

**TOWN OF NORTHBRIDGE
BOARD OF SELECTMEN'S MEETING
NORTHBRIDGE TOWN HALL
7 MAIN STREET - WHITINSVILLE, MA 01588
December 7, 2015 AT 6:30 PM**

**RECEIVED
15 DEC -4 PM 12:16**

REVISED

EXECUTIVE SESSION: 6:30 PM

**NORTHBRIDGE TOWN CLERK
DORIAN A. DEBRONE**

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES

A. November 9, 2015

II. PUBLIC HEARINGS:

III. APPOINTMENTS/By the Town Manager [Vote to affirm]:

- B. 1) Rebecca Sasseville, Sr. Library Assistant
2) Michelle Methé, Asst. Senior Center Director

IV. CITIZENS' COMMENTS/INPUT

Local Business Spotlight: Schotanus Design Center –Present: Jesse Schotanus

V. DECISIONS

- C. Trustees of Soldiers' Memorials [Present: Ronald Massey]/Request Board of Selectmen to accept the Cpl. Dawson Memorial located at the intersection of North Main Street and Purgatory Road
D. Deane Way/Vote to accept deed as authorized by Town Meeting [Article 9 – FATM 2015]
E. Pine Grove Cemetery Deeds /1) Duane J. and Paula VandenAkker [Lot No. 52, Hemlock Path North (two graves)] 2) James and Martha Buma [Lot No. 300, Woodlawn Ave North (two cremation graves)]

VI. DISCUSSIONS

F. Departmental Updates: Planning Dept., Council on Aging, Assessors, Town Accountant, and Treasurer/Collector

VII. TOWN MANAGER'S REPORT

- G. 1) Quinsigamond Community College Update
2) Mass Works Grant
3) Governor's Community Compact
4) Electricity Aggregation Program
5) CMRPC Legislative Breakfast

VIII. SELECTMEN'S CONCERNS

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION:

H. Under M.G.L Chapter 30A, S21 #3 – To discuss strategy with respect to litigation.

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

THIS AGENDA IS SUBJECT TO CHANGE

A

BOARD OF SELECTMEN'S MEETING
November 9, 2015 AT 6:30 PM

A meeting of the Board of Selectmen was called to order by Chairman Thomas Melia at 6:30 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Ampagoomian, Athanas, Marzec, Melia, and Nolan. **Also Present:** Theodore D. Kozak, Town Manager and State Representative David Muradian, Jr.

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

A motion was made and seconded to go into Executive Session under Under M.G.L. C. 30A, §21 #7 to comply with, or act under the authority of, any general or special law – and to reconvene in Open Session. Roll Call Vote: Mr. Athanas/ Yes, Mr. Ampagoomian/Yes, Mr. Marzec/yes, Mr. Nolan/Yes, and Mr. Melia/Yes.

Open Session Adjourned: 6:30 PM

Executive Session Convened: 6:31 PM

Executive Session Adjourned: 6:45 PM

Open Session Reconvened: 7:00 PM

The Pledge of Allegiance was recited by those present.

State Representative David K. Muradian Jr. was present at the meeting to give an update from Beacon Hill on two topics. He explained the first topic was trafficking of fentanyl and stated it was what drug dealers are lacing the heroine with which is what is making it deadly and potent. Mr. Muradian described that cartels and kingpins have found a way to manufacture it and what is seen on the streets now is straight fentanyl, if the heroine is not laced with it. He stated that the manufacturing, distributing, and dispensing was all covered under law already and trafficking was taken up as well. If you have 10 grams or more, which could fit on your finger tip, it would be punishable for up to 20 years in jail. He assured the board that they were taking steps to help curb this terrible tragedy and epidemic that we are having. Fentanyl is 50 times more potent than morphine and 30-50 times more potent than heroine which is what we were fighting. Mr. Muradian gave some stats of police drug cases witch show positive for fentanyl. In 2013 there were 5 cases, 2014 there were 170 cases, and 2015 as of August was 473 cases. There were two bills filed one of which was by Representative Tim Wallen(former State Trooper) and Representative Paul Tucker (former Police Chief) which was filed a month before the Attorney General came out with her bill with Representative Fernandes as well. He stated he was happy to support both but thought that the Tim Wallen and Paul Tucker bill took it further in fighting this as they had mandatory minimums which unfortunately that part was sent to a study, so it is possible the mandatory minimum sees the light of day. More recently there were Veteran Bills which were taken up dealing with the Stolen Valor Act, prosecuting individuals who falsely claim military service credentials of personal or financial gain, prohibiting unauthorized sale of Veteran's grave markers and require vandals to pay restitution for damaging or removing grave stones. They gave free access to state parks and reservations for Purple Heart recipients. Mr. Muradian concluded by stating he will be hosting a coat drive on Thursday December 3, 2015, which is for adults and children and are taking donations for new coats, and/or gently used and washed coats. Donation boxes will be located in Grafton at Dunkin Donuts, in Upton at the Town Hall, and Northbridge will be at the Whitin Community Center. The coat drive will be held from 5 PM – 8 PM on December 3, 2015 in the upstairs function room at the Grafton Legion, and Santa will be

there from 6 PM – 8 PM. Mr. Muradian thanked the Board for their time and stated he appreciates them allowing him to attend tonight's meeting and welcomed any questions the Board had. Mr. Melia stated the Town was informed a short time ago that Sutton Street was not going to be paved this year which was a change from the original plan and asked he Mr. Muradian was aware of this. Mr. Muradian replied he was not aware of it and only found out about the change before tonight's meeting, and stated to get him the stated details in writing he would gladly work on that as soon as possible to see what can be done to remedy the situation. Town Manager Kozak stated we would definitely do that, and explained there are structures that are currently raised and from hearsay it won't be able to be completed this year due to the weather conditions and stated that he appreciates his help.

APPROVAL OF MINUTES 1) **September 14, 2015** A motion/Mr. Marzec, seconded/ Mr. Nolan, to approve the September 14, 2015 minutes as presented with the readings omitted. Vote yes/ Unanimous. 2) **September 28, 2015** A motion/Mr. Ampagoomian, seconded/ Mr. Nolan, to approve the September 28, 2015 minutes as presented with the readings omitted. Vote yes/ Unanimous 3) **October 19, 2015** A motion/Mr. Nolan, seconded/ Mr. Marzec, to approve the October 19, 2015 minutes as presented with the readings omitted. Vote yes/ Unanimous 4) **October 19, 2015 [Executive Session]** A motion/Mr. Marzec, seconded/ Mr. Ampagoomian, to approve but not release the October 19, 2015 minutes as presented with the readings omitted. Vote yes/ Messrs. Ampagoomian, Athanas, Marzec, and Melia. Abstain/Mr. Nolan 5) **October 27, 2015 FATM** A motion/Mr. Marzec, seconded/ Mr. Ampagoomian, to approve the October 27, 2015 FATM minutes as presented with the readings omitted. Vote yes/ Unanimous

PUBLIC HEARINGS: 1) 7:05 PM: FY'16 Tax Rate Classification Hearing / Present: Robert Fitzgerald, Principal Assessor Chairman Melia read aloud the public hearing notice regarding the FY'16 Tax Rate Classification Hearing. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to open the public hearing. Roll call vote: Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mr. Marzec/Yes, and Mr. Athanas/Yes, and Mr. Melia/Yes. Principal Assessor, Robert Fitzgerald was present to discuss the Tax Rate Classification Hearing stating that it allows the Selectmen to decide whether or not to shift the tax burden between classes. This will not increase revenues for the community it just shifts the burden. There are three options available which the first is to split the tax rate, the second is a residential exemption and the third is a small commercial exemption. The Board of Assessors met and reviewed the available data and made recommendations. The Board of Assessors made the following recommendations. The residential exemption allows a 20% discount for owner occupied properties, under the average residential value, there are only about 10 in the State. It is not beneficial to a smaller Town like Northbridge and the Board of Assessors were not in favor of that. The second option is the small commercial exemption which allows up to a 10% exemption for businesses and requires them to have under 10 employees and less than a million dollars in value, and the property owner would be in receipt of this exemption. There are very few in the State and the Board of Assessors did not feel that it was applicable to the Town and were not in favor of this exemption. The last option was to split the tax rate. We are at 13.38 per thousand and the calculation to get to the tax rate is the levy, which is made up of New Growth, Debt Exclusion, and Capital Exclusion and is divided by the total value of the Town. New growth was more than anticipated and more than the past several years, and under Capital Exclusion the DPW Truck, Plow, and Sweeper were approved. Once all the calculations were complete the tax rate increased to approximately 13.77 which is a 39 cent increase over last year. The average tax rate increase to the homeowner would be approximately \$135 a year. With a 10% shift or increase the industrial and commercial increase 10% but the residential decreases a little more than 1%, and with a 25% shift, commercial and industrial increases 25% and residential decreases about 2%, and the same for the max tax rate increase at 50%. The Town is overwhelmingly residential and the Department of Revenue's rule of thumb is that any commercial, industrial, and personal property are at 25% or more, is a time that communities often start thinking about shifting the rate. Mr. Fitzgerald described that based on that information the Board of Assessors would recommend that the Town maintain the single rate. Mr. Fitzgerald gave a comparison on where other Towns were as far as their tax rate. His comparison was using the 2015 rate since most of the 2016 tax

rates are not yet established. He read aloud 11 communities and their 2015 tax rate and explained that Northbridge came in at the lowest at \$13.38. Mr. Fitzgerald also included amounts of the average single family tax bill again with Northbridge at the lowest average amount. Mr. Fitzgerald also incorporated the average tax bill increase percentage since 2003 in lieu of customers in the office questioning why their tax bill goes up every year and noted that Northbridge was the lowest at 45.5%. Chairman Melia asked the audience if there were any questions or comments. Being none he opened the Board to comments and questions. Selectman Marzec thanked Mr. Fitzgerald for the report and voiced his concern on the Towns commercial tax. An additional concern he had was that citizens are in a position where they want services and when it comes down to it we do not have the money to support a lot of the necessary things such as building a new DPW Garage, the roads, Public safety, schools, etc. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to close the public hearing. Roll call vote: Mr. Ampagoomian/Yes, Mr. Nolan/Yes, Mr. Marzec/Yes, Mr. Athanas/Yes, Mr. Melia/Yes. Chairman Melia clarified that the Board of Assessors recommendation was to keep the single rate, to which Mr. Fitzgerald replied yes. Chairman Melia opened it to the board. There being no action taken Chairman Melia announced that it would stay at the single tax rate.

APPOINTMENTS/RESIGNATIONS/By the Town Manager: 1) Ryan J. Falvey, Student Police Officer Police Chief Walter Warchol requested that Town Manager Kozak appoint a full time Police Officer to replace Officer Jarred Woeller who transferred to the Millbury Police Department. Chief Warchol recommended that Mr. Ryan Falvey be appointed to that position. Chief Warchol explained that Mr. Falvey was appointed a part-time Police Officer in June 2015 and allowed Mr. Falvey to introduce himself. Mr. Falvey is 26 years old, and currently works for the City of Worcester, DPW and was in front of the Board in June of 2015 to be a part-time Police Officer. His time here so far has been great and it has been a wonderful opportunity for him and looks forward to being the best person and Police Officer in the future he can be for the Town. He graduated from Boylston Police academy part time and this is a dream come true to not only become a Police Officer but also in the Town where he was born and raised. Chief Warchol noted that if the Board agrees with the recommendation Mr. Falvey should be appointed as a student police officer effective January 4, 2016, which is the first day of the academy and will be contingent upon the conditions which were provided. Chairman Melia opened the Board up for questions. Chairman Melia congratulated him and stated he is sure his family is proud of him, in particular his father who has been a long time Police Officer in Milford and stated this is a big step for Mr. Falvey. Chairman Melia asked which Academy he would be attending. Mr. Falvey stated Randolph. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to affirm the Town Managers appointment. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT: Cindy Campbell of 115 Sutton Street spoke regarding the Sutton Street Road project stating that in the beginning she was one of the biggest complainers and explained that there were a lot of trees that were clumped together but gave her a lot of privacy and those trees were removed. She expressed that she was very upset in the beginning but now whoever was in charge of the project brought her bushes and planted them and they are beautiful. Ms. Campbell explained that Mr. Shuris put up with her complaints and she very thankful and appreciative for everything that has been done.

Executive Session Minutes Chairman Melia explained that in front of the Board were Executive Session minutes from 2007, 2008, 2009, 2010, 2011, 2012 and 2013 which have been reviewed by Town Council and have been recommended to be released to the public. A motion/Mr. Marzec, seconded/Ampagoomian, vote to release the executive session minutes. Vote yes/ Unanimous

Pine Grove Cemetery/ 1) Michaela Cote [Lot No. 45B – Birch Path (North)] A motion/Mr. Nolan, seconded/Mr. Ampagoomian to accept Pine Grove Cemetery deed from Michaela Cote for Lot No. 45B – Birch Path (North). Vote yes/Unanimous **2) Philip and Frances Wassenar [Lot No. 299 – Woodlawn Avenue (North)]** A motion/Mr. Marzec, seconded/Mr. Ampagoomian to accept Pine Grove Cemetery

deed from Mr. and Mrs. Wassenar for Lot No. 299 – Woodlawn Avenue (North). Vote Yes/Unanimous 3)
Barbara A. Fernsten [Lot No. 1 – Walnut Avenue (North)] A motion/ Mr. Marzec, seconded/Mr. Ampagoomian to accept Pine Grove Cemetery deed from Barbara Fernsten for Lot No. 1 – Walnut Avenue (North). Vote yes/Unanimous

Village Variety, LLC [Ahmad Mustafa, Mgr.] / Application for a Non-Alcoholic Common Victualler located at 84 Border Street, Whitinsville, MA 01588 A motion /Mr. Marzec, seconded Mr. Nolan to approve the application for a Non-Alcoholic Common Victualler for Village Variety located at 84 Border Street. Vote yes/Unanimous

District Local Technical Assistance Grant Application Manager Kozak has recently received word of the availability of a grant program through the Central Mass Program Commission. Mr. Kozak and the Town Planner, Gary Bechtholdt were discussing the possibility of applying for funds and currently Town Manager Kozak is connecting with a couple of communities on perhaps sharing personnel. Mr. Kozak hasn't really decided on the final project or if the Town is going to apply. The Board will need to vote for Chairman Melia to authorize the signing of the grant application before the next meeting and if the Town does wish to go forward the application will be ready for the chairman to sign. A motion/Mr. Nolan, seconded/Mr. Ampagoomian, to approve Chairman Melia to sign the grant application providing a grant application is prepared. Vote yes/Unanimous.

2016 Selectmen's Meeting Schedule The Selectmen's meeting schedule was prepared based off of previous years schedules, holding two in a month every other week, and avoiding any holiday's in the upcoming year, as well as continuing to hold one meeting for the months of July and August. A motion/Mr. Marzec, seconded/Mr. Athanas, to approve the 2016 Board of Selectmen's Meeting Schedule as presented. Vote yes/Unanimous.

2016 Holiday Schedule The 2016 Employee Holiday schedule was prepared based off of the previous years. A motion/Mr. Nolan, seconded/Mr. Athanas to approve the 2016 Employee Holiday Schedule as presented. Vote yes/ Unanimous.

Dedication of the Cpl. John M. Dawson Memorial, November 11, 2015 @ 11:00 AM / Present: Ronald Massey, Chairman, Trustees of Soldiers' Memorials Trustees of Soldiers' Memorials Chairman Ronald Massey, spoke regarding the Cpl John Dawson Memorial service. The dedication of the Cpl. John Dawson Square will be held on November 11, 2015 at 11 AM and located on the corner of North Main Street and Goldthwaite Road. On Wednesday November 11, 2015 at 8 AM North Main Street to Goldthwaite Road will be closed and will be the location of the sound system is setup. At 10 AM North Main Street will be closed from Crescent Street to Goldthwaite Road. Accommodations can be made to anyone who has difficulties walking. Town Manager, Mr. Kozak; Board of Selectmen, Chairman Mr. Melia; Senator, Ryan Fatman; Senator, Michael Moore; and Representative, David Muradian will open the dedication ceremony with speeches. Blackstone Valley Technical Culinary students donated pastries which will be served along with coffee and water after the dedication on Goldthwaite Road. In the event of poor weather conditions the pastries will be served in the Great Room of the Town Hall located at 7 Main Street Whitinsville MA, 01588. The Community Center offered the use of their tents in case of poor weather conditions. Mr. Marzec thanked the Soldiers of Memorial Trustees for their efforts and the individuals who have donated their time to this project. Chairman Melia thanked Master Sargent Paul Reese for all of his dedication to the Dawson family. Trustees of Soldiers' Memorials Chairman Mr. Massey gave an update on the Civil War Monument located in the Town Common. The Civil War Monument is being refurbished, which includes the Eagle which will be revamped, stains will be removed from the concrete, the base which is made up of three sections, naturally is sinking, will be removed and new gravel will be replaced, re-leveled, and secured. This will be completed within the next 5 days. The base of the flag pole is completed and all the brass plaques have been redone, a chip in the concrete has

been fixed, and the entire monument has been power washed. The next project will be the flag pole on that base which is still in discussion as to what will be done with it but will be upcoming in the future. Maintenance on the memorials around Town will be costly due to the neglect in upkeep over the years. With the Trustees of Soldiers' Monuments current budget the plan is to complete the Civil War monument, the flag pole and monument, and the Vietnam War memorial for Joe Fitzgerald which will be refinished. The plan, once the monuments are restored, is to create a maintenance plan so throughout the years the monuments are preserved and not deteriorating.

2015-2016 Snow & Ice Program - Present: James Shuris, DPW Director and Jamie Luchini, Hwy. Supt. DPW Director James Shuris and Highway Superintendent Jamie Luchini addressed the Snow and Ice Program for the upcoming months. The Snow and Ice Program is in its 5th year and created to enhance community awareness regarding snowplowing operations before during and after the storm. The top priority is keeping the main roads salted and open as the weather permits, secondary roads will be taken care of by the contractors, and the main focus for sidewalks after snowfall will be around the schools. Mr. Ampagoomian asked that after the snow removal of the school's sidewalks is completed if they could be sure that the downtown businesses in Rockdale and Whitinsville sidewalks are cleared to prevent those businesses losing any customers. Mr. Luchini explained that when there is a break he does like to get a crew there to remove the snow to make parking available, and described that it is a manageable area for that to be done as long as the weather allows. Mr. Marzec expressed his concern for the Church Street bump outs and crosswalks and making sure they are cleared out and Sutton Street with all the new sidewalks will also need to be plowed. Mr. Luchini replied that as of right now Sutton Street is not on the primary list to be plowed every storm since it is outside the school zone, but the lower section is plowed since it is part of the business section. Chairman Melia complemented the Highway Department on last year's snow removal stating that they did a great job given the exceptional amount of snow we had.

Rockdale Youth Center Relocation Project/Request to waive permit fees Gary Bechtholdt Town Planner and the Executive Director of the Community Center, Heather Ester, requested for the Board of Selectmen to waive the building permit fee for the Rockdale Youth Center Relocation Project. The group has been struggling with the project's budget and did request for additional funds. Their request was granted but they are still waiting for the official letter from Housing and Urban Development and the Department of Housing and Community Development. Waiving the fee does require a vote of the Board of Selectmen. A motion/Mr. Marzec, seconded/Mr. Ampagoomian, for the request to waive the building permit fee of the Rockdale Youth Center Relocation Project to be moved from discussion to decisions. Vote yes/Unanimous. A motion/Mr. Marzec, seconded/Mr. Ampagoomian, to waive the building permit fees for the Rockdale Youth Center Relocation Project. Chairman Melia sought clarification that if the Board waived the fees the money would be put additionally into the project. Mr. Bechtholdt confirmed that was correct. Mr. Ampagoomian asked if there were any other permit or fees which could possibly be waived. Mr. Bechtholdt replied that there are not any other fees that could be waived at this time and explained the building permit will be two separate permits one will be for the renovation of Saint Peters Church and the other will be the demolition of the existing Youth Center upon completion. Chairman Melia asked when the anticipated opening date would be. Ms. Ester replied that they were hoping for August of 2016. Vote yes/ Unanimous.

TOWN MANAGER'S REPORT 1) 2016 Senior Tax Work-Off Program The Senior Tax Work-Off program has been very successful for the past 6 or 7 years and will be going forward again this year. The program begins January 1, 2016. Any interested individuals, age 60 and over who own property, may call the office at 508-234-2095 for further details and an application. **2) Good Energy Bid Opening** Town Manager Mr. Kozak will be attending the bid opening on Tuesday November 10, 2015 for the aggregation contract that Good Energy. At that time we will learn the rate submitted by the various companies for residential use in the community. Assuming a bid will be accepted, a marketing program will commence immediately. Currently 23 communities are participating in this bid and it is residential and small

commercial. **3) Community Compact/ Governor's Office** The proposals are currently under review through the Lieutenant Governor's Office for the Town to join the Compact to help secure grant funds for the Town of Northbridge. Through the Community Compact there are various grant programs like transportation, education, housing, etc. Town Manager Mr. Kozak is currently working with Gary Bechtholdt, Town Planner on the Community Compact. **4) CMRPC / Pre-Disaster Mitigation Program** The program is funded through the Federal government and is in place to ensure that the Town is prepared for any kind of disaster that may happen in the community. The plan was put together 3 years ago and is good for about 5 years therefore at this point we are beginning to look at renewing the plan. Town Manager Mr. Kozak attended a meeting held by CMRPC to discuss assisting communities and updating plans which will expire in 2017. **5) Pine Grove Cemetery/Yearly update** As of October 31, 2015 Pine Grove Cemetery has completed a year under the direction of the Town. Pine Grove cemetery expenses for the year totaled to \$41,614, which consisted of labor; heat, electricity, and water; telephone; alarm service; professional services; one time charges; and legal, repair, and alarms. The receipts totaled to \$76,985 and broke down to deeds for plots, burials, cremations, and foundations/markers. The profit will revolve in the account to be re-appropriated at Town Meeting each year and continue with the cemetery operation and produce money for Capital Projects. The Cemetery is in good condition and pot holes have been filled with extra materials which will be continued. Digitalizing all of the files is still in progress and will hopefully be done soon.

SELECTMEN'S CONCERNS: **Selectmen Ampagoomian 1)** Asked if there was any consideration for a housing development to go in at the recent land clearing that is under the Mass Department of Forestry which runs parallel to Thurston Ave behind East Street along Church Street behind the former Hathaway Transmission and the land clearing. **2)** Asked if there was any word from Mass DOT on getting a delayed green on the traffic light located at 122 and Plummer's Corner. Highway Superintendent mentioned that the word is out to them but they have not heard anything back yet. **3)** Asked regarding the repairs of the Riverdale fence. Manager Kozak stated we do have that but are looking into replacing the whole fence. **4)** Asked about the DPW facility and how the BPCC was doing on the project. Manager Kozak answered that the DPW Director, Highway Superintendent, and himself all met with a property manager to discuss some plans to go forward for the spring. **5)** Mentioned to not forget about the possibility of a new Fire Station. **Selectmen Marzec 1)** Asked if the taxes have been paid on the abandoned house on Sutton Street which the home owner is deceased and asked if something could be done about the house before it burns down or something happens. Town Manager Kozak mentioned the Building Inspector was checking in on that and he believes there is activity happening with the house. **2)** Mentioned he received good news that the new Veterans Agent is phenomenal and attentive to detail.

Chairman Melia announce the next regularly scheduled meeting is Monday, November 23, 2015.

A motion/Mr. Ampagoomian, seconded/Mr. Marzec to adjourn the meeting. A vote yes/Unanimous

Meeting Adjourned: 8:14 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

November 9, 2015

I. APPROVAL OF MINUTES

- A.** 1) Copy of September 14, 2015 minutes
- 2) Copy of September 28, 2015 minutes
- 3) Copy of October 19, 2015 minutes
- 4) Copy of October 19, 2015 minutes [Executive Session] – Removed from documentation as they have not been released
- 4) Copy of October 27, 2015 FATM minutes

II. PUBLIC HEARINGS:

- B.** 1) Copy of memo to selectmen regarding Classification Hearing
- 2) Copy of Tax Rate Breakdown
- 3) Copy of FY 2016 Average table
- 4) Copy of 2016 Valuation by class pie chart
- 5) Copy of surrounding Towns Tax Rate
- 6) Copy of FY 2015 Average Single family
- 7) Copy of Average tax bill increase since 2003

III. APPOINTMENTS/RESIGNATIONS:

- C.** 1) Copy of Memo from Chief Warchol to Mr. Kozak regarding the appointment of one full time police officer
- 2) Copy of memo from Chief Warchol to Mr. Kozak recommending the appointment of Ryan J. Falvey, as a Student Police Officer
- 3) Copy of resume of Ryan J. Falvey

IV. CITIZENS' COMMENTS/INPUT – No Documentation

V. DECISIONS

- D.** Executive Session Minutes- Removed from documentation as they have not been released
- E.** 1) Copy of Pine Grove Cemetery deed/Lot No. 45B-Birch Path North for Michaela Cote 2) Copy of Pine Grove Cemetery deed/Lot No. 299-Woodland Avenue for Philip and Frances Wassenar 3) Copy of Pine Grove Cemetery deed/Lot No. 1-Walnut Avenue for Barbara A. Fernsten
- F.** Copy of Common Victualler License for Village Variety, LLC [Ahmad Mustafa, Mgr.]
Copy of License Routing Slip
- G.** Copy of District Local Technical Assistance Grant Application Cover Letter
- H.** Copy of 2016 Selectmen's Meeting Schedule
- I.** Copy of 2016 Holiday Schedule

VI. DISCUSSIONS

- J.** Copy of Dedication location of the Cpl. John M. Dawson Memorial
- K.** Copy of 2015-2016 Snow & Ice Program Pamphlet
- L.** Copy of email from Town Planner Gary Bechtholdt regarding Rockdale Youth Center Relocation Project Requesting to waive permit fees

VII. TOWN MANAGER'S REPORT

- M.** 1) 2016 Senior Tax Work-Off Program-**No Documentation**
2) Good Energy Bid Opening -**No Documentation**
3) Community Compact/ Governor's Office-**No Documentation**
4) CMRPC / Pre-Disaster Mitigation Program -**No Documentation**
5) Copy of Pine Grove Cemetery expenses from Novembers 1, 2014 to October 31, 2015

VIII. SELECTMEN'S CONCERNS -No Documentation

IX. ITEMS FOR FUTURE AGENDA-None

X. CORRESPONDENCE-None

XI. EXECUTIVE SESSION – 6:30 PM

N. Under M.G.L. C. 30A, §21 #7 To comply with, or act under the authority of, any general or special law



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

B1.

Theodore D. Kozak
Town Manager

December 2, 2015

Ms. Rebecca Sasseville
217 Jefferson Avenue
Northbridge, MA 01534

Dear Rebecca:

This letter is to inform you that you have been selected for appointment to the position of Senior Library Assistant at the Whitinsville Social Library effective December 10, 2015. The position is part-time, 11 hours per week and occasional extra hours when necessary. The position is classified as Grade 3 - Step 1, with a salary of \$17.05 per hour, and is governed by the personnel rules and regulations of the Town of Northbridge, which includes a six-month probationary period.

Pursuant to Section 4-2 of the Northbridge Town Charter, such appointment shall become effective on the fifteenth day following the day on which notice of the appointment is filed with the Board of Selectmen, unless the Board of Selectmen shall within that period by a majority of all of its members vote to reject such appointment, or has sooner voted to affirm it.

This appointment is also contingent upon your passing a CORI check and a pre-employment physical, which is to be scheduled with and completed by Team Works Occupational Health, 115 Water Street, 2nd Floor, Milford, MA or at the new Northbridge location on Church Street Extension. They can be reached at 508-422-2761 option #1.

On behalf of the Town of Northbridge, I welcome you and wish you much success in your new position.

Sincerely,

Theodore D. Kozak
Town Manager

TDK/sls

c: Board of Selectmen



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

B.2.

Theodore D. Kozak
Town Manager

December 2, 2015

Ms. Michelle Methé
244 Mendon Street
Uxbridge, MA 01569

Dear Michelle:

This letter is to inform you that you have been selected for appointment to the position of Assistant Senior Center Director effective December 14, 2015. The position is 28 hours per week, classified as Grade 6 - Step 1, with a salary of \$20.88 per hour, and is governed by the personnel rules and regulations of the Town of Northbridge, which includes a six-month probationary period.

Pursuant to Section 4-2 of the Northbridge Town Charter, such appointment shall become effective on the fifteenth day following the day on which notice of the appointment is filed with the Board of Selectmen, unless the Board of Selectmen shall within that period by a majority of all of its members vote to reject such appointment, or has sooner voted to affirm it.

This appointment is also contingent upon your passing a CORI check and a pre-employment physical, which is to be scheduled with and completed by Team Works Occupational Health, 115 Water Street, 2nd Floor, Milford, MA or at the new Northbridge location on Church Street Extension. They can be reached at 508-422-2761 option #1.

On behalf of the Town of Northbridge, I welcome you and wish you much success in your new position.

Sincerely,

Theodore D. Kozak
Town Manager

TDK/sls

c: Board of Selectmen

Melissa Wetherbee

From: Gary Bechtholdt <gbechtholdt@northbridgemass.org>
Sent: Wednesday, November 25, 2015 12:37 PM
To: tkozak@northbridgemass.org
Cc: ssusienka@northbridgemass.org; Melissa Wetherbee; Katharine Lord Klein; Attorney David Doneski; bkinney@northbridgemass.org; Brian J. Massey
Subject: BOS meeting -December 07 2015 (Deane Way)
Attachments: SKM_224e15112513250.pdf

Ted:

I am in receipt of the Deed and Acceptance doc for Deane Way (pdf attached).

Please make arrangements for the Board of Selectmen for December 07 2015 [under DECISIONS] -Vote to ACCEPT Deed of Deane Way as authorized by Town Meeting (Art. 9 2015 FATM).

It is my understanding that the Deed and Acceptance document have been reviewed by Town Counsel.

Upon taking such action the signed documents along with the Layout/Acceptance Plan for Deane Way will be recorded at the Registry of Deeds (by Town Counsel).

I will provide your office with the original Deed and Acceptance form for signature.

Please note the Acceptance form requires a Notary.

-Gary

R. Gary Bechtholdt II
Northbridge Town Planner

COMMUNITY PLANNING & DEVELOPMENT

Town of Northbridge
7 Main Street
Whitinsville, MA 01588
(508)234-2447

DEED

Deane Way, Northbridge, Massachusetts

Hillside Garden Estates, LLC, a Massachusetts Limited Liability Company with a usual place of business at 10 Bobwhite Crescent, Mashpee, Massachusetts (hereinafter "GRANTOR"), for consideration paid and in full consideration of less than One Dollar (\$1.00), conveys and grants with quitclaim covenants to

the **Town of Northbridge**, c/o Town Hall, 7 Main Street, Whitinsville, Worcester County, Massachusetts (hereinafter "TOWN"),

the roadway premises shown as "Deane Way" on a plan entitled "Layout Plan of Deane Way in Northbridge, Mass. By: Board of Selectmen," dated September 22, 2015, recorded in the Worcester South District Registry of Deeds in Plan Book _____, Plan _____ (hereinafter "Plan"), for all purposes for which public ways are used in the Town of Northbridge, together with the attendant customary uses, including, but not limited to, the construction, operation and maintenance of the right-of-way, drainage and utilities in, over, under, through, across, upon and along a certain parcel of land located over the land shown as "Deane Way Roadway" on the Plan

Together with non-exclusive perpetual easements for the purposes of drainage, in, upon and along portions of the land, each shown as "Drainage Easement" situated on portions of Lot #1, Lot #2, and Lot #10 on said Plan, and as more particularly bounded and described as "Drainage Easement 16,617 +- SF" and "Drainage Easement 2,449 +- SF" on the Plan (the "Drainage Easement Areas") for the purpose of carrying, storing, collecting, draining and flowing surface, subsurface and storm water from any existing point or source to the designated area, to and through the existing drains, pipes, ditches, culverts, dams, basins and similar facilities as existing within the Drainage Easement Areas and their replacements from time to time, and any additional related drainage facilities subsequently constructed within the Drainage Easement Areas, together with the right to pass and re-pass over so much of the Drainage Easement Areas with persons, vehicles and equipment as is reasonably necessary for the purpose of achieving the foregoing.

The GRANTOR agrees that the TOWN may assign the rights granted pursuant to this instrument.

The GRANTOR agrees not to grant any other easements, leases or licenses to the Drainage Easement Areas which will interfere with the TOWN'S perpetual easements without the prior written permission of the TOWN. Any easements, leases or licenses granted in violation of this provision shall be null and void.

All rights and privileges herein granted, including all benefits and burdens, shall run with the land and shall be binding upon and inure to the benefit of the parties hereto, their respective heirs, executors, administrators, successors, assigns and legal representatives.

For GRANTOR's title, reference is made to the following:

- Deed from Harold Hartman and Alice E. Hartman to Hillside Garden Estates, LLC, dated June 22, 2005, recorded in the Worcester District Registry of Deeds, Book 36623, Page 283.
- Deed from Darlene J. Morin to Hillside Garden Estates, LLC, dated October 2, 2015, recorded in the Worcester District Registry of Deeds, Book 54449, Page 332.

[Signature Page Follows]

In Witness Whereof, **Hillside Garden Estates, LLC** has caused this deed to be executed and delivered in its name and behalf by **John M. Barges, its Manager**, hereunto duly authorized this 24th day of November, 2015.

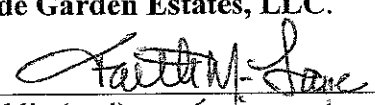
Hillside Garden Estates, LLC

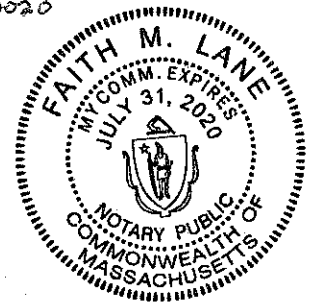
By 
John M. Barges, Manager

COMMONWEALTH OF MASSACHUSETTS

Worcester County

On this 24th day of November, 2015, before me, the undersigned notary public, personally appeared **John M. Barges**, personally known to me to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose as **Manager of Hillside Garden Estates, LLC**.


Notary Public (seal) Faith M. Lane
My commission expires: 7/31/2020



ACCEPTANCE

Acceptance of the foregoing Deed by the Town of Northbridge, acting by and through its duly elected and authorized Board of Selectmen, pursuant to the vote under Article 9 of the October 27, 2015 Fall Annual Town Meeting, a certified copy of which is attached hereto, and any other authority appertaining is acknowledged this ____ day of December, 2015.

TOWN OF NORTHBRIDGE,
By its Board of Selectmen

Thomas J. Melia

James R. Marzec

James J. Athanas

Daniel J. Nolan

Charles Ampagoomian, Jr.

COMMONWEALTH OF MASSACHUSETTS

Worcester County

On this _____ day of December, 2015, before me, the undersigned notary public, personally appeared _____, member of the Northbridge Board of Selectmen, personally known to me to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose on behalf of the Town of Northbridge.

Notary Public (seal)
My commission expires:

Know all Men by These Presents,

E. 1.

That the Town of Northbridge, in the County of Worcester and Commonwealth of Massachusetts, in consideration of Three Thousand Two Hundred Dollars, paid by Duane J. and Paula L. Vanden Akker, of 496 Purgatory Road, Whitinsville (Northbridge), MA, the receipt of which is hereby acknowledged, does sell and convey to said Duane J. and Paula L. Vanden Akker, that certain cemetery Lot No. 52, situated on the way called Hemlock Path North (two graves) in the Pine Grove Cemetery, and the sole and exclusive right of burial of the dead therein, subject to the following rules and restrictions for the regulation and government of said Cemetery; viz:

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

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

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

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

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

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

Know all Men by These Presents,

E.2.

That the Town of Northbridge, in the County of Worcester and Commonwealth of Massachusetts, in consideration of One Thousand Two Hundred Dollars, paid by James and Martha Buma, of 53 Elm Street, Apartment 53, Worcester, MA, the receipt of which is hereby acknowledged, does sell and convey to said James and Martha Buma, that certain cemetery Lot No. 300, situated on the way called Woodlawn Ave North (2 cremation graves) in the Pine Grove Cemetery, and the sole and exclusive right of burial of the dead therein, subject to the following rules and restrictions for the regulation and government of said Cemetery; viz:

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

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

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

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

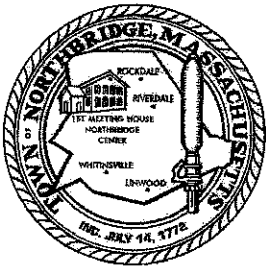
5th. The said lot shall be holden subject to all by-laws, rules and regulations made and to be made by the Town.

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

TOWN MANAGER'S REPORT – December 7, 2015

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- 1) **Quinsigamond Community College Update** – Attended a meeting with representatives from Quinsigamond. Currently they are looking at the former Milford Whitinsville Regional Hospital on High Street and are working with the Congressman's office to obtain funds to move forward with the project.
- 2) **Mass Works Grant** - Received notification that we were unsuccessful in obtaining a grant for the Church Street Extension Project. The reason given was that the grant was very competitive and ours was not chosen. Currently, Jim Shuris and I are discussing the possibility of the Town doing some of the work in next year's road program.
- 3) **Governor's Community Compact** - Discussed various opportunities with Department Heads to pick an area the Town can utilize for this program. I hope to go forward with the program by the first of the year.
- 4) **Electricity Aggregation Program** – The program is continuing to go forward. Letters regarding the opt-out choice for National Grid customers have been sent out.
- 5) **CMRPC Legislative Breakfast** – Attended the Fall CMRPC Legislative Breakfast Meeting with other Municipal Officials and State Legislators. More details to follow at Monday's Selectmen's Meeting.



The Town of Northbridge G.5

Community Electricity Aggregation Program

November 28, 2015

Dear Basic Service Customer,

The Town of Northbridge recently approved a Community Electricity Aggregation program authorizing our community to aggregate the electricity load of those residents and businesses that are on Basic Service with National Grid. The goals of the program are to provide you with competitive choice, longer-term price stability and reduced electric rates. There are 22 other communities participating in this program.

~~After a competitive bid process, ConEdison Solutions was selected for a contract with a term from your scheduled January 2016 meter reading to your January 2018 meter reading.~~

| Rate Class | New Community Electricity Program (Supply Services Only) | Current Utility Basic Service (Supply Services Only) |
|-------------|---|---|
| Residential | \$0.09490/kWh | \$0.13038/kWh |
| Commercial | \$0.09490/kWh | \$0.12619/kWh |
| Industrial | \$0.09490/kWh | \$0.12355/kWh SEMA \$0.12317/kWh NEMA |
| Duration | January 2016 - January 2018 (Rates apply to service beginning and ending on the days of the month that your meter is read in your service area.) | January 2016 - April 2016 NatGrid (Residential and Small Commercial rates change every 6 months. Large Commercial and Industrial rates change every 3 months.) |

Under the contract, the rate per kWh for electric supply will be fixed for the next 24 months.

PROGRAM DETAILS

- As an eligible participant, your account will be automatically enrolled in the program unless you choose to opt-out.
- You may leave the program at any time without early termination fees.
- You will continue to receive one bill from your utility.
- You will continue to send payment to your utility.
- Your utility will continue to respond to emergencies and outages.
- Your reliability and quality of service will remain the same.

| Participation | Action Needed |
|--|--|
| If you want to participate in this program. | ⇒ No action required. |
| If you do NOT want to participate in this program. | ⇒ Sign and date the enclosed postage-prepaid opt-out postcard. Mail the postcard within 30 days of postmark on opt-out letter. |

Para ver esta importante carta de su ciudad o pueblo, ir a MASSCEA.COM.

IF YOU HAVE BEEN MAILED THIS NOTIFICATION, you do not need to take any action in order to participate in the Program.

ALL BASIC SERVICE CUSTOMERS who have been mailed this notification will automatically be enrolled in the Program and start benefiting from the lower rate beginning on the day of the month that your meter read occurs. The new rate will be reflected on your subsequent month's bill. This date varies by service area. Your meter reading date is shown on your bill.

BUDGET PLAN OR ELIGIBLE LOW-INCOME DELIVERY RATE CONSUMERS will continue to receive those benefits from their utility.

IF YOU ARE RECEIVING ELECTRICITY SUPPLY FROM A COMPETITIVE SUPPLIER AND BELIEVE YOU HAVE RECEIVED THIS OPT-OUT LETTER IN ERROR, you must sign the attached card and opt-out of this Program. This will ensure you continue to receive your electricity from that Competitive Supplier and prevent any possible early termination fees.

LOCAL RENEWABLE ENERGY OPTION

This is an elective option to support renewable energy generation in the State. This Community Electricity Aggregation program offers a voluntary five (5) percent local renewable energy offer (over and above the State Renewable Energy Portfolio Standard [RPS]), originating from qualified Massachusetts Class 1 renewable energy. Call ConEdison Solutions at (855) 788-9885 to learn more or to enroll in this elective option for an additional five (5) percent local renewable energy, or visit MASSCEA.COM.

IF YOU HAVE ALREADY CHOSEN A GREEN POWER SUPPLY OPTION ON YOUR OWN, you must opt-out of this Program. This will ensure you continue to receive your electricity from that Green Power Supply.

SOLAR ELECTRICITY CONSUMERS will not be impacted and will continue to receive their net metering credits while benefiting from the lower rate.

INSTRUCTIONS ON HOW TO OPT-OUT

If you do not wish to participate in the program, simply sign and return the enclosed postage paid card within thirty (30) days of postmark on this opt-out letter.

ANY TIME AFTER ENROLLMENT, you can leave the program with no early termination fees. This will occur during the next available billing cycle, whereupon your account(s) will be returned to your utility's Basic Service.

FOR MORE DETAILED INFORMATION regarding your community's Program, visit MASSCEA.COM, or call toll-free at (844) MASSCEA (627-7232).

~~THERE IS NO GUARANTEE OF FUTURE SAVINGS~~

The primary intent of the program is to provide price stability and savings over the duration of the 24-month term. However, National Grid rates for electric supply change every six months and may drop below the program rate during any given six-month period.

Additional information about your utility's Basic Service electricity rates may be found on the MASS.GOV website here:

<http://www.mass.gov/eea/energy-utilities-clean-tech/electric-power/electric-market-info/basic-default-service/>

Please refer to the Basic Service category to determine the best option for you.