

BOARD OF SELECTMEN'S MEETING

October 16, 2023

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

The Pledge of Allegiance was recited by those present.

PRESENTATION: Certificates of Appreciation were presented to the Western Massachusetts Climbers' Coalition [Stephanie Giguere], Access TCA [Matthew Yost], and Omni Control [Peter Bedigian] for their assistance with planning and organizing the "Shining Rock Trail Day" event that was held on September 16, 2023. Many volunteers helped clean up the trails, did trail cutting, hauled lumber, and assembled a boardwalk. Conservation Agent David Pickart explained that the Conservation Commission has been working to update the properties in Town that are conservation land. Various organizations got their employees interested in assisting with clean-up of debris and clearing of trails. Mr. Pickart voiced his gratitude for their assistance and time in getting the area cleaned. Chairman Collins read aloud the appreciation certificates and distributed them to each organization.

APPROVAL OF MINUTES/none

PUBLIC HEARING/None

APPOINTMENTS/By the Town Manager (Vote to Affirm): 1) Jeffrey White, Sergeant [Eff. 11/5/23]. 2) Tyler Mitchell, Administrative Sergeant [Eff. 11/5/23]. Town Manager Gaudette stated that the town and Board are enthusiastic about these types of appointments. He further explained that under our Charter the Town Manager has the right to appoint individuals to these positions, but the Board of Selectmen have a certain amount of time to affirm or not affirm the Town Manager's appointment. Town Manager Gaudette then turned it over to Lt. Ouillette. Lt. Ouillette stated that he has worked with Officer White for the last 19 years and with Officer Mitchell the last 6 years. Officer White was born and raised in Northbridge, graduated from Northbridge High in 1996 and entered the United States Marine Corps until 2000. He obtained his associate's degree in Criminal Justice from Quinsigamond Community College and his bachelor's degree in Criminal Justice from Worcester State University in 2020. His career began in Uxbridge as a part time police dispatcher and officer in 2002 and in 2004, he transferred to the Northbridge Police Department as a part-time reserve officer and a full-time dispatcher. In 2005, he graduated the academy and became a full-time officer, and in 2015, he became Detective Patrolman. His wife Colleen will be doing his pinning tonight. Lt. Ouillette stated that Officer Mitchell was born and raised in Millbury where he graduated High School and after graduating worked as a Firefighter and EMT for Millbury Fire Department while attending college at Worcester State University. He graduated from Worcester State with a bachelor's degree in criminal justice and shortly after graduating he became a dispatcher for the Northbridge Police Department. In 2018, he was appointed a full-time patrolman and graduated from the academy. In 2022, he became a member of the SWAT team. He will be pinned by his brother-in law, Connecticut Trooper Eric Grabowski. Chairman Collins asked Officer White and Officer Mitchell if they had anything to add. Officer White stated that he is honored to be here tonight and he was first appointed by Chief Melia and given this opportunity, which he is still working every day to make the Town a better place. Officer Mitchell added that he is thankful for all of the opportunities that Northbridge has provided him with and he is looking forward to his new role. The Board thanked them for their service and congratulated them on their hard work. A motion/Mr. Melia, seconded/Mr. Begin to affirm the Town Manager's appointment of Jeffrey White, Sergeant and Tyler Mitchell, Administrative Sergeant effective

11/5/23. Vote yes/Begin, Collins, Melia and Paulhus.

CITIZENS' COMMENTS/INPUT/None

REVISED REQUEST: Northbridge Police Association – Holiday Tree Lighting Event and Parade Event [November 25, 2023] / 1) Request to use Memorial Park from 2:45 PM – 5:15 PM [previously 4 PM – 6 PM] 2) Request to close Church Street from Park Street to Main Street 2:45 PM – 5:15 PM [Formerly 4 PM – 6 PM] – Rockdale Common no longer being used. Present: Cheryl Tivnan. Ms. Tivnan explained that this is the same request as in years past only they had to adjust the time slightly and removed the Rockdale Common request. The Board commended her on the hard work that she put in and thanked her for it. A motion/Mr. Begin, seconded/Mr. Melia to approve the request to use Memorial Park from 2:45 PM – 5:15 PM and the request to close Church Street from Park Street to Main Street 2:45 PM – 5:15 PM. Vote yes/Begin, Collins, Melia and Paulhus.

Chairman Collins announced that they would be moving out of order to accommodate individuals that were present for the meeting.

Blackstone Valley Veterans' Association/Request to hang a banner across Church Street from Monday, October 30, 2023 to Monday, November 13, 2023 to advertise their annual Spaghetti Supper on November 18, 2023. Patrick McGowan, Secretary Treasurer of the Blackstone Valley Veterans' Association stated that this is the 3rd annual Veterans' Day Spaghetti Supper, which is free for Veterans. A motion/Mr. Begin, seconded/Mr. Melia to approve the Blackstone Valley Veterans' Association's request to hang a banner across Church Street from Monday, October 30, 2023 to Monday, November 13, 2023 to advertise their annual Spaghetti Supper that will be held on November 18, 2023. Vote yes/Begin, Collins, Melia and Paulhus.

Fall Annual Town Meeting [October 24, 2023] / Vote positions on all warrant articles. Article 1: Prior year bills – Town Manager Gaudette stated that there are no prior year bills so the Board would vote to pass over this article. A motion/Mr. Melia, seconded/Mr. Paulhus to pass over article 1. Vote yes/Begin, Collins, Melia and Paulhus. **Article 2:** Budget Transfers – Town Manager Gaudette explained that this article is for amendments to the FY24 budget that was approved at the Spring Annual Meeting last May. There are three reductions, one is for Weights and Measures. Typically, we have money in a revolving account that will be transferred to help with services charged to this account, but the Town Accountant has advised us that there is not enough to transfer the amount of \$1,700 so we are going to reduce the spending from the transfer and make an adjustment in the Spring. For Debt Service, the number was carried twice and the borrowing for BVT is built into their total number. The third reduction is spending out of overlay, which is the amount that is built up every year from any surplus. A motion/Mr. Melia, seconded/Mr. Begin to support article 2. Vote yes/Begin, Collins, Melia and Paulhus. **Article 3 and Article 4:** Bylaw Review Committee articles, one is to make changes to the form and grammatical changes and the other is for modifications and updates. Town Manager Gaudette stated that currently he is recommending the Board pass over these articles and vote prior to the town meeting as we are still waiting for Town Counsel to review the changes. A motion/Mr. Melia, seconded/Mr. Paulhus to pass over articles 3 and 4. Vote yes/Begin, Collins, Melia and Paulhus. **Article 5:** Bylaw Review Committee – This article is to add a graffiti regulation to the bylaw. A motion/Mr. Melia, seconded/Mr. Begin to support article 5. Vote yes/Begin, Collins, Melia and Paulhus. **Article 6:** Conservation Commission – Town Counsel recommends passing this over and making it part of the Conservation Commission regulations. A motion/Mr. Begin, seconded/Mr. Paulhus to pass over article 6. Vote yes/Begin, Collins, Melia and Paulhus. **Article 7:** Petition – The individual was not able to attend the meeting. The Finance Committee voted not to support the article. Selectman Begin asked what the comments of the Police Chief included. Town Manager Gaudette explained that when they asked the petitioner to give some background information on the request for this article the information provided seemed that it was a neighborhood event that then created discussion for the need for a noise ordinance. At

the end of the discussion the question to create a bylaw that will affect the entire town when the issue is localized where the Police Department can respond, didn't make sense. The strain on the Police Department with the proposed bylaw would have caused costly training and equipment. A motion/Mr. Begin, seconded/Mr. Melia not to support article 7. Vote yes/Begin, Collins, Melia and Paulhus.

XForce, LLC dba Friendly Fine Wine & Spirits [Anita Patel, Mgr.], 1167 Providence Road, Suite 7, Whitinsville/Request to transfer the non-alcoholic Common Victualler license from Friendly Discount Liquors, Inc. dba Macy's Liquors of Whitinsville [Sook Hyunh, Mgr.]. A motion/Mr. Melia, seconded/Mr. Paulhus to approve the transfer of the non-alcoholic Common Victualler license from Friendly Discount Liquors, Inc. dba Macy's Liquors of Whitinsville [Sook Hyunh, Mgr.]. Vote yes/Begin, Collins, Melia and Paulhus.

Employee Reimbursement Policy / Vote to approve. Town Manager Gaudette explained that our new Town Accountant has brought to our attention that the town does not have a reimbursement policy and we should, as it is recommended by GASB. He explained that the Board of Selectmen are the policy setting board for the town. He noted that if an individual were to purchase something with their own funds this would be the policy they would need to follow in order to get reimbursed. A motion/Mr. Melia, seconded/Mr. Paulhus to approve the Employee Reimbursement Policy as provided. Vote yes/Begin, Collins, Melia and Paulhus.

Pine Grove Cemetery Deeds - 1) Vote to approve the sale of Lot Nos. 75B & 76A, Fir Ave., to Brooke Derosiers Lund; 2) Vote to approve the sale of Lot No. 5B, Walnut Ave. [North] to Lorene Gouin; and 3) Vote to approve the sale of Lot Nos. 403 and 404, Forest Ave [East] to William S. Oncay. A motion/Mr. Begin, seconded/Mr. Melia to approve the sale of lots No. 75B & 76A, Fir Ave., to Brooke Derosiers Lund, lot No. 5B, Walnut Ave. [North] to Lorene Gouin and lot No. 403 and 404, Forest Ave [East] to William S. Oncay. Vote yes/Begin, Collins, Melia and Paulhus.

Blackstone Valley Bobcats/Request for a one-day entertainment license for their Halloween fundraiser dance on Friday, October 20, 2023 from 6 PM – 8 PM at the Town Hall in the Great Hall, located at 7 Main Street, Whitinsville. A motion/Mr. Begin, seconded/Mr. Paulhus to approve the request for a one-day entertainment license for their Halloween fundraiser dance on Friday, October 20, 2023 from 6 PM – 8 PM at the Town Hall in the Great Hall, located at 7 Main Street, Whitinsville, subject to an inspection by the Fire Department. Vote yes/Begin, Collins, Melia and Paulhus.

Board of Health – Kyoto. Town Manager Gaudette provided an overview of this item. The Selectmen reached out to the Board of Health to discuss procedures in terms of handling inspections. Unfortunately, they were not able to attend this meeting so he will reach out to see if they are able to attend a future meeting. Chairman Collins noted that the Board has discussed this and decided to give them three opportunities: 1. To meet with two of the Selectmen. 2. To come back before the board if that doesn't work. Selectman Melia noted that they fully support the Board of Health and what they do and he would look to speak with them more so on how it's handled.

TOWN MANAGER'S REPORT/None

SELECTMEN'S CONCERNS/None

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

Chairman Collins announced that the next meeting is the Fall Annual Town Meeting, which is Tuesday, October 24, 2023.

A motion/Mr. Begin, seconded/Mr. Paulhus to adjourn the public meeting. Vote yes/Begin, Collins, Melia and Paulhus.

Meeting Adjourned: 7:39 PM

Respectfully submitted,

Thomas Begin, Clerk

/mjc

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

October 16, 2023

PRESENTATION: Certificates of Appreciation presented to the Western Massachusetts Climbers' Coalition [Stephanie Giguere], Access TCA [Matthew Yost], and Omni Control [Peter Bedigian] for their assistance with planning and organizing the "Shining Rock Trail Day" event that was held on September 16, 2023. Many volunteers helped clean up the trails, did trail cutting, hauled lumber, and assembled a boardwalk.

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES/None

II. PUBLIC HEARING/None

III. APPOINTMENTS/ A. By the Town Manager (Vote to Affirm): 1) Jeffrey White, Sergeant [Eff. 11/5/23].

-Copy of memo from Chief Labrie recommending promotion to Sergeant

-Copy of promotional Process Results

2) Tyler Mitchell, Administrative Sergeant [Eff. 11/5/23]

-Copy of memo from Chief Labrie recommending promotion to Sergeant

-Copy of job description

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS:

B. REVISED REQUEST: Northbridge Police Association – Holiday Tree Lighting Event and Parade Event [November 25, 2023] / 1) Request to use Memorial Park from 2:45 PM – 5:15 PM [previously 4 PM – 6 PM] 2) Request to close Church Street from Park Street to Main Street 2:45 PM – 5:15 PM [Formerly 4 PM – 6 PM] – Rockdale Common no longer being used/Present: Cheryl Tivnan

-Copy of letter requesting permission

C. Fall Annual Town Meeting [October 24, 2023] / Vote positions on all warrant articles

-Copy of draft warrant articles

D. XForce, LLC dba Friendly Fine Wine & Spirits [Anita Patel, Mgr.], 1167 Providence Road, Suite 7, Whitinsville/Request to transfer the non-alcoholic common victualler license from Friendly Discount Liquors, Inc. dba Macy's Liquors of Whitinsville [Sook Hyunh, Mgr.]

-Copy of Common Victualler Application

E. Employee Reimbursement Policy / Vote to approve

-Copy of Reimbursement Policy

F. Pine Grove Cemetery Deed / Vote to approve the sale of lots: 1) No. 75B & 76A, Fir Ave., to Brooke Derosiers Lund 2) Lot No. 5B, Walnut Ave. [North] to Lorene Gouin 3) Lot No. 403 and 404, Forest Ave [East] to William S. Oncay

- Copy of Cemetery deed for Brooke Derosiers Lund
- Copy of Cemetery deed for Lorene Gouin
- Copy of Cemetery deed for William S. Oncay

G. Blackstone Valley Veterans' Association/Request to hang a banner across Church Street from Monday, October 30, 2023 to Monday, November 13, 2023 to advertise their annual Spaghetti Supper on November 18, 2023

- Copy of email request

H. Blackstone Valley Bobcats/Request for a one-day entertainment license for their Halloween fundraiser dance on Friday, October 20, 2023 from 6 PM – 8 PM at the Town Hall in the Great Hall, located at 7 Main Street, Whitinsville

- Copy of Application for one-day entertainment
- Copy of Revenue Enforcement and Protection attestation
- Copy of Workers' Compensation Affidavit
- Copy of Liability Insurance
- Copy of email from Fire Chief

VI. DISCUSSIONS:

I. Board of Health - Kyoto

- Copy of food inspection report

VII. TOWN MANAGER'S REPORT/None

VIII. SELECTMEN'S CONCERNS/None

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION/None