

**TOWN OF NORTHBRIDGE
BOARD OF SELECTMEN'S MEETING
NORTHBRIDGE TOWN HALL
7 MAIN STREET - WHITINSVILLE, MA 01588
September 11, 2017 AT 7:00 PM
REVISED**

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES

A. July 17, 2017

II. PUBLIC HEARING: B. 7:05 PM - National Grid Company/Present: Crystal Tognazzi, Field Engineer /Petition requesting the installation of one new pole approx. 30' from existing pole 1 to service the new Town of Northbridge DPW building and to avoid crossing through the neighbor's driveway.

III. APPOINTMENTS:

C. By the Board of Selectmen: [Vote to appoint]

1) Steven Von Bargen, Safety Committee [School Dept. Rep.]

D. By the Town Manager: [Vote to affirm]

1) Rebecca Sasseville, Interim Library Director; 2) Michelle Mowry, Sr. Library Asst.; 3) Bethany Walker, Jr. Library Asst. / **Present:** Jennifer Woodward, Library Director 4) Arthur Ferreira, Operator in Training 5) Matthew Gjeltema, Operator in Training / **Present:** Mark Kuras, Sewer Superintendent

IV. CITIZENS' COMMENTS/INPUT

IV. DECISIONS

F. Wilson Street [Presidential Farms Estates]/Vote intent to layout Wilson Street as a public way

G. Roosevelt Drive (portion of) [Presidential Farms Estates]/Vote intent to layout a portion of Roosevelt Drive as a public way

H. St Patrick's Parish/Request to close down East Street from Cross Street to the entrance of the Christian Reformed Church parking lot on Saturday, September 16, 2017 from 10 AM to 4 PM for their annual Fall Family Fun Fest

I. Northbridge Association of Churches/Request to hold their 43rd annual Blackstone Valley Crop Hunger Walk on Saturday, October 21, 2017 at 9 AM

J. Alternatives Unlimited, Inc./Request permission to hold its 33rd Annual Valley Friendship Tour on Saturday, June 2, 2018

K. Whitinsville Christian School/Request to hang a banner across Church Street from Sunday, October 8, 2017 to Sunday, October 22, 2017 to advertise their Dutch Apple Pie sale to be held on Saturday October 21, 2017

L. Downtown businesses/Request to hang a banner across Church Street from Sunday, November 12, 2017 to Sunday, November 26, 2017 to promote "Small Business Saturday" in Whitinsville

M. Fall Annual Town Meeting [October 24, 2017]/Vote to sign warrant upon completion and final review by Town Counsel

N. Pine Grove Cemetery Deed/Mel Vanden Akker [Lot No. 400 Woodlawn Ave., North]

O. Northbridge Historical Commission [Trolley Tours]/Vote to accept monetary donations from Unibank and Omni Control Technology, Inc.

VI. DISCUSSIONS

P. Pine Grove Cemetery Signs/**Present:** Jamie Luchini, Highway Superintendent

Q. Central Massachusetts Metropolitan Planning Organization

VII. TOWN MANAGER'S REPORT

R. 1) Town Manager Transition Process

2) Meetings Attended

3) School Building Project Update

4) Fire Station Project (Feasibility Study)

5) Department of Public Utilities/Water Rate Hearing

Town Clerk: 2 Hard copies	<input type="checkbox"/>
Web: Post time-stamped copy	<input type="checkbox"/>

- VIII. SELECTMEN'S CONCERNS**
- IX. ITEMS FOR FUTURE AGENDA**
- X. CORRESPONDENCE**
- XI. EXECUTIVE SESSION**

BOARD OF SELECTMEN'S MEETING
July 17, 2017



A meeting of the Board of Selectmen was called to order by Chairman Charlie Ampagoomian at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Present: Messrs. Ampagoomian, Melia, Marzec, and Nolan. Selectman Athanas arrived at 7:05 PM. **Also Present:** Theodore D. Kozak.

The Pledge of Allegiance was recited by those present

APPROVAL OF MINUTES 1) April 24, 2017. A motion/Mr. Marzec, seconded/Mr. Nolan to approve the April 24, 2017 minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Marzec, Melia, and Nolan. **2) May 8, 2017.** A motion/Mr. Nolan, seconded/Mr. Marzec to approve the May 8, 2017 minutes as presented with the readings omitted. Vote yes/Ampagoomian, Marzec, Melia, and Nolan. **3) June 14, 2017.** A motion/Mr. Melia, seconded/Mr. Marzec to approve the June 14, 2017 minutes as presented with the readings omitted. Vote yes/Ampagoomian, Marzec, and Melia. Abstain: Mr. Nolan

PUBLIC HEARING/None

APPOINTMENTS: By the Town Manager/Vote to affirm: Mary Schroth, Jr. Library Assistant /Present: Marcia Nichols, Children's Librarian. Ms. Nichols stated that Ms. Schroth will be the new Library Assistant, which is a part-time position. Ms. Schroth explained she is entering into her senior year at Worcester State University, studying English and plans to get her Master's Degree in Library Science. Ms. Schroth expressed her hope to gain experience with this position for her future career and looks forward to working at the Whitinsville Social Library. A motion/Mr. Marzec, seconded/Mr. Melia to affirm the Town Manager's appointment of Mary Schroth to the Jr. Library Assistant. Vote yes/Ampagoomian, Marzec, Melia, and Nolan.

CITIZENS' COMMENTS/INPUT: Local Business Spotlight: Mill House Wine & Spirits, Inc. Ms. Thebearge and Ms. Ebbeling were present to speak about Mill House Wine & Spirits. Ms. Thebearge explained that Mill House Wine & Spirits is located in the historical Linwood Mill. Ms. Thebearge explained that they have a selection of chilled wine, and they also carry products from local wineries such as Hardwick, Nashoba, and Newport wines, as well as breweries such as Sam Adams, Harpoon, Wormtown, and White Lion. Ms. Thebearge continued stating they also offer organic wines such as ERA, Frey, Our Daily, Ziobaffa, and Pizzolato. For the organic beers Samuel Smith and Peak, and also Gluten free beer, cider and vodka. Ms. Ebbeling explained that at Mill House they appreciate their customers and are always willing to help whether it is with the customer's selections or bringing customer purchases to their car. Ms. Ebbeling explained they also help fulfill customer's requests, which helps contribute to the large product selection. Ms. Ebbeling stated that they have developed relationships with customers, knowing them by name, and having their product ready for customers upon arrival. Ms. Ebbeling stated they have an early bird special from 9 AM to 3 PM Monday through Wednesday for 20% off of their selection of 750ml wines that are not featured on sale. Mill House Wine and Spirits also features a redemption service. For more information go to www.millhousewineandspirits.com and/or follow them on Facebook. The store hours are Monday through Wednesday 9 AM to 8 PM, Thursday through Saturday 9 AM to 9 PM, and Sunday 10 AM to 6 PM.

Selectman Athanas entered the meeting at this time.

Andrew Chagnon, of the School Building Committee was present to discuss the School Building Committee Educational Visioning Session. Mr. Chagnon explained they have been successful in hiring an Owners Project Manager for the project as well as an architect. Mr. Chagnon explained the first thing they are looking to accomplish is to lay out what the educational vision for what the Town wants Balmer School to be in the future. Mr. Chagnon explained that there are several vision groups set up, which will be held July

31, 2017; August 1, 2017 and August 29, 2017. The vision sessions will be held at the High school for 4 hours and the hope is to have 30-40 people in attendance and with the hopes of those attendees joining all three sessions. Mr. Chagnon announced there are 3 community forum's that have been scheduled for August 1, 2017 at Balmer School, August 28, 2017 at Northbridge Elementary School, and September 18, 2017 at Balmer from 6 PM - 8 PM.

Fall Annual Town Meeting [October 24, 2017]/Vote to close the warrant on Friday, August 25, 2017 at 12:00 Noon. A motion/Mr. Melia, seconded/Mr. Marzec to close the warrant Friday, August 28, 2017 at 12:00 Noon. Vote yes/Unanimous.

St. Patrick's Parish/Request permission to hang a banner over Church Street from September 3, 2017 to September 17, 2017 to advertise their Annual Fall Festival on Saturday, Sept. 16, 2017. A motion/Mr. Melia, seconded/Mr. Marzec to allow St. Patrick's Parish to hang a banner over Church Street from September 3, 2017 to September 17, 2017 to advertise their Annual Fall Festival on Saturday September 16, 2017. Vote yes/Unanimous.

Safety Committee Minutes [May 17, 2017] / Vote to accept recommendations. Chairman Ampagoomian asked if taking over payments of the streetlight on Benson Road could be revisited. Mr. Luchini, Safety Committee Alternate, replied yes. Chairman Ampagoomian ask who is responsible for replacing the recommended traffic mirrors on Main Street, if they are ruined or vandalized. Mr. Luchini replied the DPW has been replacing the traffic mirrors that are installed on Douglas Road, however it will be on private property so it will be the owner's responsibility. A motion/Mr. Marzec, seconded/Mr. Nolan to accept the recommendations of the May 17, 2017 Safety Committee minutes as presented, with the readings omitted. Vote yes/Unanimous

National Park Service Agreement/Present: Meghan Kish. Town Manager Kozak stated that Jennifer Smith was present in Ms. Kish's place. Ms. Smith gave a quick background on the Blackstone Valley National Historical Park, which was created December 19, 2017, of which Whitinsville is part of. Ms. Smith explained boundaries need to be created to create preserve and help manage the Historic Park. Ms. Smith stated two things need to be in place in order to include the properties in the boundaries of a Historic Park. One of which is a local Historic District and the second is a general agreement. Ms. Smith explained that they were here tonight to ask to work with the Town of Northbridge to get a general agreement in place. Once the agreement is complete it goes to the Federal Government, which takes time. Selectman Melia asked about the language on page 3 section B. 3 where it states the "Town will: Work to ensure, provide, and maintain adequate parking for Park visitors, employees and volunteers on city owned parking facilities or public rights-of-way" and asked if that is something that would have to be built or what we have now would be shared. Ms. Smith explained it would be shared and what is in front of them is a draft and can be negotiated. Selectman Athanas stated he has concerns about adding new historic districts to the Town and asked that if the agreement was not enacted how will it affect anything and what is in it for the Town. Ms. Smith explained once the boundary is established, and there are resources that will be available to those within the boundary. Ms. Smith explained that those Towns who do become Historic Parks will have identifying signage, included in summer programs, and be a part of the brochure. Town Manager Kozak clarified it would be up to the Town to define if we wanted to move forward with the district and what it would be, but the agreement does not force the town to be a district it is just getting the ball rolling for the option of being part of the district. Selectman Ampagoomian asked if the Local Historic District Committee has seen the National Park Service Agreement. Town Manager Kozak stated he is not aware if they have seen the document but knows they have been working on the district and explained this is more administrative. A motion/Mr. Nolan seconded/Mr. Marzec to move item G. National Park Service Agreement from discussions to decisions. Vote yes/Unanimous. A motion/Mr. Nolan to accept the general agreement of the U.S. Department of the Interior National Park Service Agreement, Blackstone River Valley National Historical Park and Town of Northbridge. Chairman Ampagoomian asked if the agreement had been reviewed by Town Counsel. Town Manager Kozak explained he did send them a copy and will

ask them to review it. Selectman Nolan amended his vote to add: pursuant to agreement with Town Counsel. A motion/Mr. Nolan, seconded/Mr. Marzec to accept the general agreement of the U.S. Department of the Interior National Park Service Agreement, Blackstone River Valley National Historic Park and Town of Northbridge pursuant to agreement with Town Counsel. Vote yes/Unanimous.

Water Rate Filing Proposal/Present: Randy Swigor, Whitinsville Water Company. Mr. Swigor introduced Mr. Fox who is the water rate consultant. Mr. Swigor read aloud the rate filing. Mr. Fox explained on paper the rate increase seems high but since it hasn't been raised since 2010 it would calculate to 2.8% annual. Mr. Fox stated that a typical customer uses about eight 100 cubic feet per month, which will be an increase of \$9.24 on their bill. Selectman Melia asked what the purpose of changing the billing monthly as opposed to every three months. Mr. Swigor explained while it is a slight increase in cost it helps the customers out financially. Chairman Ampagoomian asked how the level of the reservoirs have been. Mr. Swigor stated the reservoirs are at 100% capacity right now, which is unusual this time of year. Mr. Swigor explained that they are required by law to have water restrictions from Memorial Day to Labor Day, which is non-essential outdoor watering prohibited from 9 AM to 5 PM. Chairman Ampagoomian asked if there have been any complaints about rusty water since the Carr Street water tank was installed. Mr. Swigor replied they have not received any complaints. Selectman Athanas asked if Mr. Swigor had any comparisons of rates from surrounding communities. Mr. Swigor stated he has not done any locally but the consulting firm Tighe and Bond does a state wide survey every year which Northbridge is typically in the middle range. Selectman Nolan expressed concern with hearing from constituents and the fact that the water meters were just changed out and customers were expected to see decrease in cost but now the rate is going up. Mr. Swigor explained Whitinsville Water Company is keeping the fixed fee the same and the costs have been moved to the volumetric charge. Mr. Swigor went on explaining the lower level users are going to see less of raise in the cost. Mr. Swigor explained that State water regulators would like to see this trend where higher users pay more due to the fact that it promotes conservation.

Chairman Ampagoomian announce Jennifer Woodward's resignation as the Library Director and asked the Board for a motion to accept her resignation. A motion/Mr. Marzec, seconded/Mr. Melia to accept the resignation of Jennifer Woodward as the Library Director and send a letter of thank you for her service. Vote yes/Unanimous.

Shining Rock Drive / Trailhead Parking Area [Present: Ken Marino, Homeowner; Jamie Luchini, Highway Superintendent; Police Department] / Vandalism, trespassing and disturbance issues at the trailhead parking area located across from Mr. Marino's residence. Mr. Marino explained there is a parking lot on Shinning Rock Drive that allows access to hiking trails, which he stated unfortunately the parking area has become more of a partying area for young adults. Mr. Marino stated that neighbors have found needles, and burned spoons along with beer cans and other liter and has also escalated into vandalism. Mr. Marino stated they have put together a petition with sixty three names of residents who would like to see the lot closed down. Mr. Marino explained he was under the understanding that the golf course owned the parking lot to which Shinning Rock Golf Club sought to close it down, however there was a stipulation in their ownership agreement that required them to keep it open. Mr. Marino explained the petition is asking the Town to relieve them of their obligation to keep it open so they can close it down. Mr. Marino stated that the Town owns the lot now. Mr. Bechtholdt Town Planner stated that it is under the Towns jurisdiction. Mr. Bechtholdt stated the lot was a requirement of the Shining Rock Golf Community to provide access to Shining Rock which is a Town owned conservation land, and prior to the creation of that parking lot the access was solely on School Street. Mr. Bechtholdt explained the intent of the lot was to provide parking since there was none on School Street along with access to Shining Rock. Mr. Luchini stated the DPW had been taking care of the upkeep since 2014. Mr. Luchini stated that as of September of 2016 the issues became more of Police jurisdiction and it was brought to his attention that the lot belonged to the Shining Rock, LLC, which led to the cease of upkeep. Mr. Luchini stated that two weeks ago it was brought up again and Town Manager Kozak informed him that it was Town owned. Mr. Luchini stated at that point the Highway Department tended to the graffiti, landscaping, and upkeep. Selectman Marzec asked if

blocking the parking lot off would help as a permanent solution to a hangout area for the young adults. Mr. Marino stated that he believes that would be a good solution along with no trespassing signage to give the Police a basis to stop those who go there. Selectman Melia stated he agrees we should at least temporarily block off the parking lot but advised we make sure what the Town does is legal. Selectman Melia suggested leaving a space to allow entry if needed. Selectman Athanas mentioned to put no parking signs with a time restriction along the street to give the authority for Police to ticket if the trespassers start parking in the road. Town Manager Kozak stated that since it is Town property that was set aside for access to the conservation area he suggested not using no trespassing signs, but instead an aesthetic barrier with a walkway entrance. Selectman Melia suggested guardrails. Mr. Luchini advised he wasn't sure how long it would take as you need to hire a company to custom make it to fit. Mr. Luchini explained he can have jersey barriers up tomorrow to beginning with, if that is amendable. Chairman Ampagoomian stated he would be fine with using jersey barriers as a temporary blockade. Selectman Nolan expressed that he believes if parking is available it should be limited to two spaces to eliminate big groups and also putting time stipulations to limit the time frame. A motion/Mr. Melia, seconded/Mr. Marzec to move Shining Rock Drive / Trailhead Parking Area from discussions to decisions. Vote yes/Unanimous. A motion/Mr. Melia, seconded/Mr. Marzec to direct the Department of Public Works to place a temporary barrier as discussed at this location and replace with a more aesthetic barrier and also to request the Safety Committee to investigate the need for posting signs stating no parking after 5 pm. Vote yes/Unanimous.

Great Hall / Policy regarding usage. Chairman Ampagoomian stated he had requested this item be on the agenda. Chairman Ampagoomian stated he would like to see this used for anyone seeking to use the Great Hall and at some point consider getting chairs and tables to accommodate the room. Chairman Ampagoomian asked the Board for additions they wish to add to the current policy. Town Manager Kozak explained that we currently do not charge for the Hall but we distribute policy to those looking to utilize it and they lock up the building. Town Manager Kozak mentioned that it is for non-profit use. A motion/Mr. Nolan, seconded/Mr. Marzec to move Great Hall/Policy regarding usage from discussions to decisions to make an amendment. Vote yes/Unanimous. A motion/Mr. Marzec, seconded/Mr. Athanas to amend the current policy to state the use of the Great Hall is for governmental bodies and non-profit groups only. Vote yes/Unanimous.

Fire Station Project(s)/Present: Michael Beaudoin, Chairman, Building, Planning, and Construction Committee. Mr. Beaudoin stated that Fire Chief White attend the previous BPCC meeting to express his wants and needs of a new fire station. Mr. Beaudoin explained the first step is to review the last study, which was from 2001, and eliminate the options that are no longer available. Mr. Beaudoin explained that after the BPCC has reviewed and discussed the study they will then come forth to the Board of Selectmen with an update and seeking comments and suggestions. Selectman Melia stated he would like to hear from Chief White on his recommendation on location and the cost. Selectman Marzec asked if the town had a master plan or capitol plan in place right now. Town Manager Kozak replied there is one and the fire station has been on it every year since he has been here. Selectman Marzec recommended presenting the Town with options of a new fire station along with the potential of a new school or upgrades. Selectman Nolan stated he would like to see if we could have an article on for the Fall Town meeting to initiate the first step. Town Manager Kozak stated he believes the Town does have funds allocated for a preliminary study for the facility. Selectman Athanas asked if the study could be sent to the Selectmen. Town Manager Kozak stated he could do that. Chairman Ampagoomian stated the Fire Station could not be put off any longer and believes the Town needs to begin putting money into the infrastructure.

TOWN MANAGER'S REPORT K 1) Pine Grove Cemetery Online Interactive Map - Town Manager stated that the Pine Grove Cemetery information is now available online and is accessible through the Town's homepage. Information such as gravesites and family plot availability is available for viewing. **2) Riverdale Mill Fire Update** - Town Manager Kozak announced that the Riverdale Mill experienced a fire early Tuesday morning. Town Manager Kozak stated that fortunately the damage was contained to the general vicinity of the office area thanks to the quick response of the Northbridge Firefighters, as well as

surrounding community's Firefighters. **3) SERVE Program Community Service** - Town Manager Kozak explained that the Pleasant Street Christian Reformed Church hosted a public service program last week with approximately 60 teenagers from across the United States. The volunteer teenagers performed Community Service projects throughout the Town. Town Manager Kozak stated that the Town Departments serviced included the Police Department, Senior Center, Department of Public Works and the Fire Department. **4) School Building Committee Educational Visioning Session** - Town Manager Kozak stated the Northbridge Community is invited to join the Educational Visioning Group to assist with the School Building Project Work. This is a three day commitment, beginning on July 31, 2017 (8:30-12:30), August 1, 2017(8:30-12:30), and August 9, 2017 (8:30-3:30). The meetings will be held at Northbridge High School in the Media Center. For more information contact Kristen Ferrante at kferrante@nps.org. **5)** Town Manager Kozak thanked the Board of Selectman and staff members for hosting his retirement party, which was held upstairs in the Great Hall.

SELECTMEN'S CONCERNS/Selectman Marzec 1) urged members of the Board of Selectmen to take part in the visioning sessions. **2)** asked if there was an update on the signage at the cemetery. Highway Superintendent Jamie Luchini announced that it is still in the works and will be addressed at the September meeting when the Blackstone Valley Tech students are back at school and able to get the project rolling. **Selectman Athanas 1)** commented that the great hall looks fabulous, and the Town should look into a grant for an air conditioning system to make the room more user friendly during the summer months. **2)** asked about the banner to hang at the water stop for the PMC. **Chairman Ampagoomian 1)** asked if the Blackstone Valley Chamber of Commerce and the Quinsigamond Community College will have a location within the Linwood Mill. Town Manager Kozak explained that he heard that was being considered by Quinsigamond Community College, but he did not have all the details. Chairman Ampagoomian asked if Jeannie Hebert of the Blackstone Valley Chamber of Commerce could be contacted to attend the next Selectmen's meeting along with a Quinsigamond representative. **2)** asked if there was an update from Conservation Commission on the land clearing. Town Manger Kozak stated he has not yet received an update. Selectman Athanas asked if Mr. Kozak could find out if the fines have been initiated. **3)** asked the DPW to look into Swift Road and Hickory Lane where the road is crumbling. **4)** informed the Board of Selectmen that the contract has been signed for the new Town Manager, Adam Gaudette, and he will begin on August 28, 2017.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

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

Meeting Adjourned: 8:57 PM

Respectfully submitted,

James Athanas, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

July 17, 2017

- I. **APPROVAL OF MINUTES**
 - A. 1) **April 24, 2017**
-Copy of April 24, 2017 minutes

 - 2) **May 8, 2017**
-Copy of May 8, 2017 minutes

 - 3) **June 14, 2017**
-Copy of June 14, 2017 minutes

- II. **PUBLIC HEARING**

- III. **APPOINTMENTS: B. By the Town Manager/Vote to affirm: Mary Schroth, Jr. Library Assistant / Present: Marcia Nichols, Children's Librarian**
-Copy of Mary Schroth's Resume

- IV. **CITIZENS' COMMENTS/INPUT**
 - C. **Local Business Spotlight: Mill House Wine & Spirits, Inc.**
-No documentation

- V. **DECISIONS**
 - D. **Fall Annual Town Meeting [October 24, 2017]/Vote to close the warrant on Friday, August 25, 2017 at 12:00 Noon/No documentation**

 - E. **St. Patrick's Parish/Request permission to hang a banner over Church Street from September 3, 2017 to September 17, 2017 to advertise their Annual Fall Festival on Saturday, Sept. 16, 2017**
-Letter requesting to hang a banner over Church Street

 - F. **Safety Committee Minutes [May 17, 2016] / Vote to accept recommendations**
-Copy of May 17, 2016 Safety Committee Meeting minutes

- VI. **DISCUSSIONS**
 - G. **National Park Service Agreement/Present: Meghan Kish**
-Copy of draft National Park Service Agreement

 - H. **Water Rate Filing Proposal/Present: Randy Swigor, Whitinsville Water Company/No documentation**

 - I. **Shining Rock Drive / Trailhead Parking Area [Present: Ken Marino, Homeowner; Jamie Luchini, Highway Superintendent; Police Department] / Vandalism, trespassing and disturbance issues at the trailhead parking area located across from Mr. Marino's residence/No documentation**

J. Great Hall / Policy regarding usage
-Copy of Great Hall Policy

JJ. Fire Station Project(s)/Present: Michael Beaudoin, Chairman, Building Planning and Construction Committee/No documentation

VII. TOWN MANAGER'S REPORT

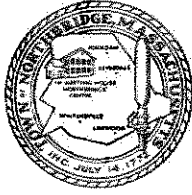
K. 1) Pine Grove Cemetery Online Interactive Map/No documentation
2) Riverdale Mill Fire Update/No documentation
3) SERVE Program Community Service/No documentation
4) School Building Committee Educational Visioning Session
-Copy of Educational Visioning Group flyer

VIII. SELECTMEN'S CONCERNS/No documentation

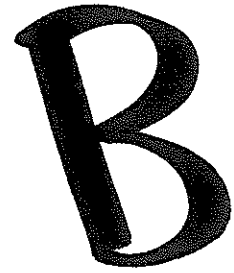
IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION/None



**TOWN OF NORTHBRIDGE
OFFICE OF THE TOWN MANAGER
NORTHBRIDGE TOWN HALL
7 MAIN STREET
WHITINSVILLE, MASSACHUSETTS 01588
Phone- (508) 234-2095 Fax- (508) 234-7640**



NOTICE

August 31, 2017

To: ✓ Abutters
✓ National Grid/Angela Birch

In conformity with the requirements of Section 22 of Chapter 166 of the General Laws (Ter. Ed.) you are hereby notified that a **Public Hearing** has been scheduled for **Monday, September 11, 2017 at 7:05 PM**, at the Northbridge Town Hall, Selectmen's Room, 7 Main Street, Whitinsville, MA based upon the petition of Massachusetts Electric Company, dated August 21, 2017 for permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as said Company may deem necessary to be owned and used in common by your petitioners, in the following public way or ways:

11 Fletcher Street (DPW building)

National Grid requests for the installation of one new pole approx. 30' from existing pole 1 to service the new Town of Northbridge DPW building and to avoid crossing through neighbor's driveway.

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as it may find necessary, said poles to be erected in accordance with the plan filed herewith marked--Massachusetts Electric Company.

Plan No. 24405439 dated August 21, 2017

**NORTHBRIDGE BOARD OF SELECTMEN
James Athanas, Clerk**

Mjw

✓ cc: James Shuris, DPW Director

nationalgrid

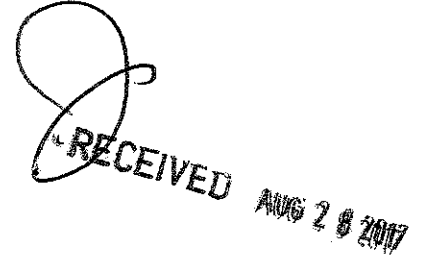
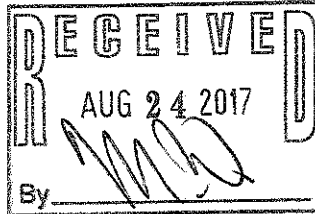
Melissa,

We have NO CONCERNS with this request for our new DPW Building.

OK as submitted

August 22, 2017

Town of Northbridge
Board of Selectmen
7 Main Street
Whitinsville, MA 01588



To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID, covering NATIONAL GRID pole location(s)

If you have any questions regarding this permit please contact:

Angela Birch 401-784-7726

Please notify National Grid's Angela Birch of the hearing date / time at 401-784-7726 or angela.birch@us.ngrid.com

If this petition meets with your approval, please return an executed copy to:

National Grid Contact: Angela Birch; 280 Melrose Street; Providence, RI

Very truly yours,

Eric Widman *EW*

Eric Widman, Engineering
Supervisor, Distribution Design

Enclosures

Jim,

Any issues with this request?
Please comment.

Thank you

PETITION FOR POLE LOCATIONS

Town Copy

August 22, 2017

To the Board of Selectmen
of the Town of Northbridge, Massachusetts

MASSACHUSETTS ELECTRIC COMPANY requests permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said company may deem necessary, in the following public way or ways;

Fletcher Street

NGRID request for the installation of one new pole approx. 30' from existing pole 1 to service the new town of Northbridge DPW building and to avoid crossing through neighbors driveway.

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain pole and wires, together with such sustaining and protecting fixtures as it may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked:

MASSACHUSETTS ELECTRIC COMPANY

Plan No. **24405439** Dated **8/21/2017**

Your petitioner agrees to reserve space for one crossarm at a suitable point on each of said poles for the fire, police, telephone and telegraph signal wires belonging to the municipality and used exclusively for municipal purposes.

MASSACHUSETTS ELECTRIC COMPANY

By: *Eric Widman* *EB*
Manager of Distribution Design

ORDER FOR POLE LOCATIONS

August 22, 2017

The Borad of Selectmen
of the town of Northbridge, Massachusetts

Notice having been given and public hearing held, as provided by law, IT IS HEREBY ORDERED:
that **MASSACHUSETTS ELECTRIC COMPANY** be and they are hereby granted locations for and permission
to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as
said Company may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of
said Company dated the
22nd day of August, 2017

All construction under this order shall be in accordance with the following conditions:--

Poles shall be of sound timber, and reasonably straight, and shall be set substantially at the points indicated upon
the plan marked--

MASSACHUSETTS ELECTRIC COMPANY

Plan No. **24405439** Dated **8/21/2017** filed with this order

There may attached to said **MASSACHUSETTS ELECTRIC COMPANY** not to exceed twenty wires, and all
of said wires and cables shall be placed at a height of not less than eighteen feet from the ground.

The following are the public ways or parts of ways along which the poles above referred to may be erected, and
the number of poles which may be erected thereon under this order:--

Fletcher Street

**NGRID request for the installation of one new pole approx. 30' from
existing pole 1 to service the new town of Northbridge DPW building
and to avoid crossing through neighbors driveway.**

Also for permission to lay and maintain underground laterals, cables and wires in the above or intersecting
public ways for the purpose of making connections with such poles and buildings as each of said petitioner may
desire for distributing purposes.

I hereby certify that the foregoing order was adopted at a meeting of the

*Northbridge Board of
Selectmen September 11,* 2017

Clerk of Selectmen

Received and entered in the records of location orders
of the town of Northbridge, Massachusetts

Book: _____ Page: _____

Attest: _____
Town Clerk

I hereby certify that on Monday, September 11, 2017, at 7:05 o'clock, P. M.,
at 7 Main St. Whitinsville, MA a public hearing was held on the petition of

MASSACHUSETTS ELECTRIC COMPANY

for permission to erect the poles, wires and fixtures described in the order herewith recorded, and that I mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to erect poles, wires and fixtures under said order.

And that thereupon said order was duly adopted.

Selectmen of the Town of
Northbridge

CERTIFICATE

I hereby certify that the foregoing is a true copy of a location order and certificate of hearing with notice adopted by the _____ of the Town of _____, Massachusetts, on the _____ day of _____, _____, and recorded with the records of location orders of provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest: _____
Town Clerk

Pole & UG Petition/Permit Request Form

City Town of Town of Northbridge WR # 24405439
(circle one)

Install _____ SO
(quantity) (circle one) JO Poles on _____
(street name)

Remove _____ SO
(quantity) (circle one) JO Poles on _____
(street name)

Relocate 1 JO SO
(quantity) (circle one) JO Poles on Fletcher Street
(street name)

Beginning at a point approximately 70 feet East of the centerline
(distance) (compass heading)
of the intersection of Douglas Road
(street name)

and continuing approximately 0 feet in a N/A direction.
(distance) (compass heading)

Install underground facilities:

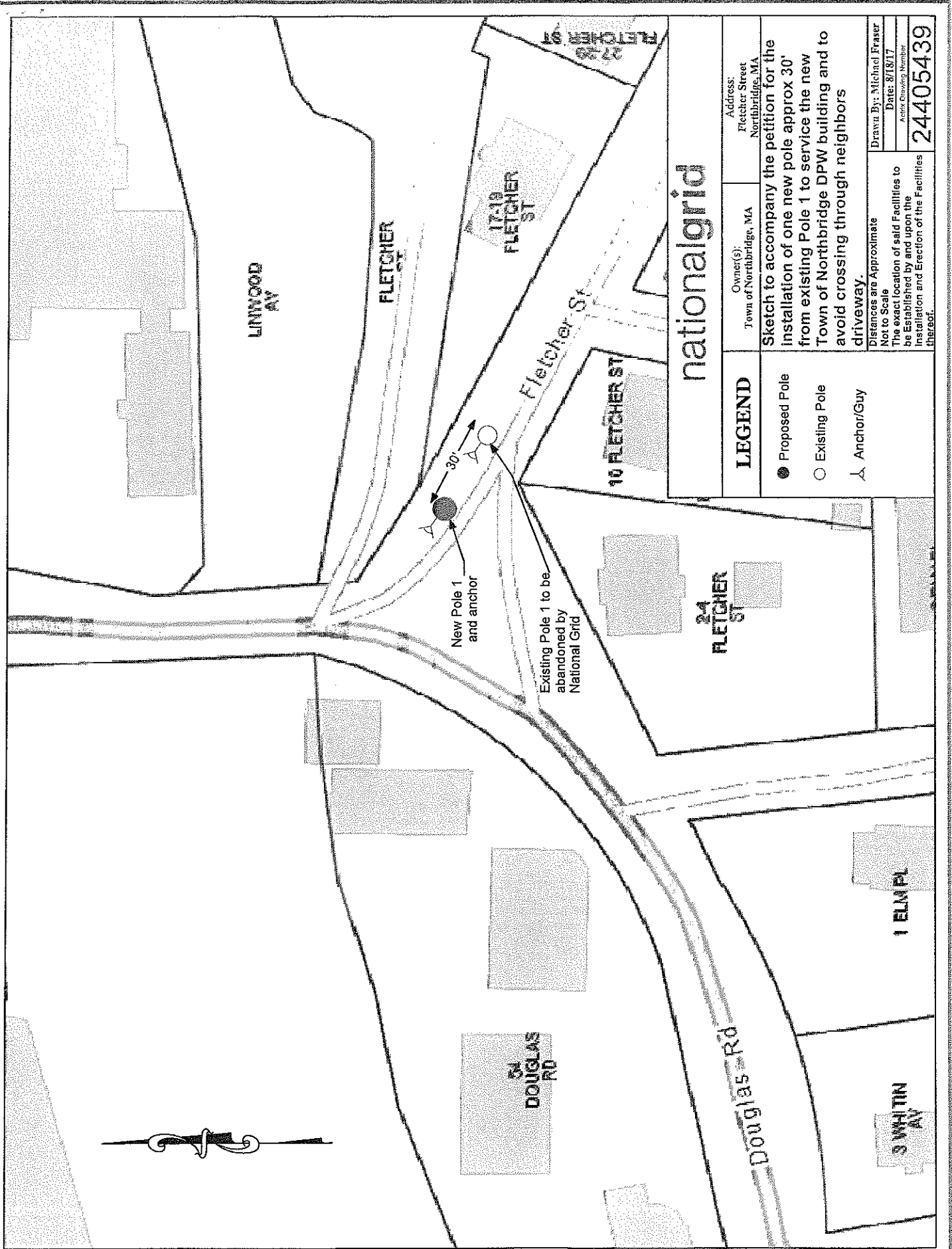
Street(s) _____

Description of Work:

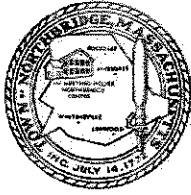
Replace and relocate P1 Fletcher Street

ENGINEER Michael Fraser

DATE 8/21/2017



LEGEND	● Proposed Pole	nationalgrid Owner(s): Town of Northbridge, MA Address: Fletcher Street Northbridge, MA
	○ Existing Pole	
	⋈ Anchor/Guy	Sketch to accompany the petition for the installation of one new pole approx 30' from existing Pole 1 to service the new Town of Northbridge DPW building and to avoid crossing through neighbors driveway.
Distances are Approximate Not to Scale The exact location of said Facilities to be Established by and upon the Installation and Erection of the Facilities thereof.		Drawn By: Michael Fraser Date: 8/18/17 Asst. Drawing Number 24405439



**TOWN OF NORTHBRIDGE
OFFICE OF THE TOWN MANAGER
NORTHBRIDGE TOWN HALL
7 MAIN STREET
WHITINSVILLE, MASSACHUSETTS 01588
Phone- (508) 234-2095 Fax- (508) 234-7640**

MEMORANDUM

DATE: August 29, 2017
TO: Jennifer Ceconi, Assistant Assessor *JC*
FROM: Melissa Wetherbee, Administrative Assistant *MW*
SUBJECT: Abutter's List

I hereby request an abutter's list for the following purpose and location:

MASSACHUSETTS ELECTRIC COMPANY:

11 Fletcher Street (Northbridge DPW building) 5-79

National Grid requests for the installation of one new pole approx. 30' from existing pole 1 to service the new Town of Northbridge DPW building and to avoid crossing through neighbor's driveway

Enc.: Petition
Map

Abutters to include: *all owners of real estate abutting upon that part of the way upon, along, across or under which the line is to be constructed, as such ownership is determined by the last preceding assessment for taxation.*

CLEMENTE MATTHEW G ✓
17-19 FLETCHER ST
WHITINSVILLE, MA 01588

CHABOT STEPHEN ✓
LINDA CHABOT
634 HIGHLAND ST
NORTHBRIDGE, MA 01534

YOUNGSMA SANDRA G ✓
LESLIE G YOUNGSMA, TE
154 ALDRICH ST
UXBRIDGE, MA 01569

GOMEZ RICHARD A ✓
JESSICA L GOMEZ
53 FLETCHER ST
WHITINSVILLE, MA 01588

PARKER JESSICA L ✓
65 FLETCHER ST
WHITINSVILLE, MA 01588

CORRIVEAU ARTHUR C
CLAIRE A CORRIVEAU
6 MILLBURY ST
GRAFTON, MA 01519

GOSSELIN WENDY M ✓
JOSEPH T PHIPPS
83 FLETCHER ST
WHITINSVILLE, MA 01588

REBECCA A. SASSEVILLE

21 Collins Street ■ Worcester, MA 01606 ■ (508) 450-0403 ■ rebecca.sasseville@gmail.com



Education: **Simmons College** Boston, MA anticipated graduation May 2018
Enrolled in the Graduate School of Library and Information Science, with
Archive concentration
Worcester State University Worcester, MA
Bachelor of the Arts, Communication with a minor in English, May 2007
Dean's List and Honors Scholarship & Program participant
Northbridge High School Northbridge, MA, June 2003

Experience:

2/2015 – Present **Whitinsville Social Library** Whitinsville, MA
Senior Library Assistant, previously Marketing Volunteer
Multi-functional role with supervisory responsibilities of library assistants
and volunteers and oversight and security of building

- Circulation Management – Handles complex customer transactions and troubleshoots issues; interprets library policy; manages inventory and monitors item holds to recommend items for purchase; maintains integrity of customer records; Processes out-of-network loans.
- Marketing Specialist – Creates physical and electronic marketing material including the email newsletter, flyers, brochures, calendars, signs; Co-manages social media accounts
- Adult Programming - Assists with adult programming including choosing, advertising and running events. Implemented an ongoing cookbook club and trivia nights.
- Other - Assists Library Director with administrative tasks as needed including grant writing, selecting & interviewing new hires, archival projects and new book selection and processing.

8/2015 – Present **Lamar Soutter Library - UMass Medical School** Worcester, MA
Library Assistant
Lends library materials via WorldCat; processes requests for items for interlibrary loan; registers new borrowers; answers ready reference questions in person, via telephone and email; assists with processing the institutional repository

9/2016 – 12/2016 **Worcester Historical Museum** Worcester, MA
Archives Intern
Created a finding aid for a collection; answered archival reference questions; created physical book displays

8/2009 – 12/2015 **Michaels Arts & Crafts** Millbury, MA
Support Specialist
Maintained store records including daily deposit, sales records, price changes and employee information; deposited money in bank, provided customer service in store and via telephone, processed deliveries

Computer Skills:

- Adept with Windows, Mac OS platforms.
- Experience with Microsoft Office, Adobe Photoshop and specific library software including Evergreen ILS, ILLiad, Connexion and Commonwealth Catalog.
- Knowledge of website software including Workbrain, MailChimp, Wordpress and HTML/CSS.
- Social media platforms including Facebook, Instagram, Twitter and Pinterest.

Customer Service Skills:

Positive and pragmatic attitude with proven ability to quickly adapt to fast-paced and changing situations; detail-oriented and efficient with time; experience communicating with and accommodating an extensive range of customers such as: library patrons, university students, doctors and faculty, local artisans, and retail shoppers.

Activities: *Accolade* (Yearbook): Editor-in-Chief (2007), Photography Editor (2006)
Student Voice (Newspaper): Assistant Editor, Advice Columnist (2005 – 2007)

APPLICATION FOR EMPLOYMENT

COMMONWEALTH OF MASSACHUSETTS

Town of Northbridge

ALL APPLICATIONS TO BE RETURNED TO THE TOWN MANAGER'S OFFICE

Applicants are considered for all positions without regard to race, color, religion, gender orientation, national origin, age, marital or veteran status, or the presence of a non-job-related medical condition or handicap.

(PLEASE PRINT)

Date of Application August 12, 2017

Position(s) Applied For: Interim Library Director

Referral Sources: Advertisement Friend Relative Walk-In
 Employment Agency Other: Jennifer Woodward, Library Director

Name: Sasseville Rebecca Anne
Last First Middle

Address: 21 Collins St Worcester MA 01606
Number Street City State Zip Code

Telephone: (508) 450-0403
Area Code

If employed and you are under 18, can you furnish a work permit? Yes No

Have you filed an application here before? Yes No If yes give date: December 2015

Have you ever been employed here before? Yes No If yes give date: Since December 2015

Are you employed now? Yes No May we contact your present employer? Yes No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status?
(Proof of citizenship or immigration status will be required upon employment). Yes No

On what date would you be available for work? Two weeks after offered position

Are you available to work Full Time Part Time Shift Work Temporary

Are you on a lay-off and subject to recall? Yes No

Can you travel if job requires it? Yes No

EMPLOYMENT EXPERIENCE

Start with your present or last job. Include military service assignments and volunteer activities. You may exclude organization names which indicate race, color, religion, gender orientation, national origin, age, marital, or veteran status.

1. Employer: Whitinsville Social Library Address: 17 Church Street

City: Whitinsville State: MA Zip: 01588 Phone: 508-234-2151

Supervisor: Jennifer Woodward Reason for Leaving: Currently employed here

Dates Employed: from: December 2015 to: present Work Performed: Senior Library Assistant: Supervises staff and volunteers, assists patrons, cataloging, creates marketing materials, handles money, enforces library policies. Please see resume for more information

2. Employer: UMass Medical School Library Address: 55 Lake Ave North
City: Worcester State: MA Zip: 01655 Phone: Main desk: 508-856-6099
Supervisor: Vivian Okyere Reason for Leaving: Currently employed here
Dates Employed: from: July 2015 to: present Work Performed: Library Assistant: assists patrons in person and via telephone, processes interlibrary loan requests, cataloging, works on the institutional repository

3. Employer: Michaels Address: 70 Worcester-Providence Turnpike
City: Millbury State: MA Zip: 01527 Phone: 508-581-9703
Supervisor: Kyle Labossier Reason for Leaving: Career change
Dates Employed: from: August 2009 to: December 2015 Work Performed: Support Specialist: maintained store records including price change and employee records, assist customers in person and via telephone, processed daily deposit and registers.

4. Employer: _____ Address: _____
City: _____ State: _____ Zip: _____ Phone: _____
Supervisor: _____ Reason for Leaving: _____
Dates Employed: from: _____ to: _____ Work Performed: _____

5. Employer: _____ Address: _____
City: _____ State: _____ Zip: _____ Phone: _____
Supervisor: _____ Reason for Leaving: _____
Dates Employed: from: _____ to: _____ Work Performed: _____

Special Skills and Qualifications: Summarize special skills and qualifications acquired from employment or other experience:

My current role at WSL as a senior library assistant and my enrollment in a masters of library science program has prepared me to successfully make this next step as an interim library director.

EDUCATION:

	Elementary	High	College/University	Graduate/Profession
School Name:	Northbridge Middle School	Northbridge High School	Worcester State University	Simmons College
Years Completed (circle)	4 5 6 7 8	1 2 3 4	1 2 3 4	Enrolled since January 2016
Diploma/Degree		High school diploma	Bachelor of the Arts in Communications with a minor in English	Expected to graduate in May 2018
Describe Course of Study:				Masters program for Library and Information Science with a
Describe Specialized Training, Apprenticeship, Skills, and/or Extracurricular activities			- Honors Program participant - Yearbook editor - Newspaper contrib. - Omicron Delta Kappa	concentration in archives management

State any additional information you feel may be helpful to us in considering your application: I grew up in Northbridge so I know this town and the library patrons well. I want Whitinsville Social Library to flourish and I hope to continue making it an asset to this community.

List professional, trade, business or civic activities and offices held: (you may exclude those which indicate race, color, religion, gender orientation, national origin, age, marital or veterans status): _____

Member of Massachusetts Library Association and American Library Association

Give name, address, and telephone number of three (3) references (who are not related to you)

- | | | |
|-----------------------------|------------------------------------|---------------------|
| 1. <u>Jennifer Woodward</u> | <u>Whitinsville Social Library</u> | <u>508-234-2151</u> |
| 2. <u>Vivan Okyere</u> | <u>Lamar Soutter Library</u> | <u>508-856-2080</u> |
| 3. <u>Kerry Mayotte</u> | <u>Lamar Soutter Library</u> | <u>508-856-2580</u> |

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that this application is not and is not intended to be a contract of employment.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also that I am required to abide by all rules and regulations of the Company.

Kelashia
Signature:

8/15/17
Date:



Signature of Applicant

Date

The information provided in this application for employment is true and complete to the best of my knowledge. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge.

I authorize investigation of all statements contained in this application and the release of any pertinent information regarding my education, past employment history and background. I authorize the Town of Northbridge to obtain any information from schools, employers or individuals relating to my activities. This information may include, but is not limited to: academics, achievement, performance, attendance, personal history and discipline. Further, I hereby authorize all references, persons, schools, my current employer (if applicable) and previous employers and organizations named in this application, unless otherwise stated, to provide the Town of Northbridge any relevant information that may be required to arrive at an employment decision. I understand that the information released is for the Town of Northbridge's use only.

I hereby voluntarily release, Discharge and exonerate the Town of Northbridge, its agents and representatives, and any person so furnishing information from any and all liabilities of every nature and kind arising out of the furnishing or inspection of such documents, records and other information or the investigations made by or on behalf of the Town of Northbridge.

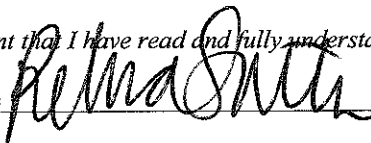
I understand that all appointments are probationary and that I must demonstrate my ability for continued employment. I understand that, if appointed, my employment will be at-will, for an indefinite period, and can be terminated at any time by the Town, unless otherwise stated in a collective bargaining agreement which covers the position to which I am appointed. I also understand that I must be available from time to time to work outside normal business hours, as the needs of the department require.

If required for the position I am seeking. I agree to take a physical examination, which may include testing for drugs or a psychological examination, as required, and recognize that any offer of employment may be contingent upon the results of such an examination.

I understand that any employment offer by the Town is conditional upon my ability to establish employment under the Immigration Reform and Control Act of 1986 within three (3) days of the date of hire.

I represent that I have read and fully understand the foregoing and seek employment under these conditions.

Signature



Date:

8/15/17

"Discrimination against any person in any practice or procedure in advertising, recruitment, referrals, testing, hiring, transfer, promotion or any other term, condition or privilege of employment which limits or adversely affects employment opportunities, because of political or religious opinions, or affiliations, or because of race, color, sex, genderl orientation, national origin, marital status, pregnancy, parenthood, age or handicap which is unrelated to the person's occupational qualifications or any other non-merit factor which is not a bona fide occupational qualification is prohibited".

It is unlawful in Massachusetts to require a lie detector test as a condition of employment or continued employment. An employer who violates that law shall be subject to criminal penalties and civil liabilities.

APPLICANT DATA RECORD

Applicants are considered for all positions, and employees are treated during employment without regard to race, color, religion, gender orientation, national origin, age, marital or veteran status, medical condition or handicap.

As employers/government contractors, we comply with government regulations and affirmative action responsibilities.

Solely to help us comply with government record keeping, reporting and other legal requirements, please fill out the Applicant Data Record. We appreciate your cooperation.

This data is for periodic government reporting and will be kept in a Confidential File separate from the Application for Employment.

(Please Print)

Date: August 12, 2017 Position Applied For: Interim Library Director

Referral Source: Advertisement Friend Relative Walk-In
 Employment Agency Other: Jennifer Woodward, current Director of WSL

Name: Sasseville Rebecca Anne
Last First Middle

Address: 21 Collins Street Worcester MA 01606
Number Street City Zip

Telephone: (508) 450-0403

FOR HUMAN RESOURCES DEPARTMENT USE ONLY

Position(s) applied for is open: Yes No
Arrange Interview: Yes No
Employed: Yes No

Position(s) considered for: _____

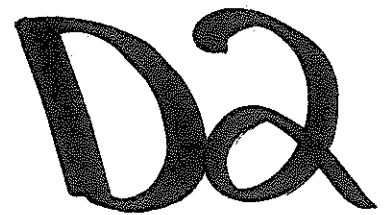
Remarks: _____

Date of employment: _____

Job Title: _____ Salary: _____ Department: _____

Signature: _____ Date: _____

Notes:



Michelle A. Mowry
21 J.P. Manning Way
Douglas, MA 01516
Cell: 508.344.6081 Home: 508.476.4058
Email: michellemowry1@hotmail.com

KEY SKILLS: *Organized and professional * Team player * Friendly and personable * Can multi task in a fast paced and stressful environment

Experience	
March 2016- Present	<u>Whitinsville Social Library</u> <u>Library Assistant</u> <ul style="list-style-type: none">* Regularly operates computers, telephone and other standard library and office equipment.* Performs duties at circulation desk including: charging and discharging books, shelf reading, assisting patrons, answers the telephone, issues library cards, collects and records fines, does cataloging and book processing, processes magazines and newspapers upon arrival* Attends library workshops* Has experience with Evergreen, Commonwealth Catalog, and Tixkeeper.
January 1999- May 2000	<u>Bayside Ob-Gyn; Providence, RI</u> <u>Medical Assistant</u> <ul style="list-style-type: none">* Assisted doctors with clinical procedures* Administered injections* Performed secretarial duties including: booking/cancelling appointments, called in prescriptions, processed referrals* Maintained a sterile environment* Took vitals and patient's histories* Was able to multi task in a fast paced environment
February 1997- December 1998	<u>Lawrence T. Herman D.M.D. Oral surgeon; Walpole, MA</u> <u>Medical Assistant</u> <ul style="list-style-type: none">* Assisted doctor with surgical procedures* Kept stock of medical supplies* Sterilized instruments* Performed X-rays* Maintained a sterile environment* Took vitals and patient's histories* Was able to multi task in a fast paced environment
April 1995- February 1997	<u>Ten Mile Medical Associates; Attleboro, MA</u> <u>Medical Assistant</u> <ul style="list-style-type: none">* Assisted doctor with surgical procedures* Administered injections* Performed EKGs and assisted with stress tests* Performed secretarial duties including: booking/cancelling appointments, called in prescriptions, processed referrals

	<ul style="list-style-type: none"> * Maintained a sterile environment * Took vitals and patient's histories * Was able to multi task in a fast paced environment
January 1994- April 1995	<u>Royal Discount Bookstore; So. Attleboro, MA</u> <u>Retail Clerk</u> <ul style="list-style-type: none"> * Customer Service * Cashier * Opened/Closed store * Kept inventory of periodicals * Received and catalogued books

EDUCATION: Fisher College Attleboro, Massachusetts
Certificate in Medical Assisting 1997

Community College of Rhode Island Lincoln, Rhode Island
Associates Degree in Human Services (Mental Health) 1992

Attleboro High School Attleboro, Massachusetts
High School Diploma 1990

References submitted upon request

Bethany Walker
37 Granite St. Whitinsville MA 01588
(774) 545-0783
blwalker75@gmail.com



Summary

Excellent verbal and written communication skills. Organized and proactive. Able to prioritize and manage a variety of tasks. Computer literate.

Professional Experience

- Provided customer service in a fast paced environment
- Developed early literacy and STEM curriculums
- Interacted with families and implemented curriculums
- Maintained accurate and organized records
- Designed, implemented, and refined biological experiments
- Initiated and coordinated group meetings and seminars
- Presented research results orally at seminars and conferences
- Efficiently prioritized multiple tasks

Work History

Program Facilitator: Beginning Bridges

Uxbridge, MA 2014-present

Security Operator: TeamOps

Foxborough, MA 2016-present

Research Associate: Program in Molecular Medicine

University of Massachusetts Medical School, Worcester, MA, 1997-2001, 2015-present

Student: Graduate School of Biomedical Sciences

University of Massachusetts Medical School, Worcester, MA, 2001-2004

Volunteer Experience

Northbridge Youth Soccer: 2008-present

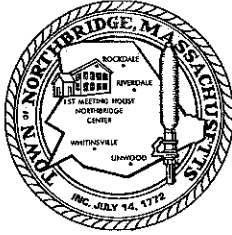
- Coach youth soccer

Northbridge Public Schools: 2009-present

- Read with students through the I Can Read program
- Assist students with literacy and math center activities
- Photocopy and collate classroom materials

Education

Bachelor of Arts: Biology -1997



Mark F. Kuras
Superintendent

Town of Northbridge

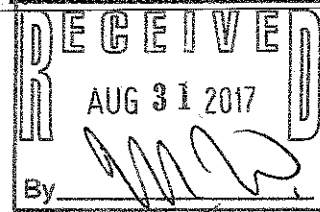
Department of Public Works

Sewer Division, Town Hall, 7 Main Street
Whitinsville, Massachusetts 01588
Phone: 508-234-2154 Fax: 508-234-0809

D4

Wastewater Treatment Plant located at 644 Providence Road

DATE: August 30, 2017
TO: Adam Gaudette
SUBJECT: New Hire



Adam,

I recommend that Arthur Ferreira be hired for the open position at the Wastewater Treatment Plant. Arthur has a Class B CDL driving license and will start the Basic Operation of Municipal Wastewater Plant class in September this will help in obtaining his Wastewater license.

I would like to schedule him for the September 11 Selectmen's meeting for his approval.

Arthur has also helped the Highway div. plow snow for the last two winters.

Thank You,

Mark Kuras
Town of Northbridge
WWTP Superintendent
508-234-2154

APPLICATION FOR EMPLOYMENT

COMMONWEALTH OF MASSACHUSETTS

Town of Northbridge

ALL APPLICATIONS TO BE RETURNED TO THE TOWN MANAGER'S OFFICE

Applicants are considered for all positions without regard to race, color, religion, gender orientation, national origin, age, marital or veteran status, or the presence of a non-job-related medical condition or handicap.

(PLEASE PRINT)

Date of Application 6/13/17

Position(s) Applied For: Sewer dept.

Referral Sources: Advertisement Friend Relative Walk-In
 Employment Agency Other:

Name: Ferreira Arthur E
Last First Middle

Address: 64 Brookside Ave webster MA. 01570
Number Street City State Zip Code

Telephone: (508) 335-0925
Area Code

If employed and you are under 18, can you furnish a work permit? Yes No N/A

Have you filed an application here before? Yes No If yes give date: _____

Have you ever been employed here before? Yes No If yes give date: _____

Are you employed now? Yes No May we contact your present employer? Yes No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? (Proof of citizenship or immigration status will be required upon employment). Yes No

On what date would you be available for work? A.S.A.P

Are you available to work Full Time Part Time Shift Work Temporary

Are you on a lay-off and subject to recall? Yes No

Can you travel if job requires it? Yes No

EMPLOYMENT EXPERIENCE

Start with your present or last job. Include military service assignments and volunteer activities. You may exclude organization names which indicate race, color, religion, gender orientation, national origin, age, marital, or veteran status.

1. Employer: Interline Brands Address: 26 millbury st.
City: Auburn State: MA Zip: 01501 Phone: 1-508-467-7979
Supervisor: Jerry sheA Reason for Leaving: still employed
Dates Employed: from: 8/1/15 to: present Work Performed: Load + Deliver products to commercial accounts in a commercial (CLASS B) vehicle.

2. Employer: New world VAN LINES Address: 15 st. mark st
 City: Auburn State: MA Zip: 01501 Phone: 1-508-721-9019
 Supervisor: MARK MORRISON Reason for Leaving: more #
 Dates Employed: from: 5/3/11 to: 7/19/15 Work Performed: PACK/LOAD/
Deliver household goods IN SAFE + timely MANNER

3. Employer: United VAN lines Address: 1085 ADAMS RD
 City: Sutton State: MA Zip: 01567 Phone: 1-774-666-0010
 Supervisor: Don Bentley Reason for Leaving: Agent closed
 Dates Employed: from: 7/4/2005 to: 5/1/2011 Work Performed: mover/helper

4. Employer: _____ Address: _____
 City: _____ State: _____ Zip: _____ Phone: _____
 Supervisor: _____ Reason for Leaving: _____
 Dates Employed: from: _____ to: _____ Work Performed: _____

5. Employer: _____ Address: _____
 City: _____ State: _____ Zip: _____ Phone: _____
 Supervisor: _____ Reason for Leaving: _____
 Dates Employed: from: _____ to: _____ Work Performed: _____

Special Skills and Qualifications: Summarize special skills and qualifications acquired from employment or other experience:

Have mechanical background, Have operated different types of machinery, Have CLASS B Liscence

EDUCATION:

	Elementary	High	College/University	Graduate/Profession
School Name:	Northbridge middle school	Uxbridge High school	Quinsigamond community college	
Years Completed (circle)	4 5 6 7 8	1 2 3 4	1 2 3 4	
Diploma/Degree				
Describe Course of Study:				
Describe Specialized Training, Apprenticeship, Skills, and/or Extracurricular activities			Light mechanic course & (Ged)	

State any additional information you feel may be helpful to us in considering your application: _____

List professional, trade, business or civic activities and offices held: (you may exclude those which indicate race, color, religion, gender orientation, national origin, age, marital or veterans status): _____

Give name, address, and telephone number of three (3) references (who are not related to you)

1. MARK RACICOT 144 N. MAIN ST. UXBRIDGE MA. 01569 1-508-873-9414
2. NORMAN THOMPSON 8 MAPLE ST. DOUGLAS MA. 1-774-573-3742
3. NORMAN KELL 1841 PROVIDENCE RD. 1-774-462-7184

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that this application is not and is not intended to be a contract of employment.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also that I am required to abide by all rules and regulations of the Company.

Robert Fawcett

Signature of Applicant

Date

The information provided in this application for employment is true and complete to the best of my knowledge. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge.

I authorize investigation of all statements contained in this application and the release of any pertinent information regarding my education, past employment history and background. I authorize the Town of Northbridge to obtain any information from schools, employers or individuals relating to my activities. This information may include, but is not limited to: academics, achievement, performance, attendance, personal history and discipline. Further, I hereby authorize all references, persons, schools, my current employer (if applicable) and previous employers and organizations named in this application, unless otherwise stated, to provide the Town of Northbridge any relevant information that may be required to arrive at an employment decision. I understand that the information released is for the Town of Northbridge's use only.

I hereby voluntarily release, Discharge and exonerate the Town of Northbridge, its agents and representatives, and any person so furnishing information from any and all liabilities of every nature and kind arising out of the furnishing or inspection of such documents, records and other information or the investigations made by or on behalf of the Town of Northbridge.


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If required for the position I am seeking, I agree to take a physical examination, which may include testing for drugs or a psychological examination, as required, and recognize that any offer of employment may be contingent upon the results of such an examination.

I understand that any employment offer by the Town is conditional upon my ability to establish employment under the Immigration Reform and Control Act of 1986 within three (3) days of the date of hire.

I represent that I have read and fully understand the foregoing and seek employment under these conditions.

Signature



Date:

6/13/17

" Discrimination against any person in any practice or procedure in advertising, recruitment, referrals, testing, hiring, transfer, promotion or any other term, condition or privilege of employment which limits or adversely affects employment opportunities, because of political or religious opinions, or affiliations, or because of race, color, sex, gender/ orientation, national origin, marital status, pregnancy, parenthood, age or handicap which is unrelated to the person's occupational qualifications or any other non-merit factor which is not a bona fide occupational qualification is prohibited"

It is unlawful in Massachusetts to require a lie detector test as a condition of employment or continued employment. An employer who violates that law shall be subject to criminal penalties and civil liabilities.

APPLICANT DATA RECORD

Applicants are considered for all positions, and employees are treated during employment without regard to race, color, religion, gender orientation, national origin, age, marital or veteran status, medical condition or handicap.

As employers/government contractors, we comply with government regulations and affirmative action responsibilities.

Solely to help us comply with government record keeping, reporting and other legal requirements, please fill out the Applicant Data Record. We appreciate your cooperation.

This data is for periodic government reporting and will be kept in a Confidential File separate from the Application for Employment.

(Please Print)

Date: 6/13/17 Position Applied For: Sewer Dept.

Referral Source: Advertisement Friend Relative Walk-In
 Employment Agency Other: _____

Name: Ferreira Arthur E
Last First Middle

Address: 64 brookside Ave webster MA 01570
Number Street City Zip

Telephone: (508) 335-0925

FOR HUMAN RESOURCES DEPARTMENT USE ONLY

Position(s) applied for is open: Yes No

Arrange Interview: Yes No

Employed: Yes No

Position(s) considered for: _____

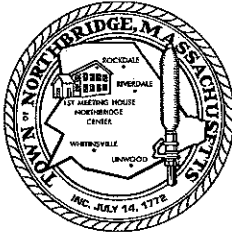
Remarks: _____

Date of employment: _____

Job Title: _____ Salary: _____ Department: _____

Signature: _____ Date: _____

Notes:



Town of Northbridge

Department of Public Works

Sewer Division, Town Hall, 7 Main Street
Whitinsville, Massachusetts 01588

Phone: 508-234-2154

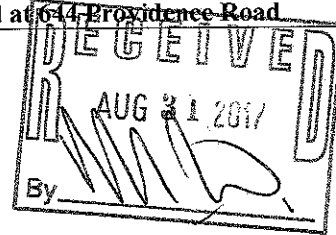
Fax: 508-234-0809

Mark F. Kuras
Superintendent

Wastewater Treatment Plant located at ~~644 Providence Road~~

D5

DATE: August 30, 2017
TO: Adam Gaudette
SUBJECT: New Hire



Adam,

I recommend that Matthew Gieltema be hired for the open position at the Wastewater Treatment Plant. Arthur will start the Basic Operation of Municipal Wastewater Plant class in September this will help I obtaining his Wastewater license.

Thank You,

Mark Kuras

Mark Kuras
Town of Northbridge
WWTP Superintendent
508-234-2154

APPLICATION FOR EMPLOYMENT

7-14-17
11:30

COMMONWEALTH OF MASSACHUSETTS

Town of Northbridge

ALL APPLICATIONS TO BE RETURNED TO THE TOWN MANAGER'S OFFICE

Applicants are considered for all positions without regard to race, color, religion, gender orientation, national origin, age, marital or veteran status, or the presence of a non-job-related medical condition or handicap.

(PLEASE PRINT)

Date of Application 7-4-2017

Position(s) Applied For: Sewer Dept.

Referral Sources: Advertisement Friend Relative Walk-In
 Employment Agency Other:

Name: Gjethema Matthew William
Last First Middle

Address: 14 Sunset Ave Oxford MA 01540
Number Street City State Zip Code

Telephone: (774) 318 0804
Area Code

If employed and you are under 18, can you furnish a work permit? Yes No

Have you filed an application here before? Yes No If yes give date: _____

Have you ever been employed here before? Yes No If yes give date: _____

Are you employed now? Yes No May we contact your present employer? Yes No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? Proof of citizenship or immigration status will be required upon employment). Yes No

On what date would you be available for work? Need 2 weeks

Are you available to work Full Time Part Time Shift Work Temporary

Are you on a lay-off and subject to recall? Yes No

Can you travel if job requires it? Yes No

EMPLOYMENT EXPERIENCE

Start with your present or last job. Include military service assignments and volunteer activities. You may exclude organization names which indicate race, color, religion, gender orientation, national origin, age, marital, or veteran status.

1. Employer: AS Lumber Co Address: 104 Main St
City: Milbury State: MA Zip: 01507 Phone: (508) 865-4800
Supervisor: Steve Smith Reason for Leaving: Need A Change, Money
Dates Employed: from: 3/2003 to: Present Work Performed: Truck Driver
Hourly/Salary Rate: starting: \$10.50 final: \$15.00 47 hour week

2. Employer: WJ Lamivue Address: 8 Collette St
City: Grafton State: MA Zip: 01560 Phone: (508) 839-6575
Supervisor: Dennis Desrosiers Reason for Leaving: COMPANY DOWN SIZED
Dates Employed: from: 3/2003 to: 2/2004 Work Performed: Cabinet
maker / laminator, Built store fixtures
Hourly/Salary Rate: starting: _____ final: _____

3. Employer: _____ Address: _____
City: _____ State: _____ Zip: _____ Phone: _____
Supervisor: _____ Reason for Leaving: _____
Dates Employed: from: _____ to: _____ Work Performed: _____
Hourly/Salary Rate: starting: _____ final: _____

4. Employer: _____ Address: _____
City: _____ State: _____ Zip: _____ Phone: _____
Supervisor: _____ Reason for Leaving: _____
Dates Employed: from: _____ to: _____ Work Performed: _____
Hourly/Salary Rate: starting: _____ final: _____

5. Employer: _____ Address: _____
City: _____ State: _____ Zip: _____ Phone: _____
Supervisor: _____ Reason for Leaving: _____
Dates Employed: from: _____ to: _____ Work Performed: _____
Hourly/Salary Rate: starting: _____ final: _____

6. Employer: _____ Address: _____
 City: _____ State: _____ Zip: _____ Phone: _____
 Supervisor: _____ Reason for Leaving: _____
 Dates Employed: from: _____ to: _____ Work Performed: _____

 Hourly/Salary Rate: starting: _____ final: _____

7. Employer: _____ Address: _____
 City: _____ State: _____ Zip: _____ Phone: _____
 Supervisor: _____ Reason for Leaving: _____
 Dates Employed: from: _____ to: _____ Work Performed: _____

 Hourly/Salary Rate: starting: _____ final: _____

Special Skills and Qualifications: Summarize special skills and qualifications acquired from employment or other experience:

Years of Driving experience. Also forklift certification and a good medical card

EDUCATION:

	Elementary					High	College/University	Graduate/Profession
School Name	Whitinsvillechristian					BVT	Nicholscollege	
Years Completed: (circle)	4	5	6	7	8		Completed 1 semester	
Diploma/Degree						Grad. H.S. DIPLOMA		
Describe Course of Study:						Carpentry		
Describe Specialized Training, Apprenticeship, Skills, and/or Extracurricular Activities								
Honors Received:								

State any additional information you feel may be helpful to us in considering your application: _____

List professional, trade, business or civic activities and offices held: (you may exclude those which indicate race, color, religion, gender orientation, national origin, age, marital or veterans status):

Give name, address, and telephone number of three (3) references (who are not related to you)

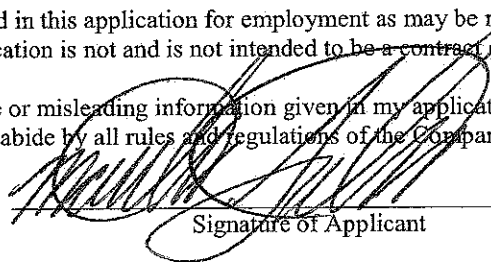
1. Chris Sanzfield 21 Central Trk Sutton (508) 561-6082
2. Jeff Remillard 61 Hutchinson Rd Sutton (508) 865-3498
3. Mike 6 Sullivan Place Millbury (508) 769-5664

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that this application is not and is not intended to be a contract of employment.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also that I am required to abide by all rules and regulations of the Company.



Signature of Applicant

7/5/17
Date

The information provided in this application for employment is true and complete to the best of my knowledge. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge.

I authorize investigation of all statements contained in this application and the release of any pertinent information regarding my education, past employment history and background. I authorize the Town of Northbridge to obtain any information from schools, employers or individuals relating to my activities. This information may include, but is not limited to: academics, achievement, performance, attendance, personal history and discipline. Further, I hereby authorize all references, persons, schools, my current employer (if applicable) and previous employers and organizations named in this application, unless otherwise stated, to provide the Town of Northbridge any relevant information that may be required to arrive at an employment decision. I understand that the information released is for the Town of Northbridge's use only.

I hereby voluntarily release, Discharge and exonerate the Town of Northbridge, its agents and representatives, and any person so furnishing information from any and all liabilities of every nature and kind arising out of the furnishing or inspection of such documents, records and other information or the investigations made by or on behalf of the Town of Northbridge.

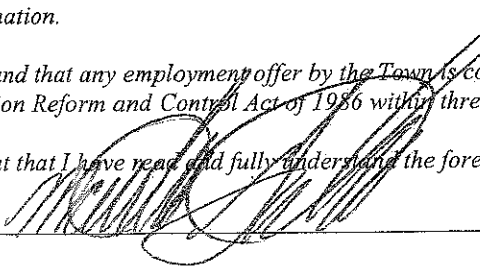
I understand that all appointments are probationary and that I must demonstrate my ability for continued employment. I understand that, if appointed, my employment will be at-will, for an indefinite period, and can be terminated at any time by the Town, unless otherwise stated in a collective bargaining agreement which covers the position to which I am appointed. I also understand that I must be available from time to time to work outside normal business hours, as the needs of the department require.

If required for the position I am seeking. I agree to take a physical examination, which may include testing for drugs or a psychological examination, as required, and recognize that any offer of employment may be contingent upon the results of such an examination.

I understand that any employment offer by the Town is conditional upon my ability to establish employment under the Immigration Reform and Control Act of 1986 within three (3) days of the date of hire.

I represent that I have read and fully understand the foregoing and seek employment under these conditions.

Signature



Date:

7/5/17

"Discrimination against any person in any practice or procedure in advertising, recruitment, referrals, testing, hiring, transfer, promotion or any other term, condition or privilege of employment which limits or adversely affects employment opportunities, because of political or religious opinions, or affiliations, or because of race, color, sex, genderl orientation, national origin, marital status, pregnancy, parenthood, age or handicap which is unrelated to the person's occupational qualifications or any other non-merit factor which is not a bona fide occupational qualification is prohibited".

It is unlawful in Massachusetts to require a lie detector test as a condition of employment or continued employment. An employer who violates that law shall be subject to criminal penalties and civil liabilities.

APPLICANT DATA RECORD

Applicants are considered for all positions, and employees are treated during employment without regard to race, color, religion, gender orientation, national origin, age, marital or veteran status, medical condition or handicap.

As employers/government contractors, we comply with government regulations and affirmative action responsibilities.

Solely to help us comply with government record keeping, reporting and other legal requirements, please fill out the Applicant Data Record. We appreciate your cooperation.

This data is for periodic government reporting and will be kept in a Confidential File separate from the Application for Employment.

(Please Print)

Date: 7/5/17 Position Applied For: SEWER DEPT.

Referral Source: Advertisement Friend Relative Walk-In
 Employment Agency Other: _____

Name: Gertoma Matthew William
Address: 14 Sunset Ave Oxford 01540
Telephone: (____) _____

FOR HUMAN RESOURCES DEPARTMENT USE ONLY

Position(s) applied for is open: Yes No
Arrange Interview: Yes No
Employed: Yes No

Position(s) considered for: _____

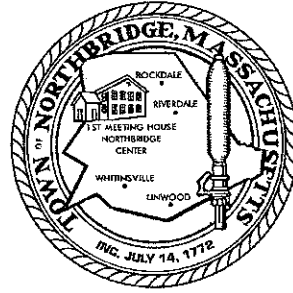
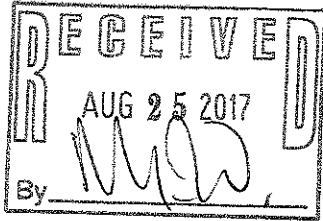
Remarks: _____

Date of employment: _____

Job Title: _____ Salary: _____ Department: _____

Signature: _____ Date: _____

Notes:



F\$G

COPY

NORTHBRIDGE BOARD OF SELECTMEN

-PUBLIC MEETING NOTICE-

The Board of Selectmen, as part of its regularly scheduled meeting of **Monday, September 25, 2017** (beginning at 7:00PM) shall consider its Vote to Layout Wilson Street and Roosevelt Drive (portion of) within the Presidential Farms subdivision. The Vote to Layout is to be done in conjunction with street acceptance considerations at the 2017 Fall Annual Town Meeting scheduled for Tuesday, October 24, 2017.

The meeting will be held in the Selectmen's Room of the Northbridge Memorial Town Hall (7 Main Street) to provide an opportunity for public comment; anyone wishing to be heard should attend said meeting at the time and place designated.

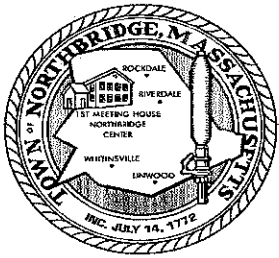
A copy of the proposed layout plan, legal descriptions and other conveyance documents are on file at the Office of the Town Clerk, 7 Main Street Whitinsville, MA and with the Planning office, 14 Hill Street (Town Hall Annex) and may be reviewed during regular office hours.

Comment and or concerns regarding the above matter may also be directed to the Town Planner, R. Gary Bechtholdt II at (508) 234-2447, gbechtholdt@northbridgema.org or within the Community Planning & Development Office (14 Hill Street).

Theodore D. Kozak
Northbridge Town Manager

Cc: Town Clerk
Town Manager/BOS
Planning Board
Property Owners/Abutters
Developer/Engineer
DPW Director
DPW-Highway
DPW-Sewer
WWC
NFD
/File

/rgb



TOWN OF NORTHBRIDGE, MASSACHUSETTS
COMMUNITY PLANNING & DEVELOPMENT

R. Gary Bechtholdt II, Town Planner
7 Main Street Whitinsville, MA 01588
Phone: (508) 234.2447 Fax: (508) 234.0814
gbechtholdt@northbridgemass.org

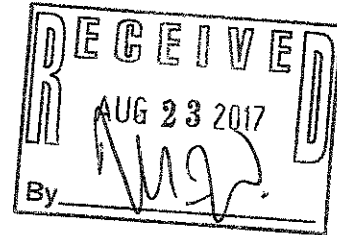
MEMORANDUM

Date: August 22, 2017

To: Mr. Theodore D. Kozak, Town Manager
NORTHBRIDGE BOARD OF SELECTMEN

From: R. Gary Bechtholdt II, Town Planner

RE: **WILSON STREET & ROOSEVELT DRIVE –STREET ACCEPTANCE**
2017 FATM Warrant Article(s)



Please include the following on the Board of Selectmen meeting scheduled for **September 11, 2017**:

DECISION:

- Vote Intent to Layout Wilson Street /Presidential Farms
- Vote Intent to Layout Roosevelt Drive (portion of) /Presidential Farms

In taking action the Board of Selectmen shall simply refer the matter to the Planning Board for review and recommendations.

Arrangements have been made for the Planning Board to review the above noted street acceptance articles at its meeting of Tuesday, September 12, 2017. The Planning Board shall provide the Selectmen with its recommendations based upon its review and correspondence received from Town Counsel, the Department of Public Works and the Planning Board's consulting engineer.

In conjunction with these proceedings please also include the following on the **September 25, 2017** Board of Selectmen meeting agenda:

DECISION:

- Vote to Layout Wilson Street /Presidential Farms
- Vote to Layout Roosevelt Drive (portion of) /Presidential Farms

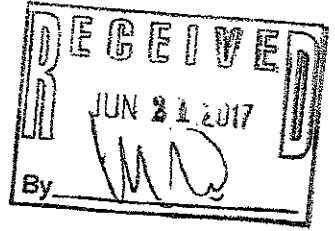
Arrangements shall be made for Planning Board members to attend the September 25th Board of Selectmen's meeting to present its recommendation on the layout(s).

As this office has done in the past, we will prepare the necessary notifications and distribute notices. The Planning office has provided Town Counsel with the proposed conveyance documents in anticipation of Town Meeting action.

Should you have any questions or require any additional information please contact the Planning office.

St. Patrick's Parish

7 East Street • P.O. Box 60
Whitinsville, Massachusetts 01588-0060
Telephone: (508) 234-5656
Fax: (508) 234-6845
www.mystpatrick.com



June 16, 2017

Office of the Town Manager
Northbridge Town Hall
7 Main Street
Whitinsville, Massachusetts 01588

Mr. Theodore Kozak. Town Manager

Dear Mr. Kozak,

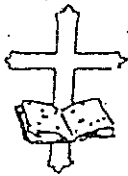
St. Patrick's Parish will be celebrating its Annual Fall Family Fun Fest on Saturday, September 16, 2017 and the committee requests permission from the Board of Selectmen to hang our banner across Church Street from September 3rd to September 17th. We would also like to request that East St. be closed from Cross St. to the entrance of the Christian Reform Church Parking lot from 10 AM to 4 PM on the 16th.

Thank you in advance for your attention to this request.

Respectfully,

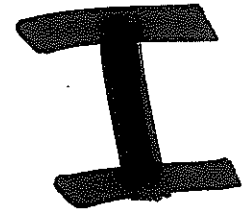
Fr. Tomasz Borkowski, Pastor

Banner request was already approved 7-17-17.



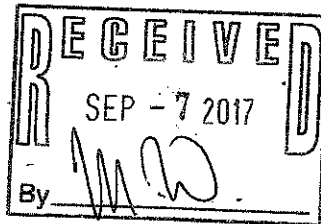
Northbridge Association of Churches

Northbridge, Massachusetts



September 2, 2017

Town Manager
Northbridge Town Hall
7 Main Street
Whitinsville, MA 01588



Dear Sir,

Our 43rd annual Blackstone Valley Crop Hunger Walk will be Saturday, October 21st at 9:00 am. The Walk will begin at the Trinity Episcopal Church in Whitinsville and end at the Community House behind the Uxbridge Common, a total of three miles.

The Northbridge Association of Churches is requesting your approval for this Walk. The walkers will follow Linwood Ave. to Providence Road and on to Uxbridge.

Sincerely,

Carolyn Mitchell

Carolyn Mitchell
President
Northbridge Association of Churches



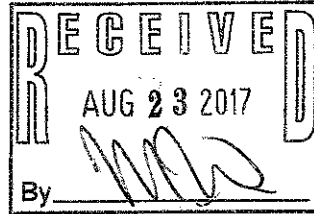
ALTERNATIVES

Bringing People of All Abilities Together for 40 Years

J

August 21, 2017

Theodore D. Kozak, Town Manager
Northbridge Town Hall
7 Main Street
Whitinsville, MA 01588



Dear Mr. Kozak,

This letter is to request your permission for Alternatives to hold its 33th Annual Valley Friendship Tour on Saturday, June 2, 2018. We plan to begin and end all routes at Alternatives' Whitin Mill.

The tour includes: a 30 mile bike ride beginning at 9:00; a 5K walk/jog beginning at 10:00 AM; and the Golden Mile walk beginning at 11:00 AM. Walkers and cyclists should be finished with the Tour by noon.

I will forward a route map as soon as it is finalized. The colored directional signs to mark the routes would be put up throughout Northbridge on Friday, June 1, and taken down on Monday, June 4.

Thank you in advance for your cooperation and support. We hope you will join us! If you have any questions or concerns, please do not hesitate to call.

Sincerely,

Karen Goldenberg
Director of Marketing and Development

cc: Chief Walter J. Warchol; James Shuris, DPW

Melissa Wetherbee

K

From: David Deters <deters55@hotmail.com>
Sent: Thursday, August 31, 2017 10:39 AM
To: Melissa Wetherbee
Subject: Re: Banner Requirements

Thank you Melissa!

We are looking to use the banner to advertise our Dutch apple pie sale for Whitinsville Christian school. Other than saying that it is the Dutch apple pie sale we will most likely have the schools website and an Apple logo of sorts to direct them to where they could be purchased. It will be rather simple!

I appreciate your help!

Thanks,
Elizabeth

✓ Available No conflict
Sunday, October 8, 2017 to Sunday, October 22, 2017
Event: Saturday, October 21, 2017

On Aug 31, 2017, at 10:35 AM, Melissa Wetherbee <mwetherbee@northbridgemass.org> wrote:

Good morning Elizabeth,

Attached are the banner requirements. Please let me know if you have any questions.

Thank you

*Melissa Wetherbee, Adm. Assistant
Town Manager's Office
Town of Northbridge
7 Main Street Whitinsville, MA 01588
Phone: 508-234-2095*

<BANNER REQUIREMENTS.doc>

Melissa Wetherbee

From: Art Make It Real <michelle@artmakeitreal.com>
Sent: Monday, August 21, 2017 4:47 PM
To: Melissa Wetherbee; Sharon Susienka
Cc: littlemanoriginals@yahoo.com
Subject: Town Hall Marquee and Downtown Banner Location

Hi Sharon and Melissa,

I hope all is well with you and that you are having a wonderful summer! The businesses in downtown Whitinsville are once again planning a special Small Business Saturday event for the community during the Thanksgiving weekend. We would like to reserve the Town Hall marquee and the downtown street-wide banner spot **Mon, Nov 20 - Mon, Nov 27**. Please use the following information for the marquee:

Small Business Saturday
Sat, November 25 @ 10 AM - 4 PM
Shop Small - Downtown Whitinsville

Please verify by email if you are able to reserve both locations for the dates noted.

Thank you for your help with this!

Have a nice night,
-Michelle

Michelle Siefken

Art ... Make It Real

105 Church Street

Whitinsville, MA 01588

508.450.7120

www.artmakeitreal.com

www.facebook.com/artmakeitreal

✓ Available
-No Conflict
Sunday, November 12th to Sunday,
November 26th

COMMONWEALTH OF MASSACHUSETTS
WARRANT FOR FALL ANNUAL TOWN MEETING
TOWN OF NORTHBRIDGE
TRANSACTION OF TOWN BUSINESS
TUESDAY, OCTOBER 24, 2017 - 7:00 P.M.



DRAFT #3 8.25.17

WORCESTER, ss:

To any Constable of the Town of Northbridge in said County,

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify the Inhabitants of the Town of Northbridge, qualified to vote in Town elections and Town affairs, to meet in the Northbridge Middle School Auditorium on Linwood Avenue, in Whitinsville, in said Northbridge, Massachusetts, on Tuesday, October 24, 2017 at 7:00 o'clock P.M., then and there to act on the following articles:

ARTICLE 1: (Board of Selectmen)

To see if the Town will vote to raise and appropriate and/or transfer from available funds in the Treasury and/or transfer from the unexpended appropriated funds of one or more of the departments of the Town various sums of money and authorize the payment of prior year bills; or take any other action relative thereto.

ARTICLE 2: (Board of Selectmen)

To see if the Town will vote to amend the votes taken under Article 3 of the 2017 Spring Session of the Annual Town Meeting (May 2, 2017), appropriations and transfers under the Omnibus Budget Article, to raise and appropriate, and/or to transfer from available funds in the Treasury and/or the Health Insurance Stabilization Fund to supplement appropriations under the Omnibus Budget Article; or take any other action relative thereto.

ARTICLE 3: (Board of Selectmen)

To see if the Town will vote to raise and appropriate and/or transfer from available funds in the Treasury and/or transfer from the unexpended appropriated funds of one or more of the departments of the Town, a sum of money to the Stabilization Fund; or take any other action relative thereto.

ARTICLE 4: (Board of Selectmen)

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court to adopt special legislation in substantially the following form, or take any other action relative thereto that the proceeds from M.G.L Chapter 64L §2 "Local Meals Tax" be placed in the fund to be used for the liability of the "Other Post-Employment benefits" obligation of the Town of Northbridge.

ARTICLE 5: (Board of Selectmen)

To see if the Town will vote to raise and appropriate, and/or borrow, and/or transfer from available funds in the Treasury, and/or transfer from the undesignated fund balance (free cash), or any combination thereof, an amount of money to be expended under the direction of the Department of Public Works for the purpose of funding the purchase of existing streetlights from National Grid and the conversion of existing streetlights to energy efficient and long lasting LED; or take any other action relative thereto.

ARTICLE 6: (Board of Selectmen)

To see if the Town will vote to raise and appropriate, and/or transfer from the Retained Earnings Account of the Water Enterprise fund, and/or borrow a sum of money to be expended under the direction of the Director of Public Works for the purpose of purchasing and installing a safety ladder at the Upton Street Water Tank; or take any other action relative thereto.

ARTICLE 7: (School Committee)

To see if the Town will vote to raise & appropriate, and/or transfer from the unexpended undesignated fund balance (free cash), and/or transfer from the Stabilization Fund, and/or transfer from other available funds in the Treasury a sum of money for the purpose of repairing plaster and reinforcing drop ceilings in the 1905 section of the Middle School, and making repairs and upgrades to the Middle School

Auditorium, including repairing/replacing the sound system, carpet, and seating, said funds to be expended under the direction of the School Committee; or take any other action relative thereto.

ARTICLE 8: (Planning Board)

To see if the Town will vote to accept as a public way, Wilson Street as heretofore laid out by the Board of Selectmen, a copy of which layout is on file with the Office of the Town Clerk, and further authorize the Board of Selectmen, in the name and behalf of the Town, to acquire by purchase, eminent domain, gift or otherwise, easements in said way for the purpose for which public ways are used in the Town; or take any other action relative thereto.

ARTICLE 9: (Planning Board)

To see if the Town will vote to accept as a public way, Roosevelt Drive (portion of) as heretofore laid out by the Board of Selectmen, a copy of which layout is on file with the Office of the Town Clerk, and further authorize the Board of Selectmen, in the name and behalf of the Town, to acquire by purchase, eminent domain, gift or otherwise, easements in said way for the purpose for which public ways are used in the Town; or take any other action relative thereto.

ARTICLE 10: (Planning Board)

To see if the Town will vote to accept, as a donation, parcel(s) of land within the Hills at Whitinsville subdivision development located off Hill Street; Marston Road; Nathaniel Drive; Hillcrest Road; Morgan Road; Prospect Street; Quarry Road; and Hillview Lane, seven (7) parcels, containing approximately 115 acres as shown on plan entitled "Plan of Land" prepared by Heritage Design Group, LLC, a copy of which is on file with the Office of the Town Clerk, said land being identified as Assessor Map 15 and Parcel(s) 82, 170, 169, 214, 215, 216, & 217; and to authorize the Board of Selectmen to take all action and execute all documents necessary and appropriate for such acceptance and acquisition; or take any other action relative thereto.

ARTICLE 11: (Planning Board)

Amend Zoning Bylaw Section 173.12 [Table of Use Regulations] to allow "Amusement and recreation services" within the Industrial One (I1) and Industrial Two (I2) Zoning Districts by Special Permit of the Planning Board, whereas said use is allowed in the Business One (B1), Business Two (B2) and Business Three (B3) as follows:

§173.12 Table of Use Regulations

USE	ZONING DISTRICT												
	R-1	R-2	R-3	R-4	R-5	R-6	B-1	B-2	B-3	I-1	I-2	H	
Retail Services													
Amusement and recreational services	--	--	--	--	--	--	S	S	S	<u>S⁽¹⁰⁾</u>	<u>S⁽¹⁰⁾</u>	--	

Notes: (10) Use allowed by Special Permit of the Planning Board

, or take any other action relative thereto.

ARTICLE 12: (Building Planning and Construction Committee)

To see if the Town will vote to grant all necessary easements required for underground utility services by National Grid (Electric), Verizon (Telecommunications), and Charter (Cable TV/Internet Services) to service the DPW facilities located at 11 Fletcher Street, work is required to replace services that are currently provided on overhead pole line services that are now scheduled to be removed (per National Grid communications August 2017); or take any other action relative thereto.

ARTICLE 13: (Building Planning and Construction Committee)

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow, the sum of \$50,000 to be expended under the direction of the BPCC to fund the additional DPW building project scope to cover the costs for underground utility services by National Grid (Electric), Verizon (Telecommunications), and Charter (Cable TV/Internet Services) and additional related work & design changes; or take any other action relative thereto.

And you are directed to serve this warrant by posting attested copies thereof at the Whitinsville Post Office and the Salvation Army, in Whitinsville, all in Precinct 1; Gary's Variety and the Northbridge Post Office in Northbridge, all in Precinct 2; Town Clerk's Office and 1Quickstop in Whitinsville, all in Precinct 3; and the Whitinsville Social Library and Town Hall Annex in Whitinsville, all in Precinct 4; twenty-eight (28) days at least before the time and place of meeting aforesaid.

WHEREOF FAIL NOT, and make due return of the warrant, with your doings thereon, to the Town Clerk at the time and place of said meeting. GIVEN under our hand this 11th day of September in the year Two Thousand Seventeen.

SELECTMEN OF NORTHBRIDGE

Charles Ampagoomian, Jr., Chairman

Thomas J. Melia

Daniel J. Nolan

James R. Marzec

James J. Athanas

WORCESTER, SS Northbridge

Date:

By virtue of this warrant I have this day notified the inhabitants of the Town of Northbridge qualified to vote in town elections and town affairs to meet at the time and place and for the purpose stated in said warrant by posting attested copies thereof as within directed.

Constable, Town of Northbridge

Know all Men by These Presents,

N

That the Town of Northbridge, in the County of Worcester and Commonwealth of Massachusetts, in consideration of One Thousand Six Hundred Dollars, paid by **Mel Vanden Akker, of Northbridge, MA**, the receipt of which is hereby acknowledged, does sell and convey to said Mel Vanden Akker, that certain cemetery **Lot No. 400, one burial plot, situated on the way called Woodlawn Ave North, in the Pine Grove Cemetery**, and the sole and exclusive right of burial of the dead therein, subject to the following rules and restrictions for the regulation and government of said Cemetery; viz:

1st. That the said Lot shall not be used for any other purpose than as a place of burial for the dead, and proper Cemetery uses, such as the Town may approve; and no trees within the Lot or the Cemetery shall be cut down or destroyed without consent of the Town.

2nd. That if any trees or shrubs in said Lot shall become in any way detrimental to the adjacent lots or avenues, or dangerous or inconvenient, the Town shall have the right to enter into said Lot and remove said trees or shrubs, or such parts thereof as are dangerous, detrimental or inconvenient.

3rd. That if any monument or other structure whatever, or any inscription, be placed in the said Lot which shall be determined by the Town to be offensive, the Town shall have the right to enter upon said Lot and remove said offensive or improper object or objects.

4th. If a fence shall at any time be erected or placed in or around said Lot, the materials or design of which shall not be approved by the Town, it must be forthwith removed upon direction of the Town, and if not so removed the Town shall have the right to enter upon said Lot and remove said fence.

5th. The said lot shall be holden subject to all by-laws, rules and regulations made and to be made by the Town.

IN WITNESS WHEREOF, the said Town of Northbridge has caused these presents to be signed and sealed by its Board of Selectmen, this 11th day of September, in the year of our Lord Two Thousand Seventeen.

DUS Naenca 9/11/17

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53-7237
2113



Accounts Payable

22501

08/31/2017

\$500.00

***** FIVE HUNDRED AND 00/100

Pay
TO THE
ORDER
OF

NORTHBRIDGE HISTORICAL COMMISSION
TOWN HALL
1 NORTH MAIN STREET
WHITINSVILLE, MA 01588

UniBank Whitinsville, MA 01588

Kimberly Anderson

AUTHORIZED SIGNATURE

Security features. Details on back.

⑈ 2250 ⑆

⑆ 211372378⑆

889910436⑈

29583

OMNI CONTROL TECHNOLOGY, INC.

P.O. BOX 444 - 1 MAIN STREET
WHITINSVILLE, MA 01588-0444
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PAY

Five Hundred and 00/100 Dollars

DATE

AMOUNT

Aug 18, 2017

*****\$500.00

TO THE
ORDER
OF

Northbridge Historical Society
c/o Ken Warchol
372 Cooper Road
Northbridge, MA 01534

[Signature]

AUTHORIZED SIGNATURE

⑈ 029583⑈

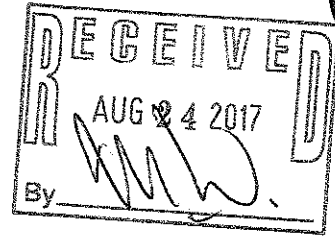
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0889903613⑈

Donations for Trolley Tours



Central Massachusetts Metropolitan
Planning Organization
2 Washington Square - Union Station
Worcester, MA 01604-4016



Q

August 21, 2017

Theodore Kozak, Northbridge Town Manager

Dear Mr. Kozak,

The Central Massachusetts Metropolitan Planning Organization (CMMPO) is responsible for prioritizing how federal funds are spent on roads, bridges, and transit in the City of Worcester and the surrounding 39 communities (a map is attached). The CMMPO is comprised of locally elected officials as voting members, in addition to representatives from MassDOT Office of Transportation Planning and District #3 Highway divisions, the Central Massachusetts Regional Planning Commission (CMRPC), and the Worcester Regional Transit Authority (WRTA). Five selectmen represent their respective subregions on the CMMPO and the City Manager represents the City of Worcester.

Sutton Selectman John Hebert currently represents the Southeast Subregion communities on the CMMPO, with Uxbridge Selectman Jennifer Modica serving as the Alternate; however their term expires at the end of September and community officials must now meet to select who will represent them for the next three years.

In keeping with the member selection process, the CMMPO staff (CMRPC transportation planning staff) is **requesting that your Select board send a Selectman to attend a CMMPO Information & Member Selection meeting at the Taft Public Library, 29 North Avenue, Mendon, on Wednesday, September 13th at 5:30 PM.** This letter is being sent to the other Selectmen in your subregion as well. The Selectmen that attend this meeting will be asked to choose one Selectman from among the group to represent your subregion's communities on the CMMPO. The CMMPO staff will provide an overview of the role and responsibilities of CMMPO members and will answer any questions.

It is very important for all communities to take an active role in deciding how federal transportation funding for roadways, bridges, transit, and other transportation-related projects is allocated in this region. Having an active seat at the table enables the communities in your subregion to more directly participate in the transportation funding and decision-making process.

Please contact Nicholas Burnham by Monday, September 11th with the name of the Selectman who will attend. He can be reached by phone at 508-459-3338 or by email at nburnham@cmrpc.org. We look forward to hearing from you.

Sincerely,

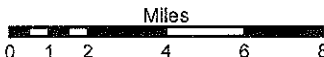
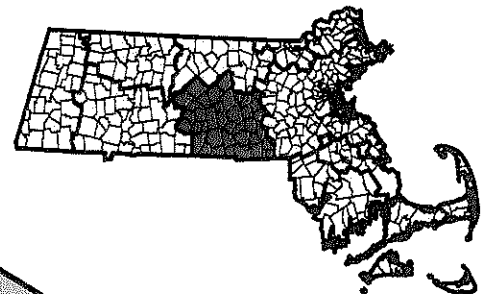
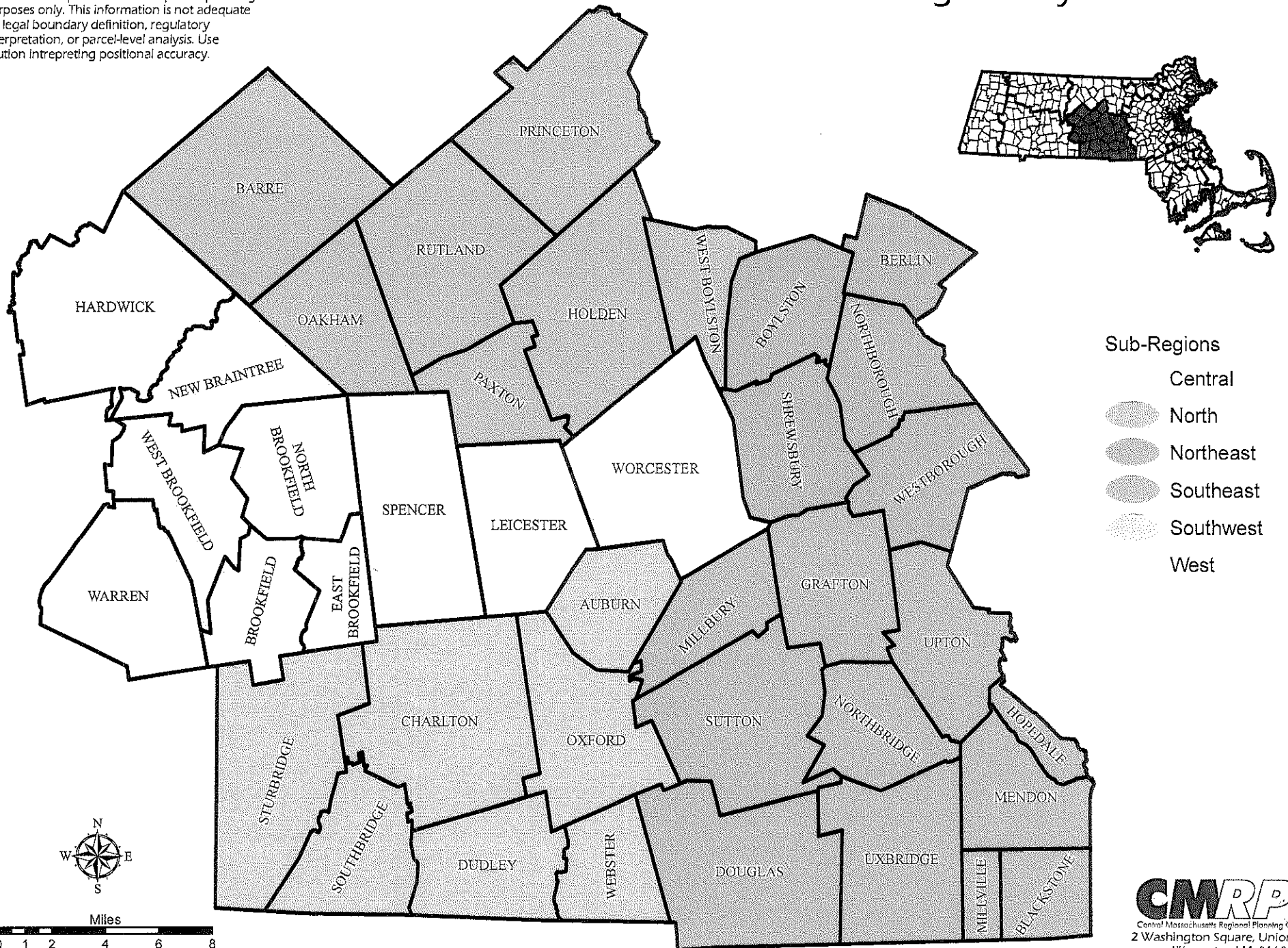
Sujatha Krishnan
Transportation Program Manager

Nicholas Burnham
Associate Transportation Planner

Source: Data provided by the MassHighway/EOT and the Executive Office of Environmental Affairs/MassGIS (EOEA/MassGIS).

Information depicted on this map is for planning purposes only. This information is not adequate for legal boundary definition, regulatory interpretation, or parcel-level analysis. Use caution interpreting positional accuracy.

Central Massachusetts Regional Planning Commission Sub-Regional System



Edited Mar. 24 2010 H:\Projects\O_CMRPC_Maps\CMRPC_SubRegions_8_5x11.mxd

Town Manager's Report for the Period of
August 28, 2017 – September 8, 2017



1. **Town Manager Transition Process:** I have spent the past two weeks meeting with Department Heads; conducting entry interviews and visiting municipal departments at Town Hall and off-site including the Fire Station, Police Station, Senior Center, DPW Office, Library, Aldrich Building Offices, and the School Department. Next I will be meeting with our municipal partners (e.g. BV Chamber of Commerce) and vendors/consultants as well as attending various Board and Committee Meetings.

2. **Meetings Attended:**
 - a. **CMRPC Legislative Affairs Committee** – met with Senator Moore and Representatives Kane and Muradian to discuss Legislative Priorities.

 - b. **MassCor Introduction** – Representative Muradian led a meeting to connect MasCor with area Town Managers and Police Chiefs. MassCor is a division of the Department of Corrections that provides Products and Services for fee using inmates to fabricate or produce the products. Examples are office furniture, printing items, clothing, etc. The intent was to allow towns an opportunity to access these items for a potential savings versus paying potentially higher costs on these items.

 - c. **NFP/Health Insurance Broker** – Met with NFP Representatives to discuss transitioning into the GIC and to prepare for the Senior Plan Renewals for January 1st.

 - d. **Department Head Meeting** – Held a Department Head Meeting to begin preparing for the Fall Town Meeting and conduct other business.

3. **School Building Project Update:** I have attended the first two Community Forums (August 1st and 28th), as well as the Building Committee on August 29th. The Committee is currently working with the Architect (Dore-Whittier) on project options and cost estimates, and in the meantime Committee members are touring recently constructed schools in other communities as examples of layout and amenities.

4. **Fire Station Project (Feasibility Study):** On August 31st, the Building Planning Construction Committee voted to move forward with an OPM agreement with Cardinal for the purposes of guiding the RFP process for the selection of an Architect Team to conduct a site Feasibility Study for the Fire Station. I am meeting on Tuesday, September 12th with Cardinal and Chief White to review the previous Feasibility Study and initiate the RFP preparation process.

5. **Department of Public Utilities/Water Rate Hearing** – Scheduled for Thursday, September 21st at 7 PM in the Selectmen's Meeting Room. DPU will be conducting a hearing regarding the proposed rate increase by the Whitinsville Water Company.