

BOARD OF SELECTMEN'S MEETING

November 22, 2021

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

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES/None

PUBLIC HEARING/None

APPOINTMENTS/By the Board of Selectmen (Vote to appoint): A. Dan O'Neill, Disability Commission/Present: Bruce Frieswick, Member and Jonathan Smith, Chairman. Mr. Frieswick noted that they have a vacancy on the Disability Commission and has received interest from Mr. O'Neill that he would like to be on the Commission and feels that he will serve the Board well. Mr. O'Neill added that he is very interested in the Disability Commission and hopes that his background in Mental Health will be of help. A motion/Mr. Melia, seconded/Ms. Cannon to appoint Mr. O'Neill to the Disability Commission. Vote yes/Ampagoomian, Collins, Cannon and Melia.

CITIZENS' COMMENTS/INPUT/None

MSM Management, Inc. dba Sparetime Recreation, 117 Church Street, Whitinsville, MA 01588/Request for an annual weekday indoor entertainment license to include: live bands, comedy nights, karaoke, dancing by patrons, live music, dancing by entertainers or performers, Theatrical exhibition and recorded music. Hours: Wednesday - Saturday 7 PM to 11 PM/Present: Mark Moon, Mgr. – License to expire December 31, 2022. Mr. Moon informed the Board that he is looking to obtain an annual, weekday Entertainment license and noted that they are not looking to have large bands. Selectman Melia noted that on the License Routing slip it was requested to have a doorman checking ID's. Mr. Moon stated that they typically have two people at the door and he and his wife will usually help out. The Chief also sent an email to Mr. Moon following up on questions. Some of the requests were to have bracelets for those events that were not 21+. Another issue that was discussed was parking, which Mr. Moon said he discussed with the auto parts store across the street saying they do not have an issue with using their parking lot after 5 PM. The auto store did ask Mr. Moon about putting cameras on his building facing the parking lot so that there is surveillance. A motion/Ms. Cannon, seconded/Mr. Collins to approve the request for an annual weekday indoor entertainment license to include: live bands, comedy nights, karaoke, dancing by patrons, live music, dancing by entertainers or performers, Theatrical exhibition and recorded music. Hours: Wednesday - Saturday 7 PM to 11 PM. Vote yes/Ampagoomian, Collins, Cannon and Melia.

Riverdale Cemetery Deed/George and Catherine Warren [Lot #2 - Maple Square South, two graves]. A motion/Mr. Melia, seconded/Ms. Cannon to approve the sale of Lot 2, Maple Square South (2 graves) to George and Catherine Warren. Vote yes/Ampagoomian, Collins, Cannon and Melia.

Stone Hill Partners, LLC [Stone Hill Condos]/Vote to accept monetary gift in the amount of \$50,000.00 (Community Preservation Fund). A motion/Ms. Cannon, seconded/Mr. Melia to accept a monetary gift in the amount of \$50,000.00 for the Community Preservation Fund. Vote yes/Ampagoomian, Collins, Cannon and Melia.

Vote to Set Annual Goals for the Town Manager. Town Manager Gaudette reviewed the goals that the Board would evaluate him on next August. The items include FY '23 Budgets, replacement plan for health insurance, Fire Station building project, Civil Service revocation, ARPA funding, Northbridge Elementary School reuse plan and the Fire Department Strategic plan. A motion/Mr. Melia, seconded/Ms. Cannon to set the annual goals for the Town Manager as presented. Vote yes/Ampagoomian, Collins, Cannon and Melia.

CDBG Slum and Blight Study/Present: Ted Harvey, Pioneer Valley Planning Commission. Mr. Harvey addressed the project for the Slum and Blight study. He explained that this is focused on two neighborhoods in town and over the next several months staff will be on site taking pictures and notes. Once the inventory has been collected it will come before the Board to be reviewed. If approved, it will then go to the State for approval. If the state qualifies the designated areas as Slum and Blight, future CDBG funds can be used. Mr. Harvey said that it is a ten-year designation. Selectman Melia asked the Town Manager if he had any idea of what direction they would look to go if approved. Town Manager Gaudette said that this will take a portion of the funds received from the grant and his thought was to tackle the area through CDBG funds for housing rehabilitation. Selectman Ampagoomian asked how they plan to notify residents when they are going to be in the area. Mr. Harvey replied that initially they were going to send a pamphlet out to every resident, but it would have been a lot of mailing. Instead, they will likely send the pamphlets just to the street they are working on. Selectman Melia suggested they reach out to the Police Department to let them know, which street they will be on as well. Mr. Harvey replied that they plan to do just that. Town Manager Gaudette stated that he will reach out to the Police Chief to find out about doing a reverse 911 call to make residents in that area aware.

TOWN MANAGER'S REPORT: 1) Key Meetings Attended: Monday, November 8, 2021 – Fire Station Project Weekly Zoom Call. Monday, November 8, 2021 – Attended the Board of Selectmen Meeting. Tuesday, November 9, 2021 – Conference Call with Craig Maxim, Family Continuity regarding ARPA Funding Application. Monday, November 15, 2021 – Fire Station Project Weekly Zoom Call. Tuesday, November 16, 2021 – Conference Call with M. Walker, NPS Business Manager, to discuss FY2023 Capital Planning. Tuesday, November 16, 2021 – Meeting with the Police Union to discuss Civil Service Revocation. Wednesday, November 17, 2021 – Conference Call with Alan Clapp from NEXAMP regarding the McQuade's Lane Solar Farm Project. Wednesday, November 17, 2021 – Conference Call with Brian Maser from KP Law regarding Civil Service Revocation Negotiations. Thursday, November 18, 2021 – Conference Call with resident Ross Smith re: West Hill Rd. Thursday, November 18, 2021 – Conference Call with Jon Niedzilinski from Congressman McGovern's Office regarding West Hill Road. Thursday, November 18, 2021 – Conference Call via Zoom with CPSM to discuss the Fire Department Strategic Plan RFP submittal. **2) Fire Station Project:** The design team continues to work on design development and budget schedule now that the field survey and schematic design has been completed. The architect TGAS met last week with the Board of Selectmen on November 8th to introduce the Project Team and provide an update. The design team is also coordinating local permitting with the Planning Board and the Conservation Commission. The first meeting with the Planning Board is this coming November 23rd. Next for the BPCC is to go over the reconciled budget on December 3rd before heading back to the Board of Selectmen in either December or January. **3) Fire Department Strategic Plan:** The Town Manager advertised an RFP for Strategic Planning Services for the Fire Department. The goal is to work with the management team and staff to develop a goals and action plan for the next 3 years. The Town Manager and Fire Chief reviewed the submittals and interviewed the consultant CPSM this past week on November 18th. The Town Manager will be making a decision and issuing a Notice to Proceed in the next 7-10 days. **4) American Rescue Plan Act (ARPA):** The Town Manager issued Project Request application Documents to staff and area non-profit organizations for the purposes of accessing Federal Relief Funds issued to the Town through the American Rescue Plan Act. The Town will be receiving \$4.9M which can be used for projects/programs in response to the recovery effort brought on by the pandemic. The Town Manager will provide a Funding

Project Plan as part of the FY2023 Budget and Capital Planning Process. **5) Fallon Health Insurance Replacement:** The Town Manager is working with the Finance Team and NFP to solicit pricing for health insurance plans as Fallon is getting out of the municipal market. The RFP was advertised, and the Town received several responses. NFP and staff have analyzed cost impacts of the submittals as it relates to active and retiree health plans. The next step is to hold an informational meeting with the IAC on December 8th. **6) Northbridge Elementary School Reuse Study:** The Town Manager received approval from the BPCC to advertise the RFP which was posted this week on November 17th. The goal is for the BPCC to select a qualified firm to perform the study over the winter/spring of 2022. There is a building walk-through on December 1st and proposals are due December 17th. **7) FY2023 Budget and Capital Plan Development:** The Town Manager has begun developing the process for staff and committees for the upcoming FY2023 Budget and Capital Plan process which will begin in early December 2021. Town Manager Gaudette provided the Board with an update on the issues at Deane Way. The town was in contact Ms. Delmar from DEP and she was able to walk the site with the project superintendent and the Building Inspector. Ms. Delmar provided a letter and noted that the paved roads are swept, newly planted grass has grown, unpaved roads were topped with stone dust and compacted down, and she could see the use of calcium chloride on the unpaved roads, the dump truck that left the site had the mesh covering. The letter also mentions that she noticed the rock crushers on site, a noise buffer, use of an excavator to drop large rocks onto soil, which breaks the rocks up into smaller pieces before going into the rock crusher, and there is a section that is near Deane Way where the crusher will need to be used once they are ready to pour the foundation.

SELECTMEN'S CONCERNS: **Selectman Cannon/1)** asked about the leaf pick up program and if it would continue past Thanksgiving. Town Manager Gaudette is going to look into this. **2)** announced that the 250th Anniversary Committee will be holding its second meeting on Tuesday, November 23, 2021 at 7 PM and they are looking for volunteers for the sub-committees. **Selectman Melia/1)** Thanked the Town Manager and Mr. Luchini for their hard work on getting the sign replaced at Pine Grove Cemetery. **2)** noted that other towns have digital sign boards and thought it would be easier if we could replace the outdoor bulletin board on the Town Hall lawn and possibly add a board at the Rockdale Town Common. Town Manager Gaudette replied that he would look into it. **3)** wished all the Town employees, their families and the residents of the Town of Northbridge a happy and safe Thanksgiving. **Selectman Ampagoomian/1)** announced that Saturday, November 27, 2021 is the tree lighting ceremony. **2)** thanked the Police and Fire Departments for their quick response on the structural fire that occurred in town.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

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

Meeting Adjourned: 7:29 PM

Respectfully submitted,

Russell D. Collins, Clerk

/mjc

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

November 22, 2021

- I. APPROVAL OF MINUTES/None**
- II. PUBLIC HEARING/None**
- III. APPOINTMENTS/By the Board of Selectmen (Vote to appoint): A. Dan O'Neill, Disability Commission/Present: Bruce Frieswick, Member and Jonathan Smith, Chairman**
 - Copy of talent bank form for Dan O'Neill**
- IV. CITIZENS' COMMENTS/INPUT/None**
- V. DECISIONS**
 - B. MSM Management, Inc. dba Sparetime Recreation, 117 Church Street, Whitinsville, MA 01588/Request for an annual weekday indoor entertainment license to include: live bands, comedy nights, karaoke, dancing by patrons, live music, dancing by entertainers or performers, Theatrical exhibition and recorded music. Hours: Wednesday - Saturday 7 PM to 11 PM/Present: Mark Moon, Mgr. – License to expire December 31, 2022**
 - Copy of Annual Weekday Entertainment application**
 - Copy of Revenue Enforcement and Protection Attestation**
 - Copy of Workers' Compensation Affidavit**
 - Copy of Certificate of Liability Insurance**
 - Copy of emergency contact information**
 - Copy of floor plan**
 - C. Riverdale Cemetery Deed/George and Catherine Warren [Maple Square South. Lot 2, two graves]**
 - Copy of Riverdale Cemetery deed for George and Catherine Warren**
 - D. Stone Hill Partners, LLC [Stone Hill Condos] /Vote to accept monetary gift in the amount of \$50,000.00 (Community Preservation Fund)**
 - Copy of Memo regarding the monetary determination**
 - E. Vote to Set Annual Goals for the Town Manager**
 - Copy of draft goals**
- VI. DISCUSSIONS**
 - F. CDBG Slum and Blight Study/Present: Ted Harvey, Pioneer Valley Planning Commission**
 - Copy of Slum and Blight explanation**
 - Copy of proposed timeline**
- 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**