

BOARD OF SELECTMEN'S MEETING
Joint Meeting with the Finance Committee

October 17, 2022

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. **Select Board Members Present:** Ampagoomian, Collins, Melia, and Paulhus. **Finance Committee Members Present:** Adams, Gogolinski, Barron, and Graham. Also Present: Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

PRESENTATION OF A PROCLAMATION TO THE ARMENIAN APOSTOLIC CHURCH IN HONOR OF THEIR 65TH ANNIVERSARY / PRESENT: GEORGE MARASHIAN. Selectman Ampagoomian read aloud the proclamation and presented it to Mr. Marashian.

APPROVAL OF MINUTES: 1) July 18, 2022. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the July 18, 2022 meeting minutes as presented with the readings omitted. Vote yes/Ampagoomian, Collins, Melia and Paulhus.

2) September 26, 2022 Exec Sess. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve but not release the September 26, 2022 executive session meeting minutes as presented with the readings omitted. Vote yes/Ampagoomian, Collins, Melia and Paulhus.

3) October 3, 2022 Exec Sess. A motion/Mr. Melia, seconded/Mr. Paulhus to approve but not release the October 3, 2022 executive session meeting minutes as presented with the readings omitted. Vote yes/Collins, Melia and Paulhus. Abstain: Ampagoomian.

PUBLIC HEARING/None

APPOINTMENTS / 1) By the Town Manager: Anthony Genga, Deputy Fire Chief / Present: David White, Fire Chief. Chief White introduced Mr. Genga, stating that he started on the Fire Department as an intern out of High School and worked his way through the ranks from Call Firefighter to full time and eventually being appointed to Lieutenant in 2018. Chief White explained there was an assessment center test conducted earlier this month and Lt. Genga finished first. Chief White stated that Lt. Genga is a very worthy candidate for the position. Mr. Genga mentioned he is looking forward to the opportunity adding that it is a very humbling experience to go through the process and be selected. Mr. Genga said he looks forward to serving the Fire Department as Dep. Fire Chief. The Board of Selectmen congratulated Mr. Genga on his accomplishments and wished him the best in his new position. A motion/Mr. Ampagoomian, seconded/Mr. Melia to affirm the Town Manager's appointment of Anthony Genga to Deputy Fire Chief. Vote yes/Ampagoomian, Collins, Melia and Paulhus.

2) Brian Carroll, Student Officer/Present: Timothy Labrie, Police Chief. Chief Labrie explained that Northbridge exited civil service, and as a result, a hiring process was put into place. He mentioned there were two excellent candidates from within the Department, both full-time dispatchers, who were interviewed by a panel. Mr. Carroll was chosen to move forward as a Student Police Officer. Chief Labrie stated that his work ethic, family background, attendance record, attitude, and willingness to be a member of the team at the Police Department is second to none. Mr. Carroll attended Northbridge schools and went to college at Salem State where he graduated with a Criminal Justice degree and began working at the Northbridge Police Department and has been dispatching ever since. Mr. Carroll stated that he is very proud and happy to be a part of this Police Department and loves this community, which he cannot wait to serve.

The Board of Selectman congratulated Mr. Carroll and wished him the best at the academy and his future career with the Northbridge Police Department. A motion/Mr. Melia, seconded/Mr. Ampagoomian to affirm the Town Manager's appointment of Brian Carroll as a Student Police Officer. Vote yes/Ampagoomian, Collins, Melia and Paulhus.

By the Board of Selectmen: Bryan Booker, Whitinsville Downtown Crossroads Historic District Commission, Alternate [Nominated by the Historical Commission]/Present: Kenneth Warchol. Mr. Warchol stated that he was proud to introduce Mr. Booker as the Historical Commission's nominee to the WDCHDC. Mr. Brooker noted that he is a member of the Blackstone Valley Chamber of Commerce and has been in Town for about three years. He graduated from UMass Dartmouth as a Political Science Major and a minor in History. He believes in the preservation of history and giving ack to the Town and looks forward to being able to serve on this Committee. A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint Mr. Bryan Booker to the Whitinsville Downtown Crossroads Historic District Commission as an Alternate. Vote yes/Ampagoomian, Collins, Melia and Paulhus.

CITIZENS' COMMENTS/INPUT: Barry Gallant. Mr. Gallant previously indicated that he would be present at tonight's meeting, however, no one came forward to speak when invited.

Fall Annual Town Meeting and Special Town Meeting [October 25, 2022] /Vote positions on the Fall Annual Town Meeting Warrant Articles and the Special Town Meeting Warrant Article. Glenn King, Chairman, Community Preservation Committee, was present to speak about the Committee's warrant article. Town Manager Gaudette said there are three articles on the Fall Town Meeting Warrant; the first two are budget-related and the third is the Community Preservation Committee's (CPC's) article for the purchase of Castle Hill Farm. Last will be the Special Town Meeting warrant article, which is the Tax Increment Finance Agreement for an economic development project. Mr. King began by explaining the Community Preservation Act, which supplies a funding source for towns to take action in affordable housing, historic preservation, and open space and recreation. The Castle Hill Farm, which is an historic 100+ acre farm that has become available. The farm was previously owned by the Garelick Milk Organization, and about two years ago the owner notified the town that they would like to develop the property, building seventy-five homes. Mr. King spoke with the owner regarding the possibility of the Town acquiring the property but was unable to come to terms with the owner. At the time the property was appraised for \$1.3 million dollars and the owner was looking for \$2.0 - \$2.2 million dollars. Since then, the property changed hands. The new owner's intent is to carve out an 8-acre piece, which includes the existing building for himself, and to sell the remaining property to the Town. The CPC made a recommendation to acquire the 95 acres of property and put that property into conservation status. They also recommended using CPC funds to purchase the property, which would not increase the taxes of the residents of the Town. In order to do that we would need to bond against future revenue of the CPC. The current agreement with the owner is \$1.45 million dollars, which is what LandVest has appraised the property for. The owner has also agreed to pay the Town \$50,000 at closing, which would be put into an account for future maintenance and upkeep of the property. Mr. King explained that the interesting this about this property is that it is on a list for being historically significant and it abuts Uxbridge conservation property that is adjacent to the Whitinsville Golf Club's Fletcher Street property and Riley Pond property. Town Planner Gary Bechtholdt stated that in order to use CPC funds, it requires Town Meeting authorization to use those funds. The CPC is recommending a 30-year borrowing for \$1.45 million dollars and he said that if the CPC felt they could afford a 15-year term they would have gone for it but it is based upon the annual revenues they take in, so they do not have the capacity to go lower. He also added that if the CPC wished to come forward to a future town meeting to ask to pay the note off quicker, they could, but they would need to have the funds to do so. Continuing, Mr. Bechtholdt explained that when the town purchases property with Community Preservation Act funds they are required to put a conservation restriction on the property, which needs to be held by a separate entity as the town cannot own the land and hold the conservation restriction. The CPC is working with a company called Metacomet Land Trust, who is willing to hold the conservation restriction. The

property would be conveyed to the Conservation Commission on behalf of the Town. In addition to the borrowing, the committee would also be looking to spend up to \$50,000 towards the closing costs. Mr. Bechtholdt noted concerns from a resident regarding the condition of the property but indicated the current owner had a Phase 1 assessment done on the property and the results did not require any further assessment. Mr. King further explained that the assessment did not show any trace of hazardous waste and did not indicate the need for further review. They have spoken with the Essex Land Trust about purchasing agricultural use property, specifically what red flags should be looked for. The advice they provided would depend upon the use of the property. Selectman Melia asked what the current balance is for the CPC. Mr. King replied that they have \$500,000 of unallocated reserves, which they would be looking to tap \$50,000 of that for the closing costs. Mr. Melia followed up by asking how much goes into that account each year. Mr. King replied they receive approximately \$180,000 that comes in annually and there is a State match. Selectman Paulus clarified that if the repayment status is approved, the payment would go down each year and the revenues could potentially go up. Mr. King agreed. Mr. Paulhus also inquired if this particular project would interfere with future projects and Mr. King replied it would not. Selectman Ampagoomian asked if the interest rate could be refinanced once the rates come down. Mr. King said he was not sure. Mr. Vaidya then offered that on a note like this the requirement is 12 years before refinancing. Chairman Collins asked when this would be done if approved at Town Meeting. Mr. Vaidya stated that it takes about 45 days for it to clear Bond Counsel. He also asked if this number was good through that timeframe. Mr. Vaidya explained that it is tough to tell, but we hope that the rate would come down. Mr. Graham, Finance Committee member, asked that once the land is purchased, will there be enough funds to do what is sought after in terms of clearing pathways, etc. Mr. King explained that that is the intent of the \$50,000 that the seller will provide them for future enhancements and in addition, the Town is working on an update to the Open Space and Recreation Plan and once completed they can apply for grants. Mr. King further explained that the first goal is to preserve the property and prevent homes from being built there and secondly to figure out what we wish to do with that property. The use would be for passive recreation, meaning not for soccer fields or community gardens. Passive recreation would include hiking or biking trails. Jim Barron, Finance Committee member, asked about the pond and what could happen with it. Mr. King replied that Riley Pond is already town-owned conservation land, and the Castle Hill property abuts that, but it would not change the status of the pond. Steve Gogolinski, Finance Committee member, asked if there was a maximum amount of funds that are to be held in the CPA. Mr. King replied that there is no limit and the money stays there until town meeting appropriates it; the CPC cannot appropriate it, they can only recommend to town meeting what to do with the funds. Town meeting can either spend the money, reduce the recommended amount or vote no. Mr. Gogolinski commented that he would feel more comfortable going with 20 years, with the debt service being the highest in the first years and it will now be off the tax collections once the town owns it. Mr. King explained that they can only borrow against three quarters of the anticipated total revenue and they can only generate \$130,000 per year so to do 20 years would be cutting it very close. Mr. Gogolinski asked what the property taxes are. Mr. King replied \$12,000 per year. Town Manager Gaudette recommended the CPC, Finance Committee, Board of Selectmen, Town Accountant, and Treasurer/Collector come back and have a discussion about what the structure looks like before borrowing in terms of the 15, 20 or 30 years. Selectman Melia asked what the new owner is looking to do with the barn building. Mr. King stated he is looking to incorporating it into his new home. When they were looking at building homes a lot of the historic walls would have been needed to be knocked down in order to provide access to the land, but the new owner would like to preserve as much of that as possible including the long driveway. Town Manager Gaudette explained that now that the presentation has concluded the Board of Selectmen will need to vote their positions. The Finance Committee previously voted their position on both the Fall and Special warrant articles with the exception of Article 3 of the Fall Annual Town Meeting. **Fall Annual Town Meeting Warrant Articles/Article 1: FY '23 Budget Adjustments.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to support Article 1. Vote yes/Ampagoomian, Melia, Paulhus and Collins. The Finance Committee voted to support Article 1. **Article 2: Bills of a Prior Year.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to support Article 2. Vote yes/Ampagoomian, Melia, Paulhus and Collins. The Finance Committee voted to support this Article 2.

Article 3: Purchase a portion of Castle Hill Farm. A motion/Mr. Ampagoomian, seconded/Mr. Melia to support Article 3. Vote yes/Ampagoomian, Melia, Paulhus and Collins. The Finance Committee has not yet voted their position on Article 3. **Special Town Meeting Warrant Article/Article 1: TIF Agreement/Eyepoint Pharmaceuticals.** A motion/Mr. Melia, seconded/Mr. Ampagoomian to support Article 1 of the Special Town Meeting Warrant. Vote yes/Ampagoomian, Melia, Paulhus and Collins. The Finance Committee voted to support Article 1.

State Election [Tuesday, November 8, 2022]/Vote to sign the warrant. A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to sign the State Election Warrant. Vote yes/Ampagoomian, Melia, Paulhus and Collins.

Special Town Election [Tuesday, November 8, 2022]/Vote to sign the warrant. A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to sign the Special Town Election warrant. Vote yes/Ampagoomian, Melia, Paulhus and Collins.

Open Space & Recreation Plan Update / Present: Barbara McNamee, Chair, OSRP. Ms. McNamee announced that the OSRP has been meeting over the last year to make recommendations to update the Open Space and Recreation Plan. Their goal is to work with all the Boards and Committees in Northbridge. The plan needs to be approved by the Division of Conservation Services, in order for the Town to be eligible for State grants. The first step they took was to seek community input, which was done through two surveys. Ms. McNamee stated that the surveys showed the residents want to protect open space and improve recreation facilities. There was also strong support for more funding and coordination between the groups in town. Some of the comments from the surveys expressed frustration over the lack of proactive efforts and planning, which they hope to change. Specific items that were strongly supported were protection of water resources, drinking water, watershed, ground water, flood control, elimination of evasive aquatic plants, protection of existing open space and acquisition of more conservation land. Another item that was expressed clearly is the need for better playgrounds. Ms. McNamee stated that two important parts of the plan are the inventories, which are the environmental and the inventory of conservation and recreation interest. The land inventory is a listing of all land in Town that is owned by the Town, Commonwealth or Federal Government. Ms. McNamee stated that she put that listing together and what she observed was patchwork, being that there were a lot of areas of land that are not connected. The larger pieces that are town-owned are not permanently protected, which means it would be deeded or turned over through the Conservation Commission. This is a goal of the OSRP. Another portion of the inventory was looking at the Chapter 61 properties, which are under current use for forestry, agriculture and recreation. These properties are being watched, because if they come out of Chapter 61 the Town has first refusal for purchase of those properties. Ms. McNamee explained that if any of these properties went up for sale, there is no plan or funding in place to purchase the property. The plan is currently on the Town's website for anyone to view. Ms. McNamee noted that the ADA evaluation is also a part of the plan, which needs to be done by the Disability Commission. They have not had any luck in receiving a response from that Commission. Town Manager Gaudette added that the ADA plan is complete and they received a grant and there is a final draft. Ms. McNamee expressed that the information within that plan needs to be put on the required Open Space paperwork, which the Disability Commission is required to complete. Mr. Gaudette stated that they can work to get that completed. Ms. McNamee added that the final part of the plan is to put together goals, objectives and action items. At this point those items are completed and incorporated into the plan. In order for the plan to work there would need to be an implementation committee, and to be part of the comprehensive master plan as this plan feeds into it. They wish that the Implementation Committee consist of other Boards and Committee members and would act as an oversight committee. Funding would also need to be put in place in order to acquire new land. Town Planner Gary Bechtholdt noted that the last plan was completed in 2002, which required a 5-year action plan per the State, which has now expired. With an updated Open Space and Recreation plan, the town becomes eligible for state grants, which we are not currently eligible for. The Open Space Plan will be a component of the Master Plan update. The last public

forum will be Wednesday, November 9, 2022 at 7 PM and will be a hybrid meeting. Selectman Melia asked if they were looking for members for the Implementation Committee and how many. Mr. Bechtholdt indicated that one of the steps in their plan is to create the implementation committee, and they would likely be looking for 5-7 members. He further indicated that it would not be until after the plan is adopted. Selectman Ampagoomian noted that he would like to see quick successes done first and working down from there. Ms. McNamee acknowledged that they were thinking the same.

Housing Production Plan: 1) Introduction - what it is, 2) public survey, & 3) public forum

Present: Lori Tanner, Pioneer Valley Planning Commission. Mr. Bechtholdt stated that the presentation is to provide an update and inform residents of this initiative for a Housing Production Plan. The Town has engaged with services from Pioneer Valley Planning Commission to establish this plan. This initiative has been identified by the Planning Board as a need. Components of this will also be incorporated into the Master Plan. The reason for the Planning Board taking on this initiative is due to developers often approaching the Board indicating that there is a need for more residentially zoned properties, but if you look at the zoning map, over 85% of Northbridge is zoned residential. The Housing Production Plan will aid in identifying what the true housing need is. Other reasons include updating the Master Plan, and the MBTA requirements. Ms. Tanner explained that a Housing Production Plan is to aid in finding the needs of the community and provide opportunities for all ages and a variety of homes to meet those needs. There are also points available for some grant applications and it opens the opportunity to more grants for having a Housing Production Plan. One of the main reasons communities have a Housing Production Plan is due to the State mandate requiring 10% of total year round housing to be affordable, and if a town does not have 10%, it could be subject to a developer coming in and building a large development with affordable housing, which would override existing zoning laws. The way to avoid that is by creating and implementing the goals of the Housing Production Plan, which would need approval by Housing and Community Development. In order for it to be certified you would need to create some of the housing and 1/2% of your existing housing units. Ms. Tanner explained that there are three major pieces to the plan, the first of which is to do a comprehensive housing needs assessment. This looks at existing demographics, existing housing, the type of structures, whether its multi family, etc. pricing, environmental constraints, and infrastructure to make sure it can support more housing. There is a survey that is available to aid in obtaining information as well. This survey is available in Town buildings and on the Town's website. The next step would be to look at the goals, which could include a numeric housing production target, things like an open space cluster development, flexible development, town houses, redevelopment of a mill building or a combination of those. The strategies for implementation may include revisiting current zoning, or to locate specific sites for a 40B development, or designate town owned property for development. Mr. Bechtholdt requested Ms. Tanner brief the Board on affordable housing, since the housing production plan needs to identify market rate housing, and having an understanding of the affordable housing is beneficial. Ms. Tanner explained that there are income guidelines for what is affordable, which is a percentage of what the area median income is. For Northbridge, Worcester County, the area median income is \$114,400 and a low income would be \$88,400. Selectman Ampagoomian noted that the survey for the median he felt should have been based on the income levels of the residents that reside in the Town of Northbridge. Mr. Bechtholdt explained that the number comes from the State, not the Housing Production Plan. Ms. Tanner also noted that the local income will be researched and be a part of the report. The numbers provided tonight are based on the guidelines from the state for calculating affordable housing. Selectman Paulhus asked if the town owns a parcel of land that could have potential for housing. Mr. Bechtholdt noted that we don't specifically, but they do have a number of preliminary plans on file. Preliminary plans are submitted by developers and show the potential build out of properties. The plans on file are Kroll's Farm, Castle Hill, and Szerlag's Farm, which gives an idea of what the potential buildout is for undeveloped residential property.

TOWN MANAGER'S REPORT/September 26, 2022 – October 14, 2022: 1) Key Meetings Attended:
Monday, September 26, 2022 – Participated in the weekly Fire Station Design Team video conference.
Monday, September 26, 2022 – Conference Call with Town Counsel Doneski, Jamie Luchini DPW, and

Whitinsville Water Company about WWC borrowing for capital needs. Monday, September 26, 2022 – Attended the Board of Selectmen Meeting. Tuesday, September 27, 2022 – Met with Chief Labrie to prepare for Dispatchers Scheduling Discussion. Tuesday, September 27, 2022 – Video Conference Call with Balmer Design team and Jamie Luchini to discuss field watering. Wednesday, September 28, 2022 – Met with Neil Vaidya and Chief White to discuss ambulance billing. Wednesday, September 28, 2022 – Met with Chief Labrie and Dispatchers Unit to discuss scheduling. Wednesday, September 28, 2022 – Attended the Finance Committee Meeting. Thursday, September 29, 2022 – Participated in the Northbridge Coalition video conference hosted by Kelly Bol, COA Director. Thursday, October 6, 2022 – Met with Terry McGloin (Whitinsville Water Co) and Jamie L for our first Quarterly Meeting since Terry became the new General Manager. Thursday, October 6, 2022 – Met with Jeannie Hebert BVCOC to discuss ARPA and other town projects related to job creation. Wednesday, September 13, 2022 – Separate meetings with Heather Elster (WCC), Chief White, Monday, October 10, 2022 – Town Offices Closed for Columbus Day. Tuesday, October 11, 2022 – Met with abutter (Sullivan) to the Fire Station Project along with John Feeley, CH, our on-site OPM to discuss fencing and grading. Friday, October 14, 2022 – Attended the Fire Station Construction Meeting. **2) Fire Station Project:** Weekly design team meetings continue to occur every Monday morning and weekly construction meetings every Thursday afternoon with the project team, the GC M. O'Connor, and the site contractor Leahy. The GC continues to work on foundation installation in an effort to have construction ready for the winter. The GC expects to begin erecting steel in early December. The BPCC will be meeting next week on 10/19 to get an update and pay invoices. **3) Northbridge Elementary School Reuse Study:** The architect team from Abacus recently conducted a site visit to evaluate the buildings' construction. Abacus has met with several stakeholders and is developing a public participation process possible for later this fall. The surveyor has completed the field work and the DEP Phase I study has been initiated. **4) Linwood Basketball Courts Project:** The field survey has been completed by Activitas, the site engineer. The Town Manager, the DPW Director and Activitas have met with the Parks and Recreation to discuss design programming. The next meeting is scheduled for October 18, 2022. **5) Fall Annual Town Meeting/Special Town Meeting:** The Fall Annual Town Meeting Warrant has been posted. The Board will vote their positions this Monday, October 17, 2022. Town Meeting is scheduled for 7 pm on Tuesday, October 25th. The Finance Committee met last week on October 5th to vote their positions on Articles 1 and 2 and the Special Town Meeting TIF article. They will meet on the 17th with the BOS for Article 3.

SELECTMEN'S CONCERNS: **Selectman Ampagoomian/1)** asked for a list the funds received from the Stone Hill Condos and what they were allocated for. Town Planner Gary Bechtholdt replied that he can provide him with a list as to the amounts and allocations. He noted that there are funds being allocated for the DPW for sidewalk improvements along Church Street, a portion to the Mumford Riverwalk improvements, Community Preservation Commission, Senior Center, and a couple others. **2)** asked about the Tot Lot and if someone could take a look at it to determine whether improvements can be made. Mr. Luchini replied that they have been to the site several times and met with the Parks and Recreation. Town Manager Gaudette added that they are looking to make some capital improvements in the spring. The Town Manager is able to make them a part of the capital process so they can include requests every year. Their main focus was the Linwood Basketball courts first but they are looking to do something for the tot lot in the future. **3)** complimented Mr. Luchini for the paving and line painting that has been completed.

Selectman Paulhus questioned if there was an update on the causeway project. Mr. Bechtholdt replied that they held a very well attended public forum and the town would need to consider as potential for a capital improvement item. Currently we are waiting to hear back on the specifics. Mr. Luchini noted that the study encompassed other projects such as rain garden projects, drainage, and other projects that were rated. As far as the report on the causeway we are still waiting for it. As soon as it is received it will be shared with Mr. Bechtholdt and they will begin to move forward. **Selectman Collins** noted that the Balmer Field is still leaking into the road and asked if anyone is aware of this. Mr. Collins explained that the area of the leak is further up about 100 yards from the warning track. Mr. Paulhus noted the area, which he will bring up at

the School Building Committee meeting tomorrow.

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

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

Meeting Adjourned: 8:52 PM

Respectfully submitted,

Brian Paulhus, Clerk

/mjc

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

October 17, 2022

PRESENTATION OF A PROCLAMATION TO THE ARMENIAN APOSTOLIC CHURCH IN HONOR OF THEIR 65TH ANNIVERSARY / PRESENT: GEORGE MARASHIAN

I. APPROVAL OF MINUTES: A. 1) July 18, 2022

-Copy of July 18, 2022 minutes

2) September 26, 2022 Exec. Session

-Omitted as these have not yet been released by Town Counsel

3) October 3, 2022 Exec. Session

-Omitted as these have not yet been released by Town Counsel

II. PUBLIC HEARING/None

**III. APPOINTMENTS / B. 1) By the Town Manager: Anthony Genga, Deputy Fire Chief /
Present: David White, Fire Chief**

-Copy of letter from the Town Manager appointing Anthony Genga as the Deputy Fire Chief

-Copy of Assessment Scoring

-Copy of job duties

2) Brian Carroll, Student Officer/Present: Timothy Labrie, Police Chief

-Copy of letter from the Chief of Police regarding the Police Officer position

-Copy of letter from Lieutenant Ouillette regarding the Police Officer interviews

-Copy of appointment letter to Mr. Carroll

**C. By the Board of Selectmen: Bryan Booker, Whitinsville Downtown Crossroads
Historic District Commission, Alternate [Nominated by the Historical
Commission]/Present: Kenneth Warchol**

-Copy talent bank form for Bryan Booker

IV. CITIZENS' COMMENTS/INPUT: Barry Gallant

-Copy of email from Mr. Gallant regarding the Castle Hill Open Space Purchase

V. DECISIONS

**D. Fall Annual Town Meeting and Special Town Meeting [October 25, 2022] /Vote
positions on the Fall Annual Town Meeting Warrant Articles and the Special Town
Meeting Warrant Article/Present: Glenn King, Chairman, Community Preservation
Committee**

-Copy of Fall Town Meeting positions

-Copy of the Special Town Meeting positions

-Copy of the narrative appraisal report for Castle Hill Farm

E. State Election [Tuesday, November 8, 2022]/Vote to sign the warrant/No documentation

F. Special Town Election [Tuesday, November 8, 2022]/Vote to sign the warrant/No documentation

VI. DISCUSSIONS

G. Open Space & Recreation Plan Update / Present: Barbara McNamee, Chair, OSRP

-Copy of Open Space & Recreation Plan Update meeting flyer

H. Housing Production Plan: 1) Introduction - what it is, 2) public survey, & 3) public forum/Present: Lori Tanner, Pioneer Valley Planning Commission

-Copy of Housing Production Plan Frequently Asked Questions

-Copy of Housing Production Plan Guidelines

-Copy of Housing Production Plan Housing Survey

-Copy of Affordable Housing information page

VII. TOWN MANAGER'S REPORT

I. September 26, 2022 – October 14, 2022

-Copy of Town Manager Report

VIII. SELECTMEN'S CONCERNS/No documentation

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION/None