

**TOWN OF NORTHBRIDGE  
BOARD OF SELECTMEN'S MEETING  
VIRTUAL MEETING USING ZOOM  
January 11, 2021 at 7:00 PM**

RECEIVED

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**Join Zoom Meeting:** <https://us02web.zoom.us/j/85160140746?pwd=Wjdkb0EvTTFYN1NzZko3Y3Y0UWh3UT09>

**Meeting ID:** 851 6014 0746  
**Passcode:** 998891

NORTHBRIDGE TOWN CLERK  
LINDA W. TYWEN

**Dial by phone:** 1 646 558 8656

**Please mute your microphone unless you are speaking or want to speak. Inappropriate comments and/or disruptive behavior will result in immediate dismissal.**

**Call Meeting to Order:** Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order concerning imposition on strict limitations on the number of people that may gather in one place, meetings of the Northbridge Board of Selectmen will be conducted via remote participation to the greatest extent possible. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order.

**PLEDGE OF ALLEGIANCE**

**I. APPROVAL OF MINUTES**

- A. 1) August 17, 2020 2) September 14, 2020 3) September 28, 2020 4) October 5, 2020

**II. PUBLIC HEARING**

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

- B. Cultural Council (2 vacancies): 1) Kathleen Rheaume and 2) Mary Contino. **Present:** Yurima Guilarte  
C. Bylaw Review Committee (2 designees) / Vote to appoint 1 Select Board member and 1 Member at Large  
Richard Sasseville (Member at Large)

**IV. CITIZENS' COMMENTS/INPUT**

**V. DECISIONS:**

- D. Linda Usher/Request to hold the 33<sup>rd</sup> Annual Whitin Five-Mile Road Race, Thursday, November 25, 2021; subject to the safety requirements of the Northbridge Police Department  
E. Safety Committee Meeting Minutes [October 14, 2020]/Vote to accept recommendations  
F. Town Clerk/Request to hang a banner across Church Street from Sunday, May 9, 2021 to Sunday, May 23, 2021 to announce the Annual Town Election to be held on Tuesday, May 18, 2021  
G. Pine Grove Cemetery Deeds (Vote to approve the sale of lot(s))/ 1) James and Jeanne Westbury [Lot No. 24B, single grave, Locust Ave. South] 2) William and Deborah Ballou [Lot No. 33A and 34, 3 graves, Birch Path North]  
H. Riverdale Cemetery Deeds (Vote to approve the sale of lot(s))/1) Linda and Bruce Allen [Lot 10-C, Hemlock Ave.] 2) Maryelizabeth and David Ryder [Lot No. 611, Willow Ave.]  
I. Spring Annual Town Meeting/Vote to close the warrant on **Friday, March 5, 2021 at 12:00 Noon**

**VI. DISCUSSIONS**

**VII. TOWN MANAGER'S REPORT**

**VIII. SELECTMEN'S CONCERNS**

**IX. ITEMS FOR FUTURE AGENDA**

**X. CORRESPONDENCE**

**XI. EXECUTIVE SESSION**

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

# A.1)

## BOARD OF SELECTMEN'S MEETING August 17, 2020

A virtual meeting of the Board of Selectmen was called to order by Chairman Alicia Cannon at 7:00 PM, using Zoom Video Communication (Video Conferencing App) at: <https://us02web.zoom.us/j/82718033106?pwd=VVdQNNM2Z2tpdUllc2Y0RGhPZE9SZz09>  
**Meeting ID:** 827 1803 3106; **Passcode:** 431757; **Dial by phone:** 1-646-558-8656. Board Members Present: Ampagoomian, Athanas, Cannon, Melia, and Collins. Also Present: Adam D. Gaudette, Town Manager.

Chairman Cannon asked all attendees to mute their microphones unless they are speaking or wish to speak. Inappropriate comments and/or disruptive behavior would result in immediate dismissal.

**Chairman Cannon read the following aloud:** Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order concerning imposition on strict limitations on the number of people that may gather in one place, meetings of the Northbridge Board of Selectmen will be conducted via remote participation to the greatest extent possible. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order.

**APPROVAL OF MINUTES:** 1) **February 24, 2020.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the February 24, 2020 meeting minutes as presented with the readings omitted. Vote yes/Ampagoomian, Athanas, Cannon and Melia. Abstain: Collins. 2) **March 9, 2020.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the March 9, 2020 meeting minutes as presented with the readings omitted. Vote yes/Ampagoomian, Athanas, Cannon and Melia. Abstain: Collins. 3) **May 18, 2020.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve the May 18, 2020 meeting minutes as presented with the readings omitted. Vote yes/Ampagoomian, Athanas, Cannon and Melia. Abstain: Collins.

### **PUBLIC HEARING/None**

**APPOINTMENTS/By the Board of Selectmen:** 1) **Trustees of Soldiers' Memorials (BOS chairman is the ex-officio per MGL Chapter 41, Sec. 105).** A motion/Mr. Melia, seconded/Mr. Collins to appoint Selectman Cannon to the Trustees of Soldiers' Memorials. Vote yes/Unanimous. 2) **Charter Review Committee – 2 designees.** A motion/Mr. Ampagoomian, seconded/Mr. Athanas to appoint Selectman Collins and Selectman Melia to the Charter Review Committee. Vote yes/Unanimous. 3) **Earth Removal Board – 1 designee [currently Selectman Ampagoomian].** A motion/Mr. Melia, seconded/Mr. Collins to appoint Selectman Ampagoomian to the Earth Removal Board. Vote yes/Unanimous. 4) **Economic Development Committee – 1 designee [currently Selectman Melia].** A motion/Mr. Collins, seconded/Mr. Ampagoomian to appoint Selectman Athanas to the Economic Development Committee. Vote yes/Unanimous. 5) **Open Space & Recreation Update Committee [currently Selectman Ampagoomian].** Town Manager Gaudette explained that the Town Planner, Mr. Bechtholdt has been working with a consultant on drafting plans for the committee. He explained that currently it is not an involved committee. A motion/Mr. Collins, seconded/Mr. Ampagoomian to appoint Selectman Athanas to

the Open Space & Recreation Update Committee. Vote yes/Unanimous. **6) School Building Committee [currently Chairman Cannon].** A motion/Mr. Collins, seconded/Mr. Melia to appoint Chairman Cannon to the School Building Committee. Vote yes/Unanimous. **7) Janet Burke, Board of Registrars/Present: Linda Zywien, Acting Town Clerk.** Mrs. Zywien stated that there has recently been a resignation on the Board of Registrars. Mrs. Burke is a retired nurse and a longtime resident. A motion/Mr. Melia, seconded/Mr. Ampagoomian to appoint Janet Burke to the Board of Registrars. Vote yes/Unanimous.

**APPOINTMENTS/By the Town Manager: Laura Medeiros, Assistant Town Clerk [Vote to Affirm]/ Present: Linda Zywien, Acting Town Clerk.** Town Manager Gaudette explained that with the Town Clerk retiring and the Assistant Town Clerk stepping into her place, it has left a position to fill. He stated that once applications were submitted and the interview process completed, they felt that Ms. Medeiros was the best candidate for this position. Ms. Medeiros then stated she is looking forward to working for the Town. A motion/Mr. Athanas, seconded/Mr. Ampagoomian to affirm the appointment of Laura Medeiros to the position of Assistant Town Clerk. Vote yes/Unanimous.

#### **CITIZENS' COMMENTS/INPUT/None**

**No One Walks Alone Peer Recovery Support Center: 2<sup>nd</sup> Annual Overdose Awareness Vigil (Virtual) on Monday, August 31, 2020 – Request to place flags and a banner on Town Common/ Present: Craig Maxim, Programs Consultant, Family Continuity and Rebecca Zwicker, Program Director, No One Walks Alone [NOWA] Recovery Support Center.** Mr. Maxim announced they were awarded a contract for a recovery support center and they were fortunate to receive it. He said the purpose of the vigil is to help bring awareness to victims of overdose and their families. Ms. Zwicker explained that they hope to make this year's vigil bigger by placing 250 flags and a sign on the Town Common, from Saturday, August 29<sup>th</sup> until Saturday, September 12<sup>th</sup> to bring more awareness and let those in need know that help is available. Ms. Zwicker explained the vigil will be held virtually, with guest speakers being present at the church. Selectman Melia asked if there has been an increase of overdoses due to the pandemic. Mr. Maxim responded that he doesn't know a specific number but with increased isolation due to the pandemic and for those individuals in early recovery, there is a decrease in availability to meet in person, which increases the chances of an overdose. A motion/Mr. Ampagoomian, seconded/Mr. Collins to approve the above request to place flags and a banner on Town Common in support of the 2<sup>nd</sup> annual Overdose Awareness Vigil, from Saturday, August 29<sup>th</sup> until Saturday, September 12<sup>th</sup>. Vote yes/Unanimous.

**Fairlawn Christian Reformed Church/Request for a One-Day Weekday Entertainment License for a Drive-in Movie event on Friday, September 18, 2020 (Rain date: September 25, 2020) at 7:30 PM/Present: Brandon Hehn.** Mr. Hehn mentioned they typically have events throughout the season, but with the pandemic they have not been able to host any events. Thus, he thought it best to host a drive-in movie event with the required social distancing. He then went on to explain they have an inflatable screen to project the movie onto and noted they have received the copyright to show the movie. Selectman Athanas asked how they would be projecting the sound. Mr. Hehn replied that they would be transmitting it through channel 87.7 FM on the radio. A motion/Mr. Collins, seconded/Mr. Melia to approve the above request for a One-Day Weekday

Entertainment License for a Drive-in Movie event to take place on Friday, September 18, 2020 (Rain date: September 25, 2020) at 7:30 PM subject to the approvals of the Police Chief and Fire Chief. Vote yes/Unanimous.

**Hannah Drive [Carpenter Estates Subdivision] / Vote intention to layout Hannah Drive as a public way.** Town Manager Gaudette explained that the first step in the street acceptance process is for the Selectmen to vote their intention to layout the road as a public way and refer the matter to the Planning Board for a recommendation. The Planning Board will then hold a public meeting to discuss everything. After that is completed, the Board of Selectmen will be asked to vote to layout the road and sign the mylar plans. The last step in the process is town meeting approval. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to vote their intention to layout Hannah Drive as a public way and refer this matter to the Planning Board for a recommendation. Vote yes/Unanimous.

**Vote to disband the following committees/1) National Pollutant Discharge Elimination System [NPDES] Advisory Committee [Stormwater Discharge Permit].** Mr. Gaudette advised this committee has not been active for a very long time and is no longer needed because there is a Regional Stormwater Coalition comprised of 29 other towns that has been doing the required work for the permit. He advised the Board to dissolve both the NPDES Advisory Committee as well as the Solar Energy Committee that has not met for a long time. **2) Solar Energy Committee.** There being no further discussion, a motion/Mr. Athanas, seconded/Mr. Melia to disband both the NPDES and Solar Energy Committees as recommended by the Town Manager. Vote yes/Unanimous.

**State Primary [September 1, 2020]/Vote to sign the warrant.** A motion/Mr. Athanas, seconded/Mr. Melia to sign the State Primary Election Warrant. Vote yes/Unanimous.

**Fall Annual Town Meeting [October 27, 2020] / Vote to place Selectmen's articles on the warrant.**

**ARTICLE 1 (Budget transfers) and ARTICLE 2 (Bills of a prior year):** A motion/Mr. Athanas, seconded/Mr. Ampagoomian to place Articles 1 and 2 on the Fall Annual Town Meeting Warrant. Vote yes/Unanimous.

**Town Manager Evaluation Process.** Mr. Gaudette requested the Board to submit their individual evaluation forms to Sharon Susienka in his office in the next couple weeks. In the meantime, he will send the Board a copy of his current year's goals along with a narrative of what he accomplished. At the next meeting, September 14<sup>th</sup>, the Board will review the Town Manager's performance. Mr. Gaudette also asked the Board to develop some new goals for him to work on over the next year, which should be submitted to Chairman Cannon for discussion at the September 14<sup>th</sup> meeting.

**TOWN MANAGER'S REPORT: 1) Artificial Turf Field Project (Lasell Field).** The Town Manager noted there is a punch list of items that are currently being completed. The last part of the project will be the bleachers and the press box. He will be reviewing everything (bills and punch list items) with the Building Committee this week. **2) Fire Station Project.** Mr. Gaudette noted the Fire Station vote passed both town meeting and the town election ballot. He said the

Building Committee will be looking to advertise a Request for Qualifications (RFQ) to hire our Owner's Project Manager (OPM) who will oversee the Architect and then the construction. Mr. Gaudette mentioned he had spoken to Chairman Cannon about the Police Chief's pending retirement, which is mandatory at age 65. He reported that the Assessment Center, which is a process to replace Civil Service positions, has been completed. He hopes to narrow down the top qualified applicants and select an individual for an appointment within 6 months so the newly appointed individual can then shadow the Chief for the last six months of his tenure.

**SELECTMEN'S CONCERNS: Selectman Melia.** 1) Stated that Off. Chickinski will be retiring soon and asked if there was a process in place to replace his position (upon his retirement) and if so, has it begun yet. The Town Manager responded that due to the state's budget crisis, the town had instituted a spending/hiring freeze, so the process has been delayed. He reported he was also waiting to see what the Governor's 9C budget cuts are going to be, however, if the town's financial situation remains solid, he will begin the process to replace Off. Chickinski's position. 2) Brought up the subject of remote participation and said he is ready to return to face-to-face meetings. He requested the Town Manager to see if it is allowed under the Governor's regulations. 3) Mentioned that Mason Road and Swift Road are in terrible shape. He would like to have these roads prioritized for repair/repaving prior to the opening of the new Balmer School. Mr. Luchini said those roads are not on this year's plan but will certainly keep that in mind for the next phase. **Selectman Ampagoomian/1** Asked if the 9C cuts are going to be ending. The Town Manager responded they can still happen, but he will feel more confident about our financial situation after December when the cuts are generally made. 2) Inquired about the area near the Chiropractor's Office on Rt. 122 where a stream washed out part of the road during the big storm we had. Also mentioned the catch basin near Kearns that is deteriorated and if it was going to be fixed. Mr. Luchini responded that the State has been in town for a couple of weeks repairing a bunch of stuff, but he does not know what they plan to do with these 2 areas. He did see where the road washed out on Rt. 122 and noted that rip rap has been placed at the edge of the road with asphalt on top of it. He also advised he has not seen the catch basin near Kearns. 3) Asked about Plummer's Corner intersection. Mr. Luchini replied that the study is still moving forward but the Safety Committee posed a question about signaling delays but stressed the study is moving forward. **Selectman Athanas/1** Asked what the school's plan was for the upcoming school year (remote, hybrid, or in-person) and suggested bringing in someone from the School Department to update the Board on the school's plans. 2) Asked if the matter of trash collection could be looked at again. Private haulers vs town-sponsored. He said it is a matter of aesthetics (there are trash containers out every day of the week due to the town having many haulers) and also a matter of trying to get the cost under control. **Selectman Collins** mentioned the compost site and the fact that you can't get past the leaf pile because it is so far out. Mr. Luchini said the DPW dumps leaves there, but the compost site is under the purview of the Board of Health. He suggested hiring someone or renting a piece of equipment to remove some of the debris. He stressed that that area is very swampy and heavy equipment could sink. Mr. Collins then inquired if the leaves could be placed on the sewer beds and Mr. Luchini said he didn't believe so but would check with DPW Director Shuris and report back. **Chairman Cannon/1** Inquired whether there is any plan to pave the top of Prospect Street from the work that was done last year. Mr. Luchini noted there are several punch-list items that need to be completed in that area. 2) Provided an update on the Balmer School Project adding that the School Building Committee voted to approve a change order up to \$500,000 for an irrigation system for the new Balmer School, which she did not support emphasizing it was not part of the

original scope of the project and she felt the voters should have a say. She added that though there were significant savings during the course of the project, those savings should have been passed on to the taxpayers. Ms. Cannon advised that the extra money was approved on the condition that well tests are successful so a well can be used for watering.

Chairman Cannon announced the next Selectmen's Meeting is scheduled for Monday, September 14, 2020 at 7:00PM.

**ITEMS FOR FUTURE AGENDA/None**

**CORRESPONDENCE/None**

**EXECUTIVE SESSION/None**

A motion/Mr. Collins, seconded/Mr. Athanas to adjourn the public meeting. Vote yes/Unanimous.

**Meeting Adjourned: 8:05 PM**

**Respectfully submitted,**

**Russell D. Collins, Clerk**

**/mjw**



## LIST OF DOCUMENTATION

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

August 17, 2020

#### I. APPROVAL OF MINUTES:

- A. 1) February 24, 2020  
-Copy of February 24, 2020 meeting minutes
- 2) March 9, 2020  
-Copy of March 9, 2020 meeting minutes
- 3) May 18, 2020  
-Copy of May 18, 2020 meeting minutes

#### II. PUBLIC HEARING/None.

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

- B. 1) Trustees of Soldiers' Memorials (BOS chairman is the ex-officio per MGL Chapter 41, Sec. 105)  
-No documentation
  - 2) Charter Review Committee – 2 designees  
-No documentation
  - 3) Earth Removal Board – 1 designee [currently Selectman Ampagoomian]  
-No documentation
  - 4) Economic Development Committee – 1 designee [currently Selectman Melia]  
-No documentation
  - 5) Open Space & Recreation Update Committee [currently Selectman Ampagoomian]  
-No documentation
  - 6) School Building Committee [currently Chairman Cannon]  
-No documentation
  - 7) Janet Burke, Board of Registrars/**Present:** Linda Zywien, Acting Town Clerk  
-Copy of Talent Bank Form
- C. **By the Town Manager:** Laura Medeiros, Assistant Town Clerk [Vote to Affirm]/  
**Present:** Linda Zywien, Acting Town Clerk  
-Copy of resume  
-Copy of Town of Northbridge employment application

#### IV. CITIZENS' COMMENTS/INPUT

#### V. DECISIONS:

- D. No One Walks Alone Peer Recovery Support Center - 2nd Annual Overdose Awareness Vigil (Virtual) on Monday, August 31, 2020 – Request to place flags and a banner on Town Common/ **Present:** Craig Maxim, Programs Consultant, Family

Continuity and Rebecca Zwicker, Program Director, No One Walks Alone Recovery Support Center

**-Copy of letter dated July 29, 2020 from Family Continuity requesting permission to put flags in Memorial Park to raise awareness about opioid overdose.**

**-Copy of letter dated August 11, 2020 from the Trustees of Soldiers' Memorials granting permission to use Memorial Park for their Overdose Awareness event.**

**E. Fairlawn Christian Reformed Church/Request for a One-Day Weekday Entertainment License for a Drive in Movie even on Friday, September 18, 2020 (Rain date: September 25, 2020) at 7:30 PM/**Present: Brandon Hehn

**-Copy of One-Day Entertainment License application**

**-Copy of REAP Attestation Form**

**-Copy of Workers Compensation Affidavit**

**F. Hannah Drive [Carpenter Estates Subdivision] / Vote intent to layout Hannah Drive as a public way**

**-Copy of the Planning Board's memo dated August 10, 2020 requesting the Selectmen to vote their intent to layout Hannah Drive as a public way.**

**G. Vote to disband the following committees: 1) National Pollutant Discharge Elimination System stormwater discharge permit Advisory Committee; 2) Solar Energy Committee**

**-No documentation**

**H. State Primary [September 1, 2020]/Vote to sign the warrant**

**-Copy of the State Primary warrant**

**I. Fall Annual Town Meeting [October 27, 2020] / Vote to place articles on the FATM warrant**

**-Copy of draft FATM warrant**

**-Copy of the Planning Board's memo dated August 12, 2020 announcing their vote to sponsor a street acceptance article for Hannah Drive at the FATM**

## **VI. DISCUSSIONS**

**J. Town Manager Evaluation Process**

**-Copy of blank evaluation form**

## **VII. TOWN MANAGER'S REPORT – No Documentation**

## **VIII. SELECTMEN'S CONCERNS – No Documentation**

## **IX. ITEMS FOR FUTURE AGENDA – None**

## **X. CORRESPONDENCE – None**

## **XI. EXECUTIVE SESSION - None**



## BOARD OF SELECTMEN'S MEETING September 14, 2020

A virtual meeting of the Board of Selectmen was called to order by Chairman Alicia Cannon at 7:01 PM, using Zoom Video Communication (Video Conferencing App) at:

<https://us02web.zoom.us/j/86823340118?pwd=VDc2SW5iKzFUK2VVdEQ5RlVCSGVtQT09>

**Meeting ID:** 868 2334 0118; **Passcode:** 149205; **Dial by phone:** 1-646-558-8656. Board Members Present: Cannon, Ampagoomian, Athanas, Melia, and Collins. Also Present: Adam D. Gaudette, Town Manager.

Chairman Cannon asked all attendees to mute their microphones unless they are speaking or wish to speak. Inappropriate comments and/or disruptive behavior would result in immediate dismissal.

**Chairman Cannon read the following aloud:** Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order concerning imposition on strict limitations on the number of people that may gather in one place, meetings of the Northbridge Board of Selectmen will be conducted via remote participation to the greatest extent possible. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order.

**APPROVAL OF MINUTES: February 10, 2020.** A motion/Mr. Athanas, seconded/Mr. Ampagoomian to approve the February 10, 2020 minutes as presented with the readings omitted. Vote yes/Melia, Athanas, Ampagoomian, and Cannon. Abstain/Mr. Collins.

**PUBLIC HEARING: 7:05PM – Massachusetts Electric Company dba National Grid and Verizon New England/Petition #25436839 for the installation of anchor and 11 new jointly-owned poles located from 10 Puddon Street through 175 Puddon Street, Northbridge: P0-50, P1-50, P2-50, P3-50, P5-50, P6-50, P7-50, P8-50, P10, P11, and P12. Present: Al Gavin, Design Engineer, National Grid and Brian Thumpayil, Assist. Project Manager, Syncarpha Capital, LLC.** Chairman Cannon read the public hearing notice aloud. A motion/Mr. Ampagoomian, seconded/Mr. Melia to open the public hearing. Vote yes/Unanimous. Mr. Gavin began and advised the purpose of the new pole locations is for the solar projects on Puddon Street. He said the cables and poles will be upgraded from single-phase to three-phase power, which will require heavier wire and several intermediate poles as shown on the map included in the agenda packet. He added that the intermediate poles and anchors will help maintain pole stability. Selectman Melia asked for clarification on the location (Quaker Street to the solar farms) as well as the number of new poles. Mr. Gavin responded the location was correct and the number of new poles is 11. Selectman Ampagoomian inquired about double poles. Mr. Gavin noted that Verizon is responsible for removing old poles so it is possible that there may be some double poles until Verizon removes them at a later date. Robert Smith, 139 Puddon Street, asked if Pole #7, which has a streetlight and transformer, will remain where it is, and Mr. Gavin answered yes but added that the transformer will be moved to new Pole #7-50. He was not sure whether the streetlight will stay on Pole #7 or be moved to new Pole #7-50 and mentioned the plans did not show that any streetlights were being removed. He did say however, it might be possible the light will be moved to the new pole. Lastly, Mr. Smith informed the Board there is a tree removal that will take place at new Pole #7-50. Mr. Gavin stated the plans do note the Forestry Department will be doing some major tree trimming along this location to make room to do the work so there is not any interference with the cables. They typically trim back branches unless a tree is impeding the work that needs to be done. Mr. Smith thanked everyone. There being no further questions, comments, or concerns, a motion/Mr. Melia, seconded/Mr. Collins to close the public hearing. Vote yes/Unanimous. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to approve National Grid's petition #25436839 for the installation of anchor and 11 new jointly-owned poles located from 10 Puddon Street through 175 Puddon Street,

Northbridge: P0-50, P1-50, P2-50, P3-50, P5-50, P6-50, P7-50, P8-50, P10, P11, and P12 as indicated on the map in the Selectmen's agenda packet. Vote yes/Unanimous.

**APPOINTMENTS/By the Town Manager: Linda Zywien, Town Clerk/Vote to Affirm.** A motion/Mr. Ampagoomian, seconded/Mr. Collins to affirm the Town Manager's appointment of Linda Zywien to the position of Town Clerk. Vote yes/Unanimous.

**CITIZENS' COMMENTS/INPUT – None.**

**D & Ng Inc. dba King Jade Restaurant, 1229 Providence Road/Request for temporary expansion of outdoor seating until November 1, 2020/Present: Nathan Ng, Manager.** Mr. Ng is requesting 3 outdoor tables 6' apart to accommodate approximately 12 people. He said the seating plan he submitted meets the current COVID outdoor seating guidelines. Mr. Collins spoke in favor of the request. Mr. Athanas asked if the landlord's approval was needed and it was determined that it is needed. The Town Manager advised the Select Board to approve the request subject to the landlord's approval and the submission of a revised seating plan showing the proper dimensions of the outdoor area. There being no further discussion, a motion/at Mr. Collins, seconded/Mr. Melia to approve King Jade's request for a temporary expansion for outdoor seating until November 1, 2020. Vote yes/Unanimous.

**Whitin Community Center/Request to change the date on their weekday Entertainment License (previously approved on March 9<sup>th</sup>), from Saturday, May 2, 2020 to Saturday, April 21, 2021 for the Whitin Community Center's Gala Event.** A motion/Mr. Melia, seconded/Mr. Athanas to approve the Whitin Community Center's request to change the date on their weekday Entertainment License from May 2, 2020 to April 21, 2021 as noted above. Vote yes/Unanimous.

**Shop Small 01588/Request to hang a banner across Church Street from November 22, 2020 to December 6, 2020 to advertise the Shop Small Passport event from November 28, 2020 to December 5, 2020.** A motion/Mr. Collins, seconded/Mr. Ampagoomian to approve Shop Small 01588's request to hang a banner across Church Street from November 22, 2020 to December 6, 2020 to advertise the Shop Small Passport event from November 28, 2020 to December 5, 2020 as noted above. Vote yes/Unanimous.

**Hannah Drive [Carpenter Estates Subdivision] / Vote to layout Hannah Drive as a public way. Present: Gary Bechtholdt, Town Planner.** Mr. Gaudette advised this is part of the process to approve a public way. He mentioned the Board voted their intent to layout this road at their last meeting. Since then, the Planning Board has completed their review and recommends the Select Board vote to layout the road as a public way, which would allow us to go to town meeting to vote and formally accept Hannah Drive as a public way and become the responsibility of the town. Mr. Bechtholdt said the Planning Board met last week and they also met with the residents and developer specific to the subdivision noting there is a small punch list of items that need to be completed but that does not preclude the Select Board from voting to layout the road this evening. Selectman Collins asked about the punch list of items and if they are major items or small stuff. Mr. Bechtholdt said it was small stuff like planting street trees (outside of the layout) and a couple of items the developer has to address, but nothing related to the layout of the road. He also pointed out that the Planning Board is scheduled to vote their recommendation on the warrant article on September 22<sup>nd</sup>, so the developer has until that date to finish the punch list. Selectman Athanas asked if the bond was still intact and Mr. Bechtholdt responded it is and it will be held over until the street trees are planted, which must be guaranteed for 2 years. He also indicated that the developer and DPW are working with National Grid to get the streetlight on Carpenter Road installed. There being no further discussion, a motion/Mr. Ampagoomian, seconded/Mr. Melia to layout Hannah Drive [Carpenter Estates Subdivision] as a public way. Vote yes/Unanimous.

**Safety Committee Meeting Minutes (Present: James Shuris, Chairman, Safety Comm./1) August 5,**

**2020.** The Town Manager began and reviewed the process for approving Safety Committee minutes. He said the Safety Committee is an Advisory Board who meets once a month to vote on any issues/items requiring their attention be it from Town Departments, residents or businesses. At the following meeting, the Safety Committee will vote to approve the draft minutes. Next, the final minutes are sent to the Select Board for their approval. Mr. Gaudette added that there are several items in the August 5<sup>th</sup> minutes requiring the Board's approval and he will let Chairman Shuris review them. He also noted the September 9<sup>th</sup> minutes are in *draft* form as they have not been approved by the Safety Committee, but the Board can still discuss them. Selectman Melia spoke and stated he had no issues with the August 5<sup>th</sup> minutes, however, he did have an issue with a couple of things in the September 9<sup>th</sup> draft minutes and suggested it was probably a communication error. As such, Mr. Melia will talk with those involved about the specific items prior to the approval of the draft minutes by the Safety Committee. Selectman Athanas inquired about the removal of barriers at the Shining Rock Trailhead and if the DPW was going to do it. Mr. Luchini responded that the DPW installed them and would be happy to remove them if that is what the Safety Committee wants, however, he said that particular topic is still in the discussion stage. There being no further questions or comments, a motion/Mr. Melia, seconded/Mr. Athanas to accept the recommendations of the Safety Committee as outlined in the minutes of August 5, 2020. Vote yes/Unanimous. **2) September 9, 2020 (Draft).** The Board did not take a vote as these minutes were still in draft form.

**Fall Annual Town Meeting [October 27, 2020]/Vote to sign warrant upon completion and final review by Town Counsel.** The Town Manager did a quick review of the 5 warrant articles. He mentioned 2 of them were housekeeping articles (#1 - budget transfers and #2 - prior year bills); Article #3 is for a street acceptance; and #4 (discontinue a portion of Piedmont St.) and #5 (a 25-year PILOT agreement for a solar project) are petition articles. He also advised that the petitioners will be present at the Finance Committee's public hearing on September 23<sup>rd</sup> so the Board will have more information when it's time to vote their positions on the warrant articles. Selectman Melia asked about Article 4. Mr. Gaudette responded that it has to do with the unconstructed portion of Piedmont Street that exists only on "paper" and is situated between 2 house lots. The petition is to discontinue the unconstructed portion of the street so the owner or potential purchaser can have it annexed into the neighboring house lots. Mr. Ampagoomian added that he believed John Berkowicz to be the owner of the 2 house lots. He then asked about Article #5 and stated he thought the Zoning Board had voted against the McQuade's Lane solar project. Town Manager Gaudette advised the project went before the ZBA for a special permit and it was denied. It is currently under appeal, so it was remanded back to the ZBA for another review. He clarified that the warrant article is only for the tax structure so if the project is ever approved/built, then the tax structure would go into effect. A motion/Mr. Melia seconded/Mr. Collins to sign the FATM warrant upon completion and final review by Town Counsel. Vote yes/Unanimous.

**Town Manager's Goals for 2021.** Mr. Gaudette thanked the Selectmen for their input in establishing his goals for 2021. He stated that Chairman Cannon and he reviewed and discussed the submissions and came up with the final 4. Continuing, he discussed each major goal as well as the finer details of each goal: **1) Budget Preparation; 2) Fire Station Building Project; 3) Process to replace the retiring Chief of Police; and 4) Roadway Infrastructure – Planning, Design, and Construction.** A motion/Mr. Ampagoomian, seconded/Mr. Collins to approve the 2021 Town Manager goals as presented. Vote yes/Unanimous.

**Town Manager's Annual Review.** The Town Manager thanked the Board for taking the time to complete his evaluation. He said he takes note of all comments and strives to make sure he understands what the Board expects of him and his office and reiterated that all comments and suggestions are very important.

**Public Meetings Format.** The Town Manager spoke about the format for public meetings, which are now virtual due to the pandemic. He mentioned that at the last Selectmen's meeting, Selectman Melia asked when the Board could return to in-person meetings. As a result, he reached out to about 20 of his peers to see what they are doing meeting-wise and found there were all different variations. He found that some are

holding socially distanced meetings where everyone is spaced 6' apart. Some are doing only virtual meetings. Others use a hybrid approach where the Board Members, Town Manager, and those required to be present for agenda items are meeting in person, but the audience is remote, etc. Mr. Gaudette said it is up to the Board if they want to institute a different process but there would probably have to make some technological changes. Selectman Ampagoomian noted that he prefers in-person meetings and suggested using the Great Hall where there is plenty of room for social distancing. Mr. Gaudette reminded him that the acoustics are terrible up there as is the cold in the winter and the heat in the summer. Selectman Athanas voiced his choice as wanting to remain virtual (Zoom) until the vaccine is available in order to keep everyone safe. He would be very hesitant to meet in-person mainly due to his wife's job and not jeopardizing getting her ill. Selectman Melia reiterated that he would like to get back to in-person meetings as soon as possible whether it's just the Selectmen and everyone else joins remote or a hybrid model of some sort. He is not a fan of Zoom but said it's better than nothing. Selectman Collins doesn't mind Zoom and suggested they wait a few more meetings to see how things go and then maybe discuss/decide what format the Board will use. The Town Manager added that he is hesitant due to the fact that if the Select Board goes back to in-person meetings, they are in fact opening it up to all other Boards/Committees to do the same and then it gets hard to police with all different people showing up for meetings, etc. He also pointed out that flu season is upon us (as may a resurgence of the CORONA virus) so it may be better to wait it out and see how things go but he will do whatever the Board wants. Chairman Cannon said she prefers face-to-face meetings; however, she is so used to video-conferencing she has grown accustomed to looking at people on camera and feels the Board does see the majority of folks who have business to conduct before the Board.

**TOWN MANAGER'S REPORT: 1) Lasell Field Turf Project/Update:** Mr. Gaudette advised this project is about 95% complete. The bleachers are being installed but the delivery and installation of the press box has been delayed due to the pandemic, which caused the required state review process to be delayed as well. There is also a punch list of items to be completed. **2) Fire Station Project:** The Town Manager reported that he intends to provide frequent updates as this project moves along. **3) Balmer School Project:** The Town Manager said this project is moving forward as planned.

**SELECTMEN'S CONCERNS: Selectman Ampagoomian/1)** Asked about streets in the downtown area of Rockdale and whether that area is on the list of streets to be paved. Mr. Luchini said it won't be done this year, but he will inspect the area for future consideration. **2)** Mentioned the traffic lights at Plummer's Corner, which was also brought up at a recent Safety Committee meeting. He doesn't want the Town to lose sight of this issue. **3)** Requested Mr. Shuris (DPW Director), as Tree Warden, to look at the nut tree on Puddon Street that has to come down for a pole location to verify whether it is or isn't a public shade tree. **4)** Asked the Town Manager about possibly deeding the parcel of land in Pine Grove Cemetery where the Armenian Memorial monument will be located to protect it from being taken by someone as a possible burial plot. The TM said he will look into it and work with Peter Bedigian (Armenian Church) and DPW Management on it. **Selectman Melia/1)** Pleased to see the Town is working on a Cyber Incident Response Plan. **2)** Attended the recent "Defend not Defund the Police" rally at the Town Common and thanked Yvette Ayotte for organizing the rally. **Selectman Collins** reported that the traffic patterns near the Christian School on Linwood Avenue are disastrous and stressed something has to be done about it. Mr. Gaudette advised that the town is actively pursuing improvements on Linwood Avenue. He added that he is working with DPW Management, a consultant, and the 3 schools on Linwood Avenue looking at traffic patterns. He also informed the Board they recently applied for and awarded a \$135,000 Shared Streets Grant from the Dept. of Transportation that will allow them to make traffic improvements in the Linwood Avenue area. Mr. Gaudette further mentioned they are drafting a Complete Streets application that will provide up to \$400,000 in funding and possibly some matching funds for infrastructure improvements on Linwood Avenue to help with traffic flow. The Town Manager plans to email the Complete Streets Plan and the Shared Streets Application to Board members. **Chairman Cannon/1)** Reminded everyone the School Building Committee Meeting is tomorrow night and if anyone is interested, they may attend via

Zoom. 2) Announced the Meals on Wheels program through the Northbridge Senior Center is in dire need of volunteers. It involves approximately 1.5 hours per week delivering meals to homebound seniors. Those interested in volunteering may reach out to Bill at the Senior Center at 508-234-2002.

**ITEMS FOR FUTURE AGENDA/None**

**CORRESPONDENCE/None**

**EXECUTIVE SESSION/None**

Chairman Cannon announced the next Selectmen's meeting is scheduled for Monday, September 28, 2020 at 7:00PM . There being no further business before the board, a motion/Mr. Melia, seconded/Mr. Ampagoomian to adjourn the public meeting. Vote yes/Unanimous.

**Meeting Adjourned: 7:36 PM**

**Respectfully submitted,**

**Russell D. Collins, Clerk**

**/mjc**



**LIST OF DOCUMENTATION**

**BOARD OF SELECTMEN'S MEETING - OPEN SESSION**

**September 14, 2020**

**I. APPROVAL OF MINUTES:**

**A. 1. February 10, 2020**

-Copy of the February 10, 2020 minutes

**II. PUBLIC HEARING: B. 7:05PM – Massachusetts Electric Company dba National Grid and Verizon New England/Petition # 25436839 for the installation of anchor and new poles on Puddon Street - located at 10-175 Puddon Street, Northbridge/Present: Al Gavin, National Grid and Brian Thumpayil, Assist. Project Manager, Syncarpha Capital, LLC**

-Copy of Public Hearing Notice

-Copy of email from August 27, 2020 and August 29, 2020 from M. Ciaramitaro asking DPW to review the Pole Location and advise of any issues/concerns. Mr. Shuris' response declaring there were no concerns.

-Copy of Nation Grid's letter dated July 1, 2020 requesting a joint pole location

-Copy of Petition for Joint Pole Location on Puddon Street, Northbridge, dated July 1, 2020

-Copy of Order for Joint Pole Location

-Copy of Petition Sketch for Plan No. 25436839 (3 pages)

**III. APPOINTMENTS**

**C. By the Town Manager: Linda Zywiec, Town Clerk/Vote to Affirm**

**-No Documentation**

**IV. CITIZENS' COMMENTS/INPUT/None**

**V. DECISIONS**

**D. D & Ng Inc. dba King Jade Resturaunt, 1229 Providence Road/Request for temporary expansion of outdoor seating until November 1, 2020/Present: Nathan Ng, Manager**

-Copy of Application for Temporary Expansion of Outdoor Dining

-Copy of sketch showing the outdoor area

-Copy of Smartsheet showing departmental comments/responses

**E. Whitin Community Center/Request to change the date on their weekday Entertainment License (previously approved on March 9<sup>th</sup>), from Saturday, May 2, 2020 to Saturday, April 21, 2021 for the Whitin Community Center's Gala Event**

-Copy of Application for a One-Day Weekday Entertainment License

-Copy of Workers Comp Affidavit signed by Heather Elster

- Copy of Smartsheet showing departmental comments/responses

**F. Shop Small 01588/Request to hang a banner across Church Street from November 22, 2020 to December 6, 2020 to advertise the Shop Small Passport event from November 28, 2020 to December 5, 2020**

-Copy of email from Christine Guanipa dated September 8, 2020 requesting permission to hang a banner across Church Street to advertise the Shop Small event



**G. Hannah Drive [Carpenter Estates Subdivision] / Vote to layout Hannah Drive as a public way**

- Copy of the Planning Board's Public Hearing Notice
- Copy of letter to BOS Chairman Cannon dated September 8, 2020 regarding the Planning Board's recommendation to layout Hannah Drive
- Copy of Hannah Drive Road Acceptance Plan prepared by Turning Point Engineering (7pages)
- Copy of Quitclaim Deed

**H. Safety Committee Meeting Minutes [August 5, 2020 and September 9, 2020] /Present: James Shuris, Chairman, Safety Comm.**

- Copy of August 5, 2020 Safety Committee minutes
- Copy of September 9, 2020 Safety Committee minutes

**I. Fall Annual Town Meeting [October 27, 2020]/Vote to sign warrant upon completion and final review by Town Counsel**

- Copy of Draft Fall Annual Town Meeting Warrant (Version 3, dated September 3, 2020)

**J. Town Manager's Goals for 2021**

- Copy of draft 2021 goals

**VI. DISCUSSIONS**

**K. Town Manager's Annual Review**

- Copy of the Town Manager's Cumulative Performance Evaluation by the Selectmen for the period of August 2019-August 2020

**L. Public Meetings Format**

- No Documentation

**VII. TOWN MANAGER'S REPORT**

- No Documentation

**VIII. SELECTMEN'S CONCERNS/None**

**IX. ITEMS FOR FUTURE AGENDA/None**

**X. CORRESPONDENCE/None**

**XI. EXECUTIVE SESSION/None**

## BOARD OF SELECTMEN'S MEETING September 28, 2020

A virtual meeting of the Board of Selectmen was called to order by Chairman Alicia Cannon at 7:00 PM, using Zoom Video Communication (Video Conferencing App) at:

<https://us02web.zoom.us/j/84620691372?pwd=UTBBNUUxRVc0Y2cvRmFVYVNic2ZrUT09>

**Meeting ID:** 846 2069 1372; **Passcode:** 422612; **Dial by phone:** 1-646-558-8656. Board Members Present: Cannon, Athanas, Melia, and Collins. Mr. Ampagoomian was not present at the start of the meeting. Also Present: Adam D. Gaudette, Town Manager.

Chairman Cannon asked all attendees to mute their microphones unless they are speaking or wish to speak. Inappropriate comments and/or disruptive behavior will result in immediate dismissal.

**Chairman Cannon read the following aloud:** Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order concerning imposition on strict limitations on the number of people that may gather in one place, meetings of the Northbridge Board of Selectmen will be conducted via remote participation to the greatest extent possible. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order.

**APPROVAL OF MINUTES/None**

**PUBLIC HEARING/None**

**APPOINTMENTS/By the Town Manager (Vote to affirm): 1) Jeanne White, Outreach Worker (Senior Center). Present: Kelly Bol, Senior Center Director.** Ms. Bol said Ms. White has a background in project management with other varied experience, however, she noted that Ms. White has personal experience in outreach as she is the caregiver for her own mom. Ms. Bol stated she is very excited to bring Ms. White aboard. Ms. White thanked Kelly for the opportunity and looks forward to the job. A motion/Mr. Athanas, seconded/Mr. Melia to affirm the appointment of Jeanne White as the Outreach Worker for the Northbridge Senior Center. Vote yes/Athanas, Melia, Collins, and Cannon. **2) John D'Agostino, Asst. Plumbing and Gas Inspector. Present: James Sheehan, Building Inspector.** Mr. Sheehan stated that Mr. D'Agostino is the current Plumbing Inspector in Millville, has his own plumbing business with a good residential/commercial background. He has also filled in for Northbridge over the last 15 years. Mr. D'Agostino thanked Mr. Sheehan and said he has worked with the other inspectors in Northbridge and looks forward to working for the town. Mr. Melia said that he reviewed Mr. D'Agostino's resume and he will be a good fit for the town and wished him good luck. Mr. Collins said he has known Mr. D'Agostino for many years; he is a class act and will be a good addition to the town. A motion/Mr. Collins, seconded/Mr. Melia to affirm the appointment of John D'Agostino as the Asst. Plumbing and Gas Inspector for the Town of Northbridge. Vote yes/Collins, Melia, Athanas, and Cannon. **3) Jeffrey Grenier, Asst. Electrical Inspector.** Mr. Sheehan noted that Mr. Grenier is a resident of Northbridge and has been a licensed electrician for over 30 years and feels Jeff will be a good fit for the position. Mr. Grenier reiterated that he is a lifelong town resident and is looking forward to the work. Mr. Melia stated he's known Mr. Grenier a long time and he will be a great fit for this position. A motion/Mr. Collins, seconded/Mr. Melia to affirm the appointment of Jeffrey Grenier to the position of Asst. Electrical Inspector for the Town of Northbridge. Vote yes/Collins, Melia, Athanas, and Cannon.

**7:10PM: Selectman Ampagoomian has now joined the meeting.**

**APPOINTMENTS/By the Board of Selectmen: MBTA Advisory Board Designee to attend meetings.**

Mr. Gaudette advised that because Northbridge is one of 176 towns in the MBTA district we have the right to have a seat at the table for their meetings. He said it isn't a very active position for Northbridge because we don't have our own rail station. Selectman Melia then put forth Mr. Athanas' name as the Select Board's designee to attend MBTA meetings and made the motion, which was seconded by Mr. Collins to nominate James Athanas as the Northbridge Board of Selectmen's designee to attend any MBTA meetings. Mr. Athanas said he has no problem being on the Board and asked the Town Manager if the Town still pays a fee towards the MBTA. Mr. Gaudette answered yes that a charge does appear on the town's cherry sheet for regional transportation each year. Vote yes/Unanimous.

**CITIZENS' COMMENTS/INPUT/None**

**NSTAR GAS COMPANY, dba Eversource Energy/Request permission to locate, erect and maintain a gas telemeter adjacent to an existing utility pole together with appurtenances thereto, and together with such sustaining and protecting fixtures as said Petitioner may deem necessary to be owned and used by Petitioner, in the following public way or ways: North Main Street - Plan No. D190-30.03-C01, dated July 18, 2019. Present: Eric Bosworth, Project Engineer (Eversource) and James Shuris, DPW Director.** Mr. Bosworth began by saying Eversource is looking to install a gas telemeter (traffic) cabinet on North Main Street to provide Eversource with the means to perform remote pressure monitoring on the system. He said the reason for this is so they can keep an eye on the pressures in this area, which is very important because Northbridge is at the western most edge of the system and is where low pressure issues would appear first. Having the cabinet in place and being able to monitor the system would allow Eversource to pre-empt things and make adjustments remotely to avoid losing customers during low pressure events in the winter. Questions/Comments: Selectman Collins asked why the North Main Street location was chosen and Mr. Bosworth responded they were trying to find the western most point, which actually was Border Street, but after meeting with the DPW Director in the field, they decided Border Street wasn't the best location after all and chose North Main Street because it is more commercialized. Mr. Collins cautioned that North Main Street is a very high-traffic area with trucks, school buses, etc. and inquired about what happens if the cabinet gets hit by a vehicle and if it becomes a gas leak. Mr. Bosworth responded the cabinet will be protected on one side by a pole and with the direction of traffic, the cabinet should be okay. He also stated that Eversource is perfectly willing to put up a bollard if it's alright with the Town. He also explained there is an excess flow valve on the gas service at the cabinet and an automatic shutoff (the service line closes immediately) to aid in safety and protection. Selectman Ampagoomian inquired if the request to install the cabinet was the direct result of the gas leaks that occurred in the Greater Lawrence area of MA. Mr. Bosworth replied not a direct result, but more for customer quality assurance in this area plus the added safety measure of preventing any pressure incidents. A motion/Mr. Collins, seconded/Mr. Melia to approve Eversource's request to install a gas telemeter cabinet on North Main Street as illustrated above per Plan No. D190-30.03-C01. Vote yes/Unanimous.

**South Middlesex Non-Profit Housing Corporation – Consent to Encumber and Subordination of Liens. Present: Atty. James Hanrahan, Bowditch and Dewey. 1) 33-43 Overlook Street, Whitinsville, MA and 2) 25-35 C Street, Whitinsville, MA.** Town Manager Gaudette began by saying this request is related to the town's Community Development Block Grant Program where housing rehabilitation projects are available to low to moderate income folks so they can make improvements to their property. Liens are then placed on the property for a number of years so the homeowner can't get the funds and then immediately sell the house. He added that as time goes on and the property sells or is refinanced (as in these cases), the liens need to be released or subordinated depending on the situation. Atty. Hanrahan advised these properties have a 15-year lien; one expires in 2021 and one expires in 2022. He explained that SMOC [South Middlesex Opportunity Council] recently refinanced their portfolio and thus, he is

asking the Board to subordinate both liens. Selectman Melia asked the Town Manager to confirm that this is a routine transaction. Mr. Gaudette agreed and said these transactions appear from time to time and recommended the Board approve of the request to subordinate the liens. A motion/Mr. Ampagoomian, seconded/Mr. Melia to authorize the Consent to Encumber and Subordination of Lien for properties located at 33-43 Overlook Street, Whitinsville, MA and 25-35 C Street, Whitinsville, MA. Vote yes/Unanimous.

**Reserved Parking on Church Street - Curb-side pick-up for Valley Café and Peg’s Diner/Present: Jeff and Paulette Ruth.** Mr. Ruth explained there are two spots available to do curb-side pickup, one is in front of Valley Café and one is in front of Peg’s Diner. He said they aren’t designated parking spots because they are smaller than the standard size parking spot but there is plenty of room for curb-side pick-up. They would also like to erect “Curb-Side Pick-Up” signs as well so people are aware. Selectman Melia stated he checked out the area and there is no other area like it to do what they want to do. He also added that many small businesses have closed due to COVID so the Board should do whatever they can to help the small businesses in town. Selectman Athanas mentioned that he had checked with other local owners and they have no problem with this. Selectman Ampagoomian indicated he had a concern with snow removal. Mr. Luchini explained that snow removal is no longer an issue because the DPW uses a bobcat, which makes it easier to move the snow so they will make sure it remains cleared. Selectman Collins voiced his support for small businesses and for this request. Chairman Cannon asked about clearance to the nearby driveway. The Town Manager said the picture is very deceiving making it look like a short distance, so he asked Mr. Ruth if their vehicle blocks the driveway and he responded not at all. A motion/Mr. Melia, seconded/Mr. Collins to approve the above request to reserve the 2 available spots for curb-side pick-up for Valley Café and Peg’s Diner including signage as described above. Vote yes/Unanimous.

**Pine Grove Cemetery Deed: Gerald Lee Gaudette [Lot No. 15B, single grave, Meadow Path].** A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the sale of Lot No. 15B, single grave, Meadow Path to Gerald Lee Gaudette. Vote yes/Unanimous.

**Northbridge Public Schools – Reopening / Present: Amy McKinstry, Superintendent.** Ms. McKinstry announced that school started on September 14<sup>th</sup> and it has been very interesting. The teachers had 10 days of professional development to prepare them for the way school will run in a remote environment. She said the School District, along with 5 different committees, worked very hard over the summer to develop a plan (previously with the Select Board members) and the consensus of the group (70+ people) was that Northbridge would begin in a remote phase. However, Ms. McKinstry did point out that some students are attending school in-person: Preschool students, intensive special needs students, students in the Connect Program, moderate Special Ed students are attending in-person part time depending on their IEP goals and related services, English language learners and foster/homeless students also attend in-person some of the time. She added there are 4 learning hubs across the district (for grades K-8) who supervise the remote learning for children of school staff. She also said the Alpha Best Program (before/after school care) is available for students whose parents had to return to work but needed childcare. Ms. McKinstry noted that the school also receives help from community partners like Open Door (Pleasant Street Christian Reformed Church), Whittin Community Center, Cherubs Haven, and Rockdale Youth Center; all of who were provided training on all the different technology platforms that are being used for teaching. In addition, about 700 Chromebook were issued to students (for remote learning at home) along with 120 hotspots so more students can participate remotely. Going forward, depending if the virus data is favorable, the district plans to move to a hybrid model in November. The Superintendent is working with Ann Labonte, the town’s public health nurse, Jeanne Gniadek, Board of Health Admin., and Lori Johnson, Head School Nurse, looking at data, trends, positivity rates, etc. that will determine if/when they return to in-person learning. Though the school has gotten a lot of good feedback, the plan is still a work in progress, and they are learning a lot as they go along. For example, Ms. McKinstry explained that screen time is an issue for the younger children. Selectman Ampagoomian said he was wondering how disadvantaged households were dealing with the remote learning and was happy to know that families were provided with Chromebooks.

He also asked about curriculum and whether the Northbridge School District was including any of the 1619 Project agenda (developed by the NY Times that aims to reframe the country's history) in the curriculum. The Superintendent responded no and stated the district spent a great deal of time over the summer to develop the curriculum and spent a lot of grant funds to supplement the curriculum for online learning. Selectman Athanas thanked the Superintendent and asked how they are going to monitor kids coming into school to see if they are sick. Ms. McKinstry responded that at the beginning of the COVID crisis it was all about doing temperature checks but that would not work with the number of students they would have to process every day. She mentioned the parents have been provided with many resources about the virus and are now responsible for pre-screening their children at home. Staff is also be trained on what to look for and if they see anyone with possible COVID symptoms they are immediately referred to the nurse and isolated. The buildings have a lot of mitigation policies regarding hand washing and social distancing as well as signage and arrows showing which direction to move in, and classrooms are marked in 6' increments to show proper spacing. Selectman Melia noted that he read the entire re-opening plan and commended the School Dept. for doing a great job on it. Continuing, he made a couple of comments and stressed he is not being critical of the plan nor the people who developed it. He began by thanking Superintendent McKinstry and School Committee Chairman Michael Lebrasseur for all the hard work they put into developing the re-opening plan. Mr. Melia stated he is very concerned about the lack of education the children are receiving not only in Northbridge, but everywhere. Remote learning may be better than nothing, but he doesn't believe it works. He noted the frustration among parents, students, teachers, and the Administration. He also feels Northbridge can make person-to-person learning work with strict procedures in place to protect students and staff. Mr. Melia explained the private schools are doing person to person learning and it seems to be working and added the fact that their enrollment has increased as the result of the public school kids who enrolled there for that reason. He wondered what the private schools are doing that Northbridge isn't. The Superintendent responded by saying she respectfully disagreed with what Selectman Melia brought forth and feels remote learning does work. She mentioned the teachers are working harder than ever and will be stronger when they return to the classroom because of all the new technology they have learned. She also pointed out that a benefit of remote learning is the kids are engaged for the entire class period as there is no transition time. She further commented that when the school goes to the hybrid model, the kids will lose a lot of instructional time because of the time needed to transition from class to class which requires staggering the kids in the hallways due to social distancing requirements as well as time needed for desk cleaning and hand washing, etc. Ms. McKinstry also advised that comments received from a recent survey about remote learning were overwhelmingly positive though she acknowledged some kids are struggling with technology, etc. Also mentioned were some struggles with the hybrid model due to teachers trying to teach person to person at the same time while streaming the class to the students who chose to remain in remote learning for the entire school year. She felt strongly that there is some valuable leaning going on daily during remote teaching. Mr. Melia thanked the Superintendent for the update and asked again how the private schools were doing person-to-person learning. Ms. McKinstry responded that private schools have more money, facilities, more staff to do sanitization procedures, and a lot less students to take care of. Next, School Committee Chairman, Michael Lebrasseur, stressed the School Committee focused on what they could do, what they could provide, and how they could provide the best/safest option for the students. He felt that by starting school in a remote learning model was the responsible thing to do and it would give everyone a chance to see what happens. Selectman Ampagoomian requested a copy of the survey/results that the superintendent spoke about earlier. Selectman Collins inquired about the hybrid schedule. Ms. McKinstry replied there are 3 cohorts: A, B, and C. **Cohort A** - will be in school on Mondays and Tuesdays. **Cohort B** - will be in school on Thursdays and Fridays. **Cohort C** - will be in school all days. This schedule will allow a deep clean to be done on Wednesdays and Fridays/Saturdays. She added the reason they did not want to do a week on and then a week off is because she felt that it was too long a time to have the students away. Mr. Collins then asked how the school is handling situations where parents have kids on different schedules. The superintendent explained that they are aware that parents have children on different schedules; that they hope it gets easier as time goes on. Ms. McKinstry said they will try to reduce screen time for the younger children and that may make things a bit easier. Chairman Cannon thanked Ms.



McKinstry for the information presented this evening and commented that the teachers deserve the accommodations being made for them. She also spoke about the work/life balance and how it has changed for everyone. Ms. Cannon then asked about the .5% 14-day positivity rate and if those were guidelines from DESE (Department of Elementary and Secondary Education) or something different or is it what the district is striving for. The Superintendent responded that those numbers are what the district is striving for. She said the Health and Wellness team including the town's Board Of Health and the school's nursing staff looked at all kinds of data points and chose the .5% 14-day positivity rate as the goal to transition to the school's hybrid schedule. They will also begin to look at other trends and data points including age-related data to see if it supports moving to the hybrid model.

**Renaming of the Northbridge Senior Center/Present: Kelly Bol, Senior Center Director.** Ms. Bol introduced Jean Mistretta, Chairman of the Council on Aging, who is spearheading the campaign to rename the Senior Center. Ms. Bol began by saying the trend currently going on is to break the stigma associated with defining "Senior Centers" as a place where frail, elderly people meet to play bingo. The purpose of renaming the building will aid in changing people's way of thinking and to attract people age 60 and over as well as disabled individuals to the building to take part in many different kinds of activities. Ms. Bol added they are here tonight to get the Board's support in renaming the building. She said Ms. Mistretta researched the history of the building, formerly the home of Plummer's School from 1921-1982. With that, she turned the presentation over to COA Chairman Mistretta. Ms. Mistretta began by introducing herself and noting she is not a Northbridge resident by birth but is a newcomer by choice. She said she wasn't very familiar with the history of Northbridge but in doing the research for the name change she stated she was privileged to learn a lot! Jean presented a PowerPoint presentation on the history of Blackstone Canal and what came to be known as Plummer's Landing, which was named after Israel Plummer. Shortly after the Plummer School closed, with funding from the Town, grants, and assistance from FINE, students from Blackstone Valley tech renovated the building, which became the current home of the Northbridge Senior Center. In closing, Ms. Mistretta announced that on August 18, 2020, the Council on Aging voted to rename the building: Plummer Place – Home of the Northbridge Senior Center. Selectman Ampagoomian stated he attended Plummer's School and then voiced his agreement with renaming the senior center. Selectman Melia thanked both Ms. Bol and Ms. Mistretta for their hard work. Selectman Collins said he also favors renaming it. There being no further discussion, a motion/Mr. Ampagoomian, seconded/Mr. Athanas to move this item from discussions to decisions. Vote yes/Unanimous. A motion/Mr. Ampagoomian, seconded/Mr. Athanas to rename the Northbridge Senior Center to: Plummer Place – Home of the Northbridge Senior Center as requested this evening. Vote yes/Unanimous.

**Shared Streets Project (Linwood Avenue)/Present: Jim Shuris, DPW Dir., Erin Reed and Steven Tyler, Howard Stein Hudson (HSH).** Mr. Shuris began by stating that the Shared Streets project was started in March of 2020 with the firm Howard Stein Hudson. He explained that the town received a grant from Mass DOT in the amount of \$136,000 to make temporary improvements near the Middle School on Linwood Avenue noting it is a very congested area. Mr. Shuris said the grant will be used to improve the traffic flow and circulation plan for pick up/drop off of students at the school. Ms. Reed proceeded to summarize what HSH has done thus far. She said the first thing they did was to prepare a traffic/circulation study based on their observations of students' arrival and dismissal from the Middle School and Christian School along with their respective parking occupancy. They also looked at the High School's parking occupancy and the congestion along Linwood Avenue via drone. Based on those observations, they found the Middle School parking lot on Linwood Avenue was at 47% occupancy during the day leaving the parking lot underutilized for most of the day. Next, some temporary improvements were implemented including a defined drop-off area in the parking lot, temporary sidewalk, thermoplastic crosswalks (for increased visibility and longer-lasting), 2 new ADA accessible parking spaces, new entrance/egress patterns, and new signage. Ms. Reed stressed that the new circulation plan is only in force during arrival/dismissal of students. Continuing, she indicated jersey barriers will be positioned along the parking lot creating the new temporary sidewalk. At the same time, HSH will submit an application to Mass DOT



for funds to make the sidewalk permanent and improve ADA access points along Linwood Avenue. Next, Ms. Reed briefly reviewed Tier 3 of the Complete Streets Program that the Shared Streets Project is part of: Complete Streets Prioritization List; Permanent Sidewalk on Linwood Ave. across from the Middle School; Sidewalk Connection to Mumford Riverwalk; Curb Ramp Improvements; and Crosswalk Improvements at Cross St. and Linwood Ave. The application is due November 2, 2020. Selectman Melia asked if something was going to be done with the traffic situation at the Whitinsville Christian School (WCS) and Ms. Reed responded yes, some recommendations were made and shared with the Dean of WCS, but she hasn't heard anything back. The recommendations were: 1) for WCS to change their circulation plan and use more of their parking area, 2) to work with the Town to make a left-turn lane due to the fact that cars have to go off the road to pass by WCS, and 3) made note of the volunteer who directs traffic. All these points were included in the traffic study. Selectman Melia then asked if the road was wide enough to have a turn lane and Mr. Shuris responded that the road is 50' wide and it would be very tight, however, he noticed that the center line is skewed closer to the Mumford River side of the road so if it was shifted closer to the Christian School side there would be room for a turn lane. Mr. Melia asked if it was possible to pave 2-3 feet along the river side of the road and Mr. Shuris said they could, however, it would be extremely close to the Mumford Riverwalk. Ms. Reed noted another suggestion offered was for the Christian School to use some of the High School parking lot as a remote drop off point and/or to use some of the church lots behind the Middle School, which would all lead to reducing traffic on Linwood Avenue. She also mentioned the Safe Routes to Schools Program that involves carpooling/school pooling, to help reduce car congestion though it is more difficult due to the pandemic. Selectman Ampagoomian asked about the new configuration of the parking lot he then asked about the timeline for the project. Ms. Reed said it has to be done by October 9, 2020, and the DPW will erect the Jersey barriers and Markings Inc. will do the line striping. Chairman Cannon wanted to make sure she understood the flow of traffic and Ms. Reed reviewed the traffic flow plan again. Ms. Cannon wondered if the burden to make this circulation plan work is going to be on the crossing guard to enforce it. There were no further questions/comments.

**Verizon FIOS – Response concerning deployment of FIOS (cable) services in Northbridge.** The Town Manager advised there have been several inquiries about why Charter is the only supplier available to provide cable services in town. For the sake of those listening, he wanted them to understand that it's not up to the Town to request services so much as it is up to the utility to get a license to provide such services in town. Mr. Gaudette also said the Town has asked Verizon as well as other cable providers over the years to consider placement of their cable services in town but to no avail. With that he read the letter he received from Ellen Cummings, Verizon's Regional Director of State Government Affairs, which effectively states that Verizon has no current plans to extend the FIOS network beyond its current footprint.

**TOWN MANAGER'S REPORT.** The Town Manager mentioned he would give a full report to the Board on all projects at the next meeting.

**SELECTMEN'S CONCERNS.** **Selectman Ampagoomian** reported that the weeds need to be trimmed on Mendon Road at South Street so people can see the sign. The Highway Superintendent answered it will be taken care of. **Selectman Collins** asked about oiling roads and how did the Town of Mendon was able to do it. Mr. Luchini said you cannot oil roads anymore that towns now do chip-sealing, which is a synthetic process of putting a gravel road over an asphalt road -- and not his preferred method of repairing roads.

**ITEMS FOR FUTURE AGENDA/None**

**CORRESPONDENCE/None**

**EXECUTIVE SESSION/None**

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

**Meeting Adjourned: 8:57 PM**

**Respectfully submitted,**

**Russell D. Collins, Clerk**

/sls

**LIST OF DOCUMENTATION**

**BOARD OF SELECTMEN'S MEETING - OPEN SESSION**

**September 28, 2020**

**PLEDGE OF ALLEGIANCE**

**I. APPROVAL OF MINUTES/None**

**II. PUBLIC HEARING/None**

**III. APPOINTMENTS/By the Town Manager:**

**A. 1) Jeanne White, Outreach Worker Senior Center**

- Copy of cover letter to Sharon Susienka
- Copy of resume

**2) John D'Agostino, Asst. Plumbing and Gas Inspector**

- Copy of resume

**3) Jeffrey Grenier, Asst. Electrical Inspector**

- Copy of resume

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

**MBTA Advisory Board / Designee to attend meetings**

- No Documentation

**IV. CITIZENS' COMMENTS/INPUT/None**

**V. DECISIONS:**

**C. NSTAR GAS COMPANY, dba Eversource Energy/Request permission to locate, erect and maintain a gas telemeter adjacent to an existing utility pole together with appurtenances thereto, and together with such sustaining and protecting fixtures as said Petitioner may deem necessary to be owned and used by Petitioner, in the following public way or ways: North Main Street - Plan No. D190-30.03-C01, dated July 18, 2019. Present: Eric Bosworth, Project Engineer (Eversource) and James Shuris, DPW Director.**

- Copy of MuniMapper document showing the proposed location of the gas telemeter cabinet on North Main Street
- Copy of Eversource's drawings showing North Main Street (3 pages)
- Copy of Eversource's standard construction drawing of the cabinet to be installed

**D. South Middlesex Non-Profit Housing Corporation – Consent to Encumber and Subordination of Liens. Present: Atty. James Hanrahan, Bowditch & Dewey 1) 33-43 Overlook Street, Whitinsville, MA and 2) 25-35 C Street, Whitinsville, MA**

- Copy of Consent to Encumber and Subordination Agreement (33-43 Overlook Street)
- Copy of Consent to Encumber and Subordination Agreement (25-35 C Street)

**E. Reserved Parking on Church Street / Curb-side pick-up for Valley Café and Peg's Diner. Present: Jeff and Paulette Ruth, Valley Café owners**

- Copy of letter dated September 22, 2020, to Selectmen requesting reserved parking for curbside pick-up orders and signage indicating same.

-Copy of 2 pictures illustrating the parking spots they are requesting to be reserved for curb-side pick-up.

**F. Pine Grove Cemetery Deed/Gerald Lee Gaudette [Lot No. 15B, single grave, Meadow Path]**

-Copy of cemetery deed

**VI. DISCUSSIONS:**

**G. Northbridge Public Schools – Reopening plan / Present: Amy McKinstry, Superintendent**

-No documentation

**H. Renaming of the Northbridge Senior Center/Present: Kelly Bol, Senior Center Director**

-Copy of presentation (13 pages)

**I. Shared Streets Project (Linwood Avenue)/Present: Jim Shuris, DPW Dir. and Erin Reed, HSH**

-Copy of PowerPoint presentation (7 pages)

**J. Verizon FIOS / Response concerning deployment of FIOS (cable) services in Northbridge**

-Copy of email dated September 16, 2020, from Ellen Cummings, Regional Director (Verizon – State Government Affairs)

**VII. TOWN MANAGER'S REPORT**

-No Documentation

**VIII. SELECTMEN'S CONCERNS**

-No Documentation

**IX. ITEMS FOR FUTURE AGENDA/None**

**X. CORRESPONDENCE/None**

**XI. EXECUTIVE SESSION/None**

## BOARD OF SELECTMEN'S MEETING October 5, 2020

A virtual meeting of the Board of Selectmen was called to order by Chairman Alicia Cannon at 7:00 PM, using Zoom Meeting Software. Board Members Present: Ampagoomian, Athanas, Cannon, Collins and Melia. **Also Present:** Adam D. Gaudette, Town Manager.

Chairman Cannon read the following statement aloud: Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order concerning imposition on strict limitations on the number of people that may gather in one place, meetings of the Northbridge Board of Selectmen will be conducted via remote participation to the greatest extent possible. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order.

**APPROVAL OF MINUTES: 1) June 8, 2020.** A motion/Mr. Athanas, seconded/Mr. Melia to approve the June 8, 2020 minutes as presented with the readings omitted. Vote yes/Ampagoomian, Athanas, Cannon and Melia. Abstain: Collins. **2) June 22, 2020.** A motion/Mr. Athanas, seconded/Mr. Melia to approve the June 22, 2020 meeting minutes as presented with the readings omitted. Vote yes/Ampagoomian, Athanas, Cannon and Melia. Abstain: Collins.

### PUBLIC HEARING

**APPOINTMENTS: By the Board of Selectmen [Vote to appoint] /1) Central Mass. Regional Planning Commission – a) Second Delegate** A motion/Mr. Athanas, seconded/Mr. Collins to nominate Selectman Melia as the second Delegate. Vote yes/Unanimous. **b) Alternate.** A motion/Mr. Athanas, seconded/Mr. Ampagoomian to nominate Chairman Cannon as the Alternate. Vote yes/Unanimous.

### CITIZENS' COMMENTS/INPUT/None

**Open Sky - Hope Garden Project/Request to plant tulip gardens in Memorial Park in support of Mental Health Awareness Week [October 4 to October 10]/Present: Cristi Collari, Director of Community Outreach.** Chairman Cannon announced that Open Sky withdrew their request as they will be locating the garden in another location.

**State Election Warrant [November 3, 2020]/Vote to sign.** A motion/Mr. Melia, seconded/Mr. Collins to sign the State Election Warrant for November 3, 2020. Vote yes/Unanimous.

**Halloween / Guidance from the Dept. of Public Health.** Town Manager Gaudette stated that the Department of Public Health released COVID Guidelines through the CDC for Trick or Treating. The flyer listing the guidelines is available to view on the Town's website at [www.northbridgemass.org](http://www.northbridgemass.org). Town Manager Gaudette stated that most towns are advising the public of these guidelines if they choose to hand out candy and for those who choose to go door-to-door trick or treating.

**TOWN MANAGER'S REPORT: 1) Key Meetings Attended:** Tuesday, September 22, 2020 – Participated in the Lt Governor's Town Managers meeting via Zoom. Wednesday, September 23, 2020 – Attended the Building, Planning, Construction Committee Meeting via Zoom. Wednesday, September 23, 2020 – Attended the Finance Committee Meeting via Zoom. Thursday, September 24, 2020 – Met with Selectman Melia to discuss Board of Selectmen's agenda. Thursday, September 24, 2020 – Met with Chief White and Chief Warchol to discuss personnel transitions. Monday, September 28, 2020 – Participated in the Board of Selectmen Meeting via Zoom. Tuesday, September 29, 2020 – Participated in MMA Fiscal

Policy Committee Meeting via Zoom. **2) Balmer School Building Project:** Project construction by Fontaine Brothers continues with precautionary measures in place per State construction guidelines for construction projects moving forward during the pandemic. The majority of the site work has been completed allowing for work to begin in the interior of the building (framing, etc.). The Town Manager has been involved with obtaining access agreements from abutters who have received plantings and other work on their property as part of providing screening from the project. **3) Lasell Field Turf Project:** The project is nearing completion. The GC Green Acres is working through punch list items. The bleachers and press box should be completed this Saturday but won't be operational until the lift is completed next week and has permit sign-offs. Final lighting should be completed next week as well. Teams will start practicing this coming week and game-play may be possible the week after when substantial completion has hopefully occurred by 10/16. Chairman Cannon asked if there was a plan to do an official opening or ribbon cutting. Town Manager Gaudette stated they have not had any discussion yet, but he will reach out to the company to see if they have any thoughts. **4) Fire Station Project:** The BPCC has reviewed and authorized the RFQ for the OPM which will be advertised October 14<sup>th</sup>. **5) FY2021 Budget and Annual Spring and Fall Town Meetings:** The Town Meeting Warrant has been posted. There are two housekeeping articles (prior year bills / revise omnibus budget) and a road acceptance article, as well as two petition articles (road discontinuance and Solar PILOT). The Finance Committee has voted to support all 5 articles and the warrant booklet has been prepared. Town Counsel is currently reviewing the draft motions.

**SELECTMEN'S CONCERNS: Selectman Melia 1)** asked if any work had been completed on the Linwood playground basketball courts from the Recreation CPA funds that were approved at Town meeting. Town Manager Gaudette replied that we received quotes from the turf field project designer for the basketball courts located at the Linwood playground and the work was going to cost over \$200,000 dollars. The plan is to go back to town meeting in the spring to get the remaining portion of the funds needed. **2)** asked about the LED Streetlight project, the completion date and any issues that have come up, as it has been in the works for some time now. Town Manager Gaudette stated that the project is close to completion and post project there is an audit by the designer. The tasks we've been dealing with have been administrative. The first is the grant that was approved for the project and requires certain documentation, which we have been compiling. The second is working with National Grid to get the lights transferred over to the town, which also causes a change in the charges. Selectman Melia asked who would be used for maintenance when lights go out. The Town Manager said that Daigle received the contract for the Streetlight project and would be responsible for warranties and any repairs. **3)** noticed that a portion of the Pine Grove Cemetery was paved, and it looks great. Jamie Luchini stated that the money that was granted was spent on the paving and the DPW plans to keep chipping away at the paving when more funds become available. Selectman Melia asked about the sign for Pine Grove located on Linwood Ave. if it could be sandblasted and repainted. Mr. Luchini stated he would look into getting sum numbers in the Spring. **4)** asked if there was an update on Burger King coming back and re-opening. Town Manager Gaudette stated that there hasn't been anything that has come before the Town Manager's Office as of yet, but it is possible there is discussion. Town Manager Gaudette stated that he would reach out to the Planning Board for an update. **Selectman Athanas** asked if the snow equipment was ready to go. Mr. Luchini stated the mechanic has been working on an older fleet and getting everything ready. **Selectman Ampagoomian** asked about the paving on Church Street. Mr. Luchini stated that the contractor walked it last week and it will be scheduled.

**ITEMS FOR FUTURE AGENDA/None**

**CORRESPONDENCE/None**

**EXECUTIVE SESSION/None**

Chairman Cannon stated that the next meeting is scheduled for October 19, 2020.



A motion/Mr. Melia, seconded/Mrs. Athanas to adjourn the public meeting. Vote yes/Board Members Ampagoomian, Athanas, Cannon, Collins and Melia.

**Meeting Adjourned: 7:20 PM**

**Respectfully submitted,**

**Russel Collins, Clerk**

**/mjc**

**LIST OF DOCUMENTATION**

**BOARD OF SELECTMEN'S MEETING - OPEN SESSION**

**October 5, 2020**

- I. APPROVAL OF MINUTES:**
  - A. 1) June 8, 2020**
    - Copy of June 8, 2020 Meeting minutes
  - 2) June 22, 2020**
    - Copy of June 22, 2020 meeting minutes
- II. PUBLIC HEARING**
- III. APPOINTMENTS/B. By the Board of Selectmen [Vote to appoint] B. 1) Central Mass. Regional Planning Commission – a) Second Delegate b) Alternate**
  - Copy of letter from Central Massachusetts Regional Planning Commission requesting the appointment of Delegates and Alternates
- IV. CITIZENS' COMMENTS/INPUT**
- V. DECISIONS:**
  - C. Open Sky - Hope Garden Project/Request to plant tulip gardens in Memorial Park in support of Mental Health Awareness Week [October 4 to October 10]/Present: Cristi Collari, Director of Community Outreach**
    - Request cancelled
  - D. State Election Warrant [November 3, 2020]/Vote to sign**
    - Copy of the 2020 State Election Warrant
- VI. DISCUSSIONS:**
  - E. Halloween / Guidance from the Dept. of Public Health**
    - Copy of email with Halloween guidance
    - Copy of tips for Halloween safety from Mass.gov
    - Copy of Halloween guidelines flyer
- VII. TOWN MANAGER'S REPORT/No documentation**
- VIII. SELECTMEN'S CONCERNS/No documentation**
- IX. ITEMS FOR FUTURE AGENDA/None**
- X. CORRESPONDENCE/None**
- XI. EXECUTIVE SESSION/None**

BOS Agenda  
12.21.20  
or  
1.11.21



**TALENT BANK APPLICATION**

please return to:

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

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

yes, per Town Clerk  
12.7.20

Date: December 4, 2020

Name Kathleen J. Rheaurne

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

Home Address XXXXXXXXXXXXXXXXXXXXXXXXXXXX

Email Address XXXXXXXXXXXXXXXXXXXXXXXXXXXX

Telephone XXXXXXXXXXXXXXXXXXXX Cell XXXXXXXXXXXXXXXXXXXX

Business \_\_\_\_\_

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

Current Occupation/Title Retired Teacher  
Part time Substitute Teacher

Education B.S. of Education

Governmental, Civic & Community Activities Corporator at Whitinsville Social Library

Charitable & Educational Activities Teacher for 30 years

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

I am interested in the following Committees: Cultural Council

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

NAME: *Kathleen J. Rheume*      PRECINCT# *4*

TOWN OF NORTHBRIDGE

**COMMITTEE INTEREST** (Indicate Committee preference)

- |                            |    |
|----------------------------|----|
| 1. <i>Cultural Council</i> | 4. |
| 2.                         | 5. |
| 3.                         | 6. |

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

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

*As a former teacher at Northbridge Middle School  
I volunteered for multiple activities.*

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

*Degree in Education  
As a teacher I wrote and received multiple grants  
that were implemented successfully.*

**How experience relates to particular committee interest**

*My history of successful grant writing will be  
advantageous*

**ADDITIONAL COMMENTS:**

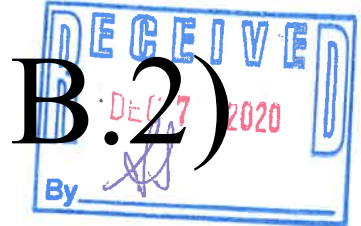
Mail completed form to:      Northbridge Town Hall  
Office of the Town Manager  
7 Main Street  
Whitinsville, MA 01588

TALENT BANK APPLICATION

please return to:

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

BOS Agenda  
12.21.20  
or  
1.11.21



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

-yes, per Town Clerk  
12.7.20

Date: 12/3/2020

Name MARY Contino

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

Home Address ~~XXXXXXXXXXXXXXXXXXXX~~

Email Address ~~XXXXXXXXXXXXXXXXXXXX~~

Telephone ~~XXXXXXXXXXXX~~ Cell ~~XXXXXXXXXXXX~~

Business \_\_\_\_\_

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

Current Occupation/Title Retired

Education Northbridge High School, Worcester State University  
Bachelor + Masters degrees

Governmental, Civic & Community Activities Board of Registrar Member  
Volunteer at St. Patricks

Charitable & Educational Activities Taught for 35 years, active member  
of St. Patricks

Town Committees or Offices Chairman of Board of Registrars

I am interested in the following Committees: Cultural Council

Please indicate whether the applicant and/or any family members are employed by the Town of  
Northbridge. I'm employed (very limited) as member of Board of  
Registrars

Mary Contino 4

NAME:

PRECINCT#

TOWN OF NORTHBRIDGE

**COMMITTEE INTEREST** (Indicate Committee preference)

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

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

Giving back to the community.

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

Taught in Northbridge for 35 years  
Volunteer at St. Patricks

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

Masters degree in Education + Experience in  
Applying for and dispensing grants

**How experience relates to particular committee interest**

Wrote many grants as Chairman of regional  
Professional development Committee

**ADDITIONAL COMMENTS:**

Mail completed form to:

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



BO's Agenda  
11.21  
C.

**TALENT BANK APPLICATION**

*please return to:*

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

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

Date: December 29, 2020

Name Richard R Sasseville

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

Home Address ~~217 Jefferson Ave~~

Email Address ~~rs1048@chartrain.com~~

Telephone ~~508 234 3050~~ Cell ~~508 234 4670~~

Business \_\_\_\_\_

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

Current Occupation/Title Retired

Education Hudson Catholic High School, Hudson, MA

Lowell Technological Institute, Lowell, MA BSME, Trinity University, San Antonio, TX MBA

USAF Squadron Officer School, Maxwell AFB, AL ; USAF Air War College, Maxwell AFB, AL

Governmental, Civic & Community Activities Director of Public Works 1993-2011

United States Air Force, Civil Engineering Officer 1971-1993

Charitable & Educational Activities American Red Cross Blood and Platelet Donor

Town Committees or Offices Northbridge Safety Committee 1993-2011

I am interested in the following Committees: Bylaw Review Committee

Please indicate whether the applicant and/or any family members are employed by the Town of  
Northbridge. Rebecca Anne Sasseville, Director, Whitinsville Social Library

---

**NAME:** Richard Sasseville

**PRECINCT#** 2

**TOWN OF NORTHBRIDGE**

**COMMITTEE INTEREST** (Indicate Committee preference)

- |                           |    |
|---------------------------|----|
| 1. Bylaw Review Committee | 4. |
| 2.                        | 5. |
| 3.                        | 6. |

---

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

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

Authored and reviewed numerous bylaws while serving as DPW Director  
Provided input to previous Bylaw Review Committees during tenure as DPW Director

---

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

---

**How experience relates to particular committee interest**

---

**ADDITIONAL COMMENTS:**

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

**Sharon Susienka**

BOS. Ag. 12/30/20  
D.  
1.11.21

**From:** Linda Usher <juniperhill@charter.net>  
**Sent:** Wednesday, December 30, 2020 2:28 PM  
**To:** Sharon Susienka; Melissa Ciaramitaro  
**Cc:** Usher Linda  
**Subject:** Whitin Five request for 2021

12/30/20 C. Police Chief  
SPW Air & Supt.

Hi

We had a very successful Virtual Whitin Five this year and raised money for WCC and Mass. Audubon. I would like to request permission to hold the 33rd Annual Whitin Five on November 25, 2021, provided we will be able to hold an in person race by then!

Happy New Year!

Linda

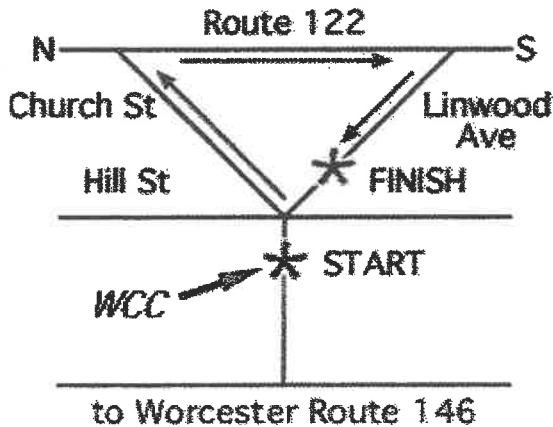
Linda Usher  
Whitin Five Race Director  
Since 1989  
508-529-6862  
Upton, MA  
juniperhill@charter.net  
www.whitinfive.com  
<http://www.facebook.com/whitinfive>

**Course Map ~ Race Location**

FROM THE EAST OR WEST:  
 MASS TURNPIKE (I-90) TO EXIT 10A  
 (WORCESTER/RTE. 146). FOLLOW RTE.146  
 SOUTH 8 MILES TO "PURGATORY ROAD"  
 EXIT.  
 TAKE A LEFT AT THE END OF THE EXIT  
 RAMP. FOLLOW THIS ROAD ABOUT 3 MILES  
 INTO THE CENTER OF WHITINSVILLE. (NOTE:  
 PURGATORY ROAD BECOMES NORTH MAIN  
 STREET AND THEN MERGES WITH MAIN  
 STREET OVER THIS 3 MILES STRETCH.)  
 WHITIN COMMUNITY CENTER WILL BE ON  
 YOUR LEFT. GO PAST BUILDING 200 YARDS  
 FURTHER TO TRAFFIC LIGHT.  
 TAKE A LEFT AT THE LIGHT ONTO HILL  
 STREET. TRAVEL UP HILL STREET 100 FEET.  
 ENTRANCE TO WHITIN COMMUNITY CENTER  
 PARKING LOT IS ON THE LEFT.

FROM THE NORTH:  
 I-495 SOUTH TO I-290. CONNECT TO RTE.146  
 IN CENTER OF WORCESTER AT BROSNAHAN  
 SQUARE.  
 FOLLOW RTE. 146 SOUTH TO PURGATORY  
 ROAD EXIT. (FOLLOW DIRECTIONS ABOVE.)

FROM THE SOUTH:  
 NORTH ON RTE.146 TO LACKEY DAM ROAD  
 EXIT. TURN RIGHT AT END OF RAMP.  
 FOLLOW ROAD 3 MILES TO CENTER OF  
 WHITINSVILLE (TRAFFIC LIGHT) (NOTE:  
 LACKEY DAM ROAD BECOMES DOUGLAS  
 ROAD AS YOU HEAD TOWARDS  
 WHITINSVILLE.). PROCEED STRAIGHT  
 THROUGH TRAFFIC LIGHT UP HILL STREET  
 100 FEET, TURN LEFT INTO WHITIN  
 COMMUNITY CENTER PARKING LOT



Look for race results  
 posted on

[coolrunning.com](http://coolrunning.com)  
[racewire.com](http://racewire.com)

**Or Gratitude to the Following Whitin Five  
 Sponsors**

- DR. LOUIS AMANTEA
- THOMAS J. BAKER, ATTY.
- BERKOWITZ TRUCKING, INC.
- CONSUMER AUTO PARTS
- COPPERTREE FINANCIAL PLANNING & INVESTMENTS
- DUNKIN' DONUTS
- DR. TRISTA BROWN M.D.
- DR. RUSSELL FRADKIN O.D.
- GAUDETTE INSURANCE
- HANNAFORD SUPERMARKET
- HARBRO AUTO SALES/SERVICES
- J WHITE'S AUTOMOTIVE CENTER
- JUNIPER HILL NATURAL FOODS
- HINT ESSENCE WATER
- KARAGOSIAN PLUMBING
- KOOPMAN HOME CENTER
- LANE & HAMER, ATTORNEYS
- MILES TO GO SPORTS
- NATURE'S PATH
- NEW ENGLAND RUNNER
- OHMDOG.COM
- OSTERMAN GAS SERVICE
- POLAND SPRING
- POLAR BEVERAGES
- POLYFOAM PRECISION MOLDED FOAM
- PR RUNNING
- SHAWS SUPERMARKET
- SUNDEEN FURNITURE
- WHITINSVILLE MCDONALD'S
- WHITINSVILLE FAMILY DENTAL CENTER
- UNIBANK
- WALMART

**SPECIAL THANKS TO**  
 THE NORTHBRIDGE POLICE DEPARTMENT  
 THE WHITIN COMMUNITY CENTER  
 CENTRAL MASS STRIDERS  
[www.whitinfive.com](http://www.whitinfive.com)

**USE OF TOWN OF NORTHBRIDGE**

**PUBLIC WAYS FOR: 33<sup>rd</sup> Annual Whitin Five-Mile Road Race**

EVENT DATE: NOVEMBER 25, 2021

**RELEASE OF CLAIMS, INDEMNITY AND HOLD HARMLESS AGREEMENT**

*\*\*\*Please read this document thoroughly before completing and signing\*\*\**

I, Linda Usher, Race Director, in consideration of my use of the Town of Northbridge's Public Ways for a non-town sponsored event on November 25, 2021, and for other good and valuable consideration hereby acknowledged, do hereby agree to forever RELEASE the Town of Northbridge, its employees, agents, officers, volunteers, or contractors (the "Town"), from any and all claims, actions, rights of action and causes of action, damages, costs, loss of services, expenses, compensation and attorneys' fees that may have arisen in the past, or may arise in the future, directly or indirectly, from known and unknown personal injuries which I or my guests, employees, agents, successors or assigns may have as the result of my use or the use of my guests, employees or agents of the Town of Northbridge's Public Ways for a non-town sponsored event on November 25, 2021, and all activities related thereto.

I further promise, to INDEMNIFY, REIMBURSE, DEFEND, and HOLD HARMLESS the Town against any and all legal claims and proceedings of any description that may have been asserted in the past, or may be asserted in the future, directly or indirectly, including damages, costs and attorneys' fees, arising from personal injuries to myself or others or property damage resulting from my use, or the use of my guests, employees or agents, of the Town of Northbridge's Public Ways for a non-town sponsored event on November 25, 2021, and all activities related thereto.

I hereby further covenant for myself, my successors and assigns not to sue the said Town on account of any such claim, demand or liability.

I am fully aware that by signing this document I am releasing the Town from liability that may arise as a result of the acts or omissions of the Town. Additionally, it is my intent to release the above-mentioned parties from liability and defend and indemnify said parties for liability relating to any accident and resulting injuries and/or death that may occur as a result of my use, or the use of my guests, employees or agents, of the Town of Northbridge's Public Ways for a non-town sponsored event on November 25, 2021, and all activities related thereto.

To the extent I am signing this document on behalf of an organization, corporation, association or similar entity, I represent that I am fully authorized by said entity to execute this document.

Witness my hand and seal this 30<sup>th</sup> day of Dec. 2020

Name (Printed): Linda Usher, Race Director

Linda Usher  
Signature

Douglas K Usher  
Witness

## Melissa Ciaramitaro

---

**From:** Jim Shuris  
**Sent:** Tuesday, January 05, 2021 9:48 AM  
**To:** Sharon Susienka; Walter Warchol; Jamie Luchini  
**Cc:** Melissa Ciaramitaro; Adam Gaudette  
**Subject:** Re: Whitin Five request for 2021

Sharon:

I have no issues with this event - it's always been a success - and will be later this year.

Jim Shuris

**James Shuris, P.E., MBA**  
**Director of Public Works & Town Engineer**  
Town of Northbridge  
P.O. Box 88  
11 Fletcher Street  
Northbridge, MA 01588  
Tel. No. (508) 234-0816  
Fax. No. (508) 234-0807

---

**From:** Sharon Susienka <ssusienka@northbridgemass.org>  
**Sent:** Wednesday, December 30, 2020 4:10 PM  
**To:** Walter Warchol <wwarchol@northbridgemass.org>; Jim Shuris <jshuris@northbridgemass.org>; Jamie Luchini <jluchini@northbridgemass.org>  
**Cc:** Melissa Ciaramitaro <mciamitaro@northbridgemass.org>; Adam Gaudette <agaudette@northbridgemass.org>  
**Subject:** FW: Whitin Five request for 2021

Gentlemen:

I received the request below. She is hoping the race will be live in 2021 so I am following the protocol that we typically do for road races, however, she is aware if her request is approved by the BOS, it will be subject to any conditions put in place by the state and/or cancelled if COVID is still rearing its ugly head!

It will be the same route as the past 32 years and the start time is 8:10AM on Thanksgiving 2021.

Please provide any comments you may have with the request.

Chief: As is customary, (if approved) we will have her contact your department for NPD safety requirements.

Sharon L. Susienka  
Exec. Asst. to the Town Manager  
Town of Northbridge  
Phone: 508-234-2095  
Fax: 508-234-7640



## Melissa Ciaramitaro

---

**From:** Sharon Susienka  
**Sent:** Thursday, January 07, 2021 1:55 PM  
**To:** Melissa Ciaramitaro  
**Subject:** FW: Whitin Five request for 2021

Melissa,

Here you go.

Sharon L. Susienka  
Exec. Asst. to the Town Manager  
Town of Northbridge  
Phone: 508-234-2095  
Fax: 508-234-7640

-----Original Message-----

From: Walter Warchol <wwarchol@northbridgemass.org>  
Sent: Wednesday, December 30, 2020 7:04 PM  
To: Sharon Susienka <ssusienka@northbridgemass.org>  
Subject: Re: Whitin Five request for 2021

No issues with the PD, we have been doing the event for 30+ years with no problems.

Chief

Walter J. Warchol  
Chief of Police  
Northbridge Police Department  
1 Hope Street  
Whitinsville, MA. 01588  
P 508-234-6211 F 508-234-9021

> On Dec 30, 2020, at 4:10 PM, Sharon Susienka <ssusienka@northbridgemass.org> wrote:

>

> Gentlemen:

>

> I received the request below. She is hoping the race will be live in 2021 so I am following the protocol that we typically do for road races, however, she is aware if her request is approved by the BOS, it will be subject to any conditions put in place by the state and/or cancelled if COVID is still rearing its ugly head!

>

> It will be the same route as the past 32 years and the start time is 8:10AM on Thanksgiving 2021.

>

> Please provide any comments you may have with the request.

>

> Chief: As is customary, (if approved) we will have her contact your department for NPD safety requirements.

>

BOS Agenda

TOWN OF NORTHBRIDGE, MASSACHUSETTS

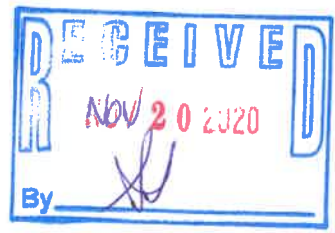
# NORTHBRIDGE SAFETY COMMITTEE

James Shuris, P.E., MBA -Chairman/Director of Public Works & Town Engineer  
7 Main Street, Whitinsville, MA 01588  
(508) 234-3581 [jshuris@northbridgemass.org](mailto:jshuris@northbridgemass.org)



October 14, 2020

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



Dear Board of Selectmen:

The Northbridge Safety Committee met **WEDNESDAY OCTOBER 14, 2020** virtually, via zoom. The following members were present: Chairman James Shuris, R. Gary Bechtholdt, George Murray, Chief of Police Walter Warchol, Peter Bedigian, Fire Chief David White, George Simmons and Jamie Luchini (Alternate) were present. Lt. Timothy Labrie (Alternate), and James Sheehan (Alternate) were absent.

The following members of the public were in attendance:  
David Eldredge  
Normand Hill  
Josh Skowrya

## CALL MEETING TO ORDER

Chairman Jim Shuris called the meeting to order at 10:03 AM.

Chairman Shuris read the Governor's order

### I. APPROVAL OF MEETING MINUTES – 09 SEPTEMBER 2020

*Upon motion duly made (Chief Warchol) and seconded (P. Bedigian) the Safety Committee voted (6-0) to ACCEPT the meeting minutes of September 9, 2020. George Murray abstained*

**II. 342-350 PROVIDENCE ROAD, SITE PLAN REVIEW: Normand Hill, Land Planning Inc.**

Normand Hill gave an overview of the planned addition and remodeling of the current site. It is currently having retail space on the first floor with two apartments on the second floor. They will be converting the current retail space to two more apartments on the first floor. They would also be putting on an addition with two apartments on the first floor, as well as two apartments on the second floor. There will be Town water and Town Sewer. The plan will be to remove a large area of existing pavement and replace with grass. Also, the existing parking lot will be resurfaced.

Chief Warchol inquired about parking spaces, sighting his concern about overflow parking at the site.

N. Hill stated that there were 16 proposed parking spaces, 2 per apartment, assigned.

After discussion, it was agreed that 4 more parking spaces would be added to the plan.

J. Shuris questioned safe sight distance with added parking within the site.

N. Hill assured the Committee that cars would be parked 25 feet from the road.

Chief White expressed concern over fire apparatus access around the building. He would like to see it addressed on the plans. Also, question how many stories the proposed addition would be.

J. Shuris advised against any paved entrance being over 24 feet wide, per Town code. Also, raised questions about how they would handle the current shared entrance with the house next door.

N. Hill stated they would extend the berm line and close the entrance to 24 feet.

G. Murray inquired about site lighting plans.

N. Hill described that all lighting would be hooded and not affect neighbors.

P. Bedigian asked about a central mailbox for the site

D. Eldredge explained they would utilize the existing central mailbox location, just expanding it.

*Upon motion duly made (G. Murray) and seconded (Chief Warchol) the Safety Committee voted (7-0) to have the applicant re-submit, for review at a future Safety Committee meeting, a site plan that addresses the discussed issues with parking, lighting, fire apparatus access and a central mailbox.*

**III. STATUS OF ACTION: 09 SEPTEMBER 2020 SAFETY COMMITTEE MEETING MINUTES**

J. Luchini stated he was awaiting delivery of sign poles to move forward with all sign placements.

J. Shuris explained his review of the traffic light issue at Plummers' Corner. He feels it is a timing issue and will reach out to a MASS DOT traffic engineer for further adjustments.

J. Luchini felt that the timing had been changed when MASS DOT added a flashing yellow arrow to this Location.

J. Shuris explained the Shared Streets Project that has been achieved as of last week. This included painting new traffic markings, parking spaces and crosswalks. Also, the placing of temporary water barriers to create a safe sidewalk until such time a permanent sidewalk can be constructed under the Complete Streets Project.

Chief Warchol feels this will not solve the traffic issue once school is fully reopened.

J. Shuris let the Committee know that he is awaiting the paving contractor to begin roadwork this fall.

J. Shuris stated that the blocked parking lot at Shining Rock discussion is in the previous meeting minutes for Selectmen review.

P. Bedigian inquired how traffic issues were going at the new Balmer School construction site.

G. Simmons stated that there were no issues he was aware of.

**IV. NEXT SAFETY COMMITTEE MEETING DATE**

To be determined

**V. ADJORNMENT**

Having no additional business, the Safety Committee adjourned its meeting of Wednesday October 14, 2020 at or about 10:44AM.

Respectfully yours,

  
James Shuris, P.E., MBA

James Shuris, P.E., MBA - Director of Public Works & Town Engineer  
**CHAIRMAN, NORTHBRIDGE SAFETY COMMITTEE**

-JCL

Cc: Northbridge Town Clerk  
/File

Northbridge Town Manager

Lt. Timothy Labrie



**TOWN OF NORTHBRIDGE  
OFFICE OF THE TOWN CLERK**

7 MAIN STREET  
WHITINSVILLE, MASSACHUSETTS, 01588  
Phone: 508-234-2001

**F.**  
Linda B. Zywień, CMC  
Town Clerk  
[lzywień@northbridgemass.org](mailto:lzywień@northbridgemass.org)

Laura A. Medeiros  
Assistant Town Clerk  
[lmedeiros@northbridgemass.org](mailto:lmedeiros@northbridgemass.org)

To: Melissa Ciaramitaro, Senior Administrative Assistant  
From: Linda Zywień, Town Clerk  
Date: December 30, 2020  
Subject: Request for Banner to be hung on Church Street

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Melissa, I am respectfully requesting the following time slot to hang our election banner across Church Street to announce the May 18, 2021 Annual Town Election:

**Sunday, May 9, 2021 – Sunday, May 23, 2021**

At this time, there are no other elections scheduled for 2021.

Thank you,

*Know all Men by These Presents, G.1)*

That the Town of Northbridge, in the County of Worcester and Commonwealth of Massachusetts, in consideration of One Thousand Six Hundred Dollars, paid by **James and Jeanne Westbury, of 16 Hayden Rowe Street, Hopkinton, MA**, the receipt of which is hereby acknowledged, does sell and convey to said James and Jeanne Westbury that certain cemetery **Lot No. 24B, single grave, situated on the way called Locust Ave South, 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:

1<sup>st</sup>. 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.

2<sup>nd</sup>. 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.

3<sup>rd</sup>. 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.

4<sup>th</sup>. 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.

5<sup>th</sup>. 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 January, in the year of our Lord Two Thousand Twenty-One.

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*Know all Men by These Presents,* **G.2)**

That the Town of Northbridge, in the County of Worcester and Commonwealth of Massachusetts, in consideration of Four Thousand Eight Hundred Dollars, paid by **William E. and Deborah R. Ballou, of 95 Conservation Drive, Northbridge (Whitinsville), MA**, the receipt of which is hereby acknowledged, does sell and convey to said William E. and Deborah R. Ballou those certain cemetery **Lots No. 33A and 34, 3 graves, situated on the way called Birch Path 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:

1<sup>st</sup>. 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.

2<sup>nd</sup>. 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.

3<sup>rd</sup>. 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.

4<sup>th</sup>. 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.

5<sup>th</sup>. 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 January, in the year of our Lord Two Thousand Twenty-One.

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*Know all Men by These Presents,* H. 1)

That the Town of Northbridge, in the County of Worcester and Commonwealth of Massachusetts, in consideration of Two Hundred Dollars, paid by **Linda and Bruce Allen, of 323 Purgatory Road, Northbridge (Whitinsville), MA,** the receipt of which is hereby acknowledged, does sell and convey to said Linda and Bruce Allen, that certain cemetery **Lot 10-C**, cremation grave, situated on the way called **Hemlock Ave** in the **Riverdale 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:

1<sup>st</sup>. 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.

2<sup>nd</sup>. 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.

3<sup>rd</sup>. 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.

4<sup>th</sup>. 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.

5<sup>th</sup>. 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 January in the year of our Lord Two Thousand Twenty-One.

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*Know all Men by These Presents,* H.2)

That the Town of Northbridge, in the County of Worcester and Commonwealth of Massachusetts, in consideration of Two Thousand Four Hundred Dollars, paid by **Maryelizabeth and David Ryder, of 286 Carpenter Road, Northbridge (Whitinsville), MA**, the receipt of which is hereby acknowledged, does sell and convey to said Maryelizabeth and David Ryder, that certain cemetery **Lot 611**, six graves, situated on the way called **Willow Ave** in the **Riverdale 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:

1<sup>st</sup>. 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.

2<sup>nd</sup>. 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.

3<sup>rd</sup>. 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.

4<sup>th</sup>. 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.

5<sup>th</sup>. 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 January in the year of our Lord Two Thousand Twenty-One.

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# **Town Manager's Report for the Period of December 28, 2020 – January 8, 2021**

## **1. Key Meetings Attended:**

- Monday, December 28, 2020 – Held Firefighter Union negotiations via Zoom.
  - Monday, December 28, 2020 – Held DPW Union Negotiations via Zoom.
  - Monday, December 28, 2020 – Attended the Board of Heath Zoom call on school winter sports.
  - Tuesday, December 29, 2020 – Conference call with staff and Town Counsel regarding personnel FMLA process.
  - Tuesday, January 5, 2021 – Met with Police Chief and Police Lt to prepare for Union negotiations.
  - Tuesday, January 5, 2021 – Attended the Lieutenant Governor's Weekly Conference Zoom Call for Town Managers.
  - Tuesday, January 5, 2021 – Conference call with Denise Baker from MMA who asked that I co-host a managers' networking forum at the annual meeting (being held virtually) at the end of January.
  - Thursday, January 7, 2021 – Negotiations via Zoom with the Dispatchers Union.
  - Thursday, January 7, 2021 – Conference Virtual Meeting with Howard-Stein-Hudson and DPW staff to prepare for a CMMPO TIP Presentation later this month.
  - Friday, January 8, 2021 – Virtual Conference call with the Town Clerk and the Moderator with a vendor for electronic voting equipment.
  - Friday, January 8, 2021 – Conference Call with my co-Chair for Managers/Police Chiefs Committee to discuss recently approved Police Reform Bill.
2. **Balmer School Building Project:** Project construction by Fontaine Brothers continues with precautionary measures in place per State construction guidelines for construction projects moving forward during the pandemic. The majority of the site work has been completed allowing for work to be conducted in the interior of the building (framing, drywall, painting, finishing, etc.). The Town Manager is working with Town Counsel on agreements for fence replacement for the abutters off Overlook Street. The Town Manager worked during the last week of December with the CM and Town Accountant on applying for CARES Act Funding for reimbursement on any COVID-related expenditures.
3. **Lasell Field Turf Project:** The project is nearing completion. The GC Green Acres is working through punch list items. The handicapped-accessible lift has been inspected and approved by the State. The project has been issued a Temporary Certificate of Occupancy and now that the lift has been completed, the Building Inspector will be able to issue the full Certificate of Occupancy once he receives the State inspection documentation.
4. **Fire Station Project:** The RFQ for the OPM was advertised and the Town received 7 proposal submissions on November 12<sup>th</sup>. A working group of the BPCC reviewed the proposals initially in order to narrow down a recommendation to the BPCC to interview 3 finalists. The 3 finalists were CHA, Colliers and Pomroy Associates. After holding interviews the BPCC voted unanimously to select CHA. The Town Manager has begun negotiating an agreement for general terms and conditions as well as scope and fee with CHA. Once an agreement is in place, the next step is to develop an RFQ to select a design team (architect).

5. **FY2021 Budget:** The Town Manager has initiated the FY2021 Budget and Capital Development process providing all staff assignment documents last week. Staff submittals are due next week. The Town Manager has advised the school department of the budget and capital plan outlook.
6. **State Budget News:** Representative Muradian shared that he was able to include several requests by the Town Manager in Bond Bill proposals this week. The Transportation Bond Bill includes \$1,200,000 to be expended for the reconstruction of the Sutton Street bridge deck and School Street culvert improvements and \$1,500,000 for enhancing circulation, reducing congestion and improving pedestrian safety along Linwood Avenue. The Economic Bond Bill includes \$35,000 to be expended for economic development purposes and \$500,000 to be expended equally to the city of Worcester and the towns of Auburn, Grafton, Leicester, Millbury, Northbridge, Shrewsbury and Upton for economic development purposes. The next step is to pass the Senate and also to be signed by the Governor. Please note, that even if achieving these successful hurdles, the monies will only be available if released by the Governor during his remaining term.