

**BOARD OF SELECTMEN'S MEETING
November 18, 2019**

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

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES: 1) October 7, 2019. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the October 7, 2019 meeting minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas, and Melia. Abstain: Nolan. **2) October 21, 2019.** A motion/Mr. Nolan, seconded/Mr. Melia to approve the October 21, 2019 meeting minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Chairman Athanas announced that since it was not 7:05 PM yet they would come back to the public hearing at the designated time.

APPOINTMENTS/Resignations/None
CITIZENS' COMMENTS/INPUT/None

Balmer School Project Utility Easement [Verizon] at 21 Crescent Street, Whitinsville / Vote to approve. Town Manager Gaudette stated that this is for the real estate easement rights for the purpose of maintaining the utility once the project is installed. He also mentioned the easement was previously approved at the Fall Annual Town Meeting on October 22, 2019. A motion/Mr. Melia, seconded/Mr. Nolan to approve the Balmer School Project Utility Easement [Verizon] at 21 Crescent Street, Whitinsville. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Winter Parking Ban [December 1, 2019 to April 1, 2020] / Vote to approve. A motion/Mr. Melia, seconded/ Mr. Ampagoomian to approve the Winter Parking Ban for the period of December 1, 2019 to April 1, 2020 with authorization to extend the ban beyond April 1st, if needed, due to inclement weather. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

PUBLIC HEARING: 7:05 PM – Massachusetts Electric Company dba National Grid and Verizon New England / Petition #28250183 to install one (1) jointly owned pole #P102-2 for the installation of a new recloser at Main Street and Harwood Street/Present: Mike Parent, National Grid. Chairman Athanas read aloud the public notification. A motion/Mr. Melia, seconded/Mr. Ampagoomian to open the public hearing. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan. Mr. Parent explained that another pole needs to be installed for a recloser, which is needed for equipment protection. A motion/Mr. Melia, seconded/Mr. Nolan to close the public hearing. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan. A motion/Mr. Melia, seconded/Mr. Nolan to approve Petition #28250183 to install one (1) jointly owned pole #P102-2 for the installation of a new recloser at Main Street and Harwood Street. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

MSM Management, Inc., 117 Church Street, Whitinsville, MA/1) Request to prorate the Automatic Amusement License fee (approved October 21, 2019). 2) Request to transfer the Bowling Alley License from Kenneth Couture dba Sparetime Recreation to MSM Management, Inc (12 lanes), and 3) Application for a Common Victualler's License/Present: Michael McCarthy. Mr. McCarthy stated that they are looking to operate the bowling alley once again, so they have already applied for an Automatic Amusement Device License that was approved in October and tonight there are applications before the

Board to transfer the Bowling Alley license from Mr. Couture to MSM Management and to apply for a Common Victualler's License. To begin, Mr. McCarthy explained MSM Management was recently granted an Automatic Amusement Device License covering 11 coin operated games. Due to the fact that the license will only be used for 6 weeks this year he is requesting the license fee be prorated. Town Manager Gaudette explained that they are looking to open up and use the amusement devices but with it being the end of the year and paying the entire license fee [which will have to be paid again in a few weeks when they renew the license for 2020] they are looking to prorate the fee. He then suggested the Board allow the proration of the license fee based on six weeks of use, which would amount to \$130 dollars. Mr. Gaudette noted that when the license is renewed in a few weeks, the renewal fee **will not** be prorated, and they would owe the entire \$1,130 dollars. Selectman Melia stated that he does not have an issue allowing the proration and stated the Board should come up with a policy for the rate to be automatically prorated up to three to six months. Continuing, Mr. McCarthy mentioned the establishment is also looking to obtain a Common Victualler's license. He said they intend to bring in pizza from Corner Pizza, which will be kept in a warmer and sold to patrons. Chairman Athanas asked about the fire inspection and when it would be completed as it is keeping the license from being released. Mr. McCarthy stated that they have been in touch with the Fire Department and are working with them to resolve the issues. Selectman Ampagoomian asked if they had previously held a liquor license. Town Manager Gaudette interjected and stated they eventually will look to get a liquor license and entertainment license with comedy nights, acoustic music, etc. There being no further questions or comments, a motion/Mr. Melia seconded/Mr. Nolan to approve the above requests as follows: to prorate the Automatic Amusement License fee to \$130 as recommended by Town Manager Gaudette and to approve the transfer of the Bowling Alley License from Kenneth Couture dba Sparetime Recreation to MSM Management, Inc (12 lanes) and to grant a Common Victualler's License to MSM Management, Inc., 117 Church Street, Whitinsville. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Item D. was deferred to later in the meeting as Mr. Genga had not yet arrived.

DISCUSSIONS/None

TOWN MANAGER'S REPORT: 1) Key Meetings Attended: Monday, November 4, 2019 – Attended the Board of Selectmen's Meeting. Monday, November 4, 2019 – Conference Call with the Fire Station Project Team. Tuesday, November 5, 2019 – Attended a Fire Station Project meeting with the Fire Chief and the Fire Fighter staff. Thursday, November 7, 2019 – Attended a Lasell Field Turf Project Team Meeting. Wednesday, November 13, 2019 – Attended a meeting regarding TIP Road projects with staff and consultant HSH. Wednesday, November 13, 2019 – Attended BPCC Meeting having presentations on Fire Station Project and Turf Field Project. Thursday, November 14, 2019 – Met with Selectmen Melia. Friday, November 15, 2019 – Attended a Corporators Meeting at Whittin Community Center. Friday, November 15, 2019 – Attended a Meeting at the School Administration Building. **2) Balmer School Building Project:** The project construction by Fontaine Brothers is well under way. Grading, tree removal and replacement of a 36" drainage culvert across the site have taken place. The 3rd party sewer analysis has been completed and forwarded to the OPM for review. Fontaine has submitted the Building Permit application for review. Several sub bids have been reviewed and CM Contracts have been amended accordingly. It is anticipated that deliveries of steel and foundation installation will take place over the next 30-60 days so that steel can be erected over the winter. All abutter issues have been resolved. The School Building Committee meets again on November 19, 2019. **3) Fire Station Project (Feasibility Study):** The architect Kaestle-Boos Architects continues to work on the programming, draft response time analysis, site selection and criteria analysis, and draft site restriction plans. The BPCC met this past week on November 13th with the design team to discuss these aspects of the project. The BPCC and the design team will be presenting an update on the project to the Board of Selectmen at the special meeting on November 21, 2019 at the Northbridge High School Auditorium. Town Manager Gaudette encouraged anyone who is interested in hearing the report to attend the meeting. The team is also in the process of developing a project web page

to be accessed via a link on the Town's website which will contain aspects of the project including existing building conditions, design concepts, reports, etc. **4) Lasell Field Turf Project:** The BPCC has selected Activitas Land Landscape Architects to perform designer services which will include feasibility and plan design, advertisement and construction monitoring. Activitas has completed ground survey work for base plan preparation and also held a programming meeting and design discussion meeting with NPS staff over the past month. Activitas presenting its findings to date to the BPCC this past week on November 13th. Next steps include finalizing the design concepts, budget analysis and discuss material alternatives.

Northbridge Fire Department/Request to hold a Tree Lighting Ceremony on December 1, 2019 from 3 PM to 7 PM/1) Request to use Memorial Park 2) Request for a one-day Entertainment License and 3) Request to close Church Street from Memorial Square to Park Street from 4:30 PM to 7 PM/**Present: Anthony Genga.** Selectman Ampagoomian suggested extending the hours for the closing of Church Street to cover the set up and breakdown periods before and after the event. A motion/Mr. Ampagoomian seconded/Mr. Melia to approve the Northbridge Fire Department's requests as follows: **1)** Approval to use Memorial Park for a Tree Lighting Ceremony on December 1, 2019 from 3 PM to 7:00 PM; **2)** Approval for a one-day Entertainment License for the event; and **3)** Approval to close Church Street from Memorial Square to Park Street from 4:30 PM to 7:30 PM for the event. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

SELECTMEN'S CONCERNS: **Selectman Ampagoomian/1)** requested more lighting be installed in front of the Library to illuminate that area. Chairman Athanas questioned if that would need to go before the Safety Committee. Town Manager Gaudette stated that he will forward the request to the Safety Committee since they would be involved in the process one way or the other. **2)** asked if there has been any progress on the traffic lights at Plummers Corner. **3)** asked for an update on the Solar Farm. Town Manager Gaudette stated the construction phases are well explained under the Planning and Conservation Commission sections of the weekly reports. He said he would give an update in his Town Manager's report next week and reported work has been done on site access, clearing, drainage, etc. **4)** asked for a road and sidewalk update and if construction has come to an end for this season what sidewalks will be completed in the Spring. Town Manager Gaudette replied that construction closed on November 15th, and he would find out which sections are scheduled for the Spring. **Selectman Melia/1)** mentioned he read about a local community getting in trouble for not releasing their Executive Session minutes in a timely manner but is aware the Town Manager is pushing for these minutes to be reviewed and approved to be released by Town Counsel. **2)** congratulated Julie Harris, Treasurer Collector, on her certification as a Town Treasurer.

ITEMS FOR FUTURE AGENDA/None
CORRESPONDENCE/None
EXECUTIVE SESSION/None

Chairman Athanas reminded everyone that there is a meeting Thursday, November 21, 2019 at Northbridge High School beginning at 7 PM for the Fire Station presentation. Chairman Athanas wished everyone a Happy Thanksgiving.

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

Meeting Adjourned: 7:28 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

November 18, 2019

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES:

A. 1) October 7, 2019

-Copy October 7, 2019 meeting minutes

2) October 21, 2019

-Copy of October 21, 2019 meeting minutes

II. PUBLIC HEARING: B. 7:05 PM – Massachusetts Electric Company dba National Grid and Verizon New England / Petition #28250183 to install one (1) jointly owned pole #P102-2 for the installation of a new recloser at Main Street and Harwood Street/Present: Mike Parent, National Grid

-Copy of public hearing notice

-Copy of cover letter from National Grid

-Copy of Petition for Joint Pole Locations

-Copy of map

-Copy of memorandum for abutters list request

-Copy of abutters list

-Copy of approval from Department of Public Works Director, James Shuris

III. APPOINTMENTS/Resignations

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS:

C. MSM Management, Inc., 117 Church Street, Whitinsville /1) Request to prorate the Automatic Amusement License fee (Approved October 21, 2019)/No documentation

2) Transfer the Bowling Alley License from Kenneth Couture dba Sparetime Recreation to MSM Management, Inc (12 lanes)

-Copy of application for Bowling Alley, Billiards or Pool Table License

-Copy of layout

-Copy of license routing slip

-Copy of Real Estate Lease

3) Application for a Common Victualler License/Present: Michael McCarthy

-Copy of Application for Common Victualler License

-Copy of completed Revenue Enforcement and Protection Attestation

-Copy of completed Workers' Compensation Affidavit

-Copy of layout

-Copy of Articles of Organization

-Copy of license routing slip

D. Northbridge Fire Department - Tree Lighting Ceremony – December 1, 2019 from 3 PM to 7 PM/1) Request to use Memorial Park

- Copy of Memorial Park Request Form
- Copy of Hold Harmless Agreement

2) Request for a one-day Entertainment License

- Copy of application for a one-day entertainment license
- Copy of Revenue Enforcement and Protection Attestation form
- Copy of Workers' Compensation Insurance Affidavit

3) Request to close Church Street from Memorial Square to Park Street from 4:30 PM to 7 PM/Present: Anthony Genga

- Copy of Hold Harmless Agreement for a road closure
- Copy of email request to close Church Street from Memorial Square to Park Street
- Copy of email from Police Chief giving permission to block the road and requesting barricades be in place
- Copy of email from Department of Public Works Director giving permission to block the road
- Copy of License Routing Slip

E. Balmer School Project Utility Easement [Verizon] at 21 Crescent Street, Whitinsville / Vote to approve

- Copy of cover letter from Verizon in regard to an easement at 21 Crescent Street
- Copy of Easement

F. Winter Parking Ban [December 1, 2019 to April 1, 2020] / Vote to approve

- Copy of letter addressing the winter parking ban details

- VI. DISCUSSIONS/None**
- 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**