

BOARD OF SELECTMEN

January 5, 2004

A meeting of the Board of Selectmen was called to order by Chairman Ampagoomian, Northbridge Town Hall, 7 Main Street, Whitinsville, MA, at 7:00 p.m. **Present:** Messrs. Montecalvo, Collins, Mellor and Boucher.

Also present: Michael J. Coughlin, Jr., Town Manager.

The Pledge of Allegiance was recited by those present.

Approval of Minutes. 1) A motion/Mr. Collins, seconded/Mr. Mellor, to approve the December 1, 2003, Minutes as presented with the readings omitted. Vote yes/Messrs. Collins, Mellor, Montecalvo, and Ampagoomian. Abstain/Mr. Boucher. 2) A motion/Mr. Collins, seconded/Mr. Boucher, to approve the December 15, 2003, Minutes as presented with the readings omitted. Vote yes/Unanimous.

Public Hearing/7:05 p.m. - Transfer of the Wines & Malt Beverages License from Kenneth R. Couture d/b/a Sparetime Recreation, 117 Church Street, Whitinsville, MA, to Sparetime Enterprises, Inc., Wayne D. Couture, Manager. Present: Wayne D. Couture; Henry Lane, attorney for Kenneth R. Couture. Chairman Ampagoomian read the Public Hearing notice aloud. A motion/Mr. Collins, seconded/Mr. Boucher, to open the Public Hearing. Attorney Lane briefly explained that Kenneth Couture was the current license holder of the establishment and had been for approximately ten years. He noted that during those years, the recreation center was managed in an excellent manner and provided entertainment options for children and young people in Town that were not available in many neighboring communities. Following some brief comments about the history of the Couture family and their past management style, he stated he was confident that the new family member licensees (Wayne and Christopher Couture) would continue to operate under requirements in accordance with the law, and the establishment would remain a benefit and credit to the community. Wayne Couture also made several comments relative to the premises and its operation, including that their primary business was to provide recreation, not to sell liquor. He added that the enterprise had evolved over the years to become more of a 'family center'; however, employees are TIPS trained and they are all mindful of those who patronize the establishment. There being no questions from the Board members, a motion/Mr. Collins, seconded/Mr. Boucher, to close the Public Hearing. Vote yes/Unanimous. A motion/Mr. Collins, seconded/Mr. Boucher, to transfer the Wines & Malt Beverages License from Kenneth R. Couture d/b/a/ Sparetime Recreation, 117 Church Street, Whitinsville, MA, to Sparetime Enterprises, Inc., of the same address, Wayne D. Couture, Manager. Vote yes/Messrs. Collins, Boucher, Montecalvo, and Ampagoomian. Abstain/Mr. Mellor.

Citizens' Comments/Input. Sharron Ampagoomian, 41 Henry Street, Whitinsville, spoke about the dangerous situation that still existed at Plummers Corner (intersection of Providence Road and Church Street) and that should be addressed. She stated she was aware of similar intersections elsewhere with the same traffic problem but with different light signals, and she felt a simple change to the light signal pattern could provide a 'quick fix' to the problem. Chairman Ampagoomian directed the Town Manager to send another letter to Massachusetts Highway relative to the problem at Plummers Corner.

Appointments/Resignations. Appointment By the Town Manager/Town Clerk – Doreen Cedrone. The Town Manager made several comments relative to his appointment, including that with two and one-half years of training within the Town Clerk's office, he was confident that the Town Clerk's office would be in good shape under Doreen Cedrone's leadership in the years to come. He noted that Ms. Cedrone had already offered several excellent ideas on how to provide a smooth transition of the office into the 'information age', and he was pleased to recommend her for the position. A motion/Mr. Collins, seconded/Mr. Boucher, to affirm the Town Manager's appointment of Doreen Cedrone as Town Clerk for the Town of Northbridge. Vote yes/Unanimous. Ms. Cedrone took the opportunity to state that she looked forward to serve the community and its residents, and she thanked the Town Manager, the Selectmen, and Ms. Muriel Barry, the retiring Town Clerk, for the confidence they had placed in her.

Sparetime Enterprises, Inc. (Wayne D. Couture)/Request for an Automatic Amusement Device License for up to Thirty (30) Video/Arcade Machines. Present: Wayne D. Couture. Mr. Couture explained that his request for the video/arcade machines was not only to help increase income, but to also give patrons various entertainment options at the establishment. Mr. Couture offered a sketch/diagram of the 1,800 square foot area where the machines would be housed within the facility, noting that it was also handicapped accessible. Following this brief explanation, both Selectmen Collins and Montecalvo reported they had visited the area and reviewed Mr. Couture's plan. Neither felt there would be a problem if the machines were approved. Following, a motion/Mr. Collins, seconded/Mr. Boucher, to grant an Automatic Amusement Device License for up to thirty (30) video/arcade machines to Sparetime Enterprises, Inc., Wayne D. Couture, Manager, 117 Church Street, Whitinsville, MA. Vote yes/Messrs. Collins, Boucher, Montecalvo, and Ampagoomian. Abstain/Mr. Mellor. Following this vote, Mr. Couture took this opportunity to acknowledge the Northbridge Police Department and the work the officers do to patrol Church Street and to prevent loitering in town.

Annual Whitin Five Mile Road Race/Linda Usher, Race Director – Request to Hold the 16th Annual Road Race, Thursday, November 25, 2004 (Thanksgiving Day). Selectman Collins requested that information be obtained from Police Chief Thomas Melia relative to how he would be working with Ms. Usher on this program, particularly what arrangements would be made for payment of required police details. Therefore, the item was tabled until the next Selectmen's meeting, January 26, 2004.

Alcoholic Beverages Control Commission/Authorization [by Local Licensing Authority] to Permit Sunday Sales by Holders of Licenses Under M.G.L. Chapter 138, § 15, on an Annual Basis. During a brief discussion on the issue, Selectman Collins noted that the opportunity for a person to operate his business on a Sunday should not be taken away, but that that person should instead be allowed to open his store if he chose. The other Selectmen agreed; and Selectman Montecalvo added that since neighboring towns were authorizing the sale of alcohol on Sundays, he felt Northbridge should also. Town Manager Coughlin closed discussion by advising the group that their authorization to permit Sunday alcohol sales would simply establish a policy, and that it would ultimately be up to each individual license holder to apply for the Sunday opening and sale of alcohol. A motion/Mr. Collins, seconded/Mr. Boucher, to permit Sunday sales of alcoholic beverages by holders of § 15 package store licenses on an annual basis, under M.G.L. Chapter 138, § 15. Vote yes/Messrs. Collins, Boucher, Montecalvo, and Ampagoomian. Abstain/Mr. Mellor.

Blackstone River Valley National Heritage Corridor Commission/Vote to Support Application for a Presidential Award Within the *Preserve America* Program. Chairman Ampagoomian briefly explained that this was an opportunity for the Commission to obtain some grant funds, and in turn the Commission would be able to continue to assist surrounding towns (including Northbridge) with signage, by creating bike paths, etc. A motion/Mr. Collins, seconded/Mr. Boucher, to support the application of the Blackstone River Valley National Heritage Corridor Commission for a Presidential Award within the *Preserve America* program. Vote yes/Unanimous.

Henry Lane/Proposed Zoning Changes. Attorney Henry Lane appeared before the Board on behalf of several clients to discuss some matters of proposed zoning changes. The changes, he stated, would address some issues and problems that had arisen in recent months within town. He stated his intent was to ask that the Selectmen place four zoning amendment articles on the agenda of a Special Town Meeting in early 2004 (drafts of which had already been submitted to the Selectmen and the Planning Board). He stated the amendments would enable some projects to go forward and would possibly bring more businesses to town. Attorney Lane addressed each of the current projects that would be affected by the zoning changes. The first was the Amerada Hess service station and convenience store proposed at Plummers Corner. He reviewed recent activity involved with the project and how it continued to be held up within the court system in an attempt by a competitor to block the project. Following this review, the attorney advised that his request to the Town was as follows: a) (one article) to take steps, through the zoning process, to ease up and amend some regulations to eliminate the requirements for special permits for gas stations (that already met certain criteria) in the Business One (B-1) zone district, and b) (second article) to reduce the setback requirement for shallow business districts from 100 ft. to 50 ft. He then briefly discussed how these changes related to the Hess project, stating that approval of the first amendment would dismiss the court case against Hess allowing the company to move forward with its project, and the second would allow the gas station to be built facing Route 122 (Providence Road) rather than facing the residential area on Church Street. He noted that due to Hess's significant cash commitment to the Town to do the engineering to improve the Plummers Corner intersection, it would be advantageous for the Town to help to move this project forward by adopting the amendments. The next two articles were more general and were geared toward an industrial site on the north side of Douglas Road. Attorney Lane explained that an old zoning code restricted what was allowed in that industrial zone, and, therefore, restricted possible development. Following a brief explanation of a proposed use at the site (a sophisticated workout center) that he felt would provide an incentive and infrastructure for added development in town, Attorney Lane proposed two additional bylaw amendments: a) one that would expressly authorize the Zoning Board of Appeals to grant use variances in business and industrial zones, and b) one that would allow commercial recreation, exercise and athletic facilities in industrial districts. At the conclusion of his presentation, Attorney Lane stated that competition with other zoning articles (at the Attorney General level) would be avoided if a Special Town Meeting (by early March) were scheduled to consider these articles; and this would allow the projects, particularly in the case of the Hess gas station, to move forward. He also noted that if a Special Town Meeting were called, he might present another article that would involve another economically significant business that wished to locate in Northbridge. During a brief questioning period, Selectman Collins indicated that it only made sense to get the amendments passed as soon as possible so that the projects could move ahead. He added that the Hess gas station would be, in his opinion, a positive impact to the Plummers Corner area. Selectman Montecalvo questioned whether there were any [other] articles pending that would have to be considered prior to an annual meeting, and Town Manager Coughlin responded that there were none definitively pending. Selectman Montecalvo also recommended that the Selectmen meet and discuss the issues at hand with the Planning Board during the next Board of Selectmen's meeting (January 26, 2004). In response to a question posed by Selectman Mellor, Attorney Lane reported that if the proposed amendments were passed and not subsequently delayed by the Attorney General, construction on the Hess project could begin by fall, 2004. Mr. Robert Welch, 91 Laura Lane, Whitinsville, was then recognized. He stated he was concerned that the new gas station would add significantly to the traffic issue at Plummers Corner, particularly when coupled to the traffic created by Dunkin' Donuts. Chairman Ampagoomian explained the Town's proposed plan to alleviate congestion at the intersection, including the commitment of the Hess Corporation and the continued involvement by Massachusetts Highway. He also advised that Massachusetts Highway was bound by its charter to design and build an intersection that would handle and be suitable for a traffic flow for up to twenty years.

Selectmen's Concerns. 1) **Selectman Montecalvo**, a) announced that there would be a reception for the new Town Manager, Michael J. Coughlin, Jr., at the Whitinsville Social Library on Sunday, January 11, 2004, from 2 to 4 p.m. He stated it was open to the public so that residents could meet and welcome Mr. Coughlin. There would be refreshments served; b) stated he received some complaints from residents on Brook Street. They indicated that some people were not adhering to the winter parking ban, and he asked that the police patrol the area. 2)

Selectman Collins publicly acknowledged and thanked Berkowitz Trucking (Tom Berkowitz) for putting up Christmas lights at the Rockdale Common and in Linwood. **3) Selectman Boucher** requested that the Town Manager coordinate a meeting between the Selectmen and the Providence/Worcester Railroad people to discuss the barriers placed along Railroad Street in Northbridge. **4) Chairman Ampagoomian**, a) advised the residents that they could contact the Northbridge Police, who in turn would notify the Northbridge DPW, if they had any road condition issues (i.e., need sanding); b) recognized Richard Sasseville, Director of the DPW, for his efforts on behalf of the Worcester Shelter for Homeless Veterans over the holidays. He also extended appreciation for the contributions and generosity of: Alternatives director Dennis Rice, his staff, and the Alternatives residents; the manager and staff of the Whitinsville CVS; Kathleen Michniewicz, who baked and delivered numerous cookies to the shelter; and the employees and residents of the Town. He added that there were sixteen large boxes of clothing, cosmetics, and other items delivered to the shelter for the homeless veterans prior to Christmas by Mr. Sasseville.

Town Manager’s Report. None.

A motion/Mr. Collins, seconded/Mr. Boucher, to adjourn the meeting. Vote yes/Unanimous.

Meeting adjourned, 8:05 p.m.

Respectfully submitted,

Robert Mellor, Clerk

Cth/

BOARD OF SELECTMEN

January 26, 2004

A meeting of the Board of Selectmen was called to order by Chairman Ampagoomian, Northbridge Town Hall, 7 Main Street, Whitinsville, MA, at 7:00 p.m. **Present:** Messrs. Montecalvo, Collins, Mellor and Boucher.

Also present: Michael J. Coughlin, Jr., Town Manager.

The Pledge of Allegiance was recited by those present.

Approval of Minutes. A motion/Mr. Collins, seconded/Mr. Boucher, to approve the January 5, 2004, Minutes as presented with the readings omitted. Vote yes/Messrs. Boucher, Collins, Mellor, Montecalvo, and Ampagoomian. Vote yes/Unanimous.

Public Hearing. None.

Citizens' Comments/Input. None.

Appointments/Resignations. Appointments - A. By the Town Manager: 1) Daniel Lamoreaux, Full-Time Police Officer Recruit – Police Department. Chief Thomas Melia introduced Daniel Lamoreaux who was appointed by the Town Manager to be a full-time police officer and who would attend the Boylston Police Academy beginning February 23, 2004. He briefly reviewed Mr. Lamoreaux's background, stating that he was appointed as a reserve officer approximately one year ago. When this promotion came up, Mr. Lamoreaux ranked number one out of three candidates eligible. Chief Melia added that Mr. Lamoreaux filled the position vacated by Officer Mark Cullen who left the police force under disability retirement several months ago. Following congratulatory remarks from each Selectman and from the Town Manager, a motion/Mr. Collins, seconded/Mr. Boucher, to affirm the Town Manager's appointment of Daniel Lamoreaux as a full-time police officer recruit for the Town of Northbridge. Vote yes/Unanimous. **2) Barbara Kinney, Planning/Conservation Secretary.** Gary Bechtholdt, Town Planner, introduced Ms. Kinney to the Board and stated she would support both the Planning Board and the Conservation Commission. He added that he was confident from her qualifications that Barbara would be a great addition to his staff. After several welcoming comments, a motion was made and seconded to affirm the Town Manager's appointment of Barbara Kinney as Planning/Conservation Secretary for the Town of Northbridge. Vote yes/Unanimous. **B. By the Board of Selectmen: Board of Health – James R. Marzec.** Richard Weschrob, Board of Health Chairman, introduced Mr. James Marzec, 221 Samuel Drive, Whitinsville, and stated he felt Mr. Marzec would be an asset as a member of his Board. Having appeared previously before the Selectmen as a candidate, the Selectmen were familiar with Mr. Marzec's qualifications and agreed with Mr. Weschrob's assessment. A motion/Mr. Collins, seconded/Mr. Boucher, to appoint James R. Marzec to the Board of Health for the Town of Northbridge. Vote yes/Unanimous. **C. Joint Appointment by the Trustees of Soldiers' Memorials and the Board of Selectmen: Trustees of Soldiers' Memorials – Lawrence M. Long.** **Also Present: Thomas Farley and Joseph "Andy" Williamson** of the Trustees of Soldiers' Memorials. Lawrence Long, Colonial Drive, Whitinsville, gave a brief overview of his background and activities and explained how he felt his experiences related to the interests of the Trustees of Soldiers' Memorials. Both Messrs. Farley and Williamson supported and highly recommended the appointment of Mr. Long as a Trustee. The Selectmen agreed that Mr. Long's qualifications would benefit the Trustees of Soldiers' Memorials and welcomed him on board. A motion/Mr. Collins, seconded/Mr. Boucher, to appoint Lawrence M. Long to the Trustees of Soldiers' Memorials. Vote yes/Unanimous.

Spring Annual Town Meeting: Vote to Close the Warrant on Friday, March 19, 2004, at 12 Noon. A motion/Mr. Collins, seconded/Mr. Boucher, to close the Warrant for the Spring Annual Town Meeting on Friday, March 19, 2004, at 12 noon. Vote yes/Unanimous.

Linda Usher, Race Director/Request to Hold the 16th Annual Whittin Five Road Race, Thursday, November 25, 2004. Present: Police Chief Thomas Melia. This item was tabled from the January 5, 2004, meeting as the Selectmen wished to obtain information from the Police Chief, particularly how he felt about the race in general and whether he was able to work out arrangements with the sponsor (Ms. Usher) regarding the payment of required police details. Chief Melia reported that the Whittin Five Road Race had run every year for the fifteen years he has been Police Chief. During that period, he noted, Ms. Usher had run a very organized race, and he could not remember experiencing any problems with the event. As far as payment for required police details, Chief Melia reported he generally uses Community Policing Funds for all road races, if available; however, the race sponsor is also asked to pay a share of the cost, and Ms. Usher has always been agreeable to pay. The Chief added that last year he used the following personnel for police details for this race: three auxiliary police officers with no cost to the Town; two part-time officers who cost considerably less than full-time; and, one full-time officer for a period of approximately one hour. Chief Melia concluded that, to his knowledge, there has never been a complaint about the Road Race; and he could see no problem with the Board granting Ms. Usher's request again for 2004. A motion/Mr. Collins, seconded/Mr. Boucher, to grant the request of Linda Usher, Race Director, to hold the 16th Annual Whittin Five Road Race on Thursday, November 25, 2004. Vote yes/Unanimous.

Kenyon Oil Company, Inc./Request to Transfer the Common Victualler License to Drake Petroleum Company, Inc., d/b/a Xtra Mart. The Selectmen found all paperwork for the corporate name change to be in order. A motion/Mr. Collins, seconded/Mr. Boucher, to grant the request to transfer the Common Victualler

License from Kenyon Oil Company, Inc., to Drake Petroleum Company, Inc., d/b/a Xtra Mart (located at Plummers Corner, Whitinsville). Vote yes/Unanimous.

Edgemere Sewer Extension – Vote to Order the Betterment Assessments and Sign the “Order of Betterment Assessment”. A motion/Mr. Collins, seconded/Mr. Boucher, that the Board of Selectmen order the assessment of sewer betterments for the Edgemere Area Sewer Extension Project as detailed in the “Order of Betterment Assessment” that was submitted to the Board, an executed copy of which shall be appended to the Minutes of this meeting. Vote yes/Unanimous.

Safety Committee Minutes – January 21, 2004/Vote to Accept. A motion/Mr. Collins, seconded/Mr. Boucher, to accept the January 21, 2004, Safety Committee Minutes as written with the readings omitted. Vote yes/Unanimous. At this time, Police Chief Melia briefly clarified the rules of the Town’s ‘Winter Parking Ban’ at the request of Selectman Collins.

Meeting With Sutton, Douglas, Uxbridge Selectmen and Town Managers/Administrators (Scheduled for January 27, 2004, 7 :30 p.m., at the Sutton Senior Center). Chairman Ampagoomian briefly gave details of an invitation for the Selectmen to attend a social meeting with other Selectmen from surrounding towns, as well as their respective Town Managers and/or Town Administrators. He advised that the purpose of this first meeting would be to introduce each of themselves to one another. Later, the group could arrange to come together again to discuss individual Town processes, to exchange ideas, and to talk about common goals. Chairman Ampagoomian advised that the first “get to know you” meeting would be held tomorrow night, Tuesday, January 27, 2004, at the Sutton Senior Center, Sutton, MA, beginning at 7:30 p.m., and all the Selectmen and Town Manager Coughlin were invited to attend.

Proposed Zoning Changes – Discussion with Planning Board. Present: Gary Bechtholdt, Town Planner; Dennis Latour, Planning Board Chairman; Edward Palmer, Planning Board Member. Chairman Ampagoomian explained that the issue to be discussed involved some zoning amendments proposed by Attorney Henry Lane on behalf of several of his clients, one in particular being Amerada Hess (at Plummers Corner). The issue was initially discussed at the January 5, 2004, Board of Selectmen’s meeting between the Selectmen and Attorney Lane; however, following that discussion, Selectman Montecalvo recommended that a meeting with the Planning Board take place to determine that Board’s involvement and position on the issue. The question before the Planning Board was whether they were aware of the issues and whether they were working with Attorney Lane on the zoning changes. Chairman Latour reported that Attorney Lane submitted the proposed bylaw amendments to the Planning Board several weeks ago. He advised that, to date, all Planning Board members have had an opportunity to look at them, but only brief discussions between the members have been held. He added that the Planning Board has not yet sat down with Attorney Lane to discuss the amendments, and it has not yet set a Public Hearing relative to same. Mr. Latour did report that the individual Board members have voiced some independent opinions about the amendments, but no formal vote has taken place on the issue. He also noted that the bylaw amendments in question were not as complicated as those on the medical waste issue; therefore, he was confident the Board could work through the process more easily with the Attorney and the Attorney’s client(s). **(Barbara Gaudette, Planning Board Member, arrived and joined discussion at this time.)** Gary Bechtholdt, Town Planner, added that Mr. Lane met with the Planning Board at a meeting in early December, 2003, and he presented the proposed articles. At that time, he reported, the Board members individually offered suggestions regarding the language of the articles and the necessity of some of the provisions. As far as sponsorship of any of the zoning articles, Mr. Bechtholdt stated he neither felt the Board was at a point to sponsor, nor was he at the point to recommend that they sponsor the articles. He then proceeded to explain his reasoning relative to sponsorship, emphasizing that it was important for the Planning Board to look beyond being site specific and to consider the affects any zoning changes would have on other areas in town. Chairman Latour agreed with Mr. Bechtholdt, stating that changes in zoning could create dramatic implications for other properties and people in Town. Selectman Montecalvo voiced concern about having a Special Town Meeting to present the zoning amendment articles without the Planning Board’s support of the changes and the articles. Barbara Gaudette agreed and stated she felt that if the Planning Board were to sponsor Attorney Lane’s articles without seriously examining their town-wide affect, there would be an implication that the Planning Board supported them. She noted that this was an instance where the Planning Board had not looked the articles over or analyzed them thoroughly to determine the consequences of their adoption. She added that from what she has seen, some of the amendments required changes even if the Planning Board were in favor of them; therefore, the short of it was that if the Attorney and his client(s) were anxious to go forward with them, they should go through the exercise of getting the signatures for a Special Town Meeting. This, she advised, would make it clear to the voters that it was an article presented by someone other than a Town Board. Mr. Palmer agreed with Ms. Gaudette, and he also suggested that the Attorney’s client(s) financially support the proposed Special Town Meeting due to the Town’s own budgetary constraints. Attorney Lane responded that he was sure he could convince his client(s) to bear the cost of a Special Town Meeting. He also reminded the group of the importance and advantages of moving forward with a Special Town Meeting in March or April, all of which he discussed at the previous meeting. Attorney Lane stated that, although he wished to work co-operatively with the Town to prepare for a Special Town Meeting to address these issues sooner than later, he understood and would be comfortable with the Planning Board’s decision if it did not wish to support the articles at this time. He added that he was more concerned that the matter move forward sooner and would prepare a petition if necessary; however, he hoped that after the required Public Hearing and a thorough review of the amendments, the Planning Board would have a positive final recommendation. During further discussion, Mr. Bechtholdt spoke about the ideal procession of the matter, beginning with the Public Hearing. He also advised that, ideally, zoning articles should be written following their Public Hearing so that public comments could be incorporated into the articles. He then gave several examples of changes and definitions that he would recommend

in the language and wording of the bylaw amendments submitted by Attorney Lane. A questioning period began by the Selectmen, and Attorney Lane was asked to explain the advantage there would be for the Town if the articles were put on a “fast-track”. Following, Selectman Collins voiced his agreement with Attorney Lane’s reasoning. He felt a Special Town Meeting should be designated specifically for zoning articles and possibly a few others, and it should be done before the normal cycle of town meetings. He added he felt the Hess project would be a positive for the Town and the process should be moved forward quickly; therefore, he recommended setting a date for a Special Town Meeting that would be comfortable for all parties. At this time, Barbara Gaudette voiced agreement that zoning issues did not fit well with annual town meeting business and that a Special Town Meeting would better address them; however, she stated she continued to feel that several of the articles in question fell into the cycle of “special interest zoning” and that the Town should be cautious in their consideration. Following a further exchange of opinions, Mr. Bechtholdt suggested that the Planning Board start the process of the Public Hearing. He advised he would also continue to work with the Attorney as far as cleaning up and scheduling the four zoning articles. At this time, Mr. Bechtholdt noted the earliest the Planning Board could hold a Public Hearing on the issue would be February 24, 2004; and those Planning Board members in attendance stated they would be comfortable if the Selectmen decided to set a date for a possible Special Town Meeting for sometime after that time. Following a short discussion among the Selectmen, it was decided that they supported the potential of a Special Town Meeting probably in early April, as long as the Planning Board felt comfortable. It was further agreed that this item would be on the agenda for decision at the February 9, 2004, Board of Selectmen’s meeting. It was also recommended by Selectman Montecalvo that the Town Manager determine a good date in April (possibly the 13th or 20th of April) for the possible Special Town Meeting. In conclusion, Town Planner Bechtholdt announced that he would begin the required Public Hearing process, and Attorney Lane advised he would have a decision as to the financial support from his client(s) for the next Selectmen’s meeting on February 9.

Selectmen’s Concerns. 1) **Chairman Ampagoomian** questioned if there was any word from Mass Highway pertaining to Plummers Corner, as discussed at the January 5, 2004, meeting. Town Manager Coughlin reported that he did call the district representative with respect to last week’s meeting; however, he has not received a response to date. 2) **Selectman Collins** questioned the progress in downtown Whitinsville. Gary Bechtholdt, Town Planner, provided some information, but promised to get more detailed information for the Selectmen relative to a more definitive timeline, etc.

Town Manager’s Report. Town Manager Coughlin reported that the Governor would be releasing his proposed budget this coming Wednesday; therefore, the Town would be in a position at that time to get some figures regarding state aid with respect to Chapter 70 and lottery. He reminded the group that during the Governor’s recent state of the state address, he indicated the budget would be level funded and, hopefully, it would be a better year than last year.

Executive Session/Yes – Under M.G.L. Chapter 39, S.23 B, #3. Chairman Ampagoomian announced that the Selectmen would be going into Executive Session and asked the Board for a motion. A motion/Mr. Collins, seconded/Mr. Boucher, to go into Executive Session per M.G.L. Chapter 39, S.23 B, Number 3 – to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the government’s bargaining or litigating position. Also, to conduct strategy sessions in preparation for negotiations with non-union personnel; to actually conduct collective bargaining and contract negotiations with non-union personnel – not to reconvene in open session. A roll call vote was taken. Mr. Collins/yes; Mr. Boucher/yes; Mr. Montecalvo/yes; Mr. Mellor/yes; Mr. Ampagoomian/yes.

Meeting adjourned, 8:35 p.m.

Respectfully submitted,

Robert Mellor, Clerk

Cth/

BOARD OF SELECTMEN
February 9, 2004

A meeting of the Board of Selectmen was called to order by Chairman Ampagoomian, Northbridge Town Hall, 7 Main Street, Whitinsville, MA, at 7:00 p.m. **Present:** Messrs. Montecalvo, Collins, Mellor and Boucher.

Also present: Michael J. Coughlin, Jr., Town Manager.

The Pledge of Allegiance was recited by those present.

Approval of Minutes. A motion made and seconded to approve the January 26, 2004 minutes as presented with the readings omitted. Vote yes/Unanimous.

Citizens' Comments/Input. 1) Shelly Buma, 40 Heritage Drive, Whitinsville, MA 2) Lee Hebert, 151 Heights Of Hill Street, Whitinsville, MA

Appointments/By the Town Manager: Constance Hills, Assistant Town Clerk. A motion made and seconded to affirm the Town Manager's appointment of Constance Hills as the Assistant Town Clerk effective March 1, 2004. Vote yes/Unanimous.

Findings and Recommendations Re: Board of Health Public Hearing, January 28, 2004. Present: Mark Reich, Kopelman & Paige. A motion/Mr. Montecalvo, seconded/Mr. Boucher to accept the findings and recommendations of Town Counsel relative to the Board of Health's public hearing on January 28, 2004. Vote yes/Messrs. Montecalvo, Boucher, and Ampagoomian. Vote no/Messrs. Mellor and Collins. **For the record, a duplicate videocassette tape including the details of the above subject matter has been provided to the Board of Health for their files.**

FY '85 Northbridge Housing Rehabilitation Program/Subordination of Mortgage: Arlene Moore, 92 Providence Street, Uxbridge, MA. A motion made and seconded to approve the Subordination of Mortgage for Arlene Moore on property located at 92 Providence Street, Uxbridge, MA, as recommended by the Office of Community Development. Vote yes/Unanimous.

FY'91 Northbridge Housing Rehabilitation Program/Discharge of Lien: Susan G. Beaudet, 77-79 School Street, Northbridge, MA. A motion made and seconded to approve the Discharge of Lien for Susan G. Beaudet on property located at 77-79 School Street, Northbridge, MA, as recommended by the Office of Community Development. Vote yes/Unanimous.

Sparetime Recreation, 117 Church Street, Whitinsville, MA (Wayne D. Couture, Manager): Application for a Sunday State Entertainment License to operate Automatic Amusement Devices. A motion made and seconded to approve the Sunday State Entertainment License Application of Sparetime Recreation to operate miscellaneous Automatic Amusement Devices on an annual basis. Vote yes/Unanimous.

Joint Meeting of Selectmen and Town Managers from Sutton, Douglas and Uxbridge.

By-Law Review Committee/Vacancy.

Status of the Charter Review Committee.

Linwood Estates [Chapter 40B] Presentation by Heritage Design Group (Mark Anderson). Also present: Attorney Paul Sushchyk.

Selectmen's Concerns.

Items For Future Agenda. 1) FY '05 Budget Presentation - February 23, 2004
2) Mumford Riverwalk Revitalization by Northbridge High School Envirothon Group - March 8, 2004

Executive Session. A motion made and seconded to go into Executive Session per M.G.L. Chapter 39, S.23 B, Number 3 – to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the government's bargaining or litigating position. Also, to conduct strategy sessions in preparation for negotiations with non-union personnel; to actually conduct collective bargaining and contract negotiations with non-union personnel – not to reconvene in open session. A roll call vote was taken. Mr. Collins/yes; Mr. Boucher/yes; Mr. Montecalvo/yes; Mr. Mellor/yes; Mr. Ampagoomian/yes.

Meeting adjourned, 8:55 p.m.

Respectfully submitted,

Robert Mellor, Clerk

**BOARD OF SELECTMEN
FEBRUARY 23, 2004**

A meeting of the Board of Selectmen was called to order by Chairman Ampagoomian, Northbridge Town Hall, 7 Main Street, Whitinsville, MA, at 7:00 p.m. **Present:** Messrs. Collins, Mellor and Boucher. Selectman Montecalvo was not present and it is duly recorded.

Also present: Michael J. Coughlin, Jr., Town Manager.

The Pledge of Allegiance was recited by those present.

Approval of Minutes/None.

Public Hearing/None.

Citizens' Comments/Input. 1) Scott Chase, 76 Mendon Road, Northbridge, presented graphic photos of various businesses and/or locations around town illustrating significant bylaw violations [illegal transfer station, wetlands, debris, etc.] and other issues which he feels should be addressed by the Board of Health immediately. Town Manager Coughlin stated that Selectman Collins brought several of these matters to his attention this morning and that the Board of Health is aware of some of the issues. He also mentioned that the Health Agent would be in tomorrow to review these complaints and follow up and inspect the sites in question.

Appointments/Resignations/None.

Spring Annual Town Meeting. A motion/Mr. Collins, seconded/Mr. Boucher to reschedule the Spring Annual Town Meeting from May 4, 2004 to June 8, 2004. Vote yes/Messrs. Boucher, Collins, Mellor, and Ampagoomian. The Town Manager stated that he discussed the possibility of changing the location of the Annual Town Meeting from the Middle School to the new High School with the Town Moderator and decided that due to the content of the warrant [budget/zoning articles], that it would be best to hold the Spring Annual Town Meeting at the regular location of the Northbridge Middle School. He also mentioned that the issue of town meeting location would be brought up again before the Fall Annual Town Meeting. Following that comment, a motion/Mr. Collins, seconded/Mr. Boucher to hold the Spring Annual Town Meeting at the Northbridge Middle School. Vote yes/Messrs. Collins, Boucher, Mellor and Ampagoomian.

FY '90 Commercial Rehabilitation Program/Discharge of Lien on property located at 70 Church Street, Whitinsville, MA (Baker's Department Store). **Present:** Jennifer Dulmaine, Program Manager, Community Development Office. Ms. Dulmaine advised the Board that the owner of 70 Church Street was a participant in the FY '90 Commercial Rehabilitation Program in which grant funds were used to refurbish the façade of the building known as Baker's Department Store. She further noted that the participant had met all requirements of the grant program and that the lien was eligible to be released as of August 8, 1994. Therefore, she recommended the Board discharge said lien. A motion/Mr. Collins, seconded/Mr. Boucher to discharge the lien on property located at 70 Church Street, Whitinsville, MA (Baker's Department Store) as recommended by Ms. Dulmaine. Vote yes/Messrs. Collins, Boucher, Mellor and Ampagoomian.

Operation Graduation 2004/Request to hold a "Toll Booth" at Memorial Square on Saturday, April 3, 2004 from 9AM to Noon (Rain date: April 10th). **Present:** Ms. Sue Taft and Robert Audet, Co-Chairs. Mr. Audet requested permission for Operation Graduation **parents** to hold a toll booth at Memorial Square as a fundraiser for Operation Graduation 2004. Chief Melia advised them of his safety requirements. Following, a motion/Mr. Collins, seconded/Mr. Boucher to approve the above request subject to the safety requirements of the Police Department. Vote yes/Messrs. Boucher, Collins, Mellor and Ampagoomian.

Safety Committee Minutes. A motion/Mr. Collins, seconded/Mr. Boucher to approve the February 18, 2004 Safety Committee Minutes as presented with the readings omitted. Vote yes/Messrs. Collins, Boucher, Mellor and Ampagoomian.

Linwood Estates Development [Chapter 40B Application]. **Present:** Attorney Paul Sushchyk. Attorney Sushchyk noted that he sent a letter to the Town Manager asking whether the Board needed any additional information or additional time in order to make a thorough review of the above 40B application. The Board responded with several comments regarding the proposed development. Selectmen Collins and Ampagoomian both stated that they would like to see an increase in the number of affordable housing units. Chairman Ampagoomian also took issue with the boulevard entrance as well as the impact on Town services (Police, Fire, DPW and Schools). However, the Board's main concern was an increase in traffic in an already over-burdened area. The members of the Board expressed their reluctance with this project due to the fact that the redesign of Plummers Corner was not yet resolved. Chairman Ampagoomian then advised Attorney Sushchyk that a vote would not be taken this evening in order to give him time to address the Board's concerns. Thus, a motion/Mr. Collins, seconded/Mr. Boucher to table the Board's decision on the Linwood Estates Development 40B Application until the next meeting. Vote yes/Messrs. Collins, Boucher, Mellor and Ampagoomian.

Board of Health/Request for Special Counsel. Present: Richard Weschrob, Chairman, Board of Health, who requested permission from the Board of Selectmen to retain their own special counsel to represent them in litigation with respect to the Medical Waste issue. He explained this was necessary because Town Counsel (Kopelman & Paige) can not represent both the Board of Selectmen and the Board of Health as it would be a conflict of interest. Town Manager Coughlin advised the Selectmen that this would be an appropriate situation in which to hire special counsel and further recommended that the Board of Selectmen grant the request of the Board of Health. Selectman Collins pointed out that he understood the Board of Health's request [for special counsel] to be for assistance with writing a legal document rendering their decision relative to the increase in tonnage and not for litigation as Mr. Weschrob indicated above. Mr. Weschrob clarified that the purpose for hiring their own independent counsel would be for legal consultation relative to writing the Board of Health's decision to deny the increase in tonnage for the Berkowitz facility. Selectman Mellor asked who would assist the Board of Health in the process of retaining special counsel and it was agreed that the Town Manager would provide them with the names of three (3) qualified environmental attorneys but that the Board of Health would choose the firm from among the three given. A motion/Mr. Boucher, seconded/Mr. Collins, to grant permission to the Board of Health pursuant to §4-410 (4) of the Town of Northbridge bylaws, to retain separate independent counsel to be employed by the Town to render legal assistance to the Northbridge Board of Health with regard to the pending application for minor modification of site assignment seeking an increase in tonnage for the transfer station located at 279 Douglas Road. Vote yes/Messrs. Boucher, Collins, Mellor and Ampagoomian.

Town Manager's Report/FY 2005 Budget Presentation. Mr. Michael J. Coughlin, Jr., Town Manager presented an overview of his recommended budget to the Board of Selectmen. In summary, the highlights of the Town Manager's recommended budget were as follows: Total budget is approximately \$32.2 million, representing an increase of \$874,000 or 2.79 % over FY 2004; Total Education budget is \$17,927,000 representing an increase of \$721,000 or 4.19%; Total Municipal Operations budget is approximately \$6 million, representing an increase of \$264,000, which would restore cuts made in the previous year. He also pointed out that overall benefit costs were up and debt was slightly down due to retiring short-term interest. In addition, the Town Manager mentioned that at this time, it appears that Chapter 70 aid has increased by approximately \$700,000, however, he cautioned everyone that these numbers could change. Mr. Coughlin further noted that in order to fund the proposed budget, he recommended the use of "one-time" revenues (Free Cash/Stabilization) in the amounts of \$450,000 and \$500,000 respectively. Again, he warned everyone that our ability to generate free cash is limited because of the fact that over the years the town has used it as a means to balance the budget. In connection with the Stabilization Fund, the Town Manager suggested that it be restructured to be used in a multi-year fashion. Additionally, he recommended that the Town maintain a 5% general reserve and establish an Educational Stabilization Fund in order to stabilize the town's investment in education over the next several years. **School Budget Highlights:** Together with the Educational Stabilization Fund and with respect to the School Budget (60% of total budget), Mr. Coughlin proposed that the town consider some other financial management techniques and adopt a team-management approach to the school budget consisting of the Board of Selectmen, Finance Committee, School Committee, and Superintendent of Schools. The Town Manager summarized his recommendations with regard to the School Budget as follows: 1) does not recommend the 8 new positions requested, 2) maintenance/custodial services to be level-funded and 3) addition of ½ salary of a school resource officer. In conclusion, the Town Manager stated that under his suggested guidelines, the school budget would be appropriated under separate line items--school's base budget, capital items, and school transportation. **Municipal Operations/ Public Safety Highlights:** 1) addition of a School Resource Officer, 2) hire an additional crossing guard @ Middle School, 3) fully fund overtime in the Police Department, 4) improve the level of service in the Fire/Ambulance Department to paramedic level plus the addition of two new personnel, 5) new ambulance funded from the Ambulance Reserve Account (separate warrant article), 6) DPW: increase and restructure the manpower in DPW by hiring 2 full-time personnel to provide janitorial services for all municipal buildings. In addition, they will be properly licensed so as to function as plow operators in the winter. 7) Library: increase Library funding to maintain library aid, 8) COA: add a new part time person, 9) create an Economic Development department which will provide us with the capability to increase the town's tax base--50% town funded/50% grant funded, and 10) Assessor's--restore the position of Property Lister in order to help with the Revaluation process. In closing, the Town Manager praised the Department Heads for their hard work and dedication.

Meeting adjourned: 8:30 PM

Respectfully submitted,

Robert M. Mellor, Clerk

**BOARD OF SELECTMEN
MARCH 8, 2004**

A meeting of the Board of Selectmen was called to order by Chairman Ampagoomian, Northbridge Town Hall, 7 Main Street, Whitinsville, MA, at 7:00 p.m. **Present:** Messrs. Collins, Mellor, Boucher and Montecalvo.

Also present: Michael J. Coughlin, Jr., Town Manager.

The Pledge of Allegiance was recited by those present.

Approval of Minutes. A motion/Mr. Collins, seconded/Mr. Boucher to approve the February 9, 2004 minutes as presented with the readings omitted. Vote yes/Unanimous.

Public Hearing. 7:05 PM - Class II License (Used Car Dealer)/Boston Motors West, 2112 Providence Road, Northbridge, MA (Mohamed Bayou). CANCELLED

Citizens' Comments/Input. 1/a) Shelly Buma, 40 Heritage Drive, Whitinsville, MA. Stated she is pleased to know that the issue of Medical Waste is "dead" and thanked the Board of Selectmen for their support with respect to that subject matter. **b)** She also brought up an issue from the last Selectmen's meeting [Feb. 23, 2004] pertaining to the photos that Scott Chase, member of the Northbridge Board of Health, presented at that meeting and claimed were anonymously delivered to his home. Ms. Buma informed the Selectmen that Mr. Chase admitted lying to both the Board of Selectmen and the Board of Health about the origin of those photos at a Board of Health meeting just 9 days later. In addition, she stated that Mr. Chase further acknowledged that Selectman Collins 1) knew about the origin of the photos and 2) that they were in fact taken by Mr. Chase himself. She went on to say that this matter will forever taint the integrity of both the Board of Health and that of Selectman Collins. Mr. Collins offered the following rebuttal to Ms. Buma's comments: He questioned whether Ms. Buma was certain that she had all the facts right with respect to what went on in his driveway with Mr. Chase [and the pictures] because she was not present at the time. He explained that Mr. Chase went to him with the pictures because he didn't trust his own Board of Health to be honest and further suggested if that was the case that Mr. Chase bring the pictures before the Board of Selectmen because they are the appointing authority for the Board of Health. Selectman Collins also stated that he felt he gave Mr. Chase the best advice that he could in this matter and that there was no conspiracy with regard to what transpired in his driveway. In addition, Mr. Collins mentioned that he and the Town Manager recently visited several businesses in town and felt that both the Board of Health Agent and the DEP have not worked in the best interest of this town. He further pointed out that town's own Chairman of the Board of Health lives right next door to Service Time, Inc., one of the alleged violators shown in Mr. Chase's pictures, and never did anything about the violations. Ms. Buma questioned whether Mr. Collins was calling Mr. Chase a liar when Mr. Chase told his Board that Selectman Collins knew he took those pictures himself. Selectman Collins responded that all Mr. Chase told him was that he has some pictures and that he did not question where they came from. In closing, Selectman Collins informed Ms. Buma that the Board of Selectmen was taking all information under advisement and that the Town Manager will take appropriate action. **2) Sharron Ampagoomian, 40 Henry Street, Whitinsville, MA.** Reminded everyone about the importance of the Redevelopment Authority and that she would like to see it become active once again.

Appointments/By the Town Manager: Assistant Town Accountant - Neil Vaidya. Theresa Cenedella, Town Accountant, introduced Mr. Vaidya to the Board of Selectmen and stated that she was very pleased to have Mr. Vaidya on board in her department. At the request of the Board, Mr. Vaidya gave a brief synopsis of his background and accounting experience. Town Manager Coughlin noted that Mr. Vaidya was a unique candidate because of his exposure to town government as a longtime call firefighter in the Town of Uxbridge, in addition to being a member of the Uxbridge School Building Committee for which he handled many administrative and financial details. A motion/Mr. Collins, seconded/Mr. Boucher to affirm the appointment of Mr. Neil Vaidya as the Assistant Town Accountant for the Town of Northbridge. Vote yes/Unanimous.

Appointments/By the Board of Selectmen: Conservation Commission - Wyatt Mills. At the request of the Board, Mr. Mills explained that the reason he was interested in serving on the Conservation Commission was his personal interest in Conservation/Environmental issues. He also acknowledged that he is new to the community and was looking for something to get involved in. A motion/Mr. Collins, seconded/Mr. Boucher to appoint Mr. Wyatt Mills to the Conservation Commission. Vote yes/Unanimous.

Northbridge High School Envirothon Group/Presentation on the Revitalization of the Mumford Riverwalk. Present: Mrs. Melissa Martin, Co-Chair Science Club, who thanked the Board for inviting the students to present their plans on refurbishing the Mumford Riverwalk in conjunction with the Conservation Commission and the Open Space Committee. The students informed the Board that the

forthcoming revitalization of the Mumford Riverwalk was made possible by a grant from the Blackstone Valley Chamber of Commerce. They proceeded to review their plans with respect to revitalize the area which include: making a new entrance directly across from the New High School, putting down wood chips, cleaning up the area, and installing a birdblind [for birdwatchers]. The group advised the Board that for the last two years they have performed extensive water quality tests on the Mumford River on a monthly basis with overall good results. However, the students expressed their concern with the fact that the river has continued to test positive for fecal coliform bacteria and as a result of that particular discovery, the Envirothon Group will continue to monitor and investigate the possible source(s) of contamination. Mrs. Martin interjected that the students have been in contact with Richard Sasseville, DPW Director, relative to the contamination issue. She also mentioned the fact that the Mumford River clean-up is an interstate issue and further acknowledged that her group will continue to work with the Department of Environmental Protection and the Massachusetts Audubon Society in this endeavor and in an effort to realize their goal of making the Mumford River fishable and swimmable in the future. Barbara Gaudette, member of the Northbridge Planning Board and Open Space Committee, stated that she has already met with the Envirothon Group to review their proposal for revitalizing the riverwalk area and has given them her full support. She also emphasized the fact that their plans for this area will only enhance it and encouraged the Board of Selectmen to give this group their full support as well. A motion/Mr. Boucher, seconded/Mr. Collins to grant permission to the Northbridge High School Envirothon Group to move forward with their Mumford Riverwalk Revitalization Project. Vote yes/Unanimous. Before leaving, the group announced and invited the Selectmen to attend the Mumford River site visit on Saturday, March 27, 2004 at 9AM.

Whitin Community Center/Request for a parade permit for the annual “Picnic in the Park”, Saturday, 6/19/04 @ 10AM (Rain date: Sunday, 6/20/04 @ Noon). A motion/Mr. Collins, seconded/Mr. Boucher to approve the above request subject to the safety requirements of the Police, Fire and Public Works Departments. Vote yes/Unanimous.

Armenian Apostolic Church/Request to hang a banner over Church Street in honor of “Martyrs Day”. A motion/Mr. Collins, seconded/Mr. Boucher to approve the above request to hang a banner over Church Street from April 5th to April 24th in honor of “Martyrs Day”. Vote yes/Unanimous.

FY '85 Housing Rehabilitation Program/Discharge of Lien – Madeline R. Olson, 93 Benson Road, Northbridge, MA. A motion/Mr. Collins, seconded/Mr. Boucher to discharge the lien on property located at 93 Benson Road, Northbridge, MA as recommended by Jennifer Dulmaine, Program Manager, Northbridge Office of Community Development. Vote yes/Unanimous.

Brian Circle/Vote Intent to layout Brian Circle. A motion/Mr. Collins, seconded/Mr. Boucher to vote their intent to layout Brian Circle as recommended by Gary Bechtholdt, Town Planner. Vote yes/Unanimous.

Spring Annual Town Meeting/Vote to place articles on the June 8, 2004 SATM warrant. Present: Attorney Henry Lane, who was here to request that the Board of Selectmen place two articles that contain proposed zoning changes on the SATM Warrant. Mr. Lane indicated that one article is a Limited Redevelopment bylaw and one article is an Aquifer Protection District bylaw. He further explained that these zoning amendments were necessary in order to accommodate a retail development off Main Street and Route 146. Attorney Lane mentioned that this development had some impediments and he felt that the best way to resolve such problems associated with that development was to propose some zoning changes. A motion /Mr. Montecalvo, seconded/Mr. Boucher to place the above mentioned articles relative to two zoning bylaw amendments (Limited Redevelopment Bylaw) and (Aquifer Protection District bylaw) on the Spring Annual Town Meeting warrant. Vote yes/Unanimous. A motion/Mr. Collins, seconded/Mr. Boucher to place all other Selectmen’s articles on the June 8, 2004 Spring Annual Town Meeting Warrant. Vote yes/Unanimous.

Proposed Road Opening Permit Rules and Regulations. This discussion was deferred until the next Selectmen’s Meeting when the DPW Director is available.

Centralized location for voting. Chairman Ampagoomian advised that this issue was placed on the agenda at his request. He suggested that a committee be formed to gather specific information on combining all voting precincts into one location and report back to the Board with their findings. It was suggested that the committee consist of three members chosen by the Town Manager.

Puccio Property (Providence Road)/Consider the purchase of the Puccio property by the Town of Northbridge. Present: Denis Latour stated that this property is located across the street from the Wastewater Treatment Plant and is abutted by: the new High School; Northbridge Industrial Park; and the proposed Industrial Park by Len Jolles. Mr. Latour said there is about 76 acres and the selling price is about \$1.35 million. Selectman Boucher voiced his reluctance about this matter given that budget’s are tight at this time. Selectman Collins suggested this issue be put on the next agenda for a decision.

Linwood Estates Development/Chapter 40B Application. Present: Attorney Paul Sushchyk and Mark Anderson, Heritage Design Group, who were here to provide additional information on the above project as requested by the Board at their last meeting. Mr. Anderson arranged for a traffic study of the area to be done by Earth Tech. He indicated that the purpose of the traffic analysis was to determine the impact of the Linwood Estates development on Plummer's Corner. It was determined that the peak hours at the intersection are from 6:30 – 8:30 AM and 4:00 – 6:00 PM. Mr. Anderson noted that the town has struggled with issues at this intersection for years. He pointed out that one improvement to the intersection which has been approved by both the town and the state is at the intersection heading north: there is no left-turn lane to head back towards town; the only leg of the intersection without a left-turn lane. So, as part of the approval process of Mr. Len Jolles' Industrial Park, he has agreed to construct and pay for the addition of a left-turn lane [striping only—no signal] and the plans have been designed, approved, and permitted through Mass. Highway. With respect to traffic, Mr. Anderson showed the projections of this project through 2010 and with limited improvements, the level of service remained good at level B and level C. Mr. Anderson stated that due to the limited amount of housing in this project (125 units), that they look at it as having no significant impact to the Plummer's Corner intersection. In addition, he noted that the analysis did not take into consideration, the Hess Oil Station proposal before the town [currently in the court appeals process] which has made a commitment to do some improvements to that intersection in cooperation with Mass. Highway. Mr. Anderson said that that would only help the level of service in his traffic study. He then pointed out that the project plans were amended to include a second means of egress [as recommended by the Board of Selectmen]. Mr. Anderson commented that at the current level of permitting process the traffic will increase by 2% at this intersection. He also indicated that as they get farther along in the permitting process, Mass. Highway could make them look at other traffic options and/or other traffic improvements as well. Selectman Collins inquired about whether the number of affordable units had been increased as he had suggested at the last meeting and the answer was no. It was further explained by Attorney Sushchyk that they didn't want to jeopardize the financing of the project by increasing the number of affordable housing units and therefore the ration of affordable housing units would remain at 25%. Attorney Sushchyk indicated that they will be looking for a letter of support from the Board of Selectmen, which demonstrates that the Board has reviewed the project and illustrates what their thoughts are with respect to it. After discussion, it was agreed that a decision will be made at their next meeting on March 22, 2004, relative to whether or not the Board will sign a letter of support for the Linwood Estates Development project.

Selectmen's Concerns. 1) **Selectman Collins** mentioned he has received numerous complaints about inspections being conducted by the Board of Health and that he and the Town Manager are working on that. 2) **Selectman Mellor** has also heard from business owners with respect to Board of Health inspections. He added that he personally has seen the inspector during an inspection of a restaurant and that he has some real concerns about the process and the way that the inspector conducted himself [body language]. Mr. Mellor stated that he is anxious about his own business having to be inspected in the future because he doesn't know what to expect. The Town Manager advised that these issues have been brought to his attention and that he is staying on top of things. He also will make sure that these inspections and implementation of regulations are done fairly and properly. In addition, Mr. Coughlin stated that the situation will be closely monitored.

Town Manager's Report. 1) Commended Doreen Cedrone, Town Clerk and Constance Hills, Asst. Town Clerk, for a great job done in relation to their first Presidential Primary Election. 2) Complemented the Northbridge High School Envirothon Group on their outstanding presentation on the Mumford Riverwalk. 3) Reported that some Student Council members will attend the Department Head meeting tomorrow relative to Student Government Day to be held on April 6th. 4) Announced that he will be attending the School Committee meeting tomorrow night and will vote on the Teachers' contract. 5) Working with the Town Auditor on procurement/administrative practices with respect to Health Insurance in hopes of realizing savings in FY '04 and FY '05. 6) Noted that some Capital Planning matters need to be dealt with; especially issues with respect to the Fire Dept., DPW, and future school needs. A workshop meeting (Town Manager, Board of Selectmen, Finance Committee and Building, Planning & Construction Committee) has been scheduled for March 15th at the High School. 7) Commented about the team effort approach with regards to the Medical Waste issue and that it made a difference in this particular situation.

A motion/Mr. Collins, seconded/Mr. Boucher to adjourn the meeting at 8:45 PM.
Vote yes/Unanimous.

Respectfully submitted,

Robert M. Mellor, Clerk

**BOARD OF SELECTMEN'S MEETING
MARCH 22, 2004**

A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Collins, Montecalvo, Mellor, and Boucher.

Also present: Michael J. Coughlin, Jr., Town Manager

The Pledge of Allegiance was recited by those present.

Approval of Minutes. A motion/Mr. Collins, seconded/Mr. Boucher to approve the February 23, 2004 minutes as presented with the readings omitted. Vote yes/Unanimous.

Citizens' Comments/Input. 1) **Mr. Lee Hebert, Heights of Hill Street**, commented about the fact that the Board of Selectmen voted to place two Zoning articles [relative to WalMart] on the Spring Annual Town Meeting warrant at the request of Henry Lane even though the Board was not familiar with the contents of the articles. He further remarked that the responsibility to review those articles lies with the Planning Board and requested the Selectmen to withdraw those articles from the warrant. Chairman Ampagoomian responded that the Planning Board will be involved because there will be public hearings on the zoning articles. In addition, he assured Mr. Hebert that the article relative to the Aquifer Protection District has been forwarded to the Whitinsville Water Company for their input.

Appointments/By the Board of Selectmen. Disability Commission-Paul Massey.

At the request of the Board, Mr. Massey provided a brief synopsis of his background and employment with Alternatives. In addition, he stated that the reason he wished to become a member of the Disability Commission was because it is the philosophy of Alternatives—to give back to the community. Thomas Perkins, Chairman-Disability Commission welcomed Paul to the committee. A motion/Mr. Collins, seconded/Mr. Boucher to appoint Paul R. Massey of 17 Douglas Road, Whitinsville, MA to the Northbridge Disability Commission. Vote yes/Unanimous.

Northbridge Girl Scouts/Request to use the Town Common for a bridging ceremony on Thursday, May 20, 2004 from 6 PM-8 PM. A motion/Mr. Collins, seconded/Mr. Boucher to approve the above request subject to the safety requirements of the Police, Fire and Public Works Departments. Vote yes/Unanimous.

Trinity Episcopal Church/Request to use the town-owned land and parking area between Pleasant Street and East Street for a "SuperKids" ministry project from June 25, 2004 through June 29, 2004 [6:30 PM – 8:30 PM each day]. A motion/Mr. Collins, seconded/Mr. Boucher to approve the above request subject to the safety requirements of the Police, Fire and Public Works Departments. Vote yes/Unanimous.

Linwood Estates Development [Chapter 40B Application]. Present: Attorney Sushchyk.

Attorney Sushchyk stated that he had no new information to add to this topic; that he had provided a traffic analysis to the Board of Selectmen at their last meeting and that he was here to find out the Board's decision on whether they support or do not support the above project. A motion/Mr. Collins, seconded/Mr. Mellor to send a letter of **non-support** with respect to the pending Chapter 40B Application of the Linwood Estates Development. Discussion on the motion: Selectman Collins commented that he felt the development would have a negative impact on the town's schools, infrastructure, and traffic. He also noted that there was already too little viable Industrial land in town and that it should not be changed over to housing. Vote yes/Unanimous.

Road Opening Permit Rules and Regulations. Present: Richard Sasseville, DPW Director, who advised that the Town currently uses a permit form that is very archaic. He added that with the assistance of Town Planner Gary Bechtholdt, they compiled the "Draft" Road Opening Permit Rules and Regulations from research on the internet and from other towns as well as local communities. Selectman Collins commended the efforts of Mr. Sasseville and Mr. Bechtholdt but cautioned that the fees were a bit conservative; Mr. Sasseville agreed about the fees. Selectman Boucher inquired about residents putting up mailboxes in/along the road. The DPW Director responded that according to the proposed rules, the town may charge a fee but that most likely the fees would be waived for that particular purpose. Mr. Boucher also asked about the renewal process with respect to contractors' licenses. Mr. Sasseville explained that once a contractor had gone through the licensing process [references required] and had done work for the

town, that a contractor would not be required to give references in order to renew his license. However, after discussion on this matter, it was decided that the proposed rules would be amended to read “references may be required” for license renewals. Selectman Mellor asked about the infrared patch requirement and what determines the “when needed” condition (page 11). The DPW Director answered that there are specific requirements [which are outlined in the proposed rules] where infrared patch is required, i.e. newly accepted subdivision roads [within five years] or if you open a road within five years of it being newly paved. In conclusion, Mr. Sasseville stated that the reason these proposed rules and regulations were formulated was to protect the town. Chairman Ampagoomian advised this matter will be on the next agenda for a decision.

Selectmen’s Concerns. Chairman Ampagoomian/1) Announced that Beginning Bridges will be holding their annual kid’s fair at the Whittin Community Center on April 3, 2004 from 10 AM – 2 PM; the Solomon Temple Lodge will be sponsoring a chips program (Children’s Identification Program) and a teddy bear clinic. Admission is free. **2)** Advised the Board that as a result of a meeting with the Building, Planning & Construction Committee, he is working on formulating a Capital Expenditure Fund similar to one that the Town of Mendon has set up. He explained that this is one way to save money for capital projects.

Executive Session. A motion/Mr. Collins, seconded/Mr. Boucher to go into Executive Session under M.G.L. Chapter 39, S. 23B #2; not to re-convene in open session. Roll Call vote: Mr. Montecalvo/Yes, Mr. Mellor/Yes, Mr. Boucher/Yes, Mr. Collins/Yes, and Mr. Ampagoomian/Yes.

Open session adjourned: 8:15 PM

Respectfully submitted,

Robert M. Mellor, Clerk

s/

**BOARD OF SELECTMEN'S MEETING
APRIL 12, 2004**

NO AUDIOTAPE AVAILABLE

A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Collins, Montecalvo, Mellor, and Boucher.

Also present: Michael J. Coughlin, Jr., Town Manager

The Pledge of Allegiance was recited by those present.

Approval of Minutes. 1) A motion/Mr. Collins, and seconded to amend the March 8, 2004 minutes by incorporating Selectman Collins' comments to Ms. Buma during the Citizens' Comments/Input portion of the meeting into said minutes as follows: [Mr. Collins offered the following rebuttal to Ms. Buma's comments: He questioned whether Ms. Buma was certain that she had all the facts right with respect to what went on in his driveway with Mr. Chase [and the pictures] because she was not present at the time. He explained that Mr. Chase went to him with the pictures because he didn't trust his own Board of Health to be honest and further suggested if that was the case that Mr. Chase bring the pictures before the Board of Selectmen because they are the appointing authority for the Board of Health. Selectman Collins also stated that he felt he gave Mr. Chase the best advice that he could in this matter and that there was no conspiracy with regard to what transpired in his driveway. In addition, Mr. Collins mentioned that he and the Town Manager recently visited several businesses in town and felt that both the Board of Health Agent and the DEP have not worked in the best interest of this town. He further pointed out that town's own Chairman of the Board of Health lives right next door to Service Time, Inc., one of the alleged violators shown in Mr. Chases's pictures, and never did anything about the violations. Ms. Buma questioned whether Mr. Collins was calling Mr. Chase a liar when Mr. Chase told his Board that Selectman Collins knew he took those pictures himself. Selectman Collins responded that all Mr. Chase told him was that he's got some pictures and that he didn't question where they came from. In closing, Selectman Collins informed Ms. Buma that the Board of Selectmen was taking all information under advisement and that the Town Manager will take appropriate action]. Vote yes/Unanimous. 2) A motion made and seconded to approve the March 22, 2004 minutes as presented with the readings omitted. Vote yes/Unanimous.

Public Hearing #1: 7:05 PM: Transfer of the All Alcohol Package Store License from Gary Desjardin d/b/a Gary's Variety & Spirits to Gary's Variety, Inc. d/b/a Gary's Variety (Gurmit Pabla, Manager). **Present: Attorney William Goldberg and Gurmit Pabla.** After a brief overview of this transaction by Attorney Goldberg, a motion was made and seconded to approve the above transfer of the All Alcohol Package Store License from Gary Desjardin d/b/a Gary's Variety & Spirits to Gary's Variety, Inc. d/b/a Gary's Variety (Gurmit Pabla, Manager). Vote yes/Messrs. Boucher, Collins, Montecalvo and Ampagoomian. Abstain/Mr. Mellor.

Public Hearing #2: 7:25 PM: Class II License (Used Car Dealer)/Boston Motors West, (Mohamed Bayou), located at 53-55 Providence Road, Linwood, MA on the premises of Menard's Service Station. **Present: Mohamed Bayou.** A motion was made and seconded to approve the Class II license of Boston Motors West (Mohamed Bayou) at the above location by special permit as required by the Building Inspector. Vote yes/Unanimous.

Citizens' Comments/Input. Sharron Ampagoomian requested permission to make a video for the Veterans in Iraq. She informed the Board that it would entail videotaping comments from any citizen who wished to send a "greeting" to a soldier(s) in Iraq and that the videotaping would be done in three different locations and at various times. The Selectmen granted her permission to move forward with her idea.

Appointments/By the Town Manager: Principal Assessor, Robert Fitzgerald.

Kenneth Mildren, outgoing Principal Assessor, was present and introduced Mr. Fitzgerald to the Board of Selectmen and stated he was very comfortable with the appointment of Mr. Fitzgerald as his replacement having worked with him several years ago right here in Northbridge. [Note: Robert Fitzgerald was the Town's former Property Lister under the direction of Kenneth Mildren]. At the request of the Board, Mr. Fitzgerald gave a brief synopsis of his background and assessing experience. A motion was made and seconded to affirm the appointment of Mr. Robert Fitzgerald as the Principal Assessor for the Town of Northbridge for a three-year term effective May 1, 2004. Vote yes/Unanimous. Before leaving, Mr. Mildren took a moment to thank the Board of Selectmen and the Town Manager for having had the opportunity to work for the Town for the last ten years. On behalf of the Board of Selectmen, Chairman Ampagoomian wished Mr. Mildren good luck in his new position in Littleton, MA and then presented him a Certificate of Appreciation for his loyalty and dedication to the Town of Northbridge over the last ten years.

Brian Circle: Vote to layout the metes and bounds of Brian Circle (Brian Circle Subdivision). A motion was made and seconded to layout the metes and bounds of Brian Circle as recommended by the Planning Board at its meeting of March 23, 2004. Vote yes/Unanimous.

Road Opening Permit Rules and Regulations/Vote to adopt. A motion was made and seconded to adopt the Road Opening Permit Rules and Regulations as recommended by the Director of Public Works. Vote yes/Unanimous.

The Gray Barn, Inc./Sunday State Pool Table License Annual Renewal. A motion was made and seconded to approve the annual renewal of the Sunday State Pool Table License of the Gray Barn subject to the payment of any outstanding liens. Vote yes/Messrs. Collins, Boucher, Montecalvo, and Ampagoomian. Abstain/Mr. Mellor.

Dawn Marie Perkins/Request to use the Town Common on Saturday, May 1, 2004, 9 AM to 5 PM, for the 1st Annual Massachusetts Walk and Family Fun Day for Childhood Stroke Awareness. A motion was made and seconded to approve the above request subject to the safety requirements of the Police, Fire and Public Works Departments. Vote yes/Unanimous.

Blackstone River Watershed Association/Request to hang a banner over Church Street, April 17th to May 8th to advertise the 28th Annual Blackstone River Canoe Race on Saturday, May 8, 2004.
Present: Mr. Philip Neeland. Due to a scheduling conflict, a motion was made and seconded to approve the above banner request from April 25th to May 8th in order to advertise the upcoming annual Canoe Race to be held Saturday, May 8, 2004. Vote yes/Unanimous.

FY '90 Housing Rehabilitation Program/Discharge of Liens (7). Present: Ms. Jennifer Dulmaine, Program Manager - Office of Community Development. Ms. Dulmaine advised the Board that all seven (7) liens should have been discharged long ago because the requirements of the loan program have been satisfied. 1) A motion was made and seconded to approve the discharge of lien on property located at **85 School Street, Northbridge**, as recommended by the Office of Community Development. Vote yes/Unanimous. 2) A motion was made and seconded to approve the discharge of lien on property located at **2239 Providence Road, Northbridge**, as recommended by the Office of Community Development. Vote yes/Unanimous. 3) A motion was made and seconded to approve the discharge of lien on property located at **103-107 School Street, Northbridge**, as recommended by the Office of Community Development. Vote yes/Unanimous. 4) A motion was made and seconded to approve the discharge of lien on property located at **28-30 Church Street, Northbridge**, as recommended by the Office of Community Development. Vote yes/Unanimous. 5) A motion was made and seconded to approve the discharge of lien on property located at **24-30 Prospect Street, Whitinsville**, as recommended by the Office of Community Development. Vote yes/Unanimous. 6) A motion was made and seconded to approve the discharge of lien on property located at **227 School Street, Northbridge**, as recommended by the Office of Community Development. Vote yes/Unanimous. 7) A motion was made and seconded to approve the discharge of lien on property located at **3 Brook Street, Whitinsville**, as recommended by the Office of Community Development. Vote yes/Unanimous.

Shining Rock Partners, LLC/Request permission to build the pressure boost pump station inside the water tank enclosure off Upton Street (town owned land). A motion was made and seconded to grant permission to Shining Rock Partners, LLC to build the pressure boost pump station inside the water tank enclosure off Upton Street (town owned land). Vote yes/Unanimous.

Subordination Agreement for sewer betterment [Courville]/Vote to approve. A motion was made and seconded to approve the above subordination agreement for sewer betterment of George and Mariellen Courville, 26 Dudley Avenue, Northbridge, MA. Vote yes/Unanimous.

Puccio Property (Providence Road)/Vote to form an Ad Hoc Committee to consider the purchase of the Puccio Property by the Town. The Board of Selectmen directed Town Manager Coughlin to determine who would be interested in serving on the above-mentioned committee and then forward said names to the Board of Selectmen.

Executive Session. #1) A motion made and seconded to go into Executive Session under M.G.L. Chapter 39, S. 23B #2 [to continue the Executive Session of March 22, 2004] not to re-convene in open session. Roll Call Vote: Mr. Montecalvo/Yes, Mr. Mellor/Yes, Mr. Boucher/Yes, Mr. Collins/Yes, and Mr. Ampagoomian/Yes.

Executive Session. #2) A motion made and seconded to go into Executive Session under M.G.L. Chapter 39, S. 23B #3; not to re-convene in open session. Roll Call Vote: Mr. Montecalvo/Yes, Mr. Mellor/Yes, Mr. Boucher/Yes, Mr. Collins/Yes, and Mr. Ampagoomian/Yes.

Open session adjourned: 8:20 PM

Respectfully submitted,

Robert M. Mellor, Clerk

s/

**BOARD OF SELECTMEN'S MEETING
APRIL 26, 2004**

A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Collins, Mellor, and Boucher. Selectman Montecalvo was not present and it is duly recorded.

Also present: Michael J. Coughlin, Jr., Town Manager

The Pledge of Allegiance was recited by those present.

Approval of Minutes. A motion/Mr. Boucher, seconded/Mr. Collins to approve the March 8, 2004 minutes as amended at the request by Selectman Collins. Vote yes/Messrs. Boucher, Collins, Mellor and Ampagoomian. A motion/Mr. Boucher, seconded/Mr. Collins to approve the April 12, 2004 minutes as presented with the readings omitted. Vote yes/Messrs. Boucher, Collins, Mellor and Ampagoomian.

Citizens' Comments/Input. 1) **Paul McKeon, 500 Benson Road, Northbridge**, advised the Board of his concerns with respect to the "Road Opening Permit Rules and Regulations" which the Board of Selectmen voted to adopt at their meeting of April 12, 2004. Mr. McKeon stated that he felt the fee structure was illegal because as a former Board of Health member, he was told by Town Counsel that the Board [of Health] could not raise fees "just to fatten the coffers of the Town" due to the fact that they are not the taxing authority. He added that it was explained to him at the time that the Town is not supposed to make money [or lose money]. In addition, he noted that the \$125 fee [for a piece of paper] is excessive. Mr. McKeon suggested that the Selectmen contact Town Counsel to look into this matter further before it takes effect in late May and then advise him of their answer as to the legality of the license fee. Furthermore, Mr. McKeon believed that the new rules were discriminatory in regards to the automobile liability requirements because of the fact that the Town's snow plow contractors are allowed lower automobile liability insurance limits. To make it fair, he recommended that the Town should require all "hired" pieces of equipment to have the same amounts of liability insurance limits. Mr. McKeon thanked the Board for their time.

2004 Annual License Renewals [Bowling, Billiards, Pool Tables]. A motion/Mr. Collins, seconded/Mr. Boucher to approved the above 2004 annual license renewals subject to the payment of any outstanding liens. Vote yes/Messrs. Boucher, Collins, and Ampagoomian. Abstain/Mr. Mellor.

FY '91 Housing Rehabilitation Program/Discharge of Liens (13). Present: Ms. Jennifer Dulmaine, Program Manager – Office of Community Development. Ms. Dulmaine advised the Board that all thirteen (13) liens should have been discharged long ago because the requirements of the loan program have been satisfied. 1) A motion/Mr. Collins, seconded/Mr. Boucher to approve the discharge of lien on property located at **312-314 Kelly Road, Northbridge**, as recommended by the Office of Community Development. Vote yes/Messrs. Collins, Boucher, Mellor and Ampagoomian. 2) A motion/Mr. Collins, seconded/Mr. Boucher to approve the discharge of lien on property located at **50 Plummer Park, Whitinsville**, as recommended by the Office of Community Development. Vote yes/Messrs. Collins, Boucher, Mellor and Ampagoomian. 3) A motion/Mr. Collins, seconded/Mr. Boucher to approve the discharge of lien on property located at **92-98 School Street, Northbridge**, as recommended by the Office of Community Development. Vote yes/Messrs. Collins, Boucher, Mellor and Ampagoomian. 4) A motion/Mr. Collins, seconded/Mr. Boucher to approve the discharge of lien on property located at **169 Pleasant Street, South Grafton**, as recommended by the Office of Community Development. Vote yes/Messrs. Collins, Boucher, Mellor and Ampagoomian. 5) A motion/Mr. Collins, seconded/Mr. Boucher to approve the discharge of lien on property located at **24 Cross Street, South Grafton**, as recommended by the Office of Community Development. Vote yes/Messrs. Collins, Boucher, Mellor and Ampagoomian. 6) A motion/Mr. Collins, seconded/Mr. Boucher to approve the discharge of lien on property located at **66 Ash Street, Northbridge**, as recommended by the Office of Community Development. Vote yes/Messrs. Collins, Boucher, Mellor and Ampagoomian. 7) A motion/Mr. Collins, seconded/Mr. Boucher to approve the discharge of lien on property located at **22 Maple Avenue, South Grafton**, as recommended by the Office of Community Development. Vote yes/Messrs. Collins, Boucher, Mellor and Ampagoomian. 8) A motion/Mr. Collins, seconded/Mr. Boucher to approve the discharge of lien on property located at **12-14 Sampson Street, South Grafton**, as recommended by the Office of Community Development. Vote yes/Messrs. Collins, Boucher, Mellor and Ampagoomian. 9) A motion/Mr. Collins, seconded/Mr. Boucher to approve the discharge of lien on property located at **97 Westboro Road, North Grafton**, as recommended by

the Office of Community Development. Vote yes/Messrs. Collins, Boucher, Mellor and Ampagoomian. **10)** A motion/Mr. Collins, seconded/Mr. Boucher to approve the discharge of lien on property located at **50-52 Upton Street, Northbridge**, as recommended by the Office of Community Development. Vote yes/Messrs. Collins, Boucher, Mellor and Ampagoomian. **11)** A motion/Mr. Collins, seconded/Mr. Boucher to approve the discharge of lien on property located at **10-16 Water Street, Whitinsville**, as recommended by the Office of Community Development. Vote yes/Messrs. Collins, Boucher, Mellor and Ampagoomian. **12)** A motion/Mr. Collins, seconded/Mr. Boucher to approve the discharge of lien on property located at **32 Spring Hill Avenue, Northbridge**, as recommended by the Office of Community Development. Vote yes/Messrs. Collins, Boucher, Mellor and Ampagoomian. **13)** A motion/Mr. Collins, seconded/Mr. Boucher to approve the discharge of lien on property located at **115A-115B Main Street, South Grafton**, as recommended by the Office of Community Development. Vote yes/Messrs. Collins, Boucher, Mellor and Ampagoomian.

Northbridge Veterans' Council: 1) Request to Hold Memorial Day Parade in Rockdale and Use Rockdale Town Common for Services on Sunday, May 30, 2004 @ 1:00 PM. A motion/Mr. Collins, seconded/Mr. Boucher to approve the above request subject to the safety requirements of the Police, Fire and Public Works Departments. Vote yes/Messrs. Collins, Boucher, Mellor and Ampagoomian. **2) Request to Hold Memorial Day Parade in Whitinsville and Use Whitinsville Town Common for Services on Monday, May 31, 2004 @ 10:00 AM.** A motion/Mr. Collins, seconded/Mr. Boucher to approve the above request subject to the safety requirements of the Police, Fire and Public Works Departments. Vote yes/Messrs. Collins, Boucher, Mellor and Ampagoomian.

Safety Committee Minutes - April 21, 2004. A motion/Mr. Collins, seconded/Mr. Boucher to approve the April 21, 2004 Safety Committee minutes as presented with the readings omitted. Vote yes/Messrs. Collins, Boucher, Mellor and Ampagoomian.

Trinity Episcopal Church/Request to use the Town Common on Saturday, May 22, 2004 from 8:00 AM to 3:00 PM for fundraising activities: yard sale/bake sale. A motion/Mr. Collins, seconded/Mr. Boucher to approve the above request subject to the safety requirements of the Police, Fire and Public Works Departments. Vote yes/Messrs. Collins, Boucher, Mellor and Ampagoomian.

Granite Hill Development Chapter 40B Application. Present: Rob Knapik, Attorney for WRT Management/Granite Hill Development, Rick Goldstein, WRT Management, and Adam Gaudette, Heritage Design Group. Attorney Knapik explained that they were here on behalf of WRT Management and Granite Hill Development, a proponent of a 54-acre, 156-unit condominium development that borders the Heights of Hill Street, Highland Street and the Rumonoski Drive subdivision. Granite Hill Development seeks approval of the proposed project pursuant to Massachusetts General Laws, Chapter 40B – the Comprehensive permit statute. He noted that the project is required to make 25% or 39 units available to persons of low and moderate income. In addition, Attorney Knapik stated that in order to apply for a comprehensive permit from the Zoning Board of Appeals, they are required to fulfill three (3) jurisdictional prerequisites: **1)** Create a company [Granite Hill Development] called a limited dividend organization that agrees to cap profits, **2)** Show that they have site control--a) they must either own the property or b) have a binding purchase and sale agreement, which they have and **3)** Must obtain project eligibility from Mass. Housing. Mr. Knapik mentioned that the application for project eligibility was provided to the Town and explained that project eligibility indicates that the project is feasible and economically and technically viable. He also said that if Mass. Housing grants project eligibility to Granite Hill Development that they will make that determination; they will view the property and look hard at the application and may require additional information. Attorney Knapik further noted another requirement of Mass. Housing is that the applicant must meet with the Board of Selectmen as part of the application process and introduce the project in an informational manner. Additionally, he stressed that the project is very early in the design phase [schematic] but that they plan to fulfill the three jurisdictional prerequisites as indicated above with the hopes of receiving project eligibility from Mass. Housing. At that point, Mr. Knapik acknowledged that the formal application for a comprehensive permit will be prepared and submitted to the Northbridge Zoning Board of Appeals with a full public hearing process to allow appropriate input from other Boards/Committees. Lastly, he advised that the project would be subject to other state permits such as: sewer connection and/or extension permits; order of conditions from the Conservation Commission; and a possible review under the Massachusetts Environmental Policy Act. Next, Mr. Adam Gaudette of Heritage Design Group, displayed the schematic drawings of the project as well as provided the following details with respect to the project: **Location:** the proposed project is bordered by Rumonoski Drive, Highland Street and the "Hills at Whitinsville" subdivision. **Property:** [about 53 acres] consists of several parcels, it is mostly wooded but has some wetlands and thus the Conservation Commission would be involved. **Access:** There is

frontage on Highland Street and there are other opportunities for access into the project site [proposed access off Rumonoski Drive]. **Project:** The project proposes 13 [12-unit 3-story buildings--w/2 or 3 bedroom units; floor plan is about 1,300 sq.ft.]; outdoor parking would be available as well as parking under the units. It was mentioned that the 3-story building approach was utilized due to the wetlands on the site in addition to the steep slope. About 20 acres of open space would be preserved as well. **Utilities:** Proposed to have public water/sewer and natural gas on site. Comments on the presentation were as follows: Selectman Collins expressed concern with respect to the egress onto Highland Street and the potential for 300 cars entering/exiting a day. He also asked whether the developer had any plans in place to do some improvements to Highland Street along the project. Mr. Gaudette responded not at this time because this was just a preliminary review; that at this time there has been no formal review by the Town, however, he also added that as the project moved forward; those concerns could be addressed by the applicant. Selectman Mellor inquired about the time frame for the project and Mr. Knapik responded that the project is estimated to be before the Zoning Board of Appeals by mid-summer and [optimistically] that construction could start in the fall. Selectman Collins also cautioned them to look at the public safety aspect; especially the fire apparatus--to make sure it is capable of reaching the units (3-stories). Richard Sasseville, DPW Director, asked Mr. Gaudette: 1) where they proposed to tie into the public sewer and 2) whether there would be a pump station due to the elevation. He also reminded Mr. Gaudette and Mr. Knapik that they would be under the terms of the Administrative Consent Order and therefore no sewer connections could be made until an appropriate amount of inflow and infiltration (I & I) was removed from the system. In response to Mr. Sasseville's questions, Mr. Gaudette replied that the project would tie into the public sewer at the "Hills at Whitinsville" and the Rumonoski Drive subdivisions. He also said that a pump station would be needed due to the elevation. Chairman Ampagoomian asked when this project would next appear before the Board of Selectmen and Mr. Knapik answered that under the provision of Chapter 40B, it is the Zoning Board of Appeals that is the permitting authority for the project. Town Manager Coughlin interjected that at some point they would have to come before the Board to request a letter of support to submit with the project eligibility application to Mass. Housing. It was decided that additional information with respect to traffic studies, etc. would be provided as it became available. In closing, Mr. Knapik agreed to provide additional copies of the project application/plan for the Board to review and thanked the Board for their time.

Redesign of Ovian Square. Present: Richard Sasseville, DPW Director and Jennifer Dulmaine, Program Manager – Office of Community Development, who were present to obtain support from the Board for a project request to improve Ovian Square to Mass. Highway standards. Mr. Sasseville then presented the conceptual plans for the redesign of Ovian Square for the Board's review. He reported that the project seeks to redesign, modernize and improve the intersection of Cross Street with Prospect Street (Ovian Square). He further mentioned that the proposal would address some significant issues such as modernization of the traffic signals, improved traffic flow, and ADA compliance. In addition, Mr. Sasseville advised that the redesign of Ovian Square would deal with the realignment of Cross Street and Prospect Street [by removing the center island] as well as to provide the proper turning radius for trucks. At the conclusion of his presentation, he informed the Board that before this project could move forward, a project request would have to be submitted to the Central Mass. Regional Planning Commission to be placed within the State's Transportation Improvement Plan (TIP) for state funding. Mr. Sasseville also pointed out that by having the Town pay for the design of the project with the use of Community Development Grant Funds (50%) and Chapter 90 funds (50%), it will move along the process much faster. Ms. Dulmaine added that she recently met with the Disability Commission with respect to this project and that they were very enthusiastic about it. She has also met with the Safety Committee who voted unanimously in favor of the plans presented from a safety perspective. Additionally, Ms. Dulmaine met with the property owners abutting the project (Dr. Cnossen, Aubuchon Hardware, and St. Patrick's Church) because of land takings involved—about 4 sq.ft. on both sides Street. She advised that not all issues have been addressed but that they are being worked on. Selectman Collins inquired about the timeframe of this project due to the streetscape project being done on Church Street. Mr. Sasseville indicated that he would be surprised if it happens any sooner than the Memorial Square project, which took four years. The Town Manager requested that the conceptual plans be shared with the abutters and Ms. Dulmaine assured him that all three abutters have seen the plans but that she would invite them to the next Selectmen's meeting at which this project would be discussed or voted on.

Town Manager Evaluation. Chairman Ampagoomian suggested that each Selectman meet with Mr. Coughlin personally to relay their observations of his performance over the last six months and that a six-month performance evaluation would be scheduled in the near future.

Town Manager's Report. 1) Congratulated the Northbridge Police Department in conjunction with the Blackstone Valley Drug Task Force [Co-Chairman – Chief Thomas Melia] for a recent drug bust that resulted in the arrests of 41 people. 2) Announced that the Town was awarded a

\$13,000 homeland security grant for emergency preparedness and that the Town Manager, Chief Melia, Chief Nestor and Richard West would meet and decide how to expend the funds before the end of this fiscal year. **3)** Announced that the Executive Office of Transportation and Construction awarded a \$48,000 grant to the Northbridge Senior Center to purchase a new bus.

Chairman Ampagoomian reminded everyone that Saturday, May 1, 2004 is Stroke Awareness Day and that various activities will be taking place on the Town Common.

Executive Session-Continued from April 12, 2004. A motion/Mr. Collins, seconded/Mr. Boucher to go into Executive Session under M.G.L. Chapter 39, S. 23B #2; not to re-convene in open session. Roll Call vote: Mr. Mellor/Yes, Mr. Boucher/Yes, Mr. Collins/Yes, and Mr. Ampagoomian/Yes.

Executive Session. A motion/Mr. Collins, seconded/Mr. Boucher to go into Executive Session under M.G.L. Chapter 39, S. 23B #3; not to re-convene in open session. Roll Call vote: Mr. Mellor/Yes, Mr. Boucher/Yes, Mr. Collins/Yes, and Mr. Ampagoomian/Yes.

Executive Session. A motion/Mr. Collins, seconded/Mr. Boucher to go into Executive Session under M.G.L. Chapter 39, S. 23B #3; not to re-convene in open session. Roll Call vote: Mr. Mellor/Yes, Mr. Boucher/Yes, Mr. Collins/Yes, and Mr. Ampagoomian/Yes.

Open session adjourned: 8:10 PM

Respectfully submitted,

Robert M. Mellor, Clerk

s/

**BOARD OF SELECTMEN'S MEETING
MAY 4, 2004**

A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 6:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Collins, Montecalvo, and Boucher. Selectman Mellor was not present and it is duly recorded.

Also present: Michael J. Coughlin, Jr., Town Manager; Theresa Cenedella, Town Accountant; Joyce Morin, Treasurer/Collector; Attorney David Doneski, Kopelman & Paige; Mary Frances Powers; and the Building, Planning & Construction Committee members: Peter Barbadora, David Morrow, George Murray, Jack Davis, Donald Lange, Faith Lane and Neal Mitchell.

The Pledge of Allegiance was recited by those present.

Executive Session/N.H.S. Closeout. A motion/Mr. Boucher, seconded/Mr. Collins to go into Executive Session at 6:05 PM under M.G.L. Chapter 39, S. 23B #3 to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the government's bargaining or litigating position. Also, to conduct strategy sessions in preparation for negotiations with non-union personnel; to actually conduct collective bargaining and contract negotiations with non-union personnel; to reconvene in open session. Roll Call Vote: Mr. Boucher/Yes, Mr. Collins/Yes, Mr. Montecalvo/ Yes, and Mr. Ampagoomian/Yes.

Executive Session adjourned: 6:20 PM

RETURN TO OPEN SESSION

A motion/Mr. Boucher, seconded/Mr. Collins to reconvene in open session at 6:25 PM. Vote yes/Messrs. Boucher, Collins, Montecalvo, and Ampagoomian.

N.H.S. Closeout/Vote to ratify settlement agreement between Jackson Construction and the Town of Northbridge. A motion/Mr. Boucher, seconded/Mr. Collins to accept and sign the above settlement agreement between Jackson Construction and the Town of Northbridge as recommended by Town Counsel - Attorney David Doneski, Kopelman & Paige. Vote yes/Messrs. Boucher, Collins, Montecalvo and Ampagoomian.

Vote to set a Special Town Meeting on June 8, 2004 @ 6:30 PM. A motion/Mr. Collins, seconded/Mr. Boucher to set a Special Town Meeting for June 8, 2004 at 6:30 PM at the Northbridge Middle School Auditorium. Vote yes/Messrs. Collins, Boucher, Montecalvo and Ampagoomian.

Vote to open the Special Town Meeting Warrant. A motion/Mr. Collins, seconded/Mr. Boucher to open the warrant for the Special Town Meeting to be held on June 8, 2004 at 6:30 PM at the Northbridge Middle School Auditorium. Vote yes/Messrs. Collins, Boucher, Montecalvo and Ampagoomian.

A motion/Mr. Boucher, seconded/Mr. Collins to adjourn the meeting. Vote yes/Messrs. Boucher, Collins, Montecalvo and Ampagoomian.

Meeting adjourned: 6:30 PM

A motion/Mr. Boucher, seconded/Mr. Collins to reconvene the meeting. Vote yes/Messrs. Boucher, Collins, Montecalvo and Ampagoomian.

Meeting reconvened: 6:35 PM

Ms. Mary Frances Powers questioned the audit adjustment letter received from Tom Scanlon, Town Auditor. She recommended that it be sent to the Department of Revenue for their review.

Vote to place article(s) on the Special Town Meeting Warrant. A motion/Mr. Boucher, seconded/Mr. Collins to place two articles relative to the N.H.S. closeout on the Special Town Meeting warrant of June 8, 2004. Vote yes/Messrs. Boucher, Collins, Montecalvo and Ampagoomian.

Vote to close the Special Town Meeting Warrant this date and time. A motion/Mr. Boucher, seconded/Mr. Collins to close the Special Town Meeting Warrant this date and time. Vote yes/Messrs. Boucher, Collins, Montecalvo and Ampagoomian.

There being no further business, a motion/Mr. Collins, seconded/Mr. Boucher to adjourn the meeting at 6:45 PM.

Respectfully submitted,

Charles Ampagoomian, Chairman

s/

**BOARD OF SELECTMEN'S MEETING
MAY 10, 2004**

A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 7:00 PM at the Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Also present were Messrs. Montecalvo, Mellor, Boucher, and Collins.

Also present: Michael J. Coughlin, Jr., Town Manager

The Pledge of Allegiance was recited by those present.

Public Hearing/7:05 PM – Massachusetts Electric/Verizon New England: Petition for Joint or Identical Pole Locations covering three poles on Quaker Street (PO4-26). Present: Roger Martinsen, Massachusetts Electric. Chairman Ampagoomian asked for a motion to open the Public Hearing. A motion/Mr. Collins, seconded/Mr. Boucher, to open the public hearing. Vote yes/Unanimous. Chairman Ampagoomian then read the public hearing notice aloud and advised that all abutters were duly notified. Mr. Martinsen explained that the petition is necessary to extend service to Quaker Ridge Estates as well as for road widening at the intersection of Quaker Street and Mendon Road. He indicated that there would be one pole location, two pole relocations, and one pole to be abandoned. The Selectmen had no comments with respect to the above. However, abutter Alice Hanson, 1101 Quaker Street, expressed concern with the relocation of one pole. She requested that pole #209 be moved to the other side of her driveway and not near her mailbox. Mr. Martinsen assured her that that is what would be done. That being said, a motion/Mr. Collins, seconded/Mr. Boucher to close the public hearing. Vote yes/Unanimous. A motion/Mr. Collins, seconded/Mr. Boucher to grant permission for joint or identical pole locations covering three poles on Quaker Street (P04-26) dated April 7, 2004, to erect and maintain poles and wires, together with such sustaining and protecting fixtures as they may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked--Massachusetts Electric and Verizon New England, Inc., No. D04-21 dated March 31, 2004. Vote yes/Unanimous.

Citizens' Comments/Input. 1) **Sharron Ampagoomian** advised the Board of ongoing problems and difficulty involving static with respect to tuning in just one radio station 24 hours a day to broadcast over the Cable channels 11, 12, and 13. She said that the Town of Grafton uses a company called The Audio Journal and that what they do is read papers and other information 24 hours a day over their cable access channel rather than listening to all advertising and static on the radio. In addition, she stated that there is no cost to the Town and further indicated that Harry Berkowitz, Chairman of the Cable Advisory Committee, is in favor of this idea. As well, she mentioned that this is a good concept for blind people or for those who have difficulty with reading. Lastly, Ms. Ampagoomian requested an opinion from the Board with respect to using The Audio Journal in Northbridge. The Board responded that they would like to put it on the next meeting agenda for a decision.

Special Town Meeting Warrant/Vote to sign. A motion/Mr. Collins, seconded/Mr. Boucher to sign the June 8, 2004 Special Town Meeting Warrant. Vote yes/Unanimous.

Spring Annual Town Meeting Warrant/Vote to sign. A motion/Mr. Collins, seconded/Mr. Boucher to sign the June 8, 2004 Spring Annual Town Meeting Warrant. Vote yes/Unanimous.

FY '92 Housing Rehabilitation Program/Discharge of Liens (3). Ms. Dulmaine advised the Board that all three (3) liens should have been discharged long ago because the requirements of the loan program have been satisfied. 1) A motion/Mr. Collins, seconded/Mr. Boucher to approve the discharge of lien on property located at **14-24 D Street, Whitinsville**, as recommended by the Office of Community Development. Vote yes/Unanimous. 2) A motion/Mr. Collins, seconded/Mr. Boucher to approve the discharge of lien on property located at **686-692 Linwood Avenue, Whitinsville**, as recommended by the Office of Community Development. Vote yes/Unanimous. 3) A motion/Mr. Collins, seconded/Mr. Boucher to approve the discharge of lien on property located at **2147 Providence Road, Northbridge**, as recommended by the Office of Community Development. Vote yes/Unanimous.

Alternatives/Request to hold 19th annual Valley Friendship Tour, Saturday, June 12, 2004. Selectman Collins suggested deferring this item until the next meeting due to the fact that in the past Chief Melia has had problems with closing Douglas Road. That being said, Chairman Ampagoomian advised that this decision item would be deferred until the next meeting on May 24, 2004. The Board concurred.

FY '03 Audit Report. Present: Mr. Thomas Scanlon, Auditor. Mr. Scanlon began his FY '03 Audit Report by addressing the issue of the \$90,000 accounting error. He assured everyone that the money is not missing; that it is still in the Town's coffers. Mr. Scanlon explained that the \$90,000 error occurred in the method of accounting used in recording the paying off of the temporary loans in the MUNIS System. He indicated that the temporary loan was for \$26 million [and change] and when issued it was credited to the project, however, when it was paid it was charged against the project. In addition, when the permanent borrowing came into effect, it was for \$90,000 less because it was used to pay off the loan and charged to the school project. He stressed that the cash is in balance, the debt is issued properly, and the bottom line is that the \$90,000 was charged to the project instead of the General Fund. Mr. Scanlon stated that for two years in a row, the auditors made that adjustment because there were temporary borrowings. He commented that no one made any comments for those two years about the adjustment. He noted that there was \$180,000 in adjustments the first two years that the payment was reduced. What happened was that the Town floated the land bond over 20 years on a temporary basis. Instead of letting it flow through to bond issue in 17 years, the school land bond was paid down \$90 each year for two years and charged to the project. Mr. Scanlon said that the auditors kept putting it back until last year when the permanent borrowing came into effect; the \$90,000 was not put back. He again said the cash is right, the loans are recorded right, and the financial statements in total are right because the money was put back in the General Fund; not the capital project fund. Mr. Scanlon pointed out that in the FY '03 audit report the \$90,000 adjustment was made once again and adjusted from the General Fund to the Capital Project Fund and that agrees with the School Building Committee balance at this time. He further advised that if the Treasurer makes a pay down on a loan, she should notify the Town Accountant to make a debt entry and not charge the project. He reiterated that that is all that happened. **Health Insurance Trust Fund.** At this time, Mr. Scanlon explained the way a Health Insurance Trust Fund should be set up. He stated that Town Meeting appropriates a certain sum of money, which is then put into the General Fund. Then every month the Treasurer bills the town for the employees' share and the town's share of health insurance costs and this money is then deposited into the Health Insurance Trust Fund. He explained that it is these funds which are used to pay claims, administrative and other related costs. At the end of the year, the town either has a surplus or a deficit, which determines whether the rates need to be raised or not. Continuing the discussion, Mr. Scanlon then proceeded to tell how the Town of Northbridge was handling their Health Insurance Trust Fund and the Town Accountant voiced her disagreement with some of Mr. Scanlon's comments on that subject, especially with regard to the way in which the Auditor arrived at the town's current fund balance. At this time, several Board members also expressed their confusion about this matter and asked Mr. Scanlon to start at the beginning and carefully explain the entire issue for their benefit.

Granite Hill Development (Chapter 40B) – Materials Enclosed. This item was tabled until further notice.

W/S Development/Development Agreement for Wal-Mart Stores. Present: Attorney Henry Lane. Mr. Lane asked the Board if they had any questions relative to the agreement and there were none. He then explained that the agreement was a compilation of all permits, special permits, and conditions that were imposed by the Planning Board and Conservation Commission. He also said that it incorporated the proposed zoning amendments due to be voted on at the upcoming Spring Annual Town Meeting on June 8, 2004. Additionally, he advised that a commitment letter signed by J.M.J. Realty Trust was included with the development agreement and that the letter stated that the property currently owned by J.M.J. Realty Trust will be subject to a number of conditions and restrictions and that if the land is transferred or sold it will only be transferred or sold on terms that include such restrictions. There being no further discussion, a motion/Mr. Collins, seconded/Mr. Montecalvo to move this item from discussion to decision at this time. There was no vote taken. Town Manager Coughlin recommended that the agreement be forwarded to Town Counsel for review before the Selectmen sign it. He recommended that the agreement be signed at the May 24, 2004 meeting. The Board concurred.

Linwood Estates – Chapter 40B/Project eligibility (Site Approval). Mr. Coughlin advised the Board that Mass. Housing has given the developer of Linwood Estates the first step in the approval process. He told them that the letter from Mass. Housing says that all of the Selectmen's concerns would have to be addressed before they put their stamp on this project. Selectman Collins suggested that correspondence be sent to our Legislators with regard to these Chapter 40B projects. Chairman Ampagoomian directed the Town Manager to send a stronger letter of opposition to this project.

Selectmen's Concerns. Chairman Ampagoomian/1) Requested the Board to sign a letter of support for the Pine Knoll "Over 55" development off Gendron Street. **2)** Announced that Representative George Peterson will hold office hours on the morning of Monday, May 24, 2004 at Town Hall. **3)** Advised that a *rumor* was going around that the National Guard Armory on Lake Street would be closing.

Executive Session – Under M.G.L. Chapter 39, S. 23B #3/Litigation.

Chairman Ampagoomian announced that the Executive Session has been cancelled because the matter has been resolved.

Meeting adjourned: 8:40 PM.

Respectfully submitted,

Robert M. Mellor, Clerk

s/

**BOARD OF SELECTMEN'S MEETING
MAY 24, 2004**

A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 7:02 PM at the Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Also present were Messrs. Montecalvo, Mellor, Boucher and Collins.

Also present: Thomas J. Melia, Acting Town Manager

The Pledge of Allegiance was recited by those present.

REORGANIZATION OF THE BOARD OF SELECTMEN.

Chairman Ampagoomian turned the gavel over to Acting Town Manager Thomas J. Melia. The Acting Town Manager polled the Board of Selectmen for **Nominations for Chairman:** A motion/Mr. Mellor, seconded/Mr. Boucher to nominate Joseph J. Montecalvo as Chairman of the Board of Selectmen. The Acting Town Manager called for a vote on the motion. Vote yes/Messrs. Mellor, Boucher, Montecalvo, Collins and Ampagoomian. Chairman Montecalvo assumed the Chair and called for **Nominations for Vice-Chairman:** A motion/Mr. Mellor, seconded/Mr. Ampagoomian to nominate Timothy Boucher as Vice-Chairman of the Board of Selectmen. Vote yes/Messrs. Mellor, Ampagoomian, Boucher, Collins and Montecalvo. Chairman Montecalvo called for **Nominations for Clerk:** A motion/Mr. Ampagoomian, seconded/Mr. Boucher to nominate Robert Mellor as Clerk of the Board of Selectmen. Vote yes/Messrs. Ampagoomian, Boucher, Montecalvo, Collins, and Mellor.

Approval of Minutes. A motion/Mr. Collins, seconded/Mr. Boucher to approve the April 26, 2004 Minutes as presented with the readings omitted. Vote yes/Messrs. Collins, Boucher, Mellor, and Ampagoomian.

Citizens' Comments/Input. 1) **Mr. Paul McKeon [McKeon Excavating], 500 Benson Road, Northbridge,** appeared before the Board to request permission to excavate in a roadway that had been reconstructed/repaved in the summer of 2003. **Note:** It is Town policy that new roads or newly repaved roads are not to be excavated for a period of five years unless permission is granted from the Board of Selectmen. Mr. McKeon explained that there are two homes on Goldthwaite Road that have failed septic systems thus creating a public health emergency and stressed the homeowner's need to connect to the town's sanitary sewer. He further advised that the excavation would take place on Swift Road near the intersection with Goldthwaite Road and that the job would require the installation of a pumped system to connect to the sewer. A motion/Mr. Ampagoomian, seconded/Mr. Collins to grant an exemption to the policy on excavating newly paved roads and permit the connection to the sanitary sewer according to the standards in the recently adopted "Road Opening Permit Rules and Regulations. Vote yes/Unanimous. 2) **Charles Ampagoomian** expressed his gratitude and thanked all voters for their support in last week's Town Election.

Alternatives/Request to hold 19th annual Valley Friendship Tour, Saturday, June 12, 2004 and to close Douglas Road during start times. Acting Town Manager [Chief Melia] advised the Board that all arrangements have been finalized with Alternatives with respect to the above. He explained that there would be minimal disruption to traffic on Douglas Road only at the start of each race. That being said, a motion/Mr. Collins, seconded/Mr. Boucher to approve the above request subject to the safety requirements of the Police, Fire and Public Works Departments. Vote yes/Unanimous.

Blackstone Valley Community Church/Request to use the Town Common, Saturday, July 10, 2004, 8:00 AM to 7:00 PM for the 2nd annual "Uncommon Day on the Common". A motion/Mr. Ampagoomian, seconded/Mr. Boucher to approve the above request subject to the safety requirements of the Police, Fire and Public Works Departments. Vote yes/Unanimous.

Redesign of Ovian Square/Vote to support. Present: Richard Sasseville, DPW Director and Jennifer Dulmaine, Office of Community Development, who were present to request the support of the Board of Selectmen with respect to the redesign of Ovian Square. Chairman Montecalvo asked about the purpose of having only one lane on Cross Street. Mr. Sasseville replied that the purpose was for better alignment of Cross Street with Prospect Street. Selectmen Mellor and Collins voiced their apprehension about the project due to the impact on Church Street as well as the loss of parking on Cross Street in front of St. Patrick's Church. Chairman Montecalvo then suggested that this matter be referred back to the Safety Committee for a more detailed examination of this project. Selectman Mellor pointed out that the electric service in that area is a main supply line to the rest of Church Street and into the Town of Upton and inquired

about whether the electric service would remain above ground or be relocated underground, which would be very costly. Ms. Dulmaine responded that the electric service would remain above ground. After discussion, a motion/Mr. Mellor, seconded/Mr. Boucher to refer this issue back to the Safety Committee for a more detailed inspection of the project. Vote yes/Unanimous.

Gary's Variety/Issuance of Keno License. The Board of Selectmen was duly notified by the Massachusetts State Lottery Commission that the new owner of Gary's Variety (Gurmit Pabla) has applied for the transfer of the Keno License at 2201 Providence Road, Northbridge. There being no objection, a motion/Mr. Ampagoomian, seconded/Mr. Montecalvo to approve the issuance of a Keno License to the new owner of Gary's Variety, 2201 Providence Road, Northbridge. Vote yes/ Messrs. Ampagoomian, Montecalvo, Boucher and Collins. Abstain/Mr. Mellor.

Whitin Community Center/Request to hang the "Picnic in the Park" banner over Church Street from June 7, 2004 to June 19, 2004. A motion/Mr. Ampagoomian, seconded/Mr. Boucher to approve the above request. Vote yes/Unanimous.

Safety Committee Minutes, May 19, 2004. A motion/Mr. Ampagoomian, seconded/Mr. Boucher to approve the May 19, 2004 Safety Committee Minutes as presented with the readings omitted. Vote yes/Unanimous.

W/S Development: Development Agreement re: Wal-mart Stores, Inc./Vote to sign. Pesent: Attorney Henry Lane and Mark Hebert, Project Manager. A motion/Mr. Ampagoomian, seconded/Mr. Boucher to sign the Development Agreement with respect to Wal-mart Stores, Inc. Vote yes/Unanimous.

Before adjourning, Selectman Ampagoomian extended his condolences and sympathy on behalf of the citizens of the Town and the Board of Selectmen to the family and friends of Keith Wiersma [a former call firefighter for the Town of Northbridge] who died recently. He noted that a memorial service will be held on Tuesday, June 1, 2004 at 7:00 PM at the Pleasant Street Christian Reformed Church.

Meeting adjourned: 7:42 PM

Respectfully submitted,

Robert M. Mellor, Clerk

s/

**BOARD OF SELECTMEN'S MEETING
JUNE 7, 2004**

A meeting of the Board of Selectmen was called to order by Chairman Joseph Montecalvo at 7:00 PM at the Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Also present were Messrs. Ampagoomian, Boucher and Collins. Selectman Mellor was not present and it is duly recorded.

Also present: Michael J. Coughlin, Jr., Town Manager; Mary Frances Powers, Chairman, Finance Committee, and James Ouellet, Member, Finance Committee.

The Pledge of Allegiance was recited by those present.

Approval of Minutes. A motion/Mr. Collins, seconded/Mr. Boucher to approve the May 24, 2004 Minutes as presented with the readings omitted. Vote yes/Messrs. Collins, Boucher, Montecalvo and Ampagoomian.

Citizens' Comments/Input. 1) **Robert A. Parker, Jr., 20 Nolet Street, Linwood, MA.,** who brought forth an ongoing issue with the "unnamed brook" near his home. Mr. Parker explained that in recent years he has heard that the brook was going to be piped with the fact that if the brook is piped it will only cause additional erosion of his property that abuts the unnamed brook. Chairman Montecalvo noted that the Board was aware of an issue in this area, however, he said that it was his recollection that because the brook was on personal property there was not anything the Town could do. Therefore, Chairman Montecalvo called on Mr. Richard Sasseville, DPW Director, to come forward to address Mr. Parker's concerns. Mr. Sasseville advised that Earth Tech did a simple drainage analysis to identify some deficiencies within the area. He also indicated that another resident in this area requested the Town to pipe this brook, but in response to their concerns, Mr. Sasseville stated that before the brook could be piped that a full hydrological analysis would have to be performed before any piping could be installed. Chairman Montecalvo suggested that Mr. Parker meet with the DPW Director to come up with a plan of what needs to be done in this area. 2) In addition, he brought up the issue of Town Hall holiday hours. He requested that these hours be reviewed once again.

Appointments/By the Town Manager. Property Lister/Clerk [Assessors Department] – Jennifer Cecconi. Mr. Robert Fitzgerald, Principal Assessor, introduced Ms. Cecconi to the Board of Selectmen and provided a brief overview of her qualifications. Following the introduction, he stated that he was very pleased to have Ms. Cecconi join the staff of the Assessor's Office. A motion/Mr. Ampagoomian, seconded/Mr. Collins to affirm the appointment of Ms. Jennifer Cecconi as the Property Lister/Clerk for the Town of Northbridge as recommended by Town Manager Coughlin. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo.

JOINT MEETING WITH FINANCE COMMITTEE

Vote position on June 8, 2004 Special Town Meeting Articles. Article 1 [BPCC]. *\$75,000 for litigation costs for the new High School.* A motion/Mr. Ampagoomian, seconded/Mr. Boucher to support Article 1. Vote yes/Messrs. Ampagoomian, Boucher, Collins and Montecalvo. **Article 2 [BPCC].** *\$90,000 for High School Construction Account.* A motion/Mr. Collins, seconded/Mr. Boucher to support Article 2. Vote yes/Messrs. Collins, Boucher, Ampagoomian and Montecalvo.

Vote position on June 8, 2004 Spring Annual Town Meeting Articles. Article 1 [FIN. COMM]. *FY '05 Omnibus Budget.* A motion/Mr. Boucher, seconded/Mr. Collins to support Article 1. Vote yes/Messrs. Boucher, Collins, Ampagoomian and Montecalvo. **Article 2 [SCHOOL COMM].** *FY '04 Budget amendment to the Special Education Budget.* A motion/Mr. Collins, seconded/Mr. Boucher to support Article 2 in the amount of \$160,000. Vote yes/Messrs. Collins, Boucher, Ampagoomian and Montecalvo. **Article 3 [BOS].** *Sewer Enterprise Operation.* A motion/Mr. Collins, seconded/Mr. Boucher to support Article 3 in the amount of \$1,901,493. Vote yes/Messrs. Collins, Boucher, Ampagoomian and Montecalvo. **Article 4 [BOS].** *Water Enterprise Operation.* A motion/Mr. Collins, seconded/Mr. Boucher to support Article 4 in the amount of \$741,235. Vote yes/Messrs. Collins, Boucher, Ampagoomian and Montecalvo. **Article 5 [BOS].** *Treas/Coll agreements.* A motion/Mr. Collins, seconded/Mr. Boucher to support Article 5. Vote yes/Messrs. Collins, Boucher, Ampagoomian and Montecalvo. **Article 6 [ASSESSORS].** *DOR Revaluation/software.* A motion/Mr. Collins, seconded/Mr. Boucher to support Article 6. Vote yes/Messrs. Collins, Boucher, Ampagoomian and Montecalvo. **Article 7 [BOS].** *Chapter 90 Funding.* A motion/Mr. Collins, seconded/Mr. Boucher to support Article 7. Vote yes/Messrs. Collins, Boucher, Ampagoomian and Montecalvo. **Article 8 [BOS].** *New Ambulance.* A motion/Mr. Collins, seconded/Mr. Boucher to support Article 8 in the amount of \$110,000. Vote yes/Messrs. Collins, Boucher, Ampagoomian and Montecalvo. **Article 9 [RECYC].** *Recycling Committee Revolving Account.* A motion/Mr. Collins, seconded/Mr. Boucher to support Article 9 in the amount of \$10,000. Vote yes/Messrs. Collins, Boucher, Ampagoomian and Montecalvo. **Article 10 [SCHOOL COMM].** *Accept MGL Chapter 71, §71E [Special School Account for rental fees].* A motion/Mr. Collins, seconded/Mr. Boucher to support Article 10. Vote yes/Messrs. Collins,

Boucher, Ampagoomian and Montecalvo. **Article 11 [BOS]**. *Transfer Title V fees*. A motion/Mr. Collins, seconded/Mr. Boucher to support Article 11. Vote yes/Messrs. Collins, Boucher, Ampagoomian and Montecalvo. **Article 12 [BOS]**. *Recision article-Providence Rd. sewer line*. A motion/Mr. Collins, seconded/Mr. Boucher to support Article 12. Vote yes/ Messrs. Collins, Boucher, Ampagoomian and Montecalvo. **Article 13 [BOS]**. *Spring Street sewer line*. A motion/Mr. Collins, seconded/Mr. Boucher to support Article 13. Vote yes/ Messrs. Collins, Boucher, Ampagoomian and Montecalvo. **Article 14 [BOS]**. *Three raw sewerage pumps (Rockdale Pump Station)/related work*. A motion/Mr. Collins, seconded/Mr. Boucher to support Article 14. Vote yes/Messrs. Collins, Boucher, Ampagoomian and Montecalvo. **Article 15 [BOS]**. *Union Lane water mains*. A motion/Mr. Collins, seconded/Mr. Boucher to pass over Article 15. Vote yes/Messrs. Collins, Boucher, Ampagoomian and Montecalvo. **Article 16 [BOS]**. *Site suitability assessment of town owned property (WWTP) for DPW facility*. A motion/Mr. Collins, seconded/Mr. Boucher to pass over Article 16. Vote yes/Messrs. Collins, Boucher, Ampagoomian and Montecalvo. **Article 17 [BPCC]**. *Site design for proposed DPW facility*. A motion/Mr. Collins, seconded/Mr. Boucher to support Article 17 in the amount of \$25,000. Vote yes/Messrs. Collins, Boucher, Ampagoomian and Montecalvo. **Article 18 [BPCC]**. *Portable classrooms-Balmer*. A motion/ Mr. Collins, seconded/Mr. Boucher to support Article 18 in the amount of \$40,000. Vote yes/ Messrs. Collins, Boucher, Ampagoomian and Montecalvo. **Article 19 [BPCC]**. *Aldrich School Roof*. A motion/Mr. Boucher, seconded/Mr. Collins to support Article 19 in the amount of \$550,000. Vote yes/Messrs. Boucher, Collins, Ampagoomian and Montecalvo. **Article 20 [SCHOOL COMM]**. *Ratify 5-yr. contract for portable classrooms @ Primary School*. A motion/Mr. Collins, seconded/Mr. Boucher to support Article 20. Vote yes/Messrs. Collins, Boucher, Ampagoomian and Montecalvo. **Article 21 [DISABILITY COMM]**. *MGL Chapter 40, §8J*. A motion/Mr. Collins, seconded/Mr. Boucher to defer the vote on this article until tomorrow night before town meeting. The purpose of the deferral is to obtain additional information tomorrow from the Mass. Office on Disability and to confirm whether or not the current bylaw, which establishes the Disability Commission, is sufficient. If the current bylaw is sufficient, Article 21 will be passed over. Vote yes/Messrs. Collins, Boucher, Ampagoomian and Montecalvo. **Article 22 [DISABILITY COMM]**. *MGL Chapter 40, §22G*. A motion/Mr. Collins, seconded/Mr. Boucher to defer the vote on this article until tomorrow night before town meeting pending the information received with respect to Article 21 above. If Article 22 is not needed it will be passed over. Vote yes/ Messrs. Collins, Boucher, Ampagoomian and Montecalvo. **Article 23 [BOS]**. *Limited Redevelopment Overlay District*. A motion/Mr. Collins, seconded/Mr. Ampagoomian to support Article 23. Vote yes/Messrs. Collins, Ampagoomian, Boucher and Montecalvo. **Article 24 [BOS]**. *Aquifer Protection District*. Chairman Mary Frances Powers voiced her concern with respect to this article and indicated that she would like to see the area involved be restricted to the Overlay District only instead of the entire Zone 2. A motion/Mr. Ampagoomian, seconded/Mr. Collins to support Article 24. Vote yes/Messrs. Ampagoomian, Collins, Boucher and Montecalvo. **Article 25 [PL BD]**. *Commercial Recreation in I-1 and I-2 zoning districts*. A motion/Mr. Ampagoomian, seconded/Mr. Boucher to support Article 25. Vote yes/Messrs. Ampagoomian, Collins, Boucher and Montecalvo. **Article 26 [PL BD]**. *Addition of Note 8 to the Table of Use Regulations*. A motion/Mr. Ampagoomian, seconded/Mr. Collins to support Article 26. Vote yes/Messrs. Ampagoomian, Collins, Boucher and Montecalvo. **Article 27 [PL BD]**. *Brian Circle (road acceptance)*. A motion/Mr. Ampagoomian, seconded/Mr. Collins to support Article 27. Vote yes/Messrs. Ampagoomian, Collins, Boucher and Montecalvo. **Article 28 [PL BD]**. *Historic Mill Adaptive Reuse Overlay District*. A motion/Mr. Ampagoomian, seconded/Mr. Montecalvo to support Article 28. Vote yes/Messrs. Ampagoomian, Collins, Boucher and Montecalvo. **Article 29 [PETITION]**. *Eliminate special permit for gasoline stations (B-1 district)*. A motion/Mr. Ampagoomian, seconded/Mr. Collins to support Article 29. Vote yes/Messrs. Ampagoomian, Collins, Boucher and Montecalvo. The Finance Committee agreed to vote their position on Article 29-tomorrow night before Town Meeting. **Article 30 [PETITION]**. *Use variances*. The Finance Committee does not support this article. A motion/Mr. Ampagoomian, seconded/Mr. Collins not to support Article 30. Vote yes/Messrs. Ampagoomian, Collins, Boucher and Montecalvo. **Article 31 [PETITION]**. *Eliminate horse racing in I-2 districts*. A motion/Mr. Ampagoomian, seconded/Mr. Collins to pass over Article 31. Vote yes/Messrs. Ampagoomian, Collins, Boucher and Montecalvo. **Article 32 [PETITION]**. *Naming of the Northbridge High School Field House*. The Finance Committee does not support this article due to the fact that the School Committee has a policy in place with respect to naming public buildings. A motion/Mr. Collins, seconded/Mr. Boucher not to support Article 32. Vote yes/Messrs. Collins, Boucher, Ampagoomian and Montecalvo.

Community Development Plan/Presentation by Ted Brovitz, Dufresne-Henry, who began the presentation by providing a copy of the plan to the Board of Selectmen. He stated that the purpose of a Community Development Plan is to identify housing and economic development trends and needs; to look at residents' opinions with respect to strategies to address housing and economic development needs; to create specific strategies to address business development in addition to housing needs; to serve as a policy guide and to support grant applications for public and privately funded projects. Mr. Brovitz advised that the Northbridge Plan would include: a public workshop/meeting, housing inventory, housing demand assessment, supply and demand comparison, housing suitability map, housing goals and objectives, economic strategy, vacant industrial land strategies, market analysis, zoning revisions and update future land use map. Next, Mr. Brovitz reviewed the Town's community profile and explained that the first part of the report is an analysis of population trends, housing trends, and economic trends.

POPULATION TRENDS & FACTORS: While reviewing the Town's community profile, he pointed out that 1) Northbridge is growing a little slower (7%) than both Worcester County (16%) and the State (11%). 2) Mentioned that over the last 40 years (1960-2000) population growth was 25% --considerably less than surrounding communities. 3) The median age of Northbridge residents has increased from 32 (1990's) to 36 (2000). 4) Northbridge's attainment rate for high school diplomas is >85%--more than the county but less than the state average. 5) Northbridge's median income is about \$50,547—greater than the county but less than the state average. **HOUSING TRENDS:** 1) In 2000, there were about 4,955 housing units in Northbridge. There was a slight decline during the 90's. 2) Single family units make up about 58% of the Town's dwellings. Multi-family units have declined. 3) Average persons per household have declined over the past twenty years to 2.67 in 2000. 4) The median homeowner has lived in the same home for 14 years. 5) 346 affordable housing units (Chapter 40B) = 7% total (10% required by State). 6) Average single family assessed value in FY '03 was \$264,539 and an average tax bill of \$2,129, which is significantly less than surrounding communities and 81% of the state average. **HOUSING ASSESSMENT:** 1) Over the last 10 years, the median sales price of a single family home has increased 120%. In 2002, the median sales price was \$247,950. 2) About 20% of homeowners pay >30% of gross household income for housing costs. 3) Rental costs have increased slightly during the 90's; about 33% of renters pay >30% of gross household income for housing expenses. **ECONOMY:** Mr. Brovitz pointed out that from 1990-2001, there was a 26% increase in the number of businesses; 42.9% increase in jobs; and a 14% increase in jobs per establishment. In closing, Mr. Brovitz reviewed his action plan with respect to the Community Development Plan. He indicated that his action plan was based on and through: Public Workshops, Updating the Northbridge Master Plan, Land Use Regulations, Town-wide policies and programs, and an implementation program and schedule. Chairman Montecalvo thanked him for the presentation and cautioned Mr. Brovitz that this was a lot of information to absorb in one evening. Finally, he suggested that a Community Development Committee be formed to help in formulating the town's Community Development Action Plan; people who would be willing to work in cooperation with other boards/committees.

School Superintendent Search. Chairman Montecalvo began the discussion by announcing that the Board of Selectmen would like to have a representative on the Superintendent's Search Committee. The Chairman then called Mr. Sal D'Amato, School Committee member, forward to discuss this matter. Mr. D'Amato mentioned that the School Committee originally intended to use MASC (Mass. Association of School Committees) to aid in this search, however, after communicating with MASC about the search, the Northbridge School Committee voted to set up the Superintendent's Search Committee as follows: The Business Manager, a Curriculum Rep., a Mass. Teachers Association Rep., a Council On Aging Rep., a Student Council Rep., and 4 Reps. from each School Council; a Parent Advisory Council Rep., and one Principal. He further explained that the School Committee wanted to appoint people who work closely with the Superintendent and that they didn't feel that the Selectmen met those criteria. Chairman Montecalvo stated that it is very important a Selectman be on that committee because it is a very important matter. Mr. D'Amato responded that he would bring this matter back to the School Committee for another vote at their next meeting on June 16th. Selectman Ampagoomian volunteered to serve on the Superintendent's Search Committee. At the conclusion of the discussion, the Town Manager pointed out that the cooperation between the Town Manager's Office and the Superintendent's Office during the recent budget process was great and that he hoped to see it continue by having a Selectman's representative on the Superintendent's Search Committee.

Selectmen's Concerns. **Chairman Ampagoomian/1)** Inquired about whether Mass. Housing had responded to the letter of non-support sent by the Board with respect to the Chapter 40B project proposed by Linwood Estates. The Town Manager replied that Mass. Housing has not responded as of this date. **2)** Asked if the Town Manager had heard from Mass. Highway with respect to tweaking the signals at Plummer's Corner. Mr. Coughlin replied that he has not heard from Mass. Highway either.

Town Manager's Report. Town Manager Coughlin reported that a couple of weeks ago, he was stricken ill and experienced firsthand the emergency services in town. He commended the Police and Fire Departments for their professionalism when they responded to his emergency and transported him to the hospital. He also thanked the department heads, employees, citizens, and board members for the cards, gifts and acts of kindness extended to him during his illness. After that Mr. Coughlin extended his personal thanks to his assistant, Sharon Susienka, for her assistance during his absence.

Meeting adjourned: 9:34PM

Respectfully submitted,

Joseph J. Montecalvo, Chairman

BOARD OF SELECTMEN'S MEETING
June 21, 2004

A meeting of the Board of Selectmen was called to order by Chairman Joseph J. Montecalvo at 7:00 PM at the Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Also present were Messrs. Ampagoomian, Boucher, and Collins. Selectman Mellor was not present and it is duly recorded.

Also present: Michael J. Coughlin, Jr., Town Manager

The Pledge of Allegiance was recited by those present.

Citizens' Comments/Input. Representative George N. Peterson, Jr. was present to inform the Board that the budget has been passed by both the House and Senate Conference Committees. He announced that the Town would receive a total of \$16,678,639 in State Aid (\$14,524,819 – Education and \$2,153,820 – General Government). Of that amount, he pointed out that \$12,150,287 is Chapter 70 Aid and \$1,985,075 is Lottery Aid. Selectman Ampagoomian inquired about the increase in the town's MBTA assessment and Rep. Peterson responded that the formula was set years ago and took an enormous amount of work and would require even more work to change the formula at this point.

Appointments/By the Board of Selectmen. 1) Historical Commission – Jason Keefe. Mr. Keefe introduced himself to the Board and mentioned that he was interested in serving on both the Historical Commission and the Zoning Board of Appeals. He said that he has lived in town for about 4 years and was a former member of the Blackstone River and Canal Commission. Mr. Keefe indicated that he would like to get involved in serving the town again. The Board asked the candidate if he wouldn't mind serving on the Historical Commission and Mr. Keefe responded that that was fine. A motion/Mr. Collins, seconded/Mr. Boucher to appoint Jason Keefe to the Historical Commission for a three-year term. Vote yes/Messrs. Collins, Boucher, Ampagoomian and Montecalvo. **Zoning Board of Appeals – Kevin Quinlan.** Thomas Hansson, Chairman, Zoning Board of Appeals was present to speak on behalf on Mr. Quinlan, [who was not present] and recommended him for appointment to the ZBA based on Mr. Quinlan's talent bank form. Chairman Montecalvo thanked Mr. Hansson for his remarks, however, after conferring with Board members, he suggested that the appointment be deferred until the next Board meeting so that Mr. Quinlan could be present.

Safety Committee Minutes. The Board voiced concern with respect to the Ovia Square project plans, however, a motion/Mr. Collins, seconded/Mr. Boucher to approve the Safety Committee Minutes of June 17, 2004 as presented with the readings omitted. Vote yes/Messrs. Collins, Boucher, Ampagoomian and Montecalvo.

Dog Warrant. A motion/Mr. Collins, seconded/Mr. Boucher to authorize Chairman Montecalvo to sign the Dog Warrant. Vote yes/Messrs. Collins, Boucher, Ampagoomian and Montecalvo.

Transfer the Common Victualler License from Gary Desjardin d/b/a Gary's Variety & Spirits to Gary's Variety, Inc. d/b/a Gary's Variety (Gurmit Pabla, Mgr.). A motion/Mr. Collins, seconded/Mr. Ampagoomian to transfer the above common victualler license from Gary Desjardin d/b/a Gary's Variety & Spirits to Gary's Variety, Inc. d/b/a Gary's Variety (Gurmit Pabla, Mgr.). Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo.

FY '04 Miscellaneous Annual Reappointments: 1) By the Board of Selectmen. A motion/Mr. Ampagoomian, seconded/Mr. Boucher to approve the miscellaneous annual reappointments by the Board of Selectmen. Vote yes/Messrs. Ampagoomian, Boucher, Collins and Montecalvo. Note: Selectman Collins voiced his opposition to the reappointment of Diane Mackintosh to the Board of Health. **2) By the Town Manager.** A motion/Mr. Ampagoomian, seconded/Mr. Boucher to affirm the miscellaneous annual reappointments by the Town Manager. Vote yes/Messrs. Ampagoomian, Boucher, Collins and Montecalvo.

Granite Hill Development. Present: Rob Knapik, Representative of Granite Hill. Development [Chapter 40B], Rick Goldstein-Granite Hill, and Mark Anderson, Heritage Design Group. Mr. Knapik briefly recapped the details of the project. He said the application for project eligibility has been submitted to Mass. Housing. He also reminded the Board that they previously expressed concern about traffic generation and traffic flow, fire safety and compliance with the Administrative Consent Order (ACO). As far as the ACO goes, he indicated that they would comply with the terms of the Administrative Consent Order and would remove whatever amount of Inflow & Infiltration (I & I) is required. In regards to fire safety, the Fire Chief concluded that the town does have the appropriate apparatus in the event they had to fight a fire in a building of that size. Mark Anderson, Heritage Design Group provided the details with respect

to traffic generation/traffic flow. He explained that a traffic analysis was conducted by Earth Tech where they looked at traffic projections in the area of the proposed development. The traffic analysis estimated that there would be 900 vehicles per day entering and exiting the development. The proposed project is expected to generate about 70 trips during the AM peak hours and about 80 trips during the PM peak hours. **Accident Data:** Current accident data indicated that there are less than 2 accidents per year at the two major intersections-Highland Street and Benson Road and Church Street and Highland Street. **Speed Data:** Mr. Anderson noted that the average speed of all vehicles was 29mph while the 85th percentile (used to set speed limits) was 33mph, thus traffic is actually traveling slower than expected. Mr. Anderson then pointed out some positive aspects of the project such as **1)** the entrance, which is conducive to slower traffic and **2)** Rumonoski Drive is a fairly new road designed to subdivision standards. In conclusion, they felt that the roadway system is capable of safely accommodating project-related traffic increases. Discussion: Selectman Collins voiced his concern with respect to the project due to the substandard condition of Highland Street [in his opinion]. Selectman Ampagoomian **1)** inquired about ownership of the proposed project and Mr. Goldstein responded that it is an entity related to “The Shop”—the same individual that was responsible for developing the “Hills at Whitinsville”. **2)** asked about the possible upgrade of signals at Plummer’s Corner and/or an upgrade of Highland Street. Selectman Boucher advised that some major road upgrades and repairs are needed in town especially in the area of the proposed project and that it doesn’t make sense to introduce another 1,000 cars to already inferior roads. Chairman Montecalvo asked about the status of the project. Mr. Knapik responded that the project eligibility application has been sent to Mass. Housing and that they are awaiting approval. A motion/Mr. Collins, seconded/ Mr. Boucher to send a letter of non-support to Mass. Housing with respect to the Granite Hill Development. Discussion on the motion: Town Manager Coughlin suggested that the petitions and concerns received from the residents in that area should also be sent along with the letter to Mass. Housing. The Board concurred. Vote yes/Messrs. Collins, Boucher, Ampagoomian and Montecalvo.

Superintendent’s Search Committee. Chairman Montecalvo read a letter from Superintendent Henry O’Donnell, stating that the School Committee voted 5-4 not to place a member of the Board of Selectmen on the search committee. Selectman Ampagoomian suggested a letter be sent to the School Committee asking them to reconsider their vote.

Code of the Town Of Northbridge: Amendment to §4-304 Building, Planning & Construction Committee (BPCC). Town Manager Coughlin advised the Board that the BPCC bylaw is not in compliance with §4-201 of the town’s bylaws. He stated that in order to clarify the capital planning process and to clarify the bylaws of the town, the BPCC bylaw needed to be brought into compliance. Mr. Coughlin pointed out that the bylaws of all multiple-member bodies of the town should specify membership, term of office, authorities and responsibilities, and interrelationships with both the Town Manager and the Board of Selectmen and other agencies within the town organizational structure. He indicated that every board/committee mentioned in the “Code of Bylaws” has specific interrelationships spelled out except the BPCC. He also suggested said that the Selectmen should sit down with the BPCC to map out what the specific interrelationships should be with the Town Manager, Board of Selectmen and other agencies and to put it on paper so that it is clear.

Building, Planning & Construction Committee (BPCC). Proposals for DPW Facility. Chairman Montecalvo read a memo from the BPCC concerning three (3) proposals that were received for a DPW Site Evaluation for the proposed site of the new facility at the WWTP on Providence Road and further requesting the Board’s approval to proceed with the site evaluation. Town Manager Coughlin advised the Board that proper procedure is for the BPCC to come before the Selectmen to brief them on the information and then the Board of Selectmen can make a decision at their own meeting. He explained that the decision to move forward with the site evaluation is a Selectmen’s decision and it should be made at their own meeting—not the other way around.

Request for Special Town Meeting/DPW Projects. Present: Richard Sasseville, DPW Director, was present and requested the Selectmen to call a Special Town Meeting in early summer relative to the two draft warrant articles submitted to the Town Manager on June 15, 2004. He stated that the purpose of said meeting was to request additional funding for the Whitinsville Sewer Interceptor Project in the amount of \$125,000 and to request funding for the upgrade of the water line on Union Lane in the amount of \$65,000. Mr. Sasseville reminded the Board that money was recently appropriated at the Spring Annual Town Meeting [for the Sewer Interceptor] but the amount appropriated was insufficient, and in addition, that the article for the upgrade of the water line on Union Lane was passed over because the amount requested was inadequate as well. He informed the Board that the lowest bids received for both projects came in higher than the amount of money appropriated and/or requested at Town Meeting. He also mentioned other reasons that the bids came in higher was the fact that the original estimates for

the work were approximately one year old and there were some major price increases for materials. Mr. Sasseville suggested that since the projects will be funded through the Sewer and Water Enterprise Fund Accounts that all expenses related to the Special Town Meeting should also be paid for with Enterprise Funds. The Town Manager agreed. A motion/Mr. Collins, seconded/Mr. Boucher to set a Special Town Meeting for Tuesday, July 27th contingent upon the availability of the Town Moderator. Vote yes/Messrs. Collins, Boucher, Montecalvo and Ampagoomian.

Selectmen's Concerns/1) Selectman Ampagoomian brought forth a concern of Mr. Ted Haringa, Fowler Road, Northbridge, with respect to the overuse of salt on Fowler Road during the winter season. Mr. Ampagoomian advised that the DPW Director has been made aware of Mr. Haringa's concern and will be contacting Mr. Haringa shortly.

Town Manager's Report. 1) Mr. Coughlin reported that Town Meeting has been completed and complimented those involved in the process for not pitting the Town against the School. He especially thanked the Chair of the Finance Committee, Mary Frances Powers. 2) The Town Manager also mentioned that he hopes the School Committee will reconsider its vote relative to placing a member of the Board of Selectmen on the Superintendent's Search Committee. He indicated that if the Selectmen chose to designate him as their representative that he would be happy to do so for this very important matter.

Executive Session#1: A motion/Mr. Collins, seconded/Mr. Ampagoomian to go into Executive Session under MGL Chapter 39, S. 23B #3 – Litigation (Medical Waste Hearing/Legal Expenses), not to return to open session. Roll Call Vote: Mr. Collins/Yes, Mr. Boucher /Yes, Mr. Ampagoomian/Yes, and Mr. Montecalvo/Yes.

Executive Session#2: A motion/Mr. Collins, seconded/Mr. Boucher to go into Executive Session under MGL Chapter 39, S. 23B#6 – Land Acquisition (Puccio Property), not to return to open session. Roll Call Vote: Mr. Collins/Yes, Mr. Boucher /Yes, Mr. Ampagoomian/Yes, and Mr. Montecalvo/Yes.

Meeting adjourned: 9:45PM.

Respectfully submitted,

Joseph J. Montecalvo, Chairman

s/

SELECTMEN'S MEETING
July 12, 2004

A meeting of the Board of Selectmen was called to order by Chairman Joseph J. Montecalvo at 7:00 PM at the Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Also present were Messrs. Ampagoomian, Boucher, Collins and Mellor.

Also present: Michael J. Coughlin, Jr., Town Manager

The Pledge of Allegiance was recited by those present.

Citizens' Comments/Input. 1) Joyce Morin, Treasurer/Collector, came forward and conveyed her desire to put an end to a "situation" in town that is impacting her office greatly. She stated that there are many rumors going around and lots of questions being asked and expressed her wish to seek closure on the matter and move forward. In addition, Ms. Morin recommended that all parties involved in the situation ought to sit down and talk about it. Town Manager Coughlin interjected and advised Ms. Morin that as the appointing authority, this issue falls under his sole jurisdiction [at this point] and thus reminded her that as a town officer, she reports to him. He added that he has initiated a formal inquiry into this matter and that he will get to the bottom of it, however, he must first gather all the facts by a process according to town bylaws and the town charter. Mr. Coughlin assured the Board that all facts will be presented *at the appropriate time*—after all facts have been gathered and compiled through the proper process. The Town Manager explained that he is required to look into issues that affect the public's confidence in our administration. The Chairman of the Board of Selectmen agreed with the Town Manager and stated to Ms. Morin that they would take her comments under advisement. Mr. Coughlin said that his main concern as Town Manager is to make sure that the Town Hall operates properly and that proper policy and procedure is followed.

Appointments/By the Town Manager. 1) **Full Time Police Recruits--Stephen H. Buma and Thomas J. DeJordy.** Chief Thomas J. Melia introduced the new police recruits to everyone present and provided a brief overview of their education and careers thus far. Next he explained that one of the positions replaces an officer who transferred to another town and that the other position is new and would be 50% funded by the Northbridge School System in hopes that a full-time School Resource Officer would be hired during FY 2005. Chief Melia then remarked that both police recruits are scheduled to attend the next police academy training which begins in October 2004. In closing, the Chief congratulated Mr. Buma and Mr. DeJordy and wished them well. On behalf of the Board of Selectmen, Chairman Montecalvo congratulated the young men and also wished them success. A motion/Mr. Collins, seconded/Mr. Boucher to affirm the appointments of Mr. Stephen H. Buma and Mr. Thomas J. DeJordy as police recruits as recommended by the Town Manager. Vote yes/Unanimous. 2) **Zoning Board of Appeals/Associate Member – Kevin Quinlan.** Mr. Quinlan introduced himself to the Board and provided a brief synopsis of his interests and qualifications. He stated that he moved to town about 4 years ago and has been eager to get involved because he wanted to contribute something to the town. That being said, a motion/Mr. Ampagoomian, seconded/Mr. Boucher to appoint Mr. Quinlan as an Associate Member of the Zoning Board of Appeals. Vote yes/Unanimous.

FY '85 Housing Rehabilitation Program/Discharge of Lien. A motion/Mr. Collins, seconded/Mr. Boucher to approve a discharge of lien on property located at **2201 Providence Road, Northbridge**, as recommended by Jennifer Dulmaine, Program Manager, Office of Community Development. Vote yes/Unanimous.

St. Patrick's Church/Request to a banner across Church Street from September 3 – September 18, 2004 to advertise the 12th annual Fall Festival. A motion/Mr. Ampagoomian, seconded/Mr. Boucher to approve the above request. Vote yes/Unanimous.

Armenian Apostolic Church/1) Request to hang a banner across Church Street from August 16-August 22, 2004 to advertise the annual Armenian Picnic. A motion/Mr. Ampagoomian, seconded/Mr. Boucher to approve the above request. Vote yes/Unanimous. 2) **Request to hang a banner across Church Street from November 15-November 20, 2004 to advertise the annual Armenian Church Bazaar.** A motion/ Mr. Ampagoomian, seconded/Mr. Boucher to approve the above request. Vote yes/Unanimous.

Special Town Meeting/Vote to sign warrant. A motion/Mr. Collins, seconded/Mr. Mellor to sign the warrant for a Special Town Meeting to be held at 7:00 PM on August 3, 2004, at the Northbridge Middle School Auditorium. Vote yes/Unanimous.

Playground & Recreation Commission/Request to use the Whitinsville Town Common for their summer concert series. A motion/Mr. Ampagoomian, seconded/Mr. Mellor to grant

permission to the Northbridge Playground & Recreation Commission to use the Whitinsville Town Common for their summer concert series on the following Thursdays from 6:30 PM – 8:30 PM: July 15 (The Russo Brothers Jazz Band); July 22 (Chuck & Mudd); July 29 (Blackstone Valley Bluegrass Band); August 5 (TBA); August 12 (Valerie & Walter Crockett); and August 19 (Erica Brown & The Bluegrass Connection) and subject to the safety requirements of the Police, Fire and Public Works Departments. Vote yes/Unanimous.

Village Congregational Church/Request to use the Whitinsville Town Common on Saturday, October 2, 2004, from 9 AM – 3 PM with a rain date of Sunday, October 3, 2004 for their annual Harvest Festival. A motion/Mr. Collins, seconded/Mr. Boucher to approve the above request subject to the safety requirements of the Police, Fire and Public Works Departments. Vote yes/Unanimous.

Time Out Tavern/Annual Sunday State License Renewal (Pool Table). A motion/Mr. Collins, seconded/Mr. Boucher to approve the above license subject to the payment of any outstanding monies. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. Abstain/Mr. Mellor.

Proposed FY '05 Water and Sewer Utility Rates/Vote to set FY '05 rates. Present: Mr. Richard Sasseville, DPW Director, advised that based upon a review of the revenue history for FY '03 and FY '04, he was recommending that the FY '05 water and sewer rates stay exactly the same as they have for the last few years. However, he noted that he was recommending an increase from \$10 to \$25 in the charge for turning on and shutting off water because as long as he could remember the charge has been \$10, however, in actuality, the Town has had to pay Whitinsville Water Company a fee of \$25, therefore, the recommended increase from \$10 to \$25. A motion/Mr. Collins, seconded/Mr. Boucher to approve the following FY '05 Water and Sewer Utility Rates as recommended by the DPW Director including the above mentioned increase in the charge for turning on and shutting off water. Vote yes/Unanimous.

TOWN OF NORTHBRIDGE
SEWER SYSTEM

SCHEDULE OF RATES FOR SEWER SERVICES
QUARTERLY BILLING CYCLE

Effective Date: July 1, 2004

QUARTERLY RATES

The rates for sewer services that are billed quarterly will be:

For the first 2,000 cubic feet used or fraction thereof	\$ 55.84
For each additional 100 cubic feet thereafter	3.44

Each sewer service shall be billed in accordance with the above rate schedule. Quarterly usage shall be determined using 100-percent of the quarterly metered water consumption figure to arrive at sewer usage.

CONNECTION FEES FOR NEW SERVICES

A connection fee for a new service connection to Residential, Commercial or Industrial premises will be charged by the Northbridge Sewer System at the time application is made for service, as follows:

<u>Type of Connection</u>	<u>Fee</u>
Existing single family residence	\$ 700.00
Existing multi family residence (first unit)	700.00
Each additional existing unit	400.00
New single family residence	6,000.00
New multi family residence (first unit)	6,000.00
Each additional unit	5,000.00
Commercial or Industrial (minimum)	7,000.00
Commercial or Industrial (whichever is greater)	350.00 per fixture

The term “fixture” as used above is defined as: water closets, urinals, lavatories, service sinks, laundry sinks, washing machines, dishwashers, garbage disposal units, etc.

The term “existing residence” as used above is defined as one that was occupied prior to July 1, 1997.

Whenever a commercial or industrial premise is served by more than one connection to the Town’s mains, the connection fee schedule above shall apply to each connection. The total number of fixtures will not be added together to determine the connection fee.

TOWN OF NORTHBRIDGE
WATER SYSTEM

SCHEDULE OF RATES FOR WATER SERVICES

Effective Date: July 1, 2004

RATES FOR METERED SERVICE

QUARTERLY METER RATES

Subject to the minimum quarterly charges as specified below, the meter rates for water sold quarterly will be:

	<u>Per Hundred Cubic Feet</u>
For the first 1,000 cubic feet per quarter	\$2.890
For the next 14,000 cubic feet per quarter	2.786
For all in excess of 15,000 cubic feet per quarter	4.304 <u>1.561</u>

Minimum Quarterly Charge Per Meter:

<u>Size of Meter (Inches)</u>	<u>Water Allowance (Cubic Feet)</u>	<u>Minimum Charge Per Quarter</u>
5/8	1,000	\$ 28.90
3/4	2,200	55.37
1	3,600	86.26
1-1/4	4,500	106.11
1-1/2	7,000	161.26
2	11,500	260.53
3	27,800	510.67 <u>618.75</u>
4	50,000	810.59 <u>965.29</u>
6	110,000	
1,621.19 <u>1,901.89</u>		
8	180,000	
2,566.89 <u>2,994.59</u>		
10	265,000	
3,715.24 <u>4,321.44</u>		

Each meter shall be billed in accordance with the above rate schedule. Whenever a customer is served by more than one connection to the Town’s mains, the consumption as shown on the meter on each service connection will not be added together under one billing, but will be billed separately in accordance with the above rate schedule.

MINIMUM CHARGE FOR SHUTTING OFF OR TURNING ON WATER SERVICE
\$25.00

TOWN OF NORTHBRIDGE
WATER SYSTEM

SCHEDULE OF RATES FOR WATER SERVICES (continued)

RATES FOR PRIVATE FIRE SERVICES

AVAILABILITY

These rates are available to customers of the Northbridge Water System for Private Fire Service. For purposes of this rate, the term fire protection valve shall mean and include either: a) any gate valve attached to any pipe that has the purpose of delivering water to one or more sprinkler heads; and/or any post indicator valve.

<u>RATES</u>	<u>Per Quarter</u>
For each 4” or smaller fire protection valve	\$ 156.51
For each 6” fire protection valve	250.11
For each 8” fire protection valve	344.00
For each 10” fire protection valve	625.27
For each private hydrant	141.13

CONNECTION FEES FOR NEW SERVICES

A connection fee for a new service connection to Residential, Commercial or Industrial premises will be charged by the Northbridge Water System at the time application is made for service, as follows:

<u>Meter Size</u>	<u>Fee</u>
5/8 Inch up to 2 Inch (160 gallons per minute)	\$ 1,200.00 1,800.00
3 Inch (315 gallons per minute)	2,363.00
4 Inch (500 gallons per minute)	3,750.00
6 Inch (1,000 gallons per minute)	7,500.00
8 Inch (1,600 gallons per minute)	12,000.00
10 Inch (2,300 gallons per minute)	17,250.00

The connection fee for a new service connection for an existing residential premise occupied prior to July 1, 1997 is \$150.00.

TOWN OF NORTHBRIDGE
WATER SYSTEM

SCHEDULE OF RATES FOR WATER SERVICES TO MUNICIPAL OR DISTRICT WATER
SYSTEMS

Effective Date: July 1, 2004

RATES FOR METERED SERVICE

This rate schedule is applicable to the sale of water by the Northbridge Water System to other municipal, public or private water systems located outside the limits of the Town of Northbridge.

MONTHLY METER RATES

Subject to the minimum monthly charges specified below, the meter rates for water sold monthly will be:

	<u>Per Hundred Cubic Feet</u>
For all water sold per month	\$ 2.786

Minimum monthly charge per meter:

The minimum monthly charge per meter shall be \$139.30 which will include an allowance of 5,000 cubic feet of water per month. This minimum shall apply regardless of the size of the meter.

Each meter shall be billed monthly in accordance with the above rate schedule. Whenever a customer is served by more than one connection to the Town’s mains, the consumption as shown by the meters on each service connection will not be added together under one billing, but each meter will be billed separately in accordance with the above rate schedule.

Massachusetts Motorcycle Association/Request to parade (ride) through Whitinsville on Saturday, July 17, 2004. Chairman Montecalvo asked Chief Melia if he had any problems with this request and Chief responded that he did not. A motion/Mr. seconded/Mr. to approve the above request subject to the safety requirements of the Police, Fire and Public Works Departments. Vote yes/Unanimous.

Building, Planning & Construction Committee (BPCC) – Bylaw Amendment. The Town Manager suggested that an amendment to the BPCC Bylaw was needed that would specify that committee’s interrelationships with the Board of Selectmen, Town Manager and other town agencies. He stated that he has proposed an amendment [which was provided in the agenda packet] but that he would be willing to change it based on input from the Board of Selectmen. Then he would formerly submit any proposed amendments to the BPCC for comment. Mr. Coughlin explained that as he went through the *Code of the Town Of Northbridge*, he learned that every multiple member body in town specified its interrelationships with the Board of Selectmen, Town Manager, and other agencies within town government and that the only body that didn’t have those interrelationships spelled out was the Building, Planning & Construction Committee. The Town Manager advised the Board that the purpose of the proposed amendment was to correct that omission, tighten up the bylaw and improve the capital planning process. It was agreed that the Board would carefully review the amendments proposed by the Town Manager and place this item on the next Selectmen’s agenda for discussion.

Peter Barbadora, Chairman, Building, Planning & Construction Committee was present to give an update on the DPW Facility study. Mr. Barbadora advised that town meeting recently approved funds for a preliminary site study to locate a new DPW facility on land adjacent to the town's Wastewater Treatment Plant. The Committee solicited three proposals and selected Guerriere & Halnon from Milford to do the site investigation, which includes mapping the site, creating a plot plan, staking boundaries, delineating wetlands, and identifying a potential location for the new facility on the site. Mr. Barbadora indicated that he would update the Town Manager [on the project] as often as he is requested to and that he does not mind doing so. The Town Manager interjected that he would like the Chairman of the Building, Planning & Construction Committee [or a representative] to periodically come directly before the Board of Selectmen to brief them on projects because dialogue between the Boards is very constructive. He also stated that as the DPW project moved forward that the committee take into consideration the user of the facility [DPW Director]; that it would be a good idea to have input from the user of that facility. Chairman Montecalvo concurred.

Utility Abatement Policy/Proposed revisions. Present: Richard Sasseville, DPW Director, was present to suggest proposed revisions to the current utility abatement policy. He indicated that the last update to the town's utility abatement policy was in July 2001. The DPW Director said the process has become labor intensive because the number of applications has doubled and so has the time to review and process them. He also emphasized the fact that the proposed revisions would streamline the process and make it more efficient. For the Board's benefit, Mr. Sasseville pointed out the major changes: **1)** Applications must be received within thirty calendar days of the date of the bill for which the abatement is being requested. Applications received after 30 days will be returned as untimely and no abatement will be approved. **2)** Applicants must make timely payments of undisputed amounts. Applicants are encouraged to contact the DPW for assistance in determining amounts that should be paid. **3)** The approval/disapproval authority is changed from the Town Manager to the Department of Public Works. This will speed up processing time and reduce costs. The Board of Selectmen would remain the appeal authority for applicants who dispute the determination of the DPW. It was agreed to place this item on the next agenda for a decision.

Trustees of Soldiers' Memorials/Request to use town owned land on Hill Street for a memorial park in remembrance of Cpl. Harvey Duquette. Selectman Ampagoomian spoke on behalf of the trustees for this discussion. The Trustees of Soldiers' Memorials were present to discuss their request for permission to use town owned land on Hill Street for a memorial park in remembrance of Cpl. Harvey Duquette. Chairman Montecalvo brought up the fact that the town already has Memorial Square which is dedicated to the memory of all veterans and asked why they couldn't do something in that area. Mr. Ampagoomian replied that the committee explored several locations but really wanted to do something special for Mr. Duquette because of what he went through as a soldier during WWII—he survived the Bataan Death March only to die while interned in Camp O'Donnell in the Philippines. Selectman Mellor did not object however, he reminded the Board that about 4 or 5 years ago a memorial to Jackie McDonald was made at the corner of Pine and Cottage Streets because he was from Pine Street, so, in keeping with past practice they should consider a memorial on Spring Street where Mr. Duquette was from. Mr. Ampagoomian advised that the Trustees have been in contact with the DPW Director about this matter and that he has no problem continuing to maintain that area. The area in question is approximately 62' x 126' and a memorial plaque and two benches would be installed on the plot. Chairman Montecalvo requested additional information from the Trustees for the next Selectmen's meeting.

Granite Hill Development. Town Manager Coughlin explained that since the last Selectmen's meeting [June 21st], a letter of non-support was sent to Mass. Housing including the signed petitions and letter of concern from residents abutting the proposed development. He also mentioned that he spoke with Mass. Housing this date and they indicated three things: **1)** they have not issued their final decision re: Granite Hill and that it would not go before them for another two weeks, **2)** they would require the developer to specifically address the concerns noted in the letter and petition signed by the residents, and **3)** that any new or special concerns should be sent along before Mass. Housing makes their final decision. In addition, the Town Manager mentioned that his letter to Mass. Housing addressed the fact that they [Mass. Housing] never contacted any town officials with respect to site visits to the proposed 40B developments and they assured him that that would never happen again. **Comments: Jeannine Gilmore, 387 Rumonoski Drive,** inquired about what kinds of demands the residents could put on the developer should Mass. Housing approve the development. Trees? Fencing? She also asked who was responsible for maintaining the house that the developer bought because the property was in deplorable condition. Chairman Montecalvo indicated that the town could contact the party that bought the house; however, her questions with respect to the "demands" should be relayed to the Planning Board. Next, Ms. Gilmore asked whether the town had released the bond on Rumonoski Drive. Mr. Latour, Planning Board Chairman, responded no, and that the town had

not yet accepted that road due to there being issues with the legal descriptions of the easements. Town Manager Coughlin advised that this matter would have to go before the Zoning Board of Appeals where all those issues could be addressed. He further recommended that the residents should keep the pressure on Mass. Housing because their final decision has not yet been issued and that he would be willing to write another letter on the residents' behalf to Mass. Housing with any new concerns. Finally, Ms. Gilmore asked that if the project was approved, how would the residents find out. Mr. Coughlin responded that this is a very lengthy process; that there will be public hearings, etc. Mr. Latour added that Mass. Housing only approves the initial application but that the Zoning Board of Appeals [ZBA] would have to hold public hearings and notify the abutters. He also pointed out that only the ZBA has the authority to approve (with or without conditions) or not approve a subdivision. However, if the developer does not like the conditions, then he can appeal to the State. **Philip Cyr, 285 Rumonoski Drive**, inquired about the formula used to determine the amount of affordable housing units in Northbridge and whether anybody knew what that formula was. He also asked if the Linwood Estates 40B project were to be approved, whether it would put the town over the required percentage [10%] of affordable housing units and could Mass. Housing then deny the Granite Hill application flat out. The Town Manager replied [in essence] no. He then explained that a housing survey was performed by the Office of Community Development and that Northbridge came in at 7.8% of affordable housing stock. Chairman Montecalvo reported that there was currently a movement in the Legislature to change some of the 40B requirements because some towns were concerned and have said that 40B was hurting them. In response to Mr. Cyr's questions, Mr. Latour noted that the town would have difficulty in meeting the 10% requirement of affordable housing stock because developers only allow for a minimum of 10% affordable housing units in these 40B developments, which then adds the other 90% of non-affordable housing units to the towns current [non-affordable housing] stock and as a result, the town's requirement for affordable housing units increases. He stressed that unless the Town demanded that developers increase the amount of affordable housing units within a proposed development, the town would never achieve the 10% requirement for affordable housing units. Another resident [name unknown] asked about the status of the Granite Hill project and, if approved, how long before the project would come to fruition. Mr. Coughlin informed her that the application was before Mass. Housing at this time and the final decision is due in about two weeks. The resident continued to state her concerns about the project and Chairman Montecalvo told her that this project still had to go before the Safety Committee. He also suggested that at this time there wasn't much else to do except write another letter. Selectman Ampagoomian recommended giving Mass. Housing's address to the residents in case they wanted to write additional letters. The Town Manager complied with that request. He also mentioned that in regards to the Linwood Estates project, that the Board of Selectmen had requested an increase in the percentage of affordable housing units so that the Town wouldn't end up in the situation that Mr. Latour mentioned earlier and further noted that these developments were money making projects and if you forced the amount of affordable housing units up-- it would totally change the economics of the entire proposal and the developer would have to rethink the entire project. There were no further comments and Chairman Montecalvo thanked the residents for coming to the meeting.

Selectmen's Concerns. 1) **Selectman Collins** advised that he was contacted by the developer of the Pine Hill "over 55" Community and was informed that there was a hold up on the project by the Conservation Commission. Mr. Collins asked Town Manager to follow up on this matter because this project could help the town in reaching the required 10% of affordable housing which may have an effect on the 40B proposed projects. 2) **Selectman Ampagoomian** requested that Neal Mitchell be appointed to the Puccio Property ad hoc committee. The Board concurred and Mr. Mitchell accepted the appointment.

Items for Future Agenda. The Town Manager announced that the Disability Committee has requested to come before the Board of Selectmen on July 26, 2004, to discuss handicapped parking ticket fines.

Executive Session. A motion/Mr. Collins, seconded/Mr. Boucher to go into Executive Session under MGL Chapter 39, S. 23B#6 – Land Acquisition (Puccio Property), under MGL Chapter 39, S. 23B#3 – Litigation [BPCC], under MGL Chapter 39, S. 23B#3 – Medical Waste Hearing/Legal Expenses, and under MGL Chapter 39, S. 23B#3 – Negotiations for Non-Union Personnel, without return to open session. Roll Call Vote: Mr. Collins/Yes, Mr. Boucher/Yes, Mr. Mellor/Yes, Mr. Ampagoomian/Yes, and Mr. Montecalvo/Yes.

Open Session Adjourned: 8:15 PM.

Respectfully submitted,

Robert M. Mellor, Clerk

s/

**BOARD OF SELECTMEN'S MEETING
JULY 26, 2004**

A meeting of the Board of Selectmen was called to order by Chairman Joseph J. Montecalvo at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Collins, Mellor, Boucher and Ampagoomian.

Also present: Michael J. Coughlin, Jr., Town Manager.

The Pledge of Allegiance was recited by those present.

Approval of Minutes. A motion/Mr. Collins, seconded/Mr. Boucher to approve the May 4, 2004, May 10, 2004, June 7, 2004, and June 21, 2004 minutes as presented with the readings omitted. Vote yes/Unanimous.

Appointments/By the Board of Selectmen. 2004 Annual Reappointments: Democratic Town Election Officers and Republican Town Election Officers. A motion/Mr. Ampagoomian, seconded/Mr. Boucher to reappoint the Democratic and Republican Town Election Officers as listed in the agenda packets. Vote yes/Unanimous.

Special Town Meeting Warrant/Vote positions on articles. Article 1: (*Whitinsville Sewer Interceptor*). A motion/Mr. Collins, seconded/Mr. Boucher to support Article 1. Vote yes/Unanimous. **Article 2:** (*Water line – Union Lane*). A motion/Mr. Collins, seconded/Mr. Boucher to support Article 2. Vote yes/Unanimous.

Fall Annual Town Meeting/Vote to close warrant. A motion/Mr. Collins, seconded/Mr. Boucher to close the Fall Annual Town Meeting warrant on Friday, September 10, 2004 at Noon. Vote yes/Unanimous.

Quaker/Mendon LLC – Quaker Ridge Estates Subdivision/Vote to accept gift in the amount of \$6,000. Present: Gary Bechtholdt, Town Planner, and Adam Gaudette, Heritage Design Group. Mr. Gaudette explained that the developers of Quaker Ridge Estates were supposed to notify the Town last fall about paving the subdivision roadway, however, due to a communication error the road was paved without proper notification to the Town for inspection. Mr. Gaudette stated that in an effort to right a wrong, Quaker Ridge has volunteered to do a public improvement project [with input from the Northbridge Playground & Recreation Commission] and as such has offered to donate \$6,000 to the Town of Northbridge to be used for improvements/resurfacing at the Linwood basketball courts. A motion/Mr. Collins, seconded/Mr. Boucher to accept a gift of \$6,000 from Quaker Ridge Estates for the purpose of making improvements to the Linwood basketball courts as noted previously. Vote yes/Unanimous.

Northbridge Permanent Firefighters/Request to hold a voluntary “boot drive” at Memorial Square, Saturday, August 7, 2004, from 9 AM – 12 Noon to benefit the Muscular Dystrophy Association. A motion/Mr. Collins, seconded/Mr. Boucher to approve the above request subject to the safety requirements of the Police, Fire, and Public Works Departments. Vote yes/Unanimous.

FY '85 Housing and Rehabilitation Program/Discharge of Lien. A motion/Mr. Collins, seconded/Mr. Boucher to approve a discharge of lien on property located at 29 Marywood Street, Uxbridge, MA, as recommended by the Office of Community Development. Vote yes/Unanimous.

FY' 99 Housing and Rehabilitation Program/Discharge of Lien. A motion/Mr. Boucher, seconded/Mr. Boucher to approve a discharge of lien on property located at 911 Main Street, Whitinsville, MA, as recommended by the Office of Community Development. Vote yes/Unanimous.

Armenian Apostolic Church/Request for a one-day beer and wine license for Sunday, August 22, 2004, for the annual picnic. A motion/Mr. Ampagoomian, seconded/Mr. Boucher to grant a one-day beer and wine license to the Armenian Apostolic Church for the annual picnic to be held Sunday, August 22, 2004, from 11 AM to 6 PM, on the Church grounds. Vote yes/Messrs. Ampagoomian, Boucher, and Collins. Abstain/Messrs. Montecalvo and Mellor.

Selectman Ampagoomian excused himself from the Board and joined the Trustees of Soldiers' Memorials for the following discussion:

Trustees of Soldiers' Memorials/Vote to approve the proposed site of the Harvey Duquette memorial. For the Board's benefit, Mr. Spaulding Aldrich, member of the Trustees of Soldiers'

Memorials, provided a summary of the methods by which the Town of Northbridge has honored their veterans in years past. A motion/Mr. Collins, seconded/Mr. Boucher to approve the proposed site of the Harvey Duquette memorial on town-owned land near 229 Hill Street, Whitinsville, MA with maintenance to be performed by the Department of Public Works. Vote yes/Unanimous.

Vote pursuant to Section 3-2 (e) of the Northbridge Town Charter that the Board of Selectmen authorize the Town Manager to investigate the collection of delinquent taxes.

The Town Manager advised that the only way the Town would get a full understanding of this matter is to execute a more formal inquiry into the collection of delinquent taxes. He further stated that Town Counsel would normally carry out such an investigation, however, in this particular case, there could be a conflict; thus an outside fact finder would be used to complete the inquiry. Selectman Mellor asked whether such an inquest was necessary and Mr. Coughlin responded yes in order to obtain closure. Selectman Ampagoomian asked whether the information would be kept confidential and the Town Manager replied that under the state statute that the summary must be made public in the annual report. A motion/Mr. Collins, seconded/Mr. Boucher to approve the Town Manager's request to execute a formal inquiry into the collection of delinquent taxes in the Town of Northbridge. Vote yes/Unanimous.

Alternatives – Overview of Mill Restoration and Riverwalk. Present: Dennis Rice, Executive Director; Michael Siebold, Program Director; Adam Gaudette, Heritage Design Group; and John Austin, Austin Architects. Mr. Rice began the presentation by introducing the above mentioned people. Continuing, he provided some background information about the history of Alternatives. Mr. Rice noted that Alternatives has provided residential and employment services to people with disabilities since 1976 and remarked that Alternatives had done well at physically reintegrating their patrons back into the community but not socially. He pointed out that in 1978, they opened a sheltered workshop program--a vocational program for disabled persons to perform piecework that at its height about 200 people worked there on a daily basis. That program provided a paycheck [for the first time] to many of the clients, however, they worked in isolation and thus Alternatives began to phase out the workshop. Subsequently, the Board of Directors decided that they wanted to use the Mill building to provide real opportunities for a wide variety of community interactions and therefore they were determined to turn the isolation of a sheltered workshop into an inclusive community treasure. Mr. Rice then talked about the proposed Mill Restoration project and stated that Alternatives was committed to evolve their building into a crossroads where people of many abilities could form relationships around common interests. He indicated that the mill would attract environmentalists as the water turbine would be restored; solar panels would be installed; and the building rehabbed using green (environmentally friendly) technology. He further mentioned that the performance center in addition to a space for artisans would attract arts lovers. Too, historians would be drawn to study the federal-style mill and museum. In his closing comments, Mr. Rice remarked that the Mill would become a community classroom for all ages and abilities to study the past and to redefine the future. At this time, he turned the presentation over to Adam Gaudette, of Heritage Design Group. Mr. Gaudette briefly explained that a Historic Mill Conversion Bylaw was recently passed at the Spring Annual Town Meeting. He noted that the bylaw essentially would allow for adaptive reuse of old mills in town. In essence, he said that the bylaw would allow for different types of uses that normally are not allowed in a mill setting. In Alternatives' case for example, the proposed plan calls for residential space, additional office space, and a restaurant, in addition to the community space that Alternatives needs for its social objectives. Mr. Gaudette concluded his portion of the presentation and commented that the process has begun: design work, civil work, and architectural work as well as meetings with both the Planning Board and Conservation Commission. Likewise, he stated that permits would be filed with the Conservation Commission as well as with DEP and other state agencies. At this time, Mr. John Austin, Austin Architects, displayed a miniature reproduction of the proposed project and talked about the details of the vision that Alternatives has with respect to their Mill restoration project. The Board thanked Mr. Rice, Mr. Gaudette, and Mr. Austin for a superb presentation.

Disability Commission/Handicapped Parking Fees. Present: Thomas Perkins, Chairman, and Members: Gail Arnold, Russell Conlon, and Paul Massey. Mr. Perkins introduced the members of the Disability Commission and explained that the purpose for their appearance before the Board of Selectmen was to discuss handicapped parking fees. For the Board's benefit, he shared the following information: According to Massachusetts State Statute, that handicapped parking fines should be no less than \$100 and not more than \$300. He also pointed out that the Town of Northbridge currently charges \$25 for a handicapped parking ticket—which goes against the statute and, as such, proposed that the Town of Northbridge increase that fine from \$25 to \$150 effective September 1, 2004. Mr. Perkins mentioned that if approved, a notice would be put in the newspaper as well as on cable indicating the increase in the handicapped parking fines. Chairman Montecalvo asked Mr. Perkins whether he had conducted a handicapped parking ticket survey among surrounding towns and whether he had brought this issue before the Safety

Committee. Mr. Perkins responded that he had not done a survey and that he had not gone before the Safety Committee but indicated that in past discussions with the Police Chief that Chief Melia supported this objective. That being said, Chairman Montecalvo directed Mr. Perkins to perform a survey among surrounding towns of their fines for handicapped parking violations and to report back to the Selectmen on August 9th, so that they can make an informed decision on this matter. Lastly, Mr. Perkins asked about the status of his request for accommodations for office and meeting space for the Disability Commission. The Town Manager responded that his request for accommodations at Piedmont Street [also the site of the Planning Board, Conservation Commission, and Community Development Offices] has been approved—and that it should be ready by September 1, 2004.

On a somewhat related issue, Town Manager Coughlin announced that the Mass. Office on Disability came to Northbridge to view the entire streetscape project and gave the Town a very favorable review.

Building, Planning & Construction Committee/Bylaw Amendment. Town Manager Coughlin advised that he hoped to have the proposed amendments relative to the Building, Planning & Construction Committee bylaw finalized in time for the Fall Annual Town Meeting Warrant, which closes September 10, 2004. He mentioned that for tonight he had prepared a revised Capital Planning flow chart for the Board to review and comment on at the next meeting.

Town Manager's Contract. Chairman Montecalvo stated that the Town Manager's contract expires in November and that the Board would be preparing an evaluation form to use for Mr. Coughlin's performance evaluation. He also mentioned that the Selectmen would probably discuss the details of the Town Manager's new contract in Executive Session at the next meeting and then return to open session and vote on it.

Selectmen's Concerns. 1) **Selectman Ampagoomian** reminded the Board that they still need to make a decision on whether to implement a new program called *The Audio Journal* for Northbridge Cable Television as discussed at the May 10th Selectmen's meeting. 2) **Selectman Collins** said that he has received phone calls relative to the trees in the Rockdale streetscape area and that they need to be replaced. 3) **Chairman Montecalvo/a)** mentioned that Rockdale House had an electrical problem on Saturday and that the Fire Department had to go in and fix the lights because Mass. Electric would not go on private property unless a certain protocol was followed. b) Read a letter from the Northbridge School Committee which in essence noted that they voted unanimously to place a Selectman on the Superintendent's Search Committee. Chairman Montecalvo then designated Selectman Collins to be the Selectmen's representative on the Superintendent's Search Committee.

Town Manager's Report. Mr. Coughlin 1) reported that a letter was received from the Mendon Fire Chief commending the Northbridge Fire Department for their response during the recent fire at Lowell's Dairy in Mendon. 2) Announced that the Town of Northbridge has received FY '04 Mini-Entitlement funding in the amount of \$600,000 in Community Development Block Grant Funds. 3) With respect to the Alternatives Mill Restoration Project, Matt Amorello has suggested that the Town submit for a turnpike grant. 4) Stated that over the last several weeks, Mr. Haynes has been emailing and writing letters to the editor while continuing to resist the Town's efforts to collect hearing fees with respect to Medical Waste and further accused the Town of fraudulence and extortion, and therefore, the Town Manager has directed Town Counsel to write a letter to Mr. Haynes to tell him to put up or shut up and to pay the Town monies due.

Executive Session. A motion/Mr. Collins, seconded/Mr. Boucher to go into Executive Session under M.G.L. Chapter 39, S. 23B #6 –Land acquisition (Puccio Property), not to return to open session. Roll Call Vote: Mr. Ampagoomian/Yes, Mr. Collins/Yes, Mr. Boucher/Yes, and Mr. Montecalvo/Yes.

Open Session Adjourned: 8:06 PM

Respectfully submitted,

Robert M. Mellor, Clerk

s/

**BOARD OF SELECTMEN'S MEETING
AUGUST 9, 2004**

NO AUDIOTAPE AVAILABLE

A meeting of the Board of Selectmen was called to order by Chairman Joseph J. Montecalvo at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Collins, Mellor, Boucher and Ampagoomian.

Also present: Michael J. Coughlin, Jr., Town Manager.

The Pledge of Allegiance was recited by those present.

Approval of Minutes. A motion made and seconded to approve the July 12, 2004 Minutes as presented with the readings omitted. Vote yes/Unanimous.

Appointments/By the Board of Selectmen. Disability Commission: Janice Dykstra (Alternate). Ms. Dykstra introduced herself to the Board and told them a little bit about herself in addition to why she wished to serve on the Town's Disability Commission. Disability Commission Chairman Thomas Perkins welcomed Ms. Dykstra. A motion made and seconded to appoint Ms. Janice Dykstra, 23 Haringa Avenue, Whitinsville, MA, to the Disability Commission. Vote yes/Unanimous.

Safety Committee Minutes. A motion made and seconded to approve the July 28, 2004 Safety Committee Minutes as presented with the readings omitted. Vote yes/Unanimous.

Whitinsville Woman's Club/Request to use the Town Common on Saturday, September 11, 2004 (Rain date: September 25, 2004) from 9 AM – 2 PM for their annual yard sale. A motion made and seconded to grant permission to the Whitinsville Woman's Club to use the Town Common on Saturday, September 11, 2004, from 9 AM – 2 PM (with a rain date of September 25, 2004) for their annual yard sale and subject to the safety requirements of the Police, Fire, and Public Works Departments. Vote yes/Unanimous.

Pleasant Street Christian Reformed Church/Request to hang a banner over Church Street from August 23, 2004 to September 3, 2004 (Alpha Course). A motion made and seconded to grant permission to the Pleasant Street Christian Reformed Church to hang a banner over Church Street from August 23, 2004 to September 3, 2004 to advertise the Alpha Course. Vote yes/Unanimous.

Church Street Merchants/Request to hold a sidewalk sale, Saturday, August 21, 2004. A motion made and seconded to grant permission to several Church Street Merchants to hold a sidewalk sale on Saturday, August 21, 2004 with no road closing involved and subject to the safety requirements of the Police, Fire, and Public Works Departments. Vote yes/Unanimous.

Dog Orphans, Inc. (Pat Lapointe)/Request to hang a banner over Church Street from October 25, 2004 to November 6, 2004 (Auction Fundraiser). A motion made and seconded to grant permission to Pat Lapointe, Dog Orphans, Inc., to hang a banner over Church Street from October 25, 2004 to November 6, 2004 to advertise an auction fundraiser. Vote yes/Unanimous.

Disability Commission/Handicapped parking fees. Present: Thomas Perkins, Chairman-Disability Commission. At the previous Selectmen's meeting, a decision was made to conduct a survey of surrounding towns with respect to handicapped parking fees. Chief Melia provided the following information in regards to current fees charged for handicapped parking violations: Uxbridge-\$25, Sutton-\$100, Grafton-\$100, Upton-\$100, Douglas-\$5 to \$10, and Millbury-\$100 to \$300. As such, Chief Melia recommended that the Town of Northbridge increase their handicapped parking violation fee from \$25 to \$100. He also pointed out that since January of 2002; the Town of Northbridge has issued 54 handicapped parking violations. Thomas Perkins, Chairman-Northbridge Disability Commission, requested the fee be increased to \$150. Following a brief discussion, a motion made and seconded to increase the handicapped parking violation fee from \$25 to \$125 effective September 1, 2004. Vote yes/Unanimous.

Bylaw Amendment [Building, Planning & Construction Committee]. Town Manager Coughlin presented proposed amendments to the bylaw governing the Building, Planning & Construction Committee to the Board for their consideration. He advised that the sole intent of the proposed amendments was to clarify capital planning within the Town of Northbridge and to codify the role of the Selectmen in that process. *The proposed amendments are as follows (to be inserted after subsection B):*

C. Interrelationships.

(1) Board of Selectmen: The Building, Planning & Construction Committee interacts with the Board of Selectmen on all capital improvements within the Town. Pursuant to Section 6-7 of the Town Charter, the Board of Selectmen as the Chief Executive Office of the Town approves and makes its recommendations to Town Meeting on the Capital Improvement Program submitted by the Town Manager and based upon material prepared by the Building, Planning & Construction Committee.

The interaction with the Board of Selectmen is ongoing as the Capital Improvement Program is to be annually revised with regard to capital improvements still pending, in the process of being acquired, improved, or constructed. As the Capital Improvement Program governs construction authorization, the Building, Planning & Construction Committee also interacts with the Board of Selectmen by providing it with all needed or required information in order for the Board of Selectmen to perform its responsibilities in the capital approval process.

The Building, Planning & Construction Committee further interacts with the Board of Selectmen in its capacity as the chief policy making agency of the town on all issues—including financial and legal matters associated with the Capital Improvement Program and capital improvements contained within.

(2) Town Manager: The Building, Planning & Construction Committee interacts with the Town Manager pursuant to Section 6-7 of the Town Charter concerning preparation of the Capital Improvement Program. The Town Manager shall submit an annual Capital Improvement Program based upon material prepared by the Building, Planning & Construction Committee to the Board of Selectmen and Finance Committee for their approval and recommendation to Town Meeting. This is an ongoing authorization process as the Capital Improvement Program is annually revised by the Town Manager with the requirement that those revisions be approved by the Board of Selectmen and Finance Committee.

The Building, Planning & Construction Committee also interacts with the Town Manager in his capacity as Chief Procurement Officer of the Town.

The Building, Planning & Construction Committee further interacts with the Town Manager for the purpose of providing administrative and professional assistance to the Board in the areas prescribed and meets regularly with the Town Manager in furtherance of its objectives.

(3) Other Town Agencies: To fulfill their duties and responsibilities the Building, Planning & Construction Committee shall meet from time to time with representatives of all municipal agencies with respect to capital projects. Likewise, the Building, Planning & Construction Committee interacts with the Town Accountant and Treasurer/Collector to compile financial material in preparation and in support of the Capital Improvement Program. This analysis should examine recent and anticipated trends in revenues, expenditures, debt and unfunded liabilities to assess the financial capacity of the Town and to develop a Capital Improvement Program Financing Plan. This information should be prepared for the Town Manager as part of the annual Capital Improvement Program, which is submitted, to the Board of Selectmen and Finance Committee for approval.

In addition, the Board supported the Town Manager's revised flowchart with respect to the Capital Planning process; however, the Board chose to defer the vote on the proposed amendments until their next meeting on August 30, 2004.

Veterans' Memorial Field House Dedication. The Trustees of Soldiers' Memorials announced that the Veterans' Memorial Field House Dedication will be held on Saturday, August 28, 2004, at the Field House located at Northbridge High School, 427 Linwood Avenue, Whitinsville.

Items for Future Agenda/1) Rep. George N. Peterson, Jr., Office Hours – September 13, 2004, 7 PM @ Town Hall.

Executive Session. A motion/Mr. Collins, seconded/Mr. Boucher to go into Executive Session under M.G.L. Chapter 39, S. 23B #6 –Land acquisition (Puccio Property), and under M.G.L. Chapter 39, S. 23B# - Non-Union personnel negotiations (Town Manger’s Contract), and to reconvene in open session. Roll Call Vote: Mr. Ampagoomian/Yes, Mr. Collins/Yes, Mr. Boucher/Yes, Mr. Mellor/Yes, and Mr. Montecalvo/Yes.

Open Session Adjourned: 8:36 PM

Executive Session Convened: 8:40 PM

Executive Session Adjourned: 9:20 PM

Open Session Reconvened: 9:25 PM.

Town Manager’s Contract. (Following Executive Session). Chairman Montecalvo reported that the Board unanimously voted to renew the Town Manager’s employment contract for three years from November 12, 2004 to November 11, 2007 with an annual salary of \$90,000 and cost of living adjustments in accordance with the percentages extended to other exempt employees. The Town Manager voiced his thanks and appreciation to the Board for their continued support.

Open Session Adjourned: 9:45 PM

Respectfully submitted,

Robert M. Mellor, Clerk

s/

**BOARD OF SELECTMEN'S MEETING
AUGUST 30, 2004**

A meeting of the Board of Selectmen was called to order by Chairman Joseph J. Montecalvo at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Collins, Mellor, Boucher and Ampagoomian.

Also present: Michael J. Coughlin, Jr., Town Manager.

The Pledge of Allegiance was recited by those present.

Approval of Minutes. A motion/Mr. Collins, seconded/Mr. Boucher to approve the July 26, 2004 Minutes as presented with the readings omitted. Vote yes/Unanimous.

Citizens' Comments/Input. 1) Mark Hebert, WS Development, addressed the Board with respect to the Wal-Mart Development (currently in litigation). He was pleased to report that the Attorney General recently approved the Zoning Articles relative to Wal-Mart which were voted on at the Spring Annual Town Meeting. For the record, Town Manager Coughlin advised that **all** Zoning Articles from the Spring Town Meeting were approved by the Attorney General, including the "Hess" articles which would allow that project to move forward.

Appointments/By the Board of Selectmen. Disability Commission: Michael Genest (Employee Representative). Mr. Genest, a DPW employee, was recommended for appointment to the commission by Mr. Russell Conlon of the Disability Commission. A motion/Mr. Boucher, seconded/Mr. Collins to appoint Michael Genest, 12 D Street, Whitinsville, MA, to the Disability Commission for a three-year term. Vote yes/Unanimous.

***Note: Per Chairman Montecalvo, the Board of Health appointments will be deferred until next month.**

Resignations/Disability Commission: Paul R. Massey. A motion/Mr. Collins, seconded/Mr. Boucher to accept the resignation of Paul R. Massey from the Disability Commission. Vote yes/Unanimous.

Audio Journal [A Radio Reading Service For The Blind and/or Print Disabled Individuals]. Chairman Montecalvo explained that this topic was previously discussed by the Board of Selectmen but never voted on. For the record, Ms. Sharron Ampagoomian reiterated the fact that this is a great service. A motion/Mr. Boucher, seconded/Mr. Collins to authorize Ms. Ampagoomian to move forward with bringing the Audio Journal to Northbridge. Vote yes/Unanimous.

Utility Abatement Policy/Vote to approve. Present: Richard Sasseville, DPW Director, who recommended that the policy for utility abatements be streamlined in order to speed up the process. In a nutshell, the DPW Department will be the approval authority; however, the Board of Selectmen will remain as the appeal authority. The new policy will also enforce the 30 day limit to apply for abatements. A motion/Mr. Ampagoomian, seconded/Mr. Boucher to approve the Utility Abatement Policy as recommended by the DPW Director. Vote yes/Unanimous.

Bylaw Amendment [Building, Planning & Construction Committee]. Selectman Ampagoomian asked whether the Town Manager had received any feedback from the Building Committee with respect to the Town Manager's proposed amendment. Mr. Coughlin responded that he had, however, his advice to the Board was that they reach their own consensus on what its role should be in the capital planning process and then to "sell" it to the Town Meeting. A motion/Mr. Collins, seconded/Mr. Boucher to approve the language of the proposed amendment to the Building, Planning & Construction Committee bylaw as recommended by the Town Manager. Vote yes/Unanimous.

Fall Annual Town Meeting Warrant (Draft #1)/Vote to place articles on the warrant. A motion/Mr. Collins, seconded/Mr. Boucher to place the following articles on the Fall Annual Town Meeting Warrant: Article 2 (Prior year bill/Memorials), Article 3 (Spring Street Sewer line reconstruction), Article 4 (Whitinsville Sewer Interceptor), Article 5 (Union Lane Water line), Article 6 (DPW Vehicle/Pick Up Truck), Article 7 (DPW Vehicle/Dump Truck), and Article 8 (BPCC Bylaw Amendment). Vote yes/Unanimous.

Granite Hill Development (40B). Town Manager Coughlin announced that officials from the State will be visiting Northbridge on September 1st at 10 AM [Selectmen's Chambers in Town Hall] to hear environmental concerns from town officials and residents with regard to the proposed Granite Hill Development. He also noted that they will be walking the site at the conclusion of the meeting.

Selectmen's Concerns. 1) Selectman Mellor advised that there are still numerous questions from residents with respect to the completion of the Streetscape project on Church Street and suggested that a notice be put on Cable to inform residents as to the progress, completion, etc. of the project.

2) Selectman Ampagoomian reminded everyone that the new voting machines will used at the State Primary Election on September 14th. **3) Selectman Collins** voiced concern with respect to parking issues on Lake Street and the fact that buses can not get through [congested due to parking on both sides of the street] and inquired about whether any changes had been made as of this date. Mr. Sasseville, DPW Director, responded that the Safety Committee was awaiting feedback from residents in the area and that that issue would be taken up at the next meeting of the Safety Committee.

Items For Future Agenda/1) Rep. George N. Peterson, Jr., Office Hours – September 13, 2004, 7 PM @ Town Hall.

Executive Session. A motion/Mr. Collins, seconded/Mr. Boucher to go into Executive Session under M.G.L. Chapter 39, S. 23B #6 –Land acquisition (Puccio Property), and to reconvene in open session. Roll Call Vote: Mr. Ampagoomian/Yes, Mr. Collins/Yes, Mr. Boucher/Yes, Mr. Mellor/Yes, and Mr. Montecalvo/Yes.

Open Session Adjourned: 7:45 PM

Executive Session Convened: 7:55 PM
Executive Session Adjourned: 8:10 PM

Open Session Reconvened: 8:15 PM.

Land Acquisition/Puccio Property. (Following Executive Session). Chairman Montecalvo reported that the Board discussed the acquisition of a parcel of land currently owned by the Puccio family for future use by the Town to build and locate new facilities on. A motion/Mr. Collins, seconded/Mr. Boucher to authorize the Town Manager to enter into negotiations with the Puccio family to purchase 75 acres [off Route 122] for future use by the Town to locate new facilities such as a DPW Building, Fire Station and/or an Elementary School. Vote yes/Unanimous.

Open Session Adjourned: 8:25 PM

Respectfully submitted,

Robert M. Mellor, Clerk

s/

**BOARD OF SELECTMEN'S MEETING
SEPTEMBER 13, 2004**

A meeting of the Board of Selectmen was called to order by Chairman Joseph J. Montecalvo at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Collins, Mellor, Boucher and Ampagoomian.

Also present: Michael J. Coughlin, Jr., Town Manager, and Mark Reich, Kopelman & Paige.

The Pledge of Allegiance was recited by those present.

Approval of Minutes. A motion/Mr. Collins, seconded/Mr. Boucher to approve the August 9, 2004 minutes as presented with the readings omitted. Vote yes/Unanimous. A motion/Mr. Ampagoomian, seconded/Mr. Collins to approve the August 30, 2004 minutes as presented with the readings omitted. Vote yes/Unanimous.

Citizens' Comments/Input. 1) **Diane Macintosh, 118 Hastings Drive, Whitinsville**, introduced herself to the Board and read a prepared statement. Ms. Macintosh referred to a letter she received from the Town Manager requesting her attendance at an Executive Session of the Board to discuss a complaint received from Attorney Antonellis [Berkowitz lawyer]. She stated that she is of the opinion as is her own counsel that Attorney Antonellis' letter was not a complaint just a request for her to recuse herself from any future participation/discussion about the Berkowitz property, therefore making the Town Manager's letter to her unfounded. As such, she announced that she would not discuss the issue in public, private, or in Executive Session. Ms. Macintosh stated that her commitment has not wavered to her appointing authority [Board of Selectmen], her Board [of Health], and the citizens of Northbridge and that it will not change. She stressed that she will continue to serve the town as an active member of the Board of Health [speaking on all issues] as a non-biased participant using objective standards. Chairman Montecalvo asked Town Counsel to respond. Attorney Reich advised that the Town Manager gave Ms. Macintosh notice as required by M.G.L. that they wished to discuss complaints concerning her as a public officer. He clarified the fact that since Ms. Macintosh has declined to discuss the matter in open session that the Board can still discuss it in executive session. The Board agreed to discuss the matter in Executive Session later this evening. 2) **Representative George N. Peterson, Jr.**, announced that a supplemental budget was recently passed by the House and Senate. It amounts to \$75 million dollars in additional Lottery Aid that will be distributed of which Northbridge's share is \$177,019. The Town Manager and the Selectmen thanked Rep. Peterson. 3) **Michael O'Callaghan, 305 Rumonoski Drive**, asked whether a letter had been sent to Mass. Housing about the status of Rumonoski Drive itself. The Town Manager replied that in addition to himself, the Town Planner and the Safety Committee also sent letters to Mass. Housing. Mr. O'Callaghan was pleased with that. 4) **Paul Buma, 218 Hill Street, Whitinsville**, mentioned that M.G.L. requires the Board to state the reasons for an Executive Session and asked for the specifics. It was explained to him that the agenda stated the reason for the executive session which was to discuss a complaint concerning a public officer. Attorney Reich interjected and advised the Board that they do not have to cite the "specifics" of the complaint; they only have to cite the specific purpose as listed in the statute. 5) **Shelly Buma, 40 Heritage Drive, Whitinsville**, asked whether the Board would be accepting any additional applications for the vacancy on the Board of Health. Chairman Montecalvo responded that two applications have been received and that in his opinion the application process was closed, however, if the Board, by majority vote, wished to accept more applications then so be it. Ms. Buma argued that just recently she was told by the Chairman that the application process was closed. Chairman Montecalvo emphasized that it was his opinion that the process was closed. Again, Ms. Buma claimed that the application process has taken place, applications have been received, a recommendation was received by the Board of Health, and it was previously announced that a decision would be made tonight. She then asked why the Board was stalling when they had a qualified candidate—one who meets the qualifications of the Town bylaws Section 4-311, which states that a healthcare professional sit on the Board of Health. Chairman Montecalvo answered that the Board was not "stalling." He indicated that additional questions have surfaced that need to be discussed as a Board. Ms. Buma continued to press the Chairman for a good reason as to why this appointment has not gone forward. Town Manager Coughlin pointed out that a memorandum was included in the Board's agenda packet containing information about the Board of Health vacancy which states that under the bylaw, one member of the Board of Health must be a healthcare professional. However, he then explained that it was recently learned a current member of the Board of Health may be deemed a healthcare professional [EMT] but that the Selectmen have to look into that issue further. 6) **Stephen Walker, Chairman, Board of Health**, asked the Town Manager which member of the Board of Health was an EMT. Mr. Coughlin replied that he was led to believe that there was an EMT on the Board of Health but would not disclose the individual's name.

Appointments/By the Board of Selectmen. Cultural Council – Wilson Paul Bourgeois, 182 Church Street, Whitinsville. Mr. Bourgeois introduced himself to the Board and provided a brief overview of his exemplary qualifications, past experience, and his vast interest in history. That being said, a motion/Mr. Ampagoomian, seconded/Mr. Boucher to appoint Mr. Wilson Paul Bourgeois, 182 Church Street, Whitinsville, to the Cultural Council for a three-year term. Vote yes/Unanimous.

Resignations – Richard Weschrob, Board of Health. Town Manager Coughlin read a memorandum to those present concerning the vacancy on the Board of Health. The memo advised the Selectmen to comply with state law and local bylaws. He also pointed out that Section 4-311 of the bylaws of the Town of Northbridge directs that one member of the Board of Health "shall" be a health care professional. Pursuant to Section 1-102 "the word shall is to be construed as mandatory". In addition, the Town Manager advised the Selectmen that due to there being only one vacancy, the Board of Selectmen was obligated either to appoint Ms. Thompson [a healthcare professional] or to solicit applications from other health care professionals so as to have a truly competitive process. Additionally, Mr. Coughlin noted that Mr. McKeon, although experienced and otherwise qualified for general board membership, can not be considered for a vacancy which can only be filled by a health care professional. Chairman Montecalvo then read a memo from the Board of Health in which they recommended Ms. Thompson for appointment to their Board. Following, a motion/Mr. Ampagoomian, seconded/Mr. Collins to accept the resignation of Richard Weschrob effective August 21, 2004, and send a letter of appreciation for his service and effort on behalf of the town. Vote yes/Unanimous. Stephen Walker, Chairman, Board of Health, reiterated the fact that the entire Board of Health supports and recommends Ms. Thompson for appointment based on the fact that she is a qualified healthcare professional and further indicated that she was present this evening. Selectman Mellor stated that he was ready to move forward with this appointment this evening and Selectman Boucher agreed. A motion/Mr. Mellor, seconded/Mr. Boucher to place the Board of Health appointment on the agenda for a vote at this time. Vote yes/Unanimous.

Appointments/By the Board of Selectmen. Board of Health – Ms. Ann Thompson, Kennedy Circle, Northbridge. Ms. Thompson introduced herself to the Board and stated that she was a registered nurse in the critical care unit at Memorial Hospital. Prior to that she was worked at a medical-surgical facility. She also mentioned that the reason she wished to be appointed to the Board of Health was her concern for the health and well being of everyone in Town. Selectman Ampagoomian asked whether she was ever a member of CPN (Citizens for the Preservation of Northbridge). Ms. Thompson replied that she was not. Selectman Collins asked whether she could keep an open mind with regard to the issues in town. She replied that she would. A motion/Mr. Ampagoomian, seconded/Mr. Boucher to appoint Ann Thompson, Kennedy Circle, Northbridge, to a three-year term on the Board of Health. Vote yes/Unanimous.

Safety Committee Minutes (September 8, 2004). A motion/Mr. Collins, seconded/Mr. Ampagoomian to approve the September 8, 2004 Minutes as presented with the readings omitted. Vote yes/Unanimous.

Vote intention to layout the following roads or portions thereof as public ways. Present: Gary Bechtholdt, Town Planner, who explained that this vote was just one of several procedural requirements prior to accepting a road at town meeting. He further advised the Selectmen to send a memo to the Planning Board to inform them of this action and to request a recommendation from them in return. A motion/Mr. Collins, seconded/Mr. Ampagoomian to vote the intent to layout the following roads or portions thereof as public ways: Shannon Drive (Reservoir Heights), a portion of Samuel Drive (Reservoir Heights), Delwyn Barnes Drive (Delwyn Barnes Estates), a portion of Marston Road (The Hills at Whitinsville), Nathaniel Drive (The Hills at Whitinsville), and a portion of Prospect Street (The Hills at Whitinsville). Vote yes/Unanimous.

Blackstone Valley Nam Vets/Request to declare the weekend of September 17, 2004 as “POW/MIA Weekend” in the Town of Northbridge. Chairman Montecalvo read a letter from William Audette of the Blackstone Valley Nam Vets. Mr. Audette wrote to inform the Board that the weekend of September 17th has been declared a National POW-MIA Weekend and thus was requesting the Town to follow suit and declare that same weekend “POW-MIA Weekend” in the Town of Northbridge. As such, the Nam Vets intend to hold their annual POW-MIA vigil at Rice City State Park during that weekend in honor of all warriors who have not returned home and/or are listed as missing in action and/or as a prisoner of war. That being said, a motion/Mr. Ampagoomian, seconded/Mr. Boucher to declare the weekend of September 17-September 19, 2004 as “POW/MIA Weekend” in the Town of Northbridge. Vote yes/Unanimous.

Uxbridge Rotary Club/Donation of a bench in celebration of the Rotary International Centennial Anniversary. Present: Karen Albright, President, Uxbridge Rotary Club and Garry Armstrong, Member - Uxbridge Rotary Club. Ms. Albright advised that she was present to ask permission to donate a bench to the Town Hall to display in honor of the Rotary Club’s 100th Anniversary. In addition, she briefly explained what a Rotary Club is and does; that the Rotary Club was an international club that provided services and programs to people of all nationalities including outreach programs. Next, Mr. Armstrong noted that he was in charge of communications/publicity for the Rotary Club and that it was important to get the word out and educate everyone about the Rotary and the services they provide. After discussion, the Selectmen picked out a bench of their liking and expressed their thanks and appreciation to Ms. Albright and Mr. Armstrong.

Massachusetts Turnpike Grant Application. Present: Gary Bechtholdt, Town Planner, and Jen Dulmaine, Program Manager-Office of Comm. Dev. The Town Manager informed those present that he received a letter from Mr. Matthew Amorello, Chairman of the Massachusetts Turnpike Authority that encouraged the Town to submit an application for a Massachusetts Turnpike Grant. As such, he, Gary Bechtholdt and Jen Dulmaine met to discuss several ideas and options for such a grant. Next, Mr. Gary Bechtholdt, Town Planner, confirmed that the town would be soliciting the Mass. Turnpike Authority for a tourism grant to seek funding for the following: **1) Municipal Banner Program** – to help celebrate and further the cause with respect to the street improvements done in Rockdale and Whitinsville. **2) Signage Program** – to help provide visual cues for pedestrians and vehicular traffic to key locations within the town as well as identifying municipal parking areas. **3) Project to create an identity for the Town of Northbridge and her villages** by doing a brochure, signifying points of interest and providing summaries of historical points of interest to help promote tourism in town. Again, Mr. Bechtholdt reiterated that tonight he and Ms. Dulmaine were basically looking for the Board's support.

Union Street Drainage. Present: Arthur Magowan, Highway Supt. Mr. Coughlin advised that Richard Sasseville, DPW Director, brought this matter before the Building, Planning & Construction Committee [BPCC] at their meeting of August 26, 2004, due to increased complaints being registered by citizens in that area. When questioned, Mr. Magowan reported that he inspected the area under discussion earlier in the day to check the drainage and to see where the water flows off to. He said that there is no question that stormwater runoff eventually drains into the brook. However, with respect to the drain-off from the school fields [as purported by area residents], he mentioned that he has not walked that particular area and does not know the outcome at this time. Mr. Magowan also noted that he spoke with the Providence & Worcester Railroad people earlier today and that they indicated they would visit the area in the next day or so in order to take a look at the culvert under their tracks to see whether there is a blockage. The Town Manager advised that prior to this evening's meeting, he met with the Chairman of the Building, Planning & Construction Committee to discuss several issues – one being litigation –that because of the fact that there may be some question as to whether the design of the athletic fields has had an impact on the amount of drainage at Union Street – and because the Town is suing the Architect – the Town should pursue that matter as a part of the solution and hopefully to give the people on Union Street some relief. Chairman Montecalvo requested that both Mr. Magowan and Mr. Coughlin keep the Board of Selectmen informed as to what is going on at both ends. Selectman Mellor asked whether the cleaning of the brook last year by both the DPW and the railroad was successful. Mr. Magowan replied not really, however, everything depends on the amount of rain we receive.

Motorized Scooters. Mr. Coughlin explained that the item was placed on the agenda due to a recent complaint, however, he cautioned everyone not to jump the gun because the State was in the process of passing laws to address concerns with regard to this issue. He also advised that many communities are considering passing bylaws relative to motorized scooters and thus recommended that this matter be referred to the Safety Committee and later report back to the Board of Selectmen as to the best course of action. Chief Melia indicated that the Registry of Motor Vehicles was encouraging towns to pass bylaws because they don't intend to get involved with this issue. The Chief also stated that he would like to see a state law passed rather than a town bylaw so that the police can then enforce the law and write citations.

Selectmen's Concerns/1) Selectman Mellor requested that Mr. Neal Mitchell provide an update on the anticipated completion of the streetscape project. Mr. Mitchell said that most of the electric was in; a good number of the sidewalks were formed [delayed due to rain]; but overall, sidewalks and curbing should be done in two weeks. He also noted that paving will be done at night when little to no traffic is around but that manholes will have to be raised beforehand. Other than that the light posts will be put up this week and the no-parking signage is up on the north side of Church Street. In conclusion, he mentioned that hopefully the centerline would be painted shortly which will alleviate a lot of problems. **2) Selectman Collins** brought up a complaint for a resident with respect to the filling in of wetlands on Center Street, Linwood. He requested the Town Manager to look into that issue.

Town Manager's Report. Town Manager Coughlin announced that the legislature released an additional \$177,000 in Lottery Aid to the Town of Northbridge. To that end, he submitted a supplemental budget [FATM/Article 1] that will enhance public safety, public works and Veterans' Services. In a nutshell, the additional funds will add 2 new positions to the Fire Dept.; will provide \$10,000 for state of the art equipment for the Police Dept.; will supply \$10,000 to enhance Animal Control Services under the direction of the Police Dept.; will provide 2 additional Equipment Operators for the DPW Dept. as well as a new DPW Vehicle; provide funds to refurbish all the Veterans' War Memorials as well as a computer upgrade for the Dir. Of Veterans' Services. Mr. Coughlin stressed that all proper procurement procedures would be followed. He stated that the balance of about \$20,000 would be used to fund the audit by Powers & Sullivan now in progress. In closing, the Town Manager asked for the Board's support with respect to the supplemental budget presented above.

Executive Session. A motion/Mr. Collins, seconded/Mr. Boucher to go into Executive Session under M.G.L. Chapter 39, S. 23B #5 (Filing of criminal complaints), under M.G.L. Chapter 39, S. 23B #2 (Complaints concerning a Public Officer), and under M.G.L. Chapter 39, S. 23B #6 (Land acquisition (Jolles Property)), and to reconvene in open session. Roll Call Vote: Mr. Ampagoomian/Yes, Mr. Collins/Yes, Mr. Boucher/Yes, Mr. Mellor/Yes, and Mr. Montecalvo/Yes.

Open Session adjourned: 8:30 PM

Executive Session Convened: 8:40 PM

Executive Session Adjourned: 9:40 PM

Open Session reconvened: 9:45 PM

Chairman Montecalvo reported that with respect to the executive session held under MGL Chapter 39, S. 23B #2 (Complaints concerning a public officer), the Board unanimously voted to send a letter to the person in question and to advise them of the Board's decision as voted in executive session. The letter will advise the person of three options and will also direct the individual not to participate in Board matters until a proper course of action is taken.

Chairman Montecalvo also mentioned that with respect to the executive session held under MGL Chapter 39, S. 23B #6 (Land Acquisition – Jolles property), the Board unanimously voted to have Mr. Renaud draw up a proposal and to plot out the plans that were discussed with respect to the Jolles property on Route 122 and to report back to the Board of Selectmen at their next meeting on October 4, 2004.

Additionally, Chairman Montecalvo announced that the Selectmen's meeting originally scheduled for September 27th will be cancelled and rescheduled to September 20th – next Monday.

Meeting adjourned: 9:50 PM

Respectfully submitted,

Robert M. Mellor, Clerk

s/

BOARD OF SELECTMEN'S MEETING
September 20, 2004

A meeting of the Board of Selectmen was called to order by Chairman Joseph J. Montecalvo at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Collins, Mellor, Boucher and Ampagoomian.

Also present: Michael J. Coughlin, Jr., Town Manager.

The Pledge of Allegiance was recited by those present.

Citizens' Comments/Input: 1) **Paul McKeon, 500 Benson Road**, was present to voice his disappointment about not being appointed to the Board of Health. He expressed the fact that he would have been a good candidate for a position on the Board of Health due to the following reasons: 1) his prior experience as a Board of Health member, 2) being a certified Title V inspector, and 3) his knowledge of town government. Mr. McKeon also pointed out many deficiencies and improper/illegal procedures that he has noticed while dealing with the current Board of Health. In closing, Mr. McKeon asked the Selectmen/Town Manager to look into some of the issues brought to light and to report back to him with their findings. 2) **Mary Frances Powers, Chair, Finance Committee**, announced that the Fall Annual Town Meeting is scheduled to take place in five weeks and thus far she and her committee have not received any financial information from the Town whatsoever. She mentioned that she called today to ask if "free cash" had been sent in for certification. The Town Manager responded that the town is in the process of undergoing a very intense audit and until that task is complete, financial information will not be released as he wants it to be correct. He further said that the Finance Committee will receive the information as we get it. Ms. Powers responded that the Finance Committee will not be making recommendations [for town meeting] without knowing the financial status of the Town and therefore the town meeting should be delayed. For the record, Mr. Coughlin noted that at the last Selectmen's meeting of September 13th, he presented his list of recommendations as to how he wished to expend the additional Lottery Aid that the town recently received. 3) **Sharron Ampagoomian** reported that she and Bill Tartaglia [Charter Communications] recently met and interviewed Vince Lombardi with respect to the Audio Journal. She indicated that it will take about 2 weeks to get the Audio Journal up and running in Northbridge.

Vote to sign the Fall Annual Town Meeting Warrant. A motion/Mr. Collins, seconded/Mr. Boucher, to sign the warrant for the Fall Annual Town Meeting to be held on Tuesday, October 26, 2004 at the Northbridge Middle School Auditorium. Vote yes/Unanimous.

Girl Scouts (Fran Gauthier)/Request to use the Town Common and the sidewalks along Church Street from the Post Office to Oviaan Square on Thursday, November 11, 2004, from 9:30 AM-11:00 AM, for a flag ceremony in honor of Veterans' Day. A motion/Mr. Collins, seconded/Mr. Boucher, to grant permission to the Girl Scouts to use the town common and the sidewalks along Church Street for a Veterans' Day flag ceremony as noted above and subject to the safety requirements of the Police, Fire, and Public Works Departments. Vote yes/Unanimous.

Zoning Board of Appeals/Request to have Town Counsel attend all public hearings (meetings) pertaining to the Linwood Estates Comprehensive Permit Application.

A motion/Mr. Collins, seconded/Mr. Boucher, to approve the above request and subject to the following conditions: 1) that \$10,000 be deposited by the developer in a separate account which will be used for the payment of outside consultants, including Town Counsel. 2) when the balance in that account falls below \$2,500 (25%) it shall be replenished to the full amount of \$10,000. 3) any unused portion of the account and any accrued interest will be returned to the applicant at the completion of the project. Vote yes/Unanimous.

Selectmen's Concerns. 1) **Selectman Collins** apologized for a remark he made last week with regard to the Conservation Commission not doing their job. He researched the information that was given to him and found that it was erroneous and that in fact the Commission is not only doing their job but doing it very well.

Town Manager's Report. Mr. Coughlin announced 1) that the town received a release from the Department of Revenue for the \$177,000 in additional Lottery Aid. With the one-time revenue he recommended 2 additional paramedics for the Fire Department; 2 additional DPW operators; funds for police equipment and animal control; money to refurbish the war memorials; and money for the field house dedication. 2) He also reiterated that the town is undergoing a comprehensive audit and that several issues have been uncovered. 3) Advised that the Inspector General has issued a determination to the Building, Planning & Construction Committee and that he will have to instruct that committee to do a new RFP for administrative services or they would have to hire a town employee. 4) He explained that in order to improve education with respect to "proper procedures," he has set up a Conflict of Interest seminar to be held on October 19th through the State Ethics Commission. Mr. Coughlin advised that it will be mandatory for all town hall and department head employees, however, all appointed board/committee members will be invited as well. Selectman Boucher suggested that perhaps an evening session be scheduled as well to get more participation from those who cannot participate during the day. Mr. Coughlin responded that he would look into that possibility as well.

Meeting adjourned: 7:30 PM

Respectfully submitted,

Robert M. Mellor

s/

**BOARD OF SELECTMEN'S MEETING
OCTOBER 4, 2004**

A meeting of the Board of Selectmen was called to order by Chairman Joseph J. Montecalvo at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Collins, Mellor, Boucher, and Ampagoomian.

Also present: Michael J. Coughlin, Jr., Town Manager.

The Pledge of Allegiance was recited by those present.

Citizen Comments/Input. 1) **Mrs. Jeanne Gould, Adm. Asst., Building, Planning & Construction Committee [BPCC], 308 Hill Street, Whitinsville,** was present to set the record straight with respect to an on-going dispute between the BPCC and the Town Accountant's Office. Mrs. Gould indicated that the problem began with the distribution of incorrect accounting reports and went on to describe the series of events which led to the apparent controversy. In addition, she provided a detailed summary of each of the accounts involved including what the balances should be and what the Accountant's Office had overstated them to be. At the conclusion of Mrs. Gould's synopsis, she stated that to this date, she has never received the corrected copies of the reports for the accounts in question. In closing, Mrs. Gould read correspondence supplied by the Town Accountant and stated she was most concerned and upset about the tone and lack of professionalism. The Town Manager made a brief statement which in essence said that the reports were issued on September 13th, and that the error was discovered and corrected on September 17th. He further stated that the Town Accountant's records did indicate that corrected reports were sent via email to all departments involved. Selectman Ampagoomian asked Mr. Coughlin to look into the matter further and to find out why the corrected reports were not put into the BPCC mailbox since Mrs. Gould does not have email capability. Selectman Mellor advised that he was in possession of the corrected reports that were issued by the Town Accountant's Office and that the corrected report balances match those as stated by Mrs. Gould during her review. 2) **Peter Barbadora, Chairman – BPCC,** advised that he is aware of the ongoing investigation and stated that his entire committee is cooperating with the Inspector General's Office and that they will abide by whatever the Inspector General and the Ethics Commission says. He also mentioned that he would like to set up a working meeting with the Board of Selectmen and the BPCC in order to avoid conducting the Town's business in the newspapers—that such information should not be in the paper until the Inspector General makes a determination. In addition, Mr. Barbadora commented that he is upset due to the fact that there is so much misinformation in the paper. 3) **Paul Buma, Hill Street, Whitinsville,** inquired as to whether the Town's books were closed yet and if not what was the delay. The Town Manager responded that the Department of Revenue (DOR) sets the deadline for towns to close the books which was September 30th and that deadline was met. In addition to closing the Town's books, Mr. Coughlin pointed out that he has been in the process of trying to correct procedures that have needed to be corrected and the fact that the Treasurer/Collector has been out on sick leave since the beginning of August, however, he looks forward to a very comprehensive and thorough Management Letter from the auditors. Additionally, Mr. Buma brought up the issue of the Special Town Meeting that was cancelled last August; that it cost the Town a lot of money and someone should be held accountable. He further suggested that an autopsy be conducted on the procedures that were used so that it doesn't happen again. Too, he wanted to know who messed up the Town Moderator or the Board of Selectmen. Chairman Montecalvo responded that the Town Manager checked with Town Counsel and was given the go ahead to hold Town Meeting. Mr. Buma then asked the Town Manager if he conducted an autopsy with respect to the procedures used. Mr. Coughlin replied that we did do a complete autopsy and reiterated that we checked with Town Counsel and looked at the convening of this town meeting and compared it to town meeting procedures followed in the past. 4) **Sal D'amato, 80 Tracy Drive, Whitinsville,** wished to comment on a memo he received [as a School Committee member] from the Town Manager in which it was said that the Chairman of the Finance Committee was in favor of televising public meetings. For clarification purposes, Mr. D'amato pointed out that the memo was in response to a recent newspaper article in which the Chair of the Finance Committee said that she preferred to appear in a public forum and stressed that Ms. Powers was not referring to the televising of the Finance Committee meetings. On a different note, Mr. D'amato mentioned that the Town Manager has already presented his recommendations on how to spend the additional Lottery Aid (\$177,000) that the Town recently received but in the past, has said that he wanted a clearer picture of the town's finances before moving forward. Lastly, he stated that he was very discouraged about all the newspaper articles. Chairman Montecalvo responded to Mr. D'amato's remarks: 1) he indicated that the Board of Selectmen has been discussing the issue of televising meetings for sometime now and in fact had requested the Town Manager to budget additional money next year in order to carry out that directive. 5) **Sharron Ampagoomian** advised that the Audio Journal is now up and running in Northbridge.

Resignations: Robert Molt, Cultural Council. Chairman Montecalvo read Mr. Molt's letter of resignation. The letter indicated that Mr. Molt offered his resignation because of the fact that he would be studying abroad during the next year but that he intends to re-apply for appointment upon his return. A motion/Mr. Collins, seconded/Mr. Boucher, to accept Robert Molt's resignation from the Cultural Council and send a letter of appreciation for his service. Vote yes/Unanimous

Vote to lay out the following roads or portions thereof as public ways. Present: Denis Latour, Chairman – Planning Board. Mr. Latour advised that the plans for the following public ways were not quite ready, however, as long as they are signed and filed with the Town Clerk at least seven days prior to Town Meeting that everything would be fine.
1) Shannon Drive (Reservoir Heights) **2)** A portion of Samuel Drive (Reservoir Heights)
3) Delwyn Barnes Drive (Delwyn Barnes Estates). A motion/Mr. Boucher, seconded/Mr. Boucher, to layout the above roads or portions thereof as public ways based upon the recommendations of the Planning Board. Vote yes/Unanimous.

Northbridge Association of Churches/Request to hold the annual Blackstone Valley Cropwalk, Saturday, October 16, 2004 @ 9:00 AM. A motion/Mr. Collins, seconded/Mr. Boucher, to approve the above request subject to the safety requirements of the Police, Fire, and Public Works Departments. Vote yes/Unanimous.

Selectmen's Concerns. Selectman Ampagoomian/1) asked Mr. Latour about the status of the Pythian Building because he has heard nice things and would also like a tour upon the completion. Mr. Latour replied that two store fronts are almost ready; however, it will be about two months before the building is ready for occupancy. He also said that the 3rd floor is just like it was in 1921—that the ceiling is down but everything else is the same. Mr. Latour further mentioned that he was looking to do something different with the 3rd floor—something other than office space. **2)** Mr. Ampagoomian announced that the Secretary of Veterans' Affairs will be present at the dedication of the Veterans' Memorial Field House on November 13th. **Selectman Mellor** agreed with Mr. D'amato's remarks earlier with respect to the damaging newspaper articles and felt that everyone should be working together; that a good example was Mr. Neal Mitchell and his efforts with the streetscape project. The project required that contractors and utilities work together in order to make progress. Mr. Mellor noted that Mr. Mitchell deserved a lot of credit for what he has accomplished.

Town Manager's Report. 1) Mr. Coughlin thanked everybody for the cards and well wishes he received after his recent surgery. **2)** On behalf of the town, he thanked Mr. Mitchell for his efforts in regards to the streetscape project. **3)** Confirmed that a conflict of interest seminar will be held on October 19, 2004 @ 2PM in the Selectmen's Meeting Room. **4)** Reported that Mr. Rajotte has requested the following non-binding referendum question be placed on the spring election warrant: YES or NO – Should the bump outs be removed in Rockdale and Whitinsville?

Executive Session. A motion/Mr. Collins, seconded/Mr. Boucher, to go into Executive Session under M.G.L. Chapter 39, S. 23B #3 Litigation (Streetscape) and under M.G.L. Chapter 39, S. 23B #6 Land acquisition (Jolles Property) not to reconvene in open session. Roll Call Vote: Mr. Ampagoomian/Yes, Mr. Collins/Yes, Mr. Boucher/Yes, Mr. Mellor/Yes, and Mr. Montecalvo/Yes.

Open Session Adjourned: 8:20 PM

Respectfully submitted,

Robert M. Mellor, Clerk

s/

**BOARD OF SELECTMEN'S MEETING
OCTOBER 18, 2004**

**JOINT MEETING WITH THE BUILDING, PLANNING & CONSTRUCTION
COMMITTEE**

A meeting of the Board of Selectmen was called to order by Chairman Joseph J. Montecalvo at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Collins, Boucher, and Ampagoomian. Selectman Mellor was not present and it is duly recorded.

Also present: Michael J. Coughlin, Jr., Town Manager, and Building, Planning & Construction Committee members: Chairman Peter Barbadora, David Morrow, Faith Lane, George Murray, Donald Lange and Neal Mitchell.

The Pledge of Allegiance was recited by those present.

Citizen Comments/Input. 1) **Lee Hebert, 151 Heights of Hill Street, Whitinsville, MA,** mentioned that he made a request for information to the Town Accountant (under the public records law). He also pointed out that in response to his request, he received a letter from the Town Manager stating that the Town Accountant was not the custodian of that particular information [the Town Manager's contract] he was requesting but that the Board of Selectmen was and therefore he should make the proper request in writing to the Board of Selectmen. The Town Manager acknowledged Mr. Hebert's request and his subsequent response. Mr. Coughlin also noted that there was often private information like medical insurance information and other benefits contained in personnel contracts that should not be released.

2) **Shelley Buma, 40 Heritage Drive, Whitinsville, MA,** read a letter to the Selectmen from her father, Paul Buma, Hill Street, Whitinsville. In his letter, Mr. Buma expressed his opinion on many different topics/matters that have been brought up at recent Selectmen's meetings. For the record, he stated what he felt were "facts" and what he felt was not true. The Town Manager then responded to each item in Mr. Buma's letter.

Selectman Ampagoomian made the following remarks with respect to several items in Mr. Buma's letter: **a)** that it was an outside individual that called the Inspector General's Office who in turn found the discrepancy with respect to Mrs. Gould not having a valid contract in place; **b)** that as far as the newspaper articles go – they [the Selectmen] have every right to respond to inquiries made to them as elected officials; and **c)** advised that the \$90,000 discrepancy related to the High School Close Out was an error made by the Treasurer/Collector and not the Town Accountant and that Tom Scanlon, Town Auditor, was responsible for not informing the town of the error and for not having any procedures in place to correct it.

In response to Ms. Buma's continued questions as to why Mrs. Gould never received the corrected re-runs for her accounts, the Town Manager stated that the Inspector General has spoken and that it was time to move on.

3) **Mary Frances Powers, Chair-Finance Committee,** reported that she contacted the Department of Revenue (DOR) this day and that as of 2:15 PM, DOR still had not received the Town's financial information. In addition, Ms. Powers mentioned that she was concerned about the Fall Annual Town Meeting (FATM) because financial information had not been provided to the Finance Committee as of yet. That being said, she quoted a bylaw, which stated that the Finance Committee should receive any information that they request forthwith. She then asked if the Selectmen were ready to go forward with the FATM or whether they would vote to adjourn to another date. With respect to Ms. Powers' assertion that financial information had not been made available to her committee, Chairman Montecalvo responded by saying that the Town Manager did not like to give out unofficial numbers or estimates because in the past it was used politically to cast doubt on the credibility of certain people. Town Manager Coughlin indicated that he had spoken with Jim Johnson from the Department of Revenue [Boston] and confirmed to him that he did not intend to spend free cash at town meeting and therefore there was no reason not to go forward with town meeting. However, the Town Manager advised that if the Selectmen wished to postpone the meeting then so be it. Ms. Powers reiterated that information should be shared with the Finance Committee. In closing, she stated that she would publicly answer all questions relative to her personal issues – that she was not about to sit in a room with one person who could then misconstrue any of her answers.

Building, Planning & Construction Committee (BPCC). Present: Chairman Peter Barbadora, David Morrow, Faith Lane, Donald Lange, George Murray, and Neal Mitchell. The Town Manager announced that he invited the BPCC here tonight to discuss a proposed bylaw amendment that would change the way that the BPCC would interact with various town agencies. Mr. Morrow informed the Town Manager that the BPCC had not yet seen the proposed

language of the bylaw. Mr. Coughlin responded that a copy of the proposed amendment was given to the committee on July 7, 2004. Mr. Barbadora explained that the BPCC was not prepared to discuss the bylaw amendment but that he would prefer to give the Selectmen an update on the status of several issues before the BPCC. Both Mr. Morrow and Mr. Barbadora explained that the main reason for their appearance before the Selectmen this evening was due to a lot of misinformation appearing in the newspapers. The BPCC stressed the fact that any questions/concerns should be directed to them and not the newspapers. After a lengthy and sometimes intense debate about past practice, process and procedures between the Selectmen and the BPCC, both Boards agreed to improve communication and move on. In addition, they agreed to meet in Executive Session to discuss some pending litigation issues relative to the High School. In closing, Mr. Coughlin advised that he would like the Board of Selectmen and the BPCC to work together to jointly draft a proposed bylaw amendment to put forth on a future town meeting warrant. He noted that it was important that the Board of Selectmen be in agreement as to what their role should be in the capital planning process. As a result, he recommended that Article 8 be passed over at the upcoming FATM. Both Boards concurred.

Selectmen's Concerns. **Selectman Collins/1)** Asked about town meeting and whether it should go forward on October 26th. Mr. Coughlin responded that it should be set for a later date. A motion/Mr. Ampagoomian, seconded/Mr. Collins, to postpone the Fall Annual Town Meeting until 7:00 PM on Tuesday, November 9, 2004 at the Northbridge Middle School Auditorium. Vote yes/Messrs. Ampagoomian, Collins, Boucher and Montecalvo. **2)** Announced that the DPW leaf bags are available – a limited number per household. Must call the DPW for pickup.

Town Manager's Report. Mr. Coughlin reported that he won a friendly wager against Southbridge officials as the Northbridge Rams prevailed in the Northbridge/Southbridge football game on Saturday. He and several other Northbridge officials will enjoy dinner at Mario's in Southbridge at the others' expense.

Meeting Adjourned: 9:23 PM

Respectfully submitted,

Joseph J. Montecalvo, Chairman

s/

**BOARD OF SELECTMEN'S MEETING
OCTOBER 25, 2004**

A meeting of the Board of Selectmen was called to order by Chairman Joseph J. Montecalvo at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Collins, Boucher, and Ampagoomian. Selectman Mellor was not present and it is duly recorded.

Also present: Michael J. Coughlin, Jr., Town Manager.

The Pledge of Allegiance was recited by those present.

Citizen Comments/Input. 1) Phil Cyr, Rumonoski Drive, Northbridge, MA, provided an update on the dedication ceremony for the Northbridge Veterans' Memorial Field house. He reminded everyone that the event would be taking place at the field house on Saturday, November 13, 2004 at 1:00 PM. He advised that invitations have been sent out and that the plaque has been ordered, however, if it is not completed in time for the ceremony then an artist's rendering will be used. Mr. Cyr also wished to publicly thank Mr. and Mrs. James Knott for their generous donation of \$500, as it will cover the cost of the plaque and lettering for the field house. A motion/Mr. Ampagoomian, seconded/Mr. Collins to accept the Knott's donation in the amount of \$500 for the Trustees of Soldiers' Memorials to pay for the cost of the plaque and lettering as stated above and to send a letter of appreciation to the Knotts. Vote yes/Messrs. Ampagoomian, Collins, Boucher and Montecalvo. **2) Lee Hebert, 151 Heights of Hill Street, Whitinsville, MA,** mentioned that a short time ago he became aware that a bio-energy plant could be coming to Uxbridge and that the Uxbridge Board of Selectmen are in favor of it. Mr. Hebert stated that he recently attended a rally in Concord, NH to stop this type of plant. Selectman Ampagoomian requested Mr. Hebert to explain what a bio-energy plant was before continuing on. Mr. Hebert explained that a bio-energy plant burns construction waste materials to make energy/electricity. In addition, he noted that a plant of this type would produce 65 tons of toxic waste including lead and mercury which would be released into the air, water, and soil. Mr. Hebert said he is very concerned about this because of the dangers associated with lead and mercury. He further stressed that he does not want another "Chris Haynes" problem in town.

Appointments/By the Town Manager. Before introducing Northbridge's new Building Inspector, Town Manager Coughlin wished to thank Rudy Susienka for his 30+ years of service to the town and warned Mr. Sheehan that he would have big shoes to fill. Continuing, Mr. Coughlin introduced James Sheehan and noted that he grew up in town and was educated in the Northbridge school system. Mr. Coughlin then summarized Mr. Sheehan's qualifications and credentials and said that the Town was very fortunate to get such a high caliber individual on board. Mr. Sheehan thanked Mr. Coughlin and the Board of Selectmen for the opportunity to come back to Northbridge to work and said he looked forward to the challenges of his new job. A motion/Mr. Ampagoomian, seconded/Mr. Boucher to affirm the appointment of James S. Sheehan, Jr., as Building Inspector of Northbridge, effective November 15, 2004. Vote yes/Messrs. Ampagoomian, Boucher, Collins, and Montecalvo.

Common Victualler License/Transfer from King Jade Restaurant (Song Xing Zhong) to D & Ng, Inc. d/b/a King Jade (Weiming Dai, Pres.). The Town Manager informed the Selectmen that everything was in order with respect to the license transfer and recommended that it be approved. A motion/Mr. Ampagoomian, seconded/Mr. Boucher to approve the transfer of the common victualler license from King Jade Restaurant to D & Ng, Inc., d/b/a King Jade (Weiming Dai, Pres.) as recommended by the Town Manager. Vote yes/Messrs. Ampagoomian, Boucher, Collins, and Montecalvo.

Subordination Agreement for sewer betterment [Courville]. A motion/Mr. Collins, seconded/Mr. Ampagoomian to approve the above subordination agreement for the sewer betterment of George and Mariellen Courville, 26 Dudley Avenue, Northbridge, MA. and further authorize Chairman Montecalvo to sign same. Vote yes/Messrs. Collins, Ampagoomian, Boucher, and Montecalvo.

Freedom of Information Request by Lee Hebert. Chairman Montecalvo informed Mr. Hebert that he has received the Town Manager's permission to release his employment contract. Mr. Coughlin then explained that while reviewing proper procedure with respect to public records laws, he found out that a release must be signed to protect the town due to HIPAA laws. In addition, the Town Manager reviewed the town's policy for public records requests. He further advised that the fees for such requests (hourly rate + .25/copy) must be paid in advance. A motion/Mr. Boucher, seconded/Mr. Collins to release a copy of the Town Manager's employment contract to Lee Hebert and Shelley Buma as permitted by the Town Manager. Vote yes/Messrs. Boucher, Collins, Ampagoomian, and Montecalvo.

Safety Committee Minutes. A motion/Mr. Collins, seconded/Mr. Ampagoomian to approve the October 20, 2004 Safety Committee Minutes as presented with the readings omitted. Selectman Ampagoomian expressed his appreciation to Chairman Montecalvo and DPW Director Sasseville for their comments with respect to signage on telephone poles.

Whitinsville Sewer Interceptor/Presentation by Richard Sasseville, DPW Director. A detailed presentation along with updated information with respect to the above project was presented by Mr. Sasseville. Please see attached discussion paper written by the DPW Director for detailed information. The Board of Selectmen thanked Mr. Sasseville for his report.

Selectmen's Concerns. Selectman Collins/1) Asked Mr. Coughlin about his recent meeting with a group of students from the Middle School. Mr. Coughlin responded that the group was interested in circulating a petition relative to constructing a skateboard park in town. He commented that part of this meeting involved teaching the students something about the petition process.

Town Manager's Report. Mr. Coughlin **1)** Wished Selectman Mellor well during his recovery from recent knee surgery. **2)** Reported that Department Heads as well as several outside board members attended a Conflict of Interest Seminar last Tuesday in Town Hall given by the State Ethics Commission. He noted that the information was very beneficial to those in attendance. **3)** Announced that there will be a Mass. Municipal Association (MMA) seminar at Holy Cross College on November 10th on the topic of "Reforms in Public Construction Laws." As such, the Town Manager offered to pay the fee for any member of the Building, Planning & Construction Committee that wished to attend.

Executive Session. A motion/Mr. Collins, seconded/Mr. Boucher, to go into Executive Session under M.G.L. Chapter 39, S. 23B #3 – Litigation (Jolles) and under M.G.L. Chapter 39, S. 23B #3 – Litigation (High School Close Out), not to reconvene in open session. Roll Call Vote: Mr. Ampagoomian/Yes, Mr. Collins/Yes, Mr. Boucher/Yes, and Mr. Montecalvo/Yes.

Open Session Adjourned: 8:25 PM

Respectfully submitted,

Joseph J. Montecalvo, Chairman

s/

**BOARD OF SELECTMEN
NOVEMBER 8, 2004**

A meeting of the Board of Selectmen was called to order by Chairman Joseph J. Montecalvo at 7:15 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Collins, Boucher, and Ampagoomian. Selectman Mellor was not present and it is duly recorded.

Also present: Michael J. Coughlin, Jr., Town Manager.

Approval of Minutes. 1) A motion/Mr. Collins, seconded/Mr. Boucher to approve the September 13, 2004 minutes as presented with the readings omitted. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. 2) A motion/Mr. Collins, seconded/Mr. Boucher to approve the September 20, 2004 minutes as presented with the readings omitted. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo.

Citizens' Comments/Input. **Mr. Lee Hebert, 151 Heights of Hill Street, Whitinsville,** requested clarification from the Selectmen relative to the Whitinsville Sewer Interceptor Project. He voiced his confusion with respect to there being three different cost amounts involved. Town Manager Coughlin reported that \$1.1 million was appropriated at town meeting, but that the lowest bid came in at \$1.2 million. However, the lowest bidder has since agreed to hold his bid price. Mr. Coughlin also noted that due to the increase in the cost of materials plus an additional amount for contingency that \$1.6 million would be requested at the Fall Annual Town Meeting. As a final point, he explained that any funds left over would be put back into the Sewer Enterprise Fund.

Jubes, LLC d/b/a Lev's Family Restaurant/Request a Change of D/B/A on the Wine and Malt Liquor License. A motion/Mr. Boucher, seconded/Mr. Collins to approve a change of d/b/a from Lev's Family Restaurant to Jubes Family Restaurant (Richard Joubert, Manager) on the above liquor license. Vote yes/Messrs. Boucher, Collins, Ampagoomian, and Montecalvo.

Fall Annual Town Meeting (November 9, 2004)/Vote positions on warrant articles.

Article 1 (Budget Amendments). A motion/Mr. Collins, seconded/Mr. Boucher to support Article 1. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. **Article 2 (prior year bill).** A motion/Mr. Collins, seconded/Mr. Boucher to support Article 2. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. **Article 3 (Spring St. Sewer).** A motion/Mr. Collins, seconded/Mr. Boucher to support Article 3. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. **Article 4 (Whitinsville Sewer Interceptor).** A motion/Mr. Collins, seconded/Mr. Boucher to support Article 4. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. **Article 5 (Union Lane/Waterline).** A motion/Mr. Collins, seconded/Mr. Boucher to support Article 5. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. **Article 6 (DPW Pickup Truck).** A motion/Mr. Collins, seconded/Mr. Boucher to support Article 6. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. **Article 7 (DPW Dump Truck) #1 motion:** A motion/Mr. Collins, seconded/Mr. Boucher to support Article 7 if Article 1 does not pass. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. **#2 motion:** A motion/Mr. Collins, seconded/Mr. Boucher to pass over Article 7 if Article 1 passes. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. **Article 8 (BPCC Amendment).** A motion/Mr. Collins, seconded/Mr. Boucher to pass over Article 8. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. **Article 9 (Zoning Map Update).** A motion/Mr. Collins, seconded/Mr. Boucher to pass over Article 9. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. **Article 10 (Retreat Lots).** A motion/Mr. Collins, seconded/Mr. Boucher to pass over Article 10. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. **Article 11 (Samuel Drive).** A motion/Mr. Collins, seconded/Mr. Boucher to support Article 11 based on the recommendation of the Planning Board. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. **Article 12 (Shannon Drive).** A motion/Mr. Collins, seconded/Mr. Boucher to support Article 12 based on the recommendation of the Planning Board. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. **Article 13 (Delwyn Barnes Drive).** A motion/Mr. Collins, seconded/Mr. Boucher to support Article 13 based on the recommendation of the Planning Board. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. **Articles 14 (Marston Road).** A motion/Mr. Collins, seconded/Mr. Boucher to pass over Article 14 as recommended by the Planning Board. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. **Article 15 (Nathaniel Drive).** A motion/Mr. Collins, seconded/Mr. Boucher to

pass over Articles 15 as recommended by the Planning Board. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. **Article 16 (A portion of Prospect Street).** A motion/Mr. Collins, seconded/Mr. Boucher to pass over Article 16 as recommended by the Planning Board. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. **Article 17 (Refurbish Memorials).** A motion/Mr. Collins, seconded/Mr. Boucher to support Article 17. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. **Article 18.** A motion/Mr. Collins, seconded/Mr. Boucher to support Article 18. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo.

Town Manager's Report. **1)** Congratulated the Town Clerk's Office for a well-run Election Day on November 2nd. **2)** Announced that Sovereign Bank will be having their Grand Opening and also thanked them for their donation to the Northbridge Youth Center in the amount of \$2,000. **3)** Noted that the Northbridge Veterans' Memorial Field House will be Saturday, November 13, 2004 at 1:00 PM. **4)** Announced that the Milford VNA will be providing flu shots by appointment only.

Executive Session. A motion/Mr. Ampagoomian, seconded/Mr. Boucher to go into Executive Session under M.G.L. Chapter 39, S. 23B #3 (Litigation – High School Close Out), not to reconvene in open session. Roll Call Vote: Mr. Ampagoomian/Yes, Mr. Boucher/Yes, Mr. Collins/Yes, and Mr. Montecalvo/Yes.

Open Session Adjourned: 7:42 PM

Respectfully submitted,

Joseph J. Montecalvo, Chairman

s/

**SPECIAL MEETING OF THE
BOARD OF SELECTMEN
NOVEMBER 8, 2004**

JOINT MEETING WITH FINANCE COMMITTEE

A special meeting of the Board of Selectmen was called to order by Chairman Joseph J. Montecalvo at 6:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Collins, Boucher, and Ampagoomian. Selectman Mellor was not present and it is duly recorded.

Also present: Michael J. Coughlin, Jr., Town Manager; Finance Committee members: Chairman Mary Frances Powers, Walter Drew, Jim Ouellet, Andrew Todd, and Connie Valois

The Pledge of Allegiance was recited by those present.

Michael J. Coughlin, Jr., Town Manager provided a brief overview of the Town's fiscal management since the year 2000. He stated that he conducted his own comprehensive review [of the town's fiscal matters] and noted that deficiencies as described in the financial management review letter issued by the Department of Revenue [DOR] which existed back then still exist today. Mr. Coughlin further acknowledged that we have made some progress but that we still have a ways to go and issues to resolve. Continuing, the Town Manager pointed out that a key recommendation made by DOR in the management review letter was that the Town Manager be responsible for the role of oversight. In addition, the letter also reaffirmed the role of the Board of Selectmen in the budget process and their responsibility for the "bottom line" with respect to overall spending for capital projects. Too, Mr. Coughlin advised that in the past, a criticism of DOR has been that the Town has used free cash to balance the budget. He also mentioned that the budget process has fundamentally changed and this spring the town passed a balanced budget. Moreover, the new budget process has resulted in a stronger financial picture with approximately \$2.5 million in Stabilization and \$750,000 in free cash. Mr. Coughlin said that it is important to think about restructuring the use of the Stabilization Fund and as such, he recommended the adoption of a separate Stabilization Fund to earmark funds for the School Department. The Town Manager remarked that education is paramount but we must improve other town services as well. To that end, Mr. Coughlin announced that the Town received \$177,000 in additional Lottery Aid and recommended spending those funds for public safety – Police, Fire, Public Works, and for those who have served in the military – Veterans. In closing, Town Manager Coughlin noted that by televising meetings such as this that it would provide the taxpayer with an understanding of how the process and government works in addition to how their money is spent. Mr. Coughlin then invited each Department Head to come forward to present their requests for use of the Additional Lottery Aid Funds.

Police Department: Thomas Melia, Police Chief.

Chief Melia explained that a law was recently passed which mandates that any and all confessions must be recorded by tape or video. To that end, he said that he would like to request \$10,000 of the additional Lottery Aid to purchase recording equipment for both the booking room and the Detective's office. In addition, Chief Melia noted that this process would also allow for the videotaping of drunken driving arrests and combative defendants and could be used as evidence in court. He also stated that the District Attorney's Office has begun giving seminars with respect to setting up such a program. Selectman Ampagoomian asked whether the cruisers were equipped with recorders. Chief Melia responded that the issue had come up in the past and the officers did not want them [recorders] because they did not see a need for them. In closing, Chief pointed out that if the Police Department does not implement this program, then the judge has to give advice to the jury to look at the voluntariness of statements. He also advised that he is in the process of getting quotations for the necessary equipment and waiting for the money from town meeting, if granted. *Chairman Montecalvo asked the Finance Committee if they had any questions or comments—there were none.*

Fire Department: Brian Castell, District Chief.

District Chief Castell indicated that the Fire Department would like to request \$19,607 in additional Lottery Aid funds to be used to hire two (2) full-time firefighter/paramedics. He also said that the above amount would pay for 48% of the salaries and that the remaining 52% would be paid from Ambulance Reserves. Continuing, Mr. Castell explained that the additional funding would mean that the primary ambulance would be manned with 2 paramedics, 24 hours a day, 7 days a week. He pointed out that currently, the ambulance has 1 full-time firefighter/paramedic and 1 on-call EMT who has to come from home to meet the ambulance resulting in delays. District Chief Castell further advised that the additional manpower would cut down on response time and greatly enhance both public and firefighter safety resulting in better care and service to

the citizens of Northbridge. *Chairman Montecalvo asked the Finance Committee if they had any questions or comments—there were none.*

Animal Control: Dan Chauvin, Chauvin Protective Services.

The Town Manager explained that the request for \$10,000 from additional Lottery Aid funds to enhance Animal Control would address issues such as feral cats, rabid raccoons, and other animal control issues that the town currently can not assist with. He also stated that he will shift Animal Control to the Police Department budget next year – FY '06. Mr. Chauvin mentioned that this budget increase would work towards everyone's advantage. *Chairman Montecalvo asked the Finance Committee if they had any questions or comments—there were none.*

Department of Public Works: Richard Sasseville, DPW Director.

Mr. Sasseville reported that the additional lottery aid money (\$59,000) would be used to hire two (2) full-time equipment operators which in turn would allow the DPW to provide a higher level of service to the town. Next he provided some background information about the Department of Public Works. Mr. Sasseville noted that back in 1987, there were 14 full-time employees and several part-time seasonal employees. Today, there are 8 full-time employees—still significantly below the level of 17 years ago especially considering the number of streets which have been added over the last 17 years and many more new streets to be added in the future. The DPW Director said that the additional money would be very beneficial at this time as it is the beginning of the winter season and the most difficult time of year for the department. *Chairman Montecalvo asked the Finance Committee if they had any questions or comments—there were none.*

Veterans' Services: Kenneth Trajanowski, Veterans' Agent.'

Mr. Trajanowski explained that when he was hired to be Veterans' Agent, he was given a hand-me-down computer and that it was so bad, he had to bring in his own personal lap top from home. As such, he has requested \$850 from the additional Lottery Aid funds to purchase new computer equipment for his office. *Chairman Montecalvo asked the Finance Committee if they had any questions or comments—there were none.*

Trustees of Soldiers' Memorials: Phil Cyr, Andy Williamson and Spaulding Aldrich.

Mr. Williamson pointed out that the monuments in town needed to be refurbished and thus asked for money in Article 17 (\$10,000) to carryout that project. In addition, Mr. Cyr advised that the Trustees were here to request \$5,000 from the additional Lottery Aid to help fund the dedication of the Northbridge Veterans Memorial Field house. He indicated that the plaque would cost \$1,900 and the lettering about \$1,100 plus other miscellaneous expenses. *Chairman Montecalvo asked the Finance Committee if they had any questions or comments—there were none.*

Accounting: Theresa Cenedella, Town Accountant and Jim Powers, Auditor.

Ms. Cenedella advised that she was present to request additional funds to pay for the town's audit. The Town Accountant then went on to explain what an audit was and the purpose for conducting such an in-depth audit. Next, Mr. Powers provided some background information about his firm and the type of work they do: financial statements, evaluation of internal controls, and assessing the set up of departments and personnel levels within them. He stressed that he is committed to serving the town year round. *Chairman Montecalvo asked the Finance Committee if they had any questions or comments—there were none.*

Finance Committee member, Walter Drew, commented that this meeting was supposed to be a joint meeting between the Board of Selectmen and the Finance Committee, however, the accommodations were not appropriate and therefore they could not ask any questions. Finance Committee Chairman, Mary Frances Powers, then requested the Town Manager to authorize his Department Heads to meet with the Finance Committee tonight to go over their supplementary budget requests and other town meeting warrant articles. Town Manager Coughlin approved her request.

Meeting Adjourned: 7:10 PM

Respectfully submitted,

Joseph J. Montecalvo, Chairman

s/

**BOARD OF SELECTMEN
NOVEMBER 22, 2004**

A meeting of the Board of Selectmen was called to order by Chairman Joseph J. Montecalvo at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Collins, Boucher, Mellor, and Ampagoomian.

Also present: Michael J. Coughlin, Jr., Town Manager.

Approval of Minutes. A motion/Mr. Collins, seconded/Mr. Boucher to approve the October 4, 2004 minutes as presented with the readings omitted. Vote yes/Unanimous.

Selectman Mellor removed himself from his Selectman seat to take part in the following public hearing.

7:05 PM – Public Hearing/Transfer of the All Alcohol Restaurant License from the Gray Barn, Inc. (Robert M. Mellor, Mgr.) to MLJJ, Inc. d/b/a The Gray Barn (John H. Mellor, Mgr.) Present: Robert M. Mellor, John H. Mellor, and Michael Mellor. Chairman Montecalvo read the public hearing notice aloud. A motion/Mr. Boucher, seconded/Mr. Collins to open the public hearing. Vote yes/Messrs. Boucher, Collins, Ampagoomian, and Montecalvo. Selectman Ampagoomian asked whether there would be any changes made to the establishment. Mr. John H. Mellor responded no. There were no other comments from those present. A motion/Mr. Boucher, seconded/Mr. Collins to close the public hearing. Vote yes/ Messrs. Boucher, Collins, Ampagoomian, and Montecalvo. A motion/Mr. Ampagoomian, seconded/Mr. Collins to approve the above liquor license transfer. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo.

Selectman Mellor resumed his seat on the Board of Selectmen.

Winter Parking Ban/Vote to approve. A motion/Mr. Collins, seconded/Mr. Boucher to approve the Winter Parking Ban from December 1, 2004 through April 1, 2005 during the hours of 1:00 AM to 6:00 AM, as requested by the Northbridge Police Department. Vote yes/ Unanimous.

Common Victualler License Application – Dufficy Enterprises, Inc. d/b/a Domino’s Pizza (Jeffrey Dufficy, Mgr.) Mr. Dufficy explained that he hoped to open within the week and that his restaurant would offer pick up and delivery only – no eat in area. He indicated that the operating hours would be 11 AM – Midnight (Sunday thru Thursday) and 11 AM – 1 AM (Friday and Saturday). A motion/Mr. Ampagoomian, seconded/Mr. Boucher to approve the Common Victualler License for Dufficy Enterprises, Inc. d/b/a Domino’s Pizza. Vote yes/Unanimous.

7:15 PM – Public Hearing/Amerada Hess Corporation: Underground Storage Tank License Application for 4 underground storage tanks (3-10,000 gal. tanks for gasoline storage and 1-10,000 gal. tank for diesel fuel storage) at 1144 Providence Road, Whitinsville. Present: Russ Wells, Real Estate Manager for Amerada Hess Corp. and Normand Gamache, Guerriere & Halnon. Chairman Montecalvo read the public hearing notice aloud. A motion/Mr. Boucher, seconded/Mr. Collins to open the public hearing. Comments from those present: Lee Hebert, 151 Heights of Hill Street, Whitinsville, voiced his concern with respect to gasoline additive – MTBE – and inquired as to whether or not the additive was still allowed to be used for that purpose. Mr. Wells responded that yes it is still used as a gasoline additive. He also stressed the fact that Hess Corporation must follow the State’s Emergency Response Procedures and assured everyone that the tanks, piping, and dispensers are all monitored 24/7 both locally and in New Jersey. There being no further questions/comments, a motion/Mr. Collins, seconded/Mr. Ampagoomian to close the public hearing. A motion/Mr. Collins, seconded/Mr. Ampagoomian to approve Amerada Hess Corporation’s application for an Underground Storage Tank License as set forth above. Vote yes/Unanimous.

Common Victualler License Application – Amerada Hess Corporation. Present: Mr. Russell Wells and Normand Gamache. Mr. Wells explained that the convenience store will also house a Godfather’s Pizza, Blimpies, and TCBY all under one roof at that location (1144 Providence Road, Whitinsville, MA). A motion/Mr. Collins, seconded/Mr. Boucher to approve the Common Victualler License for Amerada Hess Corporation. Vote yes/Unanimous.

Proposed Amendment to the Board of Selectmen’s Policies and Procedures Manual. Chairman Montecalvo advised that the Board of Selectmen as well as some citizens have strongly suggested that the Citizens’ Comments/Input portion of the Selectmen’s meeting take place later in the meeting. Therefore, he recommended that Citizens’ Comments/Input take place after the Discussions part of the Selectmen’s meeting and that all future agendas reflect the new order of business. The Board concurred. A motion/Mr. Ampagoomian, seconded/Mr. Collins to move this matter to decisions immediately for a vote. Vote yes/Unanimous. A motion/Mr. Collins, seconded/Mr. Boucher to move the Citizens’ Comments/Input portion of the Selectmen’s meeting after the Discussions section effective immediately.

Vote yes/Unanimous. *The Board of Selectmen's Policies and Procedures Manual will be revised as indicated above.

Appointments/Fire Department. Present: Chief Gary Nestor, Paramedic Richard Monbleau, and Firefighter William Maynard. 1) Chief Nestor introduced new paramedic Richard Monbleau to the Selectmen, gave them a brief summary of his qualifications, and past work related experience. The Board of Selectmen welcomed Mr. Monbleau. 2) Chief Nestor then reported that William Maynard just completed 11 weeks of training at the Massachusetts Fire Academy. Town Manager Coughlin and the Selectmen commended Mr. Maynard for his accomplishment. 3) Chief Nestor announced that the Town's new ambulance was outside if anyone wished to take a tour of it after the meeting.

Citizens' Comments/Input. 1) **Paul Buma, 218 Hill Street, Whitinsville, a)** asked whether money was appropriated at town meeting for the Whitinsville Sewer Interceptor project and if the contract was signed for the original bid amount of \$1.2 million. Town Manager Coughlin responded yes to both questions. **b)** Reported that the Statement of Indebtedness (part of the Town's financial statements) was signed on October 5, 2004 and asked for confirmation of that. Mr. Coughlin answered that the documents were emailed to DOR on September 30th, including the Statement of Indebtedness. Mr. Buma continued to question why then was it signed on October 5th. **c)** Questioned whether the Town was in litigation with Mr. Haynes. The Town Manager indicated that the Town was trying to recover fees, however, the matter has not yet been moved to litigation, though the Town would do everything it could to recover the fees. **d)** Stated that he has been out of town for a while and recently watched the last three Selectmen's meetings. He pointed out that he was very surprised to see the Board of Selectmen at odds with so many Boards simultaneously and suggested that maybe the problem lies with the Board of Selectmen and not the other Boards in question. 2) **Trustees of Soldiers' Memorials (Andy Williamson and Phil Cyr).** Mr. Williamson thanked both the Selectmen and Town Manager for attending the dedication of the Northbridge Veterans Memorial Field House on Saturday, November 13, 2004. In addition, he announced that Unibank for Savings donated \$500 to the Trustees to help defray the cost of the dedication. A motion/Mr. Collins, seconded/ Mr. Boucher to accept the \$500 donation from Unibank and send a letter of thanks and appreciation. Vote yes/Unanimous.

Selectmen's Concerns. Chairman Montecalvo requested the Selectmen to review a letter to the Finance Committee and advise him of any edits and/or revisions.

Town Manager's Report. 1) Thanked Supt. O'Donnell and Chairman Paine for allowing him to give the School Committee a presentation on establishing an Education Stabilization Fund and informed the Board that Supt. O'Donnell is dedicated to this matter. Continuing, the Town Manager also thanked Sharron Ampagoomian for taping the meeting and added that the School Committee is very much in favor of taping their meetings. 2) Reported that he won his friendly wager with Southbridge and looks forward to dinner at Mario's in Southbridge. In addition, he said that Uxbridge Town Manager Allan Klepper has accepted his friendly wager for the annual Rams vs. Spartans classic on Thanksgiving Day.

Meeting Adjourned: 7:49 PM

Respectfully submitted,

Robert M. Mellor, Clerk

s/

BOARD OF SELECTMEN
DECEMBER 6, 2004

A meeting of the Board of Selectmen was called to order by Chairman Joseph J. Montecalvo at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Collins, Boucher, and Ampagoomian. Selectman Mellor was not present and it is duly recorded.

Also present: Michael J. Coughlin, Jr., Town Manager.

Approval of Minutes. A motion/Mr. Collins, seconded/Mr. Boucher to approve the October 18, 2004 minutes as presented with the readings omitted. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. A motion/Mr. Ampagoomian, seconded/Mr. Collins to approve the October 25, 2004 minutes as presented with the readings omitted. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo.

2005 Board of Selectmen's Meeting Schedule. A motion/Ampagoomian, seconded/Mr. Collins to approve the 2005 Selectmen's meeting schedule as presented subject to revision and the calling of special meetings. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo.

Special Town Meeting. Town Manager Coughlin provided some background information relative to the need for a Special Town Meeting in January—chiefly, that the town is facing a \$1.2 million dollar deficit in FY 2005, which was discovered during the town's recent audit. Mr. Coughlin explained that he has proposed a plan that would correct the deficiency and which would not impact the School Budget whatsoever. Continuing, he noted that since he had come to Northbridge he had been looking into the manner in which the town did business as well as the extent to which proper procedure was being followed. For example, he pointed out that a 2000 report by the Department of Revenue mentioned the strained working relationship among some town departments—and that three years later it still existed. Too, Mr. Coughlin acknowledged it has since been recognized that in the past the financial departments have not had any resource(s) to go to for help. Additionally, the report documented other faulty processes; however, there were never any procedures in place to correct them. Mr. Coughlin mentioned that for those reasons and others, he began to look for a new audit firm and he subsequently hired Powers and Sullivan to come in and do a thorough review of the town's financial departments as well as to evaluate the current systems in place. With that being said, he introduced James Powers of the audit firm Powers and Sullivan.

Preliminary Audit Report by Powers & Sullivan (Town Auditors). Present: James Powers, Auditor, Theresa Cenedella, Town Accountant, and Robert Fitzgerald, Principal Assessor. Mr. Powers advised that as part of the in-depth audit, his firm looked at the current systems in place used to set the fiscal year 2005 tax rate. During the audit it was discovered that the calculation for debt service was double counted which lead to the town being \$1.2 million over the levy limit. Mr. Powers advised that in going forward, the financial team would have to understand each part of the recap process in order to avoid a similar mistake in the future. He also stated that the Management Letter would address material weaknesses such as internal control systems, which need improving. **Robert Fitzgerald, Principal Assessor,** reported that because of this predicament, the town's tax rate could not be set and third quarter tax bills cannot go out. However, he announced that a process has been set up with the Treasurer/ Collector's Office, which will allow taxpayers to send in **voluntary** tax payments so as to reduce their tax burden in May. (Note: In this situation, DOR does not allow *estimated* tax bills to be sent out). **Theresa Cenedella, Town Accountant,** advised those present of a proposed three-part plan to close the \$1.2 million gap. **a)** 1/3 from old fund balances and other revenue sources, **b)** 1/3 from the Stabilization Fund, and **c)** 1/3 from municipal turn-backs. She reiterated the fact that Education will not be impacted by the proposed plan. Ms. Cenedella further cautioned that the town must be cautious in FY '06 as well. A motion/Mr. Collins, seconded/Mr. Boucher to set a Special Town Meeting for 7:00 PM on Tuesday, January 25, 2005 at the Northbridge Middle School Auditorium. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo.

Citizens' Comments/Input. **1) Robert Parker, 20 Nolet Street, Linwood,** advised that he was here due to the lack of action being taken with respect to ongoing problems with the Union Street Brook. **2) Debra Baltramaitis, 114 Union Street, Linwood,** was present for the same reason as Mr. Parker. She explained that she has dealt with the same problem (Union Street Brook) for six years and that she has gotten nowhere. Ms. Baltramaitis stated that as a result of the inaction on this matter she has decided to move forward with legal proceedings. That being said, she requested a meeting with Town Manager Coughlin to discuss the issue in addition to the legal proceedings. **3) Walter Drew, Rocky Road, Whitinsville,** brought up the fact that an article recently appeared in the Blackstone Valley Tribune in regards to a letter that was supposedly sent to all Finance Committee members, however, Mr. Drew advised that none of the committee members received any such letter. He continued to ask why the letter was released to the newspaper when it had not even been received by the intended recipients. Town Manager Coughlin replied that the letter being referred to was drafted by Town Counsel at the request of the Board of Selectmen but because some of the Selectmen had not reviewed nor signed the letter it was

not sent out. Chairman Montecalvo added that he provided the letter to Mr. Mattson with the proviso that nothing should be done with the letter [or written about it] until it was reviewed and signed by all five Selectmen. However, even though it was made very clear to Mr. Mattson, he wrote an article about the letter in the Blackstone Valley Tribune anyway. **4) Mary Frances Powers, 6 Elm Street, Whitinsville, a)** voiced her displeasure with the way in which the above situation was handled. **b)** stated that she was upset with the accommodations at the last Selectmen's meeting, and **c)** questioned some items on the combined balance sheet—Chapter 90 and Community Development Block Grant Funds—and that the Town should request to have free cash recertified after those amounts are removed from the balance sheet. The Town Manager replied that it is being looked into. **5) Shelley Buma, 40 Heritage Drive, Whitinsville,** made reference to Mr. Drew's above-mentioned concerns. Town Manager Coughlin interjected to correct Ms. Buma's statements. He repeated that he **did not** draft the letter—that Town Counsel did and once again, he explained that the paper [Tribune] was not supposed to release the letter until it was confirmed by the Board of Selectmen that there were no further revisions to be made. **6) Salvatore D'Amato, 80 Tracey Drive, Whitinsville,** encouraged the Assessor's Office to send out correspondence to taxpayers with respect to "voluntary" tax payments. Commented that it was time to have teamwork back among boards/committees. **7) Lee Hebert, 151 Heights of Hill Street, Whitinsville, a)** inquired about whether taxes were going to be increased in order to recoup some money to help cover the \$1.2 million deficit. The Board responded no—that the proposed plan is for money to come from three sources: old fund balances, stabilization fund, and municipal turn backs, **b)** asked about the committee that was formed some time ago to look into possible locations for new town facilities. Selectman Ampagoomian replied that the committee was very involved in the early stages to meet and discuss the town's needs with prospective land owners, however, now the issue has progressed to the negotiation/legal stage and that must be done in Executive Session(s).

ANNOUNCEMENT: Chairman Montecalvo announced that a flu clinic [for Northbridge residents only] will be held on December 7th from 1:30 p.m. to 3:00 p.m. at the Northbridge Senior Center.

Requirements: must be 65 yrs. and over; all children from 6 mos. to 23 mos.; those 2 yrs. to 64 yrs. with underlying chronic medical conditions; women who are pregnant during flu season; residents in nursing homes/long term care facilities; those 6 mos. to 18 yrs. undergoing chronic aspirin therapy; healthcare workers in direct patient care; and emergency first responders.

Selectmen's Concerns. Selectman Ampagoomian/1) urged citizens to sign up for the Citizen Police Academy. 2) Asked about the status of Wal*Mart. Chairman Montecalvo responded that it is supposed to move forward now that the legal issues are over. Town Manager Coughlin will try to get additional information. Selectman Collins reported that the Superintendent's Search Committee has completed their part of the process and that they are ready to present the names of the finalists to the School Committee.

Town Manager's Report. Town Manager Coughlin/1) announced that he will be hosting a holiday staff party on December 20th from 5 p.m. to 7 p.m.—urged all board/committee members as well as interested citizens to attend. 2) Reported that the Northbridge Fire Department will be doing a ride along with Santa on Saturday, December 18th from 12 p.m. to 4 p.m.

Items For Future Agenda: 7:00 PM - Jan. 31, 2005 - Rep. George N. Peterson, Jr. – Office Hours – Northbridge Town Hall.

Executive Session. A motion/Mr. Ampagoomian, seconded/Mr. Boucher to go into Executive Session under M.G.L. Chapter 39, S. 23B #6 – Land Acquisition (Jolles/Puccio) – not to reconvene in open session. Roll Call Vote: Mr. Ampagoomian/Yes, Mr. Boucher/Yes, Mr. Collins/Yes, and Mr. Montecalvo/Yes.

Open Session Adjourned: 8:49 PM

Respectfully submitted,

Joseph J. Montecalvo, Chairman

s/

**Board of Selectmen's Meeting
December 20, 2004**

A meeting of the Board of Selectmen was called to order by Chairman Joseph J. Montecalvo at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Collins, Boucher, Mellor, and Ampagoomian.

Also present: Michael J. Coughlin, Jr., Town Manager.

The Pledge of Allegiance was recited by those present.

Approval of Minutes. 1) A motion/Mr. Collins, seconded/Mr. Boucher to accept the November 8, 2004 [Special Meeting] minutes as presented with the readings omitted. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. 2) A motion/Mr. Ampagoomian, seconded/Mr. Boucher to accept the November 8, 2004 [Regular Meeting] minutes as presented with the readings omitted. Vote yes/Messrs. Collins, Boucher, Ampagoomian, and Montecalvo. 3) A motion/Mr. Collins, seconded/Mr. Boucher to accept the November 22, 2004 minutes as presented with the readings omitted. Vote yes/Unanimous.

Selectman Mellor removed himself from the following Public Hearing.

Public Hearing: 7:05 PM – All Alcohol Package Store License Application/Cat-Ray, Inc. d/b/a The Trading Post (Raymond D. Miller, III – Manager). Chairman Montecalvo asked those wishing to make comments on this matter to please sign in. He then read the public hearing notice aloud. A motion/Mr. Boucher, seconded/Mr. Ampagoomian to open the public hearing. Vote yes/Messrs. Boucher, Ampagoomian, Collins, and Montecalvo. Mr. Raymond D. Miller, current owner/manager of The Trading Post, 178 Church Street, Whitinsville, advised that he is currently holds a Wines & Malt Package Store License. In addition, he explained that he was applying for an All Alcohol Package Store License to increase his business as well as to help in selling the store. Comments from those present: Mr. John Crawford, Representative of Pleasant Street Christian Reformed Church, stated that he appreciated being notified about this issue as the Church is an abutter to the location applying for the liquor license. He commented that as spokesperson, the Church is opposed to the issuance of an additional all alcohol liquor license due to the fact that it will increase the availability of liquor in the community in addition to the immoral effect it would have on the neighborhood. Selectman Ampagoomian asked Mr. Miller whether he was trying to sell the business and Mr. Miller responded that it is for sale. Next, Chairman Montecalvo voiced his opposition to this liquor license. Selectman Boucher also spoke against it because of the saturation of liquor stores in that area and added that he would prefer to see such establishments spread around. Selectman Ampagoomian further asked if there were any problems with deliveries at this location. Mr. Miller responded that he does not have any problems with deliveries at his location, however, he indicated that the gas stations in the area have a problem with tankers making gas deliveries. With no further comments, a motion/Mr. Ampagoomian, seconded/Mr. Boucher to close the public hearing. Vote yes/Messrs. Ampagoomian, Boucher, Collins, and Montecalvo. A motion/Mr. Boucher, seconded/Mr. Ampagoomian to deny the application of Cat-Ray, Inc. d/b/a The Trading Post (Raymond D. Miller, III – Manager) for an All Alcohol Package Store License at 178 Church Street, Whitinsville. Vote yes/Messrs. Boucher, Ampagoomian, and Montecalvo. Vote no/Mr. Collins.

Selectman Mellor resumed his seat with the Board of Selectmen.

Special Town Meeting – 7 PM – January 25, 2005 – Northbridge Middle School Auditorium
Town Manager Coughlin reported that Town Counsel and the Town Moderator together worked out the language of the warrant articles for the forthcoming Special Town Meeting to be held on January 25, 2005. Financial Team Members Theresa Cenedella and Robert Fitzgerald were present to inform the Selectmen that the Financial Team has worked hard to come up with the proposed solution to the \$1.2 million shortfall with no impact on Education whatsoever. In addition, they reminded everyone that as a result of the above-mentioned shortfall, the Town was unable to set the FY '05 tax rate and therefore could not send out third quarter tax bills. As a result, the Financial Team researched what could be done legally to help remedy the situation and decided to send out a "request for voluntary tax payment" to all taxpayers which would be equal to the amount they paid for their 2nd quarter taxes. Ms. Cenedella pointed out that this would not only aid in bringing some tax revenue into town but at the same time it would reduce taxpayers' liability in May.

Vote to place articles on the Special Town Meeting Warrant. A motion/Mr. Ampagoomian, seconded/Mr. Boucher to place Article 1, Article 2, and Article 3 on the Special Town Meeting Warrant. Vote yes/Unanimous.

Vote to close the Special Town Meeting Warrant. A motion/Mr. Ampagoomian, seconded/Mr. Boucher to close the Special Town Meeting Warrant on this date and time. Vote yes/Unanimous.

Vote to sign the Special Town Meeting Warrant. A motion/Mr. Ampagoomian, seconded/Mr. Boucher to sign the Special Town Meeting Warrant. Vote yes/Unanimous.

Transfer Common Victualler License from The Daily Grind (Linda Lyness) to Daily Grind, LLC (Richard Wunschel). A motion/Mr. Ampagoomian, seconded/ Mr. Boucher to approve the above transfer. Vote yes/Unanimous.

Safety Committee Minutes (December 16, 2004). A motion/Mr. Collins, seconded/Mr. Boucher to approve the December 16, 2004 Safety Committee Minutes as presented with the readings omitted. Vote yes/Unanimous.

2005 Miscellaneous Annual License Renewals (Alcohol, Common Victualler, Class II, Class III, Automatic Amusement Devices, etc.) A motion/Mr. Collins, seconded/Mr. Boucher to approve the above annual license renewals subject to the payment of all outstanding taxes. Vote yes/Unanimous.

Citizens' Comments/Input: 1) **Mary Frances Powers, 6 Elm Street, Whitinsville,** asked when the Finance Committee would be able to get the numbers for Article 3 (Municipal Budget Amendments) because she has to get everything to the printer by January 7th in order to get the Finance Committee Booklets out in time for Town Meeting. The Town Manager responded that he should have those numbers finalized by January 3rd. 2) **Salvatore D'Amato, 80 Tracey Drive, Whitinsville,** (*distributed some paperwork to the Board of Selectmen*). Chairman Montecalvo asked Mr. D'Amato what it was that was being handed out. Mr. D'Amato responded that it was a copy of a memo dated 12/14/04 which he believed was not shared with all members of the Board of Selectmen. *The memo referred to possible conflicts of interest involving Mr. D'Amato with respect to his wife being a school teacher in the Northbridge School System and his daughter's employment with the town. Continuing, Mr. D'Amato advised that he had received a phone call on Saturday night from Tom Mattson (Tribune) concerning the memo given to him after the School Committee meeting on 12/14/04. Mr. D'Amato stated that he found the memo disturbing and proceeded to read the memo aloud. He indicated that the memo was from Mr. Coughlin, Town Manager, to Chairman Montecalvo and Selectman Collins (Selectmen's Rep./Supt. Screening Comm.). Mr. D'Amato explained that after the phone call from Mr. Mattson on Saturday night, he wrote a response to Mr. Coughlin relative to the memo of 12/14/04. Mr. D'Amato stated that he had filed disclosure statements with former Town Clerk, Muriel Barry in 1990 and after every re-election since then, however, he does not have any copies. He also pointed out that he filed a disclosure statement with Powers & Sullivan (Town Auditors) about four months ago. In addition, he noted that he filed two disclosures this evening with the Town Clerk (Doreen Cedrone) in the event she was unable to locate the past disclosure statements he had filed. Mr. D'Amato claimed this whole matter is politically motivated in an attempt to cast a dark cloud over his 15 years of service to the town. He further stressed that a courtesy of a phone call would have been in order. Mr. D'Amato mentioned that in addition to the disclosures he had filed on 7/18/90 and 9/15/98, that on 6/13/90 he had requested the town to obtain an Ethics Commission report so that he would have guidelines to follow in order to avoid a conflict of interest. Mr. D'Amato then read both disclosure statements aloud. He repeated that the courtesy of a phone call asking him whether he had filed disclosures would have deterred the writing of the 12/14/04 memo. Mr. D'Amato suggested that an inquiry into the Town Clerk's office be done due to the misplacement of legal documents—his filed disclosures. Mr. D'Amato advised that as a School Committee member, it is his duty to participate in the hiring of the Superintendent of Schools. He further stated that the School Committee's Attorney's opinion is that Mr. D'Amato is well within an ethical position to participate as he had in the hiring of the current Superintendent—Mr. O'Donnell. Finally, Mr. D'Amato said that he was insulted that his integrity had been questioned when in town hall they couldn't even locate his disclosure statements. Mr. D'Amato then pointed out and admitted that in 1997, he should have filed another disclosure because of his daughter Deanna's employment with the town. However, he was under the understanding that he only had to file such disclosures if a vote would affect his wife financially. Mr. D'Amato then acknowledged that there are members on the Board of Selectmen [whose kids have worked for the town] that have never filed disclosure statements. He asked Chairman Montecalvo if he had filed a disclosure statement during the summer his son interned for Kopelman & Paige—even if it was unpaid. Mr. Montecalvo responded yes. Mr. D'Amato said it is not in the Town Clerk's file. Mr. Montecalvo replied that he has a copy and would be happy to show him. Mr. D'Amato then went on to say that his daughter Alyssa was asked to work for the School Department but she refused because she took a job with CVS and then the Business Manager asked his other daughter Deanna if she wanted to work and she said sure. Mr. D'Amato said Deanna volunteered. When questioned if she was paid, Mr. D'Amato responded that she was paid in cash and that he made her return it. He called Henry and told him that if he wished to hire his daughter in the future that School Committee policy must be followed—that it must be done right. So that no additional taxpayer's money is spent on inquiries, Mr. D'Amato is expecting a report from the State Ethics Commission because someone has filed a claim concerning his [Mr. D'Amato's] wife and daughter. He also assured the Selectmen that the report will be shared with them as soon as it is received. Mr. Coughlin advised Mr. D'Amato that the real issue was with respect to the Superintendent's Search Comm.—that he has an ongoing duty to file disclosure statements before participation in certain matters and that he has not complied with that procedure. In closing, Mr. D'Amato claimed that this was just local political bull. Mr. Coughlin declared that it was

not—that it was to keep processes clean and clear. **3) Paul Buma, 218 Hill Street, Whitinsville,** brought up two of his concerns. One was with respect to the \$1.2 million shortfall—10% of the town’s tax revenue—that it could be a very costly mistake due to potential borrowing for the 3rd quarter which will depend on how much the town receives from voluntary tax payments. Mr. Buma reiterated that taxpayers deserved to know who made such a costly error. Town Manager Coughlin reminded Mr. Buma that the Independent Auditor will report the facts in his management findings [after all interviews are completed] and that the report will be ready in January. Mr. Buma’s other concern was the fact that several vendors/attorneys, etc., have not been paid for services rendered last January with respect to the Medical Waste hearings. He then asked point blank whether such bills have been paid. Mr. Coughlin remarked that he will not release the money until it is recovered by the Town from Mr. Christopher Haynes. Mr. Buma insisted that the Town was responsible for those bills because it was the Town that hired the vendors to begin with. **4) Lee Hebert, 151 Heights of Hill Street, Whitinsville,** acknowledged that during a recent health emergency, he had the opportunity to experience the services of Rick Montbleau, Northbridge Fire Department EMT. He commended Mr. Montbleau for his excellent skills and professional service. Mr. Hebert also mentioned that he hoped the Town would not lose someone like Mr. Montbleau due to the current financial problems.

Selectmen’s Concerns. **1) Selectman Ampagoomian** wished all the citizens in Northbridge a Merry Christmas, Happy New Year, Happy Kwanzaa, and a belated Happy Chanukah. In addition, he brought up the fact that a guest caller on the show “3 on 11” referred to him as a camel jockey and remarked that that comment was an insult to the entire Armenian Community. He urged everyone to respect all ethnic backgrounds. **2) Selectman Boucher** reminded everyone to drive safety around town—that there are some intersections [particularly Sutton Street/Route 122] where people do not stop properly.

Town Manager’s Report. Mr. Coughlin wished everyone a Merry Christmas. He also commended Bill “Santa Claus” Maynard for doing a fine job during the Santa ride on Saturday.

Items For Future Agenda. Chairman Montecalvo reminded everyone that Representative George N. Peterson, Jr. will hold office hours at 7:00 PM at the Northbridge Town Hall on Monday, January 31, 2005.

Meeting Adjourned: 8:45 PM

Respectfully submitted,

Robert M. Mellor, Clerk

s/