

**TOWN OF NORTHBRIDGE
BOARD OF SELECTMEN'S MEETING
NORTHBRIDGE TOWN HALL
7 MAIN STREET - WHITINSVILLE, MA 01588
July 14, 2014 AT 7:00 P.M.**

PLEDGE OF ALLEGIANCE

A. Commendation's for Citizen Rescue

I. APPROVAL OF MINUTES

B. 1) June 9, 2014 2) June 26, 2014 [Executive Session]

II. PUBLIC HEARINGS

III. APPOINTMENTS/RESIGNATIONS:

C. By the Board of Selectmen:

Council on Aging [3 vacancies]: 1) Yvette Ayotte 2) Neil Newton
3) Worcester County Selectmen's Association/Vote to select a voting member and alternate

D. RESIGNATION:

Brett Simas, Planning Board

Note: the Planning Board has a vacancy to be filled by joint-appointment of the Planning Board & Board of Selectmen

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS

E. Trading Post General Store [Tuan Van Dinh], 178 Church Street, Whitinsville/Application for a Common Victualler's License

F. The Virtual Giving Tree [Susan Smith]/Request permission to use Memorial Park for a Community Yard Sale and Fair on Saturday, September 20, 2014 from 9:00 A.M. to 3:00 P.M.

G. Sultan Salahuddin d/b/a Sammy's Restaurant, 2147 Providence Road, Northbridge/Application for a Common Victualler's License

H. Safety Committee Minutes [June 25, 2014]/Vote to accept recommendations

I. Blackstone Valley Chamber of Commerce [Jeannie Hebert]/Requests a one-day Beer & Wine License for an "After Hours Event" at Lasell Mansion on September 30, 2014 from 5:30 P.M. to 8:00 P.M.

J. Revised Right of Way Program, Roads Program (Vote to approve revisions)/Present: James Shuris, DPW Dir.

K. AFSCME Contract

L. Fall Annual Town Meeting (October 28, 2014)/Vote to place ballot question(s) for Capital Exclusion on November State Election Warrant

VI. DISCUSSIONS

M. Jeannie Hebert, President & CEO Blackstone Valley Chamber of Commerce & Tim Murray

N. Meters/Whitinsville Water Company

O. Roads Program/Central Mass. Study/Present: James Shuris, DPW Director

P. Farnum Circle Subdivision Bond/Vote to call in the bond

Q. Cable Company Transaction

R. Municipal Energy Aggregation

VII. TOWN MANAGER'S REPORT

S. 1) Flood Plain Update

2) Ross Rajotte Bridge

3) Linwood Mill Crosswalk

4) Fox 25 News Zip Trip

5) Northbridge Fireworks

THIS AGENDA IS SUBJECT TO CHANGE

VIII. SELECTMEN'S CONCERNS

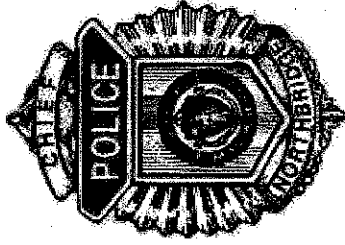
IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION

THIS AGENDA IS SUBJECT TO CHANGE

CERTIFICATE OF COMMENDATION



PRESENTED TO:

Members of the Northbridge Police Department
Police Officer's Matthew Leonard, Conrad Chickinski, & Brian Patrinelli

In recognition of their professionalism, dedication and commitment to the protection
of life in response to a water rescue on July 4, 2014.

PRESENTED:

JULY 14, 2014

By the Board of Selectmen and Town Manager
of the Town of Northbridge

Charles Ampagoomian, Jr., Chairman

Thomas Melia

Daniel Nolan

James Marzec

James Athanas

Theodore D. Kozak, Town Manager

CERTIFICATE OF COMMENDATION



PRESENTED TO:

Members of the Northbridge Fire Department
Firefighter's Corey Flagg, Michael Plante, Scott Noel, Dennis Kimball,
Thomas Valdivia & William White

In recognition of his professionalism, dedication and commitment to the protection
of life in response to a water rescue on July 4, 2014.

PRESENTED:

JULY 14, 2014

By the Board of Selectmen and Town Manager
of the Town of Northbridge

Charles Ampagoomian, Jr., Chairman

Thomas J. Melia

Daniel Nolan

James Marzec

James Athanas

Theodore D. Kozak, Town Manager

**TOWN OF NORTHBRIDGE
PUBLIC SAFETY COMMENDATION**



FIREFIGHTER JOHN SHERIDAN

In recognition of his professionalism, dedication and commitment to the protection of life in response to a water rescue on July 4, 2014.

**PRESENTED:
JULY 14, 2014**

By the Board of Selectmen and Town Manager
of the Town of Northbridge

Charles Ampagoomian, Jr., Chairman

Thomas J. Melia

Daniel Nolan

James Marzec

James Athanas

Theodore D. Kozak, Town Manager

**TOWN OF NORTHBRIDGE
PUBLIC SAFETY COMMENDATION**



FIREFIGHTER LOUIS BERNARD

In recognition of his professionalism, dedication and commitment to the protection of life in response to a water rescue on July 4, 2014.

**PRESENTED:
JULY 14, 2014**

**By the Board of Selectmen and Town Manager
of the Town of Northbridge**

Charles Ampagoomian, Jr., Chairman

Thomas J. Melia

Daniel Nolan

James Marzec

James Athanas

Theodore D. Kozak, Town Manager

CERTIFICATE OF COMMENDATION

PRESENTED TO:

WESTON WRIGHT

In recognition of his professionalism, dedication and commitment to the protection
of life in response to a water rescue on July 4, 2014.

PRESENTED:
JULY 14, 2014

By the Board of Selectmen and Town Manager
of the Town of Northbridge

Charles Ampagoomian, Jr., Chairman

Thomas J. Melia

James Marzec

Daniel Nolan

James Athanas

Theodore D. Kozak, Town Manager

**Board of Selectmen's Meeting
June 9, 2014**

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 6:15 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Athanas, Marzec, Ampagoomian and Melia. **Also Present:** Theodore D. Kozak, Town Manager.

Chairman Nolan announced that the Board would be going into Executive Session and declared that having an open meeting may have a detrimental effect on the bargaining position of the body.

A motion/Mr. Ampagoomian, seconded/Mr. Melia to go into Executive Session under M.G.L. Chapter 30A, S. 21#3 – To discuss strategy with respect to contract negotiations [Police, Health Insurance, and Fire] – and to reconvene in Open Session. Roll Call Vote: Mr. Ampagoomian/Yes, Mr. Melia/Yes, Mr. Athanas/Yes, Mr. Marzec/Yes, and Mr. Nolan/Yes.

Open Session Adjourned: 6:15 P.M.

Executive Session Convened: 6:16 P.M.

Executive Session Adjourned: 6:50 P.M.

Open Session Reconvened: 7:00 P.M.

Chairman Nolan asked the Girl Scouts to lead the Pledge of Allegiance.

The Pledge of Allegiance was recited by those present.

Certificates of Special Recognition presented to: Meighan Casey, McKena Hendricks, Molly Prior, Mariah Boobar and Caitlyn MacNeil in honor of their accomplishment for earning a Girl Scout Silver Award. Chairman Nolan congratulated the five Girl Scouts and then presented Meighan Casey, McKena Hendricks, Molly Prior, Mariah Boobar and Caitlyn MacNeil with a certificate of special recognition for earning a Girl Scout Silver Award. Each Selectman congratulated Meighan Casey, McKena Hendricks, Molly Prior, Mariah Boobar and Caitlyn MacNeil on their Girl Scout Silver Award.

Reorganization of the Board of Selectmen:

Town Manager Kozak announced that he would proceed with the reorganization of the Board and polled the Board of Selectmen for **Nominations for Chairman**: A motion/Mr. Melia, seconded/Mr. Athanas to nominate Charles Ampagoomian as Chairman of the Board of Selectmen. Mr. Kozak asked if there were any further nominations. There being none, he closed nominations and asked for a vote on the nomination of Selectman Ampagoomian for Chairperson. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mr. Marzec/No, and Mr. Athanas/Yes. Mr. Ampagoomian then assumed the Chair. Chairman Ampagoomian called for **Nominations for Vice-Chairman**: A motion/Mr. Athanas, seconded/Mr. Nolan to nominate Thomas J. Melia as Vice-Chairman of the Board of Selectmen. Chairman Ampagoomian asked if there were any further nominations. There being none, he closed nominations and asked for a vote on the nomination of Selectman Melia as Vice Chair. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mr. Marzec/Yes, and Mr. Athanas/Yes. Chairman Ampagoomian called for **Nominations for Clerk**: A motion/Mr. Nolan, seconded/Mr. Melia to nominate James Athanas as Clerk of the Board of Selectmen. Chairman Ampagoomian asked if there were any further nominations. There being none, he closed nominations and

asked for a vote on the nomination of Selectman Athanas as Clerk. Roll Call Vote: Mr. Melia/Yes, Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mr. Marzec/Yes, and Mr. Athanas/Yes.

Approval of Minutes. May 5, 2014 – Selectman Marzec mentioned that he was not present for the Executive Session Meeting and asked that his name be removed in the 3rd paragraph, line 3, Mr. Marzec/Yes. A motion/Mr. Marzec, seconded/Mr. Nolan to approve the amended May 5, 2014 minutes as presented with the readings omitted. Vote yes/Unanimous. **May 13, 2014 [Spring Annual Town Meeting]** - A motion/Mr. Melia, seconded/Mr. Nolan to approve the May 13, 2014 Spring Annual Town Meeting minutes as presented with the readings omitted. Vote yes/Unanimous. **May 19, 2014 [Executive Session]** - A motion/Mr. Nolan, seconded/Mr. Athanas to approve but not release the May 19, 2014 minutes as presented with the readings omitted. Vote yes/Messrs. Athanas, Nolan, Melia, and Ampagoomian. Abstain/Mr. Marzec.

Appointments. By the Town Manager. Jamie Luchini, Highway Superintendent. Present: James Shuris, DPW Director. Jamie Luchini, Mr. Shuris mentioned that he received 8 applicants and interviewed 4 candidates. He noted that Mr. Luchini was the most qualified and has over 14 years of experience with the Milford Department of Public Works. Mr. Luchini mentioned that he is looking forward to the opportunity of serving the Town of Northbridge and feels he will be a great asset to the Department of Public Works. Selectman Marzec welcomed Mr. Luchini and stated that he feels he will do just fine in Northbridge based on his credentials. Selectman Marzec stated that because of the unsuccessful override in Town, he feels that this isn't the right time to hire this type of position. A motion/Mr. Nolan, seconded/Mr. Melia to affirm the Town Manager's appointment of Jamie Luchini as Highway Superintendent. Vote yes/Messrs. Melia, Ampagoomian, Nolan. Vote no/Messrs. Athanas and Marzec. **Resignation. Brett Simas, Zoning Board of Appeals.** A motion/Mr. Nolan, seconded/Mr. Marzec to accept the resignation of Brett Simas, Zoning Board of Appeals and send a letter of appreciation thanking him for his service to the Town. Vote yes/Unanimous.

Citizens' Comments. None.

St. Camillus Health Center/1) Requests a one-day Beer & Wine License for their annual fundraising event to be held at the Whittin Lasell Mansion on Friday, September 19, 2014 from 6:00 PM to 10:00 PM. A motion/Mr. Marzec, seconded/Mr. Athanas to grant a one-day Beer & Wine License to St. Camillus Health Center for their 9th annual fundraising event to be held Friday, September 19, 2014 from 6 PM to 10 PM. Vote yes/Unanimous. **2) Requests permission to hang a banner over Church Street from September 14, 2014 to September 21, 2014 to advertise their 9th Annual Evening at the Mansion Wine Tasting Fundraiser scheduled for September 19, 2014.** A motion/Mr. Marzec, seconded/Mr. Athanas to grant permission to St. Camillus Health Center to hang a banner over Church Street from September 14, 2014 through September 21, 2014 to advertise their 9th Annual Fundraising Event to be held on Friday, September 19, 2014. Vote yes/Unanimous.

Town Manager Goals and Objectives. Town Manager Kozak read aloud his proposed FY 15 Goals and Objectives. They are as follows: 1) Work with Chamber of Commerce and local businesses to encourage business new growth and retention. 2) Work with Building, Planning and Construction Committee on Capital needs, including the DPW Facility and Fire Station. 3) Research and apply for grant programs for the community including the refurbishing of the Great Hall. 4) Work with new Superintendent of Schools on Town and Educational needs and explore cost savings to operational budget. 5) Update road improvement program with DPW Director and new Highway Superintendent. Determine what additional capital funds are warranted. 6) Review personnel policy including salary administration plan for non-union personnel. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to accept Town Manager's Goals and Objectives for FY 15. Vote yes/Unanimous.

Memorandum of Agreement between Town of Northbridge & Northbridge Public Employee Committee. Town Manager Kozak mentioned that this is the agreement he negotiated with the Public Employee Committee on behalf of the Town to make changes in the co-payments for health insurance within the next year. Selectman Melia stated that he was not part of any of the health insurance discussions and will not sign the agreement because he currently receives retiree health insurance from the Town. A motion/Mr. Nolan, seconded/Mr. Marzec to sign the Memorandum of Agreement between the Town of Northbridge & Northbridge Public Employee Committee. Vote yes/Messrs. Athanas, Marzec, Nolan and Ampagoomian. Abstain/Mr. Melia.

Wastewater Treatment Plant Sludge Upgrade Project. Present: Mr. Neil Vaidya, Town Accountant. Mr. Vaidya mentioned that this is a project that the Town borrowed money to help fund the Wastewater Treatment Plant Sludge Upgrade Project. A motion/Mr. Melia, seconded/Mr. Athanas to sign and approve the notes for the Wastewater Treatment Plant Sludge Upgrade Project. Vote yes/Unanimous.

Re-authorize Bonds for Sutton Street Sewer Repair. A motion/Mr. Melia, seconded/Mr. Athanas to approve the sale of \$1,086,000 Bond Anticipation Notes dated June 27, 2014 payable June 26, 2015 to Eastern Bank at a rate of 0.50%. Vote yes/Unanimous.

Technical Assistance Grant to CMRPC for Reuse Study of 2040 Providence Road. Town Manager Kozak mentioned that this is the Klocek Property and would like to apply for a technical assistance grant because the Community Planning & Development Committee believes this property could be reused. Selectman Melia asked who owns 2040 Providence Road and Town Manager Kozak replied Paul Klocek. Selectman Melia mentioned that he asked at a previous Selectmen's meeting why there were piles of debris being dumped at the Klocek property from the Sutton Street project? Town Manager Kozak mentioned that he spoke to Mr. Gerard Caya [Owner of property located at 2040 Providence Road] who is allowing the contractor [overseeing the Sutton Street project] to dump fill at 2040 Providence Road. James Shuris, DPW Director mentioned that MassDOT has no knowledge of this happening but he will look into this matter and talk to the contractor who is in charge of the Sutton Street Project. This being a different matter, Town Manager Kozak recommended the Board vote on the Technical Assistance Grant. A motion/Mr. Marzec, seconded/Mr. Nolan to submit the application to CMRPC for Reuse Study of 2040 Providence Road. Vote yes/Unanimous.

Comprehensive Fiscal Management Goals. Present: Neil Vaidya, Town Accountant. Town Manager Kozak explained that at the last Selectmen's Meeting, the Board was given a "draft" of the updated Comprehensive Fiscal Management Goals to review. Mr. Vaidya asked the Board of Selectmen if they had any questions regarding the Town's Comprehensive Fiscal Management Goals and if not, could they approve them. A motion/Mr. Nolan, seconded/Mr. Melia to approve the changes to the Comprehensive Fiscal Management Goals. Vote yes/Unanimous.

Lease Agreements: 1) Rockdale Village Foundation 2) Oliver Ashton Post #343. Town Manager Kozak mentioned that the Rockdale Village Foundation & Oliver Ashton Post #343 lease agreements are up and need to be renewed. Town Manager Kozak informed the Board that this is an annual lease agreement with the Rockdale Village Foundation and Oliver Ashton Post #343 and recommended the Board sign the lease agreements for another year. He then asked the Board of Selectmen to move this item to a decision. A motion/Mr. Melia, seconded/Mr. Athanas to move the lease agreements discussion to decisions. Roll Call Vote: Mr. Melia/Yes, Mr. Athanas/Yes, Mr. Nolan/Yes, Mr. Marzec/Yes, and Mr. Ampagoomian/Yes. A motion/Mr. Nolan, seconded/Mr. Marzec to approve the Rockdale Village Foundation lease agreement for another year. Vote yes/Unanimous. A motion/Mr. Nolan, seconded/Mr. Marzec to approve the Oliver Ashton Post #343 lease agreement for another year. Vote yes/Unanimous.

School Department Update/Present: Dr. Nancy Spitulnik, Superintendent of Schools and Mike LeBrasseur, Chairman of the School Committee. Mr. LeBrasseur provided an update on what's going to happen with the Northbridge Public Schools budget since the failure of the override. He started by thanking the Selectmen for their support and then mentioned that the School Committee has held two meetings to talk about their plans for the FY 15 budget. He mentioned that the School Department came in \$182,000 under budget for FY 14 because of some salary savings, out of district student tuition & transportation costs, savings in utilities, contracted services, legal support and professional development. Mr. LeBrasseur then mentioned that on the revenue side the School Department came in a little higher because of school choice [\$80,000 more than projected] and extra ordinary relief for special education [\$50,000]. He then went on to explain that when the School Committee met on May 27th, they had to cut \$1.14 million dollars from the budget and then read aloud all the FY 15 budget reductions [a copy of the list of reductions can be found in the Town Manager's Office]. Mr. LeBrasseur mentioned that his committee will be meeting soon to begin discussing FY 16 budgets and looks forward to working with the Selectmen and Town Manager.

Selectman Melia asked the Chairman of the Board if he could say a few words. Selectman Melia mentioned that in the wake of a failed \$3.26 million override last month, he suggested the town impose an immediate spending freeze and revisit the fiscal 2015 budget to cut each major department by 10 percent. Selectman Melia served as Chief of Police in tough economic times in early 1990s, suggested the town prepare for looming fiscal challenges immediately by beginning the spending freeze for non-contractual expenses, cutting all major departments' budgets by 10 percent and requiring the Town Manager to authorize any expenses over \$500.00. He feels as town leaders the Board of Selectmen need to take a proactive cost-savings approach immediately. He noted by adding a spending freeze now will help lessen the severity of the anticipated cuts in the school and town budget next fiscal year, which begins July 1st. Selectman Melia mentioned that back in the 1990s, he recalls every major town department laid off personnel. Based on his experience then, he said the savings from the spending freeze and budget cuts be put in free cash to absorb some of the cuts anticipated for the next few years. That being said, he thinks the town should act now and not wait to be reactive because the next several years will be tough. It is going to call upon better management, better supervision and thinking outside the box. Town Manager Kozak mentioned that a 10 percent reduction in all departments was too deep. This would mean cutting staff in all departments because you can't do it with expenses. Town Manager Kozak added that he has already been preparing for the financial challenges by budgeting conservatively and agrees with looking for cuts and looking at reductions, but 10 percent is pretty severe.

Road Maintenance Program Update/Present: James Shuris, DPW Director. Mr. Shuris mentioned that a bid package was recently sent out for resurfacing of various streets in town. He is estimating spending around \$620,000.00 and explained that there are about 33,000 square yards of road. When the bids are received on Wednesday, June 11, 2014, he will conduct a bid tabulation and mentioned that he hopes it comes in either at or below \$620,000.00 and then start the road work by the middle of July through early September. He also noted that the town received \$72,000.00 for potholes from the State and mentioned that \$24,000.00 has been earmarked and used for pavement markings. The remaining \$47,000.00 will be earmarked and used for miscellaneous levelling in town [such as Quaker Street]. Mr. Shuris then noted that Hill Street will be patched in sections from house numbers 200 to 800 and then near Sunset Drive. They will try to do the best they can depending on the money and how much everything costs. Mr. Shuris also mentioned to the Board that once the new Highway Superintendent starts they will put together a more detailed and aggressive plan for road permit openings and inspections and construction techniques. Selectman Athanas said that the town has to start looking at ways to cut back and then mentioned his idea about outsourcing the entire DPW. He suggested just having a DPW Director to be in charge of roads, DPW related functions but to outsource everything else. Selectman Nolan asked the DPW Director if he had any updates to when the State or Town would be notifying the residents of Sutton Street about the process and costs associated to sewer hook-up. Mr. Shuris explained

that Mark Kuras, Sewer Superintendent provided a letter to all the homeowners on Sutton Street who don't have sewer advising them of the sewer hook-up process. Mr. Shuris noted that for a new existing house it would cost \$8,000.00 to hook-up sewer, \$1,800.00 for water, and for existing homes (after 1997) it would be cost \$800.00.

Town Manager's Report. 1) **TownPolitics.com Website**: Advised everyone that the website is not related to town business and that it is being conducted by a private citizen. The Town of Northbridge is NOT soliciting funds. 2) **National Grid**: The transmission line project is just beginning. Additional information can be found on the Town's website. Public hearings were held on June 3rd in Sutton and June 4th in Uxbridge. 3) **WRTA Bus Route Schedule**: The bus route schedule has been amended and is posted on the Town's website. 4) **Legislative Breakfast**: Attended the Central Mass Regional Planning Commission's Legislative Breakfast on June 6, 2014. A number of items were discussed: Industrial and Commercial Improvements, Gateway Cities, Job Training Programs, Brownfield Redevelopment, Priority Development Areas, Mass Works Infrastructure Programs and Unfunded Mandates. 5) **Memorial Day activities**: Attended Memorial Day activities, which were well attended. 6) **Firefighter's annual spaghetti dinner**: This was a wonderful event and well attended.

Selectmen's Concerns. **Selectman Nolan**/Mentioned that he received a notification from the Boston Society of Civil Engineers conducts a statewide competition to design a bridge online. He then mentioned that 7 to 8 teenagers from Northbridge entered the contest. **Selectman Ampagoomian** 1) Congratulated Selectman James Marzec for coordinating and handling the Memorial Day activities. 2) Asked Town Manager Kozak to invite Jeannie Hebert, President & CEO of the Blackstone Valley Chamber of Commerce and Timothy Murray, President and CEO of the Worcester Regional Chamber of Commerce to a future Selectmen's meeting. 3) Status of Blackstone River Valley National Heritage Corridor. Town Manager will look into this. 4) Asked Town Manager Kozak what Town will host the Quinsigamond Community College and Town Manager Kozak replied that a decision has not been made. 5) Asked James Shuris to contact Mass Highway to let them know that there is a manhole cover [on Route 122] in front of Ocean State Job Lot that needs to be fixed. 6) Update on locating signage for the Ross Rajotte Bridge and the DPW Director stated they have one but are still looking for the second one. **Selectman Melia** 1) Attended the firefighter's annual spaghetti dinner which was a success. 2) Congratulated Selectman Marzec for organizing the Memorial Day activities.

Items for Future Agenda.

A motion/Mr. Marzec, seconded/Mr. Nolan to adjourn the meeting. Vote yes/Unanimous.

Open Session Adjourned: 8:38 P.M.

Respectfully submitted,

James Athanas, Clerk

/dmg

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

June 9, 2014

1) Copy of letter from Girl Scouts of Central & Western Massachusetts. 2) Copy of Certificates of Special Recognition presented to: Meighan Casey, McKena Hendricks, Molly Prior, Mariah Boobar and Caitlyn MacNeil in honor of their accomplishment for earning a Girl Scout Silver Award

A. Re-Organization of the Board of Selectmen. No documentation.

I. APPROVAL OF MINUTES

B. 1) Copy of May 5, 2014 minutes. 2) Copy of May 13, 2014 Spring Annual Town Meeting minutes. 3) Copy of May 19, 2014 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen].

II. PUBLIC HEARING

None

III. APPOINTMENTS/By the Board of Selectmen

C. 1) Copy of appointment letter for Jamie Luchini as Highway Superintendent. 2) Copy of letter dated April 24, 2014 from Jamie Luchini. 3) Copy of resume.

RESIGNATION.

D. Copy of Brett Simas resignation.

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS

E. 1) Copy of Special License for St. Camillus Health Center. 2) Copy of letter from St. Camillus Health Center requesting a one-day wines and malt license and to hang a banner over Church Street. 3) Copy of application. 4) Copy of license routing slips from Department Heads.

F. Copy of Town Manager Kozak's Goals and Objectives.

G. Copy of Memorandum of Agreement between Town of Northbridge and Northbridge Public Employee Committee.

H. Copy of Wastewater Treatment Plant Sludge Notes.

I. Copy of bonds for Sutton Street Sewer Repair.

J. 1) Copy of email dated June 4, 2014 from Gary Bechtholdt, Town Planner. 2) Copy of memorandum regarding DLTA – Technical Assistance (CMRPC), 2040 Providence Road. 3) Copy of CMRPC Memorandum dated May 27, 2014.

K. Copy of Comprehensive Fiscal Management Goals

VI. DISCUSSIONS

L. 1) Copy of Rockdale Village Foundation Lease Agreement. 2) Copy of Oliver Ashton Post #343 Lease Agreement.

M. Copy of FY 15 School Budget Reductions.

N. No documentation.

VII. TOWN MANAGER'S REPORT

O. 1) TownPolitics.com Website – No documentation.

- 2) National Grid Transmission Line Project – **Copy of notice on Town's website.**
- 3) WRTA Bus Route Schedule amended – **Copy of Route Map A and B.**
- 4) Legislative Breakfast – **No documentation.**
- 5) Memorial Day Activities – **No documentation.**
- 6) Firefighter's annual spaghetti dinner – **No documentation.**

VIII. SELECTMEN'S CONCERNS - No documentation.

IX. ITEMS FOR FUTURE AGENDA- No documentation.

X. CORRESPONDENCE- No documentation.

XI. EXECUTIVE SESSION – Copy of Town of Northbridge Employee & Retiree Health Insurance Programs.

6/23rd Agenda
C. 1 + 2.

Donna Gosselin

From: Sharon Susienka <ssusienka@northbridgemass.org>
Sent: Tuesday, June 10, 2014 3:38 PM
To: Kelly Bol
Cc: dgosselin@northbridgemass.org
Subject: RE: interested applicant

Thanks.

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

From: Kelly Bol [mailto:kbol@northbridgemass.org]
Sent: Tuesday, June 10, 2014 3:15 PM
To: ssusienka@northbridgemass.org
Subject: RE: interested applicant

Hi Sharon,

Thank you! Yvette is coming to our next COA meeting which was postponed to next Tuesday (the 17th) so if all goes well and she agrees, I will request her appointment. Also, Neil Newton, whose talent bank form you had sent to me a while back will also be at that meeting and hope to have him join COA too. I will let you on both immediately following the meeting.

Kelly

*Kelly S. Bol, Director
Northbridge Senior Center
20 Highland Street
Whitinsville, MA 01588
508-234-2002*

From: Sharon Susienka [mailto:ssusienka@northbridgemass.org]
Sent: Tuesday, June 10, 2014 2:51 PM
To: Kelly Bol
Cc: dgosselin@northbridgemass.org
Subject: interested applicant

Kelly:

Please review the attached talent bank form from Yvette Ayotte. She came into the office one day looking for volunteer opportunities and Marie was here and put her recruiting skills to work and got her interested in joining the COA. I know your Board's process is to invite the applicant to a meeting or two to see if it's a good fit for both. Let us know if/when you may be ready to put her name forth for appointment so we can schedule her to attend a BOS Meeting.

Thanks.

Donna Gosselin

From: Kelly Bol <kbol@northbridgemass.org>
Sent: Tuesday, June 17, 2014 3:18 PM
To: dgosselin@northbridgemass.org
Subject: new COA members

Good afternoon Donna,

The COA met today and would like to recommend to the BOS for appointment the following: Neil Newton and Yvette Ayotte

Neil would be available for the June 23rd BOS meeting, but Yvette has a previous commitment....does she need to be present for the meeting?? If she does, she would be available the next meeting.....

Thank you!!!!
Kelly

Kelly S. Bol, Director
Northbridge Senior Center
20 Highland Street
Whitinsville, MA 01588
508-234-2002

=

TALENT BANK APPLICATION

please return to:

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

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

-yes, per Town Clerk
6/10/14

Date: 06-05-14

Name YVETTE M AYOTTE

P. O. Box

Home Address 42 HERITAGE DRIVE

Email Address MALADY01588 @CHARTER.NET

Telephone 508-372-9028

Cell 401-787-3213

Business N/A

Address N/A

Tel. N/A

Current Occupation/Title N/A - HOME KEEPER

Education PLEASE SEE ATTACHED RESUME

Governmental, Civic & Community Activities BEEN A LOYAL VOLUNTEER UNDER MAYOR
LED FONTAINE'S ADMIN.... CASS PARK COMMITTEE, CBG (COMMUNITY-BLOCK
GRANT) COMMITTEE. CLEANED STREETS & CASS PARK FOR ELEVEN YEARS, ETC

Charitable & Educational Activities VOLUNTEERED FOR MANY FUNDRAISERS
FOR MANY DIFFERENT REASONS, BEEN A PART OF THE LITTER PATROL
IN WOONSOCKET

Town Committees or Offices CBG- COMMUNITY BLOCK GRANT COMMITTEE;
WAS INVOLVED IN SAVING OUR VET'S MONUMENT FROM THE WISCONSIN
ATEIST GROUP, ETC

I am interested in the following Committees: ? COA

Please indicate whether the applicant and/or any family members are employed by the Town of
Northbridge. No

NAME:

PRECINCT#

TOWN OF NORTHBRIDGE

COMMITTEE INTEREST (Indicate Committee preference)

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

Present Interest or business affiliation (dates, places)

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

Special skills and education (be specific)

How experience relates to particular committee interest

ADDITIONAL COMMENTS:

Mail completed form to: Northbridge Town Hall
Office of the Town Manager
7 Main Street
Whitinsville, MA 01588

Yvette M. Ayotte
67 Garden Street
Woonsocket, Rhode Island 02895
401.769.9338
yvetayt@aol.com

Objective

To be employed by a successful company that recognizes and appreciates the skills I have developed over the years and the positive spirit I feel I bring to every position I have held in the past.

Shelter Mortgage Company **Franklin, MA 02038**

Administrative Secretary/Receptionist

Full responsibility for front-desk calls, greeting clients and assisting them with pertinent questions regarding loans. When appropriate, directing clients to appropriate person. On a daily basis, responsible for maintaining large customer database and their criteria. Developed and maintained ongoing customer-based filing system for president, order office supplies, coordinated large mailings for company.

Amica Insurance Company **Lincoln, RI 02865**

Claims Representative

Received claim calls and provided clients with the necessary guidance, assisting them through process of contact with appropriate medical providers, car repair services and underwriting guidelines in order to aid them in expediting their claims. While in this position, received Producer's License.

CVS, Inc. **Lincoln, RI 02865**

Collections Agent/Secretary

Handled customer accounts, updating and applying payments accordingly. Responsible for creation and expedition of account notices, initiation of write-offs and placing problem accounts with agencies and attorneys. Interacted personally on an ongoing basis with customers regarding their accounts.

Education

Holliston Junior College – Secretarial Science Degree
The Rhode Island Business Institute - Legal Secretarial Degree
The Nasson Institute – Office Information Specialist Certificate
Amica Insurance – Producer's License

School Clubs/Volunteer Activity

Member of the Friends of Harris Public Library
Usher at the Stadium Theater (until sickness)
Captain of the American Heart Association (until sickness)
Nautilus Instructor at the YMCA (until sickness) *FIBROMYALGIA*
Member of Yankee Trailers Hiking Club (until sickness)

TALENT BANK APPLICATION

4/28/14 } c: COA

please return to:

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

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

Date: APRIL 5, 2014

Name NEIL NEWTON

P. O. Box _____

Home Address 21 SPRUCE STREET

Email Address SPRUCE2175@GMAIL.COM

Telephone 508 266 0637

Cell 508 277 5121

Business N/A

Address _____

Tel. _____

Current Occupation/Title RETIRED

Education BACHELOR of SCIENCE - PSYCH - Franklin Pierce University
Rindge NH

Governmental, Civic & Community Activities 9 YR BOARD of Selectmen - Sutton
6 YEAR Sutton School Committee FINANCE Committee 6 YEAR Recreation

Charitable & Educational Activities N/A See Above

Town Committees or Offices See Above

I am interested in the following Committees: Personnel; Council on Aging.

Please indicate whether the applicant and/or any family members are employed by the Town of Northbridge. NO

NAME:

PRECINCT#

TOWN OF NORTHBRIDGE

COMMITTEE INTEREST (Indicate Committee preference)

1. Council of Aging
2. Personnel
3. Varied
- 4.
- 5.
6. recreational

Present interest or business affiliation (dates, places)

Interest in serving community as needed - Have had a variety of activities over site with town services in role of selectmen and school committee.

Recreation Committee was organizing summer activities, Experience: Volunteer, social service, business (dates, places)
Bus transportation for youth and usage of town fields.

Interest in Personnel and Council of Aging results as one works with town officials and a need to make sure our seniors are benefitting from and with the community.

Special skills and education (be specific)
For 30 years + worked as District Mgr for manufacturers of pre-engineered steel managing a network of contractors with regard to the sale of construction projects.

How experience relates to particular committee interest

ADDITIONAL COMMENTS:

Mail completed form to:

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



Worcester County Selectmen's Association

Executive Board

Email: WCSA@gmail.com

C. 3.

Doreen M. Goodrich, President
Brian Ashmankas, Vice President
Brian J. Patacchiola, Treasurer
Dianna Provencher, Secretary

June 15, 2014

Dear Northbridge Board of Selectmen,

It is with great pleasure that the Worcester County Selectmen's Association announces the conclusion of our first year in operation. Beginning July 1, 2014 will be the starting our second year and are welcoming new and returning members. We are a non-partisan organization that consists of selectman from 24 of the 56 towns in Worcester County. One of our goals this year will be to include the majority of the remaining 32 towns. If your town is interested, you should fill out the form attached to this letter.

As a new organization we had a successful first year. Former Lieutenant Governor and current President of the Worcester Chamber of Commerce Tim Murray was a guest speaker at our fall quarterly meeting. During his address he spoke to the membership about some of the micro-economic programs that the Worcester Chamber is implementing that specifically target Worcester County and its towns. Mr. Murry went to great length to speak to us about some of the tax incentive programs that the Commonwealth offers and how towns can take advantage of these incubation programs.

Further, Mr. Murray illustrated ways in which towns can make the most of their strengths to attract business and promote job growth by marketing their excellent location to brain capital from our Worcester Colleges and utilizing our centralized location on the network of highways, railroads, and airport.

The WCSA was just beginning to warm up our year when the Commonwealth was considering locating a slot parlor in Leominster. After the Commonwealth decided to not formally recognize Sterling, a member town, as a surrounding community, leaving them unable to bargain for any reasonable impact mitigation position, the WCSA unanimously decided to take action. The WCSA lobbied the governor himself along with the members on the commission, and took to the newspapers by demanding a change in the policy that prioritized the interests of the commonwealth and powerful interests over that of the towns. With the voice of 24 towns we successfully bared the slot parlor from Worcester County and sent a strong message that we stand for a sustainable economic development approach and will speak with one voice rather than being divided and conquered.

To further strengthen our towns we worked to oppose a Senate bill that would have had the usual showing of unfunded mandates placing a larger burden on all of us, and specifically our town clerks. Together with the Massachusetts Clerks Association and the Cape Cod selectmen's Association we were able to lobby the legislature and fight for the changes the town clerks needed to allow them to continue their to serve our communities well.

Even after listening to excellent speakers and lobbying for critical local issues, we have always taken time at each and every meeting to discuss with one another the specific problems in each of our towns. Both newly elected members and veterans members gain something from our selectmen's round table discussion. This unique forum provides an outlet for selectboard members to seek the guidance they may need without coming in conflict with the open meeting law or for any selectman to learn from colleagues and to network. After all, we are all in this together; to do the people's business.

Sincerely,

Brian J. Patacchiola, Treasurer
Worcester County Selectmen's Association Executive Board
Town of Sterling, Chairman
Board of Selectman



Worcester County Selectmen's Association

Executive Board

Email: WCSA@gmail.com

Doreen M. Goodrich, President
Brian Ashmankas, Vice President
Brian J. Patacchiola, Treasurer
Dianna Provencher, Secretary

All new and returning members should;
Please make your \$50 check payable to:

The Worcester County Selectmen's Association

Please mail to:

Brian Patacchiola, Treasurer
Worcester County Selectmen's Association
1 Park Street
Sterling, MA 01564

VOTING MEMBER NAME _____

ALTERNATE VOTING MEMBER NAME _____

TOWN _____

email _____

phone _____

Number: 48

Fee: \$20.00

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF NORTHBRIDGE

This is to Certify that Trading Post General Store [Tuan Van Dinh]

178 Church Street, Whitinsville, MA 01588

**IS HEREBY GRANTED A
COMMON VICTUALLER'S LICENSE**

in said Northbridge and at that place only and expires December 31, 2014, unless sooner suspended or revoked for violation of the laws of the Commonwealth respecting the licensing of common victuallers. This license is issued in conformity with the authority granted to the licensing authorities by General Laws, Chapter 140, and amendments thereto.

In Testimony Whereof, the undersigned have hereunto affixed their official signatures.

Northbridge Board of Selectmen
Local Licensing Authorities

July 14, 2014
Date Approved

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES

E.

Phone: 508-510-9739

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):

Trading Post General Store

Tuan Van Dinh

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

TO: Convenience Store

GIVE LOCATION BY STREET AND NUMBER:

AT: 178 Church St
Whitinsville MA 01588

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

Tuan Anh

(Signature of Applicant)

Print Name: Tuan Van Dinh

Address: 178 Church St

City: Whitinsville

State, Zip: MA 01588

Received: 6/12/14 @ 2:05 PM
(Date) (Time)

Date License Granted

**BOARD OF SELECTMEN
LICENSE ROUTING SLIP**

Trading Post General Store
Business: ~~Tuan Van Dinh d/b/a Feedmart Convenience Store~~
Applicant: Tuan Van Dinh
Address: 178 Church Street, Whitinsville, MA 01588
License Type: Common Victualler's License

DEPARTMENT:
PLANNING:

COMMENTS:

SIGNATURE:

N/A

R. J. [Signature]

06.17.2014

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 or ssusienka@northbridgemass.org. Thanks!!

Donna Gosselin

From: Walter Warchol <wwarchol@northbridgemass.org>
Sent: Friday, June 13, 2014 8:33 AM
To: dgosselin@northbridgemass.org
Subject: RE: License Routing Slip

Donna:

That is the Old Trading Post. I do not foresee any problems with that type of business in the area. It was a convenience store for many years and shouldn't create any type of problems.

Chief

From: Donna Gosselin [mailto:dgosselin@northbridgemass.org]
Sent: Thursday, June 12, 2014 3:47 PM
To: gbechtholdt@northbridgemass.org; wwarchol@northbridgemass.org; gnestor@northbridgemass.org; jsheehan@northbridgemass.org; bouillette@northbridgemass.org; bkinney@northbridgemass.org; jgniadek@northbridgemass.org; rfitzgerald@northbridgemass.org; jharris@northbridgemass.org; kyargeau@northbridgemass.org; jceconni@northbridgemass.org
Subject: License Routing Slip

Good afternoon All – Please find attached a license routing slip for Tuan Van Dinh d/b/a Foodmart Convenience Store. Please provide your response by June 18, 2014. 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

**BOARD OF SELECTMEN
LICENSE ROUTING SLIP**

Business: Tuan Van Dinh d/b/a Foodmart Convenience Store

Applicant: Tuan Van Dinh

Address: 178 Church Street, Whitinsville, MA 01588

License Type: Common Victualler's License

DEPARTMENT: _____ **COMMENTS:** _____ **SIGNATURE:** _____
PLANNING:

POLICE:

FIRE: *The fire dept. will do a fire safety inspection before signing off on this business.*

Gary A. Nestor - Fire Chief 6/16/14

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 or ssusienka@northbridgema.org. Thanks!!

**BOARD OF SELECTMEN
LICENSE ROUTING SLIP**

Business: Tuan Van Dinh d/b/a Foodmart Convenience Store
Applicant: Tuan Van Dinh
Address: 178 Church Street, Whitinsville, MA 01588
License Type: Common Victualler's License

DEPARTMENT: _____ **COMMENTS:** _____ **SIGNATURE:** _____
PLANNING: _____

POLICE: _____

FIRE: _____

BUILDING/ZONING: _____

Subject to correction of
Violations noted in June 4 letter.

6-16-2014

J. Shady

CONSERVATION: _____

HEALTH: _____

Water
Trash
Other

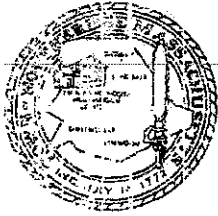
ASSESSORS: _____

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 or
ssusienka@northbridgema.org. Thanks!!



Town of Northbridge

Fire Department

193 Main Street
Whitinsville, MA 01588
(508) 234-3448

Gary A. Nestor
Fire Chief

June 4, 2014
Food Mart
178 Church Street
Whitinsville, Ma. 01588
Attn. Shawn Ferris

Dear Mr. Ferris,

On Wednesday June 4, 2014 a joint business inspection was made at 178 Church Street. The building Inspector James Sheehan and Captain David White of the Northbridge Fire Department conducted the inspection of the business at 1100 hrs. Upon arrival we met the owner of the business Mr. Loc Dihn. Our inspection of the building revealed several violations that must be corrected before Mr. Dihn can open his business.

- Light fixture in the main store area is powered by an extension cord run above the ceiling.
- Fire extinguishers need to be mounted in proper locations.
- A gate needs to be installed to keep customers out of the basement.
- In the basement we found numerous electrical boxes with wires hanging. These boxes need to be closed or removed if not being used.
- In the basement we found a sump pump with an extension cord lying in a puddle of water. The pump should be wired correctly in a safe manor to avoid electrocution.
- Sump pump is draining into an open sewer line, this needs to be corrected immediately as the build-up of sewer gas in the basement is a severe hazard.
- There is currently no heat in the building due to the oil tank being empty. There are water pipes from the burner hanging. It appears something was removed from the area.
- Upstairs in the rear bathroom, a water heater has been installed without a plumbing permit.

Upon correction of these violations please call either the Northbridge Fire Department at 508-234-8448 or the Northbridge Building Department at 508-234-6577 to schedule another inspection. These violations are a safety hazard as well as a fire hazard to the building and need to be addressed as soon as possible.

Safely yours,


Captain David White


James Sheehan, Building Inspector

"Smoke Detectors Save Lives"

**BOARD OF SELECTMEN
LICENSE ROUTING SLIP**

Business: Tuan Van Dinh d/b/a Foodmart Convenience Store
Applicant: Tuan Van Dinh
Address: 178 Church Street, Whitinsville, MA 01588
License Type: Common Victualler's License

DEPARTMENT: _____ **COMMENTS:** _____ **SIGNATURE:** _____
PLANNING: _____

POLICE:

FIRE:

BUILDING/ZONING:

CONSERVATION:

6/12/14

N/A

Debra A. 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@northbridgemass.org or ssusienka@northbridgemass.org. Thanks!!

Donna Gosselin

From: Jeanne Gniadek <jgniadek@northbridgemass.org>
Sent: Monday, July 07, 2014 5:31 PM
To: dgosselin@northbridgemass.org
Subject: Foodmart Convenience Store

Donna-

The **Foodmart Convenience Store** located at **178 Church Street** has received approval from the Board of Health for the following permits:

1. Retail Food (pre-packaged foods and beverages only)
2. Tobacco Sales

An Opening Inspection was conducted by Ms. Terry Gilchrist, Health Inspector, on Friday, July 4, 2014. Please let me know if you need any additional information from this office.

Jeanne M. Gniadek, Administrator
Northbridge Board of Health
Aldrich School Town Hall Annex
14 Hill Street
Whitinsville, MA 01588
Phone (508) 234-3272
Fax (508) 234-0821

**BOARD OF SELECTMEN
LICENSE ROUTING SLIP**

Business: Tuan Van Dinh d/b/a Foodmart Convenience Store
Applicant: Tuan Van Dinh
Address: 178 Church Street, Whitinsville, MA 01588
License Type: Common Victualler's License

DEPARTMENT: _____ **COMMENTS:** _____ **SIGNATURE:** _____
PLANNING:

POLICE:

FIRE:

BUILDING/ZONING:

CONSERVATION:

HEALTH:

Establishment is subject to a pre-operational inspection upon completion of plumbing repairs. Also, applicant has not yet supplied the Board of Health with name of trash removal company. Upon completion of above, this facility will receive its retail food establishment permit.

Jeanne M. Gniadek
6/19/2014

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 or ssusienka@northbridgema.org. Thanks!!

**BOARD OF SELECTMEN
LICENSE ROUTING SLIP**

Business: Tuan Van Dinh d/b/a Foodmart Convenience Store
Applicant: Tuan Van Dinh
Address: 178 Church Street, Whitinsville, MA 01588
License Type: Common Victualler's License

DEPARTMENT: _____ **COMMENTS:** _____ **SIGNATURE:** _____
PLANNING: _____

POLICE: _____

FIRE: _____

BUILDING/ZONING: _____

CONSERVATION: _____

HEALTH:

Water
Trash
Other

ASSESSORS: No Issues. Bob Fyfe 6-12-14.

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 or ssusienka@northbridgemass.org. Thanks!!

**BOARD OF SELECTMEN
LICENSE ROUTING SLIP**

Business: Tuan Van Dinh d/b/a Foodmart Convenience Store
Applicant: Tuan Van Dinh
Address: 178 Church Street, Whitinsville, MA 01588
License Type: Common Victualler's License

DEPARTMENT: _____ **COMMENTS:** _____ **SIGNATURE:** _____
PLANNING: _____

POLICE: _____

FIRE: _____

BUILDING/ZONING: _____

CONSERVATION: _____

HEALTH:

Water
Trash
Other

ASSESSORS: _____

Kimberly A. Yarnall

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 or
ssusienka@northbridgemass.org. Thanks!!

Sharon Susienka

From: pr@virtualgivingtree.org
Sent: Monday, June 30, 2014 10:59 AM
To: ssusienka@northbridgemass.org
Subject: The Virtual Giving Tree-Selling For Seniors Proposal

Hi Sharon,

It was great speaking with you the other day about potentially using the Town Common to hold a Selling For Seniors Event in the fall to help raise funds and awareness for The Virtual Giving Tree and for our local Seniors who are struggling in our area!

The Virtual Giving Tree is a local Non Profit Organization focused on supporting our Seniors all year long from Seasonal Giving Trees to make sure they have a gift under the tree for Christmas, Giving Meal Program-Partnered with Jube's Restaurant to help with GCards for meals, Support A Senior Program-Partnered with Northbridge Senior Center to sponsor Seniors where we can to send those struggling the most on day trips as well as funding bagged lunches..it's imperative our Seniors stay active, as well as our new addition, the Christmas in Summertime Event we just finished with Giving Trees in Hosting Businesses with Tags for basic everyday household items and needs...we've been working hard on finding unique and fun ways to fill in some of the gaps of what's lacking for this fantastic group of folks!!

We're interested in holding a Community Yard Sale and Fair where we would invite local small businesses, artists, crafters, as well as a traditional yard sale for all to attend....a way to bring the community together and also allow some of our great businesses to shine and get their names out there...

We'd like to run the Event from 9-3 on any given Saturday between 9/20-10/11, as I am not sure of your current Town Calendar of events already scheduled.

Thank You again for taking the time to speak with me...Please let me know if you have any other questions.

Susan Smith
508-498-8602

pr@virtualgivingtree.org
www.virtualgivingtree.org
FB/virtualgivingtree

Number: 47

Fee: \$20.00

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF NORTHBRIDGE

This is to Certify that Sultan Salahuddin d/b/a Sammy's Restaurant

2147 Providence Road, Northbridge, MA 01534

**IS HEREBY GRANTED A
COMMON VICTUALLER'S LICENSE**

in said **Northbridge** and at that place only and expires **December 31, 2014**, unless sooner suspended or revoked for violation of the laws of the Commonwealth respecting the licensing of common victuallers. This license is issued in conformity with the authority granted to the licensing authorities by General Laws, Chapter 140, and amendments thereto.

In Testimony Whereof, the undersigned have hereunto affixed their official signatures.

Northbridge Board of Selectmen
Local Licensing Authorities

July 14, 2014
Date Approved

THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE UPON THE PREMISES

Cell: 978-652-8508
Phone: Sultan "Sam"
H: 978-897-1708
(Colene Halligan)

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):

Sultan Salahuddin albla Sammy's Restaurante

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

TO: Open a restaurant

GIVE LOCATION BY STREET AND NUMBER:

AT: 2142 Providence Rd.
Northbridge, MA

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

Sultan Salahuddin
(Signature of Applicant)

Print Name: Sultan Salahuddin

Address: 123 Summer St.

City: Maynard

State, Zip: MA 01754

Received: 6/19/14 2:30PM
(Date) (Time)

6/20/14
Date License Granted

Distributed 6/23/14

**BOARD OF SELECTMEN
LICENSE ROUTING SLIP**

Business: Sultan Salahuddin d/b/a Sammy's Restaurant
Applicant: Sultan Salahuddin
Address: 2147 Providence Road, Northbridge, MA 01534
License Type: Common Victualler's License

DEPARTMENT: _____ **COMMENTS:** _____ **SIGNATURE:** _____
PLANNING:

POLICE:

FIRE:

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 or ssusienka@northbridgema.org. Thanks!!

**BOARD OF SELECTMEN
LICENSE ROUTING SLIP**

Business: Sultan Salahuddin d/b/a Sammy's Restaurante
Applicant: Sultan Salahuddin
Address: 2147 Providence Road, Northbridge, MA 01534
License Type: Common Victualler's License

DEPARTMENT: **COMMENTS:** **SIGNATURE:**
PLANNING:

N/A - No issue

R. J. Gosselin
06.24.2019

POLICE:

FIRE:

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 or ssusienka@northbridgema.org. Thanks!!

Donna Gosselin

From: Walter Warchol <wwarchol@northbridgemass.org>
Sent: Tuesday, June 24, 2014 10:32 AM
To: dgosselin@northbridgemass.org
Subject: RE: License Routing Slip - Sammy's Restaurant

Donna:

I have no issues with a restaurant at that location. The only issue would be the limited parking spaces available.

Chief

From: Donna Gosselin [mailto:dgosselin@northbridgemass.org]
Sent: Monday, June 23, 2014 6:43 PM
To: gbechtholdt@northbridgemass.org; bkinney@northbridgemass.org; jsheehan@northbridgemass.org; bouillette@northbridgemass.org; jgniadek@northbridgemass.org; wwarchol@northbridgemass.org; gnestor@northbridgemass.org; Shawn Matte; rfitzgerald@northbridgemass.org; jceconni@northbridgemass.org; kyargeau@northbridgemass.org; jharris@northbridgemass.org
Subject: License Routing Slip - Sammy's Restaurant

Good evening – Please see the attached license routing slip and let me know if you have any concerns. The next Selectmen's meeting is July 14th so I will need your response by July 8th/9th 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

**BOARD OF SELECTMEN
LICENSE ROUTING SLIP**

Business: Sultan Salahuddin d/b/a Sammy's Restaurante

Applicant: Sultan Salahuddin

Address: 2147 Providence Road, Northbridge, MA 01534

License Type: Common Victualler's License

DEPARTMENT: _____ **COMMENTS:** _____ **SIGNATURE:** _____
PLANNING:

POLICE:

FIRE: The fire department will conduct a fire safety inspection prior to signing off on this. Gary A. Nestor – Fire Chief – 06/23/2014

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 the Town Manager's Office or offer comments via email to dgosselin@northbridgema.org or ssusienka@northbridgema.org. Thanks!!

**BOARD OF SELECTMEN
LICENSE ROUTING SLIP**

Business: *Sultan Salahuddin d/b/a Sammy's Restaurante*

Applicant: *Sultan Salahuddin*

Address: *2147 Providence Road, Northbridge, MA 01534*

License Type: *Common Victualler's License*

DEPARTMENT: _____ **COMMENTS:** _____ **SIGNATURE:** _____
PLANNING:

POLICE:

FIRE:

BUILDING/ZONING:

CONSERVATION:

6/25/14

N/A

Barbara A. 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 or ssusienka@northbridgema.org. Thanks!!

**BOARD OF SELECTMEN
LICENSE ROUTING SLIP**

Business: *Sultan Salahuddin d/b/a Sammy's Restaurant*
Applicant: *Sultan Salahuddin*
Address: *2147 Providence Road, Northbridge, MA 01534*
License Type: *Common Victualler's License*

DEPARTMENT: _____ **COMMENTS:** _____ **SIGNATURE:** _____
PLANNING: _____

POLICE: _____

FIRE: _____

BUILDING/ZONING: _____

CONSERVATION: _____

HEALTH:

Applicant has submitted required plans which are currently under review by the Health Inspector. Upon completion of review and required pre-operational inspection(s) of the facility, we anticipate issuance of a food service permit for this establishment.

Jeanne M. Gniadek
BOH Administrator
July 1, 2014

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 or ssusienka@northbridgemass.org. Thanks!!

**BOARD OF SELECTMEN
LICENSE ROUTING SLIP**

Business: *Sultan Salahuddin d/b/a Sammy's Restaurant*

Applicant: *Sultan Salahuddin*

Address: *2147 Providence Road, Northbridge, MA 01534*

License Type: *Common Victualler's License*

DEPARTMENT: _____ **COMMENTS:** _____ **SIGNATURE:** _____
PLANNING:

POLICE:

FIRE:

BUILDING/ZONING:

CONSERVATION:

HEALTH:

Water

Trash

Other

ASSESSORS: *NONE: Bob Fitzgibbon 6-23-14*

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 or ssusienka@northbridgema.org. Thanks!!

**BOARD OF SELECTMEN
LICENSE ROUTING SLIP**

Business: Sultan Salahuddin d/b/a Sammy's Restaurante

Applicant: Sultan Salahuddin

Address: 2147 Providence Road, Northbridge, MA 01534

License Type: Common Victualler's License

DEPARTMENT: _____ **COMMENTS:** _____ **SIGNATURE:** _____
PLANNING:

POLICE:

FIRE:

BUILDING/ZONING:

CONSERVATION:

HEALTH:

Water

Trash

Other

ASSESSORS:

Kimberly A. Fargeau
TREASURER/COLLECTOR:

Excise

Personal property

Real estate *FY'13 \$3072.81, FY'14 \$2527.04*

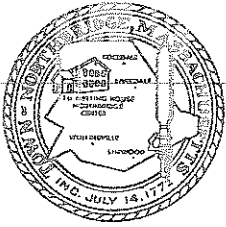
WATER: \$469.26 SEWER: \$425.58
Water / Sewer *WATER OFF SINCE 3-2014*
Other *TURN ON FEES \$140.- POSSIBLE*

RE AS OF 6-24-14 OWNER: ARGON VINCA

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

*all paid as
of 7/10/14*

FROZEN METER \$266.70



Gary A. Nestor
Fire Chief

Town of Northbridge
Fire Department

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

JUL 02 2014

June 25, 2014

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

135 PROVIDENCE ROAD, SITE DEVELOPMENT EXPANSION

Normand Gamache, Guerriere & Halnon, Inc.

CHURCH AVE (ROCKDALE), TRAFFIC & SAFETY CONCERNS

Ms. Robin Lessard, 241 Church Avenue

OLD/NEW BUSINESS

Linwood Mill –Pedestrian Crosswalk; Middle School –Crosswalk & Elementary School –Parking;
J&S Driveway/Church Street –Safety Concerns; Street Light Policy

Dear Board Members:

The Northbridge Safety Committee met on **WEDNESDAY, JUNE 25, 2014** in the Police Station Conference Room. The following members were present: Chairman Gary Nestor, Chief Walter Warchol, James Shuris, Peter Bedigian, George Murray, and R. Gary Bechtholdt II. Julie Gawlak was absent.

The following members of the public were also in attendance: Randi Zanca (School Committee) & James Luchini (Highway Superintendent).

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

APPROVAL OF MEETING MINUTES

Upon motion duly made (Murray) and seconded (Bedigian) the Safety Committee voted to ACCEPT the meeting minutes of MARCH 19, 2014; the vote was 5-0-1 ((Warchol abstained). Upon motion duly made (Warchol) and seconded (Murray) the Safety Committee voted to accept the meeting minutes of May 07, 2014; the vote was 6-0.

CORRESPONDENCE

Chief Nestor noted receipt of memorandum dated May 21, 2014 from Sharon L. Susienka, Exec. Asst. to the Town Manager regarding the Board of Selectmen vote to accept recommendations of the Safety Committee as outlined in meeting minutes of March 19, 2014 and May 07, 2014.

The following items were discussed WEDNESDAY, JUNE 25, 2014 and are being forwarded to the Board of Selectmen as recommendations of the Northbridge Safety Committee:

135 PROVIDENCE ROAD, SITE DEVELOPMENT EXPANSION

This matter was tabled and not discussed due to the absence of Applicant/Engineer to present proposal; such review may be included on the next scheduled meeting of the Safety Committee.

CHURCH AVE (ROCKDALE), TRAFFIC & SAFETY CONCERNS

Chief Nestor read email communication received June 03, 2014 from Robin Lessard regarding safety concerns: high speed of traffic (lack of posted speed limit); large tandem trucks; increased traffic (cut-through); gang activity; & double-sided parking (narrow roadway); on Church Avenue.

Chief Warchol advised the Safety Committee that the Police Department had conducted a traffic study which revealed approximately 1200 vehicles a day at an average of 34mph. Chief Warchol suggested parking along Church Avenue may be congested during athletic events typically between the months of April - June and lessened during the fall and winter months.

Mr. Murray agreed, parking along both sides of the roadway (Church Ave) during sporting events creates difficulties for vehicles to pass through, indicating he would be in favor of limiting parking to one side. Mr. Murray noted the Legion parking lot is underutilized during these events; suggesting parents, etc. could be using the parking lot instead of parking along the street.

Chief Warchol offered to contact the Playground & Recreation Committee Chairman to send notice out to encourage participants to park in the Legion lot rather than along the roadway, as first option (the other option would be to limit parking). Mr. Bedigian noted his support in providing a letter to the Playground & Recreation Committee. Mr. Warchol expressed concerns with setting a precedents by eliminating parking; Mr. Murray disagreed.

Upon motion duly made (Bechtholdt) and seconded (Murray) the Safety Committee vote to have the Police Chief contact the Playground & Recreation Committee to encourage utilization of the Legion parking lot rather than parking along both sides of Church Avenue; the vote was 6-0.

Reference is made to email communication received June 03, 2014 by Chief Nestor from Robin Lessard.

OLD/NEW BUSINESS

• **LINWOOD AVENUE, PEDESTRIAN CROSSWALK –UPDATE**

Mr. Shuris explained to the other Safety Committee members that he met on site (June 16, 2014) with Tom Reed of EA Fish Development to review the location of the pedestrian crosswalk to be installed on Linwood Avenue (Linwood Mill Lofts). Mr. Shuris noted the next step for EA Fish Development is to confirm their contractor has the sufficient contractor's license and to file the appropriate road opening permit with DPW for the work. Mr. Shuris was optimistic that the work could still be completed by July 1st, however indicated he and/or the Highway Superintendent may need to follow-up with Mr. Reed later this week if he does not contact them first.

- **MIDDLE SCHOOL CROSSWALK & ELEMENTARY SCHOOL PARKING**

Ms. Zanca advised the Safety Committee of an ongoing concern with vehicle traffic along Linwood Avenue during school bus pick-up & drop-off at the Middle School; noting drivers do not pay attention to pedestrians crossing the street or with the buses servicing special education and handicapped students. Mr. Bedigian questioned the location of the buses picking-up and dropping-off the special education and handicapped students, suggesting there may be a safer option to consider rather than directly on Linwood Avenue. Mr. Murray suggested the School department should contact and notify parents regarding student pick-up & drop-off (the do's & don'ts) as he has observed a number of vehicles (drivers) ignoring parking limitations, conflicts with the crossing guard and overall lack of common sense. Chief Warchol offered to talk with the School Resource Officer to monitor the situation during the next school year.

Ms. Zanca indicated she was informed of illegal parking along Cross Street (near the Elementary School). Mr. Shuris explained additional "no parking" signs were recently installed (June 15, 2014) along Cross Street and Pleasant Street as approved by the Board of Selectmen; Chief Warchol noted the Police Department will look to enforce these parking restriction for the upcoming school year (Fall 2014). Committee members questioned if school staff and facility may be the ones violating the parking restrictions; Chief Warchol noted he has been in contact with Paul Halacy regarding same.

Reference is made to email communication received June 13, 2014 by Chief Nestor from Randi Zanca.

- **J&S AUTO SERVICE DRIVEWAY/CHURCH STREET –SAFETY CONCERNS**

Mr. Bedigian expressed concerns with the limited sight distance exiting from the J&S driveway due to parked vehicles along Church Street (residential units). Chief Warchol noted he reviewed the Police Department records regarding accidents; indicating one (1) accident was filed, which was due to driver error. Chief Warchol suggested the Police Department may track the license plates and may contact owners to see if they can utilize alternative locations for long-term parking.

- **PRAIRIE STREET, STREETLIGHTS –UPDATE**

Mr. Shuris advised the other Safety Committee members that he contacted National Grid Service Representative Bob Russell concerning energizing the street lights on Prairie Street; noting due to the fixture type (older versions) the town's Electrical Inspector will be required to check them prior to turning the street lights back on.

- **OTHER**

Mr. Shuris indicated that he was contacted by Ms. Oosterman (Cross Street) about the location of the "no parking" signs recently installed on Cross Street; Ms. Osterman requested the sign be relocated back to its original location of approximately 45-feet from the corner of Cross Street and Pleasant Street. Mr. Shuris and Committee members agreed. *Upon motion duly made (Warchol) and seconded (Murray) the Safety Committee voted to recommend the Cross Street "No Parking" sign be relocated under the direction of the Director of Public Works approximately 45-feet from the Cross Street and Pleasant Street intersection; the vote was 6-0.*

Chief Nestor noted the Committee will need to consider re-organizing (Chair, Vice Chair & Clerk) at its next meeting, after the annual re-appointment of the Board of Selectmen.

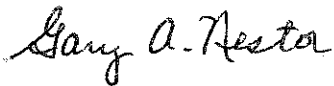
Chief Warchol provided Safety Committee members with excerpts from the Board of Selectmen meeting minutes of July 19, 1995, June 21, 1995 & 1994 concerning the town's Street Light Policy; Mr. Bechtholdt will confirm with the Office of the Town Manager to see if there is any other formal documentation regarding the Board of Selectmen's Street Light Policy.

Committee members considered the dates of Wednesday, July 23, 2014 & Wednesday, August 20, 2014 for its next scheduled meeting.

ADJOURNMENT

Having no additional business the Safety Committee adjourned its meeting of WEDNESDAY, JUNE 25, 2014 at or about 10:45 AM.

Respectfully yours,



Gary Nestor, Northbridge Fire Chief
Chairman Northbridge Safety Committee

/rgb

Cc: Northbridge Town Clerk
Northbridge Town Manager
Northbridge Planning Board
Lt. Timothy Labrie
Normand Gamache (Guerriere & Halnon, Inc.)
Robin Lessard (241 Church Street)
Linda Oosterman (Cross Street)
/File

Number: 1

Fee: \$20.00

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF NORTHBRIDGE

This is to Certify that Blackstone Valley Chamber of Commerce
(NAME)
110 Church Street, Whitinsville, MA 01588
(ADDRESS)

IS HEREBY GRANTED A SPECIAL LICENSE

FOR THE SALE OF ALL ALCOHOLIC BEVERAGES, TO BE DRUNK ON THE PREMISES

under Chapter 138, Section 14, of the Liquor Control Act.

Business After Hours Event to be held at Lasell Mansion, 120 Hill Street, Whitinsville, MA
01588 on September 30 2014 from 5:30 PM to 8:00 PM

This license is granted in conformity with the Statutes and limitations relating thereto,
and expires September 29, 2014-October 1, 2014 unless sooner suspended or
revoked.

July 14, 2014
DATE

The Commonwealth of Massachusetts
The Alcoholic Beverages Control Commission
239 Causeway Street, Suite 200
Boston, MA 02114

NOTICE OF APPROVAL OF SPECIAL LICENSE

The local licensing authorities of the within named city or town have approved, pursuant to the provision of chapter 138 section 14, issuance of a special license as described herein.

City/Town Northbridge

Date of Local Authority Approval July 14, 2014

Name of Licensee Blackstone Valley Chamber of Commerce [Jeannie Hebert]

Effective Date or Dates of License September 29, 2014 - October 1, 2014

Authorized Hours of Sales September 30, 2014 from 5:30 PM to 8:00 PM

Description of the Licensed Premises Lasell Mansion, ~~130~~ Hill Street,
Whitinsville, MA 01588

License is for Sale of:

- ☒ All Alcoholic Beverages
- ☐ Wines and Malt Beverages Only
- ☐ Wines Only
- ☐ Malt Beverages Only

The Licensees Activity or Enterprise is:

- ☐ For profit
- ☒ Nonprofit

Is the license for a dining hall maintained by an incorporated educational institution authorized to grant degrees? No.

Restrictions attached to the license by the local authority:

THE LOCAL LICENSING AUTHORITIES

By _____

Donna Gosselin

From: Leslie Ruchala <lruchala@blackstonevalley.org>
Sent: Wednesday, July 09, 2014 4:00 PM
To: dgosselin@northbridgemass.org
Subject: BVCC Event

Hi Donna,

We are holding a chamber event promoting breast cancer awareness month at the Lasell Mansion on September 30th from 5:30-8pm so we will be submitting an application for the one-day license. Jeannie will be at the selectman's meeting this coming Monday with Tim Murray—is there any way to get on the agenda and kill two birds with one stone? I can get you whatever you need ASAP. I know it might be too close but if anything can be done we'd appreciate it!

Thanks!

Leslie Ruchala

Program & Event Coordinator | Blackstone Valley Chamber of Commerce
phone: 508-234-9090 ext.107 cell: 508-868-8222
email: lruchala@blackstonevalley.org
110 Church Street Whitinsville, Massachusetts 01588



Phone: 508-234-9090

THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF NORTHBRIDGE

APPLICATION FOR SPECIAL LICENSE

TO THE LICENSING AUTHORITIES:

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

(FULL NAME OF PERSON/ORGANIZATION MAKING APPLICATION):

Blackstone Valley Chamber of Commerce
Name of Responsible Person: Leslie Richala

STATE CLEARLY PURPOSE FOR WHICH LICENSE IS REQUESTED:

FOR: ONE-DAY ALL ALCOHOL LICENSE

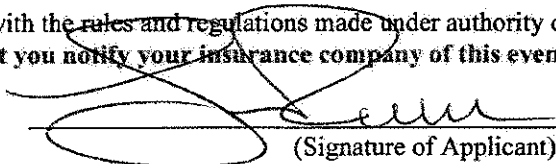
Type of Event: After Hours Event

Date and Time of Event: 9/30 5:30-8pm

GIVE LOCATION BY STREET AND NUMBER:

DESCRIPTION OF PREMISES: Lesell Manson
120 + 700 Hill St. Whitinsville

in said Town of Northbridge in accordance with the rules and regulations made under authority of said Statutes. *The town highly recommends that you notify your insurance company of this event.


(Signature of Applicant)

Print Name: Leslie Richala

Address: 110 Church St

City: Whitinsville

State, Zip: MA 01588

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

Name of Distributor(s): Creedon + Co Caterers

Received: 7/10/14 @ 8:30AM
(Date) (Time)

Date License Granted

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

**BOARD OF SELECTMEN
LICENSE ROUTING SLIP**

Business: *Blackstone Valley Chamber of Commerce*
Applicant: Jeannie Hebert
Address: 110 Church Street, Whitinsville, MA 01588
License Type: One-Day All Alcohol License

DEPARTMENT:

COMMENTS:

SIGNATURE:

PLANNING:

N/A

R. Ayoub
02.11.17

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 or ssusienka@northbridgema.org. Thanks!!

**BOARD OF SELECTMEN
LICENSE ROUTING SLIP**

Business: *Blackstone Valley Chamber of Commerce*

Applicant: Jeannie Hebert

Address: 110 Church Street, Whitinsville, MA 01588

License Type: One-Day All Alcohol License

DEPARTMENT: _____ **COMMENTS:** _____ **SIGNATURE:** _____
PLANNING:

POLICE:

FIRE: The Fire Department will conduct a Life Safety Inspection prior to the event.

Gary A. Nestor – Fire Chief 7/10/2014

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 the Town Manager's Office or offer comments via email to dgosselin@northbridgema.org or ssusienka@northbridgema.org. Thanks!!

**BOARD OF SELECTMEN
LICENSE ROUTING SLIP**

Business: *Blackstone Valley Chamber of Commerce*

Applicant: Jeannie Hebert

Address: 110 Church Street, Whitinsville, MA 01588

License Type: One-Day All Alcohol License

DEPARTMENT: _____ **COMMENTS:** _____ **SIGNATURE:** _____
PLANNING:

POLICE:

FIRE:

BUILDING/ZONING:

Approved subject to joint
Fire/Building Dept. inspection.

7/10/2014



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 or
ssusienka@northbridgema.org. Thanks!!*

**BOARD OF SELECTMEN
LICENSE ROUTING SLIP**

Business: Blackstone Valley Chamber of Commerce
Applicant: Jeannie Hebert
Address: 110 Church Street, Whitinsville, MA 01588
License Type: One-Day All Alcohol License

DEPARTMENT: _____ **COMMENTS:** _____ **SIGNATURE:** _____
PLANNING: _____

POLICE: _____

FIRE: _____

BUILDING/ZONING: _____

CONSERVATION: _____

7/10/14

N/A

Barbara A. 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 or
ssusienka@northbridgema.org. Thanks!!

BOARD OF SELECTMEN LICENSE ROUTING SLIP
--

Business: *Blackstone Valley Chamber of Commerce*
Applicant: Jeannie Hebert
Address: 110 Church Street, Whitinsville, MA 01588
License Type: One-Day All Alcohol License

DEPARTMENT: _____ **COMMENTS:** _____ **SIGNATURE:** _____
PLANNING: _____

POLICE: _____

FIRE: _____

BUILDING/ZONING: _____

CONSERVATION: _____

HEALTH:

A One-Day Food Permit application for this event is required and has been filed with this office. No other concerns with this application.

Jeanne M. Gniadek
July 10, 2014

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 or ssusienka@northbridgema.org. Thanks!!

**BOARD OF SELECTMEN
LICENSE ROUTING SLIP**

Business: *Blackstone Valley Chamber of Commerce*
Applicant: *Jeannie Hebert*
Address: *110 Church Street, Whitinsville, MA 01588*
License Type: *One-Day All Alcohol License*

DEPARTMENT: _____ **COMMENTS:** _____ **SIGNATURE:** _____
PLANNING: _____

POLICE: _____

FIRE: _____

BUILDING/ZONING: _____

CONSERVATION: _____

HEALTH:

Water
Trash
Other

ASSESSORS:

Bob Fitzgerald NO. ISSUES 7-10-14

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 or ssusienka@northbridgema.org. Thanks!!

**BOARD OF SELECTMEN
LICENSE ROUTING SLIP**

Business: *Blackstone Valley Chamber of Commerce*

Applicant: *Jeannie Hebert*

Address: *110 Church Street, Whitinsville, MA 01588*

License Type: *One-Day All Alcohol License*

DEPARTMENT: _____ **COMMENTS:** _____ **SIGNATURE:** _____
PLANNING:

POLICE:

FIRE:

BUILDING/ZONING:

CONSERVATION:

HEALTH:

Water

Trash

Other

ASSESSORS:

H. Gargean
TREASURER/COLLECTOR:

Excise *0*

Personal property *current*

Real estate *current*

Water / Sewer

Other

- current - W 311.53 / 472.16 S 60.50 / 106.68

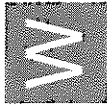
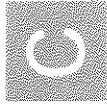
W/S billed on 6/30/14 (current)

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

Proposal to Improve Current Meter Reading Systems

March 2014

Whitinsville
Water
Company



GOAL:

Current meter systems in Whitinsville and Northbridge have reached the end of their useful life. Whitinsville has assessed current technologies and has solicited proposals for new meter systems. Proposals have been evaluated and the most cost effective and most viable option determined.

Whitinsville
Water
Company



Why a New Meter System:

- 1. Current average age of meters: 15 years*
- 2. DEP recommended maximum age: 10 years*
- 3. In accordance with AWWA Manual M6, a planned meter replacement program can be implemented over a given number of years, e.g., 10% of the meters each year over 10 years or 20% per year over five years, so that all replaced meters in the system will be the most efficient, modern design.*
- 4. Current installed meters tend to under register over time leading to revenue loss and increased unaccounted for water*

Existing Meters:



*Existing meters are positive displacement piston style meters
As water passes through meter, piston moves causing meter
head to spin
These meters are an older technology and typically under-
register as they get older*

Proposed Meters



Proposed Meters:

Proposed meters are made of composite material which will not rust or corrode due to stray current

They have no internal moving parts and will not decline in accuracy over years

They have a wider operational flow range (0.11-25 gpm vs 1-20 gpm of existing meters)

They are more accurate at lower flows (will read down to 0.03 gpm vs. 1/4 gpm of existing meters)

Can expand and contract with temperature making less susceptible to freezing and breaking

Has a 20 year life cycle vs. 10-15 years of current disc type meters

Whitinsville
Water
Company



Proposed Meter Reading System:

FIXED NETWORK

- *Central tower collects meter data from each meter point on a regular basis and temporarily stores data at the intermediate data storage unit (located at central tower). Data from the intermediate storage unit is then transmitted back to central billing office where it is stored permanently via local server or remote server (cloud)*
- *System typically consists of*
 - *Meters*
 - *Radio transmitters at meters*
 - *Receivers typically located at a central tower,*
 - *Intermediate storage at tower*
 - *Transmitters/receivers between tower(s) and office*
 - *Permanent data storage at office and/or via remote server (cloud)*

Advantages of Proposed System:

Meters can be read instantly from office thereby saving on meter reading costs for both water company and Town

Dramatic customer service improvements as customers will be able to access historical usage and make informed decisions regarding water usage and conservation

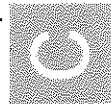
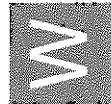
Instant notification of customer leaks or tampering

Increased revenue generation and reduced unaccounted for water as new meters will be more accurate

Provide more cost effective opportunity to go to monthly billing as entire system can be read & billed in hours

Monthly billing will provide many customer service benefits (reduced bill amounts, enhanced budgeting, more timely account of water use, aligned with other bills etc.)

Whitinsville
Water
Company



Cost of Proposed System:

The water company developed an RFP and solicited proposals for many types of meter systems

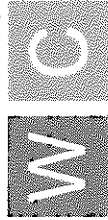
The water company reviewed the proposals based on up front capital costs and operational costs over life of product

The most cost effective option also turned out to be the most advanced technology which is the fixed network system

Will still need to solicit pricing for installation costs

Up front capital costs are conservatively estimated at approx. \$635K

Whitinsville
Water
Company



Financial:

The water company understands the Town's difficulty of providing the up front capital cost and has developed an option for the Town to address this concern

The water company will fund the up front capital costs, including purchase and installation and then defer the cost back to the Town over the life of the product (20 yrs)

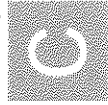
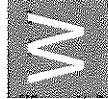
This will allow the Town to utilize the new technology immediately and negate the upfront capital costs

It will also allow the Town to save on labor costs by utilizing the low cost labor of the water company and lower materials pricing by purchasing through the water company

Eliminate Meter Reading Costs:

- *Currently the Town pay a rate of approx. \$1,000 per month for reading meters for billing. The Town also pays approx. \$200 per month for special and final reads. This amounts to approx. \$1,200 per month for meter reading services. This will no longer need to be completed and will be a direct monthly savings to the Town*

Whitinsville
Water
Company



Increased Revenue from Reduced UAW:

- New Meters will be more accurate and will increase the amount of water billed to customers*
- This will reduce UAW and increase revenues*
- Based on the past 5 years of water billing information, a modest reduction of 2% in UAW will result in a revenue increase of nearly \$2,000 per month to the Water Department*

Whitinsville
Water
Company



Net Monthly Projected Cost

- *The water company proposes to finance the project cost to the Town over 20 years at the company's current cost of financing (4.82%)*
- *Using the conservative project cost estimate of \$635K, this would amount to a monthly payment of \$4,433.*
- *The Town will see a monthly revenue increase and a monthly operational cost savings of approx. \$3,997 per month*
- *This amounts to a TOTAL NET MONTHLY COST of only \$436 for the new meter system*

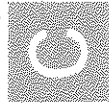
Service Contract

- *The water company proposes to install and own the meters over the life of the system*
- *A 20 Year Service Contract can be developed and executed which would detail the monthly service fee over the 20 year life of the new meter system*
- *The Town could at any point during the 20 year term pay a lump sum amount to reduce the initial capital cost and thereby reduce the monthly service fee*

CLOSING:

- *Proposed system will not have any up-front costs to the Town and will only be a net \$436 (or less) monthly cost over the life of the meter system.*
- *The Town to see revenue increases not only in the water budget but also in the sewer budget from the new meter system*
- *Town will see reduction in UAW which will help from a regulatory standpoint*
- *Town customers will see dramatic customer service improvements (use history, leak detection, etc.)*
- *Upon approval, company can proceed within 3 months and can complete project within 18 months*

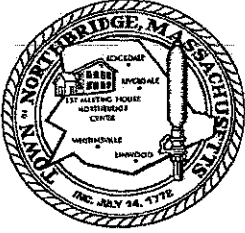
Whitinsville
Water
Company



QUESTIONS?

Whitinsville
Water
Company





TOWN OF NORTHBRIDGE, MASSACHUSETTS

COMMUNITY PLANNING & DEVELOPMENT

R. Gary Bechtholdt II, Town Planner
7 Main Street Whitinsville, MA 01588
Phone: (508) 234.2447 Fax: (508) 234.0814
gbechtholdt@northbridgemass.org

MEMORANDUM

Date: June 11, 2014

To: Theodore D. Kozak, Town Manager

From: R. Gary Bechtholdt II, Town Planner

RE: **FARNUM CIRCLE**
Performance Bond

COPY

JUN 11 2014

Please find attached for your records and review Planning Board action dated June 11, 2014 concerning request for authorization to call-in the performance bond held for the Farnum Circle subdivision.

As noted therein the Planning Board is holding approximately \$19,800.00 (cash) to secure the completion of work required for this subdivision. As provided for by JH Engineering Group, LLC (Planning Board consulting engineer) the remaining work is estimated at \$18,930.00 (includes 20% contingency).

Over the past several years the Planning Board has attempted to work with the developer and property owners to help advance the subdivision. This effort resulted in modifying the subdivision approval; waiving certain requirements (MGL CH 41 SEC 81-W), however did not effectuate the completion of work required of the developer.

The Planning office recommends the Board of Selectmen AUTHORIZE THE PLANNING BOARD TO UTILIZE THE PERFORMANCE BOND HELD FOR THE PURPOSE OF COMPLETING THE FARNUM CIRCLE SUBDIVISION.

Please include this matter on the next available Selectmen's agenda (June 23, 2014); should you have any questions or require additional information please let me know.

Cc: Board of Selectmen
Planning Board

J. Shuris, DPW Director
/File

M. Lambert (Developer)

-W/Enclosure(s)



TOWN OF NORTHBRIDGE
PLANNING BOARD
7 MAIN STREET
WHITINSVILLE, MASSACHUSETTS 01588

PHONE: (508) 234-2447

FAX: (508) 234-0814

June 11, 2014

Doreen Cedrone, Town Clerk
Northbridge Memorial Town Hall
7 Main Street
Whitinsville, MA 01588

RE: FARNUM CIRCLE
Performance Bond

Dear Ms. Cedrone:

Please be advised at its meeting of Tuesday, June 10, 2014 the Planning Board upon motion duly made (Key) and seconded (Simas) voted (5-0) to RECOMMEND the Board of Selectmen take the appropriate action in authorizing the town (Planning Board) to utilize the performance bond held for Farnum Circle for the purpose of the completing the remaining roadway/infrastructure improvements.

The Planning Board, in letter dated April 14, 2014 (-enclosed) informed the developer (Michael Lambert), in accordance with Mass General Laws Chapter 41 Section 81-U he had 45-days to complete all remaining work required of the Farnum Circle development, a 2-lot residential subdivision located off of Hill Street. As of June 10, 2014 (58-days) the Planning Board was not notified that such work had been completed nor did the developer provide the Board with any indication he would finish the project.

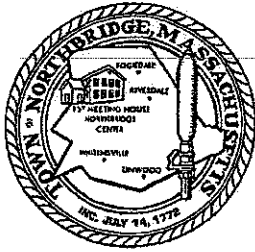
According to municipal records the town (Planning Board) is holding ±\$19,802.35 in a passbook account (cash) to secure the completion of work. It is the Planning Board's intension to use the remaining funds to hire a third party contractor to complete the construction improvements as detailed in JH Engineering Group, LLC report dated April 10, 2014 (-enclosed). Funds may also be used to prepare legal description and surveyed plans. Should you require additional information concerning this matter please contact the Planning Office.

Sincerely,

R. Gary Bechtholdt II
Town Planner

Cc: Town Manager/BOS
Director of Public Works
M. Lambert, Developer
/File

-W/Enclosure(s)



TOWN OF NORTHBRIDGE, MASSACHUSETTS

COMMUNITY PLANNING & DEVELOPMENT

14 APR 14 PM 3:09

R. Gary Bechtholdt II, Town Planner
7 Main Street, Whitinsville, MA 01588
Phone: (508) 234.2447 Fax: (508) 234.0814
gbechtholdt@northbridgemass.org

April 14, 2014

NORTHBRIDGE TOWN PLANNER
CLERK OF COURTS

Certified Mail [7000 1670 0001 5153 5528]

Michael Lambert
5 Briggs Street
Whitinsville, MA 01588

RE: FARNUM CIRCLE
MGL Ch 41 Sec 81U –Notification

COPY
APR 14 2014

Dear Michael:

The Community Planning & Development Office is writing you on behalf of the Northbridge Planning Board to inform you, pursuant to MASSACHUSETTS GENERAL LAWS CHAPTER 41 SECTION 81U; you have 45-days from the date of this notification to complete remaining work and provide associated documentation required for the completion of the Farnum Circle subdivision. Reference is made to Planning Board Certificate of Approval dated December 31, 2002; definitive subdivision plan Worcester Registry of Deeds Plan Book 809/Plan 125 (attached).

Such work shall include deficiencies identified in JH Engineering Group, LLC (Planning Board consultant) report dated April 10, 2014 (Construction Budget) attached hereto. Reference is made to JH Engineering Group, LLC report dated November 06, 2012, Planning Board letter dated May 09, 2013 and Certificate of Action dated June 12, 2013 concerning subdivision modification (MGL Ch 41 Sec 81W) –copies of which are also attached.

Failure to complete within the 45-days will result in the Planning Board to apply the bond (Deposit of Money) for the benefit of the town to complete work to the extent of the reasonable cost of completing such construction, installation and preparation of necessary documentation noted therein.

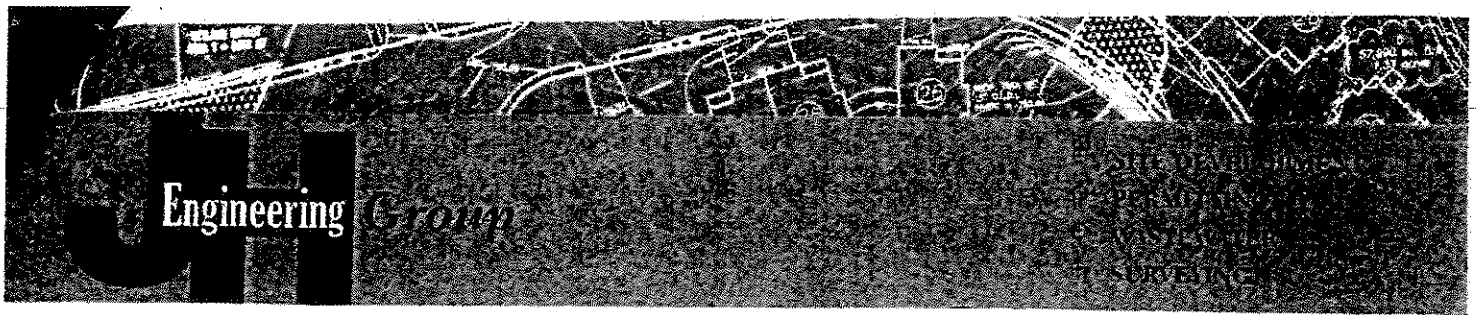
If you wish to review this matter with the Planning Board please let me know, arrangements may be made for their next meeting scheduled of Tuesday, April 22, 2014. Additionally, if you should require additional information or have any questions please contact the Planning office.

Sincerely,

R. Gary Bechtholdt II
NORTHBRIDGE TOWN PLANNER

Cc: Town Clerk Town Manager/BOS Tricia Lambert Planning Board /File

-W/Enclosure(s)



April 10, 2014

R. Gary Bechtholdt II, Town Planner
Town of Northbridge
Community Planning & Development
7 Main Street
Whitinsville, MA 01588

COPY

**Subject: Farnum Circle
Engineer's Construction Estimate**

JHEG Job #: C0034-12

Dear Gary:

Per the request of the Northbridge Planning Board, JH Engineering Group, LLC (JHEG) has calculated a revised construction estimate for the remaining improvements at the Farnum Circle subdivision. The estimate is based upon the endorsed Subdivision Plan for Farnum Circle prepared by Heritage Design Group and recorded in the Worcester District Registry of Deeds in Plan Book 809, plan 125, a site visit was last conducted on October 26, 2012, and the June 12, 2013 Northbridge Planning Board Certificate of Action letter.

Please find attached the item-by-item totals of the cost estimate with the following assumptions:

1. The estimate is for the remaining work, as we understand it, within the right-of-way and associated infrastructure improvements only. JH Engineering Group did not conduct any inspections nor had any observations during the construction of the road.
2. The estimate does not include any work associated with individual lot development.
3. The estimate reflects the Waivers granted during the Definitive Subdivision Plan approval process for pavement widths (22-foot pavement width in the travel way and 18-foot pavement around the cul-de-sac). The plan's detail and plan view reflect a 24-foot pavement width with either 24-foot or 27-foot around the cul-de-sac.
4. The estimate reflects the waivers granted on June 11, 2013 and reflected in the June 12, 2013 Certificate of Action. The waivers included the elimination of vertical and sloped granite curb installation, street trees, and landscaping the center island.
5. A trench across the cul-de-sac has settled in the pavement and needs to be repaired. The trench appears to be for electric conduit.

6. There previously was significant sand accumulation on Farnum Circle just east of the Hill Street right-of-way line. This sand accumulation suggests that the pavement in this area is lower than Hill Street and therefore shimming of the pavement will be required to assure positive drainage from Farnum Circle to Hill Street (as shown on the Definitive Plan).
7. We have not yet been able to confirm the electric/telephone/cable arrangement within the subdivision. There are utility poles located on Lot #2 with electric/telephone/cable on it with the wires appearing to terminate at the dwelling on Lot #2. There is also an electric transformer located at the end of the cul-de-sac (could not determine which lot it sites on) and what appears to be an incomplete cable box installation. The transformer is humming and therefore has been energized, but we are not sure which lot utilizes the transformer. The original poles on Lot #2 were for the original house currently located on Lot #1. It is our understanding the electric/telephone/cable were intended to be installed underground and the poles were to be removed. However, there are not any notes on the Definitive Plan reflecting the poles were to be removed. In addition, we researched the current deeds for both Lots #1 and #2 and there are no references to utility easements. A line item was added for completing Electric/Telephone/CATV installation, but due to the insertiny we have not included any costs to complete.

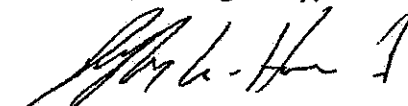
There has been a 20% administration and inflation contingency added to the estimate total for inspections, contract administration, and inflation.

The purpose of the construction estimate is to provide the Northbridge Planning Board with an "Engineer's opinion" of the possible construction value for the project. Our estimate is based upon typical municipally bid public works projects subject to state prevailing wage rates. We use state prevailing wage rates, as the Town of Northbridge will be required to pay those prevailing wages should the Town ultimately become responsible for completing the project. The rates indicated within this estimate reflect current market conditions.

In addition, the construction estimate should not be construed to be a final punch list of items that are not complete. At each drawdown requested by the Developer, each of the line items will be evaluated for completeness, the unite price of each item will be reviewed to reflect the current cost of the item, and additional items will be added or deleted until the streets, etc. are accepted by Town Meeting vote for public streets or the final release by the Planning Board for private streets.

If you have any questions or comments, please feel free to contact me.

Sincerely,
JH Engineering Group, LLC



Jeffrey W. Howland, P.E.
President

FARNUM CIRCLE

Northbridge, MA

SITE DEVELOPMENT
CONSTRUCTION BUDGET

COPY

PHASE: Farnum Circle (Sta. 0+00 to Sta. 2+01.76)

DATE: October 26, 2012, revised April 10, 2014

JHEG PROJECT #: C0034-12

CONSTRUCTION ITEM	UNITS	\$/UNIT	QUANTITY	VALUE
RIGHT OF WAY				
15" Roadway Gravel	Cu. Yds.	\$ 15.00	10	\$150.00
Binder Course (2" Compacted Thk'ness)	Tons	\$ 125.00	3	\$375.00
Top Course (2" Compacted Thk'ness)	Tons	\$ 110.00	75	\$8,250.00
Loam & Seeding	Sq. Yds.	\$ 5.00	400	\$2,000.00
Right of Way SubTotal:				\$10,775.00
MISCELLANEOUS				
Concrete Bounds	Each	\$250.00	9	\$2,250.00
As-Built Plans	Sheet	\$1,500.00	1	\$1,500.00
Road Acceptance Plans	Sheet	\$1,250.00	1	\$1,250.00
Complete E/T/CATV installation**	Lump Sum	\$0.00	0	\$0.00
Miscellaneous SubTotal:				\$5,000.00
SubTotal:				\$15,775.00
20% Contingency/Inflation:				\$3,155.00
TOTAL:				\$18,930.00

** Required Electric/Telephone/CATV improvements unknown, see Comment #7 in April 10, 2014 letter.



One Comcast Center
Philadelphia, Pennsylvania 19103

June 17, 2014

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

Re: Charter Communications/Comcast Corporation Transaction

Dear Mr. Kozak:

As you may have read, Charter Communications, Inc. ("Charter"), the ultimate parent of the entity holding the cable franchise in your community, has entered into an agreement with Comcast Corporation ("Comcast"). Pursuant to this agreement, Comcast will become the ultimate owner of your franchisee.

As a preliminary matter, Charter will undertake certain pro forma internal restructurings, and your cable franchisee will become CCO Transfers, LLC, (still remaining entirely under the ownership and control of Charter). Immediately thereafter, your cable franchisee will become an indirect, wholly-owned subsidiary of Comcast.

If you determine that your consent is **not** required for this transaction to proceed, you need not take any further action. If, however, you believe your consent is necessary, we have provided copies of the Federal Communications Commission's ("FCC") Form 394, other information, and a draft consent resolution to help facilitate the consent process.

- **FCC Form 394.** FCC Form 394 (required copies enclosed) is designed to provide you with the relevant information needed to assess the financial, legal, and technical qualifications of Comcast to be the ultimate parent entity of your cable franchisee.
- **Timing.** According to the FCC's rules, if you decide consent is required, you have a maximum of 120 days from the date you receive this information to review all materials and act upon our request for consent to the transaction. (Please note, your franchise may specify a shorter time frame.)
- **Consent Resolution.** Should you choose to affirmatively consent to the transaction, we have enclosed a draft consent resolution to be used to help expedite the consent process. We would request that a consent resolution, if needed, be placed on your agenda for consideration at your earliest convenience.

All of us at Comcast are excited about the opportunity to serve your community. We invite you to visit www.comcastcorporation.com/together for additional information about the transaction and Comcast. If you have any questions about the FCC Form 394, the consent resolution, or any of the enclosed documents, please give me a call at (215) 286-5585, send an email to klay_fennell@comcast.com, or send a facsimile to (215) 286-8408.

Sincerely,

Klayton F. Fennell
Vice President, Government Affairs
Attachment and Enclosures

Ted Kozak

From: William Hewig [WHewig@k-plaw.com]
Sent: Thursday, July 10, 2014 2:11 PM
To: tkozak@northbridgemass.org
Cc: David Doneski
Subject: Transfer of Charter Cable License
Attachments: KP-#496866-v1-DALT_Cable_-_Draft_Notice_of_Public_Hearing.DOC; KP-#498111-v1-MEMO_re_Procedures_for_the_Transfer_of_a_Cable_Television_Lic_.DOC

Good Afternoon, Mr. Kozak,

As we discussed, I have attached a memorandum setting out the procedures for the town to follow upon being notified that its cable television license is to be transferred to another cable operator. I understand that you have received a letter from Comcast, with a form for the selectmen to consent to the transfer. I also expect, although we did not discuss it, that you additionally received a package of materials labelled FCC Form 394. What the correspondence probably did not tell you is that the transfer is still dependent upon the approval of the FCC, and that such approval might not come through until early 2015.

Nonetheless, Comcast has served the town with notice of its proposed transfer, and that notice triggers two important dates. First, if the town wishes to conduct a public hearing into the transfer, the hearing must be held within 60 days of your receipt of the correspondence from Comcast. The second date is a 120-day deadline for the selectmen to make the final decision about whether to consent to the transfer. If the selectmen make NO decision by the expiration of 120 days from receipt of the transfer papers, the transfer is presumed granted by operation of law.

Please note the following general points about this process:

- (1) The cable license will be transferred as is and in its entirety, meaning that Comcast will be fully responsible for fulfilling all of the license obligations to which Charter agreed through to the license term;
- (2) The selectmen's powers to oppose the transfer are very limited. Note paragraph 5 (a)-(d) of the attached memorandum – these are the only bases the selectmen are granted by law to raise objections to the proposed transfer. To object, the selectmen must find that Comcast LACKS the legal, financial, managerial or technical capacity to assume Charter's duties under the license;
- (3) Since Comcast is an old, large and very experienced player in the cable television industry, as a practical matter, the only rational answer to the paragraph 5 (a)-(d) questions is going to be: YES – Comcast does qualify in the four areas of inquiry;
- (4) For that reason, it is probably not necessary for the town to go to the trouble and expense of conducting a public hearing on the transfer, and it need not do so if the selectmen so conclude; in that event, the recommended procedure is to let the 120 days lapse without any action by the selectmen, and consent to the transfer is then presumed to have been granted;
- (5) Alternatively, if the selectmen do wish to proceed with a public hearing (and some communities do elect to do so, usually for the purpose of enabling the public at least to be heard), I have also attached a sample notice of the public hearing that would be required. Follow the language of this sample notice, and please note: the notice must, by state cable division regulations, be published in a newspaper of local circulation weekly, for two successive weeks, the first day of which must be AT LEAST 14 days before the date of the hearing.

I trust that this will be of assistance at this time.

Please do not hesitate to contact me should you or the selectmen have any further questions about this topic.

Best Regards,

Bill

William Hewig III, Esq.
Kopelman and Paige, P.C.
101 Arch Street, 12th Floor
Boston, MA 02110-1109
Phone: (617) 556-0007
Fax: (617) 654-1735
whewig@k-plaw.com

This message and the documents attached to it, if any, are intended only for the use of the addressee and may contain information that is PRIVILEGED and CONFIDENTIAL and/or may contain ATTORNEY WORK PRODUCT. If you are not the intended recipient, you are hereby notified that any dissemination of this communication is strictly prohibited. If you have received this communication in error, please delete all electronic copies of this message and its attachments, if any, and destroy any hard copies you may have created and notify me immediately.

MEMORANDUM

RE: Procedures for the Transfer of a Cable Television License (M.G.L. c.166A, §7;
207 CMR §4.01(3))

(1) The process will begin with receipt by the Issuing Authority (selectmen or mayor, in most cases) of an FCC Form 394 ("Application for Franchise Authority Consent to Assignment or Transfer of Control of Cable Television Franchise").

(2) Within 60 days of receipt of the FCC Form 394, the Issuing Authority should hold a public hearing to consider its approval of the transfer. Both the current and prospective future cable operator, as well as residents and other interested parties, should have a full and fair opportunity to attend the hearing and be heard. (207 C.M.R. §4.03(1)).

(3) Notice of a public hearing required above must be published in a newspaper of general circulation within the city or town once in two consecutive weeks, the first publication being not less than 14 days before the date of the hearing. The notice must contain the time, place and purpose of the hearing. (207 C.M.R. §§4.03(1); 2.02(1)). You should also send a copy of the notice by registered mail to both cable operators involved in the transfer. A sample Notice is affixed as Exhibit A.

(4) At the public hearing, the Issuing Authority must provide for stenographic, video or some other type of official record to be made. The applicant (the cable operator seeking the transfer) shall bear the costs of the recording. (207 C.M.R. §4.03(2)).

(5) In reviewing the application for transfer of the cable television license, the Issuing Authority shall consider only the following with respect to the proposed transferee:

- (a) Management experience;
- (b) Technical expertise;
- (c) Financial capability; and
- (d) Legal ability to operate the cable system under the existing license. (207 C.M.R. §4.04(1)(a)-(d)).

(6) Following the conclusion of the hearing, the Issuing Authority must find, either that the proposed transferee is or is not qualified to take over the cable system under the existing license pursuant to the factors discussed in (5) above, or that it is so qualified. The Issuing Authority's findings should be stated in a letter summarizing its actions and addressed to the Massachusetts Department of Telecommunications and Cable ("DTC"), at 1000 Washington Street, Suite 820, Boston, MA 02118-6500.

(7) If the Issuing Authority does not make written finding within 120 days of its receipt of the FCC Form 394, the requested transfer is deemed to have been approved as a matter of law. (207 C.M.R. §4.02(2)).

(8) In large-scale transfers, the Massachusetts DTC often can or will set up regional public hearings taking the place of the individual Issuing Authority hearings discussed in paras. (3)-(5) above. In addition, DTC will consider a request from individual issuing authorities even

if it has not acted on its own initiative. You should check the DTC's website at www.mass.gov.dtc, or call its General Counsel at (617) 305-3580, for further information.

For your convenience, the relevant sections of 207 C.M.R. §§2.02 and 4.01-4.05, which are the regulations governing license transfers are attached as Exhibit B. Please do not hesitate to contact us should you require any further assistance or information.

498111/80000/0018

R.

ABOUT MUNICIPAL ENERGY AGGREGATION

Massachusetts state law empowers municipalities to procure power to serve their residents' needs. By aggregating all residents' energy needs, it is possible to achieve a lower price for power than would be possible if residents shopped for power individually.

Post aggregation electricity cost savings are forecast to be \$150 - \$200 per household per year - money that stays in your community. Municipal Energy Aggregation also gives communities the option to purchase renewable energy at a discounted price.

After the aggregation process is complete, the same utility company continues to deliver power. Residents receive the same quality of service both before and after switching. Participants will continue to receive only one bill.

Help your residents secure the lowest available electricity rates in the market, with the best contract terms from the largest and most responsible energy suppliers.

ABOUT GOOD ENERGY

Good Energy, a national energy consulting firm, is the industry leader in municipal energy aggregation, with energy procurement consulting for over 150 communities under way. As of 2014, Good Energy is on target to save 600,000 households more than \$100 million in total.

Contact Good Energy today to learn how you can save your residents money on their electric bills.

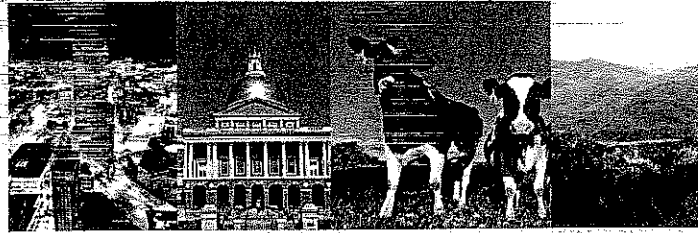
Massachusetts Municipal Energy Aggregation

Toll free number (844) MASS-AGG (627-7244)

mmea@goodenergy.com

GoodEnergy
A Smarter Way to Buy Energy

www.goodenergy.com



Municipal Energy Aggregation

***Buying
Energy Together
to Save Money for
Your Community's
Residents and
Small Businesses***

we are

GoodEnergy

Uniquely experienced
to save your community money.



TOWN MANAGER'S REPORT – July 14, 2014

- 1) Update on Flood Plain:** Town Counsel has recommended that the Town request a new flood plain calculation and be reviewed by a third party engineering company. The Conservation Commission is working on a cost to give to Mr. Leonard Jolles for this work.
- 2) Ross Rajotte Bridge:** The work on the Ross Rajotte Bridge is completed. There will be some flag holders installed and a rededication ceremony will take place sometime in September.
- 4) Linwood Mill Crosswalk:** The R A Fish Company is installing a new crosswalk at the Linwood Mill.
- 5) Fox 25 News Zip Trip:** Attended the Fox News Zip Trip and it was very well attended and interesting.
- 6) Northbridge Fireworks:** Although I wasn't in attendance, I understand the fireworks were very successful and was very well attended.