

**BOARD OF SELECTMEN'S MEETING
January 8, 2018**

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. Ampagoomian, Athanas, Melia, Marzec and Nolan. **Also Present:** Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES: None

PUBLIC HEARING: None

APPOINTMENTS: Local Historic District Study Committee [1 Historical Society Rep. and 1 Member-at-large] 1) David Piper. Mr. Piper stated he has lived in town for almost his entire life. Local history has been a vast interest of his since retiring and he looks forward to being able to serve on this committee. **2) Robert Laflamme.** Mr. Laflamme stated he is recently retired from working in management with several manufacturing companies under the umbrella of supply chain management. Mr. Laflamme is interested in serving on this committee for the historic nature of the subject matter, giving back to the community, and he hopes to utilize the skills he has developed in his career. A motion/Mr. Melia, seconded/Mr. Marzec to appoint Mr. Davis Piper as the Historical Society Representative to the Local Historic District Study Committee. A motion/Mr. Melia, seconded/Mr. Marzec to appoint Mr. Robert Laflamme to the Local Historic District Study Committee as a Member-at-Large. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT: None

Special Town Meeting [February 6, 2018] / Vote to sign warrant upon completion and final review by Town Counsel. A motion/Mr. Marzec, seconded/Mr. Nolan to sign the warrant upon completion and final review by Town Counsel. Vote yes/Unanimous.

Spring Annual Town Meeting [May 1, 2018]/Vote to close the warrant Friday, March 2, 2018 at Noon. A motion/Mr. Marzec, seconded/Mr. Nolan to vote to close the warrant on Friday, March 2, 2018 at noon. Vote yes/Unanimous.

School Building Project Update/Present: Joseph Strazzulla, School Committee. Mr. Strazzulla explained that the Massachusetts School Building Authority [MSBA] requires a plan that is educationally appropriate, flexible, sustainable, and cost effective. Currently the MSBA reimbursement rate is 61.11%, which is a slight increase due to the additions to the design. The agreed upon configuration is Pre-K through 5th grade, which Mr. Strazzulla explained was the best option for the selected site. As of now, the Preferred Schematic Report has been submitted, which includes the choice of plan and why it was chosen. Mr. Strazzulla stated around April or May they will need to submit the schematic design. From there the Board will meet and discuss feedback and once approved it will be presented to the Town at the Fall Annual Town Meeting. If it passes, it will also appear on the ballot. Mr. Strazzulla explained that the School Building Committee created a matrix and scored all of the options. The preferred option is C3.1b, which is a phased new-build, 3 stories, at the rear of the site. This option will take 3 years to complete and will allow minimal interruption to students during the construction with groundbreaking beginning approximately 2 years from now. Mr. Strazzulla then listed the pros of the project: the site/location has excellent solar orientation, a better option for bus and car drop-off, and the school administration would have a good view of the site. Mr. Strazzulla stated the cons as being: the new construction is close to the current building, some of the playing fields will be distant from the building, and the intensive site work to cut, fill and grade the area.

Mr. Strazzulla then shifted topics to the cost estimate, explaining the Owners Project Manager and the design team have cost estimators that take into account the design, which is where the numbers come from. Part of the cost estimator includes the part(s) of the project that is not reimbursed by the MSBA. The MSBA will not reimburse for asbestos removal, site costs over 8%, building costs over \$326 per square foot, technology costs over \$2,400 per student, legal fees, moving expenses, and construction contingencies over 1% for new construction or 2% for renovations. Mr. Strazzulla stated the 20-year average annual tax impact on an average single family home would be \$811.79. Selectman Nolan asked how the reimbursement rate was able to increase. Mr. Strazzulla replied that the increased rate was received due to adhering to the Massachusetts LEAD program, which validates the mechanics, water usage, etc., and the project falls under Massachusetts guidelines for a LEAD project. Selectman Ampagoomian asked Mr. Strazzulla if the ownership of Vail Field would be discussed with the Trustees of Soldier's Memorials. Mr. Strazzulla stated he had a discussion with Mr. Beneway, Chairman of the Trustees of Soldier's Memorials, and the anticipation is there will be no changes to Vail Field other than its reconstruction. Selectman Ampagoomian asked if the selected plan allows for future expansion. Mr. Strazzulla stated that option has not yet been discussed and the enrollment prediction by the MSBA was a lower number than what the School Building Committee came up with, but it can be an upcoming discussion. Selectman Ampagoomian expressed his concern if the School does not pass at the ballot and asked what would happen. Mr. Strazzulla stated they would need to have discussions with the School Building Committee, School Committee, Finance Committee, and Board of Selectmen to see what the next steps are. Selectman Ampagoomian asked if there will be a presentation at the Fall Annual Town Meeting. Mr. Strazzulla stated that if it is allowed they absolutely will. Town Manager Gaudette announced that on Wednesday, January 10, 2018 at 6 PM at the Balmer School Library there will be a public forum held in conjunction with the Blackstone Valley Chamber of Commerce regarding the School Building Committee project. The name of the forum is called "Open for Business." All local businesses that are members of the Chamber are welcome to attend as well as the public.

TOWN MANAGER'S REPORT: E. 1) Meetings Attended: a) DPW/Town Planner: Walmart Traffic Light Discussion – 12/18/2017. b) Library Director: FY2019 Budget Discussion – 12/18/2017. c) Board of Selectmen Meeting – 12/18/2017. d) Board of Health/DPW: Town Landfill Discussion – 12/19/2017. e) School Building Committee Meeting – 12/19/2017. f) Whitinsville Community Center Executive Director – 12/20/2017. g) Library Director: Department Issues Discussion – 1/3/2018. h) Fire Chief: Department Issues Discussion – 1/5/2018. i) DPW Director & Highway Superintendent: Storm Update – 1/5/2018. 2) Balmer School Building Project: The School Building Committee submitted the PDP (Preliminary Design Program) report to MSBA on January 3, 2018. The next step is advertising for Construction Managers. Also, the School Building Committee and Blackstone Valley Chamber of Commerce will be holding an "Open for Business" forum to try and get information on the school project to the business community. The forum will be held on Wednesday, January 10, 2018 at the Balmer School Library at 6 pm. 3) DPW Garage Project: The utility work, majority of paving, and foundation are complete. The next phase of erecting the steel structure has begun and should be complete over the next several weeks. 4) Fire Station Project (Feasibility Study): The Town Manager has been working with staff and the OPM, as well as committee representatives, on the Site Selection Evaluation Process. In addition, the group will be developing an RFQ for Designer (Architect) Selection in hopes of advertising mid-winter/early spring. The project will experience some delay due to the OPM representative leaving for another position with a new company. 5) FY2019 Budget Planning – Department Heads are required to submit their FY2019 Budget and Capital Plan requests by January 8, 2018. BPCC Meetings will be held in January to prepare for the Capital Plan Submission by February 1, 2018. Also, Finance Committee Meetings will be held in February and March to prepare for the Annual Town Meeting on May 1, 2018.

VIII. SELECTMEN'S CONCERNS Selectman Ampagoomian 1) asked for an update on the pipe that burst at the Middle School. Dr. Stickney stated that everything was repaired and there was no disruption to the students.

- IX. ITEMS FOR FUTURE AGENDA/None**
- X. CORRESPONDENCE/None**
- XI. EXECUTIVE SESSION/None**

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

Meeting Adjourned: 7:56 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

January 8, 2018

- I. APPROVAL OF MINUTES: None**
- II. PUBLIC HEARING: None**
- III. APPOINTMENTS:**
 - A. Local Historic District Study Committee [1 Historical Society Rep. and 1 Member-at-large] 1) David Piper**
 - Copy of letter from Gary Bechtholdt, Town Planner regarding the nomination of David Piper
 - Copy of talent bank application for David Piper
 - 2) Robert Laflamme**
 - Copy of letter from Gary Bechtholdt, Town Planner regarding the nomination of Robert Laflamme
 - Copy of talent bank application for Robert Laflamme
- IV. CITIZENS' COMMENTS/INPUT: None**
- V. DECISIONS**
 - B. Special Town Meeting [February 6, 2018] / Vote to sign warrant upon completion and final review by Town Counsel**
 - Copy of Special town meeting warrant
 - C. Spring Annual Town Meeting [May 1, 2018]/Vote to close the warrant Friday, March 2, 2018 at Noon**
 - No documentation
- VI. DISCUSSIONS**
 - D. School Building Project Update/Present: Joseph Strazzulla, School Committee.**
 - No documentation
- VII. TOWN MANAGER'S REPORT**
 - E. 1) Meetings Attended/No documentation**
 - 2) School Building Project Update/No documentation**
 - 3) DPW Garage Project/No documentation**
 - 4) Fire Station Project (Feasibility Study)/No documentation**
 - 5) Other ongoing tasks/No documentation**
- VIII. SELECTMEN'S CONCERNS/No documentation**
- X. ITEMS FOR FUTURE AGENDA: None**
- X. CORRESPONDENCE: None**
- XI. EXECUTIVE SESSION: None**

BOARD OF SELECTMEN'S MEETING
January 22, 2018

A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 6:35 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Present: Messrs. Ampagoomian, Athanas, Melia, and Nolan. Selectman Marzec was absent and it is duly noted. **Also Present:** Adam D. Gaudette, Town Manager and Attorney David Doneski, KP Law.

The Pledge of Allegiance was recited by those present.

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

A motion was made and seconded to go into Executive Session under **M.G.L Chapter 30A, S21A #3** - To discuss strategy with respect to litigation (Rate Case petition of Whitinsville Water Company) -and reconvene in open session. Roll Call Vote: Mr. Athanas/Yes, Mr. Ampagoomian/Yes, Mr. Melia/Yes, and Mr. Nolan/Yes.

Open Session Adjourned: 6:39 PM

Executive Session Convened: 6:40 PM

Executive Session Adjourned: 7:25 PM

Open Session Reconvened: 7:26 PM

APPROVAL OF MINUTES: None

PUBLIC HEARING: None

APPOINTMENTS/1) By the Town Manger: George Hamm, Special Police Officer [Re-appointment]. Town Manager Gaudette explained Mr. Hamm was a full-time police officer for 35 years and retired in January of 2007. The Police Department allows retired police officers to be appointed as Special Police Officers until the age of 70. Police Chief Warchol is requesting Off. Hamm be reappointed effective January 17, 2018 to April 9, 2018 at which point he would turn 70. A motion/Mr. Melia, seconded/Mr. Athanas to affirm the Town Manager's appointment of George Hamm as a Special Police Officer until April 9, 2018 as requested. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan. **2) By the Board of Selectmen: Christina Simonian, Northbridge Housing Authority.** Ms. Simonian stated that she has been a resident of Northbridge for her whole life and has resided in Northbridge Housing Authority property for over 5 years. Ms. Simonian stated she feels as though knowing and understanding the needs and concerns of the residents is an important aspect of being a member of the Housing Authority. A motion/Mr. Melia, seconded/Mr. Nolan to appoint Ms. Simonian to the Northbridge Housing Authority. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

CITIZENS' COMMENTS/INPUT: None

Special Town Meeting [February 6, 2018] / Vote position on Warrant Article. Article 1 (Selectmen) Zoning Amendment: Town Manager Gaudette explained that this article will add a new subsection to the town's bylaws that would provide for a Community Shared Solar Overlay District. He noted the Finance Committee also supports this article 1. A motion/Mr. Melia, seconded/Mr. Nolan to support article 1. Vote

yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

Annual Town Election [May 15, 2018] / Vote to give notice to the Town Clerk to place vacancies from elected boards on the Town Election Warrant. A motion/Mr. Melia, seconded/Mr. Nolan to vote to give notice to the Town Clerk to place vacancies from elected boards on the Town Election Warrant. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

Northbridge Coalition/Request permission to use Memorial Park for a “Hearts of Kindness” event. Present: Ms. Heather Elster, Executive Director, Whitin Community Center and member of the Northbridge Coalition. Ms. Elster explained that she is requesting to use Memorial Park for a Hearts of Kindness event in February. She said children make hearts that they put an act of kindness on that they have done and the heart is hung along a clothes line in Memorial Park. The hearts would go up on February 13, 2018 and would remain up for a week. Ms. Elster mentioned that by doing this the children can see that acts of kindness not only help someone else but it also helps the children themselves. A motion/Mr. Nolan, seconded/Mr. Melia to grant permission to Ms. Elster [Northbridge Coalition] to use Memorial Park for the Hearts of Kindness event in February. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

Water Rate Filing Update / Present: Attorney David Doneski, KP Law. Chairman Ampagoomian explained that the Board would be skipping over this item and plans to present more information at a future meeting.

TOWN MANAGER'S REPORT: 1) Meetings Attended: Tuesday, January 16, 2019 – FY2019 Budget Meetings (Town Clerk, Police, Accounting, Planning). Wednesday, January 17, 2019 – FY2019 Budget Meetings (Fire, COA, Building, Cons. Comm, Assessors). Thursday, January 18, 2019 – FY2019 Budget Meetings (Library, BOH, IT, DPW). Friday, January 19-20, 2018 – Attended MMA Annual Conference in Boston where the Governor announced the official House One budget will be released this Wednesday, and Towns can expect a 3.5% increase in revenue as far as State Aid. **2) Balmer School Building Project:** The School Building Committee submitted the PDP (Preliminary Design Program) report to MSBA on January 3, 2018. The next step is advertising for Construction Managers. The School Building Committee and Blackstone Valley Chamber of Commerce held an “Open for Business” forum on Wednesday, January 10, 2018. The next Community Forum is scheduled for March 12, 2018. **3) DPW Garage Project:** The utility work, majority of paving, steel structure and foundation are complete. The installation of the siding is underway. The project is looking like it will be completed in the Spring of 2018 **4) Fire Station Project (Feasibility Study):** The Town Manager has been working with staff and the OPM(Owners Project Manager), as well as committee representatives, on the Site Selection Evaluation Process. In addition, the group will be developing an RFQ (Request for Quotation) for Designer (Architect) Selection in hopes of advertising mid-winter/early spring. The project will experience some delay due to the OPM representative leaving for another position with a new company. **5) FY2019 Budget Planning** – Department Heads have submitted their FY2019 Budget and Capital Plan requests and Staff Budget Meetings have begun. I will be meeting with the Superintendent next week and will start building the budget for presentations to the Selectmen and Finance Committee in early February in order to prepare for the Annual Town Meeting on May 1, 2018.

SELECTMEN'S CONCERNS: Selectman Athanas asked Jamie Luchini, Highway Superintendent, when the Highway Department would be repairing potholes. Mr. Luchini stated that they were out on Friday and will continue this week, weather permitting. **Selectman Melia/1)** Attended the Massachusetts Municipal Association Conference and one of the seminars was regarding the opioid epidemic, which was interesting and he believes it is something Northbridge should be taking a part in as well. **2)** Received the traffic study report regarding Balmer School, which was sent to the Board from the Town Manager. Selectman Melia stated he thought it was a very comprehensive study and will eventually go in front of the Safety Committee for recommendations. Selectman Melia stated he looks forward to the recommendations

from the Safety Committee. **Selectman Nolan** asked how everything was going with DPW Facility and the inclement weather that we have had. Mr. Luchini replied that they are getting by, it is very muddy, but deliveries are still being made for salt and Highway equipment is able to pass.

ITEMS FOR FUTURE AGENDA: None

CORRESPONDENCE: None

EXECUTIVE SESSION: 6:30 PM M.G.L. Chapter 30A, S21A #3-To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares.

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

Meeting Adjourned: 7:48 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

January 22, 2018

EXECUTIVE SESSION: 6:30 PM

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES: None

II. PUBLIC HEARING: None

III. APPOINTMENTS:

A. 1) By the Town Manger: George Hamm, Special Police Officer

-Copy of email from Chief Warchol requesting George Hamm be appointed to Special Police Officer

2) By the Board of Selectmen: Christina Simonian, Northbridge Housing Authority

-Copy of cover letter from Christina Simonian

-Copy of Talent Bank Application

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS:

B. Special Town Meeting [February 6, 2018] / Vote position on Warrant Article

-Copy of Special Town Meeting Warrant

C. Annual Town Election [May 15, 2018] / Vote to give notice to the Town Clerk to place vacancies from elected boards on the Town Election Warrant

-Copy of memorandum from Sharon Susienka, Exec. Asst. to the Town Manager, notifying the Board of their requirement to notify the Town Clerk of the elected vacancies

-Copy of list of elected vacancies

D. Northbridge Coalition - "Hearts of Kindness" / Request permission to use Memorial Park

-Copy of email regarding the "Hearts of Kindness" request

VI. DISCUSSIONS:

E. Water Rate Filing Update Present: Attorney David Doneski, KP Law/No documentation

VII. TOWN MANAGER'S REPORT:

F. 1) Meetings Attended/No documentation

2) School Building Project Update/No documentation

3) DPW Garage Project/No documentation

4) Fire Station Project (Feasibility Study) /No documentation

5) Other ongoing tasks/No documentation

VIII. SELECTMEN'S CONCERNS/No documentation

IX. ITEMS FOR FUTURE AGENDA/ None

- X. CORRESPONDENCE/None**
- XI. EXECUTIVE SESSION: G. 6:30 PM M.G.L. Chapter 30A, S21A #3 To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares**
-Documentation has been removed as the minutes have not yet been released.

**BOARD OF SELECTMEN'S MEETING
SPECIAL TOWN MEETING
February 6, 2018**

A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 6:33 PM, Northbridge Middle School, 171 Linwood Avenue, Whitinsville, MA. **Present:** Messrs. Ampagoomian, Athanas, Melia, Marzec, and Nolan. **Also Present:** Adam D. Gaudette, Town Manager and Sharon Susienka, Exec. Asst. to the Town Manager.

There being no business before the Board, a motion/Mr. Marzec, seconded/Mr. Athanas to adjourn the Selectmen's Meeting at the conclusion of the Special Town Meeting this evening. Vote yes/Unanimous.

Meeting Adjourned: 8:30 P.M.

Respectfully submitted,

James Athanas, Clerk

s/

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

February 6, 2018

- I. APPROVAL OF MINUTES**
- II. PUBLIC HEARING**
- III. APPOINTMENTS**
- IV. CITIZENS' COMMENTS/INPUT**
- V. DECISIONS**
 - A. Town Meeting Business/No Documentation**
- VI. DISCUSSIONS**
- VII. TOWN MANAGER'S REPORT**
- VIII. SELECTMEN'S CONCERNS**
- IX. ITEMS FOR FUTURE AGENDA**
- X. CORRESPONDENCE**
- XI. EXECUTIVE SESSION**

BOARD OF SELECTMEN'S MEETING
February 12, 2018

A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 6:30 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Present: Messrs. Ampagoomian, Melia, and Marzec. Selectmen Nolan and Athanas were absent and it is duly noted. **Also Present:** Adam D. Gaudette, Town Manager and David Doneski, Town Counsel, KP Law.

The Pledge of Allegiance was recited by those present.

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

A motion/Mr. Melia, seconded/Mr. Marzec to go into Executive Session under **M.G.L Chapter 30A, S. 21A #3** - To discuss strategy with respect to litigation – and to reconvene in Open Session. Roll Call Vote: Mr. Ampagoomian/Yes, Mr. Melia/Yes, and Mr. Marzec/Yes.

Open Session Adjourned: 6:31 PM

Executive Session Convened: 6:32 PM

Executive Session Adjourned: 7:01 PM

Open Session Reconvened: 7:02 PM

APPROVAL OF MINUTES: 1) **December 4, 2017.** A motion/Mr. Melia, seconded/Mr. Marzec to approve the December 4, 2017 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Marzec and Melia. 2) **December 18, 2018.** A motion/Mr. Melia, seconded/Mr. Marzec to approve the December 18, 2017 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Marzec and Melia. **Abstain:** Mr. Marzec. 3) **January 22, 2018 Executive Session.** A motion/Mr. Melia, seconded/Mr. Marzec to approve but not release the January 22, 2018 executive session minutes as presented. Vote yes/Messrs. Ampagoomian, Marzec and Melia. **Abstain:** Mr. Marzec 4) **February 6, 2018 [Special Town Meeting].** A motion/Mr. Marzec, seconded/Mr. Melia to approve the February 6, 2018 Special Town Meeting minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Marzec and Melia.

PUBLIC HEARING: None

APPOINTMENTS/By the Board of Selectmen: 1) **Elaine Inman, Council on Aging/Present: Kelly Bol, Senior Center Director and Theodore Haringa, Council on Aging Chairman.** Ms. Bol stated that Ms. Inman has been involved with the Senior Center for a number of years and currently oversees three of the weekly programs. She has also worked in the front office as part of the Senior Tax Work-Off program. Ms. Inman stated she loves volunteering at the Senior Center and hopes she can help by serving on the Council. A motion/Mr. Marzec, seconded/ Mr. Melia to appoint Ms. Inman to the Council on Aging. Vote yes/Messrs. Ampagoomian, Marzec, and Melia. 2) **Robert Laflamme, Local Historic District Study Committee (Historical Society Rep.).** Town Manager Gaudette explained that at the last meeting two individuals were appointed to the Historic District Study Committee; one as the Historical Society Rep. and one as a Member at Large. The individual appointed as the Historical Society Rep. decided to rescind his appointment as he felt he could not fulfill the needs of the committee, which then left that position open. That being the case, Town Manager Gaudette said he would like the Board to appoint Mr. Laflamme [formerly appointed as a Member at Large] appointed as the Historical Society's Rep. A motion/Mr. Melia,

seconded/Mr. Marzec to appoint Mr. Laflamme to the Local Historic District Study Committee as the Historical Society's Rep. Vote yes/Messrs. Ampagoomian, Marzec, and Melia. **3) Harry Berkowitz, Local Historic District Study Committee (Member at Large).** A motion/Mr. Marzec, seconded/Mr. Melia to appoint Harry Berkowitz to the Local Historic District Study Committee as a member at large. Vote yes/Messrs. Ampagoomian, Marzec, and Melia. **4) Retirement Board [Selectmen's Appointee]: Sharon L. Susienka/Vote to reappoint.** A motion/Mr. Marzec, seconded/Mr. Melia to reappoint Sharon Susienka to the Retirement Board as the Selectmen's appointee. Vote yes/Messrs. Ampagoomian, Marzec, and Melia.

CITIZENS' COMMENTS/INPUT: Local Business Spotlight: Jeannie Hebert, President and CEO, Blackstone Valley Chamber of Commerce/Blackstone Valley Education Hub at Linwood Mill. Ms. Hebert explained that the Chamber is working closely with the Northbridge School District. She stated she is meeting with the architect tomorrow to go over the sketches and hopes to have the plans stamped by the architect and submitted to the Building Department. Ms. Hebert stated that the project will need to be completed by June in order to receive the full funding amount. The Governor announced the availability of the second round of the capital skills grant, which the schools will be incorporated into. Ms. Hebert explained the plan for the schools is to compliment what the purchases are for equipment for the School District as well as the Education Hub. She further stated that the plan is to use the Amp It Up grant that was recently received by the Blackstone Valley Chamber of Commerce for transportation for Northbridge students to expand the offerings of curriculum and move students from the Northbridge High School Campus to the Linwood campus. The anticipated opening will be for fall classes.

Bylaw Review Committee/Vote to extend the term/Present: Denis Latour. Mr. Latour mentioned that a little over a year ago the Selectmen appointed the Bylaw Review Committee, which consists of himself, James Marzec, Henry Lane, Lisa Ferguson and Mark Key. He explained that the Committee has completed their review and they are just about ready to present their final recommendations [report] to town meeting but there are still a few minor tweaks to be made. Mr. Latour pointed out the committee was supposed to present their recommended bylaw changes at the Fall Annual Town Meeting last October but an article was not placed on the warrant in time. That being said, he explained there is a provision in the bylaws that allows the Selectmen to extend the committee's appointments for an additional six months in order for them to present their findings at the next town meeting. Mr. Latour advised that all but one member is in favor of being reappointed. He said the Planning Board's Rep., Mark Key will be moving out of Town and will not be eligible to serve on the Committee. Mr. Latour briefly mentioned that there were a few changes to the bylaws, which would put them in sync with the Charter, some changes were made to dates, and articles to be added. There being no further discussion a motion/Mr. Marzec, seconded/Mr. Melia to extend the term of the bylaw review committee for six months. Vote yes/Messrs. Ampagoomian, Marzec, and Melia.

Linda Usher/Request to hold the 30th Annual Whitin Five Mile Road Race, Thursday, November 22, 2018 subject to the safety requirements of the Northbridge Police Department. A motion/Mr. Melia, seconded/Mr. Marzec to allow the 30th Annual Whitin Five Mile Road Race, Thursday, November 22, 2018 subject to the safety requirements of the Northbridge Police Department. Vote yes/Messrs. Ampagoomian, Marzec, and Melia.

Tri-Valley Front Runners, Inc. [Matt Kellogg]/Request permission to hold the "Frank Nealon Boston Tune-Up" Road Race on Saturday, March 31, 2018 @ 10 AM subject to the safety requirements of the Police Department. A motion/Mr. Melia, seconded/Mr. Marzec to approve the "Frank Nealon Boston Tune-Up" Road Race on Saturday, March 31, 2018 @ 10 AM subject to the safety requirements of the Police Department. Vote yes/Messrs. Ampagoomian, Marzec, and Melia.

Operation Graduation 2018/Request to hold a Boot Drive at Memorial Square on Saturday, April 14, 2018 from 9 AM to 1 PM [Rain date: Sunday, April 15, 2018]; subject to the safety requirements of the Northbridge Police Department. A motion/Mr. Melia, seconded/Mr. Marzec to approve the request

to hold a Boot Drive at Memorial Square on Saturday, April 14, 2018 from 9 AM to 1 PM [Rain date: Sunday, April 15, 2018] subject to the safety requirements of the Northbridge Police Department. Vote yes/Messrs. Ampagoomian, Marzec, and Melia.

1 Quickstop Convenience, 206 North Main Street, Whitinsville, MA 01588/Notice of intent to install a KENO monitor. The Mass. State Lottery notified the Selectmen that the Lottery is now offering to install KENO monitors to existing KENO To Go agents so that the games will now be displayed on a monitor at the agent's location. The letter states if the Board has no objection to the agent receiving a monitor then no action is required. If the Board does object to the agent having a KENO monitor, they have to notify the Lottery in writing within 21 days of receipt of the letter. There being no further discussion, the Board took no action, thus allowing the installation of a KENO monitor.

Purgatory Beer Company, 670 Linwood Ave., Building C, 111A, Whitinsville/1) Request a change of hours from 11 AM to 9 PM [7 days per week] to 10 AM to 10 PM [7 days per week]. Present: Kevin Mulvehill, Owner. Mr. Mulvehill was unable to attend the meeting so his business partner, Mr. Brian Distefano, was in attendance on his behalf. Mr. Distefano stated that with the warmer weather coming they were hoping to extend their business hours. A motion/Mr. Melia, seconded/Mr. Marzec to approve Purgatory Beer Company's request to change their business hours as noted above. Vote yes/Messrs. Ampagoomian, Marzec, and Melia.

Town Clerk's Office/Request to amend a prior banner request. A motion/Mr. Marzec, seconded/Mr. Melia to approve the Town Clerk's request to amend the dates of a prior banner request from Sunday, September 9, 2018 to Sunday, September 23, 2018 to August 26, 2018 to September 9, 2018 in order to properly advertise the State Primary that will be held on September 4, 2018. Vote yes/Messrs. Ampagoomian, Marzec, and Melia.

Great Hall Policy/Vote to adopt. Town Manager Gaudette explained that since the Great Hall has been renovated it is now available for rental and with that a Rules and Regulations for rental or use of the Great Hall were created and reviewed by Town Counsel. Mr. Gaudette recommended the Board adopt the rules as provided in the agenda packet. A motion/Mr. Melia, seconded/Mr. Marzec to adopt the Great Hall Rental Rules and Regulations as recommended by the Town Manager and subject to final approval of Town Counsel. Vote yes/Messrs. Ampagoomian, Marzec, and Melia.

Vote to Join the Opioid Litigation effort with other Massachusetts Municipalities/Present: Attorney David Doneski, KP Law. Town Manager Gaudette advised that as part of the agenda packet there is a law update from KP Law, which explains the actions that have been taken by communities in Massachusetts joining forces in the national litigation case against the larger pharmaceutical companies related to the opioid industry. Town Manager Gaudette recommended the Board sign on, and noted there is no cost to the Town in joining. A motion/Mr. Melia, seconded/Mr. Marzec to join the Opioid Litigation effort with other Massachusetts Municipalities as recommended by the Town Manager. Vote yes/Messrs. Ampagoomian, Marzec, and Melia.

Water Rate Filing Update/Present: Attorney David Doneski, KP Law. Town Manager Gaudette stated that it is recommended by Town Counsel to pass over this item tonight and to discuss it at a future meeting.

Homelessness Forum Follow-up/Present: Craig Maxim, Director of Program Development and Community Relations, Family Continuity. Mr. Maxim explained that in addition to the Homelessness Forum, he will also be discussing his work with the Blackstone Valley Connector, which is tied in with the Northbridge Police Department. Mr. Maxim explained the Homelessness Forum guides individuals who come through the Blackstone Valley Connector, which is a post-encounter program for police responding to mental health or substance abuse issues. An outreach contact is provided within one business day for

families to engage the services provided by Family Continuity or another agency. Mr. Maxim explained the Blackstone Valley Connector came about from a grant to begin the program, however, the grant is now ending. He stated that some services can be billed to a third-party but he is applying for a bridge grant in the meantime. Mr. Maxim advised that the current Request for Referral with the State is something they want municipalities to take the lead on. He said his agency wrote a program and proposal for the Town of Pepperell so the town is the administrator of the grant but Family Continuity is the subcontractor for Pepperell. Mr. Maxim clarified that the finding goes through the municipality that in turn subcontracts with Family Continuity. He said since that part has already been accomplished within the Blackstone Valley and Northbridge, they are now looking to move forward to retain sustainability and continue providing services on a regional level. Mr. Maxim explained that more information would be coming forth in the near future. Chief Warchol explained that prior to having this connection, there was no place to refer cases involving mental health and substance abuse issues. He continued stating that with this connection, once the situation at hand is dealt with, the officers inform the individual that there will be a third-party agency contacting them within a day or so. Chief Warchol explained that not everyone takes advantage of the benefits but there are a good many that do.

TOWN MANAGER'S REPORT/1) Meetings Attended: Monday, February 5, 2018 – Met with Staff to discuss Capital Planning. Tuesday, February 6, 2018 – Met with the Auditor Team to discuss Financial Management. Tuesday, February 6, 2018 – Attended the BOS Meeting and Special Town Meeting. Wednesday, February 7, 2018 – Met with Carl Bradshaw, Regional Veterans Agent. Wednesday, February 7, 2018 – Met with Staff and Consultants re: Energy Projects. Thursday, February 8, 2018 – Streetlight Conversion Conference-Call along with Staff. Friday, February 9, 2018 – Held a Department Managers Meeting. **2) Balmer School Building Project:** The School Building Committee submitted the PDP (Preliminary Design Program) report to MSBA (Massachusetts School Building Authority) on January 3, 2018. The next step is engaging the services of a CM (Construction Manager). The Committee has received the RFQ (Request for Quotation) submittal and the CM Selection Sub-Committee will be meeting to review the submittals. Town Manager Gaudette stated he will be attending an MSBA Board Meeting on February 14th with other Committee Members. The next Community Forum is scheduled for March 12, 2018. **3) DPW Garage Project:** The building envelope exterior siding/interior insulation batts and metal roof/insulation are now complete. A temporary heater was installed to thaw the frost inside the building in preparation for the installation of interior trench drain/underground plumbing/electrical and the slab-on-grade. Miscellaneous site work grading was also performed in preparation of the detention pond work. An end of March 2018 substantial completion is expected with landscaping/etc. continuing into April 2018. **4) Fire Station Project (Feasibility Study):** The Town Manager stated he has been working with staff and the OPM (Owners Project Manager), as well as committee representatives, on the Site Selection Evaluation Process. In addition, the group will be developing an RFQ for the Designer (Architect) Selection in hopes of advertising mid-winter/early spring. The project will experience some delay due to the OPM representative leaving for another position with a new company. Again, please note that Senators Moore and Fattman filed an amendment to the State's Capital Bond Bill, which included the Rockdale Fire Station project allocation of \$2 MM. **5) FY 2019 Budget Development:** Town Manager Gaudette stated he presented his initial FY 2019 Budget and Capital Plan to Staff this week for review and will be presenting to Finance Committee next week on February 14th and to the Selectmen on February 26th.

SELECTMEN'S CONCERNS: Selectman Melia/1) mentioned the fencing around Electric Pond, Arcade Pond and Meadow Pond needs replacing. **2)** requested contacting the Sherriff's Department to see if it is possible to assist the Highway Department in cleaning up the brush all around town. **3)** mentioned placing money into a maintenance account as was done in the past and putting a plan in place on how those funds will be used. **4)** noted the street sign replacement project by the DPW and commended Mr. Luchini on a job well done. **5)** stated he has an issue with the Whitinsville Water Company's project on Church Street and the pot holes that have appeared. Mr. Melia stated there have been many potholes in that area and none have been fixed. He also asked if repairing the pot holes can be looked into. **6)** he said he was asked who

owns the former Klocek junk yard and garage and what is going on there. Mr. Melia advised that he took a ride to check it out and observed piles of dirt and debris along with trailer trucks and heavy equipment. 7) congratulated the Police Chief and his department on the arrest of an armed robbery suspect. **Selectman Ampagoomian** asked the Town Manager to look into the cost of tables and chairs for the Great Hall.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION: 6:30 PM/Under M.G.L. Chapter 30A, S21A #3 To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares.

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

Meeting Adjourned: 8:01 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

February 12, 2018

EXECUTIVE SESSION: 6:30 PM

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES: A. 1) December 4, 2017

-Copy of December 4, 2017 minutes

2) December 18, 2018

-Copy of December 18, 2017 minutes

3) January 22, 2018 Executive Session

-Copy of January 22, 2018 executive session minutes [documentation removed as the minutes have not been released]

4) February 6, 2018 Special Town Meeting

-Copy of February 6, 2018 minutes

II. PUBLIC HEARING

III. APPOINTMENTS/By the Board of Selectmen: B. 1) Elaine Inman, Council on Aging/Present: Kelly Bol, Senior Center Director and Theodore Haringa, Council on Aging Chairman

-Copy of letter of support to appoint Ms. Elaine Inman to the Council on Aging

-Copy of talent bank application for Ms. Inman

2) Robert Laflamme, Local Historic District Study Committee (Historical Society Rep.)

-No documentation

3) Harry Berkowitz, Local Historic District Study Committee (Member at Large)

-No documentation

4) Retirement Board [Selectmen's Appointee]: Sharon L. Susienka/Vote to reappoint

-Copy of letter from Sharon Susienka requesting reappointment to the Retirement Board

IV. CITIZENS' COMMENTS/INPUT: C. Local Business Spotlight: Jeannie Hebert, President and CEO, Blackstone Valley Chamber of Commerce/Blackstone Valley Education Hub at Linwood Mill

-Copy of Education Hub layout

-Copy of classroom layout

-Copy of Laboratory layout

V. DECISIONS:

D. Bylaw Review Committee/Vote to extend the term/Present: Denis Latour

-Copy of wording allowing the extension of the Bylaw Review Committee

E. Linda Usher/Request to hold the 30th Annual Whitin Five Mile Road Race, Thursday, November 22, 2018 subject to the safety requirements of the Northbridge Police Department

- Copy of email request to hold the Whitin Five Mile Road Race
- Copy of Hold Harmless Agreement
- Copy of road race course map
- Copy of email from Police Chief Warchol stating no objections
- Copy of email from Department of Public Works stating no objections

F. Tri-Valley Front Runners, Inc. [Matt Kellogg]/Request permission to hold the “Frank Nealon Boston Tune-Up” Road Race on Saturday, March 31, 2018 @ 10 AM subject to the safety requirements of the Police Department

- Copy of Hold Harmless Agreement
- Copy of Certificate of Insurance
- Copy of road race course map
- Copy of tax-exempt letter
- Copy of email from Department of Public Works stating no objections
- Copy of email from Police Chief Warchol stating no objections

G. Operation Graduation 2018/Request to hold a Boot Drive at Memorial Square on Saturday, April 14, 2018 from 9 AM to 1 PM [Rain date: Sunday, April 15, 2018]; subject to the safety requirements of the Northbridge Police Department

- Copy of email request for a boot drive

H. 1Quickstop Convenience, 206 North Main Street, Whitinsville, MA 01588/Notice of intent to install a KENO monitor for an existing KENO To Go agent

- Copy of letter from the Mass. State Lottery Commission notice for a Keno monitor

I. Purgatory Beer Company/1) request to change hours from 7 days a week 11 AM to 9 PM to be 7 days a week 10 AM to 10 PM/Present: Kevin Mulvehill, Owner

- Copy of letter requesting a change of hours
- Copy of ABCC Monetary Transmittal Form
- Copy of Corporate Vote Form
- Copy of License Routing Slip

J. Town Clerk’s Office/Request to amend prior banner request from Sunday, September 9, 2018 to Sunday, September 23, 2018] to August 26, 2018 to September 9, 2018 to advertise the State Primary to be held on September 4, 2018

- Copy of email requesting to amend the previously approved banner request

K. Great Hall Rental Policy/Vote to adopt

- Copy of Great Hall Rental Policy showing amendments by Town Counsel

L. Vote to Join the Opioid Litigation effort with other Massachusetts Municipalities/Present: Attorney David Doneski, KP Law

- Copy of update on Opioids Litigation
- Copy of letter from Chief Warchol regarding Opioid overdoses
- Copy of letter of commitment to Chief Warchol from the Department of Mental Health regarding the Innovative Behavioral Health Grant Program
- Copy of press release from Family Continuity
- Copy of flyer from Family Continuity

VI. DISCUSSIONS:

M. Water Rate Filing Update Present: Attorney David Doneski, KP Law - No documentation

N. Homelessness Forum Follow-up/Present: Craig Maxim, Director of Program Development and Community Relations, Family Continuity -No documentation

VII. TOWN MANAGER'S REPORT:

O. 1) Meetings Attended - No documentation

2) School Building Project Update - No documentation

3) DPW Garage Project - No documentation

4) Fire Station Project (Feasibility Study) -No documentation

5) Other ongoing tasks - No documentation

VIII. SELECTMEN'S CONCERNS -No documentation

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION: P. 6:30 PM/Under M.G.L. Chapter 30A, S21A #3 To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares

-Documentation removed as the minutes have not been released

BOARD OF SELECTMEN'S MEETING
February 26, 2018

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. Ampagoomian, Athanas, Melia and Nolan. Selectman Marzec was absent and it is duly noted. **Also Present:** Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

Present: Representative David K. Muradian/Budget Update. Representative Muradian stated that the Governor's budget was released at the end of January. He noted that Chapter 70 funding increased by \$118 million dollars over last year and said Northbridge would be receiving \$15,517,361 dollars, which is a slight increase over last year. For Unrestricted Government Aid, Northbridge will receive \$2,182,545 dollars, which is also an increase over last year. Mr. Muradian mentioned that the Chapter 70 number is made up of a number assuming a \$20 per pupil cost, which Rep. Muradian has fought in the past to raise. He recently signed on to a letter urging the Chairman of Ways and Means to raise that amount to \$100 per pupil. The Governor recently released a bill projecting \$200 million dollars for Chapter 90 funding, which is similar to last year. Representative Muradian advised that he has spoken with Town Manager Gaudette to hear his priorities for earmarks in the budget, which include public safety upgrades, funding for the Middle School, etc. To Selectman Athanas' question about school safety, Representative Muradian replied that Massachusetts has already banned bump stocks and there are ongoing conversations about how to approach public safety. Selectman Melia suggested looking into the Mass. Police Training Council and funding for the training. Selectman Nolan asked if there were any updates from the Cannabis Control Commission. Representative Muradian replied that everything seems to be lined up to hit all of their benchmarks for June 30th. Chairman Ampagoomian reminded Mr. Muradian that if there are any grants to help the Northbridge community to please let us know. Representative Muradian stated he would definitely do that and if any of our local departments or committees hear of anything bring it to his attention as well so he can advocate for them as well.

APPROVAL OF MINUTES: 1] January 8, 2018. A motion/Mr. Athanas, seconded/Mr. Melia to approve the January 8, 2018 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Marzec. **2] January 22, 2018.** A motion/Mr. Athanas, seconded/Mr. Melia to approve the January 22, 2018 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Marzec. **3] February 12, 2018 [Executive Session].** A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve but not release the February 12, 2018 executive session minutes. Vote yes/Messrs. Ampagoomian, and Melia. Abstain: Mr. Athanas and Mr. Nolan.

PUBLIC HEARING/None.

APPOINTMENTS/By the Board of Selectmen: 1] Brian Murphy, Economic Development Committee/Present: Gary Bechtholdt, Town Planner. Mr. Murphy stated that he graduated from Stonehill College with an economics degree, attended Babson for his Bachelor's Degree, spent time in the mutual fund industry, and is currently working as a contracting officer for the Airforce and the Army. In his current position, he works on Federal contracting negotiating with large defense contractors and seeks small business opportunities. Mr. Bechtholdt stated that he is in support of the appointment of Mr. Murphy and explained that he did attend the Planning Board's Public Workshop and has shown dedication to assist the Economic Development Committee. A motion/Mr. Melia, second/Mr. Athanas to appoint Brian Murphy to the Economic Development Committee. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan. **2] Alan Ratcliffe, Board of Assessors/Present: Robert Fitzgerald, Principal Assessor.** Mr. Ratcliffe stated he grew up in Northbridge and has had his own business since 2006, including appraising real estate for twenty years. He added that over the years he has worked on many projects with Mr. Fitzgerald and other towns, as his license covers the State of Massachusetts. Mr. Fitzgerald stated that the Board of Assessors met Mr. Ratcliffe at a

meeting last week and voted to recommend him as a member of their Board. Continuing, Mr. Fitzgerald mentioned that Mr. Ratcliffe is a valuable candidate due to his real estate appraisal background and his knowledge of cost approaches to value. A motion/Mr. Nolan, seconded/Mr. Melia to appoint Mr. Alan Ratcliffe to the Board of Assessors. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan. **3] School Building Committee/Vote to appoint James Marzec as the Representative of Office.** A motion/Mr. Nolan seconded/Mr. Athanas to appoint James Marzec as the Representative of Office for the School Building Committee. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Appointments By the Town Manager: Permanent Intermittent Reserve Police Officers/Present: Lieutenant Timothy Labrie. Lt. Labrie was present to introduce and request the following candidates be appointed as Permanent Intermittent Reserve Police Officers for the Town of Northbridge: Kaitlyn Laflash, Sean McDevitt, Victoria Schotanus, Tyler Mitchell, and Benjamin O'Donnell. He explained that the candidates were selected by an interview panel after taking the State Civil Service exam. The interview panel was a vigorous process and consisted of Chief Dennis Towle of Sutton, Chief Normand Crepeau, Jr. of Grafton, and Chief Ronald Landry of Millville. Lt. Labrie then introduced the officers. **4] Kaitlyn Laflash, Permanent Intermittent Reserve Police Officer.** Ms. Laflash stated she grew up in Northbridge. In 2007, she went to Worcester State where she received her Bachelor's Degree in Criminal Justice in 2011. Later she joined the Air Force and has been serving as a Military Police Officer for the last six and a half years. Ms. Laflash said she is looking forward to working for the Town of Northbridge. **5] Sean McDevitt, Permanent Intermittent Reserve Police Officer.** Mr. McDevitt stated he grew up in Sutton and is currently studying at Worcester State and will be graduating in May with a Bachelor's Degree in Criminal Justice. He added that he looks forward to serving the Town of Northbridge. **6] Victoria Schotanus, Permanent Intermittent Reserve Police Officer.** Ms. Schotanus stated that through all of her efforts her family has been extremely supportive. She said she has been dispatching for the Northbridge Police Department for four years with the goal of becoming a full-time Police Officer. Ms. Schotanus stated she is very fortunate to be in this position and have such a great opportunity. **7] Tyler Mitchell, Permanent Intermittent Reserve Police Officer.** Mr. Mitchell stated he is originally from Millbury and served on the Millbury Fire Department. After graduating High School, he went to Worcester State where he received his Bachelor's Degree in Criminal Justice. After that, Mr. Mitchell became a dispatcher for the Town of Northbridge. He added that he looks forward to becoming a Police Officer in the Town of Northbridge. **8] Benjamin T. O'Donnell, Permanent Intermittent Reserve Police Officer.** Mr. O'Donnell stated he is a Northbridge High School graduate and continued his education at Assumption College where he graduated in May of 2017, with a degree in Criminology. He looks forward to serving the Town of Northbridge. A motion/Mr. Melia, seconded/Mr. Nolan to affirm the appointments of the following individuals as Permanent Intermittent Reserve Police Officers: Ms. Kaitlyn Laflash, Mr. Sean McDevitt, Ms. Victoria Schotanus, Mr. Tyler Mitchell, and Mr. Benjamin T. O'Donnell. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

CITIZENS' COMMENTS/INPUT: None.

Whitin Community Center/Request to use the Great Hall for the 2018 Gala event on Saturday, April 28, 2018 from 6:30 PM to 10:30 PM. Selectman Athanas asked if air conditioning for the Great Hall has been discussed any further. Town Manager Gaudette responded that he has been meeting with staff and consultants regarding green energy projects and unfortunately they only offer \$250 dollars per year. Currently, the focus is on buildings and office space that is used more frequently and only certain things are eligible. The Town Manager added that once we are caught up to speed on that project we will start seeking out available grants for an HVAC project for the Great Hall. A motion/Mr. Nolan, seconded/Mr. Athanas to approve the Whitin Community Center's request to use the Great Hall for their 2018 Gala event on Saturday, April 28, 2018 from 6:30 PM to 10:30 PM. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Pine Grove Cemetery/John H. Karagosian [Lot No. 42, Yew Ave, South]. A motion/Mr. Melia, seconded/Mr. Nolan to approve the sale of Lot No. 42, Yew Ave, South to John H. Karagosian. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Town Manager's FY 2019 Budget Presentation. The Board had no objection to moving Item G. Town Manager's FY 19 Budget Presentation before Item E. Spring Annual Town Meeting. Town Manager Gaudette began by saying he would provide some background information about the articles that are on the warrant. He said the budget process began in the Fall with staff meetings discussing budget goals that were carried forth from the Board of Selectmen through himself to staff. He stated as part of the plan, a Capital Budget was also put together. Mr. Gaudette explained that budget adjustments can be made as needed based off of the actual numbers received from the Governor's budget and local receipts. He also noted that the allowable increase to the Tax Levy Limit over the previous fiscal year based on Proposition 2½ is \$519,266. In addition, the estimated New Growth has been preliminarily set at \$275,000. Town Manager Gaudette pointed out that just like the last Fiscal Year, the town is still carrying four [4] Debt Exclusion project borrowings: School Land Acquisition [FY 2019], Police Station Roof [2027], Middle School Roof [FY 2027], and Blackstone Valley Tech Expansion [Payoff TBD]. He added the FY 2019 Budget will include an additional Debt Exclusion amount for the DPW Garage Project, which is projected to be \$293,750. This authorized increase to the Tax Levy is offset by the direct debt service expense for the initial premium and interest payment under the General Government Appropriations. Thus, the preliminary FY 2019 Tax Levy Limit is expected to increase by \$1,088,011 [5.15%]. Town Manager Gaudette mentioned that the Cherry Sheet Estimated Receipts will not be finalized until the Fall. He added that Governor Baker released his initial FY 2019 State Budget [House 2] on January 24, 2018, which proposes a 3.5% increase to Unrestricted General Government Aid [UGGA] to match predicted State Revenues. Unfortunately, the \$73,806 in new UGGA is offset by the decrease in \$77,529 in School Choice as the result of a reduction of students entering the Northbridge School District. These changes, along with minor adjustments to other Local Aid categories [Chapter 70, Charter School Reimbursement, Veterans Benefits Reimbursement, State Owned Land, Exemptions for VBS and Elderly, and Public Library Offset Receipts], results in a proposed net increase of \$26,529 [0.14%] for the Town of Northbridge in FY 2019. He stated that the third main category is State Aid and the Governor's proposal at this time is \$18,531,741.00. Town Manager Gaudette noted that the Total Net New Revenue for 2019 at this time is forecasted at 2.64% over last year. He also pointed out that last year the Town approved paying off Snow & Ice after June 30th, therefore, the \$385,000 was a hit to the Town's FY 2018 budget. The Town Manager then proposed to transfer Free Cash to the current FY 2018 Budget, in order to wipe out any Snow & Ice expenditures above the appropriation, thus allowing last year's budgeted charge of \$385,000 to be eliminated as a charge against the budget for FY 2019. Town Manager Gaudette further noted there were other minor adjustments in State and County Charges including Mosquito Control, Air Pollution, RMV Surcharge, MBTA, and Regional Transit, which equate to a \$4,148 additional charge for FY 2019. Under the Allowance for Abatements, we are currently budgeting \$250,000, which is a \$35,166 increase over last year's adjusted allowance of \$214,834. Mr. Gaudette mentioned that Tax Title Charges will be level-funded. Town Manager Gaudette stated that at this time, the total net charges forecasted for FY 2019 prior to preparing the Operating Budget, is a reduction of \$412,470. He also stated that the Operating Budget represents \$43,430,388 this year, which is a 3.79% increases in expenses over last year. Town Manager Gaudette reviewed the major items that are part of the operating budget as follows: **1] a 0% increase for Employee Health Insurance.** The 0% increase to the Health Insurance Expense is due to successful union negotiations in the Fall of 2017 when the town moved all employees to one carrier [Fallon] as well as increased deductibles, allowing the Town to stay out of the Group Insurance Commission for FY 2019. **2] a 4.0% increase for the Northbridge Retirement Assessment** [\$66,600]. **3] a 25% preliminary assessment increase from Blackstone Valley Technical High School** [\$325,000]. The Minimum Local Contribution [MLC] went up 19.82% mainly due to an increase of 16 students, which increased the Town's overall share of the MLC. **4] a 1.96% increase in appropriation for Northbridge Public Schools** [\$449,487]. Despite an overall reduction in enrollment of 89 students, along with an increase of \$34,440 in School Choice charges and a reduction of \$77,529 in School Choice revenue, the current budget for NPS is proposed to exceed the Minimum Local Contribution amount set by MA DESE of

\$438,673, which is a 3.86% increase over the FY 2018 MLC. **5] 4 additional fulltime Fire Fighters** as part of the SAFER Grant. The FY 2019 Budget proposes to build 100% of the grant now, due to the savings from the Health Insurance savings, as the grant expires after 3 years and we may not have the room in the budget to fit the expense at that time. **6] Proposed Debt Service for the DPW Project [\$293,750]**, which is offset by the matching increase to the Tax Levy from the approved Debt Exclusion. **7] Reserve for COLA Adjustments for FY 2019.** The Town Manager noted he is currently negotiating with 4 Collective Bargaining Units. In addition, there are miscellaneous expense adjustments such as increased election costs due to the State Primary and State Election in the Fall of 2018. **8] The Total Operating Budget for FY 2019 is proposed to increase by \$1,586,310**, matching the available funds allotted, which is a 3.79% increase over the amended FY 2018 Budget. Town Manager Gaudette stated he has presented these numbers to the Finance Committee and will be meeting with staff this week in front of the Finance Committee. Selectman Melia asked why the Health Insurance had a 0% increase. Town Manager Gaudette indicated that the town was able to negotiate a 0% increase by approaching the carriers and asking them to look at the rates before the Town considered making the change to the GIC. He further stated the Town presented an offer to the carriers to take all of the membership, which led to Fallon taking all of the membership, in addition to making some design plan changes in terms of the deductibles and also coming to an agreement with the unions. Selectman Melia asked about the increase for Blackstone Valley Tech in relation to the nine additional students from Northbridge. Town Manager Gaudette explained that he received a Memorandum from Dr. Fitzpatrick, Superintendent-Director of Blackstone Valley Tech, which stated they had over one hundred applications and the Dept. of Education set a number of 16 students, but, he is unsure as to how the seats are divided up amongst all of the schools. The Department of Education sets the rate for what the town has to contribute. Selectman Athanas asked about Fire Department line item for the new firefighters and what happens with the grant money now that the line item is funded. Town Manager Gaudette stated that it is part of our revenue source and we will have a better idea after June 30, 2018. He also said discussions with the Town Accountant have shown concerns with our tax levy, which came in lighter. This way, the adjustment can be made in the Fall with a positive range. Selectman Nolan asked about the timeline for the Blackstone Valley Tech Budget and when more details would come forth. The Town Manager stated that Chapter 70 dictates what the process is in terms of accepting which approval process as part of a regional school district. We have an agreement with them to get us a budget by a certain date, they vote on it on March 8th and then we will receive their final budget, then the action on Town Meeting floor is either a yes or no. Based on how communities vote, if it is denied, it will go back to Blackstone Valley Tech so they can submit a revised budget and the town would continue through that process until a budget is approved. Next, Town Manager Gaudette moved on the Capital Plan. He explained that encumbrances are accounts that have money from a purchase approved in prior years that are left over and not spent. Mr. Gaudette further stated that he seeks to target those funds as a source of monies for other capital projects so those accounts can be closed out since there is no longer a need for access to that funding for that particular purchase.

Spring Annual Town Meeting [May 1, 2018] / Vote to place articles on warrant. Town Manager Gaudette explained that as of right now he knows there is a petition coming forward but it has not yet been received nor has anything been received from the Bylaw Review Committee. However, they have until Friday, March 2, 2018 at Noon to submit their articles. **Article 1: [Board of Selectmen] / Bill[s] of a prior year:** Town Manager Gaudette stated that there are currently none as of yet but this is a standard article. **ARTICLE 2: [Board of Selectmen] / Budget Transfers:** Town Manager Gaudette stated that he is proposing to address the snow and ice deficit. **ARTICLE 3: [Finance Committee] / FY'19 Omnibus Budget Article:** **ARTICLE 4: [Board of Selectmen] / FY'19 Sewer Enterprise Operation.** **ARTICLE 5: [Board of Selectmen] / FY19 Water Enterprise Operation.** **ARTICLE 6: [Board of Selectmen] / Chapter 90:** Town Manager Gaudette explained this article grants authorization to spend Chapter 90 funds. **ARTICLE 7: [Board of Selectmen] / Authorize the Treasurer/Collector to enter into agreements.** **ARTICLE 8: [Board of Selectmen] / Town's revolving accounts:** Town Manager Gaudette stated that according to the statue it is required to set spending limits for the Town's revolving funds. **ARTICLE 9: [Board of Selectmen] / Compensated Absences Fund:** Town Manager Gaudette stated that this is a standard operating article but he is not sure at this time if there

are any surplus funds. **ARTICLE 10: [Board of Selectmen] / FY19 Pine Grove Cemetery Operation:** This is to transfer funds from the Pine Grove Cemetery Trust to fund operations of the Pine Grove Cemetery for FY 2019. **ARTICLE 11: [Board of Selectmen] / Healthcare Reimbursement Account:** Town Manager Gaudette explained that at the 2017 Spring Annual Town Meeting, the town set aside a portion of its free cash for the Healthcare Reimbursement Account, which was part of the negotiations with employees if the town went into the Group Insurance Commission (GIC), it would act as a mitigation fund to reimburse employees for deductibles and copays. Since the Town opted out of the GIC option by negotiating with the insurance carriers, there is no longer a need for those funds. Town Manager Gaudette stated he would like to transfer the money to the Health Insurance Stabilization Fund. **ARTICLE 12: [Board of Selectmen] / Senior Tax Work Off Program:** Town Manager Gaudette explained that the State's minimum wage has gone up since this program was implemented in 2008, so he would like to raise the tax abatement amount from \$750 to \$1,000 per Fiscal Year, which would be in addition to any other exemptions or abatements for which the seniors may be eligible. **ARTICLE 13: [Board of Assessors] / Software Upgrade [Vision Government Solution]:** Town Manager Gaudette stated that the Assessor's Office is seeking to upgrade their software to version 8.0. He noted that the money would come from two accounts that had left over money from prior projects. **ARTICLE 14: [Board of Selectmen] / DPW Capital Article:** \$25,000 for a town-wide Sidewalk Maintenance Program; \$40,000 for an F-350 Pickup Truck with plow; \$150,000 for a town-wide Pavement Maintenance Program; and \$185,000 for a Heavy-Duty Dump Truck with Sander and Plow. **ARTICLE 15: [Board of Selectmen] / Building Maintenance Fund Capital Article:** Town Manager Gaudette explained that these funds come from receipts from the solar PILOT agreements to be spent as follows: \$15,000 for the removal of an underground fuel oil storage tank at the Town Hall Annex; \$8,500 for inspection and repair of the slate roof at the Town Hall Annex; \$10,000 for carpeting and window treatments at the Northbridge Senior Center; \$10,000 for drainage repairs at the Northbridge Police Station; and \$25,000 for sidewalk repairs at the Northbridge Police Station; \$7,120 for hot water tank at Town Hall Annex. **ARTICLE 16: [Board of Selectmen] / Sewer Capital Article (\$232,800):** \$35,000 for the purchase of a Utility Body Pick-Up Truck; \$47,800 for the Removal and Replacement of an Underground Fuel Oil Storage Tank at the Wastewater Treatment Plant; and \$150,000 for Comprehensive Wastewater Management Plan Program Improvements. **ARTICLE 17: [Board of Selectmen] / To Rescue 1 [Fire Dept.].** **ARTICLE 18: [School Committee] / Amend of School Capital Article (\$200,000):** for the purpose of repairing plaster and reinforcing drop ceilings in the 1905 section of the Middle School, making repairs and upgrades to the Middle School auditorium sound system, and replacing Middle School student lockers. **ARTICLE 19: [School Committee] / School Capital Article:** Town Manager Gaudette explained that he requested a prioritized list of projects to work through with available funds. \$185,000 for District-wide Technology Purposes; \$50,000 for Heating System Repairs at the Middle School and High School; \$199,441 for District-Wide Security Upgrades; \$31,000 for Removal of a 20,000-gallon Oil Tank at the Middle School; \$14,000 for a Zero-Turn Mower; \$35,000 for Replacement of Middle School Classroom Furniture, Fixtures, and Flooring; \$20,000 for updates to the Middle School Auditorium Lighting; \$40,000 for District-Wide Document Storage and Shredding; \$23,372 for the Repair of Sidewalks and Catch Basins at the Middle School and High School; and \$51,628 for the Repair of Sidewalks and Catch Basins at the Middle School and High School. **ARTICLE 20: [Board of Selectmen] / Solar PILOT Agreement w/Green Apple Farms):** To authorize the Board of Selectmen to enter into a Tax Agreement with Green Apple Farms, IV, LLC or its affiliated entity. **ARTICLE 21: [Planning Board] / Accept Subdivision Open Space (Hills at Whitinsville):** Once accepted it would be under ownership of the Town. **ARTICLE 22: [Board of Selectmen] / Transfer subdivision Open Space to Conservation Commission.** Town Counsel recommends transferring it to the Conservation Commission as the overseer of that parcel. **ARTICLE 23: [Board of Selectmen] / Zoning Amendment – Prohibition of Marijuana:** Town Manager Gaudette stated that the Town previously voted to opt out of all recreational marijuana activity. This article would amend the zoning and will be contingent upon passing at the ballot. **ARTICLE 24: [Board of Selectmen] / General Bylaw – Marijuana Opt-Out:** As mentioned earlier, the Town previously voted to opt out of all recreational marijuana activity. This article would amend the general bylaw and will be contingent upon passing at the ballot. **ARTICLE 25: [Board of Selectmen] / Transfer to Stabilization Fund.** Town Manger Gaudette explained that if there is any money left over any excess would be transferred into General Stabilization. A

motion/Mr. Melia, seconded/Mr. Nolan to place the Selectmen's articles on the Spring Annual Town Meeting Warrant of May 1, 2018. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan. Town Manager Gaudette added that he had spoken with the Chairman prior to the meeting mentioning that the School is wondering if the Board of Selectmen would sponsor their articles contingent upon the School Committees final vote tomorrow. Selectman Melia stated that he would rather see that article be sponsored by the School Committee as they own it and have the Board vote on whether or not to support the articles. The Board chose to take no action.

Whitinsville Water Company/Water Rate Filing Update/Present: Attorney David Doneski. This item was passed over and will be presented at a future meeting.

TOWN MANAGER'S REPORT: 1] Meetings Attended: Monday, February 12, 2018 – Met with Bonnie Coombs from BVNHCC. Monday, February 12, 2018 – Met with the Police Association President. Monday, February 12, 2018 – Met with NPS Officials to discuss FY 2019 Budget. Monday, February 12, 2018 – Attended the Board of Selectmen's Meeting. Wednesday, February 14, 2018 – Attended the MSBA Board Meeting in Boston. Wednesday, February 14, 2018 – Attended the Finance Committee Meeting. Thursday, February 15, 2018 – Met with new owners of Milford Hospital property. Thursday, February 15, 2018 – Met with the Dispatchers Bargaining Unit. Friday, February 16, 2018 – Attended a Green Communities project meeting. **2] Balmer School Building Project:** The Mass. School Building Authority Board recently voted to accept the Town's Preferred Design Plan and in addition has recently certified the proposed enrollment for the new school project at 1,030 students. The School Building Committee is currently conducting the review for the services of a Construction Manager [CM]. The next meeting of the School Building Committee is this Wednesday, February 28, 2018. **3] DPW Garage Project:** The project continues to move forward; 2 passage doors and 6 overhead doors and louvre vents are now complete and the installation underground electrical, plumbing, communications and the electric transformer pad are all underway. Multiple trades are now on site, which are expediting matters. Miscellaneous site work grading and preparation continues. The interior slab-on-grade is scheduled for placement by the end of next week. An end of March 2018 substantial completion is expected with landscaping/etc. continuing into April 2018. **4] Fire Station Project [Feasibility Study]:** The Town Manager has been working with staff and the Owners Project Manager (OPM), as well as committee representatives, on the Site Selection Evaluation Process. In addition, the group will be developing a Request for Quotes for Designer [Architect] Selection in hopes of advertising mid-winter/early spring. The project will experience some delay due to the OPM representative leaving for another position with a new company. **5] FY 2019 Budget Development:** To date I have received all FY 2019 budget and capital requests and have presented my initial FY 2019 Budget and Capital Plan to the Finance Committee and to the Board of Selectmen this evening. In addition, I have met with Northbridge Public Schools officials to discuss the budget outlook and await the Budget Assessment from Blackstone Valley Tech.

SELECTMEN'S CONCERNS: Selectman Athanas asked if it was possible to put something into the bylaws that would require the town to use a more efficient long lasting patch after cutting into the road. He said the current process leaves the area broken down two years later. Highway Superintendent Jamie Luchini explained that when a utility company comes in and does work, after the trench is dug and the work is completed, they fill in the trench according to code and put a base coat on it. The base coat will sit for several months to allow for it to settle and once settled they will come back and put a top coat on. He further said the DPW requires companies to go beyond the scope to create a cold plane. Mr. Luchini explained that in the case of the sewer utilities, they are typically in the middle of the road, which makes it tough to have them pay for the entire width of the road. He also said they typically have all of the utility work completed in that area and then work that street into the street paving program. **Selectman Melia/1)** asked for an update regarding the former Klocek property at 2040 Providence Road in Rockdale. Town Manager Gaudette replied that he had asked the Building Inspector to look into the activity. Based on his findings he has issued a letter, which explained it is not properly zoned for that use and they are required to apply for a special permit. In addition, the property is part of the flood plain and part of it is in the flood way where no activities are allowed and a special permit is

required for the flood plain. They are required to come into compliance within the next sixty days. Town Manager Gaudette advised that the main goal is to get them to be in compliance with our regulations and if they do not do so, it could lead to fines and court, if necessary. **2)** asked about the release of executive session minutes and where we were in the process. Town Manager Gaudette stated that Attorney Doneski is working on the first set of minutes and we are awaiting their review. **3)** asked why the Whitinsville Water Company has not been repairing the numerous pot holes from the Church Street project. Mr. Luchini stated that they have been down there, but they are not filling the “scabs” because they do not feel that it is a result of their project, but they have been working on the areas where the trenches have been dug. Mr. Luchini stated that one of the potholes was under discussion as to whose responsibility it was, as they felt it was out of their scope of work. Mr. Luchini assured the Board that they are going to maintain more of that area and as soon as the weather permits the project will be underway. **Selectman Nolan** asked about the time frame on the LED streetlights switch over. Town Manager Gaudette stated he had a conference call today and we are currently in the process of working on the ownership transaction. Once we have the notice of purchase and all supplemental information to them we will work through the legal documentation and agreements. Town Manager Gaudette stated that the hope is to have full ownership within six months, at which point the selection of the fixtures would be selected. The current plan is to have construction done in the fall. **Selectman Ampagoomian/1)** asked for an update on the clear cutting off of Providence Road. Town Manager Gaudette stated that he has spoken with a potential applicant for a project looking to do some clean up there. They have met informally with the Conservation Commission and the hope is to have more discussion on improvements and clean-up of the site. **2)** asked if the Board could be kept updated regarding the structural integrity of The Shop. Town Manager Gaudette stated that he would keep the Board posted and there will be a meeting tomorrow afternoon regarding the structural failure within building number 8. The hope is to have a plan for repair and getting the business back up and running as soon as possible. **3)** asked to start a forum with the Schools and public safety regarding the security of the School system and students. Town Manager Gaudette stated that he has spoken with the Police Chief and Superintendent on this topic, and they do have trainings, plans and procedures in place. He also stated it would be more so to continue discussions on the issue and getting the information to the public as far as our confidence in our policies and the staff. Chairman Ampagoomian added that any advice or current policies of other communities that we could look would be beneficial. Town Manager Gaudette stated that he would reach out to all of those involved to discuss the issue itself to find out if there is anything else to be put in place.

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION/None

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

Meeting Adjourned: 8:40 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

February 26, 2018

Present: Representative Muradian - update - No documentation

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES:

A. 1] January 8, 2018

-Copy of January 8, 2018 minutes

2] January 22, 2018

-Copy of January 22, 2018 minutes

3] February 12, 2018 executive session

-Copy of February 12, 2018 executive session minutes

II. PUBLIC HEARING

III. APPOINTMENTS

B. By the Board of Selectmen:

1] Brian Murphy, Economic Development Committee/Present: Gary Bechtholdt, Town Planner

-Copy of Talent Bank Form

2] Alan Ratcliffe, Board of Assessors/Present: Robert Fitzgerald, Principal Assessor

-Copy of email from Robert Fitzgerald recommending the appointment of Alan Ratcliffe

-Copy of Talent Bank Form

**3] School Building Committee/Vote to appoint James Marzec as Representative of Office
No documentation**

By the Town Manager: Present: Lieutenant Labrie

-Copy of letter recommending the appointment of the following candidates

4] Kaitlyn Laflash, Permanent Intermittent Reserve Police Officer

-Copy of Kaitlyn Laflash's resume

5] Sean McDevitt, Permanent Intermittent Reserve Police Officer

-Copy of Sean McDevitt's resume

6] Victoria Schotanus, Permanent Intermittent Reserve Police Officer

-Copy of Victoria Schotanus's resume

7] Tyler Mitchell, Permanent Intermittent Reserve Police Officer

-Copy of Tyler Mitchell's resume

8] Benjamin T. O'Donnell, Permanent Intermittent Reserve Police Officer

-Copy of Benjamin T. O'Donnell's resume

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS:

C. Whitin Community Center/Request to use the Great Hall for the 2018 Gala event on Saturday, April 28, 2018 from 6:30 PM to 10:30 PM

- Copy of letter requesting use of the Great Hall
- Copy of signed indemnification agreement
- Copy of Rules and Regulations for use of the Great Hall
- Copy of Caterer's State License
- Copy of License Routing Slip

D. Pine Grove Cemetery/John H. Karagosian [Lot No. 42, Yew Ave, South]

- Copy of Pine Grove Cemetery Deed

E. Spring Annual Town Meeting [May 1, 2018] / Vote to place articles on warrant

- Copy of memo regarding recreational marijuana establishments
- Copy of draft zoning bylaw amendment article
- Copy of general bylaw amendment article
- Copy of timeline flowchart of the recreational marijuana establishments

VI. DISCUSSIONS:

F. Whitinsville Water Company/Water Rate Filing Update/Present: Attorney David Doneski/No documentation

G. Town Manager's FY 2019 Budget Presentation

- Copy of memorandum regarding the budget presentation
- Copy of Calculations for Levy Limit
- Copy of draft budget recommendation by the Town Manager
- Copy of FY 2019 Capital Program
- Copy of draft Spring Annual Town Meeting Warrant

VII. TOWN MANAGER'S REPORT:

- H. 1] Meetings Attended/No Documentation**
- 2] School Building Project Update/No documentation**
- 3] DPW Garage Project/No documentation**
- 4] Fire Station Project [Feasibility Study]/No documentation**
- 5] Other ongoing tasks/No documentation**

VIII. SELECTMEN'S CONCERNS/No documentation

XI. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION/None

BOARD OF SELECTMEN'S MEETING
March 26, 2018

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. Ampagoomian, Athanas, Melia, and Nolan. **Also Present:** Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

Chairman Ampagoomian announced that Selectman Marzec is not present at this meeting due to his recent resignation, which he then read aloud.

APPROVAL OF MINUTES: 1) February 12, 2018. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the February 12, 2018 meeting minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, and Melia. Abstain: Mr. Athanas, and Mr. Nolan. **2) February 26, 2018.** A motion/Mr. Melia, seconded/Mr. Nolan to approve the February 26, 2018 meeting minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan

PUBLIC HEARING: None

APPOINTMENTS/By the Town Manager: 1) Rochelle Thompson, Inspector of Animals/Vote to nominate [*Note: Appointment is subject to certification by the State*]. A motion/Mr. Melia, seconded/Mr. Nolan to vote affirm the Town Managers nomination of Rochelle Thompson as the Inspector of Animals. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan. **2-a) Kaitlyn Laflash, Student Police Officer. 2-b) Tyler Mitchell, Student Police Officer/Present: Police Chief Walter Warchol.** Chief Warchol stated that the Police Department has two full-time vacancies and they have completed the process for filling those vacancies. The process consisted of an outside interview panel made up of Chief Ross Atstupenas of Blackstone, Chief Albert Salvatore of the Westminster Police Department, and Chief Loring Barret Jr. of the Ashburnham Police Department. Upon completion of the interviews and the reviewing of resumes, Chief Warhol is recommending Kaitlyn Laflash and Tyler Mitchell, both of Whitinsville, be appointed as Student Police Officers. He also noted that both candidates have excellent qualities and training and that the appointments would be contingent upon the conditions included in his report and would begin work on June 4, 2018. Ms. Laflash stated that she was born and raised in Northbridge, and graduated from Northbridge High School in 2007, from there she went to Worcester State, majoring in Criminal Justice and completing college in 2011. After college Ms. Laflash served six and a half years in the Air Force. Ms. Laflash stated she looks forward to serving for the Town of Northbridge. Mr. Mitchell stated he went to Millbury High School and also served on the Fire Department in Millbury and upon graduating went to Worcester State for his Bachelor's Degree in Criminal Justice. After graduating college, he began dispatching in Northbridge and completed the Reserve Academy. Mr. Mitchell said he looks forward to serving the Town. A motion/Mr. Melia, seconded/Mr. Nolan to affirm the Town Manager's appointments of Kaitlyn Laflash and Tyler Mitchell as Student Police Officers beginning June 4, 2018. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

By the Board of Selectmen: 1) School Building Committee/Vote to appoint member as Representative of Office. Chairman Ampagoomian explained that this position became available due to the resignation of Selectman Marzec. Selectman Melia stated he would be interested in the position if the Board so choses to vote for him. A motion/Mr. Nolan, seconded/Mr. Athanas to appoint Selectman Thomas Melia as the Representative of Office on the School Building Committee. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

CITIZENS' COMMENTS/INPUT: None

Northbridge/Uxbridge American Youth Football/Cheer League (AYF). 1) Request to hold a Boot Drive for AYF Football on August 11, 2018 from 9 AM to 3 PM with a rain date of August 18, 2018 at Memorial Square and Ovia Square. 2) Request to hold a boot drive for AYF Cheering on October 6, 2018 from 9 AM to 3 PM with a rain date of October 13, 2018 at Memorial Square and Ovia Square. Paul Cassasanta, Director of the Northbridge/Uxbridge AYF, was present to discuss the request. He explained that the boot drive would help to fund football registration for those families who may not be able to afford the cost as well as to help repair equipment. For the Cheering league, the funds would be utilized towards upcoming competitions. A motion/Mr. Melia, seconded/Mr. Athanas to approve the above requests as noted subject to the safety requirements of the Northbridge Police Department. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Pine Grove Cemetery Deed/John Karagosian [Lot No. 42, Yew Ave North]. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the sale of Lot No. 42, Yew Ave North to John Karagosian. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Spring Annual Town Meeting [May 1, 2018]/Vote to sign warrant upon completion and final review by Town Counsel (This agenda item includes presentations on 3 petition articles). Town Manager Gaudette stated that included in the packet is the draft Town Meeting Warrant including three petition articles at the end of the warrant. He then summarized each warrant article. **Article 1 [Prior Year Bills]:** Town Manager Gaudette stated there are currently two prior year bills. **Article 2 [Transfers]:** Town Manager Gaudette stated that this is for transfers to balance the FY18 budget. **Article 3 [FY19 Omnibus Budget]:** Town Manager Gaudette stated that this is the operating budget for FY19. **Article 4 [FY19 Sewer Enterprise]:** Sewer Enterprise operating budget. **Article 5 [FY19 Water Enterprise]:** Water Enterprise operating budget. **Article 6 [Chapter 90]:** Town Manager Gaudette stated that this is to authorize the spending of Chapter 90 funds. **Article 7 [Compensated Balances]:** Town Manager Gaudette stated that this is an annual article that authorizes the Treasurer/Collector to manage town funds. **Article 8 [Revolving Funds Authorization]:** Town Manager Gaudette explained this article is an annual reauthorization for 3 revolving accounts; two for the Board of Health and one for Playground & Recreation. **Article 9 [Compensated Absences Fund]:** Town Manager Gaudette stated that this article is to transfer funds to cover the Compensated Absences Fund, which there currently are none. **Article 10 [Pine Grove Cemetery]:** Town Manager Gaudette stated that this article sets the FY19 budget for Pine Grove Cemetery. **Article 11 [Health Insurance Stabilization]:** Town Manager Gaudette stated that this article is to transfer funds from Healthcare Reimbursement Account to Health Insurance Stabilization. **Article 12 [Senior Tax Work-Off]:** Town Manager Gaudette explained that this article will increase the amount of the real estate tax abatement from \$750 to \$1,000 for Senior Tax Work-Off Volunteers. **Article 13 [Update Vision Governmental Solutions software]:** Town Manager Gaudette stated that this article would allow the transfer of surplus funds in several Assessor's accounts to cover the cost of the software upgrade. **Article 14 [DPW capital items]:** Town Manager Gaudette explained this article includes a sidewalk maintenance program, repair of fencing and guardrails along town ponds, a pavement maintenance program, and a heavy duty dump truck with sander and plow. He noted that the purchase of a pickup truck was eliminated from this list due to the fact that available free cash is being used to cover the snow and ice deficit. **Article 15 [Building Maintenance Fund capital items]:** Town Manager Gaudette stated that the money for these accounts comes from the previously approved Solar PILOT agreements. **Article 16 [Sewer capital items]:** Town Manager Gaudette stated that this article includes a new truck and Wastewater Management Plan Program improvements. **Article 17 [New vehicle to replace Rescue 1]:** Town Manager Gaudette stated that this article funds the purchase of a new vehicle to replace Rescue 1. **Article 18 [Amendment to a prior School Committee article]:** Town Manager Gaudette stated that this article amends an article from the 2017 Fall Annual Town Meeting, which approved several items [capital repairs] for the Northbridge School District. The amendment now allows for student lockers to be replaced. **Article 19 [School capital items]:** Town Manager Gaudette stated that this is for School capital projects. **Article 20 [Subdivision Open Space]:** Town Manager Gaudette stated this article is for the acceptance of open space located in the

Hills at Whitinsville subdivision. **Article 21 [Transfer Subdivision Open Space]:** Town Manager Gaudette explained that this article transfer ownership of open space to the Conservation Commission for oversight. **Article 22 [Proposed Zoning Amendment]:** Town Manager Gaudette stated this article proposes to opt out of recreational marijuana and is contingent upon passage of a ballot question at the Annual Town Election. **Article 23 [General Bylaw]:** Town Manager Gaudette explained that as part of the opting out process in the previous article this would also include a bylaw change, which is also contingent upon passage of a ballot question at the Annual Town Election. **Article 24 [Bylaw changes]:** Town Manager Gaudette stated that this article contains recommended changes to the town's bylaws that are proposed by the Bylaw Review Committee. **Article 25 [Solar PILOT]:** Town Manager Gaudette stated that this article is in relation to the Special Town Meeting held on February 6, 2018. **Article 26 and Article 27 [Petition Articles]:** Town Manager Gaudette stated that these articles are for proposed Solar PILOT Agreements and advised Keith Akers and Brian Kopperl, representatives from Syncarpha Solar, were present to discuss them. For the record, Mr. Gaudette noted that Article 26 is for land located off Church Street and Article 27 is for land located off Providence Road. Mr. Akers and Mr. Kopperl then spoke about the articles details. Mr. Akers began and described that both sites in question are located off Church Street and Providence Road and are owned by Whitinsville Redevelopment Trust. Over the past months, discussion has been about evaluating the potential for solar at these locations. One of the onsite issues is due to the fact that a logger recently clear-cut the properties, which created a lot of issues for the land owners and the abutters. He further explained that anything they are proposing to do they want to first make sure they can and then with their best efforts, restore the damage that had been done by the logger. In December, they met with Town Planner Gary Bechtholdt and Conservation Agent David Pickart to walk the site to visually inspect the damage. Mr. Aker stated that they wanted to hear from the Conservation Commission's and Town's points of view as to what would need to be done to restore the land for proper mitigation. The site plans have been drafted since performing the site walk and are beginning to take form. Mr. Aker stated they are hoping to get a permit from the Conservation Commission Agent in the next two to three weeks and within a week or two go before the Planning Board with the site plan. He stated that what makes the properties unique is that they are located in an Industrial 1 zone, which makes them permitted as of right, pending a site plan review by the Planning Board. The solar panels would bring many benefits to Northbridge residents and commercial businesses. He also pointed out that tax revenue would be generated from the PILOT payments. Selectman Athanas asked what the Town would need to do before we can consider moving forward with this project. Mr. Pickart responded that they have met with their consultant and reviewed the violations. After that meeting, they came back with a preliminary plan with efforts to restore all of the violations. He added that the plan was extremely thorough as it also addressed two of the three enforcement orders that have been an issue to have the land owner's to repair. Town Counsel indicated that the two issues rectifying the violations and analyzing the proposed project could occur concurrently. Given that up until this point the Conservation Commission has made no progress the idea of tying it to something that has a set timeline appears to be the most effective means to get the wetlands fixed. Selectman Melia asked how much of the acreage would be used for solar panels. Mr. Kopperl answered that it would be about twenty-five to thirty acres on each of the parcels. Selectman Melia asked what the remaining acres would be used for. Mr. Kopperl stated that there would be an access road leading to the panels and the rest of the land would remain undisturbed. Selectman Melia asked if the solar farm would have an impact on the smaller parcel in regards to the potential for homes being built in that area. Mr. Aker said that they met with the owners of the land to discuss the planned uses. He also explained that when the plans were discussed the owner did not have an issue with the plans and to his knowledge it would not affect his plans with his residential development. Selectman Nolan asked what the impact would be for site lines in regards to the current homes that are there. Mr. Aker replied that the biggest property in question is the property off Church Street. He added that in the beginning stages of the project they had solar panels relatively close to some of the abutting parcels, but for obvious reasons, they want to move those as far south away from the abutters, and there are wetlands in that area. He further noted that it should not affect the neighbors along Church Street and Linwood Avenue, as it is far enough offset. Selectman Ampagoomian asked what the impact would be for the abutters to the Providence Road site. Mr. Aker stated

that they try to keep in mind to have as little impact on the abutters as possible. He continued stating that the more challenging facts to that site is dealing with the grade and the amount of ledge that's there. Mr. Kopperl added that the construction would begin in August and would be completed by year-end. After the construction phase there would only be a couple of mows throughout the year and a van to check the panels, other than that there is no heavy traffic caused by the solar project. Selectman Melia asked if there were any issues with vandalism. Mr. Kopperl stated that they have not had any issues and the property will be fenced off. **Article 28 [Bylaw Amendment]:** Town Manager Gaudette advised that this article is to amend Chapter 8 [Regulation of Animals] of the town's Code of Bylaws. Atty. Robert Knapik was present on behalf of Crootof & Sawyer to discuss this petition article. Also present is Dr. Sean Sawyer, Veterinarian and property owner. Atty. Knapik began and explained that the Zoning Bylaw was previously amended for the former Milford Regional Medical Center and they obtained a special permit allowing use of the building as a veterinary facility. He continued stating that Dr. Sawyer has since acquired the property and embarked on renovations for its proposed use as a veterinary facility. Mr. Knapik stated that knowing one element of their business and proposed use as a boarding facility and doggie day care was going to be limited by the Kennel Bylaw. The Kennel Bylaw is a general bylaw that limits the number of dogs that can be kept at a kennel to 25. The proposed boarding facility is a kennel and would be subject to this bylaw. Mr. Knapik explained that they would like to have more dogs than that and the facility can accommodate more than 25 so they are designing the building with that in mind. He also mentioned to do so would require amending the current bylaw. He further said that they have submitted an amendment by petition to change the language to allow kennels for greater than 25 dogs but only if the boarding facility or kennel is primarily within a building and only if there is at least 100 square feet of gross area per dog. Mr. Knapik described the exterior premises as a fenced-in area used for intermittent short interval exercise. Dr. Sawyer and Dr. Crootof have made a substantial investment in the building and the Town and believe that this amendment would benefit not only the applicant but the Town as well for a number of reasons such as resuming the use of a previously vacant building, an increase in tax revenue, and will allow an established Northbridge business to remain in Northbridge. Selectman Melia stated that he thought the original plan for the property was as an animal hospital and asked if it was now changing to be a kennel. Dr. Sawyer responded that the hospital is located on the bottom floor and the veterinary boarding and daycare facility are located on both the ground floor and the first floor. He said that they also hope to team up with Blackstone Valley Tech. in order to provide some educational facilities upstairs. Selectman Athanas asked about an additional sound barrier if needed and what would it entail. Dr. Sawyer replied that it would depend on what level of sound is at the border. He added that the current plan is to have a six-foot vinyl fence, which they feel will be a significant help. Dr. Sawyer explained that the play time would be from 9 AM to 5 PM in shifts, in addition he said there is also a 2,500 sq. ft. indoor play area for the more vocal dogs. Selectman Nolan asked what the high-end number of allowable dogs would be for this facility based on the passage of the amendment to the Bylaw to instead be a square footage based formula. Dr. Sawyer stated that they have approximately 11,000 square feet for boarding purposed for somewhere between fifty and one-hundred dogs. Chairman Ampagoomian asked if the monitoring would be via cameras or people. At the conclusion of the discussion, the Board of Selectmen decided to take no action at this time. **Article 29 [Undesignated Fund Balance]:** Town Manager Gaudette stated that the purpose of this article is to transfer surplus revenue to the stabilization fund, however, there is none proposed funds available for transfer at this time. This completes the 2018 Spring Annual Town Meeting Warrant. Town Manager Gaudette pointed out that the warrant still needs to be finalized by Town Counsel and advised the Finance Committee will be making their recommendations on Wednesday evening. Selectman Melia asked to put a hold on Article 24 since there are changes but no details available. Town Manager Gaudette stated he also recommends holding off on the recommendation and will ask the Bylaw Review Committee to come to a future meeting and the Board can vote on a position at that time. A motion/Mr. Melia, seconded/Mr. Athanas to support all articles except 9, 24, and 29 and to sign the warrant upon completion and final review by Town Counsel. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Local Historic District Study Committee - Town Property/Present: Gary Bechtholdt, Town Planner and Kenneth Warchol, Historical Commission Chairman. Mr. Bechtholdt stated that the Town was the recipient of a property owner's letter being considered as part of a proposed Local Historic District. He advised there will be a property owners' meeting next month, Tuesday, April 24th at 6 PM at the Town Hall. The hope is to gauge and gather input from property owners that could be affected by such a district. He further mentioned that the property owners have been given a simplistic survey to gauge their initial thoughts relative to creating an Historic District and, if it is pursued, what types of exemptions they would like to see included in the bylaw. He also noted that Town meeting action would be required. Continuing, Mr. Bechtholdt stated that it is the Local Historic District Study Committee's intention to present this in time for the Fall Annual Town Meeting. Chairman Ampagoomian asked how the Board could help get more people involved to be a part of the Local Historic District Study Committee. Mr. Bechtholdt responded that any resident that may have questions about the committee can contact him and if they are willing to participate he would be willing to review that with them. He also indicated they are working to hire a consultant to help alleviate some of the work load from the committee as well, which would result in less time commitment for committee members.

School Building Committee [SBC] Update/Present: Joseph Strazzulla, Chairman, School Building Committee. Mr. Strazzulla stated that they are set to receive a slight increase for the reimbursement rate from the Massachusetts School Building Authority. In addition, there are other percentage points they were able to gain with the Certified Lead Green Energy Solutions. He also said that the MSBA Board voted on February 14, 2018, approving the SBC to proceed to the Schematic Design Phase. Mr. Strazzulla explained they would be hiring a construction manager who will work with architects to scope out cost estimates. The design team is working with everything from landscape architects to civil engineers working on how the building will be fitted for technology, plumbing, mechanical, etc. Mr. Strazzulla stated that they are currently about halfway through the schedule, with May 9th being the final date to submit the schematic design. The summer will be spent promoting and getting information out to the public. He also said that the wetlands on the site have been noted and they have met with the Conservation Commission as well. Also noted is they are gaining field space on the site, but Vail Field will not change. He further said the drop off and pick up loop is a big improvement over what is currently in place. In addition, he advised the bus and car circulation are separated, bikes and pedestrians have minimal crossing points, there will be access to parking lots at all times, and there is plenty of parking spaces. Chairman Ampagoomian asked if Mr. Strazzulla would inquire of the architect why flat roofs are still being used as the Town has had a history of them leaking. Mr. Strazzulla replied that something other than a flat roof may add to the cost and put them over their gross square footage, which has strict requirements but said he would definitely inquire. Continuing, Mr. Strazzulla pointed out several things: there is a platform between the cafeteria and the gym for multiple uses and the hallways were created larger with the intent to use them as extended classroom space. He also reported that the MSBA reimbursement rate went up from 57.11% to 59.21% and is still held to the site cost over 8%. The base building cost went up to \$333 per square foot from \$326 per square foot making the total reimbursement rate approximately 63.78% from the MSBA. The total construction cost is approximately \$105.1 million making the approximate cost to Northbridge about \$55.2 million. The tax impact options are: **Option 1** - a 30-year borrowing at a 5% interest rate or **Option 2** - a 20-year tier at a 5% interest rate. Option 1 would result in a \$2 increase per \$1,000 valuation and option 2 would result in a \$2.58 per \$1,000 valuation. Mr. Strazzulla emphasized that these discussions need to take place between the School Building Committee and the Finance Committee. He also stated that they will be meeting with Unibank to discuss terms and look ahead at the rates and can adjust accordingly. Mr. Strazzulla stated the opening date for the new school, if passed, is planned for August of 2021. Selectman Nolan asked what CM at Risk meant, which was seen on a slide as part of the presentation under the estimated project reimbursement rate. Mr. Strazzulla responded that CM at Risk shifts the responsibility of the project and places it on the Construction Manager. He further explained that a Construction Manager delivers the project, but the CM at Risk forfeits some of the benefits if they do not perform to the standard that was agreed to. Chairman Ampagoomian asked about the meeting with Unibank. Town Manager

Gaudette mentioned a meeting has been scheduled with Unibank and the Town Accountant, several School Representatives, and himself. Chairman Ampagoomian stated that he has concerns regarding the core samples and unexpected materials, which would then lead to additional costs. Mr. Strazzulla assured the Selectmen that the core samples were taken right from where the proposed building would go and reiterated that you can't predict what is there once you get past the core sample. He also stated that they did find ledge during the core sampling and it is factored into the budget. In addition, he added that a discussion was had regarding the possibility that the Northbridge Elementary School ends up being vacant and it was agreed upon to hold a stakeholders meeting on what to do with the building moving forward.

TOWN MANAGER'S REPORT: 1) Meetings Attended: Tuesday, February 27, 2018 – Police Union and DPW Union negotiations. Wednesday, February 28, 2018 – Attended a Regional Town Managers Meeting. Wednesday, February 28, 2018 – Attended the Finance Committee Meeting (Police, Fire, DPW). Thursday, March 1, 2018 – Met with CMRPC staff regarding TIP program. Friday, March 2, 2018 – Firefighters Union Negotiations. Monday, March 5, 2018 – Met with the Upton Town Manager. Tuesday, March 6, 2018 – Attended a MMA Fiscal Policy Committee Meeting. Wednesday, March 14, 2018 – Met with the MIIA Rep David Labonte. Thursday, March 15, 2018 – Met with BVNHCC Chairman Harry Whitin. Friday, March 16, 2018 – Held a Department Managers Meeting. Friday, March 16, 2018 – Firefighters Union Negotiations. Tuesday, March 20, 2018 – DPW Union Negotiations. Tuesday, March 20, 2018 – Attended the Finance Committee Meeting (BVT). Wednesday, March 21, 2018 – Attended a CMRPC Legislative Affairs Meeting. **2) School Building Project Update:** The MSBA Board recently voted to accept the Town's Preferred Design Plan and in addition has recently certified the proposed enrollment for the new school project at 1,030 students. The School Building Committee is currently conducting the review for the services of a Construction Manager (CM) and will be voting next Wednesday, March 28, 2018 to make their selection. The next regular meeting of the School Building Committee is Tuesday, April 3, 2018. **3) DPW Garage Project:** The project continues to move forward: 2 passage doors, 6 overhead doors and louvre vents are now complete and multiple crafts continue performing miscellaneous work: carpenter framing/wall insulation/protection systems, electrical, plumbing, fire protection, etc. The emergency generator was received and set on the pad. The exterior steel bollards and concrete aprons for each of the overhead doors were formed and await placement of concrete. As a result of a 3rd week of snow events - outside work activities have slowed down and therefore the remaining work will extend well into April 2018. Highway Supt. Jamie Luchini added that National Grid was on site today and plans to run their lines by the end of next week, which is ahead of schedule. **4) Fire Station Project (Feasibility Study):** The Town Manager has been working with staff and the OPM, as well as committee representatives on the Site Selection Evaluation Process. In addition, the group will be developing an RFQ for Designer (Architect) Selection in hopes of advertising mid-winter/early spring. The project will experience some delay due to the OPM representative leaving for another position with a new company. **5) Other ongoing tasks: FY 2019 Budget Development:** To date Town Manager Gaudette has received all FY 2019 budget and capital requests and have presented the initial FY 2019 Budget and Capital Plan to the Finance Committee and to the Board of Selectmen. In addition, Town Manager Gaudette met with Finance Committee for their Public Meeting on the budget. We have also heard the budget presentation from Blackstone Valley Tech, which is seeking a 22.76% increase (\$314,000). The Northbridge Public Schools will be making their Finance Committee presentation on Wednesday, March 28, 2018, and in addition the Committee will be voting their positions on the Warrant Articles.

SELECTMEN'S CONCERNS: Selectman Melia 1) stated that at the last meeting it was discussed that those who endured flat tires from the Whitinsville Water Company Church Street project should contact the WWC to file a claim. Selectman Melia explained that the resident who complained to him initially did so, and was told that was not the case and they were told the police needed to be notified. Selectman Melia stated he has given the information to Mr. Luchini to give it another try. Selectman Melia suggested going forward with future contracts to be sure to be strict with the verbiage in the contracts. **2)** asked if the community has any plans to instill plans in the Schools for active shootings or anything new being done in

light of what has been going on the past few months. Police Chief Warchol stated that Office DeJordy has visited all the schools and has gone over the Alice program, which Chief Warchol explained is an active shooter program, which was done with the staff and students. Chief Warchol stated that he also assigned a project to Officer Patrinelli and Officer DeJordy to come up with a comprehensive school plan not only for active shooters but should there be other incidents and how to react, evacuation routes, staging areas, etc. Dr. Stickney added that more detailed arrangement would be included in the comprehensive plan. Dr. Stickney also added that this afternoon the Northbridge Coalition thought that for the spring time event it would be a good opportunity to have a public wide, and do a mini training, and potentially hold a drill. **3)** asked when the new road project will begin. Mr. Shuris explained that they like to begin the road projects after school is out for the summer, otherwise it leads to traffic issues. **Selectman Ampagoomian 1)** asked if the Whitin Machine Works has been contacted for the repair of the rock wall in the parking lot. Town Manager Gaudette stated that we have been in discussion with the person involved in damaging the rock wall and they are working on getting the repairs done. **2)** asked if Mr. Shuris could contact Mass Highway to repair the potholes on route 122. Mr. Shuris stated that he has contacted Mass DOT for those potholes and explained that they in fact make some of the repairs. Mr. Shuris added that a meeting has been set up for this week regarding the Whitinsville Water Company Church Street project to discuss making permanent repairs. **3)** asked Mr. Shuris if he had a schedule for branch pickup after the last storm that knocked a lot of tree limbs down. Mr. Shuris stated that they began today and starting on the main snow routes, and going through with the chipper, a dump truck and saws. **4)** asked when the listing of road repairs would be compiled. Mr. Shuris stated that he and Mr. Luchini, Highway Superintendent have developed a road plan, however it is always changing. The primary roads to be completed are the remaining portions of Hill Street, Old Quaker Street, and Church Street.

ITEMS FOR FUTURE AGENDA

CORRESPONDENCE

EXECUTIVE SESSION/None.

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

Meeting Adjourned: 9:08 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

March 26, 2018

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES:

A. 1) February 12, 2018

-Copy of February 12, 2018 meeting minutes

2) February 26, 2018

-Copy of February 26, 2018 meeting minutes

II. PUBLIC HEARING: None

II. APPOINTMENTS:

B. By the Town Manager: 1) Rochelle Thompson, Inspector of Animals/Vote to nominate
[Note: Appointment is subject to certification by the State]

-Copy of letter requesting nomination for Inspector of Animals

-Copy of nomination form

2a,b) Student Police Officers

-Copy of letter recommending appointment of Student Police Officers

2a) Kaitlyn Laflash, Student Police Officer

-Copy of resume of Kaitlyn Laflash

2b) Tyler Mitchell, Student Police Officer

-Copy of resume of Tyler Mitchell

C. By the Board of Selectmen: 1) School Building Committee/Vote to appoint member as Representative of Office/No documentation

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS:

D. Whitinsville Uxbridge American Youth Football/Cheer League (AYF) 1) request to hold a Boot Drive for the AYF [Football] on August 11, 2018 from 9 AM to 3 PM [Rain date: August 18, 2018] 2) request to hold a boot drive for AYF [Cheer] on October 6, 2018 from 9 AM to 3 PM [Rain date: October 13, 2018]

-Copy of letter requesting a boot drive

-Copy of AYF football boot drive request form

-Copy of AYF cheer boot drive request form

E. Pine Grove Cemetery Deed/John Karagosian [Lot No. 42, Yew Ave North]

-Copy of Pine Grove Cemetery Deed

F. Spring Annual Town Meeting [May 1, 2018]/Vote to sign warrant upon completion and final review by Town Counsel (This agenda item includes presentations on 3 petition articles)

- Copy of Spring Annual Town Meeting draft Warrant
- Copy of FY 2019 Capital Program
- Copy of letter from Syncarpha Capital regarding the warrant article for Community Shared Solar Panels
- Copy of property record card for proposed location # 1
- Copy of map of proposed location # 1
- Copy of layout of proposed location # 1
- Copy of property record card for proposed location # 2
- Copy of map of proposed location # 2
- Copy of layout of proposed location # 2
- Copy of letter from the Law Office of Robert Knapik regarding the proposed article to amend article 8-100 Section 8-112.A to allow 1 dog per 100 square feet.

VI. DISCUSSIONS:

G. Local Historic District Study Committee - Town Properties/Present: R. Gary Bechtholdt, Town Planner and Kenneth Warchol, Historical Commission, Chairman

- Copy of letter regarding a property Owner's meeting for Town owned property to be considered a part of the Local Historic District [Whitinsville Social Library]
- Copy of letter regarding a property Owner's meeting for Town owned property to be considered a part of the Local Historic District [Aldrich School - Town Hall Annex]
- Copy of letter regarding a property Owner's meeting for Town owned property to be considered a part of the Local Historic District [Northbridge Memorial Town Hall]
- Copy of letter regarding a property Owner's meeting for Town owned property to be considered a part of the Local Historic District [Town Common/Memorial Square]
- Copy of a map of the draft historical district locations

H. School Building Committee Update/Present: Joseph Strazzulla

- Copy of School Building Committee power point update

VII. TOWN MANAGER'S REPORT:

- 1) Meetings Attended/No documentation**
- 2) School Building Project Update/No documentation**
- 3) DPW Garage Project/No documentation**
- 4) Fire Station Project (Feasibility Study)/No documentation**
- 5) Other ongoing tasks/No documentation**

VIII. SELECTMEN'S CONCERNS/No documentation

IX. ITEMS FOR FUTURE AGENDA: None

X. CORRESPONDENCE: None

XI. EXECUTIVE SESSION: None

BOARD OF SELECTMEN'S MEETING
April 9, 2018

A meeting of the Board of Selectmen was called to order by Chairman Charles Ampagoomian at 6:19 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Present: Messrs. Ampagoomian, Athanas, Melia, and Nolan. **Also Present:** Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

Vice Chairman Ampagoomian announced that the Board would be going into executive session and declared that having an open meeting may have a detrimental effect on the negotiating and litigating position of the body.

A motion/Mr. Nolan, seconded/Mr. Melia to go into Executive Session Under M.G.L c.30A, Sec. 21 #3 - To discuss strategy with respect to contract negotiations [Police, Firefighters, DPW & Dispatchers] – and to reconvene in Open Session. Roll Call Vote: Mr. Athanas/Yes, Mr. Ampagoomian/Yes, Mr. Melia/Yes, and Mr. Nolan/Yes.

Open Session Adjourned: 6:19 PM

Executive Session Convened: 6:21 PM

Executive Session Adjourned: 6:56 PM

Open Session Reconvened: 7:01 PM

Present: Senator Michael Moore. Senator Moore explained that he was present tonight to discuss what the administration has set forth for budget numbers. He said the House would be releasing their budget sometime this week and amendments will be made the following week. The Senate Budget will be coming out the third week of May and will be debated the last week of May. Tonight, the Governor's budget will be discussed. Senator Moore stated that the FY19 Budget appropriation for Unrestricted General Government Aid is recommended at \$2,182,545 dollars, which is an increase over FY18. The Chapter 90 Funding earmark is \$470,590 dollars, an increase of \$571 dollars. Senator Moore then reminded everyone that this is the Governor's budget and the House and the Senate have more opportunities to look at the revenues that have come in over the last several months. Senator Moore stated that the Governor's state-wide proposal increases Chapter 70 by \$118.6 million to \$4.865 billion dollars, which reflects an increase of about 2.18%. He also noted that the Governor's budget is based on a \$20 per pupil increase, which is a decrease over last year. The formula for Chapter 70 was increased to assume the cost of employee benefits and fixed charges by approximately 6%, which has resulted in \$24 million dollars in new State Aid. The budget also includes \$10 million dollars in new funding for the Special Education Circuit Breaker. He added there is also \$1 million dollars in new funding for student assessments. The Chapter 70 funding for Northbridge for FY19 is \$15,517,361 dollars, which is an increase of \$44,000 dollars. Selectman Athanas discussed the reimbursement rate for the pending school along with the need for more funding. He said he understands the additional costs such as technology, land preparation, and asbestos removal are not included in the reimbursement rate and explained that the Town needs more money to build a new school. Senator Moore asked Mr. Athanas if he could be sent the list of items so he can reach out to the Treasurer's Office to seek support for an increase. Senator Moore explained that the new testing requires updated technology, and if the State is going to be mandating that then they should be providing more of a reimbursement to the cities and towns. Selectman Melia asked about an increase for the Police Training Bill. Selectman Melia gave an example of the Fire Department Academy is paid for by Real Estate Insurance, whereas the Police side does not get anything. Selectman Melia asked if Senator Moore could look into the possibility of a

statute for .5% - 1% of automobile insurance to go towards the Police Training Academy. Senator Moore responded that there have been several initiatives for a revenue stream for the law enforcement. The previous one did not pass, but there is a current one that involves the tax on non-contract cell phones that would dedicate that revenue to the Police Training. He added that he and Senator Fattman sponsored amendments to the Capital Bond Bill that would allow the administration to authorize \$2 million dollars for the construction of the Rockdale Fire Station in Northbridge. Selectman Nolan asked about Senator Moore's feeling on changes to anticipated revenues with the marijuana and casino changes, and whether it was possible to increase aid off of those potential revenue streams. Senator Moore answered he hopes it would increase, but there is no guarantee. As far as recreational marijuana goes, he believes within the first couple years there will be hiccups in the industry until it gets going. He said that he, Senator Fattman and Representative Muradian signed on to a letter to the Commissioner of Public Health, for a jail diversion grant program. Chairman Ampagoomian brought up road conditions throughout the Commonwealth and explained not only were pot holes an issue but the condition of the line striping was bad as well. He then asked Senator Moore to mention it to the Department of Transportation (DOT) and the Secretary of Transportation. Senator Moore stated that he is hoping with the snow season coming to an end that DOT will be out catching up on the potholes and restriping the lines. He also suggested reaching out to Representative Muradian for assistance for the Whitinsville Fire Station. Chairman Ampagoomian mentioned that if there was anything to help alleviate the tax burden on municipal projects it would be a tremendous relief. Senator Moore stated that he has a meeting regarding a PILOT program to work with the Worcester Regional Transit Authority to expand the services at no additional cost. Town Manager Gaudette thanked Senator Moore for everything he does in the Commonwealth and then asked about the Chapter 74 out of district vocational reimbursement rate of 6.25%, which is way too low. Town Manager Gaudette stated that if there is anything that can be done to help out with that it would be greatly appreciated. Selectman Ampagoomian asked if there was any way to promote legislation for monetary funds to be transferred from the sending community of a special education student to the receiving community to help relieve the School expenses. Senator Moore stated that he could definitely look into it and added that there was legislation passed last year called "Every Student Shall Succeed Act" (ESSSA), which he explained replaced the "No Child Left Behind" Act. Senator Moore stated the ESSSA is supposed to give more State choices, which will hopefully provide some relief to the towns and cities as it is implemented. Senator Moore stated that is was just recently passed at the end of the last session.

APPROVAL OF MINUTES: None

PUBLIC HEARING: None

APPOINTMENTS/By the Town Manager/Vote to Affirm: Daniel Chauvin, Animal Control Officer [annual reappointment]. Town Manager Gaudette stated that this is an annual appointment and Mr. Chauvin has been with the Town for many years, and he recommends moving forward with the appointment. A motion/Mr. Nolan, seconded/Mr. Melia to affirm the appointment of Daniel Chauvin as the Animal Control Officer. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

By the Board of Selectmen/Vote to Appoint: Economic Development Committee: 1) Board of Selectmen's Representative. A motion/Mr. Melia, seconded/Mr. Nolan to appoint Selectman Athanas to as the Selectmen's Representative to the Economic Development Committee. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan. **2) William Davis.** Mr. Davis stated that he was born and raised in town and currently works in the online marketing industry. Mr. Davis stated he hopes to bring his skills that he has learned to the Economic Development Committee. A motion/Mr. Melia, seconded/Mr. Athanas to appoint Mr. William Davis to the Economic Development Committee. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

CITIZENS' COMMENTS/INPUT

Whitinsville Golf Club, 179 Fletcher Street [Francis Iannetta, Mgr.]/Application for a Change of Directors/Officers. Present: Francis Iannetta, Manager and Marc Auclair, President. Mr. Auclair stated that they have had a change in board members and directors, which is required to be updated with the Alcoholic Beverage Control Commission. Mr. Iannetta stated that this is his 5th year as the manager and informed the Board that certifications are very important and they do their best to work diligently with the town to make sure all the licenses and applications are up to date. A motion/Mr. Melia, seconded/Mr. Nolan to approve the application for a Change of Directors/Officers for the Whitinsville Golf Club. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Alternatives / Request permission to hang a banner across Church Street from May 20th through June 3rd to advertise their 33rd Annual Valley Friendship Tour event on Saturday, June 2, 2018. [Event approved September 11, 2017]. A motion/Mr. Melia, seconded/Mr. Athanas to approve Alternatives request to hang a banner across Church Street from May 20th through June 3rd to advertise the their 33rd Annual Valley Friendship Tour event on Saturday, June 2, 2018. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Annual Town Election [May 15, 2018]/Vote to place Questions on the Annual Town Election Ballot. Town Manager Gaudette stated that there are two questions proposed, the first of which to be discussed is regarding the opt-out of recreational marijuana, and the second is regarding the Community Preservation Act [CPA]. Mr. Gaudette explained that by statute because the CPA was already approved at the last year's Annual Town Meeting, it needs to be on this year's Annual Town Election ballot, Tuesday, May 15, 2018. He then read aloud the summary as provided by Massachusetts General Law Chapter 44B, Sections 3 to 7 in regards to the Community Preservation Act. This is available in the Selectmen's agenda backup documentation. Selectman Melia clarified that the CPA was voted on at last year's Annual Town Meeting, which the Board of Selectman voted against, however, the residents voted for it. A motion/Mr. Melia, seconded/Mr. Nolan to place both questions on the Annual Town Election Ballot. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Northbridge Annual Earth Day Cleanup/Present: Blackstone River Watershed Association Members. Town Manager Gaudette read aloud the announcement for the Annual Earth Day River Clean Up, to be held on Saturday, April 14, 2018 from 1 PM to 3 PM. Volunteers are more than welcome to help clean up. To register go to: www.thebrwa.org or call 508-278-5200.

Whitinsville Water Company [Church Street update]/Present: Randy Swigor, Manager, Whitinsville Water Company. Mr. Swigor stated that the project was done in accordance with the Capital Improvement Plan, which involved the installation of a new twelve-inch water main on Church Street from Leland Road to Plummer's Corner, in order to improve the flow of the Northbridge water system. The engineering firm completed the design in the spring of 2017, with the contract awarded in late June, work beginning in August and the water main installation was completed at the end of November. Mr. Swigor explained that the temporary patch was installed until the spring of 2018 when permanent paving could be put in place. Mr. Swigor stated that the contractor was responsible for the upkeep of the patch and the Whitinsville Water Company spent a significant amount of time making repairs to it. He also mentioned that in addition there was a leak in one area causing the patch to come up numerous times. The leak was repaired and more patch was put in place. In addition, the contractor was required to cut one foot on either side of the temporary paving and install bottom and top coarse finish paving all trenches from Leland Road to Plummer's Corner. Mr. Swigor explained that a meeting was held last week with the DPW, who advised Whitinsville Water Company that it was preferred the entire road be paved from curb to curb, milled and overlaid. Mr. Swigor stated the reason for the change is because the Town is claiming that the contractor damaged areas of the road outside of the trench area. So the WWC sent a letter to the contractor explaining the additional road

restoration requirements, which would cost about \$80,000 dollars on top of the existing project cost and Mr. Swigor noted the contractor refused to take responsibility for the cost of those improvements. Continuing, Mr. Swigor said they have no choice but to find them in default of their contract with the WWC and plan to terminate the contract. Further, the WWC will now need to solicit other contractors to complete the required paving, which will likely take some months to complete thus the WWC plans on doing some temporary improvements until a full paving can be completed. Mr. Swigor expressed that the Department of Public Works is looking to tie in the paving of Church Street to the roads program, which is completed over the summer months. He also mentioned they are targeting a June/July time frame to complete the paving. DPW Director Shuris explained that the correct way to do this project would be to pave curb to curb and noted for the record that the Town did not have a part in the contract with the WWC and were unaware of what the contract entailed. Mr. Shuris added that when the project started, the DPW made a statement that any damaged road surface must be repaired. Selectman Melia said he appreciated the letters, but unfortunately the road is still a mess and residents and those driving through are not happy with the condition of the road. He also expressed concern that the summer is too far to wait for the road to be repaired and he would rather the company come back to complete the project as soon as possible. Mr. Swigor explained that the WWC is going to repair the last two hookups, since the contractor has been found in default of the contract and the WWC will have to go after their bonding company at this point. Selectman Melia reiterated his concern for those traveling the road and the need for the road to be completed sooner rather than waiting for the summer roads program. Chairman Ampagoomian asked if the pavement would be repaired where Granite Street and Church Street meet. Mr. Shuris stated that was included in the letter as an area that needs correction. Chairman Ampagoomian asked if the hydrants were active. Mr. Swigor replied that they are. Chairman Ampagoomian also brought up that there is a vacant bank building next to where Burger King is and there is a sign that was destroyed and knocked over by the construction company, which he believes should also be repaired. Mr. Swigor replied that they would address the sign issue with the property owner. Chairman Ampagoomian expressed that future updates on the repaving progress would be greatly appreciated.

Valley Pub, 40 Plummer Avenue, Whitinsville MA/2019 Outdoor Event Discussion/Present: Robert DeDominick, Manager. Mr. DeDominick stated that he no longer plans on hosting the event this year but would like to have an open discussion for planning the event for next year. He addressed some of the concerns noted by Department Heads as follows: **Capacity:** Regarding concerns about building capacity, Mr. DeDominick would have a Detail Officer at both entrances and a doorman with a clicker. **Trash:** Stated that trash receptacles would be available throughout the event grounds. **Underage Drinking:** To prevent underage drinking, he would have a custom stamp. **Restrooms:** Stated he would have 3 outdoor bathrooms. **Event Purpose:** Stated this will be a charity event as well for Middle School Boosters. **Parking:** Mr. DeDominick stated that he is still working on the parking situation. Chairman Ampagoomian asked what he was going to do about noise and Mr. DeDominick replied the event would end at 10 PM. He also noted that the bands will play facing into the woods and hill of the property, which he believes will cut back on the sound. Selectman Melia stated he believes that if he were to satisfy the Police and Fire Departments concerns that it shouldn't be an issue for the Selectman to approve and he looks forward to seeing him next year.

TOWN MANAGER'S REPORT: Town Manager Gaudette stated that there is no report this week as he was out the previous week.

SELECTMEN'S CONCERNS: **Selectman Athanas/1)** asked for an update from Highway Superintendent Jamie Luchini on the brush removal and when will sweeping begin. Mr. Luchini stated that the brush removal from the March 7th snow storm has been underway with two routes remaining to be swept. After that is complete, pothole remediation will take place, then field clean up and following that they will be cleaning the cemeteries before Memorial Day. **2)** asked if there was a final schedule of road repair projects. Mr. Luchini stated that they are estimating a few roads right now to see what the best plan

is financially. Mr. Luchini stated that if the article is passed at Town Meeting they typically will go out to bid soon after that. Mr. Luchini stated that once the listing is complete they will be sure to present it to the Board of Selectmen. **3)** asked for confirmation from the Town Manager whether the Town would be sending a letter for the funding of a Fire Station. Town Manager Gaudette responded yes. **Selectman Nolan** asked for an update on the DPW facility. Mr. Luchini stated that the project is moving along, the structure is just about complete and a punch list level should be right around the corner. He added that National Grid was available to come a lot sooner than expected and the facility is now powered fully underground and the last utility is gas. He also mentioned that they expect to have a binder course down in the next two weeks. **Selectman Ampagoomian/1)** asked about the water on the right hand side of Mendon Road. Mr. Luchini stated that the DPW is going to take the same approach as they did on Pollard Road: talk to the home owner to get permission and inform them of what is going on and hopefully gather some of that water. **2)** asked if there were any plans to fix the Riverdale Cemetery roads. Mr. Luchini stated that there are no plans right now for repair but 2 years ago there was money allocated to pave some of those roads that are in rough shape. He also said this year they have noticed some trees that need to be removed and are looking to allocate money for that work inside Pine Grove Cemetery.

ITEMS FOR FUTURE AGENDA: None

CORRESPONDENCE: None

EXECUTIVE SESSION: 6:15 PM / Under M.G.L c.30A, Sec. 21 #3 - To discuss strategy with respect to contract negotiations [Police, Firefighters, DPW & Dispatchers].

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

Meeting Adjourned: 8:03 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

April 9, 2018

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES/None

II. PUBLIC HEARING/None

III. APPOINTMENTS/By the Town Manager/Vote to Affirm:

A. Daniel Chauvin, Animal Control Officer [annual reappointment]/No Documentation

By the Board of Selectmen/Vote to Appoint:

B. Economic Development Committee: 1) Board of Selectmen's Representative/No documentation

2) William Davis

-Copy of Talent bank form

IV. CITIZENS' COMMENTS/INPUT: None

V. DECISIONS:

C. Whitinsville Golf Club, 179 Fletcher Street [Francis Iannetta, Mgr.]/Application for a Change of Directors/Officers Present: Francis Iannetta, Manager and Marc Auclair, President

-Copy of Monetary Transmittal for the Whitinsville Golf Club

-Copy of payment confirmation from the ABCC

-Copy of application for a Change of Directors/Officers

-Copy of Articles of Organization

-Copy of Certificate of Good Standing

-Copy of Vote of the Corporate Board

-Copy of License Routing slip

D. Alternatives / Request permission to hang a banner across Church Street from May 20th through June 3rd to advertise their 33rd Annual Valley Friendship Tour event on Saturday, June 2, 2018. [Event approved September 11, 2017]

-Copy of email request to hang a banner across Church Street for the Annual Valley Friendship Tour

E. Annual Town Election [May 15, 2018]/Vote to place Questions on the Annual Town Election Ballot

-Copy of ballot questions

VI. DISCUSSIONS:

F. Northbridge Cleanup/Present: Blackstone River Watershed Association Members

-Copy of press release

G. Whitinsville Water Company/Church Street update/Present: Randy Swigor

- Copy of Memorandum from Mr. Shuris, DPW Director regarding the Whitinsville Water Company and the construction on Church Street
- Copy of letter from the Whitinsville Water Company to the contractor regarding the Church Street water main project

**H. Valley Pub, 40 Plummer Avenue, Whitinsville MA/2019 Outdoor Event Discussion/
Present: Robert DeDominick, Manager**

- Copy of letter to neighbors from Manager Robert DeDominick regarding a fundraiser event in 2019
- Copy of license Routing Slip
- Copy of letter from Police Chief Warchol regarding his concerns
- Copy of a list of documentation of requirements

VII. TOWN MANAGER'S REPORT/None

VIII. SELECTMEN'S CONCERNS/No documentation

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION: J. 6:15 PM: 1) Under M.G.L c.30A, Sec. 21 #3 - To discuss strategy with respect to contract negotiations [Police, Firefighters, DPW & Dispatchers]

- Documentation removed as the minutes have not been released

BOARD OF SELECTMEN'S MEETING
April 23, 2018

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. Ampagoomian, Athanas, Melia, and Nolan. **Also Present:** Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES: A. 1) March 26, 2018. A motion/Mr. Nolan seconded/Mr. Athanas to approve the March 26, 2018 minutes as presented with the readings omitted. Vote yes/ Messrs. Ampagoomian, Athanas, Melia, and Nolan. **2) April 9, 2018 Executive Session.** A motion/Mr. Athanas, seconded/Mr. Melia to approve but not release the April 9, 2018 executive session minutes. Vote yes/ Messrs. Ampagoomian, Athanas, Melia, and Nolan.

PUBLIC HEARING: None

APPOINTMENTS/Resignations: Selectman Ampagoomian stated that he received correspondence that Ms. Paula McGowan would be resigning from the Historical Commission. Chairman Ampagoomian stated he would like to accept her resignation and send a letter of appreciation for her years of hard work. A motion/Mr. Melia, seconded/Mr. Nolan to accept the resignation of Paula McGowan from the Historical Commission. Vote Yes/ Messrs. Ampagoomian, Athanas, Melia, and Nolan.

CITIZENS' COMMENTS/INPUT

Spring Annual Town Meeting [May 1, 2018] / Vote positions on Articles 9, 24 and 29 / Present: Denis Latour, Chairman, Bylaw Review Committee. Town Manager Gaudette stated that for articles 9 and 29 he will be asking for a vote to pass over. A motion/Mr. Melia, seconded/Mr. Nolan to pass over Article 9 and Article 29. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan. He mentioned that Article 24 is in regards to Bylaw changes and Denis Latour will be presenting them. Mr. Latour explained that the first change is to bring the bylaws in line with the Town Charter. Secondly, the Town Meeting Booklet that is sent out to all Town residents will be changed to mailing a "Save the Date" postcard. He noted that the remaining changes are small changes in numbers to now write out the numbers instead of using numerals. Mr. Latour added that at the request of the Police Department, changes were made to the sidewalk bylaw, which will require a permit for those looking to utilize the sidewalk for tables, items for sale, signs etc. He also explained another change that was made was in regards to Pawn shops, which requires items being pawned must be held for 30 days. In addition, he explained the Wetlands Protection Bylaw had no changes in the bylaw but changes to the actual application. Selectman Melia asked about the Town Meeting Booklets and if booklets would still be made available. Mr. Latour stated that there would still be booklets available. Town Manager Gaudette stated his thought is to include a link on the card for those who are interested to view it online. There being no further discussion, a motion/Mr. Melia, seconded/Mr. Nolan to approve article 24. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

Annual Town Election [May 15, 2018] / Vote to sign warrant. A motion/Mr. Melia, seconded/Mr. Nolan to sign the May 15, 2018 Annual Town Election warrant. Vote yes/ Messrs. Ampagoomian, Athanas, Melia, and Nolan.

Pleasant Street Christian Reformed Church/Request to hang a banner over Church Street from July 8, 2018 to July 15, 2018, to advertise the 2018 Whitinsville SERVE project [July 7, 2018 - July 14, 2018] Present: Annika Bangma. Ms. Bangma stated that they are hosting approximately eighty to ninety students from across the United States and Canada and she anticipates the participants will be working with

the Department of Public Works, Police Department, Fire Department, National Parks and local Churches this year. A motion/Mr. Melia, seconded/Mr. Nolan to approve the request to hang a banner over Church Street from July 8, 2018 to July 15, 2018, to advertise the 2018 Whitinsville SERVE project [July 7, 2018 - July 14, 2018]. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

Purgatory Beer Company/Request for an indoor weekday entertainment license/Present: Brian Distefano. Mr. Distefano was not able to attend this meeting and this item will be moved to a future meeting.

Northbridge Veterans' Council/1) Request to hold the Memorial Day Parade in Whitinsville on Monday, May 28, 2018 at 10:00 AM. 2) Request permission to use the Memorial Park for Memorial Day exercises. A motion/Mr. Melia, seconded/Mr. Nolan to approve the request to hold the Memorial Day Parade in Whitinsville on Monday, May 28, 2018 at 10:00 AM and the request to use the Memorial Park for Memorial Day exercises. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

Monetary Donation/Vote to accept monetary donation to benefit the Northbridge Police Department and the Northbridge Fire Department from Daniel O'Neill. A motion/Mr. Melia, seconded/Mr. Nolan to accept the monetary donation for the Fire Department and the Police Department and send a letter of appreciation. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

Whitinsville Water Company/Water Rate Filing Update. Town Manager Gaudette read aloud a statement regarding the rate increase proceeding regarding the Whitinsville Water Company. This document is available in the backup documentation. He stated that the documents will also be posted on the Town's webpage under News and Announcements located at: www.northbridgemass.org. The overall increase approved by the DPU is 9.5%.

Whitinsville Water Company/Church Street Project Update. Town Manager Gaudette explained that he has asked Randy Swigor, General Manager of the Whitinsville Water Company, for a bi-weekly update on the Church Street project. Mr. Gaudette explained that there has been work done this past week and they are in the phase of final repairs with more work being done tomorrow. Whitinsville Water Company is in the process of developing a Request For Proposals and will allow the Town to review it prior to posting. The Town will also be involved in the oversight of the final portion of the project. Mr. Shuris, Director of Public Works, explained he has been in contact with WWC in the goings-on of this project. Mr. Shuris stated that WWC has requested a list of contractors that the Town has used over the past seven years. He added that once the paving begins it should be completed quickly with good detour routes. He also explained that included with the project is sidewalk restoration, driveway aprons, and possibly the Leland Road intersection, Thurston Ave, and Highland Street.

TOWN MANAGER'S REPORT: 1) Meetings Attended: Monday, April 9, 2018 – Met with Planning Board Chair and staff to discuss subdivision coordination. Monday, April 9, 2018 – Met with G. Bechtholdt and new Economic Development Committee member Brian Murphy. Monday, April 9, 2018 – Attended the Board of Selectmen Meeting. Tuesday, April 10, 2018 – Firefighter Union Negotiations. Thursday, April 12, 2018 – Met with DPW staff and Mark Smith from ME Smith, contractor for Whitinsville Water Company's Church Street Project. Thursday, April 12, 2018 – Attended Sergeant Steven Zollin's retirement luncheon. Friday, April 13, 2018 – Police Union Negotiations. Wednesday, April 18, 2018 – Met with Selectman Melia to prepare for School Building Committee. Wednesday, April 18, 2018 – Attended the School Building Committee Meeting. Friday, April 20, 2018 – Met with Chris P. from Berry Insurance – Town Broker. **2) Balmer School Building Project:** The School Building Committee (SBC) met on Tuesday, April 3, 2018 and voted to hire Fontaine Brothers for the services of a Construction Manager (CM). They also met this week on April 18, 2018 and voted to submit the Schematic Design Project Cost to the MSBA for approval. The final cost submitted to MSBA was one hundred million nine hundred and

sixty eight thousand one hundred ninety four dollars with a reimbursement rate of 63.79%, which is applied to the construction cost. Mr. Gaudette explained that would make the overall Town cost proposed at this time would be fifty three million, four hundred and three thousand, nine hundred and twenty five. Town Manager Gaudette explained that there will be a joint meeting of the Building Committee, School Committee, Board of Selectmen and Finance Committee to be held and the date is to be determined, but Mr. Gaudette would update the Board once a date is confirmed. **3) DPW Garage Project:** Things continue to progress on site. Remaining electrical, communications and fire alarm installation is ongoing. Site related activities include installation of the main gate, loaming, rough grading of all area in preparation for placement of binder asphalt course next week. The shaping of the retention pond and adjacent sloped areas are substantially complete. Although the project will be substantially complete by the end of this month, miscellaneous punch list items will continue into May. **4) Fire Station Project (Feasibility Study):** town Manager Gaudette stated he has been working with staff and the Owners Project Manager, as well as committee representatives, on the Site Selection Evaluation Process. In addition, the group will be developing a Request For Quotes for Designer (Architect) Selection in hopes of advertising this summer. The project has experienced some delay due to the OPM representative leaving for another position with a new company. **5) Budget Development/Town Meeting preparation:** The FY 2019 Budget Development process has been completed and the Annual Town Meeting Warrant has been posted. The Annual Town Meeting is scheduled for Tuesday, May 1, 2018 at 7 p.m.

Town Manager Gaudette reminded the audience that the Annual Town Election is scheduled for Tuesday, May 15, 2018 at the High School Field House from 7 AM to 8 PM.

SELECTMEN'S CONCERNS: **Selectman Athanas** asked if there has been a study or anything else done about the traffic situation in front of the Middle School on Linwood Avenue. Mr. Shuris, Department of Public Works Director, stated that they are currently looking to add that project to the Transportation Improvement Program [TIP] project list. He explained that they are gathering information to submit an application to the Mass. Department of Transportation. He also added that they scheduled a Road Safety Audit for May 9, 2018 for School Street, which would include the intersection of School Street, Upton Street, Providence Road and Sutton Street that could be included as a TIP project as well. Town Manager Gaudette noted that there is a large amount of leg work that goes behind getting something on the TIP program. He explained the program is a 5-year plan that is in place as of now with projects already identified, studied, in some stage of design and a plan year awarded. Mr. Gaudette stated that they have already met with the Central Mass. Regional Planning Commission to develop the legwork to get in line for projects to be put on a program year. **Selectman Melia** mentioned that he believes that the Linwood Avenue issue could be solved through the Town and asked if the road in front of the Whitinsville Christian School is wide enough to add a third lane throughout that stretch of road. Mr. Shuris explained that there is a total right of way width from each back of the sidewalks of 50 feet, and said it would be tight with 3 lanes for bigger vehicles. He also stated they looked into putting a roundabout option in, which was determined to be an unsafe option thus he suggested doing a Road Safety Audit to find out what needs to be done to improve that section of road way for travelers. **Selectman Melia** mentioned the possibility in getting another roadway as an entry and/or exit, through the back side of the Christian School. Mr. Shuris stated he was unaware if there is land adjacent to the Christian School that accesses Route 122, but said he would look into it. **Selectman Melia** stated he attended Sergeant Zollin's retirement luncheon and wished he and his family a long, happy and healthy retirement. **Chairman Ampagoomian 1)** Stated that the Sutton Street Bridge decking is crumbling. Mr. Shuris advised that they patched some of the holes last year but it did not hold. He also pointed out that the top layer concrete slab was exposed according to a report last year but the bottom slab was fully intact. He added that they are looking into that as well as part of the Roads program. **2)** asked when the sidewalk projects would begin. Mr. Shuris responded they received a call from the contractor last Friday and stated they should be mobilizing soon. **3)** asked if the list of sidewalks would be posted on the DPW section of the website. Mr. Shuris stated that they are going to be posting all road, sidewalk and infrastructure projects on the Town's site.

ITEMS FOR FUTURE AGENDA: None

CORRESPONDENCE: None

EXECUTIVE SESSION: None

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

Meeting Adjourned: 7:55 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

**LIST OF DOCUMENTATION
BOARD OF SELECTMEN'S MEETING - OPEN SESSION
April 23, 2018**

- I. APPROVAL OF MINUTES:**
A. 1) March 26, 2018
-Copy of March 26, 2018 meeting minutes
2) April 9, 2018 Executive Session
Documentation removed as the minutes have not yet been released
- II. PUBLIC HEARING: None**
- III. APPOINTMENTS/Resignations: None**
- IV. CITIZENS' COMMENTS/INPUT: None**
- V. DECISIONS:**
B. Spring Annual Town Meeting [May 1, 2018] / Vote positions on Articles 9, 24 and 29 / Present: Denis Latour, Chairman, Bylaw Review Committee
-Copy of Bylaw changes
C. Annual Town Election [May 15, 2018] / Vote to sign warrant
-Copy of Warrant for the Annual Town Meeting Election
D. Pleasant Street Christian Reformed Church/Request to hang banner over Church Street July 8, 2018 to July 15, 2018 to advertise the 2018 Whitinsville SERVE [July 7, 2018 - July 14, 2018] Present: Annika Bangma
-Copy of email request from Annika Bangma to hang a banner over Church Street
E. Purgatory Beer Company/Request for an indoor weekday entertainment license/Present: Brian Distefano
This item was moved to a future agenda
F. Northbridge Veterans' Council/1) Request to hold the Memorial Day Parade in Whitinsville on Monday, May 28, 2018 at 10:00 AM. 2) Request permission to use the Memorial Park for Memorial Day exercises/No documentation
G. Monetary Donation/Vote to accept monetary donation to benefit the Northbridge Police Department and the Northbridge Fire Department from Daniel O'Neill/No documentation
- VI. DISCUSSIONS:**
H. Whitinsville Water Company/Water Rate Filing Update
-Copy of rate increase proceeding statement
I. Whitinsville Water Company/Church Street Project Update
-Copy of email update from the Whitinsville Water Company's General Manager, Randy Swigor regarding an update on the Church Street Project
- VII. TOWN MANAGER'S REPORT:**
J. 1) Meetings Attended/No documentation
2) School Building Project Update/No documentation
3) DPW Garage Project/No documentation
4) Fire Station Project (Feasibility Study)/No documentation
5) Other ongoing tasks/No documentation
- VIII. SELECTMEN'S CONCERNS/No documentation**

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION/None

**BOARD OF SELECTMEN'S MEETING
SPRING ANNUAL TOWN MEETING**

May 1, 2018

A meeting of the Board of Selectmen was called to order at 6:40 PM by Chairman Ampagoomian, Northbridge Middle School Auditorium, 171 Linwood Avenue, Whitinsville, MA. **Present:** Messrs. Melia, Athanas, Nolan, and Ampagoomian.

Also Present: Adam D. Gaudette, Town Manager and Sharon Susienka, Exec. Asst. to the Town Manager.

Town Meeting Business. Town Manager Gaudette brought up Article 29, the purpose of which is to transfer money into the Stabilization Fund. He explained that the Board will offer their motion to pass over this article as planned. However, he also advised that if any of the capital articles are not supported there could be the possibility of transferring some free cash into the Stabilization Fund but they would have to wait and see how it goes. Mr. Gaudette said he would request Town Counsel's assistance if need be.

There being no further business before the Board at this time, a motion/Mr. Ampagoomian, seconded/Mr. Athanas to adjourn the Selectmen's Meeting at the conclusion of the Spring Annual Town Meeting this evening. Vote yes/Messrs. Melia, Athanas, Nolan and Ampagoomian.

Meeting Adjourned: 11:53 P.M.

Respectfully submitted,

James Athanas, Clerk

s/

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

May 1, 2018

APPROVAL OF MINUTES/None

PUBLIC HEARING/None

APPOINTMENTS/RESIGNATIONS/None

CITIZENS' COMMENTS/INPUT/None

DECISIONS

A. Town Meeting Business:

-No documentation

DISCUSSIONS/None

TOWN MANAGER'S REPORT/None

SELECTMEN'S CONCERNS/None

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

BOARD OF SELECTMEN'S MEETING
May 7, 2018

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. Ampagoomian, Athanas, Melia, and Nolan. **Also Present:** Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES: 1) **April 9, 2018.** A motion/Mr. Athanas, seconded/Mr. Nolan to approve the April 9, 2018 minutes as presented with the readings omitted. Vote yes/ Messrs. Ampagoomian, Athanas, Melia and Nolan. 2) **May 1, 2018 Spring Annual Town Meeting.** A motion/Mr. Melia, seconded/Mr. Athanas to approve the May 1, 2018 minutes [SATM] as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

APPOINTMENTS/Resignations/None

CITIZENS' COMMENTS/INPUT: Local Business Spotlight/None

2018 Annual License Renewals [Junk Dealers, Bowling & Billiards] / Vote to approve subject to the payment of all monies due the Town. A motion/Mr. Melia, seconded/Mr. Athanas to approve the 2018 Annual Junk Dealers, Bowling & Billiards licenses subject to the payment of all monies owed to the Town. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Northbridge Fire Department/Request permission to hang a banner across Church Street from 1) June 3, 2018 until June 10, 2018 to promote the annual Spaghetti Supper to be held on June 9, 2018 and 2) from June 17, 2018 until July 1, 2018 to promote the annual Fourth of July Fireworks Event to be held on Friday, June 29, 2018. A motion/Mr. Nolan seconded/Mr. Melia to approve the Northbridge Fire Department's requests to hang a banner across Church Street from June 3, 2018 until June 10, 2018 to promote the annual Spaghetti Supper to be held on June 9, 2018 and to hang a banner across Church Street from June 17, 2018 until July 1, 2018 to promote the annual Fourth of July Fireworks Event to be held on Friday, June 29, 2018. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Chairman Ampagoomian moved to items H. and I.

Monetary Donation/Vote to accept monetary donation in the amount of \$500 from Jim Morrissette's Oil Burner Service to benefit the Police Department. A motion/Mr. Melia, seconded/Mr. Nolan to accept a monetary donation of \$500 from Jim Morrissette's Oil Burner Service to benefit the Police Department. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Whitin Community Center/Request permission to hang a banner across Church Street from July 22, 2018 to August 5, 2018 to promote the annual Cars in the Park event to be held Saturday, August 18, 2018. A motion/Mr. Athanas, seconded/Mr. Melia to approve the Whitin Community Center's request to hang a banner across Church Street from July 22, 2018 to August 5, 2018 to promote the annual Cars In The Park event to be held on Saturday, August 18, 2018. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Chairman Ampagoomian announced that they would be moving to the public hearing as it is now 7:05 PM.

PUBLIC HEARING: 7:05 PM/The Philo Group, LLC dba The Rock, 2043 Providence Road, Northbridge, MA 01534 [Jay Husson, Mgr.]/Request consideration of applications to transfer the

following licenses from The Pardee Group, Inc. dba The Grill [John Pardee, Mgr.] to The Philo Group, LLC dba The Rock [Jay Husson, Mgr.] - 1) All Alcohol Common Victualler License 2) Non-alcoholic Common Victualler License 3) Sunday Entertainment License 4) Indoor Weekday Entertainment License and 5) Automatic Amusement License [Juke box]. Present: Jay Husson. A motion was made and seconded to open the public hearing. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan. Chairman Ampagoomian read aloud the public hearing notice. The current owner, Mr. Pardee, stated he is looking to transfer his licenses to Mr. Jay Husson who has shown great interest and who Mr. Pardee believes will do a great job. Mr. Husson stated he resides in Grafton and has worked in customer service his whole life, including restaurants, bars, and night clubs. He also noted he was an Auxiliary Police Officer for 8 years and worked in Youth Services for 8 years. He further mentioned that he has had a lot of experience with management as well as supervision. Selectman Melia said he noticed in the submittal application that Mr. Husson had prior restaurant experience and asked what his experience is in that industry. Mr. Husson responded that his father owned a restaurant. Selectman Melia asked if everyone was TIPS Certified and Mr. Husson explained he is waiting for his son to be done with college to take the bartenders course to get TIPS certified and SERVE SAFE certified. Selectman Melia also asked if Mr. Husson was planning to introduce anything new. Mr. Husson advised he would like to serve coffee and muffins in the morning and that he has been in touch with the Board of Health Agent regarding same. He also offered that he is also looking into having sandwiches at some time in the future. Continuing, Mr. Husson explained he is hoping to get involved with more arts such as pottery, painting, paint nights, etc. With no further questions from the Board, Chairman Ampagoomian opened discussion to abutters. A Central Avenue resident reported he has had noise issues on Friday nights due to the fact that the doors remain open, which makes the noise worse. The resident also mentioned parking is an issue and they have concerns for people parking across the street and having to cross Route 122 where there is no crosswalk. Selectman Melia verified that these licenses are transfers of the current owner to the new owner. Mr. Pardee stated yes that is correct. Selectman Melia asked the abutters if they have called the Police Department when these issues occur. One abutter stated that he called once. Selectman Melia advised that the first step with any type of disturbance is to notify the Police who will document it and send an officer to the scene. Selectman Melia explained that if the complaints continue to persist, a letter comes to the Local Licensing Authority, which in this case is the Selectmen, who can hold a hearing where the Board can amend the license accordingly in order to stop such complaints. Mr. Husson then stated he is very approachable and will work with the area residents to resolve the issues they are having. An abutter from the audience stated that any issues that have occurred have been handled and added that he would like to see a fence put up because the one that is currently there is his and it continues to be backed up into. Chairman Ampagoomian urged Mr. Husson not to allow his customers to park across the street in the vacant lot as it is a risk for those crossing. A motion/Mr. Melia seconded/Mr. Athanas to close the public hearing. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan. A motion/Mr. Melia, seconded/Mr. Nolan to approve the applications to transfer the following licenses from The Pardee Group, Inc. dba The Grill [John Pardee, Mgr.] to The Philo Group, LLC dba The Rock [Jay Husson, Mgr.] as follows: 1) All Alcohol Common Victualler License [contingent upon a TIPS certification program being completed], 2) Non-alcoholic Common Victualler License, 3) Sunday Entertainment License, 4) Indoor Weekday Entertainment License, and 5) Automatic Amusement License [Juke box]. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

7:10 Purgatory Beer Company, 670 Linwood Avenue, Building C, Whitinsville, MA 01588 [Kevin Mulvehill, Mgr.]/Request for an indoor Weekday Entertainment License for Thursdays from 12 PM to 8 PM, Fridays and Saturdays 12 PM to 9 PM. Present: Kevin Mulvehill, Owner. A motion was made and seconded to open the public hearing at 7:25 PM. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan. Chairman Ampagoomian read aloud the public hearing notice. Mr. Mulvehill was present and stated that Mr. Distefano was not able to attend tonight's meeting. Continuing, Mr. Mulvehill mentioned that the area they have is small so the live music they would host would be at most 4 pieces and explained he is not sure yet as to how often they plan to have live entertainment. He also informed the Board that he

would like to hold trivia nights as well. Selectman Athanas asked if the entertainment would be inside only. Mr. Mulvehill explained that originally they were seeking an indoor/outdoor permit but there were some objections to the outdoor so he is just looking to do indoor entertainment only. Chairman Ampagoomian opened discussion to abutters. There being no further discussion, a motion/Mr. Melia, seconded/Mr. Athanas to close the public hearing. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan. A motion/Mr. Athanas, seconded/Mr. Nolan to approve the indoor Weekday Entertainment License for Thursdays from 12 PM to 8 PM, Fridays and Saturdays 12 PM to 9 PM on the premises of Purgatory Beer Company, 670 Linwood Avenue, Building C, Whitinsville, MA 01588. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

Laura VandenAkker/1) Request to hold a Sidewalk Sale on Saturday, June 16, 2018 from 9 AM to 3 PM; 2) Request to close Church Street; 3) Request for a one-day Entertainment License; and 4) Request to hang a banner across Church Street from June 10, 2018 to June 17, 2018/ Present: Laura VandenAkker and Kathleen Tonry. Ms. Tonry introduced herself stating that she is the owner of Katalina's Boutique located at 1682 Providence Road and Laura VandenAkker, Owner of Many Creations, located at 99 Church Street. Ms. Tonry explained that a small group of business owners discussed the hope to bring back the nostalgic sidewalk sale. She said that they are requesting permission to hold the sidewalk sale on Saturday, June 16, 2018 from 10 AM to 2 PM allowing an hour before and after for set up and breakdown. She noted that the road closure would be from Unibank to Corner Pizza where the light is. They are hoping to make this an annual event if all goes well. Selectman Athanas stated that he feels as though it is a great idea and as long as there is still access to Park Street for those looking to get through downtown. Chairman Ampagoomian explained that the banner is for non-profits and urged them to start the downtown business association as a non-profit again. He also pointed out that the vote on the banner has been taken under consideration despite the requestor being a for-profit organization. A motion/Mr. Melia, seconded/Mr. Athanas to approve the following requests: 1) to hold a Sidewalk Sale on Saturday, June 16, 2018 from 9 AM to 3 PM, 2) request to close Church Street from 9 AM to 3 PM on June 16, 2018, 3) request for a one-day Entertainment License for June 16, 2018 from 10 AM to 2 PM, and 4) request to hang a banner across Church Street from June 10, 2018 to June 17, 2018 to promote the Sidewalk Sale. Selectman Nolan noted that the vote on the Banner is being allowed this time but they cannot speak for Select Boards in the future. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Whitinsville Water Company/Church Street Project update. Town Manager Gaudette stated that an update has been provided by Randy Swigor, General Manager, Whitinsville Water Company. He said that the WWC sent out a request for proposals to multiple firms and they are due on Friday, May 11, 2018. The Water Company is expecting to award the bid to a paving company on Monday, May 14, 2018 with preference to a company that can start as soon as possible. It is expected to be a three to four week job.

TOWN MANAGER'S REPORT / 1) Meetings Attended: Monday, April 23, 2018 – Attended the Board of Selectmen Meeting. **Wednesday, April 25, 2018** – Hosted a CMRPC Legislative Affairs Committee Meeting. **Thursday, April 26, 2018** – Met with the Town Moderator and Staff to prepare for the Town Meeting. **Friday, April 27, 2018** – Held a Department Managers Meeting. **Tuesday, May 1, 2018** – Attended the Annual Town Meeting. Town Manager Gaudette stated that there twenty eight out of twenty nine articles approved. Town Manager Gaudette thanked those residents that attended, the volunteer Boards and elected Boards, and the staff for all the hard work put into preparing for the Town Meeting. **Wednesday, May 2, 2018** – Attended a regional Town Managers luncheon. **Thursday, May 3, 2018** – Attended the joint School Building/Selectmen/Finance Committee Meeting. **2) Balmer School Building Project:** A joint meeting of the Building Committee, School Committee, Board of Selectmen and Finance Committee was held on Thursday, May 3, 2018 at the High School Media Center. The purpose of the meeting was to discuss finance options for the project. **3) DPW Garage Project:** Town Manager Gaudette stated that things continue to progress on site. The building construction is nearing completion with remaining electrical, communications and fire alarm installation ongoing. Completed site related activities include installation

of the main gate, loaming, the shaping of the retention pond and adjacent sloped areas, as well as binder asphalt course. Although the project is substantially, miscellaneous punch list items will continue through May. **4) Fire Station Project (Feasibility Study):** Town Manager Gaudette has been working with staff and the Owner's Project Manager, as well as committee representatives, on the Site Selection Evaluation Process. In addition, the group will be developing a Request For Quotes for Designer (Architect) Selection in hopes of advertising this summer. The project has experienced some delay due to the OPM representative leaving for another position with a new company. **5) Town Meeting Follow-up:** The FY 2019 Budget Development process has been completed and the Annual Town Meeting adopted the FY 2019 Budget. Staff will begin preparing for FY 2018 year-end as well as moving forward with Capital Projects.

Town Manager Gaudette announced that on Tuesday, May 15, 2018 is the Annual Town Election and polls will be open from 7 AM to 8 PM.

SELECTMEN'S CONCERNS: **Selectman Athanas 1)** attended the Annual Whittin Community Center fundraiser, which was held in the Great Hall and added that it is a great space and he hopes the Town takes advantage of using it. **2)** has concerns for the road repair list and would like to get discussion on which roads are being repaired and start looking ahead. Town Manager Gaudette stated that he is anticipating a report in the next week or two and is looking to add it to the May 21, 2018 agenda and have the Highway Superintendent present for the meeting. **Selectman Melia** asked Town Manager Gaudette to have a conversation with the Information Technology Director to be aware of the recent attacks on Towns and cities by shutting the whole system down. He also said that it is to the point where money is paid to the hackers to receive the information back to avoid it being deleted. Town Manager Gaudette stated that he would get a memorandum from the IT Director regarding what is being done currently and explained that in addition to that a big piece is having cloud-based storage so that if there is any devastation at least all files would be backed up to the previous day. **Selectman Ampagoomian 1)** asked for a brief update on the solar farm progress. Town Manager Gaudette stated he would reach out to the Conservation Commission. **2)** Chairman Ampagoomian mentioned that at the next meeting the Board will be reorganizing and thanked the Board for allowing him to be the Chairman and stated he believes that they are a great working team.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

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

Meeting Adjourned: 7:53 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

May 7, 2018

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES:

A. 1) April 9, 2018

-Copy of April 9, 2018 meeting minutes

2) May 1, 2018 [Spring Annual Town Meeting]

-Copy of May 1, 2018 minutes [SATM]

II. PUBLIC HEARING:

B. 7:05 The Philo Group, LLC dba The Rock, 2043 Providence Road, Northbridge, MA 01534 [Jay Husson, Mgr.]/Application to transfer the 1) All Alcohol Common Victualler License

- Copy of public hearing notice
- Copy of Monetary Transmittal Form
- Copy of receipt of electronic payment
- Copy of application to transfer license
- Copy of beneficial interest form (individual)
- Copy of beneficial interest form (organization)
- Copy of Cori Request form
- Copy of letter regarding residency
- Copy of voter's registration
- Copy of corporate vote
- Copy of Articles of Organization
- Copy of Business Certificate
- Copy of plan/Layout
- Copy of lease
- Copy of abutter's notification request memo
- Copy of abutters list
- Copy of abutter's notification

2) Non-alcoholic Common Victualler License

-Copy of application for a non-alcoholic common Victualler license

3) Sunday Entertainment License

-Copy of Sunday entertainment license application

4) Indoor Weekday Entertainment License

-Copy of weekday entertainment license application

5) Automatic Amusement License [Juke box] from The Pardee Group Inc. dba The Grill [John Pardee, Mgr.] Present: Jay Husson

- Copy of Automatic Amusement license application
- Copy of License routing slip (for all licenses under The Philo Group)

C. 7:10 Purgatory Beer Company, 670 Linwood Avenue, Building C, Whitinsville, MA 01588 [Kevin Mulvehill, Mgr.]/Request for an indoor Weekday Entertainment License for Thursdays from 12 PM to 8 PM, Fridays and Saturdays 12 PM to 9 PM. Present: Brian Distefano

- Copy of public hearing notification
- Copy of application for an entertainment license
- Copy of REAP form
- Copy of Worker's Compensation Affidavit
- Copy of license routing slip

III. APPOINTMENTS/Resignations: None

IV. CITIZENS' COMMENTS/INPUT: Local Business Spotlight: None

V. DECISIONS:

D. 2018 Annual License Renewals [Junk Dealers, Bowling & Billiards] / Vote to approve subject to the payment of all monies due the Town

- Copy of Junk Dealers/Bowling/Billiard license renewals listing for 2018
- Copy of tax status listing

E. Northbridge Fire Department/Request permission to hang a banner across Church Street from 1) June 3, 2018 until June 10, 2018 to promote the annual Spaghetti Supper to be held on June 9, 2018

- Copy of letter requesting to hang a banner
- 2) June 17, 2018 until July 1, 2018 to promote the annual Fourth of July Fireworks Event to be held on Friday, June 29, 2018**
- Copy of letter requesting to hang a banner

F. Laura Vanden Akker/1) Request to hold a Sidewalk Sale on Saturday, June 16, 2018 from 9 AM to 3 PM 2) Request to close Church Street 3) Request for a one day Entertainment License 4) Request to hang a banner across Church Street from June 10, 2018 to June 17, 2018/Present: Laura Vanden Akker and Kathleen Tonry

- Copy of letter listing all four requests
- Copy of banner requirements
- Copy of one-day entertainment application
- Copy of License Routing Slip

G. Whitin Community Center/Request permission to hang a banner across Church Street from July 22, 2018 to August 5, 2018 to promote the annual Cars In The Park event on Saturday, August 18, 2018

- Copy of letter requesting to hang a banner

H. Monetary Donation/Vote to accept monetary donation in the amount of \$500 from Jim Morrissette's Oil Burner Service to benefit the Police Department/No documentation

VI. DISCUSSIONS:

I. Whitinsville Water Company/Church Street Project update

- Copy of email regarding the Church Street Project update

- VII. TOWN MANAGER'S REPORT**
 - J. 1) Meetings Attended/No documentation**
 - 2) School Building Project Update/No documentation**
 - 3) DPW Garage Project/No documentation**
 - 4) Fire Station Project (Feasibility Study)/No documentation**
 - 5) Town Meeting Follow-up/No documentation**
- VIII. SELECTMEN'S CONCERNS/No documentation**
- IX. ITEMS FOR FUTURE AGENDA/None**
- X. CORRESPONDENCE/None**
- XI. EXECUTIVE SESSION/None**

BOARD OF SELECTMEN'S MEETING
May 21, 2018

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. Ampagoomian, Athanas, and Nolan. Selectman Melia and Selectwoman Cannon were absent and it is duly noted. **Also Present:** Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

Presentation of Proclamation to Carolyn Mitchell. Chairman Ampagoomian read the prepared proclamation aloud and presented it to Carolyn Mitchell.

Presentation: Representative Muradian / Budget update. Representative Muradian stated that the House budget for Chapter 98 is at \$15,539,941 dollars, which is an increase from the current year. Within that the average per pupil has increased, but not as much as Representative Muradian had hoped for. He also noted that the Special Education circuit breaker came in at \$300,250,000 dollars, which is also an increase over this year. He stated that the Regional School Transportation is at \$63,500,000 dollars. He added that the Unrestricted General Government Aid is looking like \$2,182,545 dollars. Representative Muradian reported that when he reviewed earmarks with the Town Manager, one of which was Public Safety, he was able to secure over half the funding that Northbridge requested. Representative Muradian urged the Town not to spend the money until it is confirmed with the State. Representative Muradian then congratulated Selectwoman Alicia Cannon on becoming a member of the Board of Selectmen. Selectman Nolan asked what the typical timeline is for the process of earmarks going through vetoes and 9C. Representative Muradian explained that the Governor's budget is released in January, the House budget is released the second week in April, then they have two days to review the budget and file amendments. Then they have a week to go over all the amendments. Representative Muradian said that the budget is then debated the last week of April. He explained that the Senate budget follows a similar structure in May. In June and July there is potential for a Conference Committee to be set up. The Conference Committee looks at a dollar value difference, which can come anytime between July until August. From there the House and the Senate vote on it, then it goes to the Governor's desk, and he/she has ten days to review it.

APPROVAL OF MINUTES: April 23, 2018. A motion/Mr. Athanas, seconded/Mr. Nolan to approve the April 23, 2018 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas, and Nolan.

PUBLIC HEARING/None

APPOINTMENTS/Resignations/None

CITIZENS' COMMENTS/INPUT/None

K & D Coffee LLC, 1 Plummer's Corner, Whitinsville, MA 01588 [Kiara Gibbs]/Application to transfer the non-alcoholic Common Victualler license from Raccor Foods, LLC dba The Little Coffee Bean [Darrell Laws]/Present: Kiara Gibbs. Ms. Gibbs explained that they plan on expanding the hours and staying open until 4 PM Monday through Friday and until 3 PM on Saturdays and Sundays. A motion/Mr. Athanas, seconded/Mr. Nolan to transfer the non-alcoholic Common Victualler license from Raccor Foods, LLC dba The Little Coffee Bean, located at 1 Plummer's Corner, Whitinsville, MA 01588 to K & D Coffee LLC, Kiara Gibbs, Manager. Vote yes/Messrs. Ampagoomian, Athanas, and Nolan.

Whitin Community Center/1) Request for a one-day wines & malts license for the annual Wooed by the Food event, to be held Saturday, June 9, 2018 from 11 A.M. to 5 P.M. in Whitin Park 2) Request for a one-day entertainment license for the annual Wooed by the Food event, to be held Saturday, June 9, 2018 from 11 A.M. to 5 P.M. in Whitin Park 3) Request for a one-day wines & malts license for the annual Cars in the Park event to be held on Saturday, August 18, 2018 from 10 AM to 4 PM 4) Request for a one-day entertainment license for the annual Cars in the Park event to be held on Saturday, August 18, 2018 from 10 AM to 4 PM 5) Request permission to hang a banner across Church Street from July 22, 2018 to August 5, 2018 to advertise the annual Cars in the Park event to be held on Saturday, August 18, 2018 from 10 AM to 4 PM Present: Heather Elster. Ms. Elster explained that the Wooed By The Food event is going to be held on June 9th and they would like to have a beer garden at this event. She explained that the drinking area would be roped off and those consuming alcohol will be required to show valid photo ID to receive a wristband to indicate they are of age. Ms. Elster explained that both events will have a DJ. Ms. Elster explained the same will be true for the Cars in the Park event as far as the drinking area being roped off and consumers will be required to show a valid photo ID to receive a wristband to purchase wine and malt beverages. A motion/Mr. Nolan, seconded/Mr. Athanas to approve the Whitin Community Center's requests as follows: 1) request for a one-day wines & malts license for the annual Wooed by the Food event, to be held Saturday, June 9, 2018 from 11 A.M. to 5 P.M. in Whitin Park, 2) Request for a one-day entertainment license for the annual Wooed by the Food event, to be held Saturday, June 9, 2018 from 11 A.M. to 5 P.M. in Whitin Park, 3) Request for a one-day wines & malts license for the annual Cars in the Park event to be held on Saturday, August 18, 2018 from 10 AM to 4 PM, 4) Request for a one-day entertainment license for the annual Cars in the Park event to be held on Saturday, August 18, 2018 from 10 AM to 4 PM, and 5) permission to hang a banner across Church Street from July 22, 2018 to August 5, 2018 to advertise the annual Cars in the Park event to be held on Saturday, August 18, 2018 from 10 AM to 4 PM. Vote yes/Messrs. Ampagoomian, Athanas, and Nolan.

Whitinsville Water Company/Church Street Project Update. Town Manager Gaudette explained that he has received updates as requested from the Whitinsville Water Company regarding the Church Street Project. Mr. Shuris, Department of Public Works Director, explained that they held a preconstruction meeting last week before the work commenced, laid out the parameters of the limits of work, met with the contractor and consultant of Whitinsville Water Co. Mr. Shuris stated that the contractor updated him on the progress and ways to make improvements to the road. He also said that they are going to replace ten frames and covers. Mr. Shuris expressed that as long as everything goes as planned, everything should be completed by the end of this week. Selectman Ampagoomian asked about the areas beyond the scope of work that were disturbed. Mr. Shuris replied that the Department of Public Works will have to address those areas since it was not due to the project.

Summer Road Improvement Projects/Present: James Shuris, Department of Public Works Director and Jamie Luchini, Highway Superintendent. Mr. Shuris explained there is currently 3 miles of roads to be reconstructed, 20 to 30 miles of road for maintenance to begin with those roads that were not finished from the previous year. Town appropriated funds will be used along with Chapter 90 monies that were granted this year. Mr. Luchini explained that once they received the rough number for Chapter 90 money, a list was created of roads that had the most need. Mr. Luchini explained the following terms: Reclamation is when the road is grinded down to gravel and is repaved, this paving occurs because there is no base road left to mill down to. Cold-planing is taking two inches off the top to remove the top layer of road to get to the base material, then two inches of finish coat is applied. Overlay is when a grade is set with the paver and lay asphalt down. Mr. Luchini listed the following roads for repair: Pollard Road, which will be a total reclamation from Hill Street to the Sutton Town Line; a section of Hill Street from 1089 Hill Street to Kings North Street including the circle around the water tank, to be cold-planed; Highland Street from Benson Road to Rumonoski Drive, to be cold-planed; Sprague Street, for an overlay; Old Quaker Street by Lookout Rock to Wolfe Hill Road. Mr. Luchini added along with the paving, crack sealing will also be completed.

The roads targeted for crack sealing will be Fletcher Street, Douglas Road, Goldthwaite Road, School Street, Quaker Street, and North Main Street. Mr. Luchini explained that line painting will take place as well including crosswalks and intersections. Another portion of the projects is the sidewalks that are not ADA compliant, and sections of sidewalk that are in complete disrepair. Selectman Athanas asked if the prices have already been set for asphalt. Mr. Luchini replied that it has not and will go out to bid on Wednesday. It will also be in the Central Register and the invitations for bids will be sent out on Wednesday. Mr. Luchini explained that the prices of asphalt will come back two weeks from now, when the bids are open on June 6th. Selectman Nolan asked if there was a plan for the Roads Program once this plan is up. Mr. Luchini stated that the Town seems to be willing to grant the monies that they have been given, which is a big help especially with items that chapter 90 money can't be used for. He said he would not be comfortable asking the town for a million dollars, but instead try to continue on the pace they have been he would feel more comfortable.

TOWN MANAGER'S REPORT/ 1) Meetings Attended: Tuesday, May 15, 2018 – Visited the High School during the Annual Election. Town Manger Gaudette publicized that the Community Preservation Act (CPA) passed and the marijuana opt-out failed. Town Manager Gaudette explained that the Planning Board is preparing for the Fall Annual Town Meeting regarding the marijuana opt-out. Town Manager Gaudette explained they would be seeking approval for zoning regulations and going through the process of drafting regulations. Town Manager Gaudette spoke about the CPA, explaining that he and staff have been in touch with the Secretary of State and the Department of Revenue for the tax adjustment. Tuesday, May 15, 2018 – Negotiations with DPW Union. Wednesday, May 16, 2018 – Met with DPW Staff and 4C's Vault Company regarding contract for Pine Grove Cemetery burials. Wednesday, May 16, 2018 – Met with the UniBank and School Officials/Town Staff to discuss potential school project borrowing. Thursday, May 17, 2018 – Negotiations with Northbridge Police Association. Friday, May 18, 2018 – Attended the CMRPC Legislative Affairs Meeting. **2) Balmer School Building Project: Town Manager Gaudette stated that members of the project team and Town Staff met with a representative from UniBank this past May 16th to discuss the borrowing program. There are several Community Forums and other joint-board meetings upcoming over the next few months to prepare for the Fall voting process. **2) DPW Garage Project:** Town Manager Gaudette stated that the Project remains substantially complete and we continue to work on safety-related punch list items pertaining to the issuance of a temporary certificate of occupancy. These include carbon monoxide detectors/exhaust fan interface; as-built drawings; and professional engineering affidavits. A full certificate of occupancy will be follow upon the completion of existing/new building fire alarm/communications work items. The equipment lift and fueling station remain open items and are scheduled for an early June delivery/installation. **3) Fire Station Project (Feasibility Study):** Town Manager Gaudette stated he has been working with staff and the Owners Project Manager (OPM), as well as committee representatives, on the Site Selection Evaluation Process. In addition, the group will be developing a Request for Quotes for Designer (Architect) Selection in hopes of advertising this summer. The project has experienced some delay due to the OPM representative leaving for another position with a new company. **4) Town Meeting Follow-up:** The FY 2019 Budget Development process has been completed and the Annual Town Meeting adopted the FY 2019 Budget. Staff will begin preparing for FY 2018 year-end as well as moving forward with Capital Projects. **5) Town Election Follow-up:** Town Manager Gaudette stated he will be working with the Town Planner on next steps for the Community Preservation Act as well as Recreational Marijuana. The Planning Board will be working on zoning regulations for the Fall Annual Town Meeting.**

SELECTMEN'S CONCERNS: Chairman Ampagoomian/1) reminded viewers that the Memorial Day exercises will take place on Monday, May 28, 2018, @ 10AM and those marching will meet at the intersection of Granite Street and Church Street at 9:30 AM to march to Memorial Park, with services to follow. **2)** informed the residents that the Northbridge Board of Selectmen, School Committee, Fire Department, Police Department, and the Department of Public Works are discussing the development of an ALICE program. Chairman Ampagoomian explained that ALICE stands for Alert, Lockdown, Information,

Counter, and Evacuation. Retraining of staff and students has been ongoing, not only in the public schools but also the Whitinsville Christian School. Town Manager Gaudette clarified that the ALICE program has been in place, but they are working towards updating the policies and procedures based on what is going on, update systems and working through a Critical Incident Plan, which is an update on what has been in place.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

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

Meeting Adjourned: 7:50 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

May 21, 2018

Presentation of Proclamation to Carolyn Mitchell

-Copy of Proclamation

Presentation: Representative Muradian / Budget update /No documentation

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES:

A. April 23, 2018

-Copy of April 23, 2018 meeting minutes

II. PUBLIC HEARING/None

III. APPOINTMENTS/Resignations/None

IV. CITIZENS' COMMENTS/INPUT/None

V. DECISIONS:

**B. K & D Coffee LLC, 1 Plummer's Corner, Whitinsville, MA 01588 [Kiara Gibbs]
/Application to transfer the non-alcoholic Common Victualler license from Raccor Foods,
LLC dba The Little Coffee Bean [Darrell Laws]/Present: Kiara Gibbs**

-Copy of Application for Non-Alcoholic Common Victualler license

-Copy of Certificate of Organization

-Copy of License Routing Slip

**C. Whitin Community Center/1) Request for a one-day wines & malts license for the annual
Woody by the Food event, to be held Saturday, June 9, 2018 from 11 A.M. to 5 P.M. in
Whitin Park**

-Copy of Application for a special one-day wine and malt license

-Copy of description of premises

-Copy of Hold Harmless Agreement

-Copy of License Routing Slip

**2) Request for a one-day entertainment license for the annual Woody by the Food event, to
be held Saturday, June 9, 2018 from 11 A.M. to 5 P.M. in Whitin Park**

-Copy of Application for a one-day entertainment license

-Copy of License Routing Slip

**3) Request for a one-day wines & malts license for the annual Cars in the Park event to be
held on Saturday, August 18, 2018 from 10 A.M. to 4 P.M.**

-Copy of application for a special one-day wine and malt license

-Copy of Hold Harmless Agreement

-Copy of description of premises

-Copy License Routing Slip

4) Request for a one-day entertainment license for the annual Cars in the Park event to be held on Saturday, August 18, 2018 from 10 AM to 4 PM

- Copy of Application for a one-Day Entertainment application
- Copy of License Routing Slip

5) Request permission to hang a banner across Church Street from July 22, 2018 to August 5, 2018 to advertise the annual Cars in the Park event to be held on Saturday, August 18, 2018 from 10 AM to 4 PM Present: Heather Elster

- Copy of letter requesting to hang the banner

VI. DISCUSSIONS

D. Whitinsville Water Company/Church Street Project Update

- Copy of email update regarding the Church Street Project Update

E. Summer Road Improvement Projects/Present: James Shuris, Department of Public Works Director and Jamie Luchini, Highway Superintendent

- Copy of Road improvement listing
- Copy of crack sealing listing

VII. TOWN MANAGER'S REPORT

- F. 1) Meetings Attended/No documentation**
- 2) School Building Project Update/No documentation**
- 3) DPW Garage Project/No documentation**
- 4) Fire Station Project (Feasibility Study)/No documentation**
- 5) Other ongoing tasks/No documentation**

VIII. SELECTMEN'S CONCERNS/No documentation

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION/None

BOARD OF SELECTMEN'S MEETING
June 11, 2018

A meeting of the Board of Selectmen was called to order by Chairman Ampagoomian at 6:30 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Present: Messrs. Ampagoomian, Athanas, Melia and Nolan. Selectwoman Cannon was absent and it is duly noted. **Also Present:** Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

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

A motion/Mr. Melia, seconded/Mr. Nolan to go into Executive Session under **M.G.L c.30A, Sec. 21 #2** - To discuss strategy with respect to contract negotiations for non-union personnel [Fire Chief] and under **M.G.L c.30A Sec. 21 #3** - To discuss strategy with respect to contract negotiations [Police, Firefighters, & DPW] -and reconvene in open session. Roll Call Vote: Mr. Athanas/Yes, Mr. Ampagoomian/Yes, Mr. Melia/Yes, and Mr. Nolan/Yes.

Open Session Adjourned: 6:32 PM

Executive Session Convened: 6:33 PM

Executive Session Adjourned: 6:58 PM

Open Session Reconvened: 7:01 PM

PRESENTATION: Certificates of Special Recognition awarded to Eagle Scouts Stephen Oncay, Nathan Lamberson, and Chad Lamont. Chairman Ampagoomian introduced the Scouts and spoke about the Eagle Scout Ceremony that was held on June 9, 2018 and the projects the scouts completed to achieve this great accomplishment. Chairman Ampagoomian congratulated each Eagle Scout and wished them the best of luck in their future endeavors.

APPROVAL OF MINUTES: 1) May 7, 2018. A motion/Mr. Athanas, seconded/Mr. Nolan to approve the May 7, 2018 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan. **2) May 21, 2018.** A motion/Mr. Nolan, seconded/Mr. Athanas to approve the May 21, 2018 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas, and Nolan. Abstain: Selectman Melia.

PUBLIC HEARING/None.

APPOINTMENTS/By the Town Manager: Ms. Kim Corey, Administrative Assistant, Police Department/Present: Walter Warchol, Police Chief. Chief Warchol introduced Ms. Corey to the Board and stated that upon advertising they received an abundant number of applicants, which was then narrowed down to five finalists. After interviewing the five finalists, they were able to narrow it down to two, both of which had experience as Assistant to the Chief of Police. Chief Warchol stated that Ms. Corey was previously the Administrative Assistant to the Chief of Police in Millbury and noted she is a lifelong resident of Northbridge. Chief Warchol stated Ms. Corey will be an asset to the Police Department. A motion/Mr. Melia, seconded/Mr. Ampagoomian to affirm the Town Manager's appointment of Ms. Kim Corey as the Administrative Assistant to the Chief of Police. Vote yes/Messrs. Ampagoomian, Athanas,

Melia and Nolan.

CITIZENS' COMMENTS/INPUT: Local Business Spotlight: Our Northbridge, Mike Dutra. Mr. Dutra explained that Our Northbridge is a non-profit organization that focuses on the needs of those in town that face the greatest challenges. He said the reason behind the non-profit was to help return the Town to a time where prosperous citizens give back to the town. Mr. Dutra gave an example of when individuals would build a library and donate it to the Town for one dollar. He also stated Our Northbridge was started just over a month ago and they have received over three thousand dollars in donations going back to the community along with toys, diapers, wipes, formula and other things that young parents need. Mr. Dutra added that Our Northbridge strives to feed the children with not only food but with knowledge as well. Our Northbridge strives to clean up the streets and improve public spaces. For more information, visit the Facebook group Our Northbridge (Helping Hands). In closing, Mr. Dutra explained that Helping Hands is a division that focuses on taking care of children such as providing diapers and wipes, etc. Our Northbridge is located at 101 Church Street, Whitinsville MA. The office hours are Monday through Friday 9 AM to 5 PM.

Randy Dean Ross dba Lakeside Lunch Stop, 355 Main Street, Whitinsville, MA 01588/ Application to transfer the non-alcoholic Common Victualler license from Charles Berry d/b/a Dotta's Kitchen [Charles Berry, Mgr.] to Lakeside Lunch Stop. Mr. Ross stated that he plans to keep the hours the same, which are 11 AM to 4 PM. He said he is open to making changes down the road, but he is getting used to the business right now. Mr. Ross mentioned that the Fire Chief's inspection had some additional requirements, but Fire Chief White explained to him that if he shows forward progress he won't object to the Select Board approving it. There being no further discuss, a motion/Mr. Melia, seconded/Mr. Nolan to approve the transfer of the non-alcoholic Common Victualler license from Charles Berry d/b/a Dotta's Kitchen, 355 Main Street, Whitinsville, MA 01588 to Randy Dean Ross dba Lakeside Lunch Stop. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Alternatives/Request to hang a banner across Church Street from July 1, 2018 to July 15, 2018 to advertise the Free Summer Concert Series, Thursdays, from July 5, 2018 to August 30, 2018 on Alternatives Community Plaza. A motion/Mr. Melia, seconded/Mr. Athanas to approve the request to hang a banner across Church Street from July 1, 2018 to July 15, 2018 to advertise the Free Summer Concert Series. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

Bond Anticipation Notes (Department of Public Works)/Vote to Sign/Present: Julie Harris, Treasurer/Collector and Neil Vaidya, Town Accountant. Mr. Vaidya explained that the FY19 budget was approved at town meeting and includes the first payment for the DPW Facility project. He stated that he is before the Board this evening for approval of those bonds. He also explained that this will be a bond that floats every year and the interest will be paid off. A motion/Mr. Nolan, seconded/Mr. to award the sale of \$2,500,000 Bond Anticipation Notes dated June 29, 2018 payable June 28, 2019 to Unibank for Savings at a rate of 2.00%.

Vote to accept monetary donation for Scholarship/Present: Julie Harris, Treasurer Collector and Neil Vaidya, Town Accountant. Ms. Harris explained that the Town is in receipt of a donation towards the Thomas Prior and Joey LaFleur Scholarship at the School Dept. Ms. Harris explained that tonight's vote is a formality to accept the donation. Selectman Melia asked where the donation came from. Ms. Harris explained that it came from Joey LaFleur's father, who recently passed away. She also mentioned that he is making a lump sum donation to the scholarship fund to settle his estate. A motion/Mr. Melia, seconded/Mr. Athanas to accept the monetary donation for the Thomas Prior and Joey LaFleur Scholarship Fund. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

Dog Warrant/Vote to sign. A motion/Mr. Melia, seconded/Mr. Nolan to sign the Dog Warrant. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

Intermunicipal Agreement with the Town of Upton for Conservation Agent Services/Vote to Sign. Town Manager Gaudette explained that this is a continuation of an existing agreement between the Town of Upton and the Town of Northbridge for sharing Conservation Agent services. He also said that the Agent is an employee of the Town of Upton, but the Town of Northbridge contributes towards the employee's salary and benefits. Mr. Gaudette added that this is a 3-year contract with changes to the rate amounts and dates. A motion/Mr. Nolan, seconded/Mr. Melia to sign the Intermunicipal Agreement with the Town of Upton for Conservation Agent Services. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

Riverdale Cemetery Deed/Liavoni Ambert [Maple Ave., Row 6, Grave 4]. A motion/Mr. Melia, seconded/Mr. Nolan to approve the sale of a cemetery lot on Maple Ave., Row 6, Grave 4 to Liavoni Ambert. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan.

Municipal Vulnerability Preparedness Grant (MVP)/Present: R. Gary Bechtholdt, Town Planner & Members of Central Mass. Regional Planning Commission (CMRPC). Mr. Bechtholdt introduced Hoamy Tran, Assistant Planner with CMRPC and Adam Menard, Assistant Planner with CMRPC, who he explained would be presenting tonight. Mr. Bechtholdt reminded the Board that Northbridge partnered with the Town of Grafton and the Town of Millbury for the Municipal Vulnerability Preparedness grant. With that, multiple workshops have been held, along with meetings with local stakeholders and municipal departments. Ms. Tran explained that the MVP grant program provides support for communities to begin the process of planning for climate resiliency. Those communities who complete this process become certified as an MVP Program Community, which opens the door for follow-up grant funding and the priorities that are identified as part of the process the Town can apply for funding afterwards. Bonus points are received on State grant applications as being MVP Program communities. Ms. Tran explained that the MVP Program is guided by four primary objectives. 1) define extreme weather, natural and climate -related hazards. 2) Identify vulnerabilities and strengths 3) develop and prioritize actions for the community and broader stakeholder networks 4) identify opportunities for the community to advance to reduce risks and build resilience. She further explained that at the workshop, the participants were asked to define the top hazards that will impact their community in the long run. The four hazards identified were flooding, which includes dam failure, winter storms and ice, wildfires and droughts, as well as extreme temperatures. Ms. Tran added that with these hazards they have identified priority areas that would be impacted the most along with actions to address them. She pointed out that they viewed the priorities and actions in three different categories. The first category is environment. The following priority features, voted by the participants, would be the most affected by a climate change. On that list is: Open space, riverbank erosion, river sediments, forest land, and street trees. The second category is society. The priority concern areas that were expressed were the Rockdale and New Village areas due to the infrastructure and lack of resources. The third category is infrastructure, which included discussion on bridges and culverts. Ms. Tran explained that the next steps would be to wrap up the final report, which is comprised of a regional report made up of all the regional actions that were found from this process and separate local reports. She said the report would be submitted at the end of the month, at which point Northbridge will receive an MVP Program Community Designation and in the fall grant funding will be available. Selectman Athanas asked if the grants awarded this year were matching grants. Mr. Bechtholdt explained that he wasn't sure, and since it is the first roll-out there were only a handful of communities ready to apply for grants. Selectman Athanas also asked if when the DPW Facility was built if it was moved out of the floodplain. Mr. Bechtholdt stated he believes the structures are out of the floodplain but the site itself would still fall under the floodplain. Chairman Ampagoomian asked about the dredging of the Blackstone River. Mr. Bechtholdt explained that discussion took place in recognizing the historical flooding over the years in Rockdale and are looking at ways to address it.

Laurie Leeman/Request to do a Holiday Décor and Planter Project/Present: Laurie Leeman and Julie Harris, Treasurer/Collector. Ms. Leeman explained that as a resident in Douglas, she took on a project to beautify Main Street. She compiled an action plan and gathered a team. Boxed planters and telephone planters were placed throughout Main Street and resident volunteers help to maintain the planters. The planters were funded by donations made by local businesses. Ms. Leeman stated that she would like to start small and begin with a wreath project for Providence Road and Church Street, which would involve about 60 ornamental poles to hang the wreaths. She explained she would also like to get enough wreaths for municipal buildings for a total of one hundred wreaths. Ms. Leeman added she would like to set up a fund for any donations to go towards the wreaths and any left-over money could go to the Fire Department for fireworks. Ms. Harris explained that the account would be set up as its own bank account strictly for these donations. The Town will process all the funds and bills through the donation account and the Selectmen will be periodically updated with the amount of donations going into the account. Selectman Melia verified that both the Department of Public works and the Fire Department have agreed to assist in the hanging and removing of the wreaths. Ms. Leeman stated they have both been very gracious and offered their services. A motion/Mr. Nolan, seconded/Mr. Athanas to move this item from discussions to decisions. Vote yes/Messrs. Ampagoomian, Athanas, Melia, and Nolan. A motion/Mr. Nolan, seconded/Mr. to approve Ms. Leeman's request to do a Holiday Décor and Planter Project as noted above and to establish a bank account for that purpose. Vote yes/Messrs. Ampagoomain, Athanas, Melia and Nolan.

School Building Committee Project Update/Present: Joseph Strazzulla, School Building Committee. Mr. Strazzulla stated that the School Building Committee [SBC] will be meeting on Saturday at 3 PM with neighbors of the Balmer School to give them a chance to visit the school and get an overview of the project details. There will be a Board Meeting with the Massachusetts School Building Authority on June 27, 2018, which will determine the approval of the Project Budget and Schematic Design. Mr. Strazzulla stated that there will be another community forum on August 20, 2018. He stated that at the October 23, 2018 Annual Fall Town Meeting will include a vote for the School Building Project. During the Joint Committee meeting discussion took place regarding the ballot options. The first option is to submit the language to the State by August 1, 2018 to be approved for the November 6th ballot. The second option would be to hold a Special Election to take place in early December 2018. Mr. Strazzulla explained that the November 6th ballot included the Governors Election and two significant ballot questions. He also noted that the SBC felt as though it is too much and might be confusing to residents if the School Building Project question was also included on that ballot. He said he is looking to have a discussion with the Board on which option they would support. Selectman Athanas stated if they decide to go with the November 6th Election, the resident outcome will be a better turnout, however, with a special election, voters would be more aware that it is only the School Building Project question on the ballot. Selectman Athanas explained he was still undecided as to which option he feels would be best. Selectman Melia agreed with Selectman Athanas and applauded the committee for all their hard work. He stated he felt as though some residents would think the Town is trying to pull the wool over their eyes by having a Special Election; not to mention the cost associated with holding one. He mentioned he is leery about having a special election. Selectman Nolan stated he is leaning towards the November Election ballot. He said he believes that a bigger turnout is advantageous and a big part of it is voters who are renters in Town and are not going to see a big tax increase as a negative since it won't impact them directly. Chairman Ampagoomian stated that he agrees it should be on the November ballot and added that no matter which ballot the question is on, residents still need to be informed about the details of the ballot question. Mr. Strazzulla thanked the Board for their input and explained he would update the SBC after the meeting with the Massachusetts Building Authority.

TOWN MANAGER'S REPORT: 1) Meetings Attended: Monday, May 28, 2018 – Attended Memorial Day services. Tuesday, May 29, 2018 – Met with Financial Team. Wednesday, May 30, 2018 – Met with MMA Staff that visited Town Hall. Tuesday, June 5, 2018 – Met with Fire Chief White to discuss staffing. Tuesday, June 5, 2018 – Met with the DPW Union to endorse the CBA for FY 2019-FY 2021. Wednesday, June 6, 2018 – Met with Police Union member to discuss CBA discussions. Wednesday, June 6, 2018 –

Hosted a Central Mass. Regional Planning Commission Legislative Affairs Committee Meeting. Thursday, June 7, 2018 – Met with G. Bechtholdt and J. Sheehan to discuss Recreational Marijuana zoning. Friday, June 8, 2018 – Went to the Northbridge Middle School to view 5th Grade Interest Fair projects. **2) Balmer School Building Project:** The School Building Committee Meeting recently met on June 5, 2018 to continue to discuss neighborhood impacts. They had met with Mason Road abutters on May 19th and are scheduled to have a neighborhood meeting on June 16, 2018. **3) DPW Garage Project:** The Project remains substantially complete and we continue to work on safety-related punch list items pertaining to the issuance of a temporary certificate of occupancy (TCO). The Knox Box was installed and a "temporary" battery-operated Carbon Oxide (CO) detector will be installed to get the TCO. The permanent CO detector/connection will be installed when the materials arrive in 2-3 weeks. A full certificate of occupancy will be follow upon the completion of this work and existing/new building fire alarm/communications work items. The equipment lift and fueling station remain open items and the revised delivery/installation schedule will continue into July. **4) Fire Station Project (Feasibility Study):** The Town Manager has been working with staff and the Owners Project Manager (OPM), as well as committee representatives, on the Site Selection Evaluation Process. In addition, the group will be developing an Request for Quotation for Designer (Architect) Selection in hopes of advertising mid-winter/early spring. The project will experience some delay due to the OPM representative leaving for another position with a new company. **5) FY 2019 Budget/Spring Annual Town Meeting Follow-up:** The FY 2019 Budget Development process has been completed and the Annual Town Meeting adopted the FY 2019 Budget. Staff will begin preparing for FY 2018 year-end as well as moving forward with Capital Projects. **6) Other:** Collective Bargaining Agreement negotiations are ongoing with a target ratification date of June 30, 2018. As previously reported, the Dispatchers Union Agreement has been signed and as of this week, the DPW Union Agreement was signed as well. Town Manager Gaudette stated that the Town will be holding the Open for Business Breakfast on Wednesday, June 27th from 8 AM to 10 AM in the Great Hall. Town Manager Gaudette stated that on June 23, 2018 the Town of Northbridge Historic Commission and Alternatives are sponsoring the Historic Trolley Tours on Saturday June 23, 2018 at 9 AM, 11 AM and 1 PM. To sign up contact the Whitinsville Social Library at 508-234-2151. Town Manager Gaudette announced that there are two vacancies on the Planning Board, one elected position and one alternate.

SELECTMEN'S CONCERNS: **Selectman Athanas 1)** stated that final paving of Church Street looks good. **2)** asked for an update on the "Roads" projects. Mr. Luchini stated that the bids were favorable, and a contract was signed and returned. Road construction should begin at the end of the month or beginning of next month and should be a quick turnaround. **Selectman Melia** noticed that the east bound lane on Plummers Corner was flooding. Mr. Luchini stated that the silt sacks were left in some catch basins from the construction, but it has since been taken care of. **Chairman Ampagoomian 1)** asked about the striping of the pavement. Mr. Luchini stated that the marking company will be here at the end of the week to stripe the two crosswalks and the intersection arrows, as well as the centerline and fog line. **2)** asked if Mr. Luchini could reach out to the Department of Transportation and inform them of the potholes on Providence Road by Riverdale Cemetery and to check the catch basins at the entrance to the Shaw's Plaza.

ITEMS FOR FUTURE AGENDA: None

CORRESPONDENCE: None

EXECUTIVE SESSION 6:30 PM: M. 1) Under M.G.L c.30A, Sec. 21 #2 - To discuss strategy with respect to contract negotiations for non-union personnel [Fire Chief] and Under M.G.L c.30A 2) Sec. 21 #3 - To discuss strategy with respect to contract negotiations [Police, Firefighters, & DPW]

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

Meeting Adjourned: 8:27 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

June 11, 2018

PRESENTATION: Certificate of Special Recognition awarded to Eagle Scouts: Stephen Oncay, Nathan Lamberson, and Chad Lamont

-Letter from Boy Scout Troop 155 regarding Eagle Scout Ceremony for the scouts receiving their Eagle Scout Badges

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES:

A. 1) May 7, 2018

-Copy of May 7, 2018 meeting minutes

2) May 21, 2018

-Copy of May 21, 2018 meeting minutes

II. PUBLIC HEARING

III. APPOINTMENTS/By the Town Manager: B. Ms. Kim Corey, Administrative Assistant, Police Department/Present: Walter Warchol, Police Chief

-Copy of Kim Corey's resume

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS:

C. Randy Dean Ross dba Lakeside Lunch Stop, 355 Main Street, Whitinsville, MA 01588/ Application to transfer the non-alcoholic Common Victualler license from Charles Berry d/b/a Dotta's Kitchen [Charles Berry, Mgr.]/Present: Randy Ross

-Copy of application for a common Victualler License

-Copy of REAP form

-Copy of business certificate

-Copy of Certificate of Organization

-Copy of Map of layout

-Copy of License Routing Slip

-Copy of letter from Fire Department regarding inspection

D. Alternatives/Request to hang a banner across Church Street from July 1, 2018 to July 15, 2018 to advertise the Free Summer Concert Series, Thursdays, from July 5, 2018 to August 30, 2018 on Alternatives Community Plaza.

-Copy of email requesting to hang a banner across Church Street from July 1, 2018 to July 15, 2018 to advertise the Free Summer Concert Series

-Copy of flyer

E. Bond Anticipation Notes (Department of Public Works)/Vote to Sign/Present: Julie Harris, Treasurer/Collector and Neil Vaidya, Town Accountant

-Copy of bond

-Copy of vote form

F. Vote to accept monetary donation for Scholarship/Present: Julie Harris, Treasurer Collector and Neil Vaidya, Town Accountant

-Copy of letter regarding the Thomas Prior and Joey LaFleur Northbridge High School Memorial Scholarship

G. Dog Warrant/Vote to sign

-Copy of dog warrant

H. Intermunicipal Agreement-Conservation Agent Services with the Town of Upton/Vote to Sign

-Copy of Intermunicipal Agreement with the Town of Upton for Conservation Agent Services

I. Riverdale Cemetery Deed/Liavoni Ambert [Maple Ave., Row 6, Grave 4]

-Copy of Riverdale Cemetery Deed for Liavoni Ambert

VI. DISCUSSIONS:

J. Municipal Vulnerability Preparedness/Present: R. Gary Bechtholdt, Town Planner & Members of Central Mass. Regional Planning Commission

-Copy of Municipal Vulnerability Preparedness Power Point presentation

K. Laurie Leeman/Request to do a Holiday Décor and Planter Project/Present: Laurie Leeman

-Copy of Business plan for planter project

-Copy Holiday Décor Project

L. School Building Committee Project Update/Present: Joseph Strazzulla, School Building Committee/No documentation

VII. TOWN MANAGER'S REPORT

-Copy of Business Breakfast flyer

-Copy of Historic Trolley Tours flyer

VIII. SELECTMEN'S CONCERNS/No documentation

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION 6:30 PM: M. 1) Under M.G.L c.30A, Sec. 21 #2 - To discuss strategy with respect to contract negotiations [Fire Chief] and Under M.G.L c.30A 2) Sec. 21 #3 - To discuss strategy with respect to contract negotiations [Police, Firefighters, & DPW]



Northbridge Public Schools

Northbridge School Committee

87 Linwood Avenue, Whitinsville, Massachusetts 01588 (508) 234-8156 FAX (508) 234-8469 www.nps.org

Michael LeBrasseur, Chairperson, mlebrasseur@nps.org, Joseph Strazzulla, Vice-Chairperson,
Alicia Cannon, Brian Paulhus

Joint Meeting Between Northbridge School Committee & The Northbridge Board of Selectmen

Meeting Minutes

Tuesday, June 12, 2018
7:00 PM
Northbridge High School Media Center

I. Call to Order (7:00 PM)

Michael LeBrasseur called the meeting to order at 7:00 pm and took attendance of School

Committee members:

Michael LeBrasseur Present

Brian Paulhus Present

Joseph Strazzulla Present

Charlie Ampagoomian called for roll call of Selectmen:

James Athanas -- Present

Tom Melia -- Present

Daniel Nolan -- Present

Charlie Ampagoomian – Present

Alicia Cannon- Absent

II. Charlie Ampagoomian welcomed the following candidates: Michael Alden, Bethany Cammarano, Randi Zanca, and Nicole Bottiglieri. The members of the School Committee and the Board of Selectmen interviewed the candidates.

III. Charlie Ampagoomian opened up the meeting for nominations for the first seat.

IV. The motion was made by Joseph Strazzulla to nominate Michael Alden for the first seat. The motion was seconded by Tom Melia. The vote was taken by roll call and the following votes were recorded:

Michael LeBrasseur	Yes
Brian Paulhus	Yes
Joseph Strazzulla	Yes
James Athanas	No
Daniel Nolan	No
Thomas Melia	Yes
Charles Ampagoomian	No

4 members having voted in the affirmative

3 members having voted in the negative

Having not received a majority (5) of votes for all officers entitled to vote (8), the motion does not carry.

The motion was made by James Athanas to nominate Bethany Cammarano for the first seat. The motion was seconded by Charlie Ampagoomian. The vote was taken by roll call and the following votes were recorded:

Michael LeBrasseur	No
Brian Paulhus	Yes
Joseph Strazzulla	Yes
James Athanas	Yes
Daniel Nolan	Yes
Thomas Melia	Yes
Charles Ampagoomian	Yes

6 members having voted in the affirmative

1 members having voted in the negative

The motion was accepted with a roll call vote of 6-1.

*Bethany Cammarano was voted for the first seat.

The nomination for Nicole Borriglieri by Tom Melia and Joseph Strazzulla and the nomination for Randi Zanca by Michael LeBrasseur and Daniel Nolan were not voted on.

Charlie Ampagoomian opened up the nominations for the second seat.

The motion was made by Michael LeBrasseur to nominate Randi Zanca for the second seat.

The motion was seconded by Daniel Nolan. The vote was taken by roll call and the following votes were recorded:

Michael LeBrasseur	Yes
Brian Paulhus	No
Joseph Strazzulla	Yes
James Athanas	No
Daniel Nolan	Yes
Thomas Melia	No
Charles Ampagoomian	Yes

4 members having voted in the affirmative

3 members having voted in the negative

Having not received a majority (5) of votes for all officers entitled to vote (8), the motion does not carry.

The motion was made by James Athanas to nominate Nicole Bottiglieri for the second seat.

The motion was seconded by Michael LeBrasseur. The vote was taken by roll call and the following votes were recorded:

Michael LeBrasseur	No
Brian Paulhus	No
Joseph Strazzulla	No
James Athanas	Yes
Daniel Nolan	Yes
Thomas Melia	Yes
Charles Ampagoomian	Yes

4 members having voted in the affirmative

3 members having voted in the negative

Having not received a majority (5) of votes for all officers entitled to vote (8), the motion does not carry.

The motion was made by Thomas Melia to nominate Michael Alden for the second seat. The motion was seconded by Joseph Strazzulla. The vote was taken by roll call and the following votes were recorded:

Michael LeBrasseur	Yes
Brian Paulhus	Yes
Joseph Strazzulla	Yes
James Athanas	No
Daniel Nolan	Yes
Thomas Melia	Yes
Charles Ampagoomian	No

5 members having voted in the affirmative

2 members having voted in the negative

The motion was accepted with a roll call vote of 5-2.

*Michael Alden was voted for the second seat.

V. Adjournment (7:53 PM)

The motion was made by Michael LeBrasseur to adjourn the Joint Meeting between the Board of Selectmen and School Committee at 7:53PM. The motion was seconded by Joseph Strazzulla. The vote was taken by roll call and the following votes were recorded:

Michael LeBrasseur	Yes
Brian Paulhus	Yes
Joseph Strazzulla	Yes
James Athanas	Yes
Daniel Nolan	Yes
Thomas Melia	Yes
Charles Ampagoomian	Yes

7 members having voted in the affirmative

0 members having voted in the negative

The motion was accepted with a roll call vote of 7-0.

BOARD OF SELECTMEN'S MEETING
June 25, 2018

A meeting of the Board of Selectmen was called to order by Chairman Ampagoomian at 6:30 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Present: Board Members – Ampagoomian, Athanas, Cannon and Melia. Selectman Nolan was absent, and it is duly noted. **Also Present:** Adam D. Gaudette, Town Manager and Dr. Catherine Stickney, Superintendent of Schools.

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

A motion/Mr. Melia seconded/Mr. Athanas to go into Executive Session under **M.G.L c.30A, Sec. 21 #6** - To consider the purchase, exchange, lease or value of real property - and to reconvene in open session. Roll Call Vote: Mr. Athanas/Yes, Mr. Ampagoomian/Yes, Mr. Melia/Yes, and Ms. Cannon/Yes.

Open Session Adjourned: 6:31 PM

Executive Session Convened: 6:33 PM

Executive Session Adjourned: 6:46 PM

Open Session Reconvened: 7:00 PM

The Pledge of Allegiance was recited by those present.

REORGANIZATION OF THE BOARD OF SELECTMEN: 1) **Town Manager asked for Nominations for Chairman:** Town Manager Gaudette asked the Board of Selectmen for nominations for Chairman. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to nominate Selectman Thomas Melia for Chairman of the Board of Selectmen. Vote yes/Board Members: Ampagoomian, Athanas, Cannon and Melia. There being no further nominations for Chairman, Mr. Melia thanked the Board of Selectmen for electing him Chairman and stated former Chairman Charles Ampagoomian, Jr. did a great job during the past year. 2) **Chairman Melia asked for Nominations for Vice-Chairman.** A motion/Mr. Ampagoomian, seconded/Ms. Cannon to nominate Selectman James Athanas for Vice-Chairman. Vote yes/Board Members: Ampagoomian, Athanas, Cannon and Melia. 3) **Chairman Melia asked for Nominations for Clerk.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to nominate Selectman Daniel Nolan for Clerk of the Board. Vote yes/Board Members: Ampagoomian, Athanas, Cannon and Melia.

APPROVAL OF MINUTES: June 11, 2018 Executive Session. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve but not release the June 11, 2018 executive session minutes. Vote yes/Board Members: Ampagoomian, Athanas, Cannon and Melia.

PUBLIC HEARING: None

APPOINTMENTS/By the Board of Selectmen: 2018 Annual Reappointments/Vote to approve per the listing enclosed in the agenda packet. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve the Selectmen's 2018 Annual Reappointments as indicated on the list provided in the agenda packets. Vote yes/Board Members: Ampagoomian, Athanas, Cannon and Melia.

Green Committee [Selectmen's Representative]. Chairman Melia explained that Selectman James Marzec was the former Selectmen's Rep. for the Green Committee, but he has since resigned leaving the position open. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to appoint Selectman Daniel Nolan as

the Selectmen's Representative on the Green Committee. Vote yes/Board Members: Ampagoomian, Athanas, Cannon and Melia.

School Building Committee/Vote to appoint a Select Board member as the Representative of Office. Chairman Melia explained that Selectman James Marzec was also the former Representative of Office for the School Building Committee and due to his resignation, the position is vacant. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to appoint Selectwoman Alicia Cannon as the Representative of Office for the School Building Committee. Vote yes/Board Members: Ampagoomian, Athanas, Cannon and Melia.

Local Historic District Study Committee/a) J. Timothy Reiter. b) Randeem Zanca. A motion/Mr. Ampagoomian, seconded/Ms. Cannon to appoint Timothy Reiter and Randeem Zanca as Members at Large to the Local Historic District Study Committee. Vote yes/Board Members: Ampagoomian, Athanas, Cannon and Melia.

Safety Committee Alternate/Lt. Timothy Labrie. A motion/Mr. Ampagoomian, seconded/Ms. Cannon to appoint Lt. Timothy Labrie to the Safety Committee as an Alternate Member. Vote yes/Board Members: Ampagoomian, Athanas, Cannon and Melia.

APPOINTMENTS/By the Town Manager: 2018 Annual Reappointments/Vote to affirm per the listing enclosed in the agenda packet. Town Manager Gaudette stated these appointments fall under the appointing authority of the Town Manager in accordance with the Charter. He noted that the Board has fifteen days after his appointments are made to make any changes. Mr. Gaudette then recommended the Board move forward with the affirmation of the appointments as presented. A motion/Ms. Cannon, seconded/Mr. Ampagoomian to affirm the 2018 Town Manager's Annual Reappointments as indicated on the list provided in the agenda packets. Vote yes/Board Members: Ampagoomian, Athanas, Cannon and Melia.

Mr. Brian Carroll, Police Dispatcher & John McLaughlin, Dispatch Trainee (Present: Detective Sergeant John Ouillette). Det. Sgt. Ouillette introduced Brian Carroll and John McLaughlin to the Board. Sgt. Ouillette explained that Mr. Carroll is a Northbridge resident and graduated from Northbridge High School in 2014, earned his Bachelor's Degree in Criminal Justice from Salem State University, and completed a four-month internship with the Northbridge Police Department. During that time, Mr. Carroll became a certified E911 dispatcher. Sgt. Ouillette stated that he did an excellent job as an intern and was offered a position as a dispatcher working the 4 PM to 12 midnight shift. Continuing, Sgt. Ouillette stated that Mr. McLaughlin is also a lifelong resident of Northbridge and graduated from Blackstone Valley Tech in 2014 with a concentration in Information Technology. Mr. McLaughlin received his Bachelor's Degree in Criminal Justice from Worcester State University, completed an internship with the Northbridge Police Department, and currently works as a dispatcher and is in the process of completing his training. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to affirm the Town Manager's appointments of Mr. Brian Carroll as a Police Dispatcher and John McLaughlin as a Police Dispatch Trainee. Vote yes/Board Members: Ampagoomian, Athanas, Cannon and Melia.

Rebecca Sasseville, Library Director. Town Manager Gaudette explained that Ms. Sasseville has served as the Interim Library Director for the past year. He has met with the Library's Board of Trustees a couple of times and they agree that Ms. Sasseville has done an excellent job and recommend she be appointed as the permanent Library Director. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to affirm the Town Manager's appointment of Rebecca Sasseville as permanent Library Director. Vote yes/Board Members: Ampagoomian, Athanas, Cannon and Melia.

CITIZENS' COMMENTS/INPUT: Stanley Mertz, of 175 Carpenter Road, Owner of Hertz Racing Enterprises and Steven Falconer, of 115 Mason Road, were present to offer donations to the Town of

Northbridge. Mr. Mertz stated that he is donating the proceeds from an auction of a piece of NASCAR sheet metal from the 2015 Championship season car. He explained that they were preparing for their 2015 season, when they heard the news of the loss of Cpl. Dawson and felt they should do something to honor him, so they contacted the sponsors of the race team and had a paint scheme designed for that purpose. Mr. Mertz then mentioned an event was held at Thompson Speedway and used the sheet metal to raise funds for a Military Appreciation Night and Mr. Falconer was the high bidder. As a result, the \$200 in proceeds from the fundraiser are being donated to the Town to be used towards services and help for Veterans. Mr. Mertz stated that he is also donating \$100 to the Town for the same purpose. Selectman Ampagoomian thanked both gentlemen for their generosity. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to accept the donations totaling \$300 to be used towards Veterans services. Vote yes/Board Members: Ampagoomian, Athanas, Cannon and Melia.

Lease Renewal: Rockdale Village Foundation/Vote to renew. Town Manager Gaudette explained that this lease must be renewed every year by the Board of Selectmen as the Chief Executive Officers of the Town. He noted the lease is for the grounds and there have been no further changes except for the dates. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to renew the Rockdale Village Foundation Lease through June 30, 2019. Vote yes/Board Members: Ampagoomian, Athanas, Cannon and Melia.

Lease Renewal: Oliver Ashton Post #343, Inc./Vote to renew. Town Manager Gaudette explained that this lease must be renewed every year by the Board of Selectmen as the Chief Executive Officers of the Town. He said this lease is for the parking lot and there have been no further changes except for the dates. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to renew the Oliver Ashton Post #343, Inc. lease through June 30, 2019. Vote yes/Board Members: Ampagoomian, Athanas, Cannon and Melia.

St. Patrick's Church/Vote to approve a lease on property for use by Northbridge Public Schools. Town Manager Gaudette mentioned he has had discussions with the Northbridge Public Schools who have been involved with the property owner [St. Patrick's Church] regarding the renewal of the lease. Discussion regarding a change in terms due to the potential of building a new school have occurred and it is suggested to go with a three (3) year term, which will give them time to explore the upcoming vote and other changes that could occur from that vote. Town Manager Gaudette explained that this is reflected in the new terms and conditions of the lease and he recommends moving forward with the new terms. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to authorize the Board on behalf of the Town of Northbridge to sign the lease with St. Patrick's Church on property for use by the Northbridge Public Schools. Vote yes/Board Members: Ampagoomian, Athanas, Cannon and Melia.

St. Patrick's Church/Request to hold a road race on Saturday, August 18, 2018 at 9 AM (subject to the safety requirements of the Northbridge Police Department)/Present: Gracia Casey. Ms. Casey explained this road race is to help fund mission trips that the youth group go on, which occur at least once a year. Ms. Casey explained that there are children who would like to participate in these trips but are not able to financially. Ms. Casey stated that she has spoken with the Police Department, who have approved the 5.2-mile course. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve St. Patrick's request to hold a road race on Saturday, August 18, 2018 at 9 AM subject to the safety requirements as set forth by the Northbridge Police Department. Vote yes/Board Members: Ampagoomian, Athanas, Cannon and Melia.

Whitinsville Christian School/Request to hold a road race on Saturday, September 22, 2018 at 8:30 AM (subject to the safety requirements of the Northbridge Police Department)/Present: Sonia Zeyl. This item was passed over at the request of Whitinsville Christian School due to a change in the course.

End of year transfers/Present: Neil Vaidya, Town Accountant. Mr. Vaidya explained that there are six (6) transfers for the end of the fiscal year, which is a standard practice this time of year. Mr. Vaidya stated

that he met with the Finance Committee on Wednesday, June 20th, and they approved all the transfers. Mr. Vaidya began by stating that the first transfer is for the Town Accountant's Office to move \$2,000 from the Professional & Technical Services to Salaries. Mr. Vaidya explained that he has a summer intern that was kept on longer than expected in order to meet her graduation requirements as well as a change in the salary schedule that contributed to the deficit. Thus, the transfer is needed to cover the shortfall. Mr. Vaidya stated the second item is for the Police Department to move a total of \$41,486 from Salaries/Wages Regular Positions as follows: \$6,000 to Repairs & Maintenance (Buildings & Grounds) and \$35,486 to Additional Equip. – (Auto). Mr. Vaidya stated the third item is to transfer \$8,000 from the Veterans Services to Solid Waste, which is needed for the Quaker Street landfill due to one of the test wells testing positive for dioxane. The Department of Environmental Protection is requiring additional testing and additional wells. Mr. Vaidya explained some will go into FY 19 budget, but the \$8,000 will cover the cost of the test wells and additional monitoring. Mr. Vaidya stated the fourth transfer is to move \$22,652 from Property & Liability to Workers Compensation. Mr. Vaidya explained the projected number ended up being less than the actual, which caused a deficit. This shift will cover the shortfall. Mr. Vaidya stated the final transfer is for \$30,000 from Veteran's Benefits to Employer Medicare. Mr. Vaidya explained that the Town is required to pay the additional employee percentage of Medicare. Mr. Vaidya explained that the rate is based on the number of employees at the time, but if it changes or if raises occur, the Medicare number also goes up. Mr. Vaidya stated that this would be sufficient if there is a shortfall, and if it is not used it will go to free cash at the end of the year. Town Manager Gaudette clarified that the numbers for the Workers' Compensation are not released to the Town until after Town Meeting. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve the end of year transfers as described above. Vote yes/Board Members: Ampagoomian, Athanas, Cannon and Melia.

Safety Committee Meeting Minutes [April 25, 2018]/Vote to accept recommendations. Selectman Athanas asked for clarification on item III. Request for 4-way Stop at Jefferson Avenue and Lincoln Circle and asked what the criteria is for installing a stop sign. Town Manager Gaudette explained that he believes they review the area in terms of issues such as speeding, high number of accidents, and specifics of the roadway. A motion/Mr. Ampagoomain, seconded/Ms. Cannon to accept the Safety Committee recommendations as outlined in the minutes of April 25, 2018. Vote yes/Board Members: Ampagoomian, Athanas, Cannon and Melia.

Recreational Marijuana Establishments/Present: Gary Bechtholdt, Town Planner & Brian Massey, Planning Board Chairman (Planning Board Public Forum -Tuesday, July 10, 2018 6 PM Town Hall). Mr. Bechtholdt explained that there is a need to provide zoning provisions for the siting of recreational marijuana establishments in town. Mr. Bechtholdt stated that the Planning Board is required to hold a public hearing prior to Town Meeting and in conjunction with the Planning Board will be sponsoring a public workshop and listening session on July 10, 2018 at 6 PM. Mr. Bechtholdt encouraged those who may have comments or questions to attend. He stated that the Planning Board is working within the timeframe of the temporary zoning moratorium, which runs until November. He further explained that the zoning article would define recreational marijuana establishments, which could be retail, labs testing, etc. and define it as a new use, then designate appropriate zoning for the new use. Selectman Athanas asked when the State guidelines came out if there were any regulations banning the recreational marijuana establishments from being near schools, churches, or establishments dealing with children. Mr. Bechtholdt explained that part of the regulation requires the establishment be at least 500 feet from schools. He also stated that for the medical marijuana zoning they included a buffer for schools, places of worship, Libraries, parks, and registered daycare facilities at 500 feet, which would be under consideration for the recreational land use as well. Selectman Ampagoomian asked if the Cannabis Control Commission would be present at the public hearing. Mr. Bechtholdt explained that this is a local initiative and the Cannabis Control Commission still has the ultimate authority over the State license, but it is left to the municipalities to zone locally how they see fit. Selectman Athanas asked what the required vote will be to pass at Town Meeting. Mr. Bechtholdt explained that with all zoning articles it is a two-thirds (2/3) vote and in this case, it will only be required

at Town Meeting. Selectman Athanas verified that if it does not pass at Town Meeting, then recreation establishments can set up anywhere. Mr. Bechtholdt explained that it would be left to the discretion of the Building Inspector and what the existing land use category fits. Selectman Melia asked if he has been contacted by anyone with interest in starting a recreational marijuana facility in Northbridge. Mr. Bechtholdt stated that he received a phone call within the last 3 months, returned the call and left a message but has not heard back.

Town Manager Gaudette announced that there are some items to keep in mind regarding Town Meeting, one being the sales tax portion of the recreational marijuana, secondly creating a Community Preservation Act bylaw, which will both happen at the Fall Town Meeting.

Community Aggregation Program Update/Present: Stefano Loretto, Business Development Director, Good Energy, LP. Mr. Loretto explained that the program was renewed in January of 2018 and continues through January 2021. He stated that the program provided savings to the residents and has been a tremendous success. Mr. Loretto noted that the current enrollment is at 4,331 customers with Public Power at a fixed rate of \$.10122 through January 2021. He then encouraged those watching from home to look at their electricity bill and check who the supplier is. Mr. Loretto explained that the Attorney General released a report regarding the benefits of deregulation for residential customers and there is a clear case that elderly, those who do not speak English, and lower income households, have been taken advantage of and overpaying significantly. Continuing, he said that anyone moving into Town or moving within Town, can be deemed newly eligible and will be sent a letter with the information. Anyone who is not currently a part of this program but would like to be should call: 800-830-2944. Selectman Melia asked what percentage of residents have taken part in the program. Mr. Loretto explained that it is hard to give a percentage due to M.G.L that only allows National Grid to give Good Energy eligible customers.

Community Solar Savings Program (Relay Power)/Present: Neil Potter, Partnership Director. Town Manager Gaudette stated that Mr. Potter could not attend tonight's meeting but in his place is Matt Preskenis and Bill Kanzer. Mr. Preskenis began by noting that there are four projects currently being developed: two with Code Development Partners with Renewable Energy Massachusetts, which are located off Providence Road and Church Street and two projects by Syncarpha Solar, which are located off Puddon Street. Mr. Kanzer explained that Community Solar is an opt-in program, at no cost to residents and is guaranteed to save money for twenty years. Mr. Kanzer explained that they work with the Town to get the word out, so that residents understand it. Town Manager Gaudette explained Town that residents are able to sign on to a net metering project that may not necessarily be in town and receive the credits. He also said that he has met with Mr. Potter on ways to get the word out, using the Town's website, the Cable Access Channel, and representatives from the community, such as Kelly Bol at the Senior Center, Rebecca Sasseville at the Library, Heather Elster at the Whitin Community Center, etc. Chairman Melia asked if flyers could be placed in tax bills to notify residents. Town Manager Gaudette replied that it is something that can be discussed. Mr. Kanzer explained that if the Town wanted to go with flyers, they would be happy to pitch in to help offset the cost to help get the word out to residents. He also mentioned that if they flyer comes from the Town it helps them understand that it is backed by the Town and not from a solicitor. Chairman Melia asked when the program starts. Mr. Kanzer replied signups start immediately and the current expectation would be four to five months of construction. There will be a public hearing with the Planning Board on June 26, 2018 at the Town Hall in the Board of Selectmen's Meeting room.

TOWN MANAGER'S REPORT: 1) Meetings Attended: Monday, June 11, 2018 – Attended the Board of Selectmen's Meeting. Tuesday, June 12, 2018 – Held Police Union negotiations. Tuesday, June 12, 2018 – Met with Syncarpha Solar re: Community Solar for residents. Wednesday, June 13, 2018 – Attended a MMA Managers/Chief Subcommittee Meeting at Foxborough Town Hall. Friday, June 15, 2018 – Held Department Managers Meeting. Monday, June 18, 2018 – Met with the Upton Town Manager to discuss regionalization opportunities. Monday, June 18, 2018 – Met with Fire Chief White to discuss personnel

transitions. Tuesday, June 19, 2018 – Met with Town Accountant Neil Vaidya to discuss FY 2018 Budget Transfers in advance of the Finance Committee Meeting. Wednesday, June 20, 2018 – Met with Chief White to discuss Fire Station Feasibility Project. **2) Balmer School Building Project:** The School Building Committee has their next meeting slated for Monday, June 25, 2018 and is scheduled to be before the MSBA on June 27, 2018. **3) DPW Garage Project:** Charter and Verizon removed all utilities and the two (2) remaining wooden poles. A temporary certificate of occupancy (TCO) remains in-place. A permanent occupancy permit will be issued after the installation of the permanent heat detector/exhaust fan connection and the existing/new building fire alarm/communication interconnections are completed within the next few weeks. The equipment lift and fueling station remain open items and a revised delivery/installation schedule will be forthcoming. **4) Fire Station Project (Feasibility Study):** The Town Manager and the Fire Chief have begun working with the OPM team from Cardinal on the Site Selection for inclusion in the RFQ for Designer (Architect) Services. The Fire Chief had produced a list of properties from the Assessor (Town-owned), from the previous study, available parcels, and local knowledge, and is working with the OPM to site a building on the properties in order to eliminate parcels from consideration. **5) FY 2019 Budget/Spring Annual Town Meeting Follow-up:** The FY 2019 Budget Development process has been completed and the Annual Town Meeting adopted the FY 2019 Budget. Staff is in the process of wrapping up FY 2018 as year-end approaches and are moving forward with Capital Projects including the Roads Program. **5) Other:** Collective Bargaining Agreement negotiations are ongoing with a target ratification date of June 30, 2018. The Dispatchers Union, DPW, and Firefighters Union Agreements have all been signed and the Police Union CBA talks are winding down. **6) REMINDER:** There is an “Open for Business” Breakfast scheduled for Wednesday, June 27, 2018 from 8:00 a.m. to 10:00 a.m.

SELECTMEN'S CONCERNS: **Chairman Melia** asked if Town Manager Gaudette knew the cost of the new Fire Station in Uxbridge. Town Manager Gaudette replied he believed it was between \$7 and \$10 million dollars. Chairman Melia asked if it was similar in size to what we would be looking for. Town Accountant Mr. Vaidya replied that he is not part of the communications of what the Town is looking for but would guess that it is relatively similar to what Northbridge is looking for. **Selectman Ampagoomian/1)** Asked if Town Manager Gaudette could provide a list of potential properties to the Select Board. Town Manager Gaudette stated that he would do that and explained the list they have been working from is from the feasibility study that was completed in 2001, an updated list of properties including any tax title foreclosures that the Town now owns, properties on the market, and other properties not on the market that the town could look into. He added that they are working off the list to narrow it down to three to five options based on call times from the site, grading, dimensions, and zoning. **2)** mentioned getting chairs and tables for the use in the Great Hall. Town Manager Gaudette stated he will explore it and asked Town Planner Mr. Bechtholdt how he has utilized the space. Mr. Bechtholdt explained that it is a concern, but he has been fortunate enough to use tables and chairs from the Community Center, as well as from the legion. **3)** welcomed the newest Select Board member Ms. Cannon and congratulated her. Ms. Cannon thanked him and the Board members for their patience while waiting for her to be able to attend her first meeting. **Selectman Athanas/1)** explained he checked out the DPW Facility and thought it was a fabulous building. **2)** asked for a maintenance update on other Town-owned buildings with scheduled preventative maintenance plan. Town Manager Gaudette added that the Town has a five-year capital plan with a listing relative to each building and Department. He stated that he would work with Department of Public Works to get something together for the Board. **Selectman Melia/1)** welcomed newest Select Board member Alicia Cannon and stated he looks forward to working with her and wish her well. **2)** also visited the DPW Facility building and was impressed with the building along with the landscaping and paving. **3)** stated he believes the Chairperson of the School Building Committee should attend one more Select Board meetings, to inform the residents on the breakdown of the cost and other details.

Town Manager Gaudette added that he has communicated with the Chairman of the School Building Committee about attending the Board of Selectmen’s Meeting on July 16, 2018, but may schedule a special meeting in July depending on availability of Board members.

ITEMS FOR FUTURE AGENDA: None

CORRESPONDENCE: None

EXECUTIVE SESSION 6:30 PM: Under M.G.L c.30A, Sec. 21 #6 - To consider the purchase, exchange, lease or value of real property.

Chairman Melia announced that the next regular meeting is scheduled for Monday, July 16, 2018.

A motion/Mr. Ampagoomian, seconded/Mr. Athanas to adjourn the public meeting. Vote yes/ Board Members Ampagoomian, Athanas, Cannon, and Melia.

Meeting Adjourned: 8:26 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

June 25, 2018

REORGANIZATION OF THE BOARD OF SELECTMEN:

-No documentation

I. APPROVAL OF MINUTES: A. June 11, 2018 Executive Session

-Documentation removed as the minutes have not been released

II. PUBLIC HEARING: None

III. APPOINTMENTS:

B. 1) By the Board of Selectmen: 2018 Annual Reappointments/Vote to appoint

-Copy of Annual Reappointment listing

-Copy of memorandum of Annual Reappointments

-Copy of memorandum of attendance records of members

-Copy of memorandum of attendance records of Board of Assessors members

-Copy of memorandum of attendance records of the Board of Health

-Copy of memorandum of attendance records of the Conservation Commission

-Copy of memorandum of attendance records of the Council on Aging

-Copy of listing of attendance records of the Safety Committee

-Copy of listing of attendance records of the Zoning Board of Appeals

2) Green Committee [Selectmen's Representative]/No documentation

3) School Building Committee/Vote to appoint member as Representative of Office

-No documentation

4) Local Historic District Study Committee/a) J. Timothy Reiter

-Copy of Talent Bank Form application

b) Randeem Zanca

-Copy of Talent Bank Form application

-Copy of Randeem Zanca's resume

5) Safety Committee Alternate/Lt. Timothy Labrie/No documentation

C. 1) By the Town Manager: 2018 Annual Reappointments/Vote to affirm

-Copy of Annual reappointments listing

2) Mr. Brian Carroll, Police Dispatcher 3) John McLaughlin, Dispatch Trainee (Present: Detective Sergeant Ouillette)

-Copy of resume for Brian Carrol

-Copy of resume for John McLaughlin

4) Rebecca Sasseville, Library Director

-Copy of appointment letter

-Copy of email from the Trustees of the Whitinsville Social Library

-Copy of resume for Rebecca Sasseville

IV. CITIZENS' COMMENTS/INPUT

-Copy of letter regarding the fundraiser event to the Veteran's Services donation

V. DECISIONS

D. Lease Renewals: 1) Rockdale Village Foundation/Vote to renew 2) Oliver Ashton Post #343, Inc./Vote to renew

-Copy of lease for the Rockdale Village Foundation
-Copy of lease for the Oliver Ashton Post #343, Inc.

E. St. Patrick's Church/Vote to approve lease of property for use by Northbridge Public Schools/No documentation

F. St. Patrick's Church/Request to hold a road race on Saturday, August 18, 2018 at 9 AM (subject to the safety requirements of the Northbridge Police Department)/Present: Gracia Casey

-Copy of email from St. Patrick's Parish requesting to hold a road race
-Copy of Hold Harmless Agreement
-Copy of map of route
-Copy of Route directions
-Copy of email from Police Lt. Labrie approving the map
-Copy of email from Public Works Director James Shuris confirming there are no issues with the route

G. Whitinsville Christian School/Request to hold a road race on Saturday, September 22, 2018 at 8:30 AM (subject to the safety requirements of the Northbridge Police Department)/Present: Sonia Zeyl

This item was passed over

H. End of year transfers/Present: Neil Vaidya, Town Accountant

-Copy of End of Year Transfer vote record
-Copy of letter of explanation for the Chief Warchol regarding the end of Year transfers for the Police Department

I. Safety Committee Meeting Minutes [April 25, 2018]/Vote to accept recommendations

-Copy of the Safety Committee Meeting Minutes

VI. DISCUSSIONS

J. Recreational Marijuana Establishments/Present: Gary Bechtholdt, Town Planner & Brian Massey, Planning Board Chairman (Planning Board Public Forum -Tuesday, July 10, 2018 6PM Town Hall)

-Copy of Cannabis Control Commission Guidance on Types of Marijuana Establishment Licenses information page

K. Community Aggregation Program Update/Present: Stefano Loretto, Business Development Director, Good Energy, LP/No documentation

L. Community Solar Savings Program (Relay Power)/Present: Neil Potter, Partnership Director

-Copy of Frequently Asked Questions

- VII. TOWN MANAGER'S REPORT/No Documentation**
- VIII. SELECTMEN'S CONCERNS/No Documentation**
- IX. ITEMS FOR FUTURE AGENDA/None**
- X. CORRESPONDENCE/None**
- XI. EXECUTIVE SESSION 6:30 PM: M. 1) Under M.G.L c.30A, Sec. 21 #6 - To consider the purchase, exchange, lease or value of real property.
Documentation removed as the minutes have not been released**

BOARD OF SELECTMEN'S MEETING
July 16, 2018

A meeting of the Board of Selectmen was called to order by Chairman Melia at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Present: Board Members - Athanas, Cannon, Melia and Nolan. Selectman Ampagoomian was absent, and it is duly noted. **Also Present:** Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES: June 25, 2018 [Executive Session]. A motion/Mr. Athanas, seconded/Ms. Cannon to approve but not release the June 25, 2018 executive session minutes. Vote yes/Board Members- Athanas, Cannon and Melia. **Abstain:** Nolan.

PUBLIC HEARING: None

APPOINTMENTS/By the Board of Selectmen: 1) Election Officers: Democrat, Republican and Unenrolled/Vote to appoint. A motion/Mr. Athanas, seconded/Mr. Nolan to appoint the Election Officers (Democrat, Republican and Unenrolled) provided by the Town Clerk's Office per the listing in the agenda packet. Vote yes/Board Members - Athanas, Cannon, Melia and Nolan. **2) Amanda Foster, Disability Commission.** Mr. Frieswick, Chairman of the Disability Commission, stated that Amanda would be a great asset and resource to the Disability Commission because of her background and credentials. A motion/Mr. Nolan, seconded/Mr. Athanas to appoint Amanda Foster to the Disability Commission. Vote yes/Board Members- Athanas, Cannon, Melia, and Nolan. **3) Economic Development Committee: Joycelyn Augustus, Member at Large/Present: R. Gary Bechtholdt, Town Planner.** Mr. Bechtholdt stated that Joyce has attended many Planning Board meetings for the development where she lives and added the Board is looking forward to working with her and appreciates her willingness to serve. Ms. Augustus stated that she appreciates the opportunity and hopes the Committee can use her resources. A motion/Mr. Athanas, seconded/Mr. Nolan to appoint Joycelyn Augustus as a Member At Large to the Economic Development Committee. Vote yes/Board Members - Athanas, Cannon, Melia, and Nolan.

By the Town Manager [Vote to Affirm]: Helen O'Hara, Youth Services Librarian/Present: Rebecca Sasseville, Library Director. Town Manager Gaudette stated that Ms. Sasseville was present to introduce Ms. O'Hara, and he recommends the Board affirm his appointment. Ms. Sasseville mentioned that Ms. O'Hara has been working in the Library field for the past ten years and is currently finishing up her Master's Degree in Library Science from the University of Rhode Island. She noted Ms. O'Hara has experience in collection, supervising, programing, grant writing, outreach, and reference and is very enthusiastic about working in the Library field. Ms. O'Hara stated she was extremely thankful for this opportunity and is ready to dive into the Summer Reading Program. Selectman Athanas asked if Ms. O'Hara could say what she will be bringing to the Youth Services position and what it is for those that don't know. Ms. O'Hara explained that the position is evolving from a Children's Librarian to a broader position to include teens, along with youth. Ms. O'Hara added that she hopes to get the older adolescents into the Library and to spread the word about all the Library has to offer to all ages. A motion/Mr. Nolan, seconded/Mr. Cannon to affirm the Town Manager's appointment of Helen O'Hara as the Youth Services Librarian. Vote yes/Board Members - Athanas, Cannon, Melia, and Nolan.

CITIZENS' COMMENTS/INPUT/None

St. Patrick's Youth Ministry - Dinner and Concert fundraising event to be held on the premises of 7 East Street, Whitinsville./1) Request for a one-day Wines and Malts license for Saturday, August 4, 2018 from 5 PM to 7 PM; and 2) Request for a one-day Entertainment License for Saturday, August

4, 2018 from 7 PM - 9:30 PM Present: Aileen Lemoine. Ms. Lemoine explained this was the first such Dinner and Concert event ever hosted by. A motion/Mr. Athanas, seconded/Mr. Nolan to approve the request for a one-day Wine and Malt license for Saturday, August 4, 2018 from 5 PM to 7 PM and the request for a one-day Entertainment License for Saturday, August 4, 2018 from 7 PM - 9:30 PM for the dinner and concert to be held at 7 East Street, Whitinsville, on Church grounds. Vote yes/Board Members - Athanas, Cannon, Melia, and Nolan.

Alternatives Unlimited, Inc./ Request to hold a Boot Drive at Memorial Square and Ovia Square on Saturday, July 21, 2018 from 9 AM to 1 PM [Rain date: Sunday, July 29, 2018]; subject to the safety requirements of the Northbridge Police Department. Kathy Lions explained this event is for the Massachusetts Down's Syndrome Congress and the proceeds will help to increase awareness and education for those with Down's Syndrome. A motion/Mr. Athanas, seconded/Mr. Nolan to approve the request to hold a Boot Drive at Memorial Square and Ovia Square on Saturday, July 21, 2018 from 9 AM to 1 PM [Rain date: Sunday, July 29, 2018]; to benefit the Massachusetts Down's Syndrome Congress subject to the safety requirements of the Northbridge Police Department. Vote yes/Board Members - Athanas, Cannon, Melia, and Nolan.

Northbridge Firefighters/Request to hold a Boot Drive at Memorial Square on Saturday, August 25, 2018 from 9 AM to 12 Noon [Proceeds to benefit the Muscular Dystrophy Association]. Present: Lt. David Holmes, Fire Department. Town Manager Gaudette explained that within the Boot Drive Policy, only one per month is allowed and one has already been granted. Town Manager Gaudette recommended the Board make an exception and allow two to be held in August. He further noted the previously approved boot drive is scheduled for a different weekend. A motion/Mr. Nolan, seconded/Mr. Athanas to approve the firefighters' request to hold a Boot Drive at Memorial Square on Saturday, August 25, 2018 from 9 AM to 12 Noon [Proceeds to benefit the Muscular Dystrophy Association]. Vote yes/Board Members - Athanas, Cannon, Melia, and Nolan.

Vote to Accept a Monetary Donation from Daniel O'Neill to benefit the Northbridge Fire Department. A motion/Mr. Athanas, seconded/Mr. Nolan to accept a monetary donation from Daniel O'Neill to benefit the Northbridge Fire Department and to send a letter of appreciation. Vote yes/Board Members - Athanas, Cannon, Melia, and Nolan.

Fall Annual Town Meeting [October 23, 2018]/Vote to close the warrant on Friday, August 24, 2018 at 12 Noon. A motion/Mr. Nolan, seconded/Mr. Athanas to close the Fall Annual Town Meeting Warrant on Friday, August 24, 2018 at 12 Noon. Vote yes/Board Members - Athanas, Cannon, Melia, and Nolan.

Balmer School Building Project/Vote to place a Debt Exclusion question on the November 6, 2018 State Election Ballot/Present: Joe Strazzulla, Chairman-School Building Committee. Chairman Strazzulla presented a lengthy update on the Balmer School Building Project. At the conclusion of the presentation, Selectman Athanas asked about the 30-year payment plan for the project and whether the Board had to vote on it. Chairman Melia responded the Board does not have to vote on the payment plan and added tonight's vote is only to place a Debt Exclusion question on the November 6, 2018 State Election Ballot. Town Manager Gaudette further noted the Board previously discussed the impact of the borrowing on the average single-family home, etc. but the terms of the borrowing will be between the Treasurer/Collector and the Board of Selectmen. Chairman Melia thanked Mr. Strazzulla and Dr. Stickney for attending tonight's meeting and commended them for all their hard work with respect to the Balmer School Building Project. Continuing, Chairman Melia pointed out that the warrant article that will be presented for the Balmer School Project at the October 23rd Fall Town Meeting will require a 2/3 vote to pass and the Debt Exclusion Question that will appear on the November 6th State Election Ballot, will require a simple majority to pass. Chairman Melia read aloud the ballot question. A motion/Ms. Cannon, seconded/Mr. Nolan to place the Debt Exclusion question on the November 6, 2018 State Election Ballot.

Vote yes/Board Members - Athanas, Cannon, Melia, and Nolan.

Northbridge Hazard Mitigation Plan Update/Present: Adam Menard. Mr. Menard presented a draft Hazard Mitigation Plan, which covers the previous five years. This presentation is available in the backup documentation. The Hazard Mitigation Plan is a Federal Disaster Mitigation Act regulation (FEMA) and needs to be in place to receive reimbursement funding. Mr. Menard listed a few of the Mitigation Measures, of which include stabilizing the Blackstone River bank in Rockdale, upgrade storm drains, investigate Community Rating Systems, and Inventory shelter/Emergency resources. Mr. Menard explained there is a two-week period for Town Officials to review and comment on the plan. After those two weeks, the additional comments will be reviewed and the draft copy polished and sent to Massachusetts Emergency Management Agency for approval, then to FEMA for approval, then the plan will be adopted and in place for five years. Selectman Athanas asked if the Town is required to do everything within the plan. Mr. Menard explained that nothing is required, the strategies do not have to be carried out how the plan is written, but a majority of the strategies are already in place.

Recreational Marijuana Establishment Update/Present: Gary Bechtholdt, Town Planner. Mr. Bechtholdt explained that he would be discussing highlights from the Public Workshop on Recreational Marijuana establishments. He stated that the Planning Board would be sponsoring a zoning amendment article for the Fall Annual Town Meeting. Currently, Northbridge is under a temporary zoning moratorium, which runs until the end of November. The opt-out option did not pass at Town Meeting or as a ballot question, which brings us to the option to amend the Zoning Bylaw to allow such new use. The town can limit the number of Recreational Marijuana establishments to fewer than 20% of licenses issued to Section 15 off-premises alcoholic beverage license holders and can also impose a local sales taxes up to 3% of gross receipts. Limiting retailers to 20% would require Town Meeting vote and the passing of a Ballot Question. To impose a sales tax would require Town Meeting vote. Currently, Medical Marijuana dispensaries are allowed within the industrial-two zoning district by Special Permit of the Planning Board. Buffers can also be put in place, such as the buffers currently in place for the Medical Marijuana Dispensaries. Those buffers would limit establishments not to be allowed within 500 feet of a school; child care facility; library; playground/park; youth center; or house of worship. On-site consumption is not permitted by the State, unless it is initiated by petition of not fewer than 10% of the number of voters of the Town voting at the State Election preceding the filing of the petition and approval. Selectman Athanas asked if it could be zoned under the I2. Mr. Bechtholdt explained that they are considering everything, and the Planning Board will have further discussion when preparing the zoning. Selectman Nolan asked if the 3% sales tax would apply to those establishments that are not specific to retail. Mr. Bechtholdt stated that he believes that the 3% is specific to retail only, but the Town would benefit from the property tax. Selectman Athanas asked if the State imposed any guidelines or buffers as explained earlier. Mr. Bechtholdt responded that the Cannabis Control Commission did not put anything in place but is instead leaving it up to local control for the buffers and zoning. Lastly, Mr. Bechtholdt announced that the Planning Board will vote to sponsor an article on August 14, 2018 and will most likely hold a public hearing on September 11, 2018.

Town Manager Performance Evaluation Process. Chairman Melia explained that the process will be the same as in past years. A cumulative evaluation will be put together based off all the Selectmen's individual evaluation forms. Chairman Melia explained that at the next meeting, they will hold an executive session to review the material, before it is brought to the public.

TOWN MANAGER'S REPORT: Meetings Attended: 1) Monday, June 25, 2018 – Attended the Board of Selectmen's Meeting. **Wednesday, June 27, 2018** – Attended the Open for Business Breakfast at Town Hall. **Wednesday, June 27, 2018** – Attended a regional Town Managers Luncheon. **Friday, June 29, 2018** – Visited with Chip Rogers and toured Woonsocket Glass. **Tuesday, July 10, 2018** – Met with Senior Center Director Kelly Bol and representatives from Worcester Regional Transit Authority and Central Mass. Regional Planning Commission regarding Council on Aging Transportation. **Tuesday, July 10, 2018** – Met

with Dennis Rice, Alternatives, Inc., regarding a MassDevelopment Planning Grant. Thursday, July 12, 2018 – Met with Town Planner Gary Bechtholdt and a potential applicant for a Recreational Marijuana Cultivation and Retail operation. Thursday, July 12, 2018 – Met with area Town Managers. Friday, July 13, 2018 – Held a Department Managers Meeting. **2) Balmer School Building Project:** The Massachusetts School Building Authority has voted to approve the Schematic Design and Project Budget, along with the total facilities grant of **\$46,043,257**. The Selectmen must vote this Monday, July 16, 2018 to place the debt exclusion for the project on the State Ballot for November 6, 2018. **3) DPW Garage Project:** A temporary certificate of occupancy (TCO) remains in-place. The issuance of a permanent occupancy permit remains an open item and will be issued after the installation of the permanent heat detector/exhaust fan connection and the existing/new building fire alarm/communication interconnections are completed within the forthcoming weeks. The equipment lift and fueling station remain open items and a revised delivery/installation schedule will be forthcoming. **4) Fire Station Project (Feasibility Study):** The Town Manager and the Fire Chief have begun working with the Owners Project Manager (OPM) team from Cardinal on the Site Selection for inclusion in the Request For Quotation for Designer (Architect) Services. The Fire Chief had produced a list of properties from the Assessor (Town-owned), from the previous study, available parcels, and local knowledge, and is working with the OPM to site a building on the properties in order to eliminate parcels from consideration. The Town Manager and Chief will be meeting with the OPM this Monday, July 16th to discuss site selection. **5) Fall Annual Town Meeting:** The Manager's office has initiated the process for the Fall Annual Town Meeting. Internal calendars and the Finance Committee schedule has been established and staff is aware that the deadline for articles is for the August 20th Board of Selectmen Meeting when the Board votes to set the Warrant which must be done prior to Friday, August 24th at noon. Anticipated articles are School Project Borrowing, Community Preservation Act (CPA) Bylaw, Recreational Marijuana Zoning and 3% Local Option Tax, Solar PILOTS, and Board of Health Additional Expenses. Selectman Melia asked if the CPA is two thirds vote. Town Manager Gaudette explained that it was part of the Code which makes it a simple majority.

SELECTMEN'S CONCERNS: **Selectman Nolan** asked if a small flyer with instructions on how to sign up for Code Red could be available for residents to take at Town Meetings and Elections. Town Manager Gaudette replied yes. **Selectman Melia/1)** attended the Business Breakfast and thought that it was a great event and was interested to hear about all the business in town. **2)** attended the Public Zoning Workshop, where there were not many residents in attendance but hopes that changes for the next one. **3)** stated that there was a serious trailer truck accident on Linwood Ave., which could have been tragic. Chairman Melia commended all those Departments involved.

ITEMS FOR FUTURE AGENDA: None

CORRESPONDENCE: None

EXECUTIVE SESSION: None

A motion/Mr. Nolan seconded/Mr. Athanas to adjourn the public meeting. Vote yes/Ampagoomian, Athanas, Cannon, Melia and Nolan. Chairman Melia announced the next Board of Selectmen's meeting is scheduled for August 20, 2018.

Meeting Adjourned: 8:24 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

July 16, 2018

- I. APPROVAL OF MINUTES: A. June 25, 2018 executive session**
-Copy of June 25, 2018 executive session minutes
- II. PUBLIC HEARING**
- III. APPOINTMENTS/By the Board of Selectmen: B. 1) Election Officers: Democrat, Republican and Unenrolled/Vote to appoint**
-Copy of List of Election Officials
- 2) Amanda Foster, Disability Commission**
-Copy of Talent Bank Form for Amanda Foster
- 3) Economic Development Committee: Joycelyn Augustus, Member at Large/Present: R. Gary Bechtholdt, Town Planner**
-Copy of Talent Bank Form for Joycelyn Augustus
- C. By the Town Manager [Vote to Affirm]: Helen O'Hara, Youth Services Librarian/Present: Rebecca Sasseville, Library Director**
-Copy of cover letter
-Copy of acceptance letter
-Copy of resume
-Copy of Application for employment
- IV. CITIZENS' COMMENTS/INPUT:**
- V. DECISIONS:**
- D. St. Patrick's Youth Ministry - Dinner and Concert fundraising event/1) Request for a one-day Wines and Malts license on Saturday, August 4, 2018 from 5 PM to 7 PM and 2) Request for a one-day Entertainment License on Saturday, August 4, 2018 from 7 PM - 9:30 PM Present: Aileen Lemoine**
-Copy of application for a one-day wine and malt license
-Copy of hold harmless agreement
-Copy of requirements
-Copy of application for one-day entertainment license
-Copy of Revenue Enforcement Protection Attestation
-Copy of Workers' Compensation Affidavit
-Copy of St. Patrick's Workers' Compensation Insurance
-Copy of license routing slip
- E. Alternatives Unlimited, Inc./ Request to hold a Boot Drive at Memorial Square and Oviaan Square on Saturday, July 21, 2018 from 9 AM to 1 PM [Rain date: Sunday, July 29, 2018]; subject to the safety requirements of the Northbridge Police Department**
-Copy of boot drive request form

-Copy of Hold Harmless Agreement

F. Northbridge Firefighters/Request to hold a Boot Drive at Memorial Square on Saturday, August 25, 2018 from 9 AM to 12 Noon [Proceeds to benefit the Muscular Dystrophy Association]. Present: Lt. David Holmes, Fire Department

-Copy of letter requesting to hold a boot drive
-Copy of Boot Drive Policy

G. Vote to Accept Monetary Donation from Daniel O'Neill to benefit the Northbridge Fire Department

-Copy of letter regarding the monetary donation

H. Fall Annual Town Meeting [October 23, 2018]/Vote to close the warrant on Friday, August 24, 2018 at 12 PM noon/No documentation

I. Balmer School Building Project/Vote to place Debt Exclusion question on the November 6, 2018 State Election Ballot/Present: Joe Strazzulla, Chairman-School Building Committee

-Copy of Sample Ballot question from the Town OF Holbrook
-Copy of ballot question

VI. DISCUSSIONS:

J. Northbridge Hazard Mitigation Plan Update/Present: Adam Menard

-Copy of Central Massachusetts Regional Planning Commission Hazard Mitigation Plan question sheet
-Copy of Hazard Mitigation Plan PowerPoint

K. Recreational Marijuana Establishment Update/Present: Gary Bechtholdt

-Copy of Planning Board Workshop flyer
-Copy of Recreational Marijuana Establishment flow chart
-Copy of Recreational Marijuana timeline
-Copy of Recreational Marijuana definitions
-Copy of zoning district maps

L. Town Manager Performance Evaluation Process

-Copy of memo regarding the Town Managers performance evaluation
-Copy of Employment Agreement between the Town of Northbridge and Adam D. Gaudette
-Copy of Selectmen's Goals for the Town Manager from August 28, 2018 to August 27, 2018
-Copy of Performance evaluation form
-Copy of cumulative performance evaluation

VII. TOWN MANAGER'S REPORT/No documentation

VIII. SELECTMEN'S CONCERNS/No documentation

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION/None

SPECIAL BOARD OF SELECTMEN'S MEETING
August 9, 2018

A special meeting of the Board of Selectmen was called to order by Chairman Thomas Melia at 7:01 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Board Members: Cannon, Melia and Nolan. Selectman Ampagoomian and Selectman Athanas were absent and it is duly noted.

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES: None

PUBLIC HEARING: None

APPOINTMENTS/Resignations: None

CITIZENS' COMMENTS/INPUT: None

DECISIONS: A. Armenian Apostolic Church, 315 Church Street, Whitinsville / 1) Application for a One-day Wines and Malts License for the Annual Picnic to be held Sunday, August 19, 2018, from 12 PM – 6 PM on Church grounds. 2) Application for a One-day Outdoor Entertainment license for the Annual Picnic to be held Sunday, August 19, 2018, from 12 PM – 6 PM on Church grounds. A motion/Mr. Nolan, seconded/Ms. Cannon to approve the application for a one-day Wines and Malts License for the Annual Picnic to be held Sunday, August 19, 2018, from 12 PM – 6 PM on Church grounds, subject to passing a fire inspection. Vote yes/Board Members: Cannon, Melia and Nolan. A motion/Mr. Nolan, seconded/Ms. Cannon to approve the Application for a One-day Outdoor Entertainment license for the Annual Picnic to be held Sunday, August 19, 2018, from 12 PM – 6 PM on Church grounds. Vote yes/Board Members: Cannon, Melia and Nolan.

TOWN MANAGER'S REPORT: None

SELECTMEN'S CONCERNS: None

ITEMS FOR FUTURE AGENDA: None

CORRESPONDENCE: None

EXECUTIVE SESSION

A motion/Ms. Cannon, seconded/Mr. Nolan to adjourn the public meeting. Vote yes/Board Members: Cannon, Melia and Nolan.

Meeting Adjourned: 7:05 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

August 9, 2018

- I. APPROVAL OF MINUTES/None**
- II. PUBLIC HEARING/None**
- III. APPOINTMENTS/Resignations/None**
- IV. CITIZENS' COMMENTS/INPUT/None**
- V. DECISIONS: A. Armenian Apostolic Church, 315 Church Street, Whitinsville / 1)**
Application for a One-day Wines and Malts License for the Annual Picnic to be held Sunday, August 19, 2018, from 12 PM – 6 PM on Church grounds.
 - Copy of application for a one-day wines and malts license
 - Copy of REAP form
 - Copy of Workers' Compensation Affidavit
 - Copy of license routing slip
2) Application for a One-day Outdoor Entertainment license for the Annual Picnic to be held Sunday, August 19, 2018, from 12 PM – 6 PM on Church grounds.
 - Copy of application for a one-day entertainment license
 - Copy of REAP form
 - Copy of Hold Harmless Agreement
- VI. DISCUSSIONS/None**
- VII. TOWN MANAGER'S REPORT/None**
- VIII. SELECTMEN'S CONCERNS/None**
- IX. ITEMS FOR FUTURE AGENDA/None**
- X. CORRESPONDENCE/None**
- XI. EXECUTIVE SESSION/None**

BOARD OF SELECTMEN'S MEETING
August 20, 2018

A meeting of the Board of Selectmen was called to order by Chairman Thomas Melia at 6:16 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Board Members: Ampagoomian, Athanas, Cannon, Melia and Nolan. **Also Present:** Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

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

A motion/Mr. seconded/Mr. to go into Executive Session under **M.G.L c.30A, Sec. 21 #2** - To conduct contract negotiations with Non-Union personnel (Town Manager) -and to reconvene in open session. Roll Call Vote: Mr. Athanas/Yes, Mr. Ampagoomian/Yes, Mr. Melia/Yes, Ms. Cannon/Yes, and Mr. Nolan/Yes.

Open Session Adjourned: 6:17 PM

Executive Session Convened: 6:18 PM

Executive Session Adjourned: 6:53 PM

Open Session Reconvened: 7:00 PM

APPROVAL OF MINUTES: 1) June 11, 2018. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the June 11, 2018 minutes as presented, with the readings omitted. Vote yes/Unanimous. **2) June 25, 2018.** A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve the June 25, 2018 minutes as presented with the readings omitted. Vote yes/Board Members: Athanas, Ampagoomian, Cannon, and Melia. Abstain: Mr. Nolan. **3) July 16, 2018.** A motion/Mr. Athanas, seconded/Mr. Nolan to approve the July 16, 2018 minutes as presented with the readings omitted. Vote yes/Board Members: Athanas, Cannon, Melia and Nolan. Abstain: Mr. Ampagoomian. **4) August 9, 2018 [Special Meeting].** A motion/Mr. Nolan, seconded/Ms. Cannon to approve the August 9, 2018 minutes as presented with the readings omitted. Vote yes/Board Members: Cannon, Melia and Nolan. Abstain: Mr. Ampagoomian and Mr. Athanas.

PUBLIC HEARING: NONE

APPOINTMENTS: By the Board of Selectmen/1) Susan Brouwer, Northbridge Housing Authority. Ms. Brouwer expressed her interest in being appointed to the Housing Authority. She stated she has previously worked for the Town of Northbridge specifically in the Community Development Office working on Housing and Community Development grants. She added that experience would greatly benefit her as a member of the Housing Authority. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to appoint Susan Brouwer to the Northbridge Housing Authority. Vote yes/Unanimous. **2) Central Mass. Regional Planning Commission: a) Second Delegate b) Alternate.** A motion/Mr. Ampagoomian, seconded/Ms. Cannon to appoint Mr. Nolan as the seconded delegate and Mr. Athanas as the Alternate to the Central Mass. Regional Planning Commission. Vote yes/Unanimous.

APPOINTMENTS: By the Town Manager/Caryn Gagner, Senior Library Assistant. Rebecca Sasseville, Library Director, introduced Ms. Gagner to the Board and explained that Ms. Gagner has worked for the Library for the past two years. Ms. Sasseville noted that when the Sr. Library Assistant position became available, Ms. Gagner took an interest and applied for it. Selectman Athanas asked about the job duties. Ms. Sasseville responded that her previous position of Jr. Library Assistant entailed working the

circulation desk to check books in and out as well as to help patrons search the catalogue. The Senior Library Assistant job has more responsibility, including supervising the Jr. Library Assistants, patrolling the Library, and helping patrons at the computers. A motion/Mr. Athanas, seconded/Mr. Nolan to appoint Caryn Gagner to the position of Senior Library Assistant. Vote yes/Unanimous.

RESIGNATIONS: Brian Murphy, Economic Development Committee. A motion/Mr. Ampagoomian, seconded/Ms. Cannon to accept Mr. Murphy's resignation from the Economic Development Committee. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT: Local Business Spotlight: Relay Power/Present: Neil Potter. Mr. Potter explained that there will be about 10 megawatts of community solar developments going in at four different sites in Northbridge. The permitting process is complete, and the construction will begin within the next month or two. Mr. Potter highlighted the environmental aspect of renewable solar energy and explained that 10 megawatts is equivalent to taking 16,000 cars off the road. He further explained the effects will not only be environmental, but customers will save money as well. Currently, about 100 people have signed up. Mr. Potter added that the savings would depend on what each individual's usage is and the rate floats below what the National Grid bill is so the savings are guaranteed for the life of the agreement. For example, if the National Grid rate is .09 cents per kilowatt hour, the community solar rate floats at .08 cents. Mr. Potter said that the requirements to join are: must be a National Grid customer and must have a credit score of 680. He then explained that the community solar will work alongside the aggregation program. Selectman Athanas asked what the process is for someone moving out of town. Mr. Potter replied that as long as the customer lives within National Grid's service area they can take the savings with them to their new location. If the customer moves to an Eversource community or out of State, they require a six-month notice, so Relay Power can find a resident to take the place of that customer. Continuing, he also pointed out there is a cancellation fee of \$250 if a customer decides they no longer want to receive solar credits. He further advised that small businesses are able to participate in the Community Solar program to reduce overhead costs. Selectwoman Cannon asked about the ability of renters being able to participate and the six-month notification. Mr. Potter answered that it would depend on the individual and the consultation would determine if each individual is a good fit. Selectman Melia asked how many residents and businesses are allowed to enter into an agreement with Relay Power. Mr. Potter responded that with the four solar farms in Northbridge, it's about 1,500 residents. Anyone interested in learning more can visit <https://info.relaypower.com/northbridge>.

Whitinsville Christian School/1) Request to hold a road race on Saturday, September 22, 2018 at 8:30 AM, subject to the safety requirements of the Northbridge Police Department. Present: Sonia Zeyl. Ms. Zeyl explained that the School is excited that they have many different participants coming from Connecticut, Rhode Island and Massachusetts. She mentioned that WCS is hoping to make this a yearly event and stated that she has been communicating with Lt. Labrie on the route and have agreed upon one Police detail at the corner of Linwood Avenue and Cross Street. In addition, if the registrants exceed a certain number, she has been asked to call ahead to inform Lt. Labrie, so they can schedule an additional police detail. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve WCS' request to hold a road on Saturday, September 22, 2018 at 8:30 AM, subject to the safety requirements of the Police Department. Vote yes/Unanimous. **2) Request to hang a banner across Church Street from Sunday, October 7, 2018 to Sunday, October 21, 2018 to advertise their Dutch Apple Pie sale.** Selectman Athanas asked how many pies are sold. Ms. Zeyl stated last year they sold 7,000, all of which were made in one day. She hopes that they sell 8,000-9,000 pies this year. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve WCS' request to hang a banner across Church Street from Sunday, October 7, 2018 to Sunday, October 21, 2018, to advertise their Dutch Apple Pie Sale. Vote yes/Unanimous.

St. Patrick's Church, 7 East Street, Whitinsville/1) Request to hang a banner across Church Street from September 9, 2018 to September 23, 2018 to advertise the annual "Fall Family Fun Festival" to

be held Sunday, September 23, 2018. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve St. Patrick's Church's request to hang a banner across Church Street from September 9, 2018 to September 23, 2018 to advertise the annual "Fall Family Fun Festival" to be held on Sunday, September 23, 2018. Vote yes/Unanimous. 2) **Request to close East Street from Cross Street to the entrance of the Pleasant Street Christian Reformed Church parking lot on Sunday, September 23, 2018 from 7 AM to 5 PM.** A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve their request to close East Street from Cross Street to the entrance of the Pleasant Street Christian Reformed Church parking lot on Sunday, September 23, 2018 from 7 AM to 5 PM. Vote yes/Unanimous.

Alternatives Unlimited, Inc., 50 Douglas Road, Whitinsville/Request for a One-day Wines and Malt License for their Annual Valley Bag Toss event to be held on Saturday, September 22, 2018 from 12 PM to 5 PM on the Whitin Mill Community Plaza [Rain date: 9/23/18]. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve Alternative's request for a One-day Wines and Malts license for their Annual Valley Bag Toss to be held on Saturday, September 22, 2018 from 12 PM to 5 PM on the Whitin Mill Community Plaza. Vote yes/Unanimous.

Charles Thompson/Request permission to hold the road race portion of the Greenway Challenge event in parts of Whitinsville on Saturday, September 29, 2018, subject to the safety requirements of the Northbridge Police Department [Rain Date: October 6, 2018]. Mr. Thompson stated that this is the 18th year of this event and the road race will begin at Lincoln Woods State Park in Rhode Island and will finish in Whitinsville at the Whitin Community Center tennis courts. The participants will be running from River Bend Farm in Uxbridge, to Route 122 North, bear left on Linwood Avenue, turn right onto Cross Street straight through the Church Street intersection, turn left onto Cottage Street, right onto Hill Street, then the finish will be at the Community Center Tennis Courts. Mr. Thompson noted that he had a preliminary meeting with Lt. Labrie and will be following up with him after this meeting. Currently, he anticipates hiring three police details: one at the Linwood Mill, one at the Church Street intersection, and one at Hill Street. Chairman Melia asked how many runners would be taking part. Mr. Thompson replied that there are 60 teams with one runner per team. Selectman Ampagoomian asked if signage would be posted along the route to which Mr. Thompson replied yes. Selectman Ampagoomian then requested that the signage be removed once the race was over. Mr. Thompson agreed and explained that a lot of the time he picks them up himself because he reuses them. There being no further discussion, a motion/Mr. Ampagoomian, seconded/Mr. Nolan to grant permission for the road race portion of the Greenway Challenge to take place in parts of Whitinsville on Saturday, September 29, 2018, subject to the safety requirements of the Northbridge Police Department. A rain date of October 6, 2018 is also approved. Vote yes/Unanimous.

George Marston Whitin Memorial Community Association, 60 Main Street, Whitinsville/1) Request for a One-day Entertainment License for the Greenway Challenge event to be held on Saturday, September 29, 2018, from 12 Noon to 5 PM in Whitin Park. Present: Sarah Lawson, Director of Marketing and Events. Ms. Lawson explained that the Whitin Community Center is looking to get a one-day entertainment license for the day of the Greenway Challenge event. A motion/Mr. Athanas, seconded/Mr. Nolan to approve the Community Center's request for a one-day Entertainment License for the Greenway Challenge event to be held on Saturday, September 29, 2018, from 12 Noon to 5 PM in Whitin Park. Vote yes/Unanimous.

Purgatory Beer Company, LLC, 670 Linwood Avenue, Bldg. C., Whitinsville/Request for a One-day Malts Only License for the Greenway Challenge event to be held in Whitin Park on Saturday, September 29, 2018, from 12 Noon to 5 PM. Present: Sarah Lawson, Director of Marketing and Events for WCC. Ms. Lawson explained that the one-day malts only license is actually for Purgatory Beer Company, who will be hosting a beer garden in Whitin Park. She noted the beer garden area will be sectioned off with orange fencing. She also pointed out all servers are TIPS Certified so they will be

checking IDs and distributing wristbands to those 21 years of age and older. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve Purgatory Beer Company's request for a One-day Malts Only License for the Greenway Challenge event to be held in Whitin Park on Saturday, September 29, 2018, from 12 Noon to 5 PM. Vote yes/Unanimous.

George Marston Whitin Memorial Community Association, 60 Main Street, Whitinsville/1) Request for a One-day Wines and Malts License for their Fall Food Festival to be held on Saturday, October 13, 2018 from 11 AM - 3 PM in Whitin Park. Present: Sarah Lawson, Director of Marketing and Events. Ms. Lawson explained that this will be the same set-up as in past years: the area will be roped off; all servers are TIPS Certified and will be checking IDs and distributing wristbands to those 21 years of age and older. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the Whitin Community Center's request for a One-day Wines and Malts License for their Fall Food Festival to be held on Saturday, October 13, 2018 from 11 AM - 3 PM in Whitin Park. Vote yes/Unanimous. **2) Application for a One-day Entertainment License for the Fall Food Festival.** A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the Whitin Community Center's request for a One-day Entertainment License for the Fall Food Festival to be held on Saturday, October 13, 2018 from 11 AM - 3 PM in Whitin Park. Vote yes/Unanimous.

Fresh Brewed Inc. dba Dunkin Donuts, 4 North Main Street, Whitinsville/Application for a Common Victualler's License contingent upon compliance with all requirements of the Town. Present: Barbara Denesowicz. Ms. Denesowicz stated that her new store is located inside the gas station on 4 North Main Street and explained she has a final inspection scheduled with the Board of Health Agent. The anticipated opening date is August 30th. A motion/Mr. Nolan, seconded/Mr. Athanas to grant a Common Victualler's License to Fresh Brewed Inc. dba Dunkin Donuts, 4 North Main Street, Whitinsville, contingent upon compliance with all requirements of the Town. Vote yes/Unanimous.

Whitinsville Gas and Market, LLC, 4 North Main Street, Whitinsville /Application for a Common Victualler's License contingent upon compliance with all requirements of the Town. Tarek Yatim was present and explained he is present to request a Common Victualler's license for Whitinsville Gas and Market, LLC, located at 4 North Main Street, Whitinsville. A motion/Mr. Athanas, seconded/Mr. Nolan to grant a Common Victualler license to Whitinsville Gas and Market, LLC, 4 North Main Street, Whitinsville. Vote yes/Unanimous.

Riverdale Cemetery Deeds/1) Leonard & Kathy Bangma [Maple Ave. North, Lot #4]. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the sale of Lot # 4, Maple Ave. North to Leonard and Kathy Bangma. Vote yes/Unanimous. **2) Michael and April Jacobs [Maple Ave. North, Lot #11].** A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve the sale of Lot # 11 Maple Ave. North to Michael and April Jacobs. Vote yes/Unanimous.

State Primary Election [September 4, 2018]/Vote to sign warrant. A motion/Mr. Athanas seconded/Mr. Nolan to vote to sign the warrant for the September 4, 2018 State Primary Election. Vote yes/Unanimous.

Northbridge 2018 Water Rates & Schedule Adjustments. Mr. Shuris was present to discuss the proposed water rate adjustments for Northbridge water customers. He advised that the Department of Public Utilities already approved an increase in rates and fees for the Whitinsville Water Company and thus he is looking to mirror those rates/fees for Northbridge water customers. Currently, the cost per 100 cubic feet is \$4.24. Mr. Shuris explained that he is looking to increase that rate to \$4.83 per 100 cubic feet, which is approximately a 14% increase. In addition, he mentioned that the billing cycle is also changing from quarterly billing to monthly billing. Selectman Ampagoomian then asked if Mr. Shuris is expecting the rates to increase on a yearly basis. Mr. Shuris replied, at this time, he does not anticipate a yearly increase and added that this increase should cover several years. Continuing, Mr. Shuris said that with the upcoming sub-divisions there will be an increase in connections in the coming years. Selectwoman Cannon asked if

the rate increase is going to be retroactive. Mr. Shuris responded that when the Department of Public Utilities approved Whitinsville Water Company's rate increase, he assumed it was a blanket approval for the Town's water customers, but then realized the new rates required approval by the Select Board. The rates went into effect July 1, 2018. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve the water rates and scheduled adjustments to mirror that of the Whitinsville Water Company as approved by the Department of Public Utilities. Vote yes/Unanimous.

Fall Annual Town Meeting [October 23, 2018] / Vote to place articles on warrant. Town Manager Gaudette stated there is a total of seven articles that he recommends be sponsored by the Board of Selectmen and thus the Board should vote to place those articles on the upcoming Fall Annual Town Meeting warrant. **Article 1: Payment of Prior year bills/Selectmen.** Town Manager Gaudette explained that this is a standard article in case something arises after year-end but advised that as of this time there are no bills of a prior year. **Article 2: FY 18 Budget Adjustments/Selectmen.** The Town Manager stated that there are several items: 1) additional Chapter 70 money for the School Department; 2) Disability Commission is requesting to create a budget line item, which the Town Manager explained could be moved to the Spring Town Meeting; and additional funds for the Board of Health as the result of testing done at the Quaker Street landfill. **Article 3: Sewer Enterprise Budget/Selectmen.** Town Manager Gaudette stated that he is working with the Town Accountant on adjustments to be sure that we comply with the requirements of Department of Revenue. **Article 4: Stabilization Fund/Selectmen.** Town Manager Gaudette stated that this is another standard article, but currently there is nothing. **Article 5: Exemption Increase/Selectmen.** Town Manager Gaudette stated that this is a change to the Senior Tax abatement, which will increase the amount of the exemption from \$500 to \$1,000 for persons 65 or older and occupying the property as their domicile. **Article 6: New W. Edward Balmer Elementary School/School Building Committee.** Town Manager Gaudette stated that this is a School Building Committee article, so no vote is needed. **Article 7: Community Preservation Act/Selectmen.** Town Manager Gaudette explained now that the Community Preservation Act (CPA) has been adopted, the next step is to create a bylaw that would create a Community Preservation Committee. Funds would accrue through the Massachusetts Department of Revenue and the Committee would be comprised of a Planning Board member, Conservation Commission member, Historical Commission member and others, which would then study the town's preservation needs, put together a plan, and as funds accrue can make recommendations at Town Meeting for appropriations for uses within the plan. **Article 8: Recreational Marijuana Sales Tax/Selectmen.** Town Manager Gaudette advised that this article is for the vendor rate of up to 3% sales tax on recreational marijuana. **Article 9: Recreational Marijuana Zoning/Planning Board.** Town Manager Gaudette stated that this is a Planning Board article, which they need to go forward with to meet the November expiration of the marijuana moratorium, if the Town wishes to set designated areas. **Article 10: Petition Article-Rezoning. Article 11: Petition Article-Rezoning off Church Street. Article 12: Petition Article-Solar PILOT for Nexamp. Article 13: Petition Article -Special Tax Assessment [Paw Steps].** A motion/Mr. Nolan, seconded/Mr. Athanas to vote to place the Selectmen's Articles on the Fall Annual Town Meeting warrant for October 23, 2018. Vote yes/Unanimous.

Town Manager Performance Evaluation. Chairman Melia thanked the Board for submitting their evaluations and stated that since Ms. Cannon just became a Board Member, she has chosen not to take part in the evaluation process. Chairman Melia continued and stated that the Town Manager received an overall average score of 4.5 out of 5 for eight categories. Mr. Melia noted that Mr. Gaudette's communication to the Board has been superior and very informative. He stated that as the result of the town manager's review, the Board voted a 2% Cost Of Living Adjustment and a 3% merit increase for a total of 5%. Town Manager Gaudette thanked the Board for their feedback and stated he values the evaluation process, which allows for individual feedback. At the conclusion of Chairman Melia's comments, Town Manager Gaudette stated that he enjoys working here and stated that the staff and Board has been great to work with. He also mentioned that it has been a successful year, but there is also a lot of work ahead of us, and he looks forward

to the next goal preparation process this fall. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the Town Manager's 5% total salary increase. Vote yes/Unanimous.

FY '17 Town Audit/Present: Scott McIntire, CPA (Melanson Heath). Town Accountant Neil Vaidya introduced Scott McIntire, Principal Audit Manager and Ms. Erica Lussier, Audit Supervisor, who will be the town's FY 18 Audit Supervisor. Mr. Vaidya explained that the town's former auditors, Borgatti Harrison informed him that they are phasing out of municipal auditing. They, in turn, recommended Melanson Heath. Mr. McIntire stated that the audit for fiscal year 2017 went very well, with key accounts reconciled in a timely manner and no significant audit entries to the Town's general ledger were needed. He also said there were no disagreements between the firm and the Town on how to apply generally accepted accounting principles. Mr. McIntire reported that within the estimates, only two came back as significant estimates: the net pension liability and the OPEB [Other Post-Employment Benefits]. He advised there are a lot of standards that go into the estimates. He also added that the financial statements are in accordance with generally accepted accounting principles for local governments. Mr. McIntire explained that the first recommendation is to secure outstanding receivables, and after being discussed there is a plan in place to have this completed by October 2018. The second recommendation is to develop a more formal risk assessment process. This translates to getting a process in writing and have the Board vote to adopt it. The third recommendation is to adopt formal policies and procedures, which follows on the previous recommendation. The final recommendation is to establish formal policies and procedures for Federal Awards. This would update policies and procedures to be compliant with Federal guidelines. In closing, Mr. McIntire stated the final recommendation is to modify current procurement policy to ensure compliance with Uniform Guidance. Selectman Athanas asked what other Towns were doing with the retirement deficits. Mr. McIntire replied they see a lot of variations, but the Town is on a funding schedule and should be fully funded by 2036. Chairman Melia asked what they recommend to avoid theft of town funds by employees and should an audit take place when an employee leaves. Mr. McIntire responded that there are statutes in place for requirements of certain account balances and said that is where the risk assessment comes into place and relying on internal controls to minimize or eliminate a risk.

TOWN MANAGER'S REPORT: 1) Meetings Attended: Monday, July 16, 2018 – Met with the Owners Project Manager (OPM) for the Fire Station project to discuss site selection with Chief White. Monday, July 16, 2018 – Attended the Board of Selectmen's Meeting. Tuesday, July 17, 2018 – Attended the School Building Committee Meeting. Friday, July 27, 2018 – Read to Children and Parents as part of the "Read Around the Town" Program coordinated by the Whitinsville Social Library Staff. Monday, July 30, 2018 – Met with the OPM for the Fire Station project to discuss site selection with Chief White and Building Planning Construction Commission Member Kevin Curtin. Monday, July 30, 2018 – Met with Chief Warchol and Chief White to discuss Opioid Litigation documentation for counsel. Tuesday, July 31, 2018 – Met with J. Shuris, J. Luchini, N. Vaidya re: Pine Grove Cemetery Trust funding. Wednesday, August 1, 2018 – Attended a regional Town Managers luncheon. Thursday, August 2, 2018 – Met with G. Bechtholdt to discuss Fall Annual Town Meeting warrant articles. Friday, August 3, 2018 – Met with G. Bechtholdt and representatives from Paw Steps re: potential STA (Special Tax Assessment). Monday, August 13, 2018 – Attended the School Building Committee Meeting. Tuesday, August 14, 2018 – Attended the Council on Aging Meeting and issued a Certificate on behalf of the Town to Adele Gentry who is retiring after 18 years of service as an Outreach Worker at the Sr. Center. Wednesday, August 15, 2018 – Met with Chairman Melia to discuss Performance Evaluation and the Agenda for the next Selectmen's meeting. Wednesday, August 15, 2018 – Conference Call with Department of Public Works and Tanko Lighting re: LED Streetlight Conversion Project. Friday, August 17, 2018 – Held a Department Managers Meeting. **2) Balmer School Building Project:** The Massachusetts School Building Authority (MSBA) has voted to approve the Schematic Design and Project Budget, along with the total facilities grant of \$46,043,257. The Selectmen have voted to place the debt exclusion for the project on the State Ballot for November 6, 2018. The warrant article has been reviewed and approved by Town Counsel, MSBA and Bond Counsel. The School Building Committee voted this past Monday, August 13, 2018 to sponsor the article on the Fall

Annual Town Meeting Warrant. **3) DPW Garage Project:** A temporary certificate of occupancy (TCO) remains in-place. The OPM is working with the General Contractor/Engineer-On-Record to finalize the OEM manuals and project close-out documents. The final certificate of occupancy will be issued after the remaining/open items are completed. These include the installation of the permanent heat detector/exhaust fan connection and the existing/new building fire alarm/communication interconnections, Professional Engineering-On-Record affidavits and "as-builts". The fueling station remains an open item and the OPM is working on a revised delivery/installation schedule. **4) Fire Station Project (Feasibility Study):** The Town Manager and the Fire Chief have begun working with the OPM team from Cardinal on the Site Selection for inclusion in the Request For Quotation for Designer (Architect) Services. The Fire Chief had produced a list of properties from the Assessor (Town-owned), from the previous study, available parcels, and local knowledge, and is working with the OPM to site a building on the properties in order to eliminate parcels from consideration. The site selection team has met with the OPM several times to discuss site selection and are preparing for site recommendations for the BPCC. Another site review meeting is scheduled for August 20, 2018. **5) Fall Annual Town Meeting:** The Manager's office has initiated the process for the FATM. Internal calendars and the Finance Committee schedule has been established and staff is aware that the deadline for articles is for the August 20th Board of Selectmen Meeting when the Board will vote to set the Warrant, which must be done prior to Friday, August 24th at noon. Anticipated articles are School Project Borrowing, Community Preservation Act Bylaw, Recreational Marijuana Zoning and 3% Local Option Tax, Solar PILOTS, and increase in Board of Health Additional Expenses.

SELECTMEN'S CONCERNS: **Selectman Ampagoomian/1)** sent condolences on behalf of the Board of Selectmen to the Knott family on the passing of James Knott, Sr. **2)** asked why the hydrant in front of the Middle School is covered. Jim Shuris, Department of Public Works Director, replied that the hydrant is owned by the Whitinsville Water Co. and when a hydrant has a bag over it as that one does, it is awaiting repair. **3)** asked for an update on the progress of the road paving projects. Mr. Luchini, Highway Superintendent, stated that they are on schedule for Hill Street, Benson Road, Batcheller Road, and Highland Street, which will have a final coat tomorrow. Pollard road will be done next beginning September 1, 2018, and then Sprague Street will be taken care of after that.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION / 6:15 PM: 1) Under M.G.L c.30A, Sec. 21 #2 - To conduct contract negotiations with Non-Union personnel (Town Manager).

Chairman Melia announced that the next scheduled Selectmen's meeting is set for September 10, 2018.

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

Meeting Adjourned: 8:45 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

August 20, 2018

EXECUTIVE SESSION: 6:15 PM

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES:

A. 1) June 11, 2018

-Copy of June 11, 2018 meeting minutes

2) June 25, 2018

-Copy of June 25, 2018 meeting minutes

3) July 16, 2018

-Copy of July 16, 2018 meeting minutes

4) August 9, 2018 Special Meeting

-Copy of August 9, 2018 minutes

II. PUBLIC HEARING

III. APPOINTMENTS/By the Board of Selectmen/Vote to appoint: B. 1) Susan Brouwer, Northbridge Housing Authority

-Copy of Talent Bank Form for Susan Brouwer

2) Central Mass. Regional Planning Commission: a) Second Delegate b) Alternate

-Copy of letter requesting appointees for the Selectmen's Second Delegate and Alternate

C. By the Town Manager/Vote to affirm: Caryn Gagner, Senior Library Assistant

-Copy of Memo recommending Caryn Gagner be appointed to Senior Library Assistant

-Copy of Cover letter of Caryn Gagner

-Copy of application of Caryn Gagner

-Copy of resume of Caryn Gagner

D. RESIGNATION: Brian Murphy, Economic Development Committee

-Copy of resignation email from Brian Murphy

IV. CITIZENS' COMMENTS/INPUT: Local Business Spotlight: Relay Power/Present: Neil Potter/No documentation

V. DECISIONS:

E. Whitinsville Christian School/1) Request to hold a road race on Saturday, September 22, 2018 at 8:30 AM, subject to the safety requirements of the Northbridge Police Department. Present: Sonia Zeyl. 2) Request to hang a banner across Church Street from Sunday, October 7, 2018 to Sunday, October 21, 2018 to advertise their Dutch Apple Pie sale.

- Copy of course race map
- Copy of Certificate of Insurance
- Copy of email notice from the Public Works Director regarding the Road Race
- Copy of email notice from the Chief of Police regarding the Road race
- Copy of banner request from Elizabeth Deters

F. St. Patrick's Church, 7 East Street, Whitinsville/1) Request to hang a banner across Church Street from September 9, 2018 to September 23, 2018 to advertise the Annual Fall Family Fun Fest to be held Sunday, September 23, 2018. 2) Request to close East Street from Cross Street to the entrance of the Pleasant Street Christian Reformed Church parking lot on Sunday, September 23, 2018 from 7 AM to 5 PM.

- Copy of banner request and road closure request from St. Patrick's Parish
- Copy of email notice from Public Works Director regarding the road closure
- Copy of email notice from Police Lieutenant regarding road closure

G. Alternatives Unlimited, Inc., 50 Douglas Road, Whitinsville/Request for a One-day Wines and Malt License for their Annual Valley Bag Toss event to be held on Saturday, September 22, 2018 from 12 PM to 5 PM on the Whitin Mill Community Plaza [Rain date: 9/23/18].

- Copy of application for a one-day Wine and Malt license
- Copy of REAP form
- Copy of Hold Harmless Agreement
- Copy of Certificate of insurance
- Copy of Tips certifications
- Copy of License Routing Slips

H. Charles Thompson/Request permission to hold the road race portion of the Greenway Challenge event in Whitinsville on Saturday, September 29, 2018, subject to the safety requirements of the Northbridge Police Department [Rain Date: October 6, 2018].

- Copy of letter requesting road race from the Greenway Challenge
- Copy of email from Lt. Labrie approving the Greenway Challenge
- Copy of email from Department of Public Works Director approving Greenway Challenge
- Copy of course route
- Copy of Greenway Challenge flyer

I. George Marston Whitin Memorial Community Association, 60 Main Street, Whitinsville/1) Request for a One-day Entertainment License for the Greenway Challenge event to be held on Saturday, September 29, 2018, from 12 Noon to 5 PM in Whitin Park. Present: Sarah Lawson, Director of Marketing and Events.

- Copy of application for a one-day entertainment license
- Copy of REAP form
- Copy of Workers' Compensation Insurance Affidavit
- Copy of informational page about the Greenway Challenge
- Copy of license routing slip

J. Purgatory Beer Company, LLC, 670 Linwood Avenue, Bldg. C., Whitinsville/Request for a One-day Malts Only License for the Greenway Challenge event to be held in Whitin Park on Saturday, September 29, 2018, from 12 Noon to 5 PM.

- Copy of application for a one-day malts application license
- Copy of REAP form
- Copy of Workers' Compensation Insurance Affidavit

- Copy of Hold Harmless Agreement
- Copy of Tips certifications
- Copy of license routing slips

K. George Marston Whitin Memorial Community Association, 60 Main Street, Whitinsville/1) Request for a One-day Wines and Malt License for their Fall Food Festival to be held on Saturday, October 13, 2018 from 11 AM - 3 PM in Whitin Park. 2) Application for a One-day Entertainment License for the Fall Food Festival. Present: Sarah Lawson, Director of Marketing and Events.

- Copy of application for a special license for a one-day wine and malt
- Copy of REAP form
- Copy of Workers' Compensation Insurance Affidavit
- Copy of Hold Harmless Agreement
- Copy of license routing slip
- Copy of information regarding the Fall Food Festival
- Copy of application for a one-day entertainment license
- Copy of REAM form
- Copy of Workers' Compensation Insurance Affidavit
- Copy of Hold Harmless Agreement
- Copy of license routing slip

L. Fresh Brewed Inc. dba Dunkin Donuts, 4 North Main Street, Whitinsville/Application for a Common Victualler's License contingent upon compliance with all requirements of the Town. Present: Barbara Denesowicz

- Copy of application for a Common Victualler's license
- Copy of Articles of Organization
- Copy of floor plan
- Copy of REAP form
- Copy of Certificate of Insurance
- Copy of Workers' Compensation Insurance Affidavit
- Copy of emergency contacts
- Copy of cost of equipment
- Copy of license routing slip

M. Whitinsville Gas and Market, LLC, 4 North Main Street, Whitinsville /Application for a Common Victualler's License contingent upon compliance with all requirements of the Town.

- Copy of application for a Common Victualler's license
- Copy of Workers' Compensation Insurance Affidavit
- Copy of REAP form
- Copy of Certificate of Insurance
- Copy of Certificate of Organization
- Copy of License routing slip

N. Riverdale Cemetery Deeds/1) Leonard & Kathy Bangma [Maple Ave. North, Lot #4] 2) Michael and April Jacobs [Maple Ave. North, Lot #11]

- Copy of cemetery deeds

O. State Primary Election [September 4, 2018]/Vote to sign warrant

- Copy of State Primary Election warrant

P. Northbridge 2018 Water Rates & Schedule Adjustments

- Copy of Memorandum regarding the water rate increase
- Copy of schedule of rates for water services

Q. Fall Annual Town Meeting [October 23, 2018] / Vote to place articles on warrant

- Copy of draft Town Meeting Warrant
- Copy of memorandum regarding Community Preservation Act
- Copy of draft Community Preservation bylaw
- Copy of memorandum regarding recreational marijuana establishments

R. Town Manager Performance Evaluation

- Copy of cumulative score sheet

VI. DISCUSSIONS:

S. FY '17 Town Audit/Present: Scott McIntire, CPA (Melanson Heath)

- Copy of Report on Scheduled Employer Allocation and Pension Amount per Employer
- Copy of Annual Financial Statements for the year ended June 30, 2017
- Copy of Management Letter
- Copy of Auditors' Report

VII. TOWN MANAGER'S REPORT

- Copy of Town Manager's Report

VIII. SELECTMEN'S CONCERNS/No documentation

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION 6:15 PM: T. 1) Under M.G.L c.30A, Sec. 21 #2 - To conduct contract negotiations with Non-Union personnel (Town Manager).

- Documentation removed as the minutes have not yet been released

BOARD OF SELECTMEN'S MEETING
August 23, 2018

A meeting of the Board of Selectmen was called to order by Clerk Daniel Nolan at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Board members – Ampagoomian, Cannon and Nolan. Selectman Athanas and Selectman Melia were absent, and it is duly noted.

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES: None
PUBLIC HEARING: None
APPOINTMENTS/RESIGNATIONS: None
CITIZENS' COMMENTS/INPUT: None

A. Public Power – Revised Aggregation Agreement / Vote to approve. A motion/ Ms. Cannon, seconded/Mr. Ampagoomian to approve the revised aggregation Agreement with Public Power. Vote yes/Board members Ampagoomian, Cannon and Nolan.

TOWN MANAGER'S REPORT: None
SELECTMEN'S CONCERNS: None
ITEMS FOR FUTURE AGENDA: None
CORRESPONDENCE: None
EXECUTIVE SESSION: None

A motion/Mr. Ampagoomian, seconded/Ms. Cannon to adjourn the public meeting. Vote yes/Board Members: Ampagoomian, Cannon and Nolan.

Meeting Adjourned: 7:03 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

August 23, 2018

PLEDGE OF ALLEGIANCE

- I. APPROVAL OF MINUTES: None**
- II. PUBLIC HEARING: None**
- III. APPOINTMENTS/RESIGNATIONS: None**
- IV. CITIZENS' COMMENTS/INPUT: None**
- V. DECISIONS:**
 - A. Public Power – Revised Aggregation Agreement / Vote to approve**
-Copy of Aggregation Agreement between Public Power and the Town of Northbridge
- VI. DISCUSSIONS: None**
- VII. TOWN MANAGER'S REPORT: None**
- VIII. SELECTMEN'S CONCERNS: None**
- IX. ITEMS FOR FUTURE AGENDA: None**
- X. CORRESPONDENCE: None**
- X. EXECUTIVE SESSION: None**

BOARD OF SELECTMEN'S MEETING
September 10, 2018

A meeting of the Board of Selectmen was called to order by Chairman Thomas Melia at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Board Members – Ampagoomian, Athanas, Cannon, Melia and Nolan. **Also Present:** Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

Selectman Ampagoomian offered his condolences to Chairman Melia and his family for the loss of his mother, Ruth Melia. Selectman Ampagoomian described the late Mrs. Melia as an excellent, sophisticated woman. Selectman Ampagoomian also offered his condolences to the family of Robert Alex who passed away last week and will be missed.

Chairman Melia thanked everyone who sent cards, flowers and condolences.

APPROVAL OF MINUTES: 1) August 20, 2018 Executive Session. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve but not release the August 20, 2018 Executive Session minutes. Vote yes/Board Members: Ampagoomian, Athanas, Melia, and Nolan. **Abstain:** Ms. Cannon. **2) August 23, 2018.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the August 23, 2018 minutes as presented with the readings omitted. Vote yes/Board Members: Ampagoomian, Nolan, and Cannon. **Abstain:** Mr. Athanas, and Mr. Melia.

PUBLIC HEARING/None

APPOINTMENTS/By the Board of Selectmen: 1) Playground and Recreation Commission: Michael Dempsey/Present: Shawn Roby, Member. Mr. Roby explained that Mr. Proto was not able to attend the meeting, but he was present to introduce Mr. Dempsey to the Board. Mr. Dempsey stated he is looking forward to the opportunity to serve. A motion/Mr. Athanas, seconded/Ms. Cannon to appoint Mr. Dempsey to the Playground and Recreation Commission. Vote yes/Unanimous. **2) Safety Committee and Ad Hoc Fields Committee: Richard Maglione, Dir. of Facilities/School Dept. Rep./Present: Dr. Catherine Stickney.** Dr. Stickney stated she is requesting the Board appoint Mr. Maglione as the School Department's Rep. to the Safety Committee. She advised that Mr. Maglione became the Director of Facilities in July and has jumped into helping with all facility issues. Dr. Stickney added that she feels he will be a great addition to the Safety Committee. It was noted that this appointment was for the Safety Committee only. Mr. Maglione stated that he has been in this field for over ten years, most recently with Nashoba, and feels he can make Northbridge Schools a safe, secure and healthy environment. A motion/Ms. Cannon, seconded/Mr. Nolan to appoint Mr. Maglione, Dir. of Facilities, to the Safety Committee as the School Department's Rep. Vote yes/Unanimous.

APPOINTMENTS/By the Town Manager: 1) Board of Health: Jamie R. Terry, RS/Part time Health Inspector [Present: Paul McKeon, Chairman, Board of Health]. Mr. McKeon introduced Ms. Terry and noted that she is more than qualified for the Health Inspector position. Ms. Terry then spoke and said that it is nice to meet the Board and thanked them for the opportunity. She added that she has been working in this Health Field for 16 years and has been a Health Director for many different Towns. Ms. Terry mentioned that she has the time and flexibility and enjoys what she does. There being no further discussion, a motion/Mr. Ampagoomian, seconded/Mr. Nolan to affirm the Town Manager's appointment of Jamie Terry as a Part Time Health Inspector. Vote yes/Unanimous. **2) Amy Mezzadri, Junior Library Assistant/Present: Rebecca Sasseville, Library Director.** Ms. Sasseville introduced Ms. Mezzadri and reviewed her past work history and qualifications including that Ms. Mezzadri has worked at the Blackstone Library for the past four years and has many years of customer service experience. Ms. Sasseville explained

that this position became available upon the promotion of Ms. Caryn Gagner to Senior Library Assistant. Ms. Mezzadri thanked the Board for the opportunity and explained she enjoys everything having to do with working in a Library. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to affirm the Town Manager's appointment of Ms. Mezzadri as a Junior Library Assistant. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT: None

Northbridge Drama Club/Request to hang a banner across Church Street from Sunday, January 27, 2019 to Sunday, February 10, 2019 to advertise a "Mamma Mia" performance to be held in February of 2019 [Present: Susie Timmons]. Ms. Timmons stated that the Northbridge Drama Club will be performing Mamma Mia on February 2nd and February 10th. A motion/Mr. Athanas, seconded/Ms. Cannon to approve the Drama Club's request to hang a banner across Church Street from Sunday, January 27, 2019 to Sunday, February 10, 2019 to advertise their "Mamma Mia" performance. Vote yes/Unanimous.

Terresa Michaelson dba Herbs Make Scents, 76 Church Street, Whitinsville/Application for a Common Victualler license, contingent upon compliance with all requirements of the Town/ [Present: Terresa Michaelson]. Ms. Michaelson stated that they are a family-owned business and the establishment will offer teas, organic coffee, and bakery items from local bakeries, as well as aromatherapy products. A motion/Mr. Athanas, seconded/Mr. Nolan to grant a Common Victualler's License to Terresa Michaelson dba Herbs Make Scents, 76 Church Street, Whitinsville, contingent upon completion of all requirements of the Town. Vote yes/Unanimous.

St. Patrick's Church, 7 East Street, Whitinsville MA / 1) Family Fun Fest/ Fall Festival to be held on Sunday, September 23, 2018 from 11 AM – 4 PM/a) Application for a One-day Wine and Malt License b) Application for a one-day Sunday Entertainment License. A motion/Ms. Cannon, seconded/Mr. Nolan to grant a one-day wine and malt license and a one-day Sunday Entertainment license to St. Patrick's Church, 7 East Street, for their Family Fun Fest/ Fall Festival to be held on Sunday, September 23, 2018 from 11 AM – 4 PM. Vote yes/Unanimous. **2) Irish Music Night event to be held on Saturday, October 13, 2018 from 5:30 PM – 8 PM/a) Application for a One-day Malt License b) Application for a One-day Entertainment License [Present: Aileen Lemoine and Gene Trottier].** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to grant a one-day malts License and one-day Entertainment License to St. Patrick's Parish, 7 East Street, for their Irish Music Night event to be held on Saturday, October 13, 2018 from 5:30 PM – 8 PM. Vote yes/Unanimous.

Fall Annual Town Meeting [October 23, 2018]/Vote to sign warrant upon completion and final review by Town Counsel. Town Manager Gaudette stated that a vote to sign the warrant upon completion and final review by Town Counsel should be made and the warrant will be posted on Friday, September 21st. He also mentioned that warrant article presentations will be held at coming Board meetings on October 1st and October 15th. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to vote to sign the warrant upon completion and final review by Town Counsel. Vote yes/Unanimous.

TOWN MANAGER'S REPORT: Meetings Attended: 1) Monday, August 20, 2018 – Met with Chief White and the Fire Station Owners Project Manager (OPM) team. Monday, August 20, 2018 – Attended the Board of Selectmen Meeting. Tuesday, August 28, 2018 – Attended the wake services for James Knott, Sr. of Riverdale Mills. Thursday, August 30, 2018 – Met with the Moderator and Deputy Moderator to prepare for the Fall Annual Town Meeting. Tuesday, August 15, 2018 – Met with Department of Public Works Staff and Disability Commission regarding an American's with Disabilities Act grant for the DPW offices. Wednesday, September 5, 2018 – Met with Chairman Melia to prepare for upcoming Selectmen's meeting. 2) Balmer School Building Project: The Massachusetts School Building Authority (MSBA) has voted to approve the Schematic Design and Project Budget, along with the total facilities grant of \$46,043,257. The Selectmen have voted to place the debt exclusion for the project on the State Ballot for

November 6, 2018 and the School Building Committee voted to sponsor the article on the Fall Annual Town Meeting Warrant. The warrant article has been reviewed and approved by Town Counsel, MSBA and Bond Counsel. **3) DPW Garage Project:** A temporary certificate of occupancy (TCO) remains in-place. The OPM is working with the General Contractor/Engineer-On-Record to finalize the OEM manuals and project close-out documents. The final certificate of occupancy will be issued after the remaining/open items are completed. These include the installation of the permanent heat detector/exhaust fan connection and the existing/new building fire alarm/communication interconnections, Professional Engineering-On-Record affidavits and "as-builts". The fueling station remains an open item and the OPM is working on a revised delivery/installation schedule. **4) Fire Station Project (Feasibility Study):** The Town Manager and the Fire Chief have been working with the OPM team from Cardinal on the Site Selection for inclusion in the RFQ for Designer (Architect) Services. The site selection team has met with the OPM several times to discuss site selection and are preparing for site recommendations for the Building Planning Construction Committee. **5) Fall Annual Town Meeting:** The Manager's Office is coordinating the process for the FATM. The Warrant closed on Friday, August 24th. The Board has voted to place their articles on the Warrant and include housekeeping budget articles, the CPA Bylaw, the 3% Local Option Tax on Recreational Marijuana, and increasing the Sr. Tax Abatement Exemption. Other articles will include Recreational Marijuana Zoning (Planning Board), School Project Borrowing, and several petitions that include Solar PILOT, rezoning, and an STA (special tax assessment). **6) Announcement:** Town Manager Gaudette announced that the Board is invited to attend the ribbon cutting ceremony for the Blackstone Valley Education Hub on Tuesday, September 18, 2018 at 3:30 p.m.

SELECTMEN'S CONCERNS: **Selectman Ampagoomian/1)** asked about Plummer's Corner intersection and stated he would like to see it revisited. Highway Superintendent Jamie Luchini stated that they are starting a TIP program and he is hoping to include Plummer's Corner. **2)** asked for an update on the road paving progress. Mr. Luchini stated that the base has been applied to Pollard Road, the top coat will be completed by the end of the week and aprons will be addressed the following week. Mr. Luchini stated that the Sprague Street overlay will be completed after that. Mr. Luchini explained that after Sprague is complete whatever remaining funds will be used towards Old Quaker Street. **3)** added that tomorrow marks the 17th anniversary of 9-11 and noted that we still haven't forgotten. **Selectwoman Cannon 1)** announced that the next Community Forum for the Balmer School is on Wednesday, September 19, 2018 at 6 pm at the Northbridge Elementary School. **Selectman Melia** asked each Select Board member to submit Town Manager goals to him for the upcoming year.

ITEMS FOR FUTURE AGENDA: Selectmen's Goals for the Town Manager

CORRESPONDENCE/None

EXECUTIVE SESSION/None

Chairman Melia announced that the next scheduled Selectmen's meeting is set for September 24, 2018. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to adjourn the public meeting. Vote yes/Unanimous.

Meeting Adjourned: 7:28 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

September 10, 2018

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES: A. 1) August 20, 2018 Executive Session

-Copy of August 20, 2018 minutes

2) August 23, 2018

-Copy of August 23, 2018 minutes

II. PUBLIC HEARING/None

II. APPOINTMENTS/By the Board of Selectmen: B. 1) Playground and Recreation: Michael Dempsey [Present: Michael Proto, Chairman]

-Copy of talent bank form for Michael Dempsey

2) Safety Committee and Ad Hoc Fields Committee: Richard Maglione, Dir. of Facilities/School Dept. [Present: Dr. Catherine Stickney]/No documentation

By the Town Manager: C. 1) Board of Health: Jamie R. Terry, RS/Part time Health Inspector [Present: Paul McKeon, Chairman, Board of Health]

-Copy of memo from the Board of Health supporting the appointment of Jamie Terry as the Part Time Health Inspector

-Copy of resume of Jamie Terry

2) Amy Mezzadri, Library Assistant [Present: Rebecca Sasseville, Library Director]

-Copy of memo from Library Director, Rebecca Sasseville, recommending the appointment of Amy Mezzadri as the Library Assistant

-Copy of cover letter from Amy Mezzadri

-Copy of job acceptance

-Copy of resume of Amy Mezzadri

-Copy of employment application of Amy Mezzadri

IV. CITIZENS' COMMENTS/INPUT:

V. DECISIONS:

D. Northbridge Drama Club/Request to hang a banner across Church Street from Sunday, January 27, 2019 to Sunday, February 10, 2019 to advertise a "Mamma Mia" performance to be held in February of 2019 [Present: Susie Timmons]

-Copy of email request to hang a banner

E. Terresa Michaelson dba Herbs Make Scents, 76 Church Street, Whitinsville/Application for a Common Victualler license, contingent upon compliance with all requirements of the Town [Present: Terresa Michaelson]

-Copy of application for a common Victualler's license

-Copy of business certificate

- Copy of business layout
- Copy of Revenue Enforcement and Protection Attestation
- Copy of Certificate of Insurance
- Copy of Worker's Compensation Insurance Affidavit
- Copy of License routing slip
- Copy of email from the Fire Chief approving the fire inspection was completed

F. St. Patrick's Parish, 7 East Street, Whitinsville MA / 1) Family Fun Fest/ Fall Festival to be held on Sunday, September 23, 2018 from 11 AM – 4 PM/a) Application for a One-day Wine and Malt License b) Application for a one-day Sunday Entertainment License

- Copy of application for a one-day wine and malt license
- Copy of Hold Harmless agreement
- Copy of Revenue Enforcement and Protection Attestation
- Copy of Workers' Compensation Affidavit
- Copy of license routing slip
- Copy of application for a one-day Sunday entertainment license
- Copy of Revenue Enforcement and Protection Attestation
- Copy of Workers' Compensation Affidavit
- Copy of license routing slip

2) Irish Music Night event to be held on Saturday, October 13, 2018 from 5:30 PM – 8 PM/a) Application for a One-day Malt License b) Application for a One-day Entertainment License [Present: Aileen Lemoine and Gene Trottier]

- Copy of application for a one-day malt only license
- Copy of Hold Harmless agreement
- Copy of Revenue Enforcement and Protection Attestation
- Copy of Workers' Compensation Affidavit
- Copy of license routing slip
- Copy of application for a one-day entertainment license
- Copy of Revenue Enforcement and Protection Attestation
- Copy of Workers' Compensation Affidavit
- Copy of license routing slip

G. Fall Annual Town Meeting [October 23, 2018]/Vote to sign warrant upon completion and final review by Town Counsel

- Copy of draft Town Meeting Warrant

- VI. DISCUSSIONS**
- VII. TOWN MANAGER'S REPORT**
- VIII. SELECTMEN'S CONCERNS**
- IX. ITEMS FOR FUTURE AGENDA**
- X. CORRESPONDENCE**
- XI. EXECUTIVE SESSION**

BOARD OF SELECTMEN'S MEETING
September 24, 2018

A meeting of the Board of Selectmen was called to order by Chairman Thomas Melia at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Board Members – Ampagoomian, Athanas, Cannon, Melia and Nolan. Town Manager, Adam D. Gaudette was absent and it is duly noted.

The Pledge of Allegiance was recited by those present.

Chairman Melia read aloud a notice about Ringing of the Bells.

APPROVAL OF MINUTES: August 20, 2018. A motion/Mr. Athanas, seconded/Mr. Nolan to approve the August 20, 2018 minutes as presented with the reading omitted. Vote yes/Unanimous.

PUBLIC HEARING: None

APPOINTMENTS/By the Town Manager: Olivia Mathieu, Outreach Worker [Senior Center] /Present: Kelly Bol, Senior Center Director. Ms. Bol introduced Ms. Mathieu to the Board, stating that she has over six years in experience in working with seniors and working with the elderly population. Ms. Bol stated her extensive background will fit perfectly for the outreach position. Ms. Mathieu stated she was very excited for this opportunity. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to affirm the appointment of Olivia Mathieu as Outreach Worker at the Senior Center. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT: 1) Joseph Strazzulla, 170 Rebecca Road, Whitinsville, stated he has been approached by residents asking how they could help with the School Building Committee Project for Balmer School and suggested those individuals attend Finance Committee meetings and Selectmen's meetings to comment on the importance of the project. Mr. Strazzulla indicated he hopes the Board will vote unanimously to support the Balmer School project. **2)** Jill Redding, 1791 Providence Road, Northbridge, stated she is a first-grade teacher at Northbridge Elementary School and a parent of two children in the Middle School. Ms. Redding stated that she attended Northbridge Elementary School as the first 2nd grade class and has been teaching for twenty-five years. She said she feels as though it is time that the citizens, Selectmen, Finance Committee and School Committee come together and build this new school. Ms. Redding expressed that it is not about having a state-of-the-art school, but more importantly having handicapped accessibility and a school that is up to code and provides a safe environment for the students. **3)** Robert Dziekiewicz, Jr., 36 Adams Circle, Northbridge, has three children with one currently attending Balmer. He stated that he and his wife feel as though they needed to help out, so they formed an action committee called The Residents for Stronger Northbridge. Mr. Dziekiewicz stated their goal is to educate the residents of Northbridge about the importance of passing this debt exclusion in order to build a new school. He reported their most recent action has been going door to door to educate the residents of Northbridge. Mr. Dziekiewicz pointed out that Northbridge has one of the lowest tax rates around and said the infrastructure is crumbling and the tax rate proves that. Continuing, he added that if the debt exclusion is approved, the children will have a very much-needed new school. He also pointed out that if the Balmer project passes that the tax rate will still be the lowest in the area. **4)** Spencer Pollock, 328 Rebecca Road, Whitinsville, stressed that the Balmer School is past its life expectancy, has a lack of space, the bathrooms are in disrepair, there is lack of storage, leaking roofs, etc. He voiced his view that seeing the school in this condition raises many concerns. Mr. Pollock mentioned the feasibility study that was conducted concluded with a preferred option that he feels will cover the issues. He emphasized that we have the lowest tax rate and added that if the Town does nothing and repairs need to be done, it is still going to cost \$53 million. **5)** Sharyn Tritone of 68 Nicole Avenue, Northbridge, stated she has been part of the action group going door to door discussing the project with residents. She explained she encountered one resident who was on the fence about how to vote for the new school and after discussing the topic with the resident, they concluded

that one way or the other Northbridge is going to pay for it now or down the road. Ms. Tritone stated that she hopes that the Board votes unanimously, as it is good for the children, the community, and the Town as a whole. **6)** Beth Tubbs, 244 Brookway Drive, Northbridge, stated she has four children in the Northbridge School system and is employed by the International Code Council, who publishes the building code used in the United States. Ms. Tubbs stated that it would be nice to see a building with full sprinkler systems and modern fire alarm systems. She expressed concern with the idea of repairing the school as opposed to building a new one because with the repairs the buildings would be occupied. **7)** Amy Thibodeau, 134 Shannon Drive, Northbridge, stated she believes that children deserve a better school, so the Town should build it to help the children and community. **8)** Dan O'Neill, 81 Heritage Drive, Whitinsville, stated that he attended the 6th grade at Blamer School in the second year it was open. Mr. O'Neill feels that the Town should go forward with the School Building Project. He added that if the schools are repaired it is going to cost the same amount as building a new one. **9)** Jeff Lundquist, 20 Hastings Drive, Whitinsville, stated that he is a member of the School Building Committee and has two children who attend Northbridge Schools. He explained that throughout his career he has been a part of nearly \$2 billion worth of school construction projects in all different communities and has seen a common theme with the projects, which has been commitment from Town leadership. Mr. Lundquist then requested the Board's vocal and unanimous support. He expressed that this is the chance to solve educational space issues for grades Pre-K through 5 and believes we should take advantage of that. **10)** Tiffany Perreault, 229 Hillcrest Road, Whitinsville, supported the previous residents' comments and hopes the Board will vote unanimously to support this project. She also expressed her concern for the safety of the students in Balmer School. Chairman Melia announced that the Board of Selectmen is scheduled to vote their positions on all Fall Town Meeting warrant articles at their October 1st and October 15th meetings.

Northbridge High School DECA/Request to hold a Boot Drive at Memorial Square and Ovia Square on Saturday, April 6, 2019 from 9 AM to 1 PM [Rain date: Saturday, April 13, 2019]. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve DECA's request to hold a Boot Drive at Memorial Square and Ovia Square on Saturday, April 6, 2019 from 9 AM to 1 PM with a rain date of Saturday, April 13, 2019; subject to the safety requirements of the Northbridge Police Department. Vote yes/Unanimous.

Northbridge Association of Churches [NAC]/Request to hold their 44th annual Blackstone Valley Crop Walk on Saturday, October 20, 2018 at 8:30 AM. A motion/Mr. Ampagoomian, seconded/Ms. Cannon to approve the NAC's request to hold their 44th annual Blackstone Valley Crop Walk on Saturday, October 20, 2018 at 8:30 AM; subject to the safety requirements of the Northbridge Police Department. Vote yes/Unanimous.

Pine Grove Cemetery Deed/Gloria Ahmadjian [Lot No. 189, Woodlawn Ave.]. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the sale of Lot No. 189, Woodlawn Ave. in Pine Grove Cemetery to Gloria Ahmadjian. Vote yes/Unanimous.

Water Bill Dispute (373 Lincoln Circle, Northbridge - David Medeiros, Property Owner). Present: Julie Harris, Treasurer/Collector, and Randy Swigor, Gen. Mgr., Whitinsville Water Company. For the record, Mr. Medeiros was not present. Chairman Melia explained that Mr. Medeiros and Town Manager Gaudette had a phone discussion regarding Mr. Medeiros' water bill dispute. They also discussed a compromise for the dispute and Mr. Medeiros requested a hearing in front of the Water Commissioners. Chairman Melia announced that since Mr. Medeiros is not present there is nothing to be placed into evidence and declared that the response the Town has already given Mr. Medeiros will remain in effect. Chairman Melia then brought up the second issue of Mr. Medeiros tampering with the water shutoff, which will be discussed at another time. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to adhere to the Town Manager's recommendation in order to resolve Mr. Medeiros' water bill dispute for his property at 373 Lincoln Circle, Northbridge. Vote yes/Unanimous.

DPW: Materials for Installation of Guard Rails and Fencing along Town Ponds/Present: James Shuris, Department of Public Works Director & Jamie Luchini, Highway Superintendent. Mr. Shuris explained that town meeting voted, as part of a capital project, to replace fencing along Arcade Pond and Electric Pond. He noted that the two locations currently have chain link fence, however, they may require certain fencing or guardrail because of the way the chain link fence is installed. More specifically, he said the chain link fence at Electric Pond has posts drilled into granite, which can pose a problem. He also explained that Arcade Pond has a chain link fence, but a guardrail system can be installed there. Mr. Luchini mentioned he received estimates on the different locations with different options for each location. Chairman Melia questioned that to stay within the budget voted on at the Spring Annual Town Meeting would they put a chain link fence at one location and a steel guardrail for the second location. Mr. Luchini responded that was correct. Chairman Melia then asked Mr. Luchini what his suggestion is for each location and Mr. Luchini replied that the installers advised him that if a guardrail system was installed at Electric Pond the cost would increase due to the granite that would need to be drilled into, so he advised the Board to have chain link fencing installed at the Electric Pond location. Continuing, Mr. Luchini said that any of the materials would work at the Arcade Pond location, though he cautioned against using wood guardrail as there is a higher dependence for upkeep and the wood eventually rots. Mr. Luchini stated that the steel guardrail would last long and is easy to repair and the Corten would be a rustic looking guardrail if the Board wished to go that route. In closing, Mr. Luchini suggested sticking with the chain link fence at Electric Pond and whatever material the Board feels is best suited for Arcade Pond. Selectman Athanas verified that the lifespan of wood fencing is less than the other options. Mr. Luchini confirmed that was correct. Selectman Athanas asked if the budget covers putting in a chain link fence at Electric Pond and the guardrail at Arcade Pond. Mr. Luchini stated that it would be a little over budget, but the Highway Department would cover the remaining amount. He noted that this project will still need to go out to bid because what was received is only an estimate. Selectman Melia asked how cleanup of the area would be arranged. Mr. Luchini responded the removal of the existing fence and the clear out of brush is part of the estimate with the assistance of the Highway Department, if needed. Chairman Melia asked what the estimated time for completion would be. Mr. Luchini stated that it should be completed within two months. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to replace the chain link fence at Electric Pond and install a steel beam guardrail at Arcade Pond. Vote yes/Unanimous.

State Election [Tuesday, November 6, 2018]/Vote to sign Warrant. A vote/Mr. Ampagoomian, seconded/Mr. Nolan to sign the State Election Warrant for Tuesday, November 6, 2018. Vote yes/Unanimous.

Fall Annual Town Meeting Warrant: Vote to remove the following warrant articles: A. (Prior Year Bills), B. (Sewer Enterprise Fund Appropriations), and C. (Transfer to Stabilization). Chairman Melia reported that there is no longer a need for these articles to be on the warrant as no information has come up that requires them. He explained that these are regular housekeeping articles that are put on the warrant each Fall if needed. A motion/Mr. Athanas, seconded/Ms. Cannon to remove the following articles: A. (Prior Year Bills), B. (Sewer Enterprise Fund Appropriations), and C. (Transfer to Stabilization). Vote yes/Unanimous.

Town Manager's Goals. Chairman Melia stated that he has received goals for the Town Manager from the Selectmen and he has reviewed it with the Town Manager. Chairman Melia read aloud the four topics they choose for goals and what Mr. Gaudette will be measured on. **1) Budget Preparation for 2020:** Capital Improvements planning and budgeting, Health Care Benefits and Liabilities (OPEB, Pension, other), School Department Funding, Free Cash and Stabilization, seek out and apply for Grants and other sources of revenue to supplement appropriations, continue to utilize fiscal discipline, identify areas of savings, and promote transparency. **2) Fire Station Building Project:** Oversee the Fire Station Feasibility Study process, working with the Building, Planning, and Construction Committee and the Owner's Project Manager on required tasks and communicate project outcomes to the Board of Selectmen. **3) Roadway Infrastructure**

Planning, Design and Construction: Coordinate application preparation for eventual grant funding for road network infrastructure improvements under the following programs: Chapter 90, Accelerated Bridge Program, Complete Streets, Transportation Improvement Program, Municipal Vulnerability Preparation and Hazard Mitigation. **4) Financial Management Enhancements:** Recommendations and strategies include the following: Secure Outstanding Receivables, Prepare for OMS's Uniform Guidance Requirements over Procurement, develop a more Formal Risk Assessment Process, Adopt Formal Policies and Procedures, Adopt Formal Policies and Procedures over Federal Awards, Revise Previously Adopted Financial Policies, Revisit Pension Liability and OPEB Payment Strategies. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the Town Manager's goals for the next year as presented for the period of September 24, 2018 through August 27, 2019. Vote yes/Unanimous.

TOWN MANAGER'S REPORT/None

SELECTMEN'S CONCERNS: **Selectwoman Cannon** noted that she attended the Blackstone Valley Education Hub opening last week and encouraged anyone who has not visited yet to stop by. **Chairman Melia/1)** added that he also attended the Education Hub opening and the Lt. Governor was there to speak on behalf of Governor Baker. Chairman Melia stated that there were about 150 people in attendance. **2)** attended a security forum for school buildings put on by the School Department, which was excellent and informative. Chairman Melia stated that after seeing the presentation he feels as though we are in good shape with public safety in School Departments. **Chairman Ampagoomian/1)** notified the Selectmen that the Earth Removal Board will be holding a meeting on October 4, 2018, pertaining to a gravel permit and the topic is regarding the conditions that have not been upheld. **2)** announced that there is an educational program being sponsored by the Central Mass Regional Planning Commission to bring awareness about clean water, storm drains, etc. Another initiative being released is on recycling.

Chairman Melia added that the next meeting is scheduled for Monday, October 1, 2018.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

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

Meeting Adjourned: 7:51 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

September 24, 2018

- I. APPROVAL OF MINUTES: A. August 20, 2018**
-Copy of August 20, 2018 minutes
- II. PUBLIC HEARING/None**
- III. APPOINTMENTS/By the Town Manager: B. Olivia Mathieu, Outreach Worker [Senior Center]/Present: Kelly Bol, Senior Center Director**
-Copy of employment application of Olivia Mathieu
-Copy of resume of Olivia Mathieu
-Copy of cover letter of Olivia Mathieu
- IV. CITIZENS' COMMENTS/INPUT/None**
- V. DECISIONS**
- C. Northbridge High School DECA/Request to hold a boot drive at Memorial Square and Ovia Square on Saturday, April 6, 2019 from 9 AM to 1 PM [Rain date: Saturday, April 13, 2019]; subject to the safety requirements of the Northbridge Police Department**
-Copy of Boot drive request form
-Copy of Hold harmless agreement
- D. Northbridge Association of Churches/Request to hold their 44th annual Blackstone Valley Crop Walk on Saturday, October 20, 2018 at 8:30 AM**
-Copy of request to hold the Valley Crop Walk on Saturday, October 20, 2018 at 8:30 AM
-Copy of approval email from Chief of Police
-Copy of approval email from Department of Public Works Director, James Shuris
- E. Pine Grove Cemetery Deed/Gloria Ahmadjian [Lot No. 189, Woodlawn Ave.]**
-Copy of Pine Grove Cemetery Deed
- F. Water Bill Dispute – 373 Lincoln Circle/Present: Property Owner David Medeiros, Treasurer/Collector Julie Harris, & Whitinsville Water Company General Manager Randy Swigor**
-Copy of memo regarding 373 Lincoln Circle – Water Shut off
-Copy of payment history with the Treasurer/Collector's office
-Copy of water bill dated 5/31/18
-Copy of past due water notice dated 7/11/18
-Copy of final water notice dated 8/14/18 with a shut-off date of 8/28/18
-Copy of shut off letter notifying customer past due amount for water and sewer dated 8/27/18.
-Copy of online payments receipt

G. DPW: Materials for Installation of Guard Rails and Fencing along Town Ponds/Present: James Shuris, Department of Public Works Director & Jamie Luchini, Highway Superintendent

- Copy of proposal for Corten Guardrail
- Copy of image of Corten guardrail
- Copy of proposal for wood beam guardrail
- Copy of image of wood beam guardrail
- Copy of proposal for steel beam guardrail
- Copy of image of steel beam guardrail
- Copy of chain link fence quote
- Copy of Cost Analysis

H. State Election [Tuesday, November 6, 2018]/Vote to sign Warrant
-Copy of State Election Warrant

I. Fall Annual Town Meeting Warrant: Vote to remove A. (Prior Year Bills), B. (Sewer Enterprise Fund Appropriations), and C. (Transfer to Stabilization)

- Copy of Town Meeting Warrant Articles to be removed
- Copy of draft Fall Annual Town Meeting Warrant

J. Town Manager's Goals

- Copy of Selectmen's goals for the Town Manager

- VI. DISCUSSIONS/None**
- VII. TOWN MANAGER'S REPORT/None**
- VIII. SELECTMEN'S CONCERNS/No documentation**
- IX. ITEMS FOR FUTURE AGENDA/None**
- X. CORRESPONDENCE/None**
- XI. EXECUTIVE SESSION/None**

**BOARD OF SELECTMEN'S MEETING
October 1, 2018**

A meeting of the Board of Selectmen was called to order by Chairman Thomas Melia at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Board Members – Ampagoomian, Athanas, Cannon, Melia and Nolan. **Also Present:** Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES: September 10, 2018. A motion/Mr. Athanas, seconded/Mr. Nolan to approve the September 10, 2018 minutes as presented with the readings omitted. Vote yes/Unanimous.

PUBLIC HEARING: None

APPOINTMENTS/Joint Appointment: Rainer Forst, Planning Board [Present: Brian Massey, Chairman, Planning Board]. Mr. Massy stated that there a few vacancies on the Planning Board and Mr. Forst submitted a talent bank form indicating his interest in serving on the Planning Board. The Planning Board unanimously voted to support his appointment and believes his background will be a good fit for the Planning Board. Mr. Forst stated he was born in Germany and has been living and working in the United States since 1998; has his PhD in Physics and Computer Science; has been retired for a year; and has the energy and interest to serve on this Board. A motion/Mr. Athanas, seconded/Mr. Nolan to appoint Mr. Rainer Forst to the Planning Board. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT: None

NHS Class of 2019 Operation Graduation/Request to hold a boot drive at Memorial Square and Ovia Square on Saturday, November 3, 2018 from 9 AM to 2 PM [Rain date: Sunday, November 4, 2018] /Present: Maria Paulhus. Ms. Paulhus stated that they are looking to hold a boot drive to benefit Operation Graduation 2019, which is a chaperoned all-night event for graduates that has been going on since 1991. She said the Police Department has been contacted and those collecting will be wearing the vests. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to grant permission to Operation Graduation 2019 to conduct a boot drive at Memorial Square and Ovia Square on Saturday, November 3, 2018 from 9 AM to 2 PM with a rain date of Sunday, November 4, 2018, if needed, and subject to the safety requirements of the Northbridge Police Department. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan. Abstain: Ms. Cannon.

MRA Multisport [Alex Rogozenski] /1) Request to hold the 7th Annual 1st Day 5k Road Race on Tuesday, January 1, 2019 beginning at 11 AM. 2) Request to close Linwood Avenue between 10:45 AM and 12 PM. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to approve MRA Multisport's request to hold the 7th Annual 1st Day 5k Road Race on Tuesday, January 1, 2019 beginning at 11 AM and to close Linwood Avenue between 10:45 AM and 12 PM; subject to the any requirements as set forth by the Northbridge Police Department. Vote yes/Unanimous.

Shop Small/Request to hang a banner across Church Street from Sunday, November 11, 2018 to Sunday, November 25, 2018 to advertise the 5th annual Shop Small Business Saturday on November 24, 2018 from 10 AM to 4 PM. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the above request to hang a banner across Church Street from Sunday, November 11, 2018 to Sunday, November 25, 2018 to advertise the 5th Annual Shop Small Business Saturday on November 24, 2018 from 10 AM to 4 PM. Vote yes/Unanimous.

Chairman Melia announced that before the Board Members vote on the warrant articles they will be moving to discussions to hear the presentations on the articles.

Fall Annual Town Meeting Article Presentations. Articles 1 and 6 – Neil Vaidya, Town Accountant.

Mr. Vaidya stated that Article 1 is a standard article regarding transfers to amend the FY19 budget approved at the Spring Town Meeting. He noted only 2 transfers were needed: \$22,580 for additional Chapter 70 money for the School Department and \$50,000 for the Board of Health for the Quaker Street Landfill. Mr. Vaidya explained that Article 6 will increase the tax exemption amount for senior citizens under clause 41C, from \$500 to \$1,000. **Articles 2, 3, and 5 – Brian Massey, Chairman, Planning Board and Gary Bechtholdt, Town Planner.** Mr. Bechtholdt began and stated that Article 2 is a Selectmen’s article specific to adopting a local sales tax of up to 3% for the retail sale of recreational marijuana. Chairman Melia asked if any information was received that could indicate the amount of potential revenue from it. Mr. Bechtholdt replied that Northbridge would be allowed up to two establishments, but he does not have any figures on estimated revenues. Mr. Bechtholdt stated that Article 3 is a Planning Board article for a zoning amendment specific to defining recreational marijuana establishments, along with siting, locations and the requirements. He said the Planning Board held a public hearing on September 11, 2018 and the Planning Board voted 4-0 to support this article. In further detail, Mr. Bechtholdt explained that this article defines the number of uses recognized under recreational marijuana and provides definitions and allowed zones, prohibited uses, and special permit requirements. Types of uses are: Marijuana Cultivator, Marijuana Product Manufacturer, Marijuana Research Facility, Independent Testing Laboratory, Marijuana Retailer and other marijuana licensed businesses. The Planning Board is looking to allow by special permit all uses within the I1 and I2 zones but to limiting the retail establishments to B2, B3, I1 and I2 zones. In addition, he mentioned there will be 500-foot buffers to schools, child care facilities, public libraries, town playgrounds and ballfields and the Youth Center. Selectman Ampagoomian asked if the special permitting process requires a public hearing and Mr. Bechtholdt responded that as part of the process they would need to have a public hearing through the Planning Board. Selectman Athanas asked if the article doesn’t pass if it will be a free-for-all for those looking to set up shop in the recreational marijuana industry. In response, Mr. Bechtholdt explained that without a local bylaw the Zoning Enforcement Officer would be left to interpret what type of use that closely fits within the existing zoning, which would create a lot of confusion and would not provide any safeguards to protect abutters. This article will establish local oversight. Lastly, Mr. Bechtholdt explained that Article 5 is a Board of Selectmen sponsored article that follows passage of the Community Preservation Act, which was adopted at the ballot last spring. This will establish a bylaw, create the body that will oversee the funds and establish the duties and roles of the Community Preservation Committee. Chairman Melia asked how the calculation of allowed establishments is calculated. Mr. Bechtholdt answered it is based on 20% of the Town’s package store licenses, which is state-mandated. Selectman Ampagoomian asked about the moratorium currently in place. Mr. Bechtholdt stated that the moratorium is in place until the end of November and applicants would first need to go through the Cannabis Control Commission before coming for local approval. **c) Article 4 – Barbara McNamee, Chairman, Conservation Commission and David Pickart, Conservation Agent.** Mr. Pickart stated that the changes to the bylaw will allow the Conservation Commission and residents an opportunity to review and assess commercial forest cutting activities within and immediately adjacent to protected wetland resources. This change will also allow the Conservation Commission the ability to monitor work and address problems that may arise in a timely and effective manner. Selectman Ampagoomian asked if this bylaw would apply to those looking to clear cut for developments. Mr. Pickart stated yes, it will apply to developments as well. **d) Article 7 – School Building Committee.** Mr. Strazzulla, Chairman of the School Building Committee, stated that the final community forum will be held October 10, 2018, 6 PM at Balmer School. He discussed the need for a new Balmer Elementary School and reviewed key dates. The Fall Town meeting vote will be October 23, 2018, and the Debt Exclusion Ballot Vote will be November 6, 2018. Mr. Strazzulla reiterated the existing conditions of Balmer School as well as the Northbridge Elementary School. He explained that the existing overall space of Balmer and NES combined is 23% undersized and added that the consolidation will allow to provide a long-term solution to the deteriorating buildings, meet the Massachusetts School

Building Authority standards for education space and bring the school up to code. Mr. Strazzulla explained if the new school passes, the Elementary School would then be turned over to the Board of Selectmen, who will then have the ultimate decision of what happens with the building. He went on to discuss the site design and noted that the total project cost including construction, fees, furniture, fixtures and equipment, and contingencies is \$100.97 million dollars. Mr. Strazzulla further explained that the project cost to Northbridge is \$53.41 million dollars. He also mentioned that based on 4.5% interest rate over a thirty-year bond the increase is \$1.85 per \$1,000. If the school does not pass, the cost of repairs total \$53 million dollars and does not include cost escalation past 2020. Selectwoman Cannon asked if Mr. Strazzulla could comment on the traffic in the area with the new gas station and Dunkin Donuts now open. Mr. Strazzulla responded that they brought that question back to the engineers who measured traffic during peak times, and they found there would not be any peak traffic impacts. Selectwoman Cannon commented that at one of the School Building meetings some discussion included the traffic study accounted for growth in that area. Mr. Strazzulla stated he didn't recall but does know that the study did account for the projected growth. Selectwoman Cannon then asked about the Mason Road residents and the impact the new school would have on those residents. Mr. Strazzulla replied that there was a neighbors' meeting for those residents whose property directly touches the site. Some of the concerns were noise pollution and how close the town property line is to their existing homes. Mr. Strazzulla also pointed out that they paid for engineers to stake the lines, then walked them and noted there will be a significant difference to what they would be hearing if the school passes versus what they hear now. He further explained they have been trying to inform the neighbors as much as possible on what to expect and work with them to make every concession possible, along the lines of plantings, fencing, noise abatements, etc. Selectman Athanas asked how the reimbursement is distributed to the Town. Mr. Strazzulla answered that it will depend on what we are borrowing, but the money will come in as it is spent. Selectman Ampagoomian asked what the square footage of the parking area is. Mr. Strazzulla said he wasn't sure but there are an additional 200 parking spaces. Selectman Ampagoomian asked what the contingencies are and if it was enough. Mr. Ampagoomian explained that when the new High School was built they ran into unexpected issues and the contingency money did not cover those issues. Mr. Strazzulla commented that he understands it was the contractor was not upfront about some of the soil borings for that particular project and went on to say that he feels the contingency money is accurate for the Balmer School project. Selectman Ampagoomian asked if all the money isn't spent where does it go. Town Manager Gaudette explained that if it doesn't need to be spent it won't be borrowed. Chairman Ampagoomian asked if a presentation would be made at the Town Meeting and Mr. Strazzulla stated that they will make a presentation and the Owners Project Manager and designer will be there to answer questions. Selectman Nolan asked if there will be any upgrades to the water and sewer to support the increase in volume at that location. Mr. Strazzulla replied that all of that is figured into the estimates, so everything will be sized appropriately. Chairman Melia reminded everyone that if this passes it is a sacrifice for most people due to the increase in taxes, but it is worthwhile. He also continued stating that he believes most people made up their minds a long time ago and commended the School Building Committee for getting all the information to the residents. Chairman Melia asked if the project fails, is the \$47 million dollar grant from the Massachusetts School Building Authority (MSBA) lost. Mr. Strazzulla explained that if it fails he will need to go to Boston and inform the MSBA that it did not pass, and they then vote to remove the Town from the queue and the money goes back into the pool to be redistributed to another district. **e) Article 10 – Chloe Mawn, Petitioner.** Town Manager Gaudette stated that this article will be passed over at the request of petitioner Chloe Mawn, who will be submitting a motion to pass over the article at Town Meeting. **f) Article 12 – Alex Curlin, Nexamp.** Mr. Curlin stated that the project on Oakhurst Road, which is a one-megawatt project is adjacent to a project that has been online for a couple years now. He stated that the abutter impacts will be minimal, and they have not received any complaints thus far. All the power will be sold to local residential households looking to purchase solar energy. Mr. Curlin also pointed out that the tax revenue would not diminish if the value of assessed property goes down. He then reviewed the PILOT proposal details: the project size is .52 Megawatts, Equipment Costs and Land Value is \$329,245, and the PILOT rate per thousand \$19.84 and the first-year payment to the Town \$6,532. The total payments for 20 years is \$66,649. Mr. Curlin stated that there is depreciation

as well of 10% in years two through eleven and 2% thereafter. Chairman Melia asked if the company were to close business what would happen with the solar panels. Mr. Curlin responded that if that were to happen the bank would foreclose and take it over. He also said they have a decommission plan and form of surety posted in the form of a bond up front. Chairman Melia asked what the revenues received from this project will be used towards. Town Manager Gaudette explained that the town adopted a special act to allow for that money to go into the Building Maintenance fund and accrues every year and the revenue is aligned with certain Capital Projects. Selectman Nolan asked about the diagram and the DC Storage unit. Mr. Curlin stated that there is DC storage and there will be a battery system installed in Sutton, which will be a 400-kilowatt two-hour battery. He also stated that the battery would be used to optimize the flow of electrons from the project into the grid. Selectman Nolan asked if all projects had this or if it was a newer addition. Mr. Curlin stated this is a new addition.

Fall Annual Town Meeting Warrant: Vote positions on Articles 1 through 7, 10 and 12. Article 1: Omnibus Budget Article. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to support Article 1. Vote yes/Unanimous. **Article 2: Recreational Marijuana Sales Tax.** A motion/Mr. Nolan, seconded/Ms. Cannon to support Article 2. Vote yes/Unanimous. **Article 3: Zoning Bylaw for Recreational Marijuana Establishments.** A motion/Mr. Athanas, seconded/Ms. Cannon to support Article 3. Vote yes/Unanimous. **Article 4: Wetlands Protection Bylaw.** A motion/Mr. Nolan, seconded/Mr. Ampagoomian to support Article 4. Vote yes/Unanimous. **Article 5: Community Preservation Committee.** A motion/Mr. Ampagoomian, seconded/Ms. Cannon to support Article 5. Vote yes/Unanimous. **Article 6: Exemption Increase.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to support Article 6. Vote yes/Unanimous. **Article 7: Balmer School.** A motion/Mr. Nolan, seconded/Ms. Cannon to support Article 7. Vote yes/Unanimous. **Article 10: Marijuana Cultivation Zone permitting.** A motion/Mr. Nolan, seconded/Mr. Athanas to support passing over Article 10. Vote yes/Unanimous. **Article 12: Nexamp Solar Tax Agreement.** A motion/Mr. Athanas, seconded/Mr. Ampagoomian to support Article 12. Vote yes/Unanimous.

TOWN MANAGER'S REPORT: Meetings Attended: 1) Tuesday, September 18, 2018 – Attended a regional Town Managers Meeting (MORE) at Central Mass. Regional Planning Commission. **Tuesday, September 18, 2018** – Attended the Blackstone Valley Education Hub ribbon cutting at the Chamber of Commerce with Lt. Governor Polito attending. **Wednesday, September 19, 2018** – Attended a regional Managers meeting with Blackstone Valley Tech Superintendent Dr. Michael Fitzpatrick. **Thursday, September 20, 2018** – Met with Board of Selectmen Chairman Melia. **Thursday, September 20, 2018** – Met with Cable Advisory Chairman, Harry Berkowitz. **Friday, September 21, 2018** – Held a Department Managers Meeting. **Sunday, September 23 – Wednesday, September 26, 2018** – Attended the International City Managers Conference (ICMA) in Baltimore, MD. **Thursday, September 27, 2018** – Met with Chairman Melia to discuss Board of Selectmen's Agenda. **2) Balmer School Building Project:** The Massachusetts School Building Authority (MSBA) has voted to approve the Schematic Design and Project Budget, along with the total facilities grant of **\$46,043,257**. The Selectmen have voted to place the debt exclusion for the project on the State Ballot for November 6, 2018. The warrant article has been reviewed and approved by Town Counsel, MSBA and Bond Counsel. The School Building Committee recently voted to sponsor the article on the Fall Annual Town Meeting Warrant. **3) DPW Garage Project:** A temporary certificate of occupancy (TCO) extension was issued by the Building Inspector with an expiration date of 21 October 2018. The Owner's Project Manager (OPM) continues to work with the General Contractor/Engineer-On-Record to finale the OEM manuals, user-training and project close-out documents. The final certificate of occupancy will be issued after the remaining/open items are completed. These include the installation of the permanent heat detector/exhaust fan connection and Professional Engineering-On-Record affidavits and "as-builts". The Fire Alarm Contractor is onsite as of September 28th to complete the remaining work. It is anticipated that the Building Planning Construction Committee will review/approve these final documents in Mid-October 2018. **4) Fire Station Project (Feasibility Study):** The Town Manager and the Fire Chief have been working with the OPM team from Cardinal on the Site Selection for inclusion in the

Request for Quotations for Designer (Architect) Services. The site selection team has met with the OPM several times to discuss site selection and are preparing for site recommendations for the Building Planning and Construction Committee. **5) Fall Annual Town Meeting:** Town Staff continues to prepare for the October 23rd Fall Annual Town Meeting. The main task for the upcoming week will be putting together the booklets that include the Finance Committee Recommendations.

SELECTMEN'S CONCERNS: **Selectman Ampagoomian/1)** asked if Town Moderator Gould would be running the Fall Annual Town Meeting. Town Manager Gaudette stated that he would be working with Town Moderator Mr. Gould and Deputy Town Moderator Jack Crawford. **2)** asked for an update on the Historical Commission members and if any were lined up to fill the vacancies. Town Manager Gaudette stated that Mr. Bechtholdt has been working with that Committee and asked if he had an update. Mr. Bechtholdt stated that they are scheduled to meet with candidates later in the month and are aiming for their appointments at the Spring Town Meeting. **3)** stated that the Northbridge Fire Department held a training over the weekend that was very impressive and commended Chief White. **Selectman Athanas/1)** asked if we have an idea of the details of the Quaker Street landfill. Town Manager Gaudette stated that the Board of Health is working with the Department of Environmental Protection, who have hired consultants. Town Manager Gaudette explained that they have the contamination area narrowed down to a few homes and they have been providing water to those homes and the funds will go to further testing and equipment to outfit the homes for filtering. **2)** asked how far away the full occupancy permit is for the new Department of Public Works Facility. Town Manager Gaudette stated that we are waiting for as-built plans from the engineer.

Chairman Melia announced that the next Selectmen's meeting is scheduled for Monday, October 15, 2018 at 7 PM.

ITEMS FOR FUTURE AGENDA: None

CORRESPONDENCE: Town Manager Gaudette announced that on October 13th the Fire Department will be holding their Open House for Fire Prevention Week. Town Manager Gaudette announced that on Tuesday, October 16th at 10 AM and 6 PM there will be an informational discussion on development strategies for downtown Rockdale.

EXECUTIVE SESSION: None

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

Meeting Adjourned: 8:35 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

October 1, 2018

- I. APPROVAL OF MINUTES**
A. September 10, 2018
-Copy of September 10, 2018 meeting minutes
- II. PUBLIC HEARING**
- III. APPOINTMENTS: B. Rainer Forst, Planning Board [Present: Brian Massey, Chairman, Planning Board]**
-Copy of letter of recommendation from the Planning Board
-Copy of Talent Bank Form
- IV. CITIZENS' COMMENTS/INPUT/No documentation**
- V. DECISIONS:**
- C. NHS Class of 2019 Operation Graduation/Request to hold a boot drive at Memorial Square and Ovia Square on Saturday, November 3, 2018 from 9 AM to 2 PM [Rain date: November 4, 2018] /Present: Maria Paulhus**
-Copy of boot drive request form
-Copy of Hold Harmless Agreement
- D. MRA Multisport [Alex Rogozenski] /1) Request to hold the 7th Annual 1st Day 5k Road Race on Monday, January 1, 2019 beginning at 11 AM /2) Request to close Linwood Avenue between 10:45 AM and 12 PM**
-Copy of letter requesting to hold the 7th Annual 1st Day 5k Road Race and a request to close Linwood Avenue between 10:45 AM and 12 PM
-Copy of email approval from Highway Department
-Copy of email approval from Police Department
- E. Shop Small/Request to hang a banner across Church Street from Sunday, November 11, 2018 to Sunday, November 25, 2018 to advertise the 5th annual Shop Small Business Saturday on November 24, 2018 from 10 AM to 4 PM**
-Copy of email from Christine Guanipa requesting to hang a banner across Church Street
- F. Fall Annual Town Meeting Warrant: Vote positions on Articles 1 through 7, 10 and 12**
-Copy of Fall Annual Town Meeting Warrant
- VI. DISCUSSIONS**
- G. Fall Annual Town Meeting Article Presentations/Present: a) Articles 1 and 6 – Neil Vaidya, Town Accountant, b) Articles 2, 3, 5 – Brian Massey, Chairman, Planning Board and Gary Bechtholdt, Town Planner c) Article 4 – Barbara McNamee, Chairman, Conservation Commission and David Pickart, Conservation Agent, d) Article 7 – School Building Committee, e) Article 10 – Chloe Mawn, Petitioner, f) Article 12 – Alex Curlin, Nexamp**
-Copy of letter regarding Planning Board recommendation on article 3 of the Fall Annual Town Meeting Warrant

- Copy of letter regarding Conservation Commission vote to sponsor article 4
- Copy of Conservation Commission meeting minutes
- Copy of letter regarding the Conservation Commissions recommendation to amend the Conservation bylaw
- Copy of marijuana petition farmer's guidance
- Copy of PowerPoint presentation for Petition Articles for Residential 2 – Adult Use Cannabis Cultivation
- Copy of Solar Equipment Cost spreadsheet
- Copy of PowerPoint of Project Overview and Pilot Discussion

VII. TOWN MANAGER'S REPORT/No documentation

VIII. SELECTMEN'S CONCERNS/No documentation

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE

- Copy of Save the Date Flyer for the Downtown Rockdale Workshop Informational Session

XI. EXECUTIVE SESSION/None

**BOARD OF SELECTMEN'S MEETING
October 15, 2018**

A meeting of the Board of Selectmen was called to order by Chairman Thomas Melia at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Board Members: Ampagoomian, Athanas, Cannon, Melia and Nolan. **Also Present:** Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES: A. 1) September 24, 2018. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the September 24, 2018 minutes as presented with the readings omitted. Vote yes/Unanimous. **2) October 1, 2018.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the October 1, 2018 minutes as presented with the readings omitted. Vote yes/Unanimous.

PUBLIC HEARING/None

APPOINTMENTS/Resignations/None

CITIZENS' COMMENTS/INPUT/None

Purgatory Beer Company, 670 Linwood Ave. Bldg. C, 111A, Whitinsville/Request to change hours from 7 days a week, 10 AM to 10 PM to 7 days a week, 10 AM to 11 PM for private events. [Present: Brian Distefano]. Mr. Distefano stated that they are looking to change their hours of operation for private events that they hold. Mr. Distefano explained that their plan is to close at 10 PM for regular business hours and 11 PM for private events. Selectman Melia asked how the business was going. Mr. Distefano replied that they will have been in business a year as of November 3rd and it is going great. A motion/Mr. Athanas, seconded/Mr. Nolan to approve Purgatory Beer Company's request to change their hours as noted above: from 7 days a week, 10 AM to 10 PM to 7 days a week from 10 AM to 11 PM for private events. Vote yes/Unanimous.

Chairman Melia announced that the Board would be moving on to the decision items first to hear the presentations for the Fall Town Meeting warrant articles.

Fall Town Meeting Article Presentations/a) Article 8 – Present: Michael Hunnewell. Mr. Hunnewell explained the purpose of his petition article is to amend the zoning of a 26.53-acre parcel of land south of Riverdale Street from Residential 3 (R-3) to Industrial 2 (I-2), which is light industrial. He advised that he is looking to use that site for cannabis cultivation, but in order to do so the property will need to be rezoned. Mr. Hunnewell stated that he believes he can bring a profitable business to the town that will be here for a long time. He also mentioned he has looked at several locations and feels the Northbridge site is ideal for several reasons. Mr. Hunnewell pointed out that just because recreational marijuana has passed at the State level, there are guidelines still being established at the local level. He explained that he is looking mostly at cultivation and retail but is considering manufacturing, which requires a transport permit, but it would be in a different location since the Northbridge site is Light Industrial and does not allow for that. Mr. Hunnewell added that they are looking to have a higher end product and open a retail store off site from the cultivation facility. He stated if this article passes, they are estimating 20 new jobs and an opportunity for the town to collect 3% local tax on retail sales. He further stated there are two sites in Northbridge, one being the gravel pit at the Riverdale Mills and the second location (for the manufacturing portion) is the 15,000 square foot facility adjacent to the Mill. Mr. Hunnewell pointed out that the gravel permit expires December 1st and advised he has reached out to the gravel pit operator to work something out. Mr. Hunnewell also emphasized that failure to rezone the site does not stop cannabis from coming into town. He mentioned that a lot of people think that the facility will smell, to which he responded that the most stringent ventilation systems in the world go into these facilities for many reasons one being due to the strict monitoring for humidity. Mr. Hunnewell stressed that customers will not be present at this site as it is a

grow site only and employees will not be permitted to smoke on the site nor sample any product. If the rezoning passes, the next step would be to submit a Community Host Agreement and submit the application packet to the Cannabis Control Commission for review/approval. Ms. Cannon asked if the rezoning does not pass, what would the plan be for the retail store. Mr. Hunnewell answered that it would probably not make sense for them to move forward with the retail store. Selectman Nolan asked what the scope of the rezoning area is. Mr. Hunnewell replied that it would be the 26 acres that the quarry covers. Selectman Nolan then asked if this size building they are looking for is an average size building. Mr. Hunnewell stated that for a big corporation it is on the smaller side. Selectman Athanas asked if he has spoken to any of the neighbors for their input. Mr. Hunnewell answered that a neighbor spoke at the Finance Committee Meeting and had some interesting comments, but he has not had a chance to talk directly with her yet. Selectwoman Cannon asked if Mr. Hunnewell could elaborate on the surveillance part of the proposed use. Mr. Hunnewell explained that every room requires video monitoring, security guards on site, and a key card for entry to every room. Chairman Melia asked about the local host agreement and what is involved. Mr. Hunnewell stated some of the typical topics include questions such as does it require extra policing and costs for that, roadway conditions and how to fix them, etc. He also explained that since the regulations are not as favorable to a smaller business he would like to see an educational program and give people an opportunity to be excited about it. Chairman Melia asked if he had an estimate on tax revenue that would be brought to the Town. Mr. Hunnewell said that he needs to have a discussion to see how the sales tax affects the property tax but believes it would not be a huge revenue generator for the town in that respect but believes they can generate more money in economic revenue. Town Manager Gaudette asked if the zoning passed but for any reason the facility doesn't get built what other types of uses are allowed in that zoning district. Mr. Bechtholdt, Town Planner, replied it is light industrial, which would allow for office and light duty manufacturing. Selectman Athanas asked if the area was in the flood plain. Mr. Hunnewell stated that Andrew's Survey provided preliminary documents and they did not find it to be in the flood plain. The Planning Board and the Finance Committee have voted to support this petition. **b) Article 9 – Atty. Tom Wickstrom.** Mr. Wickstrom stated that he has appeared before the Planning Board and the Finance Committee and both boards unanimously voted to support Article 9. He explained that he is looking to extend the R-3 zone along Providence Road, which abuts the R-1 zone. Mr. Wickstrom stressed that the current zoning would allow for residential duplex but a change in zoning would allow for commercial use, which is better for the town economically. **c) Article 11 – Henry Lane.** Town Manager Gaudette explained that the Town received notice that a motion will be made to pass over Article 11, which was for a solar PILOT agreement for property on McQuade's Lane. **d) Article 13 – Atty. Rob Knapik/Dr. Sean Sawyer, Pawsteps.** Attorney Knapik reminded the Board that Mr. Sawyer and his business partner acquired and renovated the former Milford-Whitinsville Hospital for expansion of his veterinary clinic. Previously, a zoning bylaw was passed at town meeting and a further zoning bylaw amendment to allow for a doggie daycare. The next step would be to enter into a Special Tax Assessment Agreement, which is the purpose of the proposed warrant article. Specifically, it would provide for a reduction of real estate taxes for a period of predetermined years. Attorney Knapik explained that the applicant commits to the continued investment into the property during the terms of the agreement, retaining the 13 existing employees, commit to hiring additional employees, those of which they will look for Northbridge residents, establishing a training facility in cooperation with Blackstone Valley Regional Technical High School and use local contractors and services. Attorney Knapik explained that passage of this article would authorize the Town to finalize the details of the Special Tax Agreement with Crootof and Sawyer, LLC. Dr. Sawyer stated that they had set aside a 20% contingency fund and the project has exceeded that by a great deal thus a Special Tax Assessment would increase their long-term financial health. Town Manager Gaudette reiterated that passage of this article would authorize himself to enter negotiations on the Selectmen's behalf to craft an agreement with the Principal Assessor, himself and the proponents to bring back to the Selectmen for final approval.

Fall Annual Town Meeting Warrant: Vote position on Articles 8, 9, 11 and 13. Article 8. Rezoning Petition. Town Manager Gaudette explained that passage of this article would rezone a 26-acre parcel off

Riverdale Street, westerly of the Providence and Worcester Rail Road, from Residential-3 [currently being used for earth removal] to Industrial-2. A motion/Ms. Cannon, seconded/Mr. Nolan to support Article 8. Selectman Ampagoomian expressed that when there was first discussion of cannabis coming into town he was against it but taking a step back the content of this article is for the rezoning of the parcel and not about the type of facility going in. Vote yes/Unanimous. Chairman Melia concurred. Selectman Athanas asked that if the zoning amendment were to pass what controls would the Planning Board have as buffers. Mr. Bechtholdt stated that it would be contingent upon passage of Article 3, which the Planning Board sponsored that will establish zoning provisions for recreational marijuana establishments in town. Mr. Bechtholdt also noted that if the zoning passes for this parcel it would be subject to the regulations of Article 3 if it passes. **Article 9.** Town Manager Gaudette explained that Article 9 is a zoning amendment to amend the zoning map and zoning bylaws. Upon passage, it would change the existing zoning of certain parcels off Providence Road and Church Street from R-3 to a B-3 zoning district. A motion/Mr. Athanas, seconded/Ms. Cannon to support Article 9. Vote yes/Unanimous. **Article 11.** Town Manager Gaudette recommended that the Board vote to support passing over this article. A motion/Mr. Athanas, seconded/Mr. Nolan to supporting passing over Article 11. Vote yes/Unanimous. **Article 13.** Town Manager Gaudette stated that this article is to enter into a tax agreement for the site located at 18 & 28 Granite Street. He explained that the agreement is developed through the Massachusetts Economic Assistance Coordinating Council. Passage of this article would allow the Board of Selectmen to enter into the agreement to be finalized at a later date. Town Manager Gaudette stated that the Board does not have to choose the length of the agreement at this time. A motion/Mr. Ampagoomian, seconded/Ms. Cannon to support Article 13. Vote yes/Unanimous.

TOWN MANAGER'S REPORT: 1) Meetings Attended: Monday, October 1, 2018 – Met with Town Clerk Doreen Cedrone to discuss early voting. Monday, October 1, 2018 – Attended the Board of Selectmen Meeting. Tuesday, October 2, 2018 – Attended an MMA Fiscal Policy Meeting in Boston. Wednesday, October 3, 2018 – Met with NCTV representative Bill Tartaglia. Thursday, October 4, 2018 – Attend Representative Muradian's Lunch Event at the Senior Center. Tuesday, October 9, 2018 – Meeting with Health Insurance Broker Ken Lombardi from NFP Corp. and staff regarding senior renewals which begin January 1, 2019. Wednesday, October 10, 2018 – Attended the School Building Committee Community Forum #10. Thursday, October 11, 2018 – Met with Chairman Melia to discuss 10.15.2018 meeting. Friday, October 12, 2018 – Met with Moderator Gould to prepare for the Fall Annual Town Meeting. **Balmer School Building Project:** The last Community Forum (#10) was held this past Wednesday, October 10th at Balmer Elementary School. There is one more School Building Committee remaining before the Fall Town Meeting and it is scheduled for Tuesday, October 16, 2018 at 6:30 pm in the High School Media Center. **2) DPW Garage Project:** The "Certificate of Compliance" issued by Conservation Commission was recorded with the Worcester Registry of Deeds. The fire alarm/heat detector/exhaust fan work was completed/tested and the Fire Chief approved same. However, a temporary certificate of occupancy (TCO) extension was issued by the Building Inspector with an expiration date of October 21, 2018. The Owners' Project Manager continues to work with the General Contractor/Engineer-On-Record to finalize the OEM manuals, user-training and project close-out documents. The final certificate of occupancy will be issued after the remaining/open items are completed. These include the Professional Engineering-On-Record affidavits and "as-builts". Upon receipt of these documents/user-training - it is anticipated that the Building Planning and Construction Commission will review/approve these final documents in Mid-late October. **3) Fire Station Project (Feasibility Study):** The Town Manager and the Fire Chief have been working with the Owners Project Manager team from Cardinal on the Site Selection for inclusion in the Request for Quotation for Designer (Architect) Services. The site selection team is narrowing down its site list recommendations for the Building Planning Construction Commission. **4) Fall Annual Town Meeting:** Town Staff continues to prepare for the October 23rd Fall Annual Town Meeting. The booklets that include the Finance Committee Recommendations have been finalized and sent to the Printer. **5) 2020 Budget Development:** Staff has been directed to update their sections of the 5-year capital plan for submission to the Building Planning and Construction Commission and all capital requests shall be submitted in

November. In December staff will be working on department budgets for FY2020 and for submission to the Town Manager in January.

Selectman Ampagoomian asked if he could be provided with a list of the potential sites for a new fire station. Town Manager Gaudette stated that he has a packet for him. Selectwoman Cannon asked about the Certificate of Occupancy for the DPW Facility since it is going to expire Sunday. Town Manager Gaudette stated that he is under the assumption that the Building Department will work towards giving an extension.

Town Manager Gaudette announced that the Fall Annual Town Meeting will take place on Tuesday, October 23, 2018 at 7 PM at the High School Field House.

SELECTMEN'S CONCERNS: **Selectman Ampagoomian** attended the open house at the Fire Department, which included a video of the firefighters training session on Church Street along with demonstrations. **Chairman Melia/1)** was asked when and how often repaving and road repair happens at Pine Grove Cemetery. Chairman Melia stated that he spoke to Highway Superintendent Jamie Luchini about this and he stated they generally try to do a little each year but were not able to do any this year due to tree issues in the cemetery. Chairman Melia asked him to look into it and mentioned utilizing the account that came with the cemetery to be used for the cost maintenance. **2)** attended the School Forum and was pleased to new attendees. He commended the School Building Committee for conducting the forums and providing all information asked. Chairman Melia reminded everyone that the school article requires a 2/3 vote for passage at Town Meeting because it involves a borrowing but only requires a simple majority vote at the ballot on November 6, 2018. **3)** received a complaint about the Department of Public Works and the lack of parking before the gate, which was eliminated due to the construction of the new facility. Chairman Melia asked if Town Manager Gaudette could look into it as the neighbors who used it are upset that additional off-road parking is not available. Chairman Melia continued stating they also asked why the electronic gate at the Department of Public Works facility isn't being used. Residents are also concerned about erosion coming from the houses down to the Department of Public Works Facility.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

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

Meeting Adjourned: 8:14 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

October 15, 2018

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES:

A. 1) September 24, 2018

-Copy of September 24, 2018 meeting minutes

2) October 1, 2018

-Copy of October 1, 2018 meeting minutes

II. PUBLIC HEARING/None

III. APPOINTMENTS/Resignations/None

IV. CITIZENS' COMMENTS/INPUT/None

V. DECISIONS:

B. Purgatory Beer Company, 670 Linwood Ave. Bldg. C, 111A, Whitinsville/Request to change hours from 7 days a week from 10 AM to 10 PM to 7 days a week from 10 AM to 11 PM [Present: Brian Distefano]

-Copy of written request for a change of hours of operation

-Copy of Monetary Transmittal

-Copy of License Routing Slip

C. Fall Annual Town Meeting Warrant: Vote position on Articles 8, 9, 11, and 13.

-Copy of Fall Annual Town Meeting Warrant positions

-Copy of Recommendation from the Planning Board regarding article 10

-Copy of Fall Annual Town Meeting Warrant

VI. DISCUSSIONS:

D. Fall Town Meeting Article Presentations

a) Article 8 – Michael Hunnewell

-Copy of Recommendation from the Planning Board

-Copy of Presentation (Cannabis Proposal for Northbridge, MA)

b) Article 9 – Tom Wickstrom

-Copy of Recommendation from the Planning Board

c) Article 11 – Henry Lane/No documentation

d) Article 13 – Rob Knapik/Sean Sawyer, Pawsteps

-Copy of email of Letter of Intent feedback from the Town Planner

-Copy of Letter of Intent to Apply for Massachusetts Economic Development Program

-Copy of Local Incentive exhibit 1

-Copy of draft Special Tax Assessment Agreement

-Copy of revised local incentive Exhibit 1 (shorter term)

-Copy of local incentive (longer term)

- VII. TOWN MANAGER'S REPORT/No documentation**
- VIII. SELECTMEN'S CONCERNS/No documentation**
- IX. ITEMS FOR FUTURE AGENDA/None**
- X. CORRESPONDENCE/None**
- XI. EXECUTIVE SESSION/None**

**BOARD OF SELECTMEN'S MEETING
FALL ANNUAL TOWN MEETING**

October 23, 2018

A meeting of the Board of Selectmen was called to order at 6:35 PM by Chairman Melia, Northbridge High School Field House, 427 Linwood Avenue, Whitinsville, MA. **Present:** Board Members: Melia, Ampagoomian, Cannon, and Athanas. Selectman Nolan was absent and it is duly noted.

Also Present: Adam Gaudette, Town Manager and Sharon Susienka, Exec. Asst. to the Town Manager.

Town Meeting Business. There being no business before the Board at this time, a motion/Mr. Ampagoomian, seconded/Ms. Cannon to adjourn the Selectmen's Meeting at the conclusion of the Fall Annual Town Meeting this evening. Vote yes/Board Members: Ampagoomian, Athanas, Cannon, and Melia.

Meeting Adjourned: 11:13 P.M.

Respectfully submitted,

James Athanas, Vice Chairman

s/

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

October 23, 2018

APPROVAL OF MINUTES/None

PUBLIC HEARING/None

APPOINTMENTS/RESIGNATIONS/None

CITIZENS' COMMENTS/INPUT/None

DECISIONS

A. Town Meeting Business / No Documentation

DISCUSSIONS/None

TOWN MANAGER'S REPORT/None

SELECTMEN'S CONCERNS/None

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

**BOARD OF SELECTMEN'S MEETING
November 5, 2018**

A meeting of the Board of Selectmen was called to order by Chairman Thomas Melia at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Board Members: Ampagoomian, Athanas, Melia and Nolan. Selectwoman Cannon and Town Manager Gaudette were absent and it is duly noted.

The Pledge of Allegiance was recited by those present.

Recognition: Jean Mistretta, Member, Council on Aging. Kelly Bol, Senior Center Director, noted that Ms. Mistretta is a resident of the Linwood Mill community and serves as a member of the Northbridge Council on Aging. Continuing, Ms. Bol explained the New England Affordable Housing Management Association holds an annual calendar contest with a different theme each year. She added, the theme for 2018 was “Nurturing Our Community” and was happy to announce that Ms. Mistretta won first place for her age group [Elderly Category]. She also pointed out this was the third time Ms. Mistretta has received this award. Next, Ms. Bol read aloud Ms. Mistretta’s motivation behind her artwork noting that Jean was drawn to the theme “Nurturing Our Community”. Ms. Mistretta expressed how she interpreted the theme as being a reciprocal relationship: The Town nurtures its citizens by offering programs and services and the citizens nurture the community and each other by participating in the programs and services. Selectman Ampagoomian stated he wished more people had the enthusiasm that Ms. Mistretta has in serving their community. Chairman Melia presented a Certificate of Recognition to Ms. Mistretta.

APPROVAL OF MINUTES: 1) October 15, 2018. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the October 15, 2018 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan. **2) October 23, 2018 [Fall Annual Town Meeting].** A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve the October 23, 2018 Fall Annual Town Meeting minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas and Melia. Abstain: Nolan.

PUBLIC HEARING/None

Resignation: Jon Frieswick, Disability Commission. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to accept the resignation of Jon Frieswick from the Disability Commission and send a letter of appreciation. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

CITIZENS' COMMENTS/INPUT: Local Business Spotlight: Above All Beauty, 1035 Providence Road, Whitinsville [Present: Angela Benjamin, Owner]. Ms. Benjamin stated she has been a salon owner for about fourteen years and has been working in the Blackstone Valley for about seventeen years. Ms. Benjamin said they serve both men and woman of all ages and mentioned that the building is handicapped assessible. She added the services they provide are for hair, skin and nails. Above All Beauty is open Tuesday through Saturday, and Mondays are by appointment only. The salon also provides services for proms, weddings, and other special occasions. Above All Beauty can be reached at 774-462-2889 and can be found on Facebook and Instagram.

Special Tax Assessment Agreement – PawSteps Veterinary Center [Crootof & Sawyer Ventures, LLC]/Present: Attorney W. Robert Knapik. Chairman Melia announced that this special tax agreement was recommended by the Finance Committee and passed at the Fall Annual Town Meeting in October. Chairman Melia stated that both Dr. Sawyer and Town Manager Gaudette are in favor of this agreement and it has also been reviewed by Town Counsel. Chairman Melia explained the main details of the agreement. A motion/Mr. Athanas, seconded/Mr. Nolan to approve the Special Tax Assessment Agreement and authorize the Town Manager and Chairman of the Board of Selectmen to sign. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan. Dr. Sawyer thanked the Board for their support and stated he looks forward to continuing to be a part of the community. Dr. Sawyer invited the Selectmen to PawStep’s Grand Opening on December 8, 2018 at 4 PM.

Winter Parking Ban [December 1, 2018 to April 1, 2019] / Vote to approve. A motion/Mr. Ampagoomian,

seconded/Mr. Nolan to approve the Winter Parking Ban for the period of December 1, 2018 to April 1, 2019, with the ability to extend the ban if necessary due to weather. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

2019 Selectmen's Meeting Schedule/Vote to approve. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the 2019 Selectmen's Meeting Schedule. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

2019 Holiday Schedule/Vote to approve. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the 2019 Holiday Schedule. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Bring Your Own Bottle Policy/Vote to adopt a revised BYOB Policy. Chairman Melia mentioned it was his suggestion to revise the current BYOB policy. He stated there are currently three BYOB establishments in Town. He feels the recommended annual fee of \$200, TIPS Certification and Liquor Liability insurance are not needed. Selectman Nolan suggested an annual fee of \$20 or \$50 would be more appropriate. Selectman Athanas suggested waiting to make any changes and to talk to the Town Manager. He also agreed with Selectman Nolan's annual fee suggestion or even waiving the fee. There being no further discussion at this time, the Board agreed to table this discussion until they talk to the Town Manager about waiving the annual fee and the TIPS certification, but to keep the Liquor Liability requirement. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to table this matter until the next Selectmen's meeting, November 19, 2018. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

TOWN MANAGER'S REPORT/None

SELECTMEN'S CONCERNS: **Selectman Athanas** mentioned that the fence at the Riverdale Cemetery has been down for quite some time and asked for an update. Chairman Melia responded that he also noticed the fence and made the Town Manager aware. Mr. Melia also stated it was reported to the Highway Superintendent and was told the damage was caused by an automobile accident and will soon be replaced. **Chairman Melia(1)** attended the open house at the Blackstone Valley Connector and Recovery Support Center located at 76 Church Street, Whitinsville, that was sponsored by the Northbridge Police Department and Family Continuity. He further noted that the grant received will provide mental health services and drug addiction services to Towns in the Blackstone Valley. **2)** attended the Grand Opening of Whitinsville Gas & Market located at 4 North Main Street, Whitinsville. **3)** reminded everyone to vote tomorrow if you have not already taken advantage of early voting. **4)** announced Question 4 [Balmer School Project] is located on the back of the ballot. He said he has supported the Balmer School Project from the beginning and commended the School Building Committee for all their hard work they have put forth for this project.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

Chairman Melia announce that the next meeting is scheduled for Monday, November 19, 2018. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to adjourn the public meeting. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Meeting Adjourned: 7:37 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN’S MEETING - OPEN SESSION

November 5, 2018

Recognition: Jean Mistretta, Council on Aging Board Member

-Copy of artwork

I. APPROVAL OF MINUTES:

A. 1) October 15, 2018

-Copy of October 15, 2018 meeting minutes

2) October 23, 2018 [Fall Annual Town Meeting]

-Copy of October 23, 2018 meeting minutes

II. PUBLIC HEARING

III. APPOINTMENTS/ B. Resignation: Jon Frieswick, Disability Commission

-Copy of letter of resignation from Jon Frieswick

IV. CITIZENS' COMMENTS/INPUT: Local Business Spotlight: Above All Beauty, 1035 Providence Road, Whitinsville [Present: Angela Benjamin, Owner]/No documentation

V. DECISIONS:

C. Special Tax Assessment Agreement – PawSteps Veterinary Center [Crotoft & Sawyer Ventures, LLC]/Present: Attorney W. Robert Knapik

-Copy of draft Special Tax Assessment Agreement

-Copy of Certification from the annual Fall Town Meeting

-Copy of Local Incentive Valuation Table

D. Winter Parking Ban [December 1, 2018 to April 1, 2019] / Vote to approve

-Copy of notice/details of winter parking ban from the Chief of Police

E. 1) 2019 Selectmen’s Meeting Schedule/Vote to approve

-Copy of the draft Selectmen’s Meeting Schedule for 2019

2) 2019 Holiday Schedule/Vote to approve

-Copy of 2019 Holiday Schedule

F. Bring Your Own Bottle Policy/Vote to adopt revised BYOB Policy

-Copy of current BYOB policy

-Copy of revised BYOB policy

VI. DISCUSSIONS/None

VII. TOWN MANAGER'S REPORT/None

VIII. SELECTMEN'S CONCERNS/No documentation

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION/None

BOARD OF SELECTMEN'S MEETING
November 19, 2018

A meeting of the Board of Selectmen was called to order by Chairman Thomas Melia at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Board Members: Ampagoomian, Cannon, Melia and Nolan. Selectman Athanas was absent and it is duly noted. **Also Present:** Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

Representative David Muradian – Update & Office Hours. Representative Muradian thanked everyone for their support over the last four years and for their support going forward. He stated that the legislative session was completed at the end of July, which led to the passing of the supplemental budget that was signed into law on October 23, 2018. The supplemental budget included \$15 million dollars in grant funding to be used towards school safety initiatives; \$7.5 million dollars for implementing security upgrades for grades K thru 12 in public schools; and \$7.5 million dollars to hire behavioral and mental health specialists. Continuing, he stated that there is an additional \$5 million dollars allocated to helping school districts with high concentrations of low-income students and to carry out targeted intervention efforts to address student achievement gaps. In addition, there is \$10 million dollars for local clean drinking water, \$10 million dollars for the Community Preservation Act, and a \$40 million investment for Chapter 90 funding. The district itself is receiving a little over \$257,000 dollars additionally, and locally in Northbridge, it means a little over \$94,000 dollars. Representative Muradian stated that he does not foresee any 9C cuts, which would typically happen around this time of year. He also announced his 4th annual coat drive will take place on November 29, 2018, at the Grafton Legion Post from 5 PM to 8 PM. Santa will be there from 6 PM to 8PM. Chairman Melia congratulated Representative Muradian on his re-election and thanked him for his service. Selectman Ampagoomian asked about opioids and what steps the State has taken. Representative Muradian responded that a comprehensive Criminal Justice Reform Bill was passed including funding and mentioned that the Baker – Polito Administration has also been tackling this issue as aggressively as possible, working toward the steps required. Representative Muradian added that the biggest things that they accomplished, which he was a huge advocate for, was getting this into the federal scheduling. Chairman Melia asked about the Massachusetts School Building Authority grant and if there are any other state grants or other agencies the Town can apply for. Representative Muradian replied he does not believe there is anything more from the MSBA, but as far as other agencies go, he stated he does check through all available grants and forwards anything that he believes would be of interest to the Town.

APPROVAL OF MINUTES/None

PUBLIC HEARING: 7:05 PM - FY'19 Tax Rate Classification Hearing/Present: Robert Fitzgerald, Principal Assessor. Chairman Melia read aloud the public hearing notice. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to open the public hearing. Vote yes/Ms. Cannon, Mr. Nolan, Mr. Ampagoomian, and Mr. Melia. Mr. Fitzgerald explained that the Board has three options, all of which would not change the rate at which the community is charged, but would instead shift the burden. The options are: 1) The first option would be to shift the tax burden among all classes of property. 2) The second option is to select a residential exemption, and 3) the third option is to select a small commercial exemption. Mr. Fitzgerald stated that last year the tax rate was \$12.94, and this year the rate is estimated to be \$12.97. As is customary, the Board of Assessors recommends the single rate option. He also noted that Northbridge still has the lowest residential tax rate of the 11 communities in the Blackstone Valley. Chairman Melia asked if there are any residents in the audience that has any questions or comments. There being no comments, Chairman Melia opened it up to the Board. Selectman Ampagoomian asked when a spreadsheet with the Balmer School Project showing the increased taxes would be available. Mr. Fitzgerald responded that he has a spreadsheet illustrating all 30 years of the loan and stated he would get it to him. Selectman Nolan asked if

the Board wishes to maintain a single tax rate for all classes of property, they do not need to take any vote. Mr. Fitzgerald concurred. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to close the public hearing. Vote yes/Ampagoomian, Cannon, Nolan and Melia. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to maintain a single tax rate for all classes of property. Vote yes/Ms. Cannon, Mr. Nolan, Mr. Ampagoomian, and Mr. Melia.

RESIGNATION: Neil Newton, Council on Aging. A motion/Mr. Ampagoomian, seconded/Ms. Cannon to accept Mr. Newton's resignation and send a letter of appreciation for his years of service. Vote yes/Mr. Ampagoomian, Ms. Cannon, Mr. Melia and Mr. Nolan.

CITIZENS' COMMENTS/INPUT/None

St. Patrick's Church, 7 East St., Whitinsville/Present: Gene Trottier. 1) Billy Joel Concert, Saturday, January 12, 2019, 5PM to 9PM [Snow date: Saturday, January 19, 2019]/a) Request for a One-Day Wines and Malts License. b) Request for a One-day Weekday Entertainment License [Concert/Live Music]. 2) Irish Night, Friday, March 15, 2019, 5PM to 9PM/a) Request for a One-day Wines and Malts License. b) Request for a One-day Weekday Entertainment License [Concert/Live Music]. 3) Lenten Fish and Chips Dinners: Wednesday, March 6, 2019; Fridays: March 8, 2019, March 22, 2019, March 29, 2019, April 5, 2019 and April 12, 2019 from 5PM to 9PM./a) Request for a One-Day Wines and Malts License. Mr. Trottier explained that all funds raised from these events benefit St. Patrick's Youth Ministry. The funds are used to defray the cost of sending the Youth Ministry members to other parts of the country to work with organizations who assist under-privileged people living within their communities. Mr. Trottier said that the children learn a lot by participating in the Youth Ministry program and they are very fortunate to have the opportunity. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the following requests: **1) a One-Day Wines and Malts License and a One-day Weekday Entertainment License [Concert/Live Music] for a Billy Joel Concert to be held on the premises of St. Patrick's Church, 7 East Street, Whitinsville, on Saturday, January 12, 2019 from 5PM to 9PM [Rain date: January 19, 2019]; 2) a One-day Wines and Malts License and a One-day Weekday Entertainment License [Concert/Live Music] for Irish Night, to be held on the premises of St. Patrick's Church, 7 East Street, Whitinsville, on Friday, March 15, 2019, 5PM to 9PM; and 3) a One-Day Wines and Malts License for Lenten Fish and Chips Dinners to be held on the premises of St. Patrick's Church, 7 East Street, Whitinsville, from 5PM to 9PM on the following dates: Wednesday, March 6, 2019; Fridays: March 8, 2019, March 22, 2019, March 29, 2019, April 5, 2019 and April 12, 2019.** Vote yes/Mr. Ampagoomian, Ms. Cannon, Mr. Melia and Mr. Nolan.

Open Sky Community Services (Formerly Alternatives Unlimited, Inc.)/Request to hold their 34th Annual Valley Friendship Tour on Saturday, June 1, 2019. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the request to hold the 34th Annual Valley Friendship Tour at 9AM on Saturday, June 1, 2019, to begin and end at the Whitin Mill. As in past year, the Tour includes a 30-mile bike ride [9AM]; a 5K walk/jog [10AM]; and the Golden Mile Walk [11AM]; all subject to the safety requirements of the Northbridge Police Department. Vote yes/Mr. Ampagoomian, Ms. Cannon, Mr. Melia and Mr. Nolan.

Village Variety, 84 Border Street, Whitinsville/Notice of intent to install a Keno to Go Monitor. Chairman Melia announced that the Town received notification from the Massachusetts State Lottery Commission that Village Variety is looking to install a Keno to Go monitor. Chairman Melia announced that if the board does not object to this then no action is required. The Board did not object and no action was taken.

Bring Your Own Bottle Policy/Vote to adopt revised BYOB Policy. Chairman Melia updated the Board and audience about the proposed changes and recapped the discussion that took place at the prior Selectmen's meeting. Selectwoman Cannon asked about the TIPS certification and felt as though they

should be required. Chairman Melia stated that with the cost involved to get the TIPS and the fact that they are not profiting on sales from a BYOB, he felt it wasn't necessary. Selectwoman Cannon advised that as part of the TIPS training, employees are required to identify that the patron is of legal drinking age, which concerned her if establishments are not TIPS certified. Town Manager Gaudette mentioned that the Board brought up a lot of good points and added that he is unsure whether these establishments would be allowed to get Liquor Liability Insurance without being TIPS certified. Chairman Melia then suggested looking into the cost of Liquor Liability Insurance and TIPS certification prior to making a decision. The Board voted to take no action and continue the discussion at a future meeting.

Riverdale Cemetery Deed/Christina Covina [Lot No. 24A, Maple Ave. North]. A motion/Mr. Nolan, seconded/Ms. Cannon to approve the sale of Lot No. 24A, Maple Ave. North, to Christina Covina. Vote yes/Mr. Ampagoomian, Ms. Cannon, Mr. Melia and Mr. Nolan.

Pine Grove Cemetery Deeds/a. Michael Jacobs [Lot No. 41, Fir Ave., North]. A motion/Mr. Nolan, seconded/Ms. Cannon to approve the sale of Lot No. 41, Fir Ave. North to Michael Jacobs. Vote yes/Mr. Ampagoomian, Ms. Cannon, Mr. Melia and Mr. Nolan. **b. Nancy Brouwer [Lot No 27, Elm Ave., North].** A motion/Mr. Nolan, seconded/Ms. Cannon to approve the sale of Lot No. 27, Elm Ave., North to Nancy Brouwer. Vote yes/Mr. Ampagoomian, Ms. Cannon, Mr. Melia and Mr. Nolan.

TOWN MANAGER'S REPORT: 1) Meetings Attended: Thursday, November 8, 2018 – Attended the Building, Planning, and Construction Committee Meeting to discuss Fire Station site search. Tuesday, November 13, 2018 – Met with MIIA rep Dave Labonte and S. Susienka to go over FY2019 General Insurance Policies. Tuesday, November 13, 2018 – Made a presentation at the request of Dr. Fitzpatrick at BVT as part of the MTA negotiations to discuss member communities budget challenges and also Health Insurance plan design. Wednesday, November 14, 2018 – Attended the Annual Meeting of the Central MA Regional Stormwater Coalition which included attendance by MA DEP Commissioner Marty Suuberg. Wednesday, November 14, 2018 – Met with Chairman Melia to go over the BOS agenda. Wednesday, November 14, 2018 – Met with J. Shuris and J. Luchini to go over storm preparation and personnel changes. Thursday, November 15, 2018 – Met with UniBank, Town Financial Team and School Building Project Team to initiate the borrowing process. Thursday, November 15, 2018 – Met with Chief Warchol to discuss Assessment Center Procurement. Thursday, November 15, 2018 – Conference Call regarding Green Communities projects. **2) Balmer School Building Project:** Now that the project has been approved at the Town Meeting and the Election Ballot, Town staff has begun working with UniBank and the project team on the next steps for borrowing. A meeting was held this past Thursday at which it was discussed the initial step is working with Bond Counsel to obtain an authorization to borrow. Please note that the School Building Committee is meeting this coming Tuesday, November 20th at 6:30 at the High School Media Center. The Committee is beginning to work on the design and permitting aspects of the project. **3) DPW Garage Project:** We continue to await Owners Project Manager confirmation that all remaining OEM manuals have been received from the General Contractor to scheduled "user-training" and final project closure. **4) Fire Station Project (Feasibility Study):** The Town Manager and the Fire Chief have been meeting with the OPM team from Cardinal on the Site Selection for inclusion in the RFQ for Designer (Architect) Services. A meeting was held recently held with the BPCC on Thursday, November 8, 2018 to discuss the potential site list. The Committee and Team agreed to the final list of 8 potential sites and the next task is to prepare the RFQ. **5) 2020 Budget Development:** Staff has been directed to update their sections of the 5-year capital plan for submission to the BPCC and all capital requests shall be submitted by the end of November. In December staff will be working on department budgets for FY2020 and for submission to the Town Manager in January.

SELECTMEN'S CONCERNS: Selectwoman Cannon announced that the School Building Committee is meeting tomorrow night, Tuesday, November 20th at the High School at 6:30 PM in the Media Center. At this meeting they will be working towards finalizing the design and everything associated with the

project. **Selectman Ampagoomian/1)** asked about the sidewalks on Church Street and if they would be completed. Chairman Melia stated that it has been put off due to the weather and seems as though they are done until the Spring. Town Manager Gaudette stated that he would double check with the Highway Superintendent and report back to the Board with an update. **2)** mentioned the Mendon Road pot hole. Town Manager Gaudette responded that he is aware. **3)** asked how the street light project was coming along. Town Manager Gaudette answered that there are three phases and the town is currently in the 2nd phase, which is to obtain the streetlights. He indicated that the Town had an audit to reconcile what the town would be buying and added that the hope is to have ownership by December 31st. He also pointed out that the town has already gone out to bid for fixtures and for the labor. **4)** asked for an update on the Worcester Regional Transit Authority. Town Manager Gaudette stated that he has not seen a report come through but will look into it. **5)** asked about the upcoming FCC regulation and requested a meeting with the Cable Advisory Committee and Board of Directors on the upcoming changes. Town Manager Gaudette stated that the FCC allowed for public comment last week and senators and representatives made comments on the displeasure for the action the FCC would take to eliminate franchise fees, which go towards public access. Mr. Gaudette stated that he met with Henry Berkowitz, Chairman of the Cable Advisory Committee today and part of the discussion was the next steps. Selectman Ampagoomian then asked the Town Manager to find out what the options are going forward and bring it in front of the Selectmen. **Chairman Melia 1)** read an article about a Wireless Direct Program that allows a direct connection from a cell phone to the local police department, whereas before it would go to the State Police who would then forward the call to the local police department. Chairman Melia asked to see where we are and if we can look into being a part of this as well. **2)** stated that the fences on Main Street at Arcade Pond and at Electric Pond went up and look nice. **3)** followed up on items on issues with the new DPW Facility and stated that they all met and resolved the issues.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

Chairman Melia wished everyone a safe and Happy Thanksgiving and announced that the next Selectmen's meeting is scheduled for Monday, December 3, 2018.

A motion/Mr. Ampagoomian, seconded/Mr. Nolan to adjourn the public meeting. Vote yes/Mr. Ampagoomian, Ms. Cannon, Mr. Melia and Mr. Nolan.

Meeting Adjourned: 8:00 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

November 19, 2018

Representative David Muradian – Update & Office Hours

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES

II. PUBLIC HEARING: A. 7:05 PM - FY'19 Tax Rate Classification Hearing/Present: Robert Fitzgerald, Principal Assessor

- Copy of public hearing notice
- Copy of letter regarding the options of tax classification
- Copy of pie chart of Valuation by Class
- Copy of 2019 Tax Rate Breakdown
- Copy of chart of rate options
- Copy of local communities' tax rate

II. RESIGNATION: Neil Newton, Council on Aging

- Copy of letter of resignation from Neil Newton

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS: B. St. Patrick's Youth Ministry/1) a. Request for a One-Day Wines and Malts License and b. Request for a One-day Entertainment License for a Billy Joel Concert, Saturday, January 12, 2019 from 5 PM to 9 PM [Snow date: Saturday, January 19, 2019];

- Copy of one-day wine and malt license application
- Copy of one-day entertainment license application
- Copy of license routing slip

2) a. Request for a One-day Wines and Malts License and b. Request for a One-day Entertainment License for Irish Night, Friday, March 15, 2019 from 5 PM to 9 PM;

- Copy of one-day wine and malt license application
- Copy of one-day entertainment license application
- Copy of license routing slip

3) Request for a One-Day Wines and Malts License for Fish and Chips Dinners (Lent) from 5 PM to 9 PM on the following dates, Wednesday, March 6, 2019; Fridays: March 8, 2019, March 22, 2019, March 29, 2019, April 5, 2019 and April 12, 2019/Present: Gene Trottier

- Copy of one-day wine and malt license applications
- Copy of hold harmless agreement
- Copy of Revenue Enforcement and Protection Attestation
- Copy Workers' Compensation Insurance Affidavit
- Copy of License Routing Slip

C. Open Sky Community Services (Formerly Alternatives Unlimited, Inc.)/Request to hold their 34th Annual Valley Friendship Tour on Saturday, June 1, 2019

- Copy of letter requesting permission to hold the Annual Valley Friendship Tour

- Copy of email from Police Chief Warchol confirming that he has no concerns for this event
- Copy of email from Department of Public Works Director James Shuris confirming he has no concerns for this event

D. Village Variety, 84 Border Street, Whitinsville/Notice of intent to install a Keno to Go Monitor

- Copy of letter from the Massachusetts State Lottery Commission notifying the Town that that a monitor will be installed at the location above

E. Bring Your Own Bottle Policy/Vote to adopt revised BYOB Policy

- Copy of the draft copy of the BYOB Policy

F. 1) Riverdale Cemetery Deed/Christina Covina [Lot No. 24A, Maple Ave. North]

- Copy of Riverdale Cemetery deed Lot No. 24A, Maple Ave. North

2) Pine Grove Cemetery Deed/a. Michael Jacobs [Lot No. 41, Fir Ave North] b. Nancy Brouwer [Lot No 27, Elm Ave., North]

- Copy of Pine Grove Cemetery deed Lot. No. 41 Fir Ave North
- Copy of Pine Grove Cemetery deed Lot. No 27 Elm Ave. North

- VI. DISCUSSIONS/None**
- VII. TOWN MANAGER'S REPORT/No documentation**
- VIII. SELECTMEN'S CONCERNS/None**
- IX. ITEMS FOR FUTURE AGENDA/None**
- X. CORRESPONDENCE/None**
- XI. EXECUTIVE SESSION/None**

**BOARD OF SELECTMEN'S MEETING
December 3, 2018**

A meeting of the Board of Selectmen was called to order by Chairman Thomas Melia at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Board Members: Ampagoomian, Cannon and Melia. Selectman Nolan was late and arrived at 7:16 PM. Selectman Athanas was absent and it is duly noted. **Also Present:** Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

A moment of silence was held for the passing of former President George W. H. Bush.

PRESENTATION TO OFFICER KRISTINA WESTBURY FOR 25 YEARS OF SERVICE.

Police Chief Walter Warchol stated that Officer Westbury grew up in Northbridge, graduated from Northbridge High School, and then started her career as a civilian police dispatcher. When she applied to work for the Town, she had just completed her Associates Degree in Criminal Justice and Business Administration from Quinsigamond Community College. In September of 1996, she was appointed as a full-time Police Officer and attended the Police Academy at Mount Wachusett Community College. Ms. Westbury then went back to school for her Bachelor's Degree and eventually got her Master's Degree in Criminal Justice from Anna Maria College. Officer Westbury, also a certified Morals Investigator, has investigated and assisted in numerous investigations and morals offenses. She is also the Narcotics Evidence Officer for the Northbridge Police Department. Chief Warchol stated that Officer Westbury is a consummate professional, does a great job with all the work she does, is a pleasure to work with, and is an asset to the Northbridge Police Department. Chief Warchol thanked Officer Westbury for her 25 years of dedicated service to the community. Selectman Ampagoomian commended Officer Westbury on her years of service. Chairman Melia stated that he was Chief of Police when Officer Westbury applied to be a dispatcher and commended her on a great job over the years. Chairman Melia read aloud the inscription on the plaque and presented the plaque to her on behalf of the Board of Selectmen and Town Manager Gaudette.

APPROVAL OF MINUTES/None

PUBLIC HEARING/None

RESIGNATIONS: Eileen Harris, Disability Commission. A motion/Mr. Ampagoomian, seconded/Ms. Cannon to accept the resignation from Eileen Harris and send a letter of appreciation. Vote yes/Mr. Ampagoomian, Ms. Cannon and Mr. Melia.

CITIZENS' COMMENTS/INPUT: Local Business Spotlight: The Green Plate, LLC, 167 Church Street, Whitinsville, MA 01588/Present: Danielle Desrosiers, Owner. Ms. Desrosiers stated that she has been in Town for a year now, has had a lot of growth and feels she has done well for her first year. She stated once misconception about her business is that a lot of people think The Green Plate is vegetarian and vegan, which is not true. Ms. Desrosiers said they are 100% gluten free and they offer organic meats, but they also offer vegan and vegetarian options. She explained that over the years they have been able to introduce different things, one of which is the buildable, where customers can come in, build their own meal and then it is cooked fresh. Soup and salad specials change weekly and the frozen take home meals are also a big hit. She added that The Green Plate still offers catering, but they now offer delivery service as well. To celebrate the one-year anniversary, The Green Plate is now open on Saturday mornings for breakfast. Ms. Desrosiers noted that as they did last year, they are selling breads again and giving 25% of the proceeds to Peace of Bread. The Green Plate is also taking pie orders for Christmas.

Bring Your Own Bottle Policy/Vote to adopt revised BYOB Policy. Town Manager Gaudette explained that the previous discussion on this matter included the permit fee of \$200, the TIPS Certification requirement, and Liquor Liability insurance requirement. After doing some research, it was determined that owners would not be able to get the Liquor Liability without getting their TIPS Certification. A motion/Ms. Cannon, seconded/Mr. Ampagoomian to approve the revised BYOB Policy as presented. Vote yes/Mr. Ampagoomian, Ms. Cannon, and Mr. Melia. Abstain: Selectman Nolan as he just entered the meeting and was not present for the discussion.

7:16pm: Selectman Nolan arrived at the meeting.

Hazard Mitigation Plan/Vote to adopt. [Present: Trish Settles and Peter Peloquin, CMRPC, James Shuris, Department of Public Works Director, Gary Bechtholdt, Town Planner, and David White, Fire Chief]. Ms. Settles advised the Central Massachusetts Regional Planning Commission serves the City of Worcester and 39 surrounding communities. CMRPC has been working with the Town of Northbridge since May of 2017, to update the town's Hazard Mitigation Plan. She explained the Hazard Mitigation Plan is an effort to reduce loss of life and property by lessening the impact of natural disasters. Ms. Settles said the first step of the process is to identify critical structures (with Department Heads), then identify the hazards it would impact and finally prioritize a set of actions that would be able to mitigate any disasters. Ms. Settles stated that the largest identified risks are flooding, which is outlined in the plan along with other potential risks. She also noted that critical infrastructure has been identified, plans have been developed, a public survey was completed, and a Municipal Vulnerability Preparedness Program was instilled. Selectman Ampagoomian asked if the Hazard Mitigation Policy works closely with "Think Blue". Ms. Settles replied that it does map a lot of the "Think Blue" strategies, but it doesn't particularly talk about the campaigns but instead uses actions that would mitigate stormwater challenges. Town Manager Gaudette added that a public comment was received regarding the culvert management plan, which has been forwarded to Mr. Shuris. He said that he feels it is a great thing for the Town and he appreciates CMRPC'S assistance. Mr. Gaudette also gave kudos to those involved. Chairman Melia asked if there was a cap on the recovery amount and Ms. Settles responded that it would depend on the disaster declaration, but once accepted the town can start taking advantage of the program. Chairman Melia asked if the funds could be used towards the intersection at Church Street Extension. Mr. Shuris stated they absolutely could do that, and it was brought up in the discussions as a high potential project. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to adopt the Hazard Mitigation Plan as presented tonight. Vote yes/Mr. Ampagoomian, Ms. Cannon, Mr. Melia and Mr. Nolan.

Open Space & Recreation Plan Update Committee/Vacancies. Town Planner Gary Bechtholdt announced that there are several vacancies on the Open Space & Recreation Plan Update Committee. Mr. Bechtholdt explained that this initiative was started a few years back, but recently due to lack of quorum have not been able to proceed. He said they are looking for five to six residents who not developed and has the potential for open space.

True Nature Wellness, Inc./Proposed Marijuana Retail Establishment [Present: Steve Croteau, True Nature Wellness, Inc. and Attorney Phillip Silverman, Vicente Sederberg, LLC. Mr. Silverman is the attorney for True Nature Wellness and stated that they are looking to open a marijuana retail establishment in Northbridge. He advised that they have clients that run compliant operations that conform with Massachusetts laws and regulations, including local regulations and zoning bylaws as well. Atty. Silverman stated that True Nature Wellness has a wealth of experience. He stated that the facility of interest is 1096 – 1110 Main Street, which is a Business-3 zoning district, which is zoned for this type of an enterprise. Mr. Silverman pointed out that two of the biggest concerns people have are security and traffic. With the opening of the shop in Leicester, there was a lot of traffic issues and concerns, but Mr. Silverman noted that it has since calmed down. He also noted that currently there are only two retail shops in the State of

Massachusetts. Atty. Silverman stated that as far as security goes, it can't be discussed in full detail as a public forum, but they work with the Chief of Police for input and once additional plans are made the Chief of Police will be able to review them and make sure the plans are the way he wants them. Mr. Silverman stated that the proposed location will be a limited access facility. An identification will be required upon first entering the building. Next, you enter the "sally port" area where the door in front of you is closed and locked already and the door behind closes. He noted that cameras will be placed according to State regulation and the video is kept for 90 days. The facility will be monitored twenty-four hours a day. Mr. Silverman also mentioned that they use a tracking system called seed to sale. He explained that from the moment the plant comes up from the ground it gets bar tagged with a code and inventory is taken throughout the entire process. He added that the facility will have a secure vault in it and at the end of the day all product on the floor and in the prep area is moved to the secured vault. Mr. Silverman explained that all potential employees will need to undergo a background check. He stated that there is no on-site consumption; neither inside nor outside, all of which will also be monitored. Mr. Silverman stated that True Nature Wellness is seeking to enter into a Host Community Agreement with the Town, which can be whatever the Town wants to negotiate. He explained that they do have local hiring preference and they like to use local vendors. Another part of the host agreement is payment provisions, where the town has the option to collect 3% sales tax and the state also allows for a 3% Community Impact fee. Mr. Croteau added that a lot of people ask why he picked Northbridge and he said explained he is local, and his daughter goes to school here. Mr. Croteau pointed out that knowing the strength of the company, he felt it would be a great fit and a benefit for the Town. He also stated that he is familiar with the Fall River retail marijuana establishment that recently opened and knows it has impacted the neighborhood in a positive manner. Selectman Ampagoomian asked if there is a tentative purchase and sale agreement for the property off Main Street. Mr. Croteau replied that they have submitted a letter of intent with the owner. Selectman Ampagoomian asked how the transportation of the product will be handled. Mr. Silverman responded that there will always be two dispensary agents per car, the cars will be unmarked, the routes and times are randomized, equipped with GPS tracking devices and multiple communication devices. He also added there is a manifest that is filled out when the product leaves one site, once it arrives it is checked to make sure it matches what was shipped. All of this is also recorded. Selectman Ampagoomian asked where the product will come from. Mr. Croteau explained that because it is a retail facility, they are allowed to wholesale from other licensed dispensaries but will wholesale from their sister facility, Xiphias Wellness, which is currently building a 27,000 square foot cultivation facility in Uxbridge. Selectman Ampagoomian asked how long the State permitting process will take. Mr. Silverman replied that once the Host Community Agreement is completed it is taken to the State and the licensing process takes three to four months. Once that is complete they will begin the special permit process. Selectman Nolan asked if there are any residency requirements. Mr. Croteau stated that if they have a valid ID, are twenty-one years or older they are allowed in. Selectman Nolan asked if there are any regulations on advertising. Mr. Silverman responded that the standard is that you're not allowed to advertise to an audience of more than 20% of children. He also stated that in this industry, advertising is not really needed as there are many websites with listings of retail locations. Selectman Nolan asked how many parking spaces would be made available. Mr. Silverman answered that at peak demand there might be 10 – 15 people an hour with an average visit time of 15 minutes. Mr. Croteau stated that they would comply with the regulation in town and give ample parking. Chairman Melia asked if the current buildings will be razed and a new building constructed. Mr. Croteau replied if permitted, the hope is to raze the buildings, combine the two lots and build new. Chairman Melia asked about the host agreement contents of a lump sum paid to a non-profit organization. Mr. Silverman explained that the law is a 3% limit, but some communities have attempted to get more than that, which the Attorney General has chosen not to weigh in on. Mr. Silverman suggested that it is not legal. He followed up by saying that True Nature Wellness intends to be generous and would like to get involved with programs in need of funding. Chairman Melia asked where in the process they were and if they had been in front of the Planning Board. Mr. Silverman replied that they generally try and get the host agreement in place first then go to meet with the Planning Board. Chairman Melia asked if all goes well with the host agreement and the Planning Board when they would anticipate opening. Mr. Silverman stated that it would probably be eight to nine months

away from opening if all goes as it should. Mr. Silverman explained that it would be about three of four months to get to the State process, and then the special permit process, which should take about two or three months and then two to three months for construction. Chairman Melia stated that they can work with the Town Manager on the Host Agreement and he will keep the Board informed.

TOWN MANAGER'S REPORT: **1)** Meetings Attended: Tuesday, November 20, 2018 – Attended the School Building Committee Meeting. Wednesday, November 21, 2018 – Met with staff and True Nature's Wellness. Wednesday, November 28, 2018 – Met with Chairman Melia to discuss Meeting Agendas. Wednesday, November 28, 2018 – Met with Chief White to discussion Union issues. Wednesday, November 28, 2018 – Attended a Legislative Affairs Committee Meeting at Central Mass Regional Planning Commission in Worcester. Thursday, November 29, 2018 – Met with Moderator Gould, Deputy Moderator Crawford, and D. Cedrone to recap the Fall Annual Town Meeting. **2)** Balmer School Building Project: Now that the project has been approved at the Town Meeting and the Election Ballot, Town staff has begun working with UniBank and the project team on the next steps for borrowing which initiates with an authorization to borrow from Bond Counsel. Also, the School Building Committee met recently on Tuesday, November 20th and kicked off the next phase of the project which includes the design and permitting aspects of the project. **3)** Department of Public Works Garage Project: We continue to await Owners' Project Manager confirmation that all remaining Original Equipment Manufacturer manuals have been received from the General Contractor to scheduled "user-training" and final project closure. **4)** Fire Station Project (Feasibility Study): The Town Manager and the Fire Chief have been meeting with the Owners' Project Manager team from Cardinal on the Site Selection for inclusion in the Request for Quotation for Designer (Architect) Services. The Site Selection has met with the Building Planning Construction Committee and agreed to the potential site list. The Committee and Team will be moving forward with the final list of 8 potential sites and will be preparing the Request for Quotations to hire an architect team to perform the Feasibility Study. **5)** 2020 Budget Development: Staff has been directed to update their sections of the 5-year capital plan for submission to the Building Planning Construction Committee and all capital requests shall be submitted by the end of November. In December staff will be working on department budgets for FY 2020 and for submission to the Town Manager in January. Please see attached the calendar for the upcoming Budget Season in preparation for the May 2019 Spring Annual Town Meeting.

Police Chief Warchol explained that the Northbridge Police held a toy drive in conjunction with the Blackstone Valley Veterans to solicit toys for children in need. He thanked the community for their generosity and noted over sixteen hundred toy and clothing items were collected for those in need.

SELECTMEN'S CONCERNS: **Selectman Ampagoomian/1)** asked what the plan was to alleviate water runoff on our streets. Mr. Luchini stated that currently areas that are not even prone to flooding have water and unfortunately, we have had a lot of high-water tables. He also said the Highway Department was able to get out last week and removed a lot of leaves from culverts. **2)** asked if the LED streetlight project was still underway. Mr. Shuris stated that they are currently in the process of issuing purchase orders. The goal is to start the work in January and complete the lights by March. **3)** reminded the community to be cautious on going onto the ponds coming into the winter months. **Chairman Melia/1)** asked why there is such a delay with the DPW garage. Mr. Shuris replied that he met with the Owners' Project Manager today and there are items on the closeout package that need to be completed. He further explained that the contractor made repairs to a leaky roof, two toilets where the water would not flush, and there was an issue with hot water. Today they met for a power issue with the motor of a compressor. Chairman Melia asked what can be done to make this project move along and if withholding payments was an option. Mr. Shuris replied that the OPM is currently withholding payments from the contractor. He reiterated that after meeting with the OPM this afternoon he is hoping to have an answer by the end of this week. **2)** asked Town Manager Gaudette if he could look into budgeting to turn the street lights back on that were turned off. **3)** stated that the guardrails look great on Route 122 and asked if the Town Manager could look into replacing the

guardrails on Quaker Street.

ITEMS FOR FUTURE AGENDA:

1. 2019 Annual License Renewals: Selectman Melia stated that the 2019 license renewals are printed and will be voted on at the next meeting. In preparation for that the licenses are ready to be signed by the Board, so they are ready for applicants to pick up on Tuesday, December 18th.
2. Complete Streets Policy: Town Manager Gaudette explained that his program was started through the Department of Transportation a few years back. The process would begin with the town adopting the policy that in any point the town is doing new roads construction we are also taking into account other means of transportation such as bike, sidewalks, trails, bus stops and to incorporate those things into the roads projects. The second phase would be for the State would give funding for a priority plan, and the third phase would be an application for a grant. Town Manager Gaudette stated that Dan Daniska from CMRPC will be at the next meeting along with Mr. Shuris to discuss the policy.

CORRESPONDENCE/None

EXECUTIVE SESSION/None

Chairman Melia announced that the next scheduled Selectmen's meeting is December 17, 2018.

A motion/Mr. Ampagoomian, seconded/Mr. Nolan to adjourn the public meeting. Vote yes/Mr. Ampagoomian, Ms. Cannon, Mr. Melia and Mr. Nolan.

Meeting Adjourned: 8:31 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

December 3, 2018

PRESENTATION TO OFFICER KRISTINA WESTBURY FOR 25 YEARS OF SERVICE

PLEDGE OF ALLEGIANCE

- I. APPROVAL OF MINUTES/None**
- II. PUBLIC HEARING/None**
- III. RESIGNATIONS: A. Eileen Harris, Disability Commission**
 - Copy of letter of resignation from Eileen Harris
- IV. CITIZENS' COMMENTS/INPUT: Local Business Spotlight: The Green Plate, LLC, 167 Church Street, Whitinsville, MA 01588/Present: Danielle Desrosiers/No documentation**
- V. DECISIONS: B. Bring Your Own Bottle Policy/Vote to adopt revised BYOB Policy**
 - Copy of the revised Bring Your Own Bottle Policy
 - Copy of Tips and Liquor Liability Insurance information

C. Hazard Mitigation Plan/Vote to adopt [Present: Trish Settles and Peter Peloquin, CMRPC, James Shuris, Department of Public Works Director, Gary Bechtholdt, Town Planner, David White, Fire Chief]

 - Copy of Hazard Mitigation Plan Public Presentation
 - Copy of certification of adoption
- VI. DISCUSSIONS:**
 - D. Open Space & Recreation Plan Update Committee/Vacancies/No documentation**
 - E. True Nature Wellness, Inc./Proposed Marijuana Retail Establishment [Present: Steve Croteau, True Nature Wellness, Inc. and Attorney Phillip Silverman, Vicente Sederberg, LLC]**
 - Copy of True Nature Wellness presentation
 - Copy of True Nature Wellness Business Plan
 - Copy of sample host agreements
- VII. TOWN MANAGER'S REPORT**
 - Copy of FY 2020 Budget Calendar
- VIII. SELECTMEN'S CONCERNS/No documentation**
- IX. ITEMS FOR FUTURE AGENDA:**
 - *2019 License Renewals/No documentation**
 - *Complete Streets Policy/No documentation**
- X. CORRESPONDENCE**
- XI. EXECUTIVE SESSION**

**BOARD OF SELECTMEN'S MEETING
December 17, 2018**

A meeting of the Board of Selectmen was called to order by Chairman Thomas Melia at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Board Members: Ampagoomian, Athanas, Cannon, and Melia. Selectman Nolan is absent, and it is duly noted. **Also Present:** Adam D. Gaudette, Town Manager.

A moment of silence was held for fallen Worcester Firefighter Christopher Roy, who died in the line of duty while fighting a house fire in Worcester on December 9, 2018.

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES: 1) November 5, 2018. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the November 5, 2018 meeting minutes as presented with the readings omitted. Vote yes/Board members: Ampagoomian, Athanas, and Melia. Abstain: Cannon. **2) November 19, 2018.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the November 19, 2018 meeting minutes as presented with the readings omitted. Vote yes/Board members: Ampagoomian, Athanas, Cannon and Melia.

PUBLIC HEARING - 7:05 PM: Robert Cherrier & Brian Cherrier, Main Street Auto & Towing Inc., 2040 Providence Road, Northbridge, MA/Application for a Class II – Used Car Dealer’s License [Present: Robert Cherrier]. Chairman Melia read aloud the public hearing notice. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to open the public hearing. Vote yes/Mr. Ampagoomian, Ms. Cannon, Mr. Athanas, and Mr. Melia. Town Manager Gaudette stated that we received a call today from the applicant asking to postpone the hearing until the following meeting on January 7, 2019. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to continue the public hearing to Monday, January 7, 2019 at 7:05 PM. Vote yes/Mr. Ampagoomian, Mr. Athanas, Ms. Cannon, and Mr. Melia.

APPOINTMENTS: Chloe Mawn, Economic Development Committee. Ms. Mawn stated that she has been resident in Northbridge for twenty-three years and expressed her excitement for the Rockdale projects and wants to take part in helping move those forward. Ms. Mawn added that she studied Town Planning and Urban Farming in college, so she would like to contribute what she has learned. A motion/Ms. Cannon, seconded/Mr. Ampagoomian to appoint Chloe Mawn to the Economic Development Committee. Vote yes/Mr. Ampagoomian, Mr. Athanas, Ms. Cannon and Mr. Melia.

CITIZENS' COMMENTS/INPUT: Selectman Ampagoomian expressed his gratitude towards the Northbridge Police Department and the Northbridge Fire Department for their firefighting efforts on Saturday evening when the house he grew up in caught fire and is now believed to be a total loss. The cause is yet to be determined but fortunately, his sister and brother were able to get out of the building unharmed. Selectman Ampagoomian described the tragic emotions he felt when the Fire Department had to break windows, bust down doors, etc., but also the need to understand that they are trained to do what is needed to get the fire knocked down as soon as possible. He added that the Northbridge Fire Department was exceptional in knocking the fire down and then remained on site to ensure there were no flare-ups. Selectman Ampagoomian once again thanked the Police and Fire Departments for their hard work, dedication, and empathy.

2019 Miscellaneous License Renewals [Common Victualler, Class II, Class III, Automatic Amusement Devices, Entertainment, Sunday Entertainment, etc.]/Vote to approve subject to the payment of all monies due the Town. A motion/Ms. Cannon, seconded/Mr. Ampagoomian to approve the 2019 Miscellaneous License renewals subject to the payment of all monies due the Town. Vote yes/Ampagoomian, Athanas, Cannon and Melia.

2019 Annual Liquor License Renewals/Vote to approve subject to the payment of all monies due the Town. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the 2019 Annual Liquor License renewals subject to the payment of all monies due the Town. Vote yes/Ampagoomian, Athanas, Cannon and Melia.

Complete Streets Policy/Vote to Adopt [Present: Dan Daniska, CMRPC, James Shuris, DPW Dir.]. Mr. Shuris explained that he has been working with the Central Mass. Regional Planning Commission [CMRPC] on putting together a complete streets policy. He mentioned that this policy was also discussed with the Safety Committee, who made some changes to the draft policy. Mr. Shuris noted that Northbridge is at the stage to adopt a policy, then hire a consultant to put together a priority plan and submit the plan to the CMRPC. Mr. Daniska explained the tier prioritization and how the program works. He stated that the prioritization work is funded by MassDOT with the end result being eligible for an opportunity to receive funding up to \$400,000 dollars annually. Mr. Daniska indicated that the funds can be used towards intersection improvements, bike and pedestrian amenities, crosswalks etc. He also explained that the first part is policy development and once adopted, the Town can move to tier II where the town can contract with CMRPC or hire a consultant. Mr. Daniska stated that they will walk all the sidewalks in town and catalogue the conditions using ipads and then enter the information into a GIS system. He also pointed out that CMRPC will work with the Town to come up with a draft plan and then a public meeting will be held for public feedback. In addition, part of tier II is a prioritization table and once completed will be sent off to MassDOT for review and completeness. Once approved, the Town would then move into tier III. Tier III is the funding tier for construction. Mr. Daniska noted that the Town would be responsible for the engineering portion and the funding would go towards construction. Town Manager Gaudette voiced his recommendation to move forward with this. Mr. Gaudette reiterated that Mr. Shuris presented this information to the Safety Committee, who voted to approve it with some changes. Selectman Ampagoomian asked if it is required to use either concrete or asphalt for the sidewalks. Mr. Daniska replied either can be used but it depends on what the Town wants. Selectman Ampagoomian asked if the same applies to the curbing and Mr. Daniska replied yes. The Town Manager added that the Town can match the funds or use other available funds to make it an even bigger project. Chairman Melia asked if the Town had bicycle lanes and streets that were wide enough to have them. Mr. Shuris responded that there is not enough room downtown or in Rockdale but there are other areas where it could be applied to such as Quaker Street and Mendon Road. A motion/Mr. Athanas, seconded/Ms. Cannon to adopt the Complete Streets Policy as presented. Vote yes/Board members: Ampagoomian, Athanas, Cannon and Melia.

Riverdale Cemetery Deed/Michael Healy [Row 5, Grave 7, Maple Ave. South]/Vote to approve the sale. A motion/Mr. Ampagoomian, seconded/Ms. Cannon to approve the sale Row 5, Grave 7, Maple Ave. South to Michael Healy. Vote yes/Board members: Ampagoomian, Athanas, Cannon and Melia.

Retail Marijuana Location/[Present: Michael Hunnewell]. Mr. Hunnewell of Eskar explained that he has been working with the Planning Board on establishing a marijuana retail facility in Northbridge. He stated that the proposed location is located at 0 Church Street Extension, which is in the industrial park. He also said that the owners of the land have signed a letter of intent with Eskar. Mr. Hunnewell further stated that the contract would be pending upon signing a Community Host Agreement. He advised that the location is gutted and ready to be built out, which should take about six months. He mentioned he expects their annual revenue to be \$2 million to \$6 million with all locations. The proposed 0 Church Street Extension location is 5,000 square feet, zoned industrial, not near any schools, and it fits the guidelines. Mr. Hunnewell stated they have security consultants to make sure the security is where it needs to be. Selectman Athanas asked about parking and how many spots would be allocated to the marijuana retail location. Mr. Hunnewell responded that there are not a lot of vendors at that location and there are 10 to 15 spots in the back of the building with an additional 10 to 15 in the front. Mr. Hunnewell stated that they would look to purchase the vacant lot's parking spaces. Town Manager Gaudette added that they will more than likely need to do a site plan review, in which turning radius, close intersections, parking, lighting and any mitigation items that

would fall under the site plan review for a special permit would be taken into consideration. Selectman Athanas asked what the operating hours would be. Mr. Hunnewell answered that is state and town dependent and he would be open to doing what the Town suggests within the State regulations. Town Manager Gaudette stated that State regulation is no later than 8 PM, but the Planning Department has the option under a special permit to set certain hours. Chairman Melia suggested that the Mr. Hunnewell work on a Host Agreement with the Town Manager and go from there. He also explained that a public forum will be held for the applicants and citizens to attend. Selectwoman Cannon asked about the newest location in Salem, which she believes is open by appointment only and asked if that is something that they would be willing to do. Mr. Hunnewell stated that if the business were to affect the traffic that badly then they would need to implement something to mitigate that. He then mentioned that he doesn't see them needing to do business by appointment only. Selectwoman Cannon stated she would like to learn more about the proposed security. Mr. Hunnewell stated that he can discuss it and asked if there were specifics questions beyond the normal regulations. Chairman Melia added that the other applicant's business proposal was complex and above the State regulations. Mr. Hunnewell stated that they have hired a consultant to build his business out. Town Manager Gaudette added that there will be language in the Host Community Agreement that specifies security on top of the State regulations. Selectman Ampagoomian asked that since they are doing a cultivation site [Riverdale Mills] and a retail site [Church Street Extension] if they would be doing two Community Host Agreements. Mr. Hunnewell stated that they are required to do a host agreement for each permit so yes, they would be doing two. A motion/Mr. Athanas, seconded/Ms. Cannon to allow the Town Manager to negotiate Community Host Agreements with Mr. Hunnewell. Vote yes/Mr. Ampagoomian, Athanas, Cannon and Melia.

Acreage Holdings/Marijuana Cultivation site [Present: Scott Rudy]. Christ Tolford, General Manager of The Botanist, was also present to discuss this topic. Mr. Tolford explained that The Botanist, which is part of the Acreage Holdings family, was one of the original license holders in Massachusetts. They began the process in 2015 and are now prepared to open dispensaries in three locations: Worcester, Leominster and Shrewsbury. Mr. Tolford stated that they are currently looking to set up a cultivation site in Northbridge near a sand pit, which they feel meets a lot of their needs and also allows for future growth. He further explained that their plan is to build a 2,000 square foot greenhouse facility that is used for cultivating cannabis plants. In addition, he indicated they would also look to build a 50,000 square foot processing facility for manufacturing infused products such as edibles, tinctures, etc. Mr. Tolford explained that this would be done in two phases, the first would be a smaller greenhouse and the second being the manufacturing facility, which is estimated to bring in 50 to 60 jobs. He pointed out that a big misconception is regarding traffic; there would not be a high amount of traffic that comes to the site since it is for cultivation and it is highly secure. Mr. Tolford stated that their Director of Security is a former Massachusetts State Police Lieutenant. He also added that the delivery vehicles are unmarked that would pick up product and the facility to be dropped off to the dispensary. Mr. Tolford explained to prevent odors in the facility they use a lot of carbon filtration and other types of processes to help limit the smell. The greenhouse they are looking to establish is a hard-plastic wall finish. Selectman Athanas verified that the proposal is for a green house and manufacturing facility and there were no retail establishments. Selectman Athanas continued asking if they were private labeling or making a brand. Mr. Tolford explained that the anticipation is to start of with fifty thousand square feet and grow from there as needed. Mr. Tolford explained that the processing facility is part of a new venture they have just taken on with a company called Form Factory, who make products in mass scale. Mr. Tolford clarified that there will be no sales on site. Selectman Ampagoomian asked if the location was the same as the proposed location on route 146. Town Manager Gaudette explained that location is True Nature Wellness. Selectman Ampagoomian asked about the company Acreage Holdings. Mr. Tolford explained the Acreage Holdings was created eight years ago and is a parent company that makes direct investments owns the operating companies. Mr. Tolford explained that the company here is The Botanist Inc., which is one hundred percent owned by Acreage Holdings. Selectman Ampagoomian asked if he could explain the training and education of the industry. Mr. Tolford explained that at the Worcester facility they worked on a full training program that was built to cover general customer

experience with one on one interactions and roll playing scenarios. Mr. Tolford further explained that there is point of sale software that all employees need to be trained on and the training continues, there are also medical doctors who have trained staff on the effects of cannabis. Selectman Ampagoomian asked how the public can be assured they are getting a quality product and products are consistent. Mr. Tolford explained that the Department of Public Health and the Cannabis Control Commission have outlined testing regulations so every batch that is produced needs to be tested by a third-party lab. The product cannot be sold until it is tested and approved. Selectman Ampagoomian asked who the third-party labs were. Mr. Tolford stated MCR Labs and ProVerde. Chairman Melia stated that the next step would be to work on a host agreement with the Town Manager and go from there. He also explained that a public forum will be held for the applicants and the citizens to attend. A motion/Mr. Ampagoomian, seconded/Ms. Cannon to allow the Town Manager to negotiate Community Host Agreements with The Botanist. Vote yes/Mr. Ampagoomian, Athanas, Cannon and Melia.

TOWN MANAGER'S REPORT: **1) Meetings Attended:** Monday, December 3, 2018 – Met with Chairman Melia and NCTV Staff and Chairman. Monday, December 3, 2018 – Attended the Board of Selectmen Meeting. Thursday, December 5, 2018 – Held a Department Managers Meeting. Friday, December 6, 2018 – Attended a CMRPC Legislative Affairs Breakfast on Healthy Aging. Tuesday, December 11, 2018 – Met with Representative Muradian and area Town Managers and Planners regarding Economic Development opportunities. Thursday, December 13, 2018 – Attended the Massachusetts Municipal Managers Holiday Meeting in Sturbridge. Friday, December 14, 2018 – Met with Chairman Melia to go over the Board of Selectmen's Agenda. Friday, December 14, 2018 – Met with Dennis Rice from Alternatives/The Bridge to discuss grant opportunities. **2) Balmer School Building Project:** Now that the project has been approved at the Town Meeting and the Election Ballot, Town staff has begun working with UniBank and the project team on the next steps for borrowing which initiates with an authorization to borrow from Bond Counsel. Also, the School Building Committee has begun working with the Owners Project Manager, Architect, and Construction Manager on the design and permitting aspects of the project. An ANRAD (wetland delineation) has been filed with the Conservation Commission. **3) Department of Public Works Garage Project:** The DPW Director met with the OPM and a General Contractor/Owner "user-training" session is scheduled for this week. The remaining close-out items have been addressed and all "As-Built" and OEM documents were received this week. The remaining close-out item is the "user-training". **4) Fire Station Project (Feasibility Study):** The Town Manager and the Fire Chief have been meeting with the OPM team from Cardinal on the Site Selection for inclusion in the RFQ for Designer (Architect) Services. The Site Selection has met with the Building Planning Construction Committee and agreed to the potential site list. The Committee and Team will be moving forward with the final list of 8 potential sites and will be preparing the RFQ to hire an architect team to perform the Feasibility Study. **5) 2020 Budget Development:** Staff has provided updates of their department sections of the 5-year capital plan and the Town Manager is in the process of reviewing and compiling for submission to the BPC. Town Manager Gaudette met with Town Staff last week and provided them with instructions for department budget development for FY2020 and they are required to submit to the Town Manager in early January. **6) LED Streetlight Conversion:** The Town is awaiting the final closing on the purchase of lights from National Grid which we are hoping will take place within 30 days. We have issued a purchase order for the fixtures following a bid process through MAPC. MAPC also awarded a bid for installation. Once the closing takes place we hope for a quick construction timeline and finishing before April 2019. **7) True Nature's Wellness:** Initiated Host Community Agreement negotiations with prospective Recreational Marijuana Retailer. **8) Solar PILOTS:** Conducting PILOT negotiations (fixed fee and terms) with Nexamp (Sutton Solar 2 project – Lasell Road) and Syncarpha (Northbridge I project – Linwood Ave).

Town Manager Gaudette announced that the Community Preservation Committee is in search of three at-large members.

SELECTMEN'S CONCERNS: Selectman Athanas noticed that the firebox posts are still erect even

though the fireboxes are down and asked if they could be removed. Town Manager Gaudette stated he will confirm things with the Fire Chief. **Chairman Melia** announced that Northbridge's Sydney Masciarelli won the Foot Locker Cross Country Championship Title in San Diego, CA on Saturday, December 8, 2018, which was a 3.1 mile run in seventeen minutes. Chairman Melia informed the Board that she would be coming to a future meeting and presented with a proclamation.

Chairman Melia announced that the next meeting is scheduled for January 7, 2019.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

A motion/Ms. Cannon, seconded/Mr. Ampagoomian to adjourn the public meeting. Vote yes/Board Members: Ampagoomian, Athanas, Cannon, and Melia.

Meeting Adjourned: 8:35 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

December 17, 2018

- I. APPROVAL OF MINUTES:**
- A. 1) November 5, 2018**
-Copy of November 5, 2018 minutes
- 2) November 19, 2018**
-Copy of November 19, 2018 minutes
- II. PUBLIC HEARING - 7:05 PM: B. Robert Cherrier & Brian Cherrier, Main Street Auto & Towing Inc., 2040 Providence Road, Northbridge, MA/Application for a Class II – Used Car Dealer's License [Present: Robert Cherrier]**
- Copy of public notice
 - Copy of application for a Class II license
 - Copy of Revenue Enforcement and Protection Attestation
 - Copy of Workers' Compensation Affidavit
 - Copy of layout
 - Copy of dealer's bond
 - Copy of property record card
 - Copy of notice requesting approval from the Building Department
 - Copy of memo addressing the concerns from the Building Department in regard to the Class II license application
 - Copy of letter noting violations which coincide with those concerns of the Building Department
 - Copy of memo from the Treasurer/Collector notifying the Selectmen of monies owed to the Town for the proposed location of the Class II license application
 - Copy of signed notice requesting approval from the Police Department
 - Copy of abutters notice request memo
 - Copy of abutters listing
 - Copy of email from property owner stating that he is allowing the applicant to obtain a Class II license at his property
 - Copy of letter from second property owner stating that he is allowing the applicant to obtain a Class II license at his property
- III. APPOINTMENTS: C. Chloe Mawn, Economic Development Committee**
-Copy of Talent Bank Application of Chloe Mawn
- IV. CITIZENS' COMMENTS/INPUT**
- V. DECISIONS:**
- D. 2019 Miscellaneous License Renewals [Common Victualler, Class II, Class III, Automatic Amusement Devices, Entertainment, Sunday Entertainment, etc.]/Vote to approve subject to the payment of all monies due the Town**
-Copy of 2019 Annual Miscellaneous License Renewals
- E. 2019 Annual Liquor License Renewals/Vote to approve subject to the payment of all monies due the Town**
-Copy of 2019 Annual Liquor License Renewals

F. Complete Streets Policy/Vote to Adopt [Present: Dan Daniska, CMRPC, James Shuris, DPW Dir.]

- Copy of Complete Streets Policy PowerPoint Presentation
- Copy of Complete Streets Policy

G. Riverdale Cemetery Deed/Michael Healy [Row 5, Grave 7]/Vote to approve the sale of lot

- Copy of Riverdale Cemetery Deed

VI. DISCUSSIONS:

H. Retail Marijuana Location/[Present: Michael Hunnewell]

- Copy of Eskar Retail Marijuana PowerPoint presentation
- Copy of The Botanist, Inc. Cultivation and Processing Proposal presentation

I. Acreage Holdings/Marijuana Cultivation site [Present: Scott Rudy]/No documentation

VII. TOWN MANAGER'S REPORT/No documentation

VIII. SELECTMEN'S CONCERNS/No documentation

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION/None