

**TOWN OF NORTHBRIDGE  
BOARD OF SELECTMEN'S MEETING  
NORTHBRIDGE TOWN HALL  
7 MAIN STREET - WHITINSVILLE, MA 01588  
January 6, 2014 AT 6:30 P.M.**

**REVISED**

**PLEDGE OF ALLEGIANCE**

**I. APPROVAL OF MINUTES**

- A. December 2, 2013

**II. PUBLIC HEARINGS**

**III. APPOINTMENTS/By the Board of Selectmen:**

**IV. CITIZENS' COMMENTS/INPUT**

**V. DECISIONS**

- B. 2236 Family Wok Inc, 2236 Providence Road, Northbridge [Jian Chen]/Application to transfer the Common Victualler's License from ASJ28 d/b/a Hong Kong Café [John Ng] to 2236 Family Wok Inc [Jian Chen].**
- BB. Special Town Meeting Warrant [January 14, 2014] / Vote positions on warrant articles**

**VI. DISCUSSIONS**

- C. Survey/Present: Open Space & Recreation Update Committee
- D. FEMA Flood Plain Mapping/Present: Mark Anderson, Heritage Design Group**
- E. Sewer Charges/Present: Mark Anderson, Heritage Design Group**
- F. Snow Operation Update/Present James Shuris, DPW Director**

**VII. TOWN MANAGER'S REPORT**

- G. 1) Annual Christmas Tree Recycling Day - January 11, 2014**
- 2) Special Town Meeting – January 14, 2014**
- 3) Northbridge Fire Department Awarded Student Awareness of Fire Education (S.A.F.E.) Grant & Senior SAFE Grant**
- 4) Medical Marijuana Zoning Provisions**
- 5) Worcester Regional Transit Authority Bus Service Schedule**
- 6) Community Development Block Grant Award**
- 7) Construction Magazine Article**

**VIII. SELECTMEN'S CONCERNS**

**IX. ITEMS FOR FUTURE AGENDA**

**X. CORRESPONDENCE**

**XI. EXECUTIVE SESSION**

- 1) Under M.G.L. Chapter 30A, S21 #6 – To consider the purchase, exchange, lease or value of real property**

THIS AGENDA IS SUBJECT TO CHANGE

**Board of Selectmen's Meeting  
December 2, 2013**

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Marzec, Ampagoomian and Melia. **Also Present:** Theodore D. Kozak, Town Manager. **Absent:** Selectman Athanas was absent and it is duly recorded.

The Pledge of Allegiance was recited by those present.

**Approval of Minutes. November 18, 2013** – A motion/Mr. Marzec, seconded/Mr. Ampagoomian to approve the November 18, 2013 Meeting minutes as presented with the readings omitted. Vote yes/Messrs. Marzec, Ampagoomian, Melia and Nolan. **November 18, 2013 [Executive Session]** - A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve but not release the November 18, 2013 Executive Session minutes as presented with the readings omitted. Vote yes/Messrs. Marzec, Melia, Ampagoomian and Nolan.

**Public Hearings.** None.

**Appointments/By the Board of Selectmen.** None.

**Citizens' Comments/Input.** None.

**Special Town Meeting [January 14, 2014].** A motion/Mr. Ampagoomian, seconded/Mr. Melia to sign warrant upon completion and final review by Town Counsel. Vote yes/Messrs. Marzec, Melia, Ampagoomian and Nolan.

**Screening Committee for the position of Superintendent of Schools.** Chairman Nolan asked the Board of Selectmen if any of them were interested in serving on the screening committee for the position of Superintendent of Schools. Selectman Marzec mentioned that he served on the screening committee last time and asked to be nominated again. A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint Selectman James Marzec as the Board of Selectmen's Representative for the Screening Committee for the position of Superintendent of Schools. Vote yes/Messrs. Marzec, Melia, Ampagoomian and Nolan.

**Osterman Propane, LLC [Water & Sewer Easements]. Present: Robert Knapik, Attorney.** Attorney Knapik announced that he is representing Osterman Propane, LLC. He mentioned that Osterman Propane, LLC will be undergoing construction on their property for installation of sewer and water lines for a project that was approved for office and medical use facilities. He also mentioned that the Town has requested that the land owner grant an easement for water and sewer allowing the Town to maintain/repair/replace the water and sewer infrastructure. That being said, Town Counsel has reviewed the documents prepared for water and sewer easements and suggested some minor revisions, which were agreed upon by the land owner. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to approve the Osterman Propane, LLC [water and sewer easements] as presented. Vote yes/Messrs. Marzec, Melia, Ampagoomian and Nolan.

**Mutual Aid Agreement [Police Department]. Present: Walter Warchol, Chief of Police.** Chief Warchol requested the Board of Selectmen approve the Mutual Aid Agreement with the City of Worcester. He noted that the Town of Northbridge has a valid Mutual Aid agreement with approximately 80 communities in Worcester County. On a weekly basis Northbridge Police Officers travel into the City of Worcester for a variety of official duties. The Mutual Aid Agreement gives limited police powers to Northbridge Police Officers while in the City of Worcester on official duty for court appearances in the

Worcester County Courthouse and transporting and guarding prisoners receiving medical treatment at city hospitals. Without this agreement Northbridge Police Officers would have no official police authority while performing their official duties in the City of Worcester. A motion/Mr. Ampagoomian, seconded/Mr. Marzec to move the Mutual Aid Agreement from Discussion to Decision. Roll Call Vote: Mr. Marzec/Yes, Mr. Melia/Yes, Mr. Ampagoomian/Yes and Mr. Nolan/Yes. A motion/Mr. ampagoomian, seconded/Mr. Marzec to approve the Mutual Aid Agreement [Police Department] which was developed and written by Attorney Jack Collins, MA Chiefs of Police Association and the City of Worcester. Vote yes/Messrs. Marzec, Melia, Ampagoomian and Nolan.

**1025 Mendon Road Conservation Restriction. Present: Justin Arbuckle, Member of the Conservation Commission.** Mr. Arbuckle mentioned that the property located at 1025 Mendon Road, unfortunately fell by the wayside back in 2008. He explained that issue came before the Conservation Commission and was approved and built with the back third of the lot, which backs up to Miscoe Brook. It was given to the town as a conservation restriction area but was never filed. The house is going to be sold for the third time, which is how this issue was detected. Mr. Arbuckle noted that there is currently no certificate of compliance on record. The way the restriction works, the back section of the lot coming off the brook becomes conservation land. The Conservation Commission deemed it appropriate and didn't attach a monetary value to it so the owners retain ownership of the land. However, the Conservation Commission and the Town maintain control of it till the Board of Selectmen vote to release it back to the owners and remove the conservation restrictions. Mr. Arbuckle then noted that Town Counsel has reviewed the documents and are now ready to be signed. A motion/Mr. Ampagoomian, seconded/Mr. Melia to move 1025 Mendon Road Conservation Restriction from Discussion to Decision. Roll Call Vote: Mr. Marzec/Yes, Mr. Melia/Yes, Mr. Ampagoomian/Yes and Mr. Nolan/Yes. A motion/Mr. Marzec, seconded/Mr. Melia to approve the 1025 Mendon Road Conservation Restriction as presented by the Conservation Commission. Vote yes/Messrs. Marzec, Melia, Ampagoomian and Nolan.

**Town Manager's Report.** 1) **Milford Hospital Meeting:** Attended the Milford Hospital breakfast meeting with other dignitaries and Town Managers from the area for their announcement on the expansion at the hospital, which will include a new emergency unit. 2) **Solid Waste/Regional Meeting:** Attended a regional meeting on trash and solid waste programs to learn more about various types of trash collection operations that are currently being used in Massachusetts and New England. 3) **WRTA Bus Service in Town:** The new bus transportation service started today, December 2, 2013 and residents are welcome to take advantage of the service. 4) **Tax Rate Classification Hearing on December 16, 2013:** Announced the hearing will be held on December 16, 2013. The classification hearing is a little later this year because the Assessors had to complete the Tri-Annual Evaluation of Property.

**Selectmen's Concerns. Chairman Nolan)** Mentioned that the Historical Society recently launched a new website [www.northbridgehistoricalsociety.com](http://www.northbridgehistoricalsociety.com) with facts and information about the Town. They encourage individuals to submit information to the email posted on their website. **Selectman Marzec 1)** Asked about the status of double poles and Town Manager Kozak replied we still have them. He then noted that he hasn't received a report from the DPW Director yet but will look into it. **2)** Asked about the status of putting white lines on Goldthwaite Road and Town Manager Kozak replied that he gave this information to the DPW Director and will follow-up with him tomorrow. **Selectman Ampagoomian 1)** Asked if the DPW Director, James Shuris submitted a plan for renovation of the Highway facility to the Building, Planning and Construction Committee. Town Manager Kozak explained that the DPW Director was supposed to attend the Building, Planning and Construction Committee meeting but the meeting was cancelled. Town Manager Kozak mentioned that he will invite the Building, Planning and Construction Committee and James Shuris, DPW Director to the next Board of Selectmen's Meeting [December 16, 2013]. **2)** Announced that he hopes everyone takes advantage of the new bus transportation. **3)** Sent his condolences to Town Manager Kozak and his family on the loss of his father-in-law.

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

**Meeting Adjourned: 7:20 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

/dmg

## LIST OF DOCUMENTATION

### BOARD OF SELECTMEN'S MEETING – OPEN SESSION

December 2, 2013

#### I. APPROVAL OF MINUTES

A. 1) Copy of November 18, 2013 minutes. 2) Copy of November 18, 2013 Executive Session minutes. [Removed from backup documentation as they have not been released by Board of Selectmen]

#### II. PUBLIC HEARING

#### III. APPOINTMENTS/By the Board of Selectmen

#### IV. CITIZENS' COMMENTS/INPUT

#### V. DECISIONS

B. Copy of Special Town Meeting Warrant [January 14, 2014].

C. No documentation.

D. Copy of Osterman Propane, LLC [Water and Sewer Easements].

#### VI. DISCUSSIONS

E. 1) Copy of memo dated November 15, 2013 from Walter Warchol, Chief of Police. 2) Copy of Mutual Aid [Police Department] Agreement with the City of Worcester.

F. 1) Copy of memo dated November 18, 2013 from the Conservation Commission. 2) Copy of 1025 Mendon Road Conservation Restriction. 3) Copy of legal description. 4) Copy of Order of Conditions.

#### VII. TOWN MANAGER'S REPORT

G. 1) Milford Hospital Meeting – **No documentation.**

2) Solid Waste/Regional Meeting – **No documentation.**

3) WRTA Bus Service in Town – **No documentation.**

4) Tax Rate Classification Hearing on December 16, 2013 - **No documentation.**

#### VIII. SELECTMEN'S CONCERNS - No documentation.

#### IX. ITEMS FOR FUTURE AGENDA- No documentation.

#### X. CORRESPONDENCE- No documentation.

#### XI. EXECUTIVE SESSION

TRANSFER

cell: <sup>5.</sup>  
Phone: 978-888-1929  
Rest: 508-234-6666

THE COMMONWEALTH OF MASSACHUSETTS

TOWN OF NORTHBRIDGE

APPLICATION FOR COMMON VICTUALLER LICENSE

TO THE LICENSING AUTHORITIES:

The undersigned hereby applies for a License in accordance with the provisions of the Statutes relating thereto  
(FULL NAME OF PERSON, FIRM OR CORPORATION MAKING APPLICATION):

2236 Family wok LLC

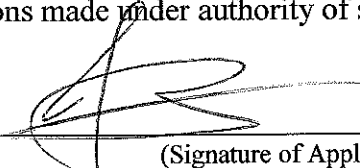
STATE CLEARLY PURPOSE FOR WHICH LICENSE IS REQUESTED: [Common Victualler]

TO: Chinese Restaurant

GIVE LOCATION BY STREET AND NUMBER:

AT: 2236 Northbridge providence rd  
Northbridge MA. 01534

in said Town of Northbridge in accordance with the rules and regulations made under authority of said Statutes.

  
(Signature of Applicant)

Print Name: Jian Chen

Address: 28 main st #12

City: South Grafton

State, Zip: MA. 01560

Received: 12/30/13 2:15 PM  
(Date) (Time)

\_\_\_\_\_  
Date License Granted

extended 12/30/13

**BOARD OF SELECTMEN  
LICENSE ROUTING SLIP**

**Business:** Family Wok

**Applicant:** 2236 Family Wok, Inc. [Jian Chen]

**Address:** 2236 Providence Road, Northbridge, MA 01534

**License Type:** Non-Alcoholic Common Victualler License

**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:**

**POLICE:**  
No issues per Chief Warchol. See email attached.

**FIRE:**

**BUILDING/ZONING:**

**CONSERVATION:**

**HEALTH:**

Water

Trash

Other

**ASSESSORS:**

**TREASURER/COLLECTOR:**

Excise

Personal property

Real estate

Water / Sewer

Other

Please sign off and return the slip to the Town Manager's Office or offer comments via email to [dgosselin@northbridgema.org](mailto:dgosselin@northbridgema.org) or [ssusienka@northbridgema.org](mailto:ssusienka@northbridgema.org). Thanks!!

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**License Type:** Non-Alcoholic Common Victualler License

**DEPARTMENT:**

**COMMENTS:**

**SIGNATURE:**

**PLANNING:**

N/A

*R. Jang*

01.02.2014

**POLICE:**

**FIRE:**

**BUILDING/ZONING:**

**CONSERVATION:**

**HEALTH:**

Water

Trash

Other

**ASSESSORS:**

**TREASURER/COLLECTOR:**

Excise

Personal property

Real estate

Water / Sewer

Other

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**License Type:** Non-Alcoholic Common Victualler License

**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:**

**POLICE:**

**FIRE:** The fire department has no concerns at this time.

Gary A. Nestor - Fire Chief 12/31/13 *GAN*

**BUILDING/ZONING:**

**CONSERVATION:**

**HEALTH:**

Water

Trash

Other

**ASSESSORS:**

**TREASURER/COLLECTOR:**

Excise

Personal property

Real estate

Water / Sewer

Other

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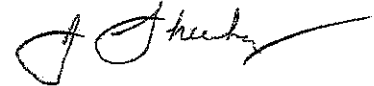
**License Type:** Non-Alcoholic Common Victualler License

**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:**

\_\_\_\_\_  
**POLICE:**

\_\_\_\_\_  
**FIRE:**

\_\_\_\_\_  
**BUILDING/ZONING:**                      **Approved**                      **12/30/2013**  
Existing restaurant



\_\_\_\_\_  
**CONSERVATION:**

\_\_\_\_\_  
**HEALTH:**

Water  
Trash  
Other

\_\_\_\_\_  
**ASSESSORS:**

\_\_\_\_\_  
**TREASURER/COLLECTOR:**

Excise    Water / Sewer  
Personal property                              Other  
Real estate

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**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:**

**POLICE:**

**FIRE:**

**BUILDING/ZONING:**

**CONSERVATION:**

*N/A*

*Barbara Kinney*

**HEALTH:**

Water

Trash

Other

**ASSESSORS:**

**TREASURER/COLLECTOR:**

Excise

Personal property

Real estate

Water / Sewer

Other

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**BOARD OF SELECTMEN  
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**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:**

\_\_\_\_\_  
**POLICE:**

\_\_\_\_\_  
**FIRE:**

\_\_\_\_\_  
**BUILDING/ZONING:**

\_\_\_\_\_  
**CONSERVATION:**

\_\_\_\_\_  
**HEALTH:**

All set with Board of Health.

Jeanne M. Gniadek  
12/30/2013

\_\_\_\_\_  
**ASSESSORS:**

\_\_\_\_\_  
**TREASURER/COLLECTOR:**

Excise

Water / Sewer

Personal property

Other

Real estate

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**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:**

\_\_\_\_\_  
**POLICE:**

\_\_\_\_\_  
**FIRE:**

\_\_\_\_\_  
**BUILDING/ZONING:**

\_\_\_\_\_  
**CONSERVATION:**

\_\_\_\_\_  
**HEALTH:**

Water

Trash

Other

\_\_\_\_\_  
**ASSESSORS:** No known issues. 1/2/2014. Robert Fitzgerald

\_\_\_\_\_  
**TREASURER/COLLECTOR:**

Excise

Water / Sewer

Personal property

Other

Real estate

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[ssusienka@northbridgema.org](mailto:ssusienka@northbridgema.org). Thanks!!*

**BOARD OF SELECTMEN  
LICENSE ROUTING SLIP**

**Business:** Family Wok

**Applicant:** 2236 Family Wok, Inc. [Jian Chen] 2232

**Address:** 2236 Providence Road, Northbridge, MA 01534

**License Type:** Non-Alcoholic Common Victualler License

**DEPARTMENT:** \_\_\_\_\_ **COMMENTS:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_  
**PLANNING:**

**POLICE:**

**FIRE:**

**BUILDING/ZONING:**

**CONSERVATION:**

**HEALTH:**

Water

Trash

Other

**ASSESSORS:**

*Kimberly A. Yergeau*  
\_\_\_\_\_  
**TREASURER/COLLECTOR:**

Excise NA

Personal property '13 \$110.73 '14 \$169.27 Other

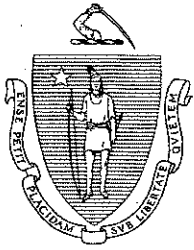
Real estate 0

Water / Sewer 0/0

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## TOWN MANAGER'S REPORT – January 6, 2014

- 1) **Annual Christmas Tree Recycling Day, January 11, 2014:** The annual Christmas tree recycling day will be on January 11, 2014 from 9:00 A.M. to 2:00 P.M. at the Wastewater Treatment Plant.
- 2) **Special Town Meeting January 14, 2014:** Reminded everyone that the Special Town Meeting will be held on January 14, 2014, at 7 PM, at the Northbridge Middle School.
- 3) **Northbridge Fire Department Awarded Student Awareness of Fire Education (S.A.F.E.) Grant & Senior SAFE Grant:** Announced that the Northbridge Fire Department has been awarded \$4,686.00 for the S.A.F.E Grant and \$3,018.00 for Senior SAFE Grant.
- 4) **Medical Marijuana Zoning Provision:** Announced that the Planning Office, Board of Health, Building Inspector and Police Chief have been meeting since the Fall Annual Town Meeting discussing a possible local land use provision for Northbridge. A draft bylaw is being reviewed by Town Counsel and will be circulated in the upcoming months for review and potential consideration for adoption at the 2014 Spring Annual Town Meeting.
- 5) **Worcester Regional Transit Authority Bus Service Schedule:** Due to a change in commuter rail schedules, a new bus schedule for Northbridge will be going into effect soon.
- 6) **Community Development Block Grant Award:** The Town has received notice of a \$601,654 grant award for the new youth community center at St. Peter's School in Rockdale.
- 7) **Construction Magazine Article:** Announced that the Northbridge Department of Public Works was featured in the December issue of the New England Construction Magazine.



*The Commonwealth of Massachusetts*  
*Executive Office of Public Safety and Security*  
*Department of Fire Services*



G. 3.

DEVAL L. PATRICK  
GOVERNOR

ANDREA J. CABRAL  
SECRETARY

*P.O. Box 1025 ~ State Road*

*Stow, Massachusetts 01775*

*(978) 567-3100 Fax: (978) 567-3121*

*www.mass.gov/dfs*

STEPHEN D. COAN  
STATE FIRE MARSHAL

December 13, 2013

Chief Gary A. Nestor  
Northbridge Fire Department  
P.O. Box 13  
Whitinsville, MA 01588

Dear Chief Nestor:

I am pleased to inform you that your FY 2014 Student Awareness of Fire Education (S.A.F.E.) and Senior SAFE grant applications have been approved for funding. The Northbridge Fire Department has been awarded \$4686 for the S.A.F.E. grant and \$3018 for Senior SAFE.

Be sure to alert your treasurer and to check with them to ensure receipt of the funds. We expect the funds to be electronically distributed on or about December 20, 2013.

All grantees are required to submit the FY 2013 year-end report to DFS by December 31, 2013. If there are any unexpended funds, the grantee may apply for a one-time 6-month extension, which will be part of the year-end report form. At the close of the single 6-month extension, all unexpended funds must be returned to the Commonwealth. At this time, any prior year remaining funds must be returned to the Commonwealth.

Nineteen years ago, the fire service advocated to the legislature for the creation of the S.A.F.E. program. Since that time average annual child fire deaths have been reduced by 70%. In FY 2014, the S.A.F.E. program was expanded to offer funds to local communities in support of senior fire prevention training. Seniors are the most vulnerable of populations at risk of fire related deaths. This program is aimed at educating seniors on fire prevention, general home safety and how to be better prepared in the event of a fire. It is our hope that with this opportunity we can recreate the success with our older population that we have had with children.

I thank you for your commitment to the S.A.F.E. program and for your continuing efforts to promote fire prevention for all citizens. If you have any questions, please feel free to contact Cynthia Ouellette at (978) 567-3381 or the S.A.F.E. staff at (978) 567-3388.

Sincerely,

Stephen D. Coan  
State Fire Marshal





12/30/13 3:00 PM G.L.

Commonwealth of Massachusetts  
**DEPARTMENT OF HOUSING &  
COMMUNITY DEVELOPMENT**

Deval L. Patrick, Governor ♦ Aaron Gornstein, Undersecretary

DEC 19 2013

RECEIVED

DEC 30 2013

Northbridge Town Manager

Daniel Nolan, Chairman  
Board of Selectmen  
7 Main Street  
Whitinsville, MA 01588


Dear Chairman Nolan:

On behalf of Governor Deval Patrick, I am pleased to award the Town of Northbridge, a FY 2013 Disaster Recovery grant in the amount of up to \$601,654 from the Massachusetts Community Development Block Grant Disaster Recovery (CDBG-DR) Program. These federal funds are provided by the Commonwealth for the Rockdale Youth Center project, as outlined in the Town's FY 2013 CDBG-DR Letter of Interest and online application. This award is contingent on the Town's execution of a grant contract with DHCD and the satisfaction of its special conditions and requirements. Details of the grant will be included in the grant contract.

The Massachusetts Community Development Block Program staff is available to provide technical assistance and to answer any questions you may have. Please contact Mark Siegenthaler for further information. He can be reached at (617) 573-1426.

Congratulations once again. I look forward to working together to address Northbridge's community development needs.

Sincerely,

  
Aaron Gornstein  
Undersecretary

The following have received copies of this letter:

cc: Senator Elizabeth Warren  
Senator Edward J. Markey  
Congressman James P. McGovern  
Senator Michael O. Moore  
Senator Richard T. Moore  
Representative George N. Petersen, Jr.  
Theodore Kozak, Town Manager  
Mark Siegenthaler, DHCD