that the Town of Northbridge requests the Massachusetts State Legislature recognize the duty of the Commonwealth of Massachusetts to interpose itself between unconstitutional usurpations by the federal government or its agents and the people of this state, as well as the duty to defend the unalienable natural rights of the people, all of which is consistent with our oaths to defend the Constitution of the United States and the Constitution of the Commonwealth of Massachusetts against all enemies, foreign and domestic; and be it further

**RESOLVED**, that the Town of Northbridge requests our Congressional delegation commence immediately with efforts to repeal the unconstitutional sections of the 2012 NDAA, to-wit, sections 1021 and 1022, and any other section or provision which will have the same or substantially the same effect on any person in the United States not serving “in the land or naval forces, or in the Militia, when in actual service in time of War or public danger;” and be it finally

**RESOLVED**, that the Town of Northbridge requests our Congressional delegation to introduce, support, and secure the passage of legislation which clearly states that Congress not only does not authorize, but in fact prohibits the use of military force, military detention, military trial, extraordinary rendition, or any other power of the “law of war” against any person in the United States not serving “in the land or naval forces, or in the Militia, when in actual service in time of War or public danger.”

Recognizing our duty to defend the Constitution of the United States and the Constitution of the Commonwealth of Massachusetts, as well as recognizing the duty of the people to protect our unalienable natural rights to “life, liberty, and the pursuit of happiness” as articulated in the Declaration of Independence, we, the Town Meeting of Northbridge, Massachusetts, do hereby adopt this resolution.

And you are directed to serve this warrant by posting attested copies thereof at the Whitinsville Post Office in Whitinsville and Brian's Restaurant in Linwood, in Precinct 1; Office of Polyfoam Corp., Gary's Variety and the Northbridge Post Office in Northbridge, all in Precinct 2; Town Clerk's Office and 1Quikstop in Whitinsville in Precinct 3; and the VFW Hall [875 Hill Street] and Town Hall Annex in Whitinsville in Precinct 4; twenty-eight (28) days at least before the time and place of meeting aforesaid.

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

**SELECTMEN OF NORTHBRIDGE**

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Daniel J. Nolan, Chairman

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James R. Marzec

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Charles Ampagoomian, Jr.

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Thomas J. Melia

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James J. Athanas

**MEMORANDUM**

**DATE:** December 5, 2006  
**TO:** Board of Selectmen  
**FROM:** Sharon L. Susienka, Acting Town Manager  
**SUBJECT:** Town of Northbridge Boot Drive Policy

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The Town of Northbridge will allow one boot drive per month at Memorial Square and/or Ovia Square from April 1<sup>st</sup> through November 1<sup>st</sup> for the purpose of raising funds for a registered charity under the following conditions:

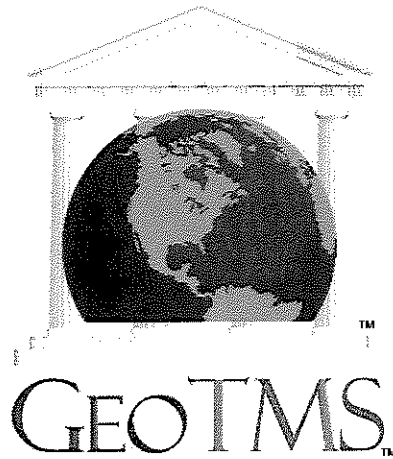
1. All drives must be approved in advance by the Police Department.
2. All drives are limited to the hours of 9:00 AM and 3:00 PM.
3. Each location will be limited to a maximum of 5 participants.
4. All participants must be at least 18 years of age at the time of the drive.
5. All participants must wear a reflective vest approved by the Police Department.
6. All participants may approach the traffic from the sidewalk or island side and
  - a. Not impede the flow of traffic
  - b. Not activate the electronic crosswalk devices
  - c. Not harass or intimidate drivers.

**BOOT DRIVES WILL NOT BE ALLOWED FROM  
NOVEMBER 2<sup>ND</sup> – MARCH 31<sup>ST</sup>**

The Northbridge Police Department shall have the authority to suspend any drive in the interest of public safety.

**Note:**

- a.) The Selectmen voted unanimously on December 4, 2006, to approve the above policy as recommended by Chief Warchol and amended by Selectman Davis.*
- b.) The Selectmen further voted to amend this policy at their April 28, 2008 meeting.*



*"Automating the Way Government Works"*

**ELECTRONIC PERMIT & INSPECTION TRACKING,  
COMPLAINT & CODE ENFORCEMENT SYSTEM**

**Technical Proposal**

**Central Massachusetts Regional Planning  
Commission**

**May 9, 2013**



## **Executive Summary**

**GeoTMS®** is a networked, multi-user land management solution built for municipal workers by municipal workers. **GeoTMS®** offers the ultimate in flexibility and usability by combining mission critical applications into one seamless solution. **GeoTMS®** allows the municipality to truly benefit from advanced technology in a straightforward user-friendly solution. **GeoTMS®** cuts costs by streamlining the permit, inspection, notification, and reporting processes across the enterprise.

The **GeoTMS®** mission is to provide the best of technology, in easy-to-use formats, to each municipal employee working on parcels, structures, and projects. Each departmental module is a complete product in its own right, providing all department needs. When linked over a network, the **GeoTMS®** modules enable departments to share information, see the results of each other's work, flag projects and automatically notify departments. This module approach allows communities to create custom solutions that truly fit their individual needs.

### **Benefits:**

- Easy to use work environment- Users become proficient quickly through a user-friendly design.
- Work Flow Mimicked- Each module mimics the work flow of land management departments. Users find that they need to reorganize very little of their everyday work patterns.
- Integrated technologies- Users find that they have access to the best of technology. GIS is integrated.
- Everyone Benefits- Different user sets will be pleased with the reliability of the software, the training, and the responsiveness of the support team.
- Productivity and Efficiency increase- Users find that departments using **GeoTMS®** operate better individually and that there is far greater productivity across city hall.
- Information Sharing- Each department shares information throughout the municipality.
- Security- While information is shared, strict departmental security is maintained ensuring that information integrity is maintained.

**GeoTMS®** is a commercial off-the-shelf solution that streamlines the permit, inspection, land management, notification, and reporting processes of the municipality. **GeoTMS®** allows users to benefit from a centralized database and integrated technologies. **GeoTMS®** is built and maintained by a team of professionals understand the day-to-day activities and needs of end users. This has allowed product development to focus on the needs of the users as the product is continuously enhanced. By employing this methodology, our users all benefit from the entire user community's requests and our continuous development efforts.

DMS has developed **GeoTMS®** Software with the goal of providing complete licensing and permitting capability for local governments with their land management function.

**GeoTMS®** was designed to automate the daily work of local government land management departments. Our research and subsequent product development has propelled us into a becoming nationally recognized experts in the field of municipal land management automation.



The following is a summary of the **GeoTMS®** Solution functions:

- Establish a common database for processing and tracking application & permits
- Electronically automate all permitting processes across a town-wide network
- Process and track information through building stages from permits to occupancy.
- Track all involved parties: Owner, Applicant, Contractor, and Architect.
- Track complaints and inspections and the actions taken.
- Generate notices, letters, & mailing lists.
- Customize, issue and print letters, permits, certificates, notifications, and licenses.
- Inspections anywhere and anytime using a handheld computer.
- Easy-to-use Windows graphical user interface.
- Integrated GIS
- In-depth template and customized reporting.

Key benefits:

- Increase accuracy and consistency of application processing.
- Leverage key staff members.
- Reduce time lost in researching status, project history and current revisions.
- Improve turnaround time for development-related project and permit applications.
- Increase the accuracy and consistency of providing status and collection of fees.
- Improve communication among multiple departments.
- Integrate land development and infrastructure information utilizing GIS map layers.
- Reduce legal exposure by keeping accurate logs of project and permit history.
- Provide a mechanism for data storage and retrieval for vital accessory documents including Excel spreadsheets, Word documents, and scanned images.
- Utilize Relational Database Technology.
- Interface with a full range of window compliant printers on any system on the network.
- Ability to export data to other software systems in the Town.

## **GeoTMS® Software Applications:**

### *Permits and Licensing*

- Building Electrical, Mechanical, Plumbing, Gas, Sign, etc.
- Fire
- Licensing (Clerk & Licensing Board)
- Board of Health
- GeoSTICKERS
- Clerk's Module

### *Code Enforcement*

- Building Code Enforcement (Includes housing).
- Fire Code Enforcement
- Health Code Enforcement

### *Application and Hearing*

- Planning Board
- Zoning Board of Appeals
- Conservation Commission
- Historic Commission

### *Field Inspection with GeoTMS Mobile Inspector*

- Inspections using handheld device
- Building Code Enforcement
- Fire Code Enforcement
- Health Code Enforcement
- Violation Tickets

### *Administrative*

- Assessor's Module
- Mayor's Office (Official's Module)
- Public Viewer (Reference Library)

### *Internet Software*

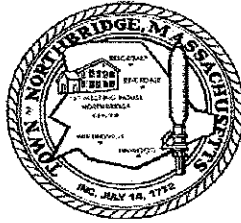
- Apply, pay and receive Building and construction related Health Permits On-Line. Renew, pay and receive Health and Business License renewals online.
- Apply for and activate burning permits
- Check permit and/or inspection status.
- View conditions

### *Sign Off Module - Other Boards & Commissions*

- DPW
- Economic Development
- Engineering
- Other

## TOWN MANAGER'S REPORT – SEPTEMBER 9, 2013

- 1) **Summer Read Around Town Program:** Participated in the Summer Read Around Town Program with the School Department, which included a tour of Town Hall.
- 2) **EPA Project:** Attended a meeting on the Regional Stormwater Project, which will assist the Town in implementing an EPA requirement for stormwater.
- 3) **Trash Haulers Study Grant Application:** We have submitted an application for assistance on the trash pick-up in the community. We anticipate receiving a response in a few weeks.
- 4) **Open Space & Recreation Plan:** Announced there will be an Open Space & Recreation Plan Meeting on September 10, 2013 at 6:00 P.M. at Memorial Town Hall. We are still seeking interested residents in participating in the updating of the plan.
- 5) **Planning Board/School Committee Vacancy:** 1) Announced there is still a vacancy on the Planning Board. Talent Bank forms should be returned to the Town Manager's office by the end of this month. 2) Announced that we have one applicant for the open position on the School Committee and a joint meeting will take place on September 10, 2013, at the School Committee Meeting.
- 6) **Community Development Block Grant – DR Initiative:** The Town has applied for a grant to move the Rockdale Youth Center to St. Peter's School in Rockdale. We are working with the Whitin Community Center on this endeavor.
- 7) **Pine Grove Cemetery:** Town Manager Kozak will provide an update on the analysis for the Town to take over the cemetery.



## OPEN SPACE & RECREATION PLAN UPDATE COMMITTEE MEETING

Tuesday, September 10, 2013 (6:00PM –Northbridge Memorial Town Hall)

### AGENDA

#### I. **ORGANIZATION** (6:00-6:10PM)

- Chairperson; Vice Chairperson & Clerk
- Roles & Responsibilities

#### II. **DISCUSSION ITEMS** (6:10-6:25PM)

- Distribute copies of the 2002 Open Space & Recreation Plan (G. Bechtholdt)
- Status of 2002 Action Items (B. Gaudette)
- Inventory of town-owned land (B. Mello)

#### III. **ASSIGNMENTS & TASKS** (6:25-6:50PM)

- Section 1 –Plan Summary
- Section 2 –Introduction
- Section 3 –Community Setting
- Section 4 –Environmental Inventory & Analysis
- Section 5 –Inventory of Lands of Conservation & Recreation Interest
- Section 6 –Community Vision
- Section 7 –Analysis of Needs
- Section 8 –Goals & Objectives
- Section 9 –Five Year Action Plan (7-year Action Plan)
- Section 10 –Public Comments
- Section 11 –References
- Appendices

#### IV. **GENERAL DISCUSSION** (6:50-6:55PM)

#### V. **FUTURE ITEMS** (6:55-7:00PM)

- Meeting Calendar
  - Playground & Recreation Committee; Disability Commission; Ad-Hoc Fields Committee; DPW Director; Town Manager/Board of Selectmen; Others
- Public Workshop
  - Timeline & Milestones
- Community Preservation Act –CPA

#### VI. **ADJOURNMENT** (7:00PM)