

**TOWN OF NORTHBRIDGE  
BOARD OF SELECTMEN'S MEETING  
NORTHBRIDGE TOWN HALL  
7 MAIN STREET - WHITINSVILLE, MA 01588  
November 18, 2013 AT 6:30 P.M.**

**PLEDGE OF ALLEGIANCE**

**I. APPROVAL OF MINUTES**

A. October 21, 2013

**II. PUBLIC HEARINGS**

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

B. 1) Council on Aging (2 vacancies): a) Jean Mistretta      b) John Doldoorian  
2) Conservation Commission: Jeremy Deorsey

**IV. CITIZENS' COMMENTS/INPUT**

**V. DECISIONS**

C. Winter Parking Ban [December 1, 2013 through April 1, 2014]/Vote to approve

D. Department of Environmental Protection Waste Hauler - Scope of Services/Vote to approve

E. Community Innovation Challenge Grant [Public Safety Dispatch]/Vote to authorize Town Manager to sign application

F. Community Innovation Challenge Grant [Stormwater Management]/Vote to authorize Town Manager to sign the application

**VI. DISCUSSIONS**

G. Comprehensive Wastewater Management Plan /Present: Benjamin Levesque, Chad Kershaw, Robert Otoski from CDM Smith

H. Worcester Regional Transit Authority (Bus Routes)/Present: Jonathan Church, Central Mass. Regional Planning Commission and Stephen O'Neil, Worcester Regional Transit Authority.

I. Special Town Meeting for New China Pacific Restaurant

**VII. TOWN MANAGER'S REPORT**

- J. 1) Code Red
- 2) Northbridge Emergency Management Agency Update
- 3) Insurance Advisory Committee/Wellness Program
- 4) Mass DEP Grant for compost bins
- 5) Leaf Pick-Up/Snow Removal Operation
- 6) School Committee Vacancies

**VIII. SELECTMEN'S CONCERNS**

**IX. ITEMS FOR FUTURE AGENDA**

**X. CORRESPONDENCE**

**XI. EXECUTIVE SESSION**

- 1) Under M.G.L. Chapter 30A, S21 #3 – To discuss strategy with respect to contract negotiations
- 2) Under M.G.L. Chapter 30A, S21 #6 – To consider the purchase, exchange, lease or value of real property

**Board of Selectmen's Meeting  
October 21, 2013**

A meeting of the Board of Selectmen was called to order by Chairman Nolan at 6:15 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. **Present:** Messrs. Marzec, Athanas and Melia. Selectman Ampagoomian was absent and it is duly recorded. **Also Present:** Theodore D. Kozak, Town Manager.

Chairman Nolan announced that the Board would be going into Executive Session and declared that having an open meeting may have a detrimental effect on the bargaining position of the body.

A motion was made and seconded to go into Executive Session under M.G.L. Chapter 30A, S. 21#6 – To consider the purchase, exchange, lease or value of real property [Pine Grove Cemetery] – and to reconvene in Open Session. Roll Call Vote: Mr. Melia/Yes, Mr. Athanas/Yes, Mr. Marzec/Yes, and Mr. Nolan/Yes.

Open Session Adjourned: 6:17 PM

Executive Session Convened: 6:18 PM

Executive Session Adjourned: 7:01 PM

Open Session Reconvened: 7:04 PM

**As part of a badge requirement, Cub Scouts [Pack 150] took a tour of Town Hall and then joined the Selectmen's meeting to lead The Pledge of Allegiance.**

The Pledge of Allegiance was recited by those present.

**Approval of Minutes. September 30, 2013** – A motion/Mr. Melia, seconded/Mr. Marzec to approve the September 30, 2013 minutes as presented with the readings omitted. Vote yes/Messrs. Melia, Athanas, Marzec and Nolan. **September 30, 2013 [Executive Session]** – A motion/Mr. Melia, seconded/Mr. Athanas to approve but not release the September 30, 2013 Executive Session minutes as presented with the readings omitted. Vote yes/Messrs. Melia, Athanas, Marzec and Nolan.

**Public Hearings.** None.

**Appointments/By the Town Manager. Janyce Murray, Library Assistant. Present: Jennifer Woodward, Library Director.** Ms. Woodward introduced herself and Mrs. Murray. Mrs. Murray announced that she is retired and use to work as a librarian at the Northbridge Middle School. She explained that she misses working in a library and when she saw that there was an opening at the Whitinsville Social Library she figured she would apply for it. Selectman Melia mentioned that he has known Mrs. Murray for a long time and stated that she is highly qualified and would be a great asset to the library. A motion/Mr. Melia, seconded/Mr. Athanas to affirm the Town Manager's appointment of Janyce Murray as a Library Assistant at the Whitinsville Social Library. Vote yes/Messrs. Melia, Athanas, Marzec and Nolan. **RESIGNATION. Wayne DeForest, Council on Aging.** A motion/Mr. Marzec, seconded/Mr. Athanas to accept the resignation of Wayne DeForest from the Council on Aging and send a letter of appreciation for his services to the Town. Vote yes/Messrs. Melia, Athanas, Marzec and Nolan.

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

**Whitinsville Social Library/Application for a one-day All Alcohol License for a Cocktail Party to be held on Saturday, November 16, 2013 from 6:00 P.M. to 9:00 P.M. on the premises of the Whitinsville Social Library. Present: Jennifer Woodward, Library Director.** Mrs. Woodward announced that the Trustees of the Library use to hold cocktail parties at the Whitinsville Social Library and decided it was time to do it again since it's going to be the library's 100<sup>th</sup> anniversary. She mentioned that everyone is welcomed and tickets can be purchased at the library. A motion/Mr. Athanas, seconded/Mr. Melia to grant the Whitinsville Social Library a one-day All Alcohol License for their Cocktail Party to be held Saturday, November 16, 2013 from 6:00 PM to 9:00 PM at the Whitinsville Social Library, 17 Church Street, Whitinsville. Vote yes/Messrs. Melia, Athanas, Marzec and Nolan.

**MRA Multisport [Alex Rogozenski]/Request to hold a road race [includes half marathon/7k running event/family walk and kids run] on Sunday, April 6, 2014 at 10AM.** Mr. Rogozenski explained that this road race is a fundraising event for the Whitin Community Center. He mentioned that he has provided Walter Warchol, Police Chief with the route and event documentation. He then stated that he will work closely with the Northbridge Police Department to coordinate the road closures. A motion/Mr. Melia, seconded/Mr. Marzec to grant permission to MRA Multisport [Alex Rogozenski] to hold a road race [includes half marathon/7k running event/family walk and kids run] on Sunday, April 6, 2014 at 10AM., subject to the conditions set forth by the Northbridge Police Department requiring the use of police details for traffic. Vote yes/Messrs. Melia, Athanas, Marzec and Nolan.

**Riverdale Cemetery Deed/1) Lot No. 17 [Glen and Helena Bloem] - A motion/Mr. Melia,** seconded/Mr. Athanas to sign the Riverdale Cemetery Deed for Lot #17 – Glen and Helena Bloem. Vote yes/Messrs. Melia, Athanas, Marzec and Nolan. **2) Lot No. 8C [Linda Fernandes] - A motion/Mr. Marzec,** seconded/Mr. Melia to sign the Riverdale Cemetery Deed for Lot #8C – Linda Fernandes. Vote yes/Messrs. Melia, Athanas, Marzec and Nolan.

**Fall Annual Town Meeting [October 22, 2013]/Vote positions on warrant articles 3, 4, 5, and 7. Present: Sal D'Amato, Chairman of the Finance Committee.** Mr. Kozak mentioned that he would provide a brief summary of each warrant article. **Article 3 [Finance the cost to relocate the Fire Department Dispatch Center (equipment, supplies, personnel costs, etc.) to the Police Department]** – Town Manager Kozak mentioned that Article 3 was passed over because the Finance Committee requested quotes for the move of the radio equipment from the Fire Department to the Police Department. The Finance Committee approved the amount of \$117,000 that can be used for the relocation of the radio equipment. A motion/Mr. Melia, seconded/Mr. Marzec to support Article 3. Vote yes/Messrs. Melia, Athanas, Marzec and Nolan. The Finance Committee voted to support Article 3. **Article 4 [Acquisition of the property known as Pine Grove Cemetery and funding of said acquisition]** – Town Manager Kozak mentioned that Article 4 is for the Town to accept as a gift Pine Grove Cemetery. Selectman Marzec stated this is an emotional and financial issue. That being said, if the Town acquires the cemetery, the town will have to make sure that they maintain the cemetery with town funds forever. He suggested tabling this item until the Spring Annual Town Meeting so that everyone can understand what this issue is about and then stated that based on the information he has received, he cannot support this article at the present time. Selectman Athanas mentioned that he agrees with Selectman Marzec but looks at Pine Grove Cemetery as a business venture and stated that he supports the Town taking over the cemetery. A motion/Mr. Melia, seconded/Mr. Athanas to support Article 4. Vote yes/Messrs. Melia, Athanas, and Nolan. Vote no/Mr. Marzec. The Finance Committee voted to support Article 4. **Article 5 [Acceptance of all or a portion of the personal property, funds, and accounts of Pine Grove Cemetery Association].** A motion/Mr. Melia, seconded/Mr. Athanas to support Article 5. Vote yes/Messrs. Melia, Athanas, and Nolan. Vote no/Mr. Marzec. The Finance Committee voted to support Article 5. **Article 7 [Transfer of funds to stabilization fund].** Town Manager Kozak mentioned that he and the Town Accountant proposed that \$55,000.00 go into the stabilization fund. The Finance Committee supported this transfer and recommends the Selectmen support this transfer of funds. A

motion/Mr. Melia, seconded/Mr. Athanas to support Article 7. Vote yes/Messrs. Melia, Athanas, Marzec and Nolan. The Finance Committee voted to support Article 7. Town Manager Kozak announced that Article 6 had a change in the dollar amount needed for the High School mold remediation. The amount suggested \$38,330 will now change to \$23,330. Chairman Nolan announced that Vice Chairman Charles Ampagoomian will not be attending Town Meeting due to a scheduled business trip.

**Town Manager's Report/1) Road and Bridge Projects /Update Road Projects:** Road work has been completed in Caste Hill Estates and surveying work has begun on Sutton Street. A base coat has been put down on Goldthwaite Road and North Main Street and the final coat should be done within the week. **Bridge Projects:** A temporary bridge has been put in place on Douglas Road and work continues on the Ross Rajotte Bridge in Rockdale. **2) Sewer Department / Update:** The new sludge containment system is almost complete and will be in operation shortly. The Comprehensive Wastewater Management Plan is in final draft and the consultant will be coming to a future Selectmen's meeting. **3) Central Mass. Regional Planning Commission:** The Town Manager attended the regional meeting and received an update on e-permitting and other grant programs including emergency management and storm water protection. The Commission is also exploring opportunities for shared procurement of various town services. **4) Downtown Initiative Technical Assistance Grant:** The Town Planner and I met with a representative from WRT Management [The Shop] regarding the ability to obtain a technical assistance grant for improving opportunities for businesses within that facility. **5) Worcester Regional Transit Authority / Bus Routes:** Two routes have been identified by the Central Mass. Regional Planning Commission to begin on or about December 1, 2013. A representative will attend a board meeting in November to provide more information on the bus routes.

**Selectmen's Concerns. Selectman Marzec/Mentioned** he was disappointed to hear that WRT Management has left the Town of Northbridge and asked other board members to help find ways to fill the vacant store fronts. Chairman Nolan asked if there are any updates on the Sutton Street project. James Shuris, DPW Director mentioned that Mass. Department of Transportation received seven bids and awarded the bid to Amorello Construction in the amount of \$7.2 million dollars. Mr. Shuris stated that the Mass DOT surveying team is now on Sutton Street putting in offsets on the entire project. He noted that some of the stakes appear to be encroaching on people's private property so he wanted these folks to know that these stakes are only for offsets not for limits of construction. He also noted that Mass DOT does not have a signed contract just yet but after Amorello Construction signs the contract they will have a kick off meeting. He mentioned the project might start this fall but he feels it will start in the springtime and will last for two construction seasons.

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

**Meeting Adjourned: 7:52 P.M.**

**Respectfully submitted,**

**James Athanas, Clerk**

/dmg

## LIST OF DOCUMENTATION

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

October 21, 2013

#### I. APPROVAL OF MINUTES

A. 1) Copy of September 30, 2013 minutes. 2) Copy of September 30, 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 Town Manager

B. Copy of Janyce Murray's resume.

#### RESIGNATION.

C. Copy of Wayne DeForest's resignation letter.

#### IV. CITIZENS' COMMENTS/INPUT

#### V. DECISIONS

D. 1) Copy of Whitinsville Social Library application for a one-day All Alcohol license. 2) Copy of Hold Harmless Agreement. 3) Copy of license routing slips from Department Head's.

E. 1) Copy of Alex Rogozenski's email requesting approval to hold a half marathon and 7K road race on Sunday, April 6, 2014 at 10 A.M. 2) Copy of route and event information. 3) Copy of Police Chief's response and DPW's response.

F. 1) Copy of cemetery deed for Glen and Helena Bloem. 2) Copy of cemetery deed for Linda Fernandes.

G. Copy of positions on warrant articles.

#### VI. DISCUSSIONS

None.

#### VII. TOWN MANAGER'S REPORT

H. 1) Road and Bridge Projects/Update – **No documentation.**

2) Sewer Department/Update – **No documentation.**

3) Central Mass. Regional Planning Commission – **No documentation.**

4) Downtown Initiative Technical Assistance Grant - **No documentation.**

5) Worcester Regional Transit Authority/Bus Routes – **No documentation.**

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

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

#### X. CORRESPONDENCE- **No documentation.**

#### XI. EXECUTIVE SESSION-Copy of Pine Grove Cemetery Summary Sheet & documentation.

TALENT BANK APPLICATION

please return to:

BOARD OF SELECTMEN  
Northbridge Town Hall  
7 Main Street  
Whitinsville, MA 01588

Pursuant to Town bylaw §4-209 (Eligibility for service), yes, per Town Clerk.  
you must be a registered voter in order to serve.

Date: Nov. 7, 2013

Name Jean Mistretta

P. O. Box \_\_\_\_\_

Home Address 670 Linwood Ave Apt. 117 Whitinsville

Email Address jeanmistretta@yahoo.com

Telephone 508-266-0042 Cell 352-544-7559

Business \_\_\_\_\_

Address \_\_\_\_\_ Tel. \_\_\_\_\_

Current Occupation/Title \_\_\_\_\_

Education BS from Assumption College; minor in elementary education

Governmental, Civic & Community Activities Presently - medical driver for Northbridge Senior Center. Formerly - delivered Meals on Wheels in Uxbridge.

Charitable & Educational Activities Former Clinical Instructor for Respiratory Therapy students @ QCC; former CCD teacher at Good Shepherd Church.

Town Committees or Offices \_\_\_\_\_

I am interested in the following Committees: Council on Aging

Please indicate whether the applicant and/or any family members are employed by the Town of Northbridge. No

Jean Mistretta

NAME:

PRECINCT#

TOWN OF NORTHBRIDGE

**COMMITTEE INTEREST** (Indicate Committee preference)

1. Council on Aging 4.
2. 5.
3. 6.

**Present interest or business affiliation (dates, places)**

**Experience: Volunteer, social service, business (dates, places)**

Volunteer driver for Northbridge Senior Center providing transportation to out-of-town medical appointments.

**Special skills and education (be specific)**

Over 10 years experience caring for ~~the~~ elderly and severely debilitated patients and their families in a long-term care setting.

**How experience relates to particular committee interest**

I have a deep respect and caring for the elderly. Because of my work experience, I feel that I have a good awareness and insight into the needs of the elderly.

**ADDITIONAL COMMENTS:**

Mail completed form to:  
Northbridge Town Hall  
Office of the Town Manager  
7 Main Street  
Whitinsville, MA 01588

11/12/13: COAV

8/15/12 } C: DOS  
Play & Rec

TALENT BANK APPLICATION

**B.1.b.** RECEIVED

please return to:

JUL 12 2012

BOARD OF SELECTMEN  
Northbridge Town Hall  
7 Main Street  
Whitinsville, MA 01588

Northbridge Town Manager

Pursuant to Town bylaw §4-209 (Eligibility for service),  
you must be a registered voter in order to serve.

per Town Clerk,  
yes, a registered voter.

Date: 7/11/12

Name JOHN K. DOLDOORIAN

P. O. Box \_\_\_\_\_

Home Address 24 Willow St. Whitinsville, MA - 01588

Email Address JKDChisox@yahoo.com

Telephone 508-234-2632 Cell 508-277-2822

Business Major League Baseball Scout

Address \_\_\_\_\_ Tel. \_\_\_\_\_

Current Occupation/Title Major League Baseball Scout

Education Northbridge HS. Prep-school, American Int'l College  
U-of Rhode Island - Springfield College, UConn State U.

Governmental, Civic & Community Activities 18 yrs on Playground & Rec Comm.

18 yrs on Haselle Field Com. - Coached Football, Baseball,  
Boys Basketball, Girls Baseball + was A.D. @ Northbridge HS.

Charitable & Educational Activities 35 yrs on Chalk-T Com. + Scholarship Com.

Town Committees or Offices The new Field Committee and  
Playground & Recreation Commission

COA

I am interested in the following Committees: \_\_\_\_\_

Please indicate whether the applicant and/or any family members are employed by the Town of  
Northbridge. Not that I know off



NAME:

PRECINCT#

TOWN OF NORTHBRIDGE

COMMITTEE INTEREST (Indicate Committee preference)

1. Field Commission 4.
2. Sports 5.
3. Kids of Northbridge 6.

Present Interest or business affiliation (dates, places)

Experience: Volunteer, social service, business (dates, places)

Special skills and education (be specific)

How experience relates to particular committee interest

ADDITIONAL COMMENTS:

*I think the people on the Board know who I am. Thanks.*

Mail completed form to:  
Northbridge Town Hall  
Office of the Town Manager  
7 Main Street  
Whitinsville, MA 01588

TALENT BANK APPLICATION

RECEIVED C. 2.

NOV 09 2012

Northbridge Town Manager

please return to:

BOARD OF SELECTMEN  
Northbridge Town Hall  
7 Main Street  
Whitinsville, MA 01588

Pursuant to Town bylaw §4-209 (Eligibility for service),  
you must be a registered voter in order to serve.

Yes inactive voter  
per Town Clerk.  
Advised applicant  
to update address  
w/ T. Clerk.

Date: \_\_\_\_\_

Name JEREMY DEORSEY

P. O. Box \_\_\_\_\_

Home Address 3 A STREET WHITINSVILLE, MA 01588

Email Address JEREMY.A.DEORSEY@US.ARMY.MIL

Telephone \_\_\_\_\_ Cell 508-887-0530

Business SARTEL COLLEGE

Address \_\_\_\_\_ Tel. 774-261-1562

Current Occupation/Title ADMISSIONS REPRESENTATIVE

Education MASTERS OF SCIENCE IN INTERDISCIPLINARY SCIENCE, BACHELORS OF SCIENCE IN INTERDISCIPLINARY SCIENCE - FLORIDA INSTITUTE OF TECHNOLOGY.

Governmental, Civic & Community Activities 2LT IN THE MASSACHUSETTS ARMY NATIONAL GUARD, EDUCATIONAL ALUMNI ADVISOR FOR THE PI KAPPA ALPHA FRATERNITY AT BRIDGEWATER STATE.

Charitable & Educational Activities EDUCATIONAL ALUMNI ADVISOR FOR THE PI KAPPA ALPHA FRATERNITY AT BRIDGEWATER STATE.

Town Committees or Offices N/A

I am interested in the following Committees: Conservation Comm., PERSONNEL BOARD, OPEN SPACE COMMITTEE, INDUSTRIAL DEV. FINANCE AUTHORITY ? COMM, HOUSING PARTNERSHIP COMMITTEE

Please indicate whether the applicant and/or any family members are employed by the Town of Northbridge. N/A

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NAME: JEREMY DEORSEY

PRECINCT#

TOWN OF NORTHBRIDGE

**COMMITTEE INTEREST** (Indicate Committee preference)

- |    |    |
|----|----|
| 1. | 4. |
| 2. | 5. |
| 3. | 6. |

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Present Interest or business affiliation (dates, places)

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Experience: Volunteer, social service, business (dates, places)

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Special skills and education (be specific)

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How experience relates to particular committee interest

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ADDITIONAL COMMENTS:

Mail completed form to: Northbridge Town Hall  
Office of the Town Manager  
7 Main Street  
Whitinsville, MA 01588

# Jeremy Alexander Deorsey

3 A Street  
Whitinsville, MA 01588

(508) 887-0530  
jdeorsey18@gmail.com

## OBJECTIVE

To obtain a volunteer position for the Town of Northbridge in order to give back to my community.

## PROFILE

### **Motivated, educated, and personable professional:**

An officer in the Massachusetts National Guard and a recent graduate of Florida Institute of Technology with a Master's of Science degree and eager to begin working in the workforce.

### **Organized educational leader:**

The Educational Alumni Advisor of the Pi Kappa Alpha Fraternity responsible for coaching and mentoring undergraduate students in the development of new-member education and upperclassmen development.

### **Trusted and honest:**

A professional who has a security clearance at the Secret level.

## EDUCATION

2012	<b>Army Logistics University</b> <b>Quartermaster Basic Officer Leadership Course</b> Focus: Military Logistics Management/Planning	<b>Fort Lee, Va</b>
2010-2012	<b>Florida Institute of Technology</b> <b>Masters of Science in Interdisciplinary Science</b> Focus: Organizational Behavior/Business Thesis: The Effects of Physical Attributes on Leadership Perception	<b>Melbourne, Fl</b>
2007-2010	<b>Florida Institute of Technology</b> <b>Bachelors of Science in Interdisciplinary Science</b> Focus: Life/Physical Sciences and Engineering	<b>Melbourne, Fl</b>
2005-2007	<b>Worcester Polytechnic Institute</b> Undergraduate Study in Aerospace Engineering	<b>Worcester, Ma</b>

## EMPLOYMENT

Current      **Distribution Platoon Leader**      1-181<sup>st</sup> Forward Supporting Company

1-181<sup>st</sup> Forward Supporting Company is a part of the 181<sup>st</sup> Infantry Regiment in the Massachusetts Army National Guard. It is the oldest in the nation's history dating back to the 1600s with notable service ranging from the Battle of Lexington and Concord all the way to the current War on Terrorism. It holds its soldiers and officers to the highest standards.

### *Responsibilities:*

- Conducting inspections of all equipment and personnel within the platoon.
- Ensure mission essential tasks are met above the standard
- Create and maintain schedule of training for platoon
- Responsible for over \$1 Million worth of vehicles and equipment

2010-2011

**Tutor**

Self-Employed

*Responsibilities:*

- Educate middle to high school level students in a variety of subject
- Ensure proper study techniques were performed by the student
- Developed the student's skills in Microsoft Word, Excel, and Power Point

2009-2010

**Student Life Office Assistant**

Florida Institute of Technology

Florida Institute of Technology is a Tier 1 Science and Engineering University. It obtains contracts for research from a variety of sources including NASA.

*Responsibilities:*

- Schedule meetings with student life faculty
- Reserve rooms for student organizations
- Register students for university trips
- Plan and organize New/Transfer Student Orientation
- Set-up student events

2008-2011

**Amway Sales Representative**

Amway Global

Amway Global is a debt-free billion dollar corporation that provides its customers with a variety of quality products. They employ independent sales representatives who work off of commission.

*Responsibilities*

- Research products and analyze customer needs to match products to customer needs
- Provide product demonstrations and presentations to customers
- Build client relations to provide good customer service

**CERTIFICATIONS**

- Secret Security Clearance
- Army Combatives Level 1 Certification

**SKILLS**

- Strong Inter-personal Relations/Tact
- Proficient in Microsoft Office Word/Excel/PowerPoint/Outlook
- Professional presentations
- Preparing progress and financial reports
- Individual and team time management
- Project management
- Coordinating travel for training/work
- Typing speed of 55 words per minute

**AWARDS**

- 2007: Military Order of the World Wars: Medal of Merit
- 2008-2012: Bronze Level Community Service Award
- 2012: LTC James D. Bowen Jr Award
- 2012: National Defense Service Medal
- 2012: Army Service Ribbon
- 2012: Hastings Award

# Jeremy Alexander Deorsey

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3 A Street  
Whitinsville, MA 01588

(508) 887-0530  
jdeorsey18@gmail.com

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## Professional References

**Cassandra McGuire-Carnley - Assistant Dean of Student Activities, Greek Life Advisor**  
Email: cmcguirecarnley@fit.edu

I had the privilege to work for and alongside Cat for several years. I worked for her as her assistant and as one of her Orientation Leaders. In addition, I was able to work alongside her as an active member of the Greek Community.

**Major Troy Glassman, PhD - Professor of Military Science**  
Email: tglassma@fit.edu

I had the privilege to work for Major Glassman as a cadet. As a cadet, I served as his Battalion S4 (Logistics Officer) for our Fall training. In addition, I was his Cadet Recruitment Officer as well as in charge of the Battalion's Fundraising.

He also served as a member of my Thesis Committee. While on my committee, he was a great mentor to my research and professional development.

**Captain Chad Cormier**  
Email: chad.w.cormier@us.army.mil

I have the privilege to work for CPT Cormier with the 1181 FSC. He is my current company commander.

**Captain Michael Spears**  
Email: michael.spears5@us.army.mil

I had the privilege of being one of the Second Lieutenants that Captain Spears guided through the Quartermaster Basic Officer Leadership Course. During my time, Captain Spears gave a variety of knowledge and experience that has helped prepare me for not only my position within the National Guard, but also in the civilian sector.

**First Lieutenant Thomas Lupoli**  
Email: thomas.j.lupoli@us.army.mil

I have the privilege of working with 1LT Lupoli with the 1181 FSC. I am learning directly from him as his successor to Distribution Platoon as their new Platoon Leader.

**Rebecca Menard – Owner, The Broken Barrel Tavern, former Special Events Coordinator for Undergraduate Admissions**  
Email: rmenard5507@gmail.com

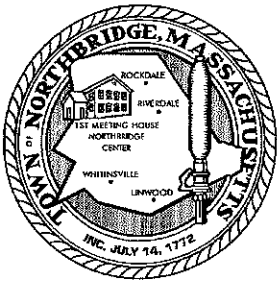
I had the privilege of working with Rebecca in a variety of jobs. As an undergraduate I worked for her and her husband at their business, The Broken Barrel Tavern. In addition, I volunteered to give Campus Tours when she worked in the Undergraduate Admissions Department of Florida Institute of Technology. As a graduate student, I worked alongside Rebecca in coordinating special admission events, such as Accepted Students Day, as the Army ROTC liaison.

**Personal Reference**

**Adam Paulauskas – Former Co-Worker and Roommate**  
**Email: adam.paulauskas@gmail.com**

I had the privilege to work alongside Adam as a fellow cadet. We worked together in the coordination of our Military Ball as well as trained together to prepare to be Army Officers. In addition, I lived with Adam for a year as roommates.





**TOWN OF NORTHBRIDGE  
CONSERVATION COMMISSION**

**7 MAIN STREET  
WHITINSVILLE, MASSACHUSETTS 01588  
Telephone (508) 234-0817  
Fax (508) 234-0814**

**MEMORANDUM**

**TO:** Board of Selectmen

**FROM:** Barbara Kinney, Administrative Assistant  
Northbridge Conservation Commission (NCC) *Bak*

**DATE:** November 14, 2013

**RE:** NCC Vacancy - Appointment

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The NCC met Jeremy Deorsey last night at their meeting. He is interested in serving on the Conservation Commission. The NCC spoke with him and discussed the Commission and explained what a member would do. The NCC recommends that he be appointed to the Commission.

The all night parking ban for the Town of Northbridge will go into effect on December 1, 2013 and continue through April 1, 2014. The April 1<sup>st</sup> date may be extended if weather conditions make it necessary. The ban is effective from 1:00 am. to 6:00 a.m. The ban is applicable to all streets in the Town of Northbridge with the following exceptions:

ON THE EVEN NUMBERED SIDE:

D Street  
High Street  
Linden Street  
Main Street from Buma Square to Border Street  
Maple Court  
Overlook Street  
Upper High Street from #66 to #100  
Water Street from Main Street to gate at the Shop yard entrance  
Johnston Ave. from Brook Street to the end of Johnston Ave @ dead end  
Upper Border Street from D Street North

ON THE ODD NUMBERED SIDE:

East Street from Johnston Ave to Christian Church parking lot  
Forest Street  
Johnston Avenue from Church Street to East Street  
Pine Street  
Prospect Street from Cottage Street to Church Street  
Water Street from gate behind Fire Station to bottom of hill, 20 feet  
North of fire hydrant  
Granite Street from #23 Granite to East Street

Violators of the ban will be tagged and if interfering with snow removal operations will be towed at the owner's expense.

Walter J. Warchol  
Chief of Police

11/12/13

DRAFT

D.

Massachusetts Department of Environmental Protection  
FY14 In-Kind Technical Assistance Project  
Town of Northbridge  
Scope of Work

The Municipal Assistance Coordinator from the Massachusetts Department of Environmental Protection (MassDEP), **Irene Congdon**, has been assigned to work with the **Town of Northbridge** on the project titled "Explore cost/benefits of switching to curbside trash/ recycling collection". As outlined in this Scope of Work. Irene Congdon shall spend a maximum of **60 hours** on this project. Work performed by **Irene Congdon** on this project will be completed by June 30, 2014.

**Project Summary:** The Town of Northbridge is seeking to determine if a curbside residential trash and recycling program is viable for the Town. Currently, the residents hire one of 6 private haulers to pick up their trash. The Town of Northbridge has more than 5,700 households that are paying between \$300-400 a year for limited trash collection; collectively they are paying a premium of \$1.7 million a year for trash collection.

Having trash collection conducted by private haulers creates many issues in the community. They can range from high cost of trash collection, waste receptacles and strewn trash is visible curbside on a daily basis on all streets, multiple haulers travel the roads daily causing wear and tear on streets, increased emissions, gas consumption, etc. All of this can be inefficient and costly. Currently, Northbridge has very little recycling participation.

The benefits of going to a town contracted curbside program are expected to combat many of the issues referenced above. Having a uniform trash and recycling collection program provides the town a valuable service without impacting the tax base. For this project we will work with the Town Manager, Board of Health, Board of Selectmen and School District. Jeanne Gniadek, the Board of Health Administrator will be the Project Coordinator (PC) to function as the key point of contact with Irene Congdon throughout the project.

**Task One: Meetings and Program Development**

**10 hrs, Complete by January 2014**

*The Town of Northbridge currently does not have a trash and recycling program. The proposed program will be a big change. The Town Manager, Theodore Kozak, is spearheading this initiative with the full support of the Board of Selectmen, Board of Health, and the Northbridge School Committee. The goal of this task will be to develop a curbside trash and recycling program that is viable in the town. All town officials will be updated throughout the process and how the program is being developed.*

*The haulers can make or break this program, so meeting with them early in the process is important.*

Subtasks will include:

- PC will set up Individual meetings with permitted haulers to discuss the project. IC, PC and Town Manager will attend all hauler meetings.
- IC, PC and Town Manager will develop the options for the proposed curbside trash and recycling program. The options that are developed and approved by Northbridge will be included in an RFP from haulers once the project has reached that stage.
- Town Manager will keep the Board of Selectmen up to date on each step of the process and progress in the development of the program.
- IC, PC and Town Manager will meet with the Board of Health about the program options that are developed.

- IC, PC and Town Manager will meet with the school superintendent and facilities director to discuss their current collection process and what options should be added to an RFP for curbside trash and recycling when it is developed.
- A. IC will research program costs, contract pricing structure, service components, and waste and recycling tonnages for selected municipalities with flat fee programs

Deliverable:

- Summary of data regarding costs and tonnage impacts of flat fee curbside municipalities.

**Task Two: Develop Request for Proposal/Contract Specs** **10 hrs, Complete by January 2014**

*This is a new program so the RFP process will provide the town with the estimated cost numbers needed in order for the Board of Selectmen to approve of a curbside town wide program.*

Subtasks will include:

- A. IC will research a variety of municipal solid waste RFPs and contracts to identify program elements and RFP/contract language that may be utilized in Northbridge waste and recycling program's RFP/contract.
- B. PC, TM will work with IC to develop RFP/contract specification language to seek options for programmatic changes sought for Town's curbside trash and recycling program.
- C. TM, IC and PC will meet with Board of Selectmen and Board of Health to finalize RFP.
- D. The PC will work to have the RFP reviewed by Town Counsel.
- E. TM, IC and PC will meet with haulers after the proposed Request for Proposal (RFP) is released to discuss the process and address any questions.
- F. TM, IC and PC discuss submissions with Board of Selectmen and Board of Health

Deliverable:

- New RFP/Contract specifications will be developed indicating the programmatic options the Town would like addressed to implement a curbside collection of trash and recycling.

**Task Three: Public Information Phase**

**20 hours, Completed by May 2014**

*For the residents of Northbridge to benefit from this program they will need to be made aware of what the town is proposing to do from the beginning. The Board of Selectmen, as leaders of the community, will hold the primary role of educating the residents on the proposal to move to a town wide curbside trash and recycling program. The public will be informed throughout this process and will continue through the implementation of the program.*

Subtasks include:

- A. The BOS meetings that discuss this project will be on the local cable.
- B. IC and PC will have updated info on the town website.
- C. PC, TM and IC will work with local press on articles about the program.
- D. TM and IC will go on the local cable show early about the proposed program and then again about the approved program if adopted.
- E. IC will be available to participate in the public meetings.
- F. IC and PC will meet with interested boards and citizens and have an open dialogue about the potential benefits of a new program.
- G. IC, PC and TM will have educational presentations and handouts

Deliverables will include:

- An informational handout for public meetings

- Power Point presentation for public meetings

**Task Four: Implementation**

**20 hours, Completed by September 2014**

*After, the program and hauler are approved by the Town, the next task is implementation. Residents currently purchase trash and recycling on a quarterly and yearly basis. Because of this it makes it difficult to have an official start date for the program after the signing of the contract. The proposed signing date for one town hauler is anticipated to be September 2014.*

Subtasks include:

- A. PC and TM write warrant article for 2014 Spring Annual town meeting to adopt and an Enterprise Fund.
- B. PC, IC and BOH work to update Hauler permit and
- C. BOS Negotiate town contract
- D. PC, IC and TM work on billing procedure
- E. PC, IC and TM work on the mandatory recycling and regulations of the town curbside program
- F. PC, IC and TM have regulations approved by the BOS and BOH
- G. PC, IC work on the ongoing education including information that will go out in water bill

Deliverables will include:

- Northbridge Trash and Recycling Regulation

**Task Five: Final Report**

**Complete by August 15, 2014**

At the conclusion of this project, IC will complete a final report summarizing the project, conclusions, and recommendations or next steps (as appropriate) in a format prescribed by MassDEP. A copy of the report will be provided to the Town. The report and all deliverables generated through this project will be filed with MassDEP and may be provided to other municipalities interested in implementing a similar initiative.

IN WITNESS WHEREOF, the Town of Northbridge hereby accepts the above terms and conditions:

Town of Northbridge approves this Scope of Work:

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

The Department of Environmental Protection approves this Scope of Work:

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# Community Innovation Challenge Grant

## APPLICATION

### LOCAL SUPPORT DOCUMENTATION FORM

**Project Title:** Town of Northbridge Public Safety Dispatch Consolidation Project

**Lead applicant primary contact:**

First Name, Last Name: Ted, Kozak – Town Manager

Name of Municipality, School, RPA or COG: Town of Northbridge

Phone Number: (508) 234-2095

Email Address: tkozak@northbridgemass.org

**List all participating entities: Town of Northbridge**

**Sign on behalf of the Applicants:**

Applicants must submit documentation of demonstrated support for the proposed initiative and grant application from each participating entity through the local support documentation form at the end of the application. Please refer to the chart below to determine who should sign your application.

Town with a Board of Selectmen	Board of Selectmen (The chair or Town Manager may sign for the Board, provided that evidence shows that the Board authorized the Town Manager or chair to sign on behalf of the Board).
Town with a Town Council	Town Manager/ Administrator
Cities	Mayor, unless charter designates some other local office to be chief administrative or executive officer (i.e. City Manager). M.G.L. Ch. 4 Sec. 7
Regional school district	School Committee (The chair or superintendent may sign for the committee, provided that evidence shows that the committee authorized the chair or superintendent to sign on behalf of the committee)
Regional planning agencies and councils of governments	Executive Director
Special municipal districts	Directors or equivalent
Counties	Commissioners

F

# Community Innovation Challenge Grant

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Regional planning agencies and councils of governments	Executive Director
Special municipal districts	Directors or equivalent
Counties	Commissioners

\_\_\_\_\_  
Signature Entity

\_\_\_\_\_  
Print Name Title

\_\_\_\_\_  
Signature Entity





## TOWN MANAGER'S REPORT – NOVEMBER 18, 2013

1) **Code Red:** Reminded residents to sign up for Code Red services if they have not done so already. Information is located on the Town's home page or the Police Department's website.

2) **Northbridge Emergency Management Agency Update:** Held an emergency management meeting to prepare for any storms during the winter months.

3) **Insurance Advisory Committee/Wellness Program:** We are currently working with the Insurance Advisory Committee and Health Insurance companies to hold wellness fairs for town employees.

4) **Mass DEP Grant for compost bins:** The Town has received \$1250.00 in grant funds to purchase compost bins through the Board of Health. Further information will be forthcoming for the public to purchase these bins.

5) **Leaf Pick-Up/Snow Removal Operation: Leaf Pick-Up** - The Town has picked up almost 5,000 bags of leaves and plans to continue to pick up leaves until December 6, 2013 or the first major snow storm. Contact the Highway Department for pick-up. **Snow Removal** - The Highway Department has prepared their equipment for winter snow removal. A pamphlet for residents can be obtained at the Town Hall, Library, Senior Center, DPW garage, or on the Town's website.

6) **School Committee Vacancies:** There are two vacancies on the School Committee and the deadline for submitting applications is November 25, 2013.

### **Sign Up for Northbridge Code Red Emergency Notifications**

With the approach of winter, the Northbridge Police Department is reminding Northbridge citizens to sign up for the Town's Code Red Emergency Notification system that will be activated in case of winter storms, power outages, and other emergencies. To sign up, go to the police website at [www.northbridgepolice.com/](http://www.northbridgepolice.com/) and click on the Code Red link, or call the police station at (508) 234-6211.