

## **BOARD OF SELECTMEN'S MEETING**

**November 8, 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, Collins, Cannon, and Melia. Also Present: Adam D. Gaudette, Town Manager. Selectman Athanas was absent and it is duly noted.

The Pledge of Allegiance was recited by those present.

**APPROVAL OF MINUTES: 1) September 13, 2021.** A motion/Ms. Cannon, seconded/Mr. Melia to approve the September 13, 2021 meeting minutes as presented with the readings omitted. Vote yes/Ampagoomian, Cannon, Collins and Melia. **2) September 27, 2021.** A motion/Ms. Cannon, seconded/Mr. Melia to approve the September 27, 2021 meeting minutes as presented with the readings omitted. Vote yes/Ampagoomian, Cannon, Collins and Melia. **3) October 26, 2021 [FATM].** A motion/Mr. Melia, seconded/Ms. Cannon to approve the October 26, 2021 meeting minutes as presented with the readings omitted. Vote yes/Cannon, Collins and Melia. Abstain: Ampagoomian.

**The Chairman announced that it was not yet 7:05 so they would be moving the agenda items out of order until it is time for the public hearing.**

**APPOINTMENTS/By the Board of Selectmen: (Vote to Appoint) 250<sup>th</sup> Anniversary Committee: 1) Brian Paulhus 2) Maria Paulhus.** A motion/Mr. Collins, seconded/Mr. Melia to appoint Brian Paulhus and Maria Paulhus to the 250<sup>th</sup> Anniversary Committee. Vote yes/Ampagoomian, Cannon, Collins and Melia.

**CITIZENS' COMMENTS/INPUT/None**

**The following items were taken out of order:**

**Winter Parking Ban [December 1, 2021 to April 1, 2022]/Vote to Approve.** A motion/Mr. Collins, seconded/Ms. Cannon to approve the overnight Winter Parking Ban from December 1, 2021 to April 1, 2022, from 1:00AM to 6:00AM, with the date to be extended if weather conditions make it necessary. Vote yes/Ampagoomian, Cannon, Collins and Melia.

**2022 Selectmen's Meeting Schedule/Vote to approve.** A motion/Mr. Collins, seconded/Mr. Melia to approve the 2022 Selectmen's Meeting schedule. Vote yes/Ampagoomian, Cannon, Collins and Melia.

**2022 Holiday Schedule/Vote to approve.** A motion/Mr. Melia, seconded/Ms. Cannon to approve the 2022 Holiday Schedule. Vote yes/Ampagoomian, Cannon, Collins and Melia.

**Roosevelt Drive Street Acceptance Conveyance/Vote to accept (authorized by town meeting vote under Article 5 of the October 26, 2021 Fall Annual Town Meeting).** A motion/Mr. Melia, seconded/Ms. Cannon to accept the Roosevelt Drive Street conveyance as authorized by Town Meeting as voted under Article 5 of the October 26, 2021 Fall Annual Town Meeting. Vote yes/Ampagoomian, Cannon, Collins and Melia.

**Riverdale Cemetery Deed/1) Elizabeth Gomes [ Lot 30, Maple Ave. North, single grave].** A motion/Mr. Collins, seconded/Ms. Cannon to approve the sale of Lot 30, Maple Ave. North (single grave), to Elizabeth Gomes. Vote yes/Ampagoomian, Collins, Cannon and Melia. **2) Michael Bangma [Lot 20C, Hemlock**

**Ave., two graves].** A motion/Mr. Collins, seconded/Ms. Cannon to approve the sale of Lot 20C, Hemlock Ave., (two graves) to Michael Bangma. Vote yes/Ampagoomian, Collins, Cannon and Melia.

**Pine Grove Cemetery Deed/David and Patricia Arsenault [Lot 400, Forest Ave., East (South), two graves].** A motion/Mr. Collins, seconded/Ms. Cannon to approve the sale of Lot 400, Forest Ave., East (South) (two graves) to David and Patricia Arsenault. Vote yes/Ampagoomian, Collins, Cannon and Melia.

**Good Shepard Signage/Present: Jamie Luchini, Highway Superintendent.** Mr. Luchini advised that a couple of weeks ago, Good Shepard Church approached the Board to request permission to have a sign placed on Route 122 in both directions. Since it is a state road, Mr. Luchini reached out to the State to request permission and they did not have an issue with it. He also reported that the Safety Committee did not have an issue with it. However, Mr. Luchini noted that because it is a new sign, it does require approval from the Board of Selectmen. There being no questions or comments, a motion/Mr. Collins, seconded/Mr. Melia to approve Good Shepard's request for a sign to be placed on Route 122 in both directions. Vote yes/Ampagoomian, Collins, Cannon and Melia.

**The time of 7:05 PM having arrived, the Board went back to the public hearing.**

**PUBLIC HEARING: 7:05 PM - FY'22 Tax Rate Classification Hearing/Present: Robert Fitzgerald, Principal Assessor.** Chairman Ampagoomian read aloud the public hearing notice. A motion/Mr. Collins, seconded/Mr. Melia to open the public hearing. Vote yes/Ampagoomian, Collins, Cannon and Melia. Mr. Fitzgerald explained that the hearing allows the Selectmen to decide whether or not to shift the tax burden between the classes of residential, commercial, industrial and personal property. The breakdown would start with the 2021 levy limit, then you add the proposition 2½, new growth and the debt exclusion for Balmer School, then divided by the new valuation of the community. This year's new growth was much larger due to the Solar Farm PILOT agreements and St. Camillus, which was purchased and now a for-profit entity, adding to the new growth. Based on that information the FY'22 rate is \$13.77, last year it was \$14.49. Mr. Fitzgerald explained the options for the tax rate to the Selectmen. **1)** The first option is to have a single rate, which spreads 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. As is customary, the Board of Assessors recommends the single tax rate option. Chairman Ampagoomian asked how many condos are in town. Mr. Fitzgerald reported that there are about 810 condos. Selectman Melia sought clarification that the tax rate would be going down .72¢ per thousand. Mr. Fitzgerald replied that this is an estimate, and the official number will come after the tax recap is signed and approved. Mr. Alex from Joseph Circle asked if Mr. Fitzgerald anticipated the FY'23 tax rate to decrease. Mr. Fitzgerald explained that if the numbers were to remain the same, yes but it's not likely. The school will increase and there may be the other variables, such as the Fire Department. A motion/Mr. Melia, seconded/Mr. Collins to close the public hearing. Vote yes/Ampagoomian, Collins, Cannon and Melia. A motion/Mr. Collins, seconded/Mr. Melia to maintain a single tax rate as recommended by the Northbridge Board of Assessors. Vote yes/Ampagoomian, Collins, Cannon and Melia.

**MSM Management, Inc. dba Sparetime Recreation, 117 Church Street, Whitinsville, [Mark Moon, Mgr.]/Request to change the hours of operation for their following licenses: 1) Non-alcoholic Common Victualler License, and 2) Wines and Malts Common Victualler Liquor License. The Current Hours are Th, Fri & Sat from 9AM -11PM. Requested hours are Th, Fri & Sat from 9AM – 1AM)\*With no change to the Sun -Wed hours. Present: Mark Moon, Mgr.** Mr. Moon mentioned that he is looking to extend the hours at his establishment on Thursdays, Fridays and Saturdays due to the growth of patrons; mostly the two new pool leagues. Selectman Melia asked if there is entertainment at the facility. Mr. Moon replied that he delivered paperwork to the Building Department this afternoon for the changes to the building and the entertainment license paperwork. He stated that as of right now they are doing a comedy show once a month averaging about 20 people per show. Mr. Melia asked if he has a current

entertainment license. Mr. Moon responded that he has a Pool Table license and an automatic amusement license and added that the entertainment license was held up due to the pandemic. Selectman Melia asked how many comedy shows Mr. Moon has been holding. Mr. Moon replied that they have had three shows, which are the third Saturday of every month. He then apologized for not coming before the Board for the approval of these events. Town Manager Gaudette expressed concern since the Building and Fire Departments have not signed off on their applications, which are safety matters. Mr. Moon stated that he would put a cease and desist on the future entertainment until the license is approved. A motion/Ms. Cannon, seconded/Mr. Melia to approve Sparetime Recreation's request to change the hours of operation for their: 1) Non-alcoholic Common Victualler License, and 2) Wines and Malts Common Victualler Liquor License from (*Th, Fri & Sat*): 9AM -11PM to *Th, Fri & Sat*: 9AM – 1AM, pending approval of the Fire Chief. Vote yes/Ampagoomian, Collins, Cannon and Melia.

**Tri-Valley Front Runners [Terri Powell] / 1) Request to hold the Annual 1<sup>st</sup> Day 5K Road Race on Saturday, January 1, 2022 beginning at 11 AM subject to the safety requirements of the Northbridge Police Department; and 2) Request to close Linwood Avenue between 10:50 AM and 12 PM/Present: Terri Powell.** Ms. Powell explained the MRA Multisport used to hold this race but they dissolved and have turned it over to the Tri-Valley front runners. Ms. Powell stated that the route and details have not changed. Chief Labrie informed the Board that this race has been going on for about nine years and they have not had any issues. Chief Labrie requested Ms. Powell reach out to him when they are ready to schedule details for the race. A motion/Mr. Melia, seconded/Mr. Collins to approve Tri-Valley Front Runners' request to hold the Annual 1<sup>st</sup> Day 5K Road Race on Saturday, January 1, 2022 beginning at 11 AM, subject to the safety requirements of the Northbridge Police Department and to approve their request to close Linwood Avenue between 10:50 AM and 12 PM. Vote yes/Ampagoomian, Collins, Cannon and Melia.

**Northbridge Fire Department - Tree Lighting and Parade Event to be held Saturday, November 27, 2021. 1) Request to use Rockdale Common from 3 PM to 4 PM. 2) Request to use Memorial Park from 4 PM – 6 PM. 3) Request to close Church Street from Park Street to Main Street.** Chief White explained that a fire truck will be parading Santa and his elves around town. They will begin at the Rockdale Common where they will hold a tree lighting ceremony and then move on to Memorial Park for that tree lighting ceremony. A motion/Mr. Melia, seconded/Mr. Collins to approve the Fire Department's requests to parade around town, to use the Rockdale Common and Memorial Park for tree lightings ceremonies and to close Church Street from Park Street to Main Street. Vote yes/Ampagoomian, Collins, Cannon and Melia.

**Safety Committee Meeting Minutes [October 20, 2021]/Vote to accept recommendations. Present: James Shuris, Chairman.** Mr. Shuris gave a brief overview of the recommendations that the Safety Committee reviewed at this meeting. One of the items was for hourly parking on Church Street, as there have been issues with cars parking there for weeks at a time, taking away spaces for customers. The signs would begin at the DJ Cutters barber shop and go up to Johnson Ave. A motion/Mr. Collins, seconded/Ms. Cannon to accept the recommendations of the Safety Committee as outlined in the minutes of October 20, 2021. Vote yes/Ampagoomian, Collins, Cannon and Melia.

**Northbridge Public Schools Update/Present: Superintendent Amy McKinstry.** Ms. McKinstry provided the Board with an update on happenings this School year. She reported that they ran a lot of programs over the summer, most of which was funded by grants. She also noted that the students have experienced a lot of learning loss and social and emotion impact from COVID so the summer programs were incorporated to help with that. The school district administered a social learning camp for the elementary students, traditional summer school, STEM based co-op programs, literacy and math academies, extended school year and special ed camps. Ms. McKinstry announced that they have developed a new three-year strategic plan, which is a product of many months of hard work. The plan focuses on shared leadership, creating an inclusive and socially just school and creating a learning environment that nurtures the students' individual strengths, backgrounds, weaknesses, interests and trying to close the access and

opportunity gaps that have been created. They are using grants funds to implement these programs and received notification last week of the approval of the Elementary and Secondary School Emergency Relief (ESSER) funding. A plan will be created and posted on the website. Most of the funding will be going towards additional staffing that was needed to install these additional efforts. NES punch list items are still being completed, but they are open and running smoothly. The biggest issue was parent pickup, but after assessing the issues, they developed a QR code scanning system and they added a pick-up door as well. The parking lot on the preschool side was opened today, which decreases the long pickup line by about 40 vehicles. She also mentioned that the PreK to 2<sup>nd</sup> grade playground is scheduled to open this week. A new “house” model was developed at the Middle School so instead of being assigned to a “grade” level team students are now assigned to a house with multiple grades. The teachers teach two grades and this exposes the students to the curriculum standards above and below their own grade level. In addition, the students have 80-minute blocks for their four cores, which allows for the teachers to provide more robust instructional time, as well as group work, class discussions and independent practice with teacher oversight. A daily block has been implemented, which provides students with appropriate interventions for students beyond their regular core classes. At the High School, they started a program called Freshman Academy, which is designed specifically for 9<sup>th</sup> graders. There is a specific group of teachers and students, who have their own adjustment counselor, and their classes are housed in one section of the building. The reason this was implemented was due to a trend of failures in the freshmen class over the last few years and the district felt it was important to address the issue. Ms. McKinstry noted that they also had significant disciplinary and social/emotional issues. She stated that they are operating under the mask mandate put forward by the State, which will be revisited on January 15<sup>th</sup>. As of October 31<sup>st</sup>, the High School has a 66% vaccination rate and 46% at the Middle School. The Superintendent commended the nursing staff at the schools for all their hard work conducting tests, contact tracing, and maintaining the database. Selectman Cannon asked if she could explain how they are using the QR scanning code for drop offs. Ms. McKinstry explained that each family has a card with their specific QR code. When a parent arrives for pickup, their card is scanned and the student’s information is automatically filled into a spreadsheet, which the teachers all have access to. The teacher(s) can then send the student(s) to the exit when their parent arrives. Selectman Collins asked if it was a waste of money to have as many buses as they do with only four kids on a bus. Ms. McKinstry explained that most of the buses are full, but this year because of COVID they have seen more parent pickups than students taking the bus. Selectman Melia asked what the student population is. Ms. McKinstry replied that they have close to 2,000 students. Selectman Melia noted that he has noticed how dark it is on Linwood Ave. going into Lasell Field and asked if it could be investigated.

**Fire Station Project Update/Joint Meeting with the Building, Planning & Construction Comm. (BPCC). Present: Ted Galante (TGAS), Joe Sullivan (CHA), and BPCC representatives.** Town Manager Gaudette introduced the design team, gave a brief synopsis of the project and the Feasibility Study process, project funding approvals, and explained the designer/OPM selection process. Present was Joe Sullivan of CHA, who is the Owner’s Project Manager, Ted Galante, owner of TGAS, who is the project architect and his Project Manager Yar Laakso. Also present was Fire Chief White, BPCC Chairman Michael Beaudoin and BPCC member Warren Fairbanks. Mr. Gaudette explained that a feasibility study was completed in 2019, and then the site selection process, which was related to response time from different sites, and from there they pursued design options. The feasibility study was funded with free cash and overseen by the BPCC. Two major approvals happened in June of 2020, where town meeting and ballot question approvals gave authorization to borrow \$18,968,000. Last fall, the town manager, along with the BPCC and Fire Chief prepared a Request for Qualifications to hire the Owner’s Project Manager, who is a liaison between the town and the architect. The OPM, Mr. Sullivan in this case, assisted in the Architect Selection Process. Once proposals were received, the BPCC held interviews and chose the final candidate. Mr. Galante noted that the location is a very deep site off of Providence Road, with two options. He then reviewed the layout of the proposed building, which is available to view in the [Selectmen’s November 8, 2021 agenda packet](#). Design Development cost estimates are expected to be in by November 19<sup>th</sup>. He added that they are also dealing with the Planning Board and the Conservation Commission as well as Mass DOT.

They are also working on getting an early site work Bid Package issued, which would take care of the clearing and grubbing on the site prior to general contractor bidding the project, this will give them a better idea of what they are working with. Selectman Cannon asked if they could talk about the options that were eliminated and the decision process that went along with it. Mr. Sullivan explained that it is a multistep process, which begins with the feasibility study and then the schematic design, which assures them that they met all the facets for the Fire Department. In doing that they look at the costs based on any changes in the design, and square footage. Once it moves forward, Mr. Sullivan explained, that the team then goes into the development stage, which incorporates features within the building that they are able to throw cost against. Mr. Sullivan stated that when they go back and forth and add in more detail the cost changes, which can result in removal of items to keep within the budget. Mr. Galante further explained that as the schematic design costs came in, they were high for many reasons, the pandemic being one of them, rise in the cost of materials, and supply chain issues. Where they were not able to eliminate space from the fire department, the Planning wing was the first piece they looked at. Mr. Galante explained that the feasibility study did not include all the storage space that was also needed with the Planning wing. Another cost they were able to bring down was the driveway, at first, they were looking at two driveways, but they were able to bring it down to one and still have it be safe for those entering/exiting the station. Mr. Galante also noted that they had a Building Management System incorporated as part of the plan, but where it was not necessary, they were able to cut the cost there as well. Mr. Galante explained that the Building Management System gives control to a user to remotely control the heating from outside the station. Mr. Galante noted that the final piece was to include five items as add/alternates. Selectman Melia questioned if the Planning wing that was eliminated is completely gone or could it still be an option. Town Manager Gaudette replied that after discussion, the ultimate goal is to construct a fire station and it doesn't make sense to eliminate a bay for something that was a great idea, but just not feasible right now. Mr. Melia then asked if there were any issues with ledge. Mr. Sullivan reported that they have run into ledge, but it helped determine the best location of the building. Selectman Melia asked if the building is a single floor. Mr. Galante reported that it would be a single floor with mezzanines. Selectman Melia inquired about a date for construction to start. Mr. Galante replied that with bidding in March, they will likely have construction start in May. Chairman Ampagoomian asked what was going in the mezzanine. Mr. Laakso replied that one will be used for training and storage. Chairman Ampagoomian asked if the meeting room would be accessible to the public and if so, would it be ADA compliant. Mr. Galante replied that it will be accessible to the public and ADA compliant. Chairman Ampagoomian asked about safety lights on the street. Mr. Galante explained that lighting is before the State and they are requiring two flashing lights on both sides directly outside the station entrance.

**Town Manager Goal Setting Process.** Town Manager Gaudette explained that at this time of year the Board sets goals for him for the upcoming year. He advised that each Board member should come up with a list of goals they would like to see accomplished. Mr. Gaudette noted that the budget process is a goal every year and it is underway now. Also up and coming is the Fire Station project, civil service process ARPA Funding, NES reuse study, Fire Department strategic plan and the Town Annex project. At the next meeting, the Board can set any other goals in addition to what he is already working on. Selectman Cannon asked about the Health Insurance and if it would be wrapped up in 2022. Town Manager Gaudette explained that Fallon will be going away for the municipal portion of Health Insurance, so there is a need to have new insurance before July 1, 2022.

**TOWN MANAGER'S REPORT: 1) Key Meetings Attended:** Monday, October 18, 2021 – Conference Call with Ross Smith re: West Hill Road. Monday, October 18, 2021 – Attended the Board of Selectmen Meeting. Wednesday, October 20, 2021 – Attended a site visit with Jamie Luchini (DPW) that was led by Rep. Muradian at the Curtain Factory to discuss impacts of the recent flooding of the Blackstone River. Wednesday, October 20, 2021 – Conference Virtual Call with NFP and Finance Team re: RFP responses for Health Insurance. Thursday, October 21, 2021 – Gave a tour of NES with Jamie Luchini to interested parties of the space. Friday, October 22, 2021 – Held a Department Head Meeting. Monday, October 25,

2021 – Conference Call with Town of Blackstone re: Recycling Contract. Tuesday, October 26, 2021 – Attended a Virtual MMA Fiscal Policy Committee Meeting. Tuesday, October 26, 2021 – Assisted Representative Muradian with his Senior Center luncheon. Tuesday, October 26, 2021 – Attended the Fall Annual Town Meeting. Wednesday, October 27, 2021 – Met with Heather Elster from Whitin Community Center. Wednesday, October 27, 2021 – Conference Call with Town Counsel to discuss Civil Service Hearing. Wednesday, October 27, 2021 – Conference Call with the Town of Rutland regarding their preparation for their 300<sup>th</sup> Celebration. Thursday, October 28, 2021 – Oversaw the RFP submittals for the Fire Department Strategic Plan. Tuesday, November 2, 2021 – Conference Call with R. Smith regarding the ongoing tempt to negotiate a deal with Army Corps for the use of West Hill Road. Tuesday, November 2, 2021 – Attended a Virtual Pre-Hearing Conference for the Lieutenant position appeal with Mass. Civil Service Department. Wednesday, November 3, 2021 – Met with Rebecca Sasseville from the Whitinsville Social Library. Wednesday, November 3, 2021 – Met with Chief White to review the Strategic Plan RFP Submittals. **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 this past week with the BPCC on November 3<sup>rd</sup>. The Town Manager has scheduled the design team to do a presentation of the project status at the BOS Meeting on November 8<sup>th</sup>. **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 are reviewing the submittals and will likely hold interviews prior to making a selection. **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 financial team and NFP to solicit pricing for health insurance plans as Fallon is getting out of the municipal market. The RFP has been advertised. NFP will be analyzing cost impacts of any/all submittals as it relates to active and retiree health plans. **6) Northbridge Elementary School Reuse Study:** The Town Manager provided a draft RFP for an Adaptive Reuse Feasibility Study to the BPCC this past November 3<sup>rd</sup>. The Town Manager will advertise and ask the BPCC to select a qualified firm to perform the study over the winter/spring of 2022.

**SELECTMEN'S CONCERNS:** **Selectman Melia/1)** asked if the paving across from the Christian School is working out. Mr. Luchini replied that it reached its goal, but it's not a permanent fix for that edge of the road. **2)** mentioned the Pine Grove Cemetery Sign. Mr. Luchini said that the area is cleared out and staff is currently working on building the frame and it should be mounted by the end of this week the latest. **3)** addressed a drainage issue on Providence Road. Mr. Luchini replied that he and Mr. Pickart would be going out this week. Mr. Melia noted that it is not there right now. **4)** asked that when the Building Inspector issues a letter for any violations if there is a follow up visit to determine whether the issue has been rectified. Town Manager Gaudette explained that the main goal is to get people in compliance, so there could be multiple follow ups and possibly fines, and failure to pay fines could end up in court. **Selectman Cannon** announced that the first meeting of the 250<sup>th</sup> Anniversary Committee will be held on Wednesday, November 10, 2021 at 7 PM, in the Town Hall, and the public is encouraged to attend this meeting and provide any ideas for events. **Selectman Collins** mentioned the dead trees on Purgatory Road. Mr. Luchini replied that he was in that area today evaluating trees and they have been going through the listing. **Selectman Ampagoomian/1)** asked about the telephone poles coming from the Solar Farm on Church Street and when the poles will be removed. Mr. Shuris replied that they are installing larger and higher poles and it was delayed but they are wrapping up. **2)** heading towards Walmart on Main Street someone threw a TV set and asked that it be picked up. **3)** thanked the Veterans for their service as this Thursday, November 11 is Veteran's Day. On Saturday, November 13<sup>th</sup>, the Knights of Columbus will be having a Veterans Day Spaghetti Super and encourages those who are able to attend.

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

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

**Meeting Adjourned: 8:54 PM**

**Respectfully submitted,**

**Russell D. Collins, Clerk**

**/mjc**

## **LIST OF DOCUMENTATION**

### **BOARD OF SELECTMEN'S MEETING - OPEN SESSION**

**November 8, 2021**

- I. APPROVAL OF MINUTES: A. 1) September 13, 2021**
  - Copy of September 13, 2021 meeting minutes**2) September 27, 2021**
  - Copy of September 27, 2021 meeting minutes**3) October 26, 2021 [FATM]**
  - Copy of October 26, 2021 [FATM] meeting minutes
- II. PUBLIC HEARING: B. 7:05 PM - FY'22 Tax Rate Classification Hearing/Present: Robert Fitzgerald, Principal Assessor**
  - Copy of the public hearing notice
  - Copy of letter addressed to the Board of Selectmen outlining the hearing
  - Copy of FY 2022 tax rate breakdown
  - Copy of 2021 surrounding town's tax rates
  - Copy of FY 2022 Pie Chart of the Valuation by class
  - Copy of table of tax changes from FY2021 to FY 2022
  - Copy of tax shift options for 2022
- III. APPOINTMENTS/ C. By the Board of Selectmen: (Vote to Appoint) 250<sup>th</sup> Anniversary Committee: 1) Brian Paulhus 2) Maria Paulhus**
  - Copy of Talent Bank Form of Brian Paulhus
  - Copy of Talent Bank Form of Maria Paulhus
- IV. CITIZENS' COMMENTS/INPUT**
- V. DECISIONS:**
  - D. MSM Management, Inc. dba Sparetime Recreation, 117 Church Street, Whitinsville, [Mark Moon, Mgr.]/Request to change the hours of operation for their: 1) Non-alcoholic Common Victualler License, and 2) Wines and Malts Common Victualler Liquor License – Current Hours (Th, Fri & Sat): 9AM -11PM Requested hours: (Th, Fri & Sat: 9AM – 1AM)\* No change to the Sun -Wed hours/Present: Mark Moon, Mgr.**
    - Copy of letter requesting the change in hours
    - Copy of Certificate of Vote
    - Copy of License Routing Slip
  - E. Good Shepard Signage/Present: Jamie Luchini, Highway Superintendent/No Documentation**
  - F. Tri-Valley Front Runners [Terri Powell] / 1) Request to hold the Annual 1<sup>st</sup> Day 5K Road Race on Saturday, January 1, 2021 beginning at 11 AM subject to the safety requirements of the Northbridge Police Department; and 2) Request to close Linwood Avenue between 10:50 AM and 12 PM/Present: Terri Powell**
    - Copy of letter requesting permission for the items mentioned above
    - Copy of email confirming detail officers for the event
    - Copy of race layout
    - Copy of Hold Harmless Agreement
    - Copy of approval from the DPW

**G. Northbridge Fire Department/Tree Lighting – Parade Event, Saturday, November 27, 2021** 1) Request to use Rockdale Common from 3 PM to 4 PM 2) Request to use Memorial Park from 4 PM – 6 PM 3) Request to close Church Street from Park Street to Main Street  
-Copy of letter requesting the items above  
-Copy of email approving the event from the DPW  
-Copy of email approving the event from the Police Department

**H. Safety Committee Meeting Minutes [October 20, 2021]/Vote to accept recommendations/**  
**Present: James Shuris, Chairman**  
-Copy of October 20, 2021 Safety Committee Meeting Minutes  
-Copy of letter requesting no parking signs on Church Street

**I. Winter Parking Ban [December 1, 2021 to April 1, 2022]/Vote to Approve**  
-Copy of parking ban listing from the Police Department

**J. 2022 Selectmen’s Meeting Schedule/Vote to approve**  
-Copy of 2022 Selectmen’s Meeting Schedule

**K. 2022 Holiday Schedule/Vote to approve**  
-Copy of 2022 Holiday Schedule

**L. Roosevelt Drive Street Acceptance Conveyance /Vote to accept (authorized by town meeting vote under Article 5 of the October 26, 2021 Fall Annual Town Meeting)**  
-Copy of Grant of Easement  
-Copy of Acceptance signature page  
-Copy of Exhibit A – Legal Property Description  
-Copy of layout map  
-Copy of Certificate of Title

**M. Riverdale Cemetery Deed/1) Elizabeth Gomes [ Lot 30, Maple Ave. North, single grave], 2) Michael Bangma [Lot 20C, Hemlock Ave., two graves]**  
-Copy of Riverdale Cemetery Deed for Elizabeth Gomes  
-Copy of Riverdale Cemetery Deed for Michael Bangma

**N. Pine Grove Cemetery Deed/David and Patricia Arsenault [Lot 400, Forest Ave., East (South), two graves]**  
-Copy of Pine Grove Cemetery Deed for David and Patricia Arsenault

**VI. DISCUSSIONS:**

**O. Northbridge Public Schools Update/Present: Superintendent Amy McKinstry/No documentation**

**P. Fire Station Project Update/Present: Ted Galante (TGAS), Joe Sullivan (CHA), and BPCC representatives - *Joint meeting with the BPCC***  
-Copy of presentation

**Q. Town Manager Goal Setting Process**  
-Copy of draft goals from August 28, 2021 through August 27, 2022

**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**