

**TOWN OF NORTHBRIDGE
BOARD OF SELECTMEN'S MEETING
NORTHBRIDGE TOWN HALL
7 MAIN STREET - WHITINSVILLE, MA 01588
November 6, 2023 at 7:00 PM**

PLEDGE OF ALLEGIANCE

PRESENTATION: Certificate of Special Recognition awarded to Colin Gava for attaining the rank of Eagle Scout.
Also present: Charles Thompson, Committee Chairperson

I. APPROVAL OF MINUTES: A. 1) June 26, 2023 2) July 17, 2023 3) October 24, 2023 [FATM]

II. PUBLIC HEARING – B. 1) 7:00 PM: FY24 Tax Rate Classification Hearing/**Present:** Robert Fitzgerald, Principal Assessor.

2) 7:05 PM: Alana Drive – Petition for Underground Electric Conduit Location/**Present:** Jeffrey Silva, National Grid. Massachusetts Electric Company d/b/a National Grid requests permission to excavate the public highways and to run and maintain underground electric conduits together with such sustaining and protecting fixtures as it may find necessary for the transmission of electricity, said underground conduits to be located substantially in accordance with the plan #30860144 filed herewith marked – Alana Drive – Northbridge, Massachusetts dated October 5, 2023;

3) 7:10 PM: Lincoln Circle - Petition for Underground Electric Conduit Location. Massachusetts Electric Company d/b/a National Grid requests permission to excavate the public highways and to run and maintain underground electric conduits together with such sustaining and protecting fixtures as it may find necessary for the transmission of electricity, said underground conduits to be located substantially in accordance with the plan #30623960 filed herewith marked – Lincoln Circle – Northbridge, Massachusetts dated October 12, 2023.

4) 7:15 PM: Sprague Street - Petition for Underground Electric Conduit Location. Massachusetts Electric Company d/b/a National Grid requests permission to excavate the public highways and to run and maintain underground electric conduits together with such sustaining and protecting fixtures as it may find necessary for the transmission of electricity, said underground conduits to be located substantially in accordance with the plan #30623962 filed herewith marked – Sprague Street – Northbridge, Massachusetts dated October 25, 2023.

III. APPOINTMENTS/Resignations

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS:

C. Our Lady of The Valley Regional School/Request to post a lawn sign on the Rockdale Common to advertise their Holiday Fair on Saturday, November 18, 2023 from 9AM to 3PM

D. Former Northbridge Elementary School [Request for Proposals]/Vote to allow the Town Manager to advertise

VI. DISCUSSIONS

VII. TOWN MANAGER'S REPORT

VIII. SELECTMEN'S CONCERNS

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION / None

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

THIS AGENDA IS SUBJECT TO CHANGE

A.1

BOARD OF SELECTMEN'S MEETING

June 26, 2023

A meeting of the Board of Selectmen was called to order by Chairman Collins at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Board Members Present: Begin, Collins, Melia and Paulhus. Selectman Ampagoomian and Town Manager Adam D. Gaudette were absent and it is duly recorded.

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES/None

Chairman Collins announced that it was not yet time for the public hearing so they would be moving to other items until 7:05 PM.

APPOINTMENTS: 2023 Annual Reappointments/By the Board of Selectmen: Vote to reappoint per the list enclosed in agenda packet. A motion/Mr. Melia, seconded/Mr. Paulhus to reappoint those individuals seeking reappointment per the list enclosed in the agenda packet. Vote yes/Begin, Collins, Paulhus and Melia. **2023 Annual Reappointments/By the Town Manager: Vote to affirm reappointments per the list enclosed in agenda packet.** A motion/Mr. Melia, seconded/Mr. Paulhus to affirm the reappointments by the Town Manager per the list enclosed in the agenda packet. Vote yes/Begin, Collins, Paulhus and Melia.

Chairman Collins asked DPW Director Jamie Luchini to come forward as they had some time before the public hearing. He asked him to discuss the progress of Purgatory Road. Mr. Luchini stated that they are looking at the beginning of August to start Purgatory Road and Main Street. He noted that they are still waiting on dates for Sherry Street and Elston Ave., but he is thinking it will be sometime in August. Selectman Paulhus asked about the damaged fence at the Riverdale Cemetery. Mr. Luchini stated that the insurance company came out to appraise the damage and they will go after the insurance company of the individual who caused the damage. Typically, it takes a few months before it is repaired.

PUBLIC HEARING/7:05 PM: Prem Shri Sai, Inc. dba 1 Quickstop Convenience – Request to transfer the Beer and Wine Package Store License [Section 15-Off-Premises] from Samarpan, Inc dba 1 Quickstop [Bhikhabhai Patel, Mgr.] to Prem Shri Sai, Inc. dba 1 Quickstop [Neena Jain, Manager]/Present: Sabrina Bolduc, Neena Jain, Manager and Anil Kumar Jain, President. / Vote to approve pending Board of Health licenses and payment of all monies owed to the Town]. Chairman Collins read aloud the public hearing notice. A motion/Mr. Melia, seconded/Mr. Paulhus to open the public hearing. Vote yes/Begin, Collins, Paulhus and Melia. Ms. Sabrina Bolduc was present on behalf of the law office of Arthur M. Pearlman. Ms. Bolduc stated that owners of Prem Shri Sai, Inc. are seeking a transfer of the wines and malts off-premises license currently held by Samarpan, Inc. for the premises located at 206 North Main Street in Whitinsville. She noted that the hours of operation would be Monday through Friday 8:00 AM to 9:30 PM, and Saturday and Sunday 8:00 AM to 9:00 PM, with beer and wine sales after 10 AM on Sunday. Ms. Bolduc noted that the proposed manager, Ms. Jain is going for her TIPS training this weekend and should have it in a couple weeks. Ms. Bolduc introduced the proposed owners. Selectman Melia asked about their previous experience with alcohol licenses. Ms. Jain stated that she is the manager at a store in Westborough. Chairman Collins reiterated the importance to the town that no minors are served alcohol and that all tobacco regulations are followed. Selectman Begin asked the Board if they could approve the license contingent upon Ms. Jain receiving her TIPS certification, to which Chairman Collins replied that they could. No abutters were present. A motion/Mr. Melia, seconded/Mr. Begin to close the public hearing. Vote yes/Begin, Collins, Paulhus and Melia. A motion/Mr. Begin, seconded/Mr. Paulhus to approve the transfer of the Beer and Wine Package Store License [Section 15-Off-Premises] from

Samarpan, Inc dba 1 Quickstop [Bhikhabhai Patel, Mgr.] to Prem Shri Sai, Inc. dba 1 Quickstop [Neena Jain, Mgr.] subject to pending Board of Health licenses, payment of all monies owed to the Town and TIPS certification obtained by Neena Jain, Manager. Vote yes/Begin, Collins, Paulhus and Melia.

CITIZENS' COMMENTS/INPUT/None

Vail Field Discussion/Present: Steve Gogolinski. Mr. Gogolinski noted that he is the Vice Chairman of the Finance Committee and was the Chairman of the School Building Committee during the last year or so of the process of the new Balmer School being built. He noted the Committee started in May of 2017 and wrapped up in January of 2023. Meetings were held monthly and once the construction began a member from the School Committee was required to attend the weekly meetings on the construction status. During this time frame the fields were not a top issue every week as the construction itself for the school was ongoing and pertinent discussion. Mr. Gogolinski reached out to the project manager from Fontaine and the architect to obtain information on the field, and they were able to find a set of meeting minutes from the early planning stages, but they did not go into any detail. The minutes indicate that the existing field at the time were “to be reconstituted in the plan somewhere.” Mr. Gogolinski read the email he received as follows: “What you had in the existing Vail field before the construction you needed to have included in the proposed plan at a minimum. The layout of the two fields now is more or less what it was prior to the project but flipped around. It is approximately two hundred and seventy-five feet to the outfield line at the center field point. He noted that if we had planned the baseball field with a three-hundred-and-fifty-foot distance from the home plate to center field that would have certainly excluded the softball field with no other place on the site to relocate it.” It is unclear as to whether this was from Fontaine or the architect. Mr. Gogolinski noted that in the meetings there was always a lot more talk of what was going on with the soccer fields and they had an issue with drainage on that field that needed to be fixed. He noted their goal was to come in at budget, which they actually came in under budget. He added that anything that has to do with athletic fields are not reimbursed through the Massachusetts School Building Association and it is 100% on the town. He recalled that they discussed doing irrigation but with the high cost it was too high. Mr. Gogolinski noted that he received an email on October 20th that the U10 fields were reseeded last week and they were advised to stay off them until Spring of 2023. The U8 fields need three growing seasons, Fall of 2022, Spring 2023 and Fall 2023, so we wait until Spring of 2024 to use them. For Vail Field it will also need three growing seasons Fall 2022, Spring of 2023 and Spring of Fall of 2023 for use in Spring of 2024 but his notes say Fall of 2024. Selectman Melia inquired about the sizing of the field and the vote by the Playground and Recreation to change it from the Little League field to a Babe Ruth Field but the fence is too close and too short. He followed up by asking who gets the vote to determine the end result of the field. Mr. Gogolinski replied that the School Building Committee would not be the ones to make the decision as now that the project is completed, they are done and signed off on the project. He added that he is pretty sure that the fields are the responsibility of the Town not the School. DPW Director Jamie Luchini noted that early on the original design was supposed to mimic what was already there, and the DPW was in charge of mowing and maintenance. When the new school came, everything was divided up and the DPW took over the Vail Field Soccer Field and the baseball fields. He added that there was originally supposed to be another soccer field, but it would not fit, and he believes that’s why they flipped them. Selectman Melia asked if it makes sense to have the Chairperson of the Playground and Recreation Committee come in and ask them what their plan is. Chairman Collins noted that they tried to aim for that at tonight’s meeting but he was unable to attend. He added that they will add it to a future agenda. Selectman Begin added that this could turn into a big capital project in the long run with the talks of drainage and ripping up fence. Selectman Paulhus added the moving the fence back seems illogical and it would make more sense to remove the fence all together or move it forward and make a little league and softball field. Discussion continued regarding the drainage issue even if the fence was removed and the fact that it hasn’t been able to be used as it is still growing season. Mr. Luchini noted he was not sure if the intent was for it to be a practice field. Police Chief Labrie suggested that the drainage around the fence be put underground, loam over the top of it, remove the fence and replace it with a taller fence further back and have a great baseball field. He also

suggested getting the School Department and the Playground and Recreation involved to create a nice field that the School could utilize. Selectman Melia requested that the Town Manager speak with the School and Playground and Recreation Committee to meet and discuss.

TOWN MANAGER'S REPORT/None

SELECTMEN'S CONCERNS/None

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

The next upcoming meeting is scheduled for July 17, 2023.

A motion/Mr. Begin, seconded/Mr. Melia to adjourn the public meeting. Vote yes/Begin, Collins, Paulhus and Melia.

Meeting Adjourned: 7:40 PM

Respectfully submitted,

Thomas Begin, Clerk

/mjc

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

June 26, 2023

- I. APPROVAL OF MINUTES**
- II. PUBLIC HEARING/A. 7:05 PM: Prem Shri Sai, Inc. dba 1 Quickstop Convenience – Transfer of Off-Premises license from Samarpan, Inc dba 1 Quickstop [Bhikhabhai Patel] to Prem Shri Sai, Inc. dba 1 Quickstop [Neena Jain, Manager]/Present: Sabrina Bolduc, Neena Jain, Manager and Anil Kumar Jain, President [Vote to approve pending Board of Health licenses and payment of all monies owed to the Town]**
- Copy of public hearing notice
 - Copy of application for a transfer of license
 - Copy of corporate vote
 - Copy of Articles of Organization
 - Copy of lease agreement
 - Copy of assignment of lease
 - Copy of floor plan
 - Copy of workers' compensation affidavit
 - Copy of license routing slip
- III. APPOINTMENTS:**
- B. 2023 Annual Reappointments/By the Board of Selectmen: Vote to reappoint per the list enclosed in agenda packet**
- Copy of 2023 Board of Selectmen annual reappointments listing
 - Copy of memorandum requesting attendance records
 - Copy of memorandums with attendance records for the Board of Health, BPCC, Cable Advisory Committee, Conservation Committee, Council on Aging
- C. 2023 Annual Reappointments/By the Town Manager: Vote to affirm reappointments per the list enclosed in agenda packet**
- Copy of 2023 Town Manager annual reappointments listing
- IV. CITIZENS' COMMENTS/INPUT/None**
- V. DECISIONS/None**
- VI. DISCUSSIONS:**
- D. Vail Field Discussion/Present: Steve Gogolinski**
- Copy of email regarding Vail Field
 - Copy of Vail field images
- VII. TOWN MANAGER'S REPORT/None**
- VIII. SELECTMEN'S CONCERNS/None**
- IX. ITEMS FOR FUTURE AGENDA/None**
- X. CORRESPONDENCE/None**
- XI. EXECUTIVE SESSION/None**

BOARD OF SELECTMEN'S MEETING

July 17, 2023

A meeting of the Board of Selectmen was called to order by Chairman Collins at 7:00 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Board Members Present: Ampagoomian, Begin, Collins, Melia and Paulhus. **Also Present:** Town Manager Adam D. Gaudette.

The Pledge of Allegiance was recited by those present.

Selectman Collins commented that the Departments involved in the Fireworks celebration did a tremendous job and they worked great together. Selectman Paulhus noted that it was a great turnout and thanked all the public safety personnel and volunteers that made it happen. Selectman Melia stated that it is important for the public safety set up and was good to see the hard work done by those departments. Selectman Begin concurred and thanked everyone involved for their efforts.

APPROVAL OF MINUTES: April 24, 2023. A motion/Mr. Ampagoomian, seconded/Mr. Begin to approve the April 24, 2023 meeting minutes as presented with the readings omitted. Vote yes/Unanimous.

PUBLIC HEARING/None

APPOINTMENTS/By the Board of Selectmen: 1) Election Officers: Democrat, Republican, and Unenrolled/Vote to appoint. A motion/Mr. Melia, seconded/Mr. Ampagoomian to appoint the Election Officers: Democrat, Republican, and Unenrolled as presented. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT: Michael Dempsey, Chairman of the Playground and Recreation Commission was present to discuss Vail Field. Town Manager Gaudette explained that at the previous meeting a discussion was held regarding Vail Field, but unfortunately both he and Mr. Dempsey were not able to attend the meeting to discuss. Mr. Gogolinski, member of the School Building Committee, was present and informed the Selectmen of discussions that occurred during weekly meetings. With Mr. Gogolinski's membership on the School Building Committee coming to an end, he felt it was up to Playground and Recreation as they oversee Vail Field. The Selectmen had requested the Chairman of the Playground and Recreation come to a meeting to discuss their concerns and see what could be done. Town Manager Gaudette noted that Mr. Dempsey is fairly new to the Chairman role but asked if he would inform the Selectmen of the next steps for Vail Field. Mr. Dempsey explained that from his perspective and for consideration of the baseball organizations is to pull the fence, cover the warning track and get rid of the rock drainage system. To meet the current requirements for a baseball field, they would need 350 feet in the center and 300 feet on corners, which would leave the baseball field touching the infield of the softball field behind it. He believes it would be appropriate to pull the fence and they will need to manage the usage of the fields so they are not in use simultaneously. Town Manager Gaudette noted that one of the big questions will be drainage, as it was installed for a reason and asked if there has been a thought to put that underground. Jamie Luchini, DPW Director, stated that he believes they kept the stones exposed because it was easiest as it was behind the fence, but they do make collection systems for drainage that could be installed. Mr. Luchini noted that the flooding that happened before was while the fields were under construction with no grass and there was nothing to collect the water. He added that he also believes they can get one of the chambers to collect the water to replace the stone that is there, there will be a cost, but he doesn't feel it should be too expensive. He added that he can get a landscape engineer to provide a quote to see what they would be looking at cost-wise. He noted that once the growing season is done, they can look to do something in the spring. Selectman Melia said that he checked the field out before the meeting and it is a complete mess, and there are weeds growing everywhere. He followed up asking who is going to take care of this. Mr. Dempsey explained that historically from the handoff of the project, Playground &

Recreation were unaware of their role of responsibility in maintaining it to a very specific degree. Now that they have identified their role in maintenance, they have jumped right on it. They have been working with the DPW and have hired a landscaper and a field maintenance team to complete the tasks that need to be done, including budgeting for upkeep. The areas of discussion are the back soccer fields, the two soccer fields on the right and the baseball and softball fields. Mr. Luchini noted that they are still working on the water cannon matter, which was a miscommunication issue during the planning phase of the project. Mr. Dempsey noted that as part of their long-term maintenance plan, which they have recently been discussing, they will be meeting with the Northbridge Public Schools on their maintenance plans for the High School upper fields as they work with them to better align on field management. He added that making the fields look good is on their radar. Selectman Paulhus said that his concern is the drainage and that it be completed in a cost-effective way as it was a major expense. He also asked if we have a Babe Ruth League that would utilize that specific field size. Mr. Dempsey replied that there is one that is associated with the Junior Baseball League. He then noted that they put the Babe Ruth league at the High School upper fields to give them somewhere to play. Selectman Ampagoomian asked if there was anything that can be changed and upgraded in the mission statement of the Playground and Recreation. He further explained that there are new leagues being added, which will change the maintenance plan. Mr. Dempsey explained that there has been a significant turnover in the Chairmanship of the Commission, but they are reviewing all their policies, digitizing things, updating processes and working to get things updated. Selectman Begin advised that turf management has been his life for the last 12 years and he shared some resources for disease management, insect management, pesticide regulations and he said the New England Sports Turf Managers Association is a great resource as well. Selectman Melia asked if he would provide an update on the Linwood Basketball Courts. Mr. Dempsey explained that the last update he received was that the project is moving along and the completion date has advanced to early October.

Whitin Community Center/Request to hang a banner across Church Street from July 24, 2023 – August 7, 2023 to advertise their annual Cars in the Park event, scheduled for August 19, 2023. A motion/Mr. Ampagoomian seconded/Mr. Melia to approve the Community Center’s request to hang a banner across Church Street from July 24, 2023 – August 7, 2023 to advertise their annual Cars in the Park event, scheduled for August 19, 2023. Vote yes/Unanimous.

MK Pizza Inc dba Northbridge House of Pizza [Magad Fakhry, Mgr.], 2225 Providence Road, Northbridge, MA 01534/Request to transfer the non-alcoholic Common Victualler’s License from Northbridge House of Pizza, Amir Roufail, Mgr.; subject to the payment of all monies owed to the town and Departmental approvals/Present: Maged Fakhry, proposed Mgr. Mr. Fakhry was not able to attend tonight’s meeting, but Mr. Mosad his partner was in attendance. He stated that they are the new owners of the Northbridge House of Pizza and are looking forward to serving the community. They have made improvements to the establishment and they are looking forward to their future here in Northbridge. Selectman Melia asked if the Board of Health permits were completed and the monies owed were paid. Mr. Mosad stated that he had checked with Mr. Roufail and he said that everything was all set. He noted that the Board of Health permits are underway, but because SMOC owns the building they need to hire a plumber to update what needs to be completed. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the request to transfer the non-alcoholic Common Victualler’s License from Northbridge House of Pizza to MK Pizza Inc. d/b/a Northbridge House of Pizza subject to the payment of all monies owed to the town and receipt of all Departmental approvals. Vote yes/Unanimous.

Prem Shri Sai, Inc. dba 1 Quickstop Convenience/Request to transfer the Wines & Malts Package Store license from Samarpan, Inc dba 1 Quickstop [Bhikhabhai Patel] to Prem Shri Sai, Inc. dba 1 Quickstop [Neena Jain, proposed Manager]. Chairman Collins explained that this item is before the Board of Selectmen for reconsideration because they failed to report on their application that they have another store that they own and operate. Their application is now updated and is before the Board of Selectmen for reconsideration. A motion/Mr. Ampagoomian, seconded/Mr. Begin to approve the transfer

of the Wines & Malts Package Store license from Samarpan, Inc dba 1 Quickstop [Bhikhabhai Patel] to Prem Shri Sai, Inc. dba 1 Quickstop [Neena Jain, proposed Manager]. Vote yes/Unanimous.

Fall Annual Town Meeting [October 24, 2023] / Vote to close warrant Friday, August 25, 2023 at 12:00 Noon. A motion/Mr. Melia, seconded/Mr. Ampagoomian to close the warrant for the Fall Annual Town Meeting on Friday, August 25, 2023 at 12:00 Noon. Vote yes/Unanimous.

Riverdale Cemetery Deed – Peter and Diane Lajoie [3 graves Lot No. 11, Maple Square, South]/Vote to approve the sale of lot. A motion/Mr. Ampagoomian, seconded/Mr. Begin to approve the sale of Lot No. 11, Maple Square, South to Peter and Diane Lajoie of the Riverdale Cemetery Deed. Vote yes/Unanimous.

Pine Grove Cemetery Deeds: 1) Douglas Carr [6 graves, Lot No. 31, Oaklawn Ave.]; 2) Seng Sengtong [Cremation, Lot No. 401, Woodlawn Ave.]/Vote to approve. A motion/Mr. Melia seconded/Mr. Ampagoomian to approve the sale of lots as follows: 1) 6 graves, Lot No. 31, Oaklawn Ave. to Douglas Carr, and 2) Cremation, Lot No. 401, Woodlawn Ave.] to Seng Sengtong. Vote yes/Unanimous.

TOWN MANAGER'S REPORT: RFP for Fire Station Headquarters [193 Main Street, Whitinsville]. Town Manager Gaudette stated that he is looking to advertise a Request For Proposals for the Fire Station Headquarters, which does not require the Board's approval, however, he would like to discuss it tonight and hear feedback from the Board on whether or not this is something they want him to move forward with. He reminded the Board that at the Spring Town Meeting the voters were asked to allow the board to negotiate the sale of the old Fire Station Headquarters. There is no need for a feasibility study and the best option is to dispose of the property. In doing that there are still requirements that need to be met, one of which is to advertise because it is a competitive process. The idea is to look for redevelopment opportunities. Town Manager Gaudette noted that things such as a development plan, financials, schematics would be submitted as part of the plan and from there we would have the opportunity to review the information and interview proposers based on what they have submitted. We would not necessarily have to take the highest cost with an RFP, but it gives us the opportunity to evaluate costs and criteria within the proposal and choose the best fit or refuse all submittals if there is nothing worth moving forward with. Pending the Board's wishes, if it's something they want to move forward with tonight it will go in the Central Register on Wednesday and applicants would have time to get their information together and submit it to the Town. The biggest difference about this particular matter is that it will not be going through the Building, Planning and Construction Committee at all and will be strictly authorization for the sale. Selectman Begin asked if the 60-day window was long enough for approvals for the proposed tentative sale. Town Manager Gaudette responded that it would most likely be a Purchase and Sale Agreement subject to approvals for what they are looking to do but he will look into that timeframe before posting. The Board of Selectmen all agreed to move forward with the RFP for the sale of the Fire Station Headquarters at 193 Main Street. No vote is required.

SELECTMEN'S CONCERNS: Selectman Paulhus/1) asked if the rain has delayed any of the paving projects. The DPW Director replied that the contractor is coming out next week to go over everything, but as of right now we are still on schedule for August. **2)** Selectmen Paulhus asked if East Street was on the list to be paved. Mr. Luchini stated that East Street is not on the list, but he is hoping to get to it next year. The change was due to the failing conditions of Purgatory Road, which bumped out East Street. Selectman Paulhus mentioned in Linwood near Pirates Cove there are some sidewalk issues and asked if it had some potential to be patched. Mr. Luchini stated that they do have an order for that area in town but just haven't had the time to get to sidewalk repairs yet. **Selectman Melia 1)** asked for an update on the Quaker Street water issue. Town Manager Gaudette explained to the Board that we have retained ownership of the Quaker Street Landfill and there have been Department of Environmental Protection documents over the past decade that have required us to maintain and do certain tests. Recently, we received news that DEP issued

a document that requires us to do more testing and to also install water filtration and provide water to affected residents, which we have been doing for certain sites that have documented contamination, but the area has been expanded. There will be more costs associated with the additional requirements, and we have brought in an expert from our legal counsel that specializes in environmental law and will be helping us in meeting with the owner of the site. The letter we received requires a joint responsibility between the Town and the owner of the property, so we are looking to come up with a plan to share costs. **Selectman Collins** provided an update on the Bylaw Review Committee. He noted that they would be before the Board of Selectmen at the next meeting to close out the revisions and then move forward at the Fall Town Meeting after approval of Town Counsel.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

Chairman Collins announced that the next Selectmen's meeting will be held on August 14, 2023.

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

Meeting Adjourned: 7:53 PM

Respectfully submitted,

Thomas Begin, Clerk

/mjc

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

July 17, 2023

- I. APPROVAL OF MINUTES: A. April 24, 2023**
-Copy of April 24, 2023 meeting minutes
- II. PUBLIC HEARING/None**
- III. APPOINTMENTS/ B. By the Board of Selectmen: 1) Election Officers: Democrat, Republican, and Unenrolled/Vote to appoint**
-Copy of listing of 2023 election workers
- IV. CITIZENS' COMMENTS/INPUT**
- V. DECISIONS:**
- C. Whitin Community Center/Request to hang a banner across Church Street from July 24, 2023 – August 7, 2023 to advertise their annual Cars in the Park event, scheduled for August 19, 2023**
-Copy of email requesting to hang a banner across Church Street
- D. MK Pizza Inc dba Northbridge House of Pizza [Magad Fakhry, Mgr.], 2225 Providence Road, Northbridge, MA 01534/Request to transfer the non-alcoholic Common Victualler's License [Current Licensee: Northbridge House of Pizza, Amir Roufail, Mgr.] -pending all monies owed to the town and Departmental approvals/Present: Maged Fakhry, proposed Mgr.**
-Copy of Common Victualler's application
-Copy of Revenue Enforcement and Protection Attestation
-Copy of Workers' Compensation Affidavit
-Copy of Articles of Organization
-Copy of floor plan
-Copy of License Routing Slip
- E. For Reconsideration/Prem Shri Sai, Inc. dba 1 Quickstop Convenience – Transfer of Package Store license [Wines & Malts] from Samarpan, Inc dba 1 Quickstop [Bhikhabhai Patel] to Prem Shri Sai, Inc. dba 1 Quickstop [Neena Jain, proposed Manager]**
-Copy of public hearing notice
-Copy of application to transfer a license
-Copy of Corporate Vote
-Copy of Articles of Organization
-Copy of commercial lease
-Copy of Assignment of Lease
-Copy of floor plan
-Copy of Workers' Compensation Affidavit
- F. Fall annual Town Meeting [October 24, 2023] / Vote to close warrant Friday, August 25, 2023 at 12:00 Noon/None**

**G. Riverdale Cemetery Deed – Peter and Diane Lajoie [3 graves Lot No. 11, Maple Square, South]/Vote to approve the sale of lot
-Copy of cemetery deed**

**H. Pine Grove Cemetery Deeds 1) Douglas Carr [6 graves, Lot No. 31, Oaklawn Ave.] 2) Seng Sengtong [Cremation, Lot No. 401, Woodlawn Ave.]/Vote to approve the sale of lots
-Copy of cemetery deeds**

VI. DISCUSSIONS

VII. TOWN MANAGER'S REPORT

I. RFP for 193 Main Street, Fire Station Headquarters

-Copy of request for proposals packet

VIII. SELECTMEN'S CONCERNS

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION

**BOARD OF SELECTMEN'S MEETING
[FALL ANNUAL TOWN MEETING]**

A. 3

October 24, 2023

A meeting of the Board of Selectmen was called to order at 6:45 PM by Chairman Russell Collins at the Northbridge Middle School Auditorium, 171 Linwood Avenue, Whitinsville, MA. **Present:** Board Members: Collins, Melia, Paulhus, Begin and Ampagoomian.

Also Present: Adam D. Gaudette, Town Manager and Sharon Susienka, Exec. Asst. to the Town Manager.

Town Meeting Business/Fall Annual Town Meeting. Ms. Susienka advised the Board that the motion for Article 2 was revised though the bottom line net budget reduction of \$100,000 did not change. The Board reviewed the revised motion and a copy of the FY24 budget to see exactly where the budget adjustments would occur.

A motion/Mr. Melia, seconded/Mr. Ampagoomian to support the revised motion for Article 2 as recommended by Town Manager Gaudette. Vote yes/Collins, Melia, Paulhus, Begin, and Ampagoomian.

There being no further business before the Board at this time, a motion/Mr. Melia seconded/Mr. Ampagoomian, to adjourn the Selectmen's Meeting at the conclusion of the Fall Annual Town Meeting this evening. Vote yes/Collins, Ampagoomian, Paulhus, Begin, and Melia.

Meeting Adjourned: 8:00 P.M.

Respectfully submitted,

Thomas Begin, Clerk

/sls

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING – OPEN SESSION

October 24, 2023

APPROVAL OF MINUTES/None

PUBLIC HEARING/None

APPOINTMENTS/RESIGNATIONS/None

CITIZENS' COMMENTS/INPUT/None

DECISIONS

A. Fall Annual Town Meeting Business

- Copy of motions including the revised motion for Article 2
- Copy of the FY24 budget documenting the budget adjustments

DISCUSSIONS/None

TOWN MANAGER'S REPORT/None

SELECTMEN'S CONCERNS/None

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

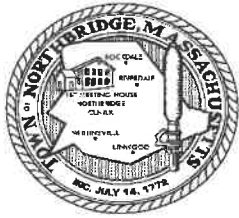
TOWN OF NORTHBRIDGE
TAX CLASSIFICATION HEARING
PUBLIC NOTICE

The Northbridge Board of Selectmen will hold a public hearing to determine the allocation of local tax as required by Chapter 40, S. 56 of the MGL on **Monday, November 6, 2023 at 7:00 PM** in the Selectmen's Meeting Room, Northbridge Town Hall, 7 Main Street, Whitinsville, MA 01588. Taxpayers and others are invited to present oral or written information on their views at that time. After the public hearing, the Board of Selectmen will determine the percentage of tax levy to be paid by each class of real property and personal property for FY 2024. All persons interested in this most important subject are urged to attend the meeting.

NORTHBRIDGE BOARD OF SELECTMEN
Russell D. Collins, Chairman

NORTHBRIDGE
TAX CLASSIFICATION
HEARING
FY 2024

Monday, November 6, 2023



Town of Northbridge Board of Assessors

Town Hall, 7 Main Street
Whitinsville, Massachusetts 01588-2210

(508) 234-2740

MEMO

To: Northbridge Board of Selectmen; Russell D. Collins, Chairperson;
Adam Gaudette, Town Manager
From: Northbridge Board of Assessors
Date: November 6, 2023
Re: Classification Hearing

Chapter 40, Sec.56 of the Massachusetts General Laws requires that the Selectmen hold an annual public meeting to determine the percentages of the local tax levy to be borne by each class of property. This is referred to as the Tax Classification Hearing.

The information contained in these handouts are intended to provide the Board of Selectmen with the information necessary to determine the selection of a Residential Factor, as well as options pertaining to residential and small business exemptions available under Massachusetts General Laws. The decision of the Board must be submitted to the State's Department of Revenue on Form LA 5.

Discussion of the Selection of a Residential Factor (Split Tax Rate):

The Board of Selectmen has an option to select a residential factor of "1" or less. If a factor of "1" is adopted, there would be a single tax rate for all residential, commercial, industrial and personal property. If a factor of less than "1" is adopted, there will be a shift from the residential property class to the commercial, industrial and personal property classes.

In order to consider a shift of the tax rate the following tables and exhibits illustrate:

1. An Estimated Fiscal Year 2024 Tax Rate
2. The FY **2023** Tax Rates and average single family tax bills
3. Pie Chart of Class Percentages for Fiscal Year 2024
4. Tax Shift Options in 10% increments.

The proposed FY 2024 tax rate, pending approval by the Department of Revenue, should be:

Estimated Tax Rate=Levy \$30,770,023 / Taxable Value \$2,587,852,000=.01189 x 1,000=\$11.89

The levy amount may change once all the forms are completed and approved, thereby changing the tax rate by a small amount. This is a decrease of \$ 1.07 per thousand from FY 2023.

Respectfully,
Robert Fitzgerald
Principal Assessor

FISCAL YEAR 2024 TAX RATE BREAKDOWN

FISCAL YEAR 2024		TOTAL TAXABLE VALUE FY 2024	
2023 Levy Limit	(Last Year's Levy)	\$25,522,442 /	<u>\$2,587,852,000</u> = \$ 9.86
+ Prop 2 1/2		638,061 /	<u>\$2,587,852,000</u> = \$ 0.25
+ New Growth		345,400 /	<u>\$2,587,852,000</u> = \$ 0.13
+ Debt Exclusion	(New Balmer School)	2,332,694 /	<u>\$2,587,852,000</u> = \$ 0.90
	(BVRHS Expansion)	61,944 /	<u>\$2,587,852,000</u> = \$ 0.02
	(School Roof)	131,306 /	<u>\$2,587,852,000</u> = \$ 0.05
	(Police Roof)	10,355 /	<u>\$2,587,852,000</u> = \$ 0.00
	(DPW Building)	298,371 /	<u>\$2,587,852,000</u> = \$ 0.12
	Fire Station	1,429,450 /	<u>\$2,587,852,000</u> = \$ 0.55
= Tax Rate		\$30,770,023 /	<u>\$2,587,852,000</u> = \$ <u>11.89</u> *

ESTIMATED

All figures are approximated for an FY 2024 estimated tax rate.

The Actual Tax Rate may change after DOR certification.



Town of Northbridge Board of Assessors

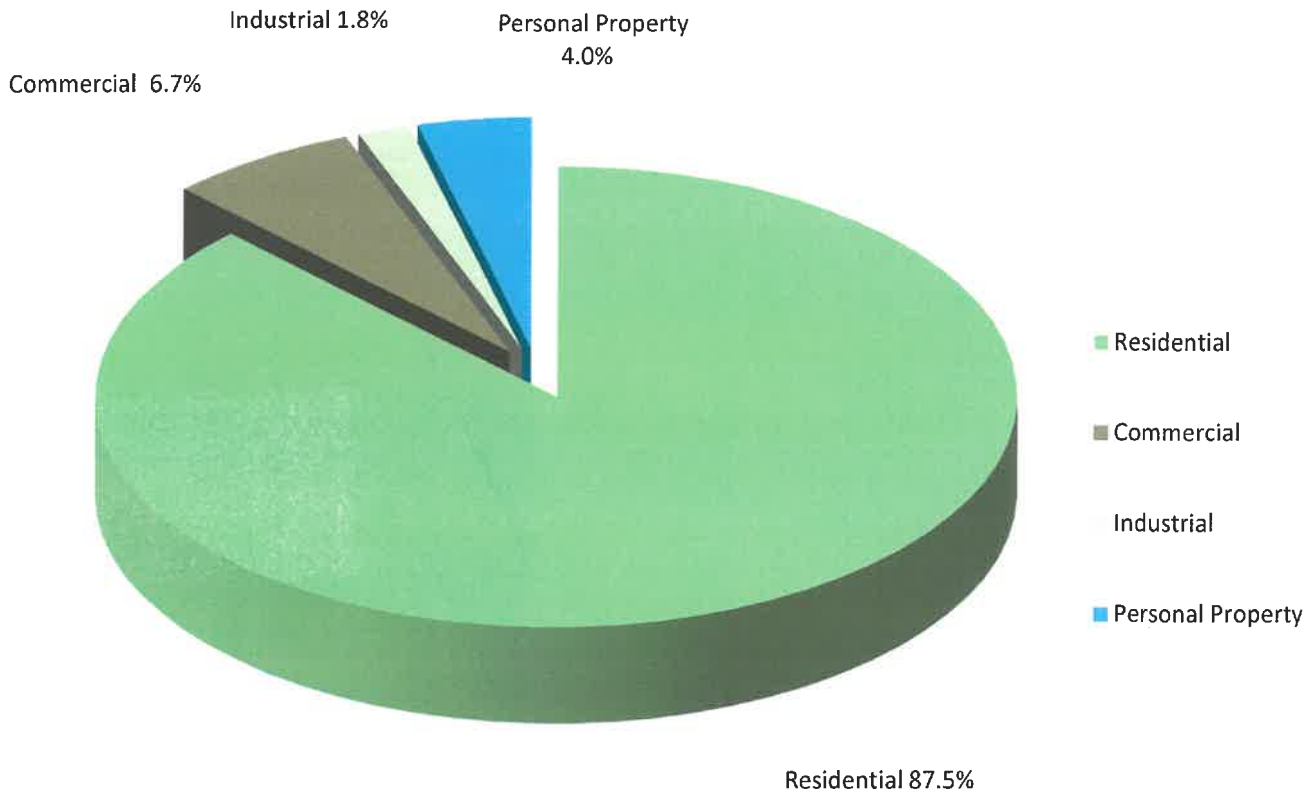
Town Hall, 7 Main Street
Whitinsville, Massachusetts 01588-2210

(508) 234-2740

2023 TAX RATES IN DECENDING ORDER

	FY 2023 TAX RATES	AVERAGE SINGLE FAMILY FY 2023 TAX	AVERAGE SINGLE FAMILY FY 2023 VALUE
1. BLACKSTONE	\$ 16.18	\$ 6,129	\$ 378,798
2. HOPEDALE	\$ 16.15	\$ 7,238	\$ 448,169
3. GRAFTON	\$ 15.71	\$ 7,980	\$ 507,939
4. MENDON	\$ 14.60	\$ 8,090	\$ 554,090
5. MILLBURY	\$ 14.45	\$ 5,256	\$ 363,732
6. DOUGLAS	\$ 14.36	\$ 5,924	\$ 412,529
7. UXBRIDGE	\$ 13.95	\$ 5,735	\$ 411,094
8. MILLVILLE	\$ 13.89	\$ 5,241	\$ 377,311
9. UPTON	\$ 13.87	\$ 8,386	\$ 604,591
10. SUTTON	\$ 13.85	\$ 6,802	\$ 491,142
11. NORTHBRIDGE	\$ 12.96	\$ 5,476	\$ 422,524

FISCAL YEAR 2024 - VALUATION BY CLASS



TAX SHIFT OPTIONS 2024

Tax Shift %	Total Residential Valuation 87% of Total	Resid'l Tax Rate	Tax Dollars To Collect	Residntl Percent Tax Decrease	Total Commercial/ Indst'l & Personal Prop. Valuation 13% of Total	CIP Tax Rate	Tax Dollars To Collect	CIP Percent Tax Increase
1.00	\$ 2,263,284,880	11.89	\$ 26,910,457	0.0	\$ 324,567,120	11.89	\$ 3,859,103	0.00
1.10	\$ 2,263,284,880	11.71	26,503,066	-1.5	\$ 324,567,120	13.06	4,238,847	0.10
1.20	\$ 2,263,284,880	11.54	26,118,308	-2.9	\$ 324,567,120	14.25	4,625,081	0.20
1.30	\$ 2,263,284,880	11.37	25,733,549	-4.4	\$ 324,567,120	15.44	5,011,316	0.30
1.40	\$ 2,263,284,880	11.20	25,348,791	-5.8	\$ 324,567,120	16.63	5,397,551	0.40
1.50	\$ 2,263,284,880	11.02	24,941,399	-7.3	\$ 324,567,120	17.81	5,780,540	0.50

NATIONAL GRID

PUBLIC HEARING

READ THE PUBLIC HEARING NOTICE ALOUD.

In conformity with the requirements of Section 22 of Chapter 166 of the General Laws (Ter. Ed.) you are hereby notified that a **Public Hearing** has been scheduled for **Monday, November 6, 2023 at 7:05 PM**, at the Northbridge Town Hall, Selectmen's Room, 7 Main Street, Whitinsville, MA based upon the petition of Massachusetts Electric Company d/b/a National Grid for permission to install underground electric conduits as follows:

Alana Drive:

Alana Drive - Install underground facilities on Alana Drive. Proposing to install a primary pull box on Alana Drive near riser Pole 51-1 for the purpose of water drainage.

Plan No. 30860144,

Dated: October 5, 2023

ASK FOR A MOTION TO OPEN THE HEARING

ASK FOR PUBLIC COMMENTS

ASK FOR A MOTION TO CLOSE THE PUBLIC HEARING

OFFER A MOTION TO APPROVE or DISAPPROVE the petition of Massachusetts Electric Company d/b/a National Grid for permission to install underground facilities on Alana Drive. Proposing to install a primary pull box on Alana Drive near riser Pole 51-1 for the purpose of water drainage.

Plan No. 30860144,

Dated: October 5, 2023



October 5, 2023

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

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID covering the installation of underground facilities.

If you have any questions regarding this permit, please contact:

Michael Fraser #774-203-9088

Please notify National Grid's Emily O'Brien of the **hearing date / time** to emily.obrien@nationalgrid.com

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

National Grid: Emily O'Brien; 100 East Ashland St, Brockton, MA 02302

Very truly yours,

Helton Lopes

Helton Lopes
Supervisor, Distribution Design

Enclosures

Questions contact – Michael Fraser #774-203-9088

Petition of the Massachusetts Electric Company d/b/a NATIONAL GRID
Of BROCKTON, MASSACHUSETTS
For Electric Conduit Location:

To the Board of Selectmen of Northbridge

Respectfully represents the Massachusetts Electric Company d/b/a NATIONAL GRID of Brockton Massachusetts, that it desires to construct a line of underground electric conduits, including the necessary sustaining and protecting fixtures, under and across the public way or ways hereinafter named.

Wherefore it prays that after due notice and hearing as provided by law, it be granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as it may find necessary for the transmission of electricity, said underground conduits to be located substantially in accordance with the plan filed herewith marked – Alana Drive - Northbridge, Massachusetts.

The following are the streets and highways referred to: **30860144**

Alana Drive - Install underground facilities on Alana Drive. Proposing to install a primary pull box on Alana Drive. Near riser Pole 51-1 for the purpose of water drainage.

Location approximately as shown on plan attached.

Massachusetts Electric Company d/b/a
NATIONAL GRID *Helton Lopes*

BY _____
Engineering Department

Dated: October 5, 2023

ORDERED:

Notice having been given and public hearing held, as provided by law, that the Massachusetts Electric Company d/b/a NATIONAL GRID be and it is hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition with said company dated the 5th day of October, 2023.

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked – Alana Drive - Northbridge, Massachusetts **30860144**

The following are the public ways or part of ways along which the underground electric conduits above referred to may be laid:

Alana Drive - Install underground facilities on Alana Drive. Proposing to install a primary pull box on Alana Drive. Near riser Pole 51-1 for the purpose of water drainage.

I hereby certify that the foregoing order was adopted at a meeting of the
.....
....., held on the day of, 20

....., 20

Received and entered in the records of location orders of the City/Town of
Book Page

Attest:
.....

..... hereby certify that on20....., at o'clock,M
at, a public hearing was held on the petition of
Massachusetts Electric Company d/b/a NATIONAL GRID for permission to construct the
underground electric conduits described in the order herewith recorded, and that I mailed at least
seven days before said hearing a written notice of the time and place of said hearing to each of the
owners of real estate (as determined by the last preceding assessment for taxation) along the ways
or parts of ways upon which the Company is permitted to construct the underground electric
conduits under said order. And that thereupon said order was duly adopted.

.....
.....
.....

Sharon Susienka

From: Jamie Luchini
Sent: Thursday, October 05, 2023 12:54 PM
To: Sharon Susienka
Cc: Melissa Ciaramitaro
Subject: Re: National Grid - underground electric conduit

Sharon,

No issues whatsoever. I'm very glad about this, actually. This has been a problem for a few months now.

Thanks,
- Jamie

Jamie Luchini
Director of Public Works
Northbridge DPW

From: Sharon Susienka <ssusienka@northbridgemass.org>
Sent: Thursday, October 5, 2023 12:14 PM
To: Jamie Luchini <jluchini@northbridgemass.org>
Cc: Melissa Ciaramitaro <mciaramitaro@northbridgemass.org>
Subject: National Grid - underground electric conduit


Jamie,

Please review the attached and let me know if you have any issues/comments, etc. Thank you.

Sharon L. Susienka

*Exec. Asst. to the Town Manager/HR
Town of Northbridge*

: 508-234-2095

: 508-234-7640





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

MEMORANDUM

DATE: October 5, 2023
TO: Jennifer Cecconi, Assistant Assessor
FROM: Sharon L. Susienka, Exec. Asst. to the Town Manager *SLS*
SUBJECT: Abutter's List

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

Massachusetts Electric Company d/b/a National Grid.

Alana Drive: Petition to install underground facilities on Alana Drive. Proposing to install a primary pullbox on Alana Drive near riser pole #51-1 for the purpose of water drainage per Plan #30860144, Dated October 5, 2023.

Enc.: Petition
Map

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



50 foot Abutters List Report

Northbridge, MA

October 05, 2023

Subject Property:

Parcel Number: 18-58
CAMA Number: 18-58
Property Address: 603 SUTTON ST

Mailing Address: DWYER JOHN
603 SUTTON ST
NORTHBRIDGE, MA 01534

Abutters:

Parcel Number: 18-169
CAMA Number: 18-169
Property Address: 221 ALANA DR

Mailing Address: FUNG-A-FAT SHANE A CHRISTINE E
FUNG-A-FAT
221 ALANA DR
NORTHBRIDGE, MA 01534

Parcel Number: 18-214
CAMA Number: 18-214
Property Address: 228 ALANA DR

Mailing Address: COSTIGAN MATHEW WENDY
COSTIGAN
228 ALANA DR
NORTHBRIDGE, MA 01534

Parcel Number: 18-215
CAMA Number: 18-215
Property Address: 220 ALANA DR

Mailing Address: GRAHAM RICHARD E DONNA D
GRAHAM
220 ALANA DRIVE
NORTHBRIDGE, MA 01534

Parcel Number: 18-57
CAMA Number: 18-57
Property Address: 613 SUTTON ST

Mailing Address: MAYER JEFFREY
613 SUTTON ST
NORTHBRIDGE, MA 01534

Parcel Number: 18-64
CAMA Number: 18-64
Property Address: 627 SUTTON ST

Mailing Address: OAKLEY ROBERTA W
627 SUTTON ST
NORTHBRIDGE, MA 01534

Parcel Number: 19-24
CAMA Number: 19-24
Property Address: 614-616 SUTTON ST

Mailing Address: BUMA PAUL R PATRICIA A BUME
38 RIEDEL STREET
DOUGLAS, MA 01516

Parcel Number: 19-25
CAMA Number: 19-25
Property Address: 606 SUTTON ST

Mailing Address: FERRIS GLENN
606 SUTTON ST
NORTHBRIDGE, MA 01534

Parcel Number: 19-26
CAMA Number: 19-26
Property Address: 600 SUTTON ST

Mailing Address: PATNODE-KRAUSE JILL P
600 SUTTON ST
NORTHBRIDGE, MA 01534



www.cai-tech.com

Data shown on this report is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this report.

10/5/2023

Page 1 of 1

NATIONAL GRID

PUBLIC HEARING

READ THE PUBLIC HEARING NOTICE ALOUD.

In conformity with the requirements of Section 22 of Chapter 166 of the General Laws (Ter. Ed.) you are hereby notified that a **Public Hearing** has been scheduled for **Monday, November 6, 2023 at 7:10 PM**, at the Northbridge Town Hall, Selectmen's Room, 7 Main Street, Whitinsville, MA based upon the petition of Massachusetts Electric Company d/b/a National Grid for permission to install underground electric conduits as follows:

Lincoln Circle:

Lincoln Circle - Install underground facilities on Lincoln Circle. Proposing to install primary pull box over existing conduit located at the base of existing Pole 5. This will help with drainage and prevent ice buildup during the winter months.

Plan No. 30623960,

Dated: October 12, 2023

ASK FOR A MOTION TO OPEN THE HEARING

ASK FOR PUBLIC COMMENTS

ASK FOR A MOTION TO CLOSE THE PUBLIC HEARING

OFFER A MOTION TO APPROVE or DISAPPROVE the petition of Massachusetts Electric Company d/b/a National Grid for permission to install underground facilities on Lincoln Circle. Proposing to install a primary pull box over existing conduit located at the base of existing Pole 5. This will help with drainage and prevent ice buildup during the winter months.

Plan No. 30623960,

Dated: October 12, 2023



October 12, 2023

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

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID covering the installation of underground facilities.

If you have any questions regarding this permit, please contact:

Michael Fraser #774-203-9088

Please notify National Grid's Emily O'Brien of the **hearing date / time** to emily.obrien@nationalgrid.com

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

National Grid: Emily O'Brien; 100 East Ashland St, Brockton, MA 02302

Very truly yours,

Helton Lopes

Helton Lopes
Supervisor, Distribution Design

Enclosures

Questions contact – Michael Fraser #774-203-9088

Petition of the Massachusetts Electric Company d/b/a NATIONAL GRID
Of BROCKTON, MASSACHUSETTS
For Electric Conduit Location:

To the Board of Selectmen of Northbridge

Respectfully represents the Massachusetts Electric Company d/b/a NATIONAL GRID of Brockton Massachusetts, that it desires to construct a line of underground electric conduits, including the necessary sustaining and protecting fixtures, under and across the public way or ways hereinafter named.

Wherefore it prays that after due notice and hearing as provided by law, it be granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as it may find necessary for the transmission of electricity, said underground conduits to be located substantially in accordance with the plan filed herewith marked – Lincoln Circle - Northbridge, Massachusetts.

The following are the streets and highways referred to: **30623960**

Lincoln Circle - Install underground facilities on Lincoln Circle. Proposing to install primary pull box over existing conduit located at the base of existing Pole 5. This will help with drainage and prevent ice buildup during the winter months.

Location approximately as shown on plan attached.

Massachusetts Electric Company d/b/a
NATIONAL GRID *Helton Lopes*
BY _____
Engineering Department

Dated: October 12, 2023

ORDERED:

Notice having been given and public hearing held, as provided by law, that the Massachusetts Electric Company d/b/a NATIONAL GRID be and it is hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition with said company dated the 12th day of October, 2023.

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked – Lincoln Circle - Northbridge, Massachusetts **30623960**

The following are the public ways or part of ways along which the underground electric conduits above referred to may be laid:

Lincoln Circle - Install underground facilities on Lincoln Circle. Proposing to install primary pull box over existing conduit located at the base of existing Pole 5. This will help with drainage and prevent ice buildup during the winter months.

I hereby certify that the foregoing order was adopted at a meeting of the
.....
....., held on the day of, 20
....., 20

Received and entered in the records of location orders of the City/Town of
Book Page

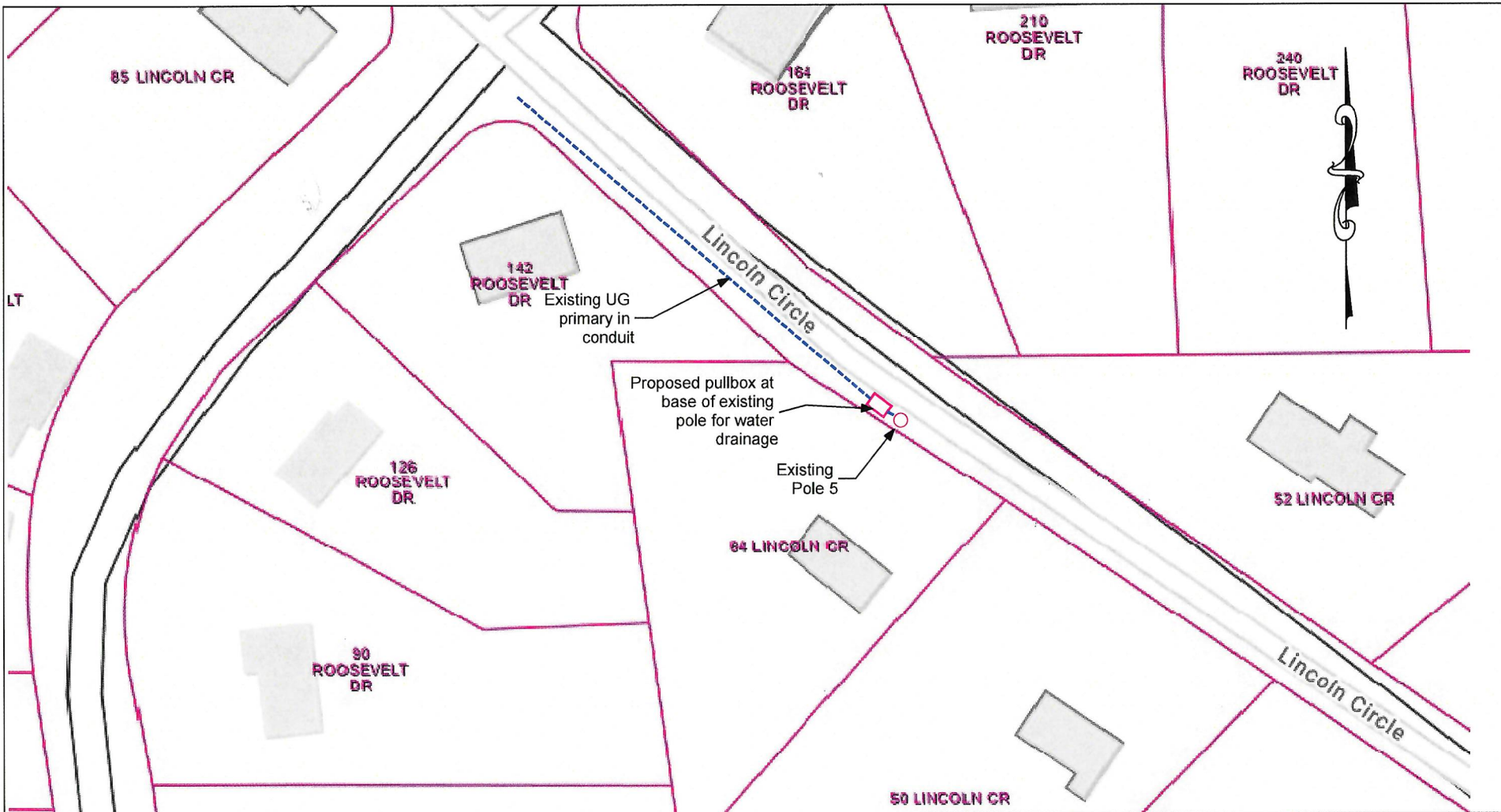
Attest:
.....

..... hereby certify that on20....., at o'clock,M
at, a public hearing was held on the petition of
Massachusetts Electric Company d/b/a NATIONAL GRID for permission to construct the
underground electric conduits described in the order herewith recorded, and that I mailed at least
seven days before said hearing a written notice of the time and place of said hearing to each of the
owners of real estate (as determined by the last preceding assessment for taxation) along the ways
or parts of ways upon which the Company is permitted to construct the underground electric
conduits under said order. And that thereupon said order was duly adopted.

.....

.....

.....



nationalgrid

LEGEND

- Existing Pole
- Proposed Pullbox
- Underground Wires

Owner(s):
Town of Northbridge, MA

Address:
64 Lincoln Cir
Northbridge, MA

Sketch to accompany the petition for the installation of a pullbox over existing conduit to drain water and prevent ice build up.

Distances are Approximate
Not to Scale
The exact location of said Facilities to be Established by and upon the installation and Erection of the Facilities thereof.

Drawn By: Michael Fraser
Date: 10/3/2023
Work Request Number
30623960

Sharon Susienka

From: Jamie Luchini
Sent: Wednesday, October 18, 2023 12:35 PM
To: Sharon Susienka
Cc: Melissa Ciaramitaro
Subject: Re: Lincoln Circle New Petition

Sharon,

I have no issues with this petition.

Thanks,
- Jamie


Jamie Luchini
Director of Public Works
Northbridge DPW

From: Sharon Susienka <ssusienka@northbridgemass.org>
Sent: Thursday, October 12, 2023 11:19 AM
To: Jamie Luchini <jluchini@northbridgemass.org>
Cc: Melissa Ciaramitaro <mciaramitaro@northbridgemass.org>
Subject: FW: Lincoln Circle New Petition

Jamie,

Please review the attached petition from National Grid and let us know if you have any issues with it. Thank you.

Sharon L. Susienka
Exec. Asst. to the Town Manager/HR
Town of Northbridge

: 508-234-2095

: 508-234-7640



From: Emily O'Brien <Emily.O'Brien@nationalgrid.com>
Sent: Thursday, October 12, 2023 7:45 AM
To: Sharon Susienka <ssusienka@northbridgemass.org>; Melissa Ciaramitaro <mciaramitaro@northbridgemass.org>
Subject: Lincoln Circle New Petition

Good Morning,

I attached a new petition here that is ready for your review. National Grid is looking to get this petition heard at the towns next available hearing. Please let me know if you need anything else from me!



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

MEMORANDUM

DATE: October 12, 2023
TO: Jennifer Cecconi, Assistant Assessor
FROM: Sharon L. Susienka, Exec. Asst. to the Town Manager *SLS*
SUBJECT: Abutter's List

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

Massachusetts Electric Company d/b/a National Grid.

Lincoln Circle: Petition to install underground facilities on Lincoln Circle. Proposing to install a primary pull box over existing conduit located at the base of existing Pole 5, which will help with drainage and prevent ice buildup during the winter months per Plan #30623960, Dated October 12, 2023.

Enc.: Petition
Map

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

TONELLI MICHAEL
JENNIFER TONELLI
164 ROOSEVELT DR
NORTHBRIDGE, MA 01534

TOUHEY SHAUN M
LEE S MARTIN-TOUHEY, TE
142 ROOSEVELT DR
NORTHBRIDGE, MA 01534

WILDFEUER STEVEN J
JUSTINE M WILDFEUER, TE
50 LINCOLN CR
NORTHBRIDGE, MA 01534

ZORRILLA ALEX
52 LINCOLN CR
NORTHBRIDGE, MA 01534

NATIONAL GRID

PUBLIC HEARING

READ THE PUBLIC HEARING NOTICE ALOUD.

In conformity with the requirements of Section 22 of Chapter 166 of the General Laws (Ter. Ed.) you are hereby notified that a **Public Hearing** has been scheduled for **Monday, November 6, 2023 at 7:15 PM**, at the Northbridge Town Hall, Selectmen's Room, 7 Main Street, Whitinsville, MA based upon the petition of Massachusetts Electric Company d/b/a National Grid for permission to install underground electric conduits as follows:

Sprague Street

Sprague Street – Petition to install underground facilities on Sprague Street. Installing primary pull box at the base of P1-50 Sprague Street over existing conduit to help with drainage and ice buildup. Conduit feeds development on Deer Track Ct.

Plan No. 30623962,

Dated: October 25, 2023

ASK FOR A MOTION TO OPEN THE HEARING

ASK FOR PUBLIC COMMENTS

ASK FOR A MOTION TO CLOSE THE PUBLIC HEARING

OFFER A MOTION TO APPROVE or DISAPPROVE the petition of Massachusetts Electric Company d/b/a National Grid for permission to install underground facilities on Sprague Street. Proposing to install a primary pull box at the base of P1-50 over existing conduit to help with drainage and ice buildup. Conduit feeds development on Deer Track Ct.

Plan No. 30623962,

Dated: October 25, 2023



October 25, 2023

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

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID covering the installation of underground facilities.

If you have any questions regarding this permit, please contact:

Michael Fraser #774-203-9088

Please notify National Grid's Emily O'Brien of the **hearing date / time** to emily.obrien@nationalgrid.com

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

National Grid: Emily O'Brien; 100 East Ashland St, Brockton, MA 02302

Very truly yours,

Helton Lopes

Helton Lopes
Supervisor, Distribution Design

Enclosures

Questions contact – Michael Fraser #774-203-9088

Petition of the Massachusetts Electric Company d/b/a NATIONAL GRID
Of BROCKTON, MASSACHUSETTS
For Electric Conduit Location:

To the Board of Selectmen of Northbridge

Respectfully represents the Massachusetts Electric Company d/b/a NATIONAL GRID of Brockton Massachusetts, that it desires to construct a line of underground electric conduits, including the necessary sustaining and protecting fixtures, under and across the public way or ways hereinafter named.

Wherefore it prays that after due notice and hearing as provided by law, it be granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as it may find necessary for the transmission of electricity, said underground conduits to be located substantially in accordance with the plan filed herewith marked – Sprague Street - Northbridge, Massachusetts.

The following are the streets and highways referred to: **30623962**

Sprague Street - Install underground facilities on Sprague Street. Installing primary pullbox at the base of P1-50 Sprague Street over existing conduit to help with drainage and ice buildup. Conduit feeds development on Deer Track Ct.

Location approximately as shown on plan attached.

Massachusetts Electric Company d/b/a
NATIONAL GRID *Helton Lopes*
BY _____
Engineering Department

Dated: October 25, 2023

ORDERED:

Notice having been given and public hearing held, as provided by law, that the Massachusetts Electric Company d/b/a NATIONAL GRID be and it is hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition with said company dated the 25th day of October, 2023.

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked – Sprague Street - Northbridge, Massachusetts **30623962**

The following are the public ways or part of ways along which the underground electric conduits above referred to may be laid:

Sprague Street - Install underground facilities on Sprague Street. Installing primary pullbox at the base of P1-50 Sprague Street over existing conduit to help with drainage and ice buildup. Conduit feeds development on Deer Track Ct.

I hereby certify that the foregoing order was adopted at a meeting of the
.....
....., held on the day of, 20

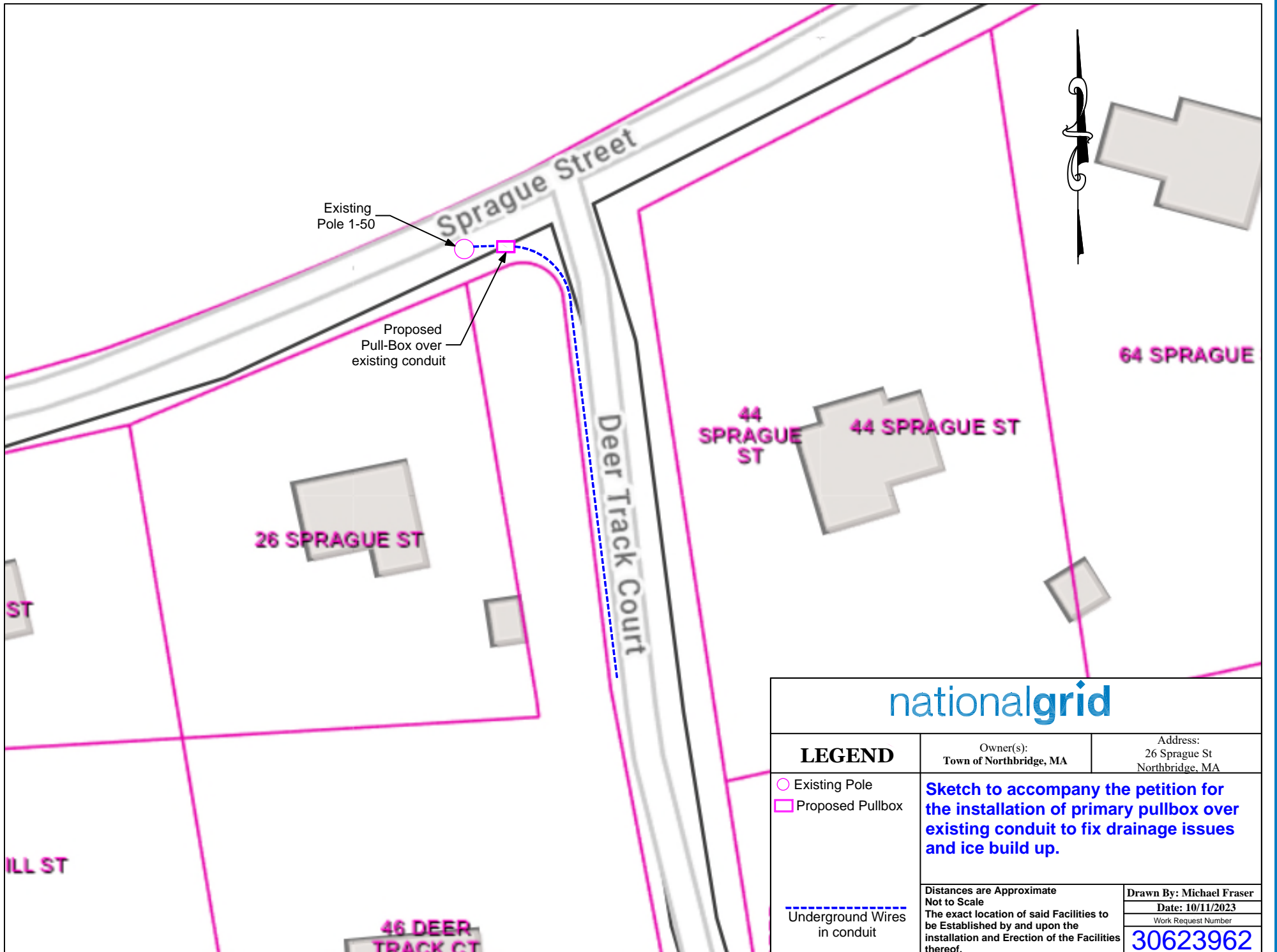
....., 20

Received and entered in the records of location orders of the City/Town of
Book Page

Attest:
.....

..... hereby certify that on20....., at o'clock,M
at, a public hearing was held on the petition of
Massachusetts Electric Company d/b/a NATIONAL GRID for permission to construct the
underground electric conduits described in the order herewith recorded, and that I mailed at least
seven days before said hearing a written notice of the time and place of said hearing to each of the
owners of real estate (as determined by the last preceding assessment for taxation) along the ways
or parts of ways upon which the Company is permitted to construct the underground electric
conduits under said order. And that thereupon said order was duly adopted.

.....
.....
.....



Existing Pole 1-50

Proposed Pull-Box over existing conduit



nationalgrid

LEGEND

- Existing Pole
- Proposed Pullbox

Underground Wires
in conduit

Owner(s):
Town of Northbridge, MA

Address:
26 Sprague St
Northbridge, MA

Sketch to accompany the petition for the installation of primary pullbox over existing conduit to fix drainage issues and ice build up.

Distances are Approximate
Not to Scale
The exact location of said Facilities to be Established by and upon the installation and Erection of the Facilities thereof.

Drawn By: Michael Fraser
Date: 10/11/2023
Work Request Number
30623962

From: Jamie Luchini <jluchini@northbridgemass.org>
Sent: Tuesday, October 31, 2023 12:02 PM
To: Sharon Susienka <ssusienka@northbridgemass.org>
Cc: Melissa Ciaramitaro <mciaramitaro@northbridgemass.org>
Subject: Re: [EXTERNAL] RE: Sprague Street - New Petition

Melissa,
I have no issues with this petition at all.

Thanks,
- *Jamie*
Jamie Luchini
Director of Public Works
Northbridge DPW

From: Sharon Susienka <ssusienka@northbridgemass.org>
Sent: Wednesday, October 25, 2023 4:15 PM
To: Jamie Luchini <jluchini@northbridgemass.org>
Cc: Melissa Ciaramitaro <mciaramitaro@northbridgemass.org>
Subject: FW: [EXTERNAL] RE: Sprague Street - New Petition

Jamie,

Please review and let us know if you have any issues with this petition. Thank you.

Sharon L. Susienka
Exec. Asst. to the Town Manager/HR
Town of Northbridge
☎: 508-234-2095
📠: 508-234-7640



From: Emily O'Brien <Emily.OBrien@nationalgrid.com>
Sent: Wednesday, October 25, 2023 1:02 PM
To: Melissa Ciaramitaro <mciaramitaro@northbridgemass.org>; Sharon Susienka <ssusienka@northbridgemass.org>
Subject: RE: [EXTERNAL] RE: Sprague Street - New Petition

Good Afternoon,

Attached is a new petition, I added the extra lines at the bottom of page two. I hope this works well for the board. Going forward I will try to keep the signature lines on the same page. Please let me know if you need anything else from me!

Thank you

Emily OBrien



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

MEMORANDUM

DATE: October 25, 2023

TO: Jennifer Cecconi, Assistant Assessor

FROM: Sharon L. Susienka, Exec. Asst. to the Town Manager *SLS/jcc*

SUBJECT: Abutter's List

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

Massachusetts Electric Company d/b/a National Grid.

Sprague Street – Petition to install underground facilities on Sprague Street. Installing primary pull box at the base of P1-50 Sprague Street over existing conduit to help with drainage and ice buildup. Conduit feeds development on Deer Track Ct. Per Plan #30623962 dated October 25, 2023.

Enc.: Petition
Map

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



30 foot Abutters List Report

Northbridge, MA

October 25, 2023

Subject Property:

Parcel Number: 19-4
CAMA Number: 19-4
Property Address: 26 SPRAGUE ST

Mailing Address: ZAKI W ESSAM MAGDA U HANNA TE
26 SPRAGUE ST
NORTHBRIDGE, MA 01534

Abutters:

Parcel Number: 19-104
CAMA Number: 19-104
Property Address: 44 SPRAGUE ST

Mailing Address: COLEMAN MAIREAD E BRIAN BARDELL,
JT
44 SPRAGUE ST
NORTHBRIDGE, MA 01534

Parcel Number: 19-105
CAMA Number: 19-105
Property Address: 46 DEER TRACK CT

Mailing Address: PAPAZIAN JEANNE L
46 DEER TRACK CT
NORTHBRIDGE, MA 01534

Parcel Number: 19-2
CAMA Number: 19-2
Property Address: 2062 HILL ST

Mailing Address: KENADEK DONALD F JANE A PROVOST
6 MOODY ST
UXBRIDGE, MA 01569



www.cai-tech.com

10/25/2023

Data shown on this report is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this report.

Page 1 of 1

Town of Northbridge

C.

 : 508-234-2095

 : 508-234-7640



From: jacquelyn.robert@yahoo.com <jacquelyn.robert@yahoo.com>

Sent: Monday, October 23, 2023 12:37 PM

To: Sharon Susienka <ssusienka@northbridgemass.org>

Subject: Yard Sign

Hello, my name is Jacquelyn Robert and I am a member of the Our Lady of the Valley Parent Guild in Uxbridge. A number of students attend our school from Northbridge, and we had hoped you may be willing to let us post one of our yard signs advertising our upcoming Holiday Fair, November 18th. The location is at your discretion, and I have included a photo of the 17" x 24" double sided sign we'd like to put out. Please let me know if you need any additional information. Thank you for your time.

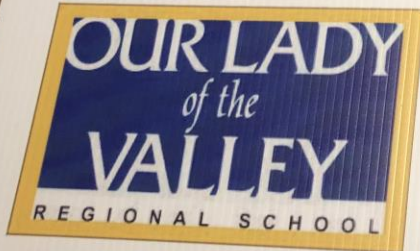
-Jacquelyn Robert

508-246-7130

**Our Lady of the Valley
Holiday Fair**

Saturday, November 18

9:00 AM- 3:00 PM





Town of Northbridge

D.

REQUEST FOR PROPOSALS

44 Cross Street
Whitinsville, MA 01588

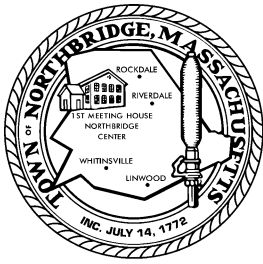


Project Title: Sale & Development of the former Northbridge Elementary School

Issued: Wednesday, November 15, 2023

Proposals due: Friday, January 12, 2024, by 12:00 PM

Town: Town of Northbridge, Town Hall
Address: 7 Main Street, Whitinsville, MA 01588
Contact: Adam Gaudette, Town Manager
Telephone: (508) 234-2095
Email: agaudette@northbridgemass.org



Town of Northbridge Request for Proposals

Town of Northbridge Legal Notice Request for Proposals

The Town of Northbridge (“Town”) is requesting proposals from qualified developers to purchase and redevelop the former Northbridge Elementary School located at 44 Cross Street, Whitinsville, MA. RFP documents are available by email request to agaudette@northbridgemass.org.

The sale of this property will require that the selected proposer enter into a Development Agreement negotiated with terms satisfactory to the Town and sufficient to ensure the prompt completion of the project in accordance with the terms of the accepted proposal.

There will be a required pre-bid informational session on **Wednesday, November 29, 2023, at 11:00 a.m.** at the site, 44 Cross Street, Whitinsville, MA 01588.

Sealed responses clearly labeled "**Redevelopment Proposal for the former Northbridge Elementary School**" are due by **12:00 p.m. on Friday, January 12, 2024**, delivered to: Town Manager/Chief Procurement Officer, Northbridge Town Hall, 7 Main Street, Whitinsville, MA 01588.

The Town reserves the right to reject any and all proposals; to waive any defects, informalities, and minor irregularities; to award contracts; or cancel this RFP, if it is in the Town's best interest to do so.

Adam D. Gaudette
Town Manager

Advertised in Central Register/Milford Daily –	Wednesday, November 15, 2023
Pre-Bid Informational Session –	Wednesday, November 29, 2023
Responses / Proposals due –	Friday, January 12, 2024

Development Opportunity

The Town of Northbridge (“Town”), acting by and through its Select Board and Town Manager, is providing an opportunity for a qualified private developer (“Developer”) to purchase the Project Site (described below) for a re-use development. The Town seeks proposals that demonstrate a creative approach for the Project Site, outlining an achievable development plan.

The Town sees the redevelopment of the Project Site as a critical component of the historic mill village of Whitinsville. The Town recognizes that a development of this type may take some time to accomplish but cannot allow the project to languish, with no substantive progress being made or with material changes being made to the accepted proposal. Accordingly, the Project Site will be sold subject to a Development Agreement (described below) negotiated with the Developer with terms satisfactory to the Town and sufficient to assure the Town of the prompt completion of the project in accordance with the terms of the accepted proposal.

This transaction will be a disposition of an interest in real property owned by the Town and is subject to the provisions of M.G.L. c. 30B, §16. This request for proposals (“RFP”) is being issued pursuant to that statute. While the purchase price is an important part of any respondent’s proposal, the Town will also evaluate other factors including the experience of proposed Developer; its demonstrated success in design, construction, and operation of business and residential (if applicable) development that would result in a viable development; experience with restoration of older structures; and the proposed timing for the project.

1. Project Site

The Town of Northbridge owns the approximately 2.73-acre Project Site located at 44 Cross Street. The Project Site is close to the Route 146 corridor, which connects Providence and Worcester, with easy access to the Massachusetts Turnpike (I-90) which travels east to Boston and West to Albany, NY. It is also in close proximity to Downtown Whitinsville, a thriving commercial district with churches, retail, professional offices, Memorial Park, Town Hall, and a community center.

There are multiple buildings on the site. The original 3-story school building was constructed in 1952 with a one-story addition built in 1983 and consists of approximately 49,158 gross square foot of floor area. The other building on the site is an 1875 Victorian Home that currently serves as the Northbridge Public Schools Administration Offices.



The Town completed a new 176,000 sq ft Northbridge Elementary School on the former Balmer School site off Crescent Street in August of 2021. Since then, the Town has conducted significant due diligence on the former property including existing conditions survey, a Phase 1 and Phase 2 Environmental Assessment, and feasibility study. There was also a building conditions assessment during the new school project, highlighting some of the issues with the existing structures. All of this information is available on the Town's website (www.northbridgemass.org) under the "Projects" tab.

2. Development Considerations

Zoning. The Town intends to sell this property for a redevelopment project within the current zoning for this site, or for creative developments that are beneficial to the Town that may require zoning modifications.

The project site is located in the Town's Heritage (H) Zoning District. The purpose of this district is to preserve and reinforce the visual and historical character of the Memorial Square Area of the Town of Northbridge by regulating the type and intensity of uses which may be proposed within it. The district allows One and Two-Family Dwellings by Special Permit, and most business and office uses by Right. For other potential uses such as multi-family dwellings and other commercial, a zoning modification would be required.

The building itself is pre-existing non-conforming as it does not meet the 10-foot required side setback on the northern property line.

Development proposals submitted to the Town under this RFP shall be consistent with the vision and purpose of the Zoning District described above or for a redevelopment that is compatible with surrounding properties and is beneficial to the Community. Proposed developments must comply with all other relevant Town Bylaws, including but not limited to the following permits and/or approval requirements:

1. *Other Required Municipal Approvals.* The Project Site is not located within the Floodway and Floodplain Overlay District. Depending on the final design proposed for the Project Site, some or all of the following approvals by various agencies of the Town may be required for the development and use of the property:
 - Select Board: Liquor license, common victualler's license, and other licenses if needed.
 - Planning Board: Site Plan Review may be a requirement; Special Permit approval may be required and other approvals within the planning board's approval process.
 - DPW: Any new road opening permits, stormwater, water, sewer and similar permitting requirements.
 - Board of Health: Hazardous materials, food sales and/or service and other applicable permits and requirements.
2. *Utilities:* The Project Site presently is supplied by town water, town sewer as well as natural gas and electric services. The Project Site has telephone service through Verizon and internet/cable service through Spectrum.

3. *Timing.* The former school building is currently vacant and the school administration offices will be relocated from the Victorian prior to sale or construction. The Town seeks to have redevelopment activities begin as soon as possible. *The proposed timing of a project will be a factor in the Town's evaluation.*
4. *Development Restriction.* The Town is seeking to maintain the Victorian building as part of any proposed redevelopment on the Project Site. There will be no restriction to require that the exterior façade remain substantially as is presently. The Town will not restrict the preservation of the former school buildings and will consider proposals that demolish, selectively demolish, or reuse those structures.

3. Prospective Developer's Due Diligence and M.G.L. c. 21E Site Disclosure

Each prospective Developer is responsible for undertaking an independent review and analysis concerning physical conditions, environmental conditions, applicable zoning, required permits and approvals and other development and legal considerations pertaining to the Project Site and the proposed redevelopment.

The Town makes no representations or warranties, expressed or implied, as to the accuracy and/or completeness of the information provided in this RFP. Prospective Developers will be expected to undertake their own review and analyses concerning physical conditions, environmental conditions, applicable zoning, required permits and approvals, reuse potentials, and other development, ownership and legal considerations (including, but not limited to, any applicable public construction and/or fair wage laws).

All respondents are strongly encouraged to visit the Project Site before submitting a proposal. Anyone looking to submit a proposal should attend the **Pre-Bid Informational Session on Wednesday, November 29, 2023, at 11 am at the Project Site.** The Project Site will be delivered "as is", without any warranty or representations by the Town with regard to existing conditions.

4. Development Agreement:

As noted above, the Town sees the redevelopment of the Project Site as a critical piece of Downtown Whitinsville. The Town recognizes that a development of this type may take some time to accomplish but cannot allow the project to languish, with no substantive progress being made or with material changes being made to the accepted proposal.

Accordingly, the Town will dispose of the Project Site through one or more agreements (here collectively referred to as the "Development Agreement") negotiated with the Developer which, in the sole discretion of the Town, will be adequate to assure the Town that the project will be completed in a timely manner and in accordance with the terms proposed by the Developer and accepted by the Town.

A transaction structured as a lease-to-purchase arrangement, a conveyance at closing with a deed back to the Town held in escrow pending satisfactory completion of the project, or a land disposition agreement with appropriate terms would be acceptable to the Town. The Town is willing to consider such terms as may be proposed by a prospective Developer in this regard. The Town is also willing to consider an installment purchase price provision.

5. Schedule

<u>RFP issued</u>	<u>November 15, 2023</u>
<u>RFP Responses (Proposals) due</u>	<u>January 12, 2024 at 12:00 p.m.</u>
<u>Tentative Award*</u>	<u>On or about March 1, 2024</u>
<u>Execution of purchase contract *</u>	<u>On or about May 10, 2024</u>

** The Town does not guarantee these dates but will make every effort to achieve them to allow construction or alterations to commence during the 2025 construction season.*

All Proposals shall be deemed to be public record, within the meaning of M.G.L. Chapter 4, Section 7(26) after the Proposal Due Date.

6. Submission Requirements

All proposals must be submitted in accordance with the terms and conditions of this RFP to the Town Manager's Office, Attn: Adam Gaudette, Town Manager, Northbridge Town Hall, 7 Main Street, Whitinsville, MA 01588, no later than **12:00 p.m. on Friday, January 12, 2024.**

Prospective Developers shall submit an original and 6 copies of their Proposals in a sealed envelope together with a USB flash drive of the Proposal in .pdf format. Neither faxed nor emailed Proposals will be accepted. Envelopes shall be marked:

"Redevelopment Proposal for the former Northbridge Elementary School"

Proposals may include any materials and information that the Developer determines are necessary to satisfy the requirements of this RFP. A prospective Developer may not correct, modify or substitute a submitted Proposal in any manner unless authorized by the Town in its sole discretion.

A complete proposal shall include the following:

- A. **Statement of Interest:** Provide a statement of proposer's interest in development of the project; highlights of the proposer's qualifications; a description of how the proposed concept addresses the objectives listed in this RFP; and a brief description of project team.
- B. **Applicant Qualifications:** Provide an organizational chart describing the entities and key personnel on the proposer's team, resumes for lead personnel, and a brief description of similar projects completed by the team or individual in the past ten (10) years.
- C. **Development Project Experience:** Provide one (1) example that demonstrates successful developments or re-use projects in a downtown environment as well as a list of all residential or commercial development projects undertaken within the last ten (10) years. If the Developer intends to propose a mixed-use development or single use, provide examples of projects that incorporate multiple uses into the development. Please include the following information for each past project example: a) location and photographs; b) number of units, the mix of units, the unit sizes, number of square feet and any customer survey/satisfaction information; c) total development cost identifying the amount of debt and the amount of equity used to finance project and economic return(s) achieved;
- D. **A Conceptual Description of the proposed development that includes:**
 - Development program, including floor area for the specific types of uses that will be sought.

- Estimated ground coverage, height, and gross floor area of the buildings being considered. Estimated square footage of existing building(s) to be razed and explanation of need, if applicable.
 - The number of residential or commercial units proposed by size, tenure (whether rented or owned), level of affordability, and accessibility provisions, if any, beyond code compliance.
 - Description of how the proposed uses will relate programmatically to the surrounding land uses and the Town, identifying the basis for anticipating the degree to which the nonresidential uses will attract people to and thus enliven the vicinity.
 - Description of the physical design of the development in words, graphics, or both, including indication of site-specific conceptual layout, how parking is to be accommodated as divided among at-grade options and indication of points of access into the site for pedestrians, autos, and servicing trucks.
 - Project Schedule that sets out the anticipated time of commencement of construction, how work would be phased, length of likely construction, and identification of contingencies that might alter the timing.
- E. Financial Information that includes:
- Anticipated financial and management interests in the development;
 - Strategy for securing equity and financing;
 - Banking references;
 - Pro Forma.
- F. Price Proposal on Form set forth as Attachment B that includes the amount to be paid by the developer for purchase of the Project Site.
- G. RFP security in the amount of \$5,000.00. Such security shall be payable to the Town in the form of cash, certified check, treasurer's or cashier's check issued by a responsible bank or trust company, or a bid bond issued by a surety licensed to do business in the Commonwealth of Massachusetts; and shall be conditioned upon the faithful performance by the principal of its obligation to pursue and negotiate in good faith the project as anticipated in its proposal.
- All security of all proposers shall be retained until the execution and delivery of a Development Agreement with the Developer selected by the Town. At that time the security provided by all other proposers will be returned.
- The RFP security covers the Town for damages if a proposer were to withdraw its proposal after the submission date. Be advised that to the extent permitted by law the Town will retain all RFP security for withdrawn proposals.
- H. A disclosure of whether or not the proposed Developer and/or any of its principals, partners, co-ventures and/or subcontractors participating in the proposal or the project has been dismissed or disqualified from a bid or contract within the past five years, and if so, the reason(s) why.
- I. A disclosure of any conditions (bankruptcy or other financial problems, pending litigation, planned office closures, impending merger) that may affect the developer's ability to perform contractually. If a joint venture, a disclosure is required for each partner in the joint venture.

Following the deadline for receipt, the Town Manager or his designee will open the Proposals and prepare a register of those developers or individuals submitting Proposals, which shall be made available for public inspection.

All proposals shall remain firm for one hundred twenty (120) calendar days from the proposal due date.

7. Proposal - Minimum Requirements

In order to be considered for evaluation, the proposal must have met the RFP minimum requirements by providing the following with its proposal:

- The Proposal must be a Complete Proposal as defined in Section 7 above.
- At least one member of the Development Team or individual must have completed one comparable business or reuse development within the past ten (10) years.
- The key members of the development team or individual must each submit three (3) satisfactory references.
- RFP security in the amount of \$5,000.00
- The Developer must provide evidence of financial capacity to undertake the proposed development.
- Certificate of Non-Collusion. See Attachment C.
- Attestation - Certificate of Compliance with State Tax Laws, M.G.L. c. 62C, §49A. See Attachment D.
- Certificate of Authority (if applicable). See Attachment E.
- Attestation – Disclosure Statement for Transaction with a Public Agency concerning Real Property M.G.L. c. 7C,s.38 (formerly M.G.L. c.7,s.40J) See Attachment F.

8. Proposal – Evaluation Criteria

All proposals meeting the Minimum Criteria will then be evaluated based on the following Comparative Evaluation Criteria:

- a. **Consistency with Project Vision Described in RFP Introduction (“Development Opportunity”)**
 - *Highly Advantageous:* Conceptual plan and description incorporates the Project Vision section. (8-10 points)
 - *Advantageous:* Conceptual plan and description incorporates some of the Project Vision section. (5-7 points)
 - *Unacceptable:* The project fails to include the desired attributes listed in the Project Vision section. (0-2 points)
- b. **Qualifications of Project Team**
 - *Highly Advantageous:* Project Team or individual has successfully completed business and/or reuse projects of similar scope, including redevelopment of municipal properties, and has demonstrated a high likelihood to complete the Project successfully and in an expedited manner. (8-10 points)

- *Advantageous:* Project Team or individual has some development experience and has a reasonable likelihood of completing the Project acceptably and on time. (5-7 points)
- *Unacceptable:* Project Team or individual does not have documented experience with single or mixed-use redevelopment projects. (0-2 points)

c. **Project Feasibility, Including Ability to Obtain Financing**

- *Highly Advantageous:* Proposal includes details on committed tenants and financing. High likelihood that developer has the ability and the resources to complete its project in the manner proposed. (8-10 points)
- *Advantageous:* Reasonable likelihood that developer has the ability and the resources to complete its project in the manner proposed. (5-7 points)
- *Unacceptable:* Developer does not have the ability and the resources to complete its project in the manner proposed. (0 points)

d. **Project Timing**

- *Highly Advantageous:* Proposal includes a detailed timeline projecting the developer's ability to complete required permitting and begin construction as soon as possible after award. (8-10 points)
- *Advantageous:* Proposal includes a timeline demonstrating the developer's ability to begin construction within one year after purchase. (5-7 points)
- *Unacceptable:* Proposal includes a timeline without sufficient detail or the proposal does not include any timeline. (0-2 points)

e. **Purchase price**

- *Highly Advantageous:* Project Team or Individual has offered a responsible purchase price as part of the RFP. (8-10 points)
- *Less Advantageous:* Project Team or individual has offered less than reasonable purchase price as part of the RFP. (3-6 points)

9. Evaluation Process

The Project Development Contract will be awarded to the most advantageous proposer, as determined by the Town at its sole discretion. The evaluation process will be made in three phases:

(1) An initial review of each proposal will be made to determine whether all Minimum Requirements (Section 7 of this RFP) have been met. Any proposal not meeting those requirements will be eliminated from consideration.

(2) Proposals that satisfy the Minimum Requirements will be further evaluated in accordance with the Comparative Evaluation Criteria set forth in Section 8 of this RFP by the evaluators appointed by the Town.

(3) The evaluations will be reviewed in conjunction with the financial proposals, the results of any interviews and any additional information requested by the Town, on which basis the most advantageous proposer will be identified.

During the evaluation process, the Town reserves the right for any reason deemed appropriate by the Town to waive portions of the RFP; to waive any minor informality in a proposal; to request “best and final” offers; to reject any and all Proposals; to terminate this RFP; and/or to issue a new RFP.

The Town reserves the right to reject any and all proposals if it determines that the criteria set forth have not been met or for any other reason in its sole discretion.

Within sixty (60) days of being selected, the Designated Developer shall provide to the Town:

- Development Agreement(s) as negotiated with and to the satisfaction of the Town, executed by the Developer.
- A deposit equal to 10% of the Purchase Price.
- A signed Disclosure Statement of Beneficial Interest in accordance with M.G.L. c.7, §40J.
- Any other documents as required by the Town.

If the required documents are not executed and submitted to the Town within the specified time, the Designated Developer’s selection will automatically expire, unless extended in writing by the Town at its sole discretion.

The Town reserves the right to negotiate with another proposer if the Designated Developer and the Town are unable to negotiate a final Development Agreement satisfactory to the Town in its sole discretion.

10. Rule for Award of Contract

The RFP contract will be awarded to the most advantageous proposal from a responsive and responsible proposer, taking into consideration price and all other evaluation criteria set forth in the RFP. Before awarding the RFP, the Town may request additional information from prospective developers or individual, and/or may require interviews.

11. Non-Applicability of Public Construction Laws

It is the Town’s intent that any agreement resulting from this RFP shall be for a private development to which none of the laws and regulations applicable to public construction projects shall apply. The Town has established certain Proposal Minimum Requirements (See Section 7 herein), but otherwise the successful developer shall be responsible for the design and construction of its Project. The Town shall have the right to inspect the Project during construction for the purpose of assuring that construction is following the developer’s Proposal and not to modify the design or the manner of construction except to the extent any municipality might exercise its health, safety, and zoning powers for any private construction project.

12. Disclaimer/Reservation of Rights

The Town makes no representations or warranties, expressed or implied, as to the accuracy and/or completeness of the information provided in this RFP. The Project Site will be disposed of to the

Selected Developer in “AS-IS”, “WHERE IS” and with “ALL DEFECTS” without any representation, warranty or covenant of any kind whatsoever, and the successful developer shall

agree to accept the Project Site in such condition without recourse to the Town of any kind or for any reason whatsoever.

The Town reserves the right to extend the deadline for submission of Proposals, to request supplementary information, to conduct interviews with any or all of the developers submitting proposals, to waive minor informalities, and to reject any or all proposals, in whole or in part, if in its sole judgment the best interests of the Town would be served in doing so. The Town will reject any and all proposals when required to do so by applicable law.

The Town reserves the right to negotiate any and all terms of a Development Agreement (Purchase and Sale Agreement or other agreement with the Designated Developer). If such negotiations cannot be concluded successfully with the Designated Developer, the Town may choose to negotiate an agreement with the next Designated Developer from the pool of proposers, to terminate this RFP process, or to begin a new RFP process.

Execution of a Development Agreement with the Town for the Project Site in no way constitutes satisfaction of any applicable Town bylaws nor guarantees issuance of any required Town permit, including a special permit/site plan approval or liquor license.

ATTACHMENT A

PROPERTY INFORMATION

ATTACHMENT B

FORM FOR PRICE PROPOSAL

The undersigned having fully examined, read, and in understanding of the request for proposal (RFP) for this contract and being familiar with all of the conditions surrounding the project and sale of 44 Cross Street, and offers the following sale price as described below:

Price offered = \$ _____

Price offered in words = _____

The Undersigned agrees that, if he/she is selected as the highest ranking proposer, they will within sixty (60) days, Saturdays, Sundays and legal holidays excluded, after, execute a Contract in accordance with the terms of this RFP.

The undersigned further certifies under the penalties of perjury that this proposal is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this subsection the word "person" shall mean natural person, joint venture, partnership, corporation or other business or legal entity.

The Undersigned further certifies under penalty of perjury that the said undersigned is not presently debarred from doing business in the Commonwealth of Massachusetts under the provisions of section twenty-nine F of Chapter twenty-nine, or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

The undersigned further agrees that he or she is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed in the work.

The undersigned furthermore agrees that by submitting this proposal it fully understands the proposal specifications, terms and conditions as outlined in this document.

Company Information:

Name _____

Address _____

Phone _____

E-Mail _____

FID # _____

Signature for Individual

Name of Company

Name and Title of Individual Authorized to Sign

Signature

Date_____

Signature for Partnerships (must be signed by ALL general partners)

Name of Partnership

Date

Name and Title of Partner

Signature

Name and Title of Partner

Signature

Name and Title of Partner

Signature

Signatures for Corporation

Name of Corporation

Date

Printed Name and Title of Duly Authorized Company Officer

Signature

Corporate Seal (affix below)

FID Number

Signature of Clerk

ATTACHMENT C

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation union, committee, club or other organization, entity, or group of individuals.

The designer, interior designer or construction manager has not given, offered or agreed to give any person, corporation or other entity any gift, contribution or offer of employment as an inducement for, or in connection with, the award of the contract for design services; no consultant to or subcontractor for the designer, interior designer or construction manager has given, offered or agreed to give a gift, contribution or offer of employment to the designer, interior designer or construction manager, or to any other person, corporation or entity as an inducement for, or in connection with, the award to the consultant or subcontractor of a contract by the designer, interior designer or construction manager; no person, corporation or other entity, other than a bona fide full-time employee of the designer, interior designer or construction manager, has been retained or hired by the designer, interior designer or construction manager to solicit for or in any way assist the designer, interior designer or construction manager in obtaining the contract for design services upon an agreement or understanding that such person, corporation or other entity be paid a fee or other consideration contingent upon the award of the contract to the designer or interior designer; and the designer or interior designer has internal accounting controls as required by M.G.L. Chapter 30, Section 39R 9 (c), and the designer or interior designer has filed and will continue to file an audited financial statement as required by M.G.L. Chapter 30, Section 39R 9 (c).

Executed this _____ day of _____, 2023

Respectively submitted by:

_____ (Authorized Signature)	_____ (Date)
_____ (Title)	

Company Name: _____

Address: _____

Seal (If by Corporation):

ATTACHMENT D

STATEMENT OF TAX COMPLIANCE

Pursuant to Massachusetts General Laws, Chapter 62C, Section 49A, I certify under the penalties

of perjury that _____ has fully complied with all laws of the
Name of Entity

Commonwealth of Massachusetts relating to the payment of taxes.

Company Name: _____

Address: _____

Social Security or
Federal Identification Number: _____

(Authorized Signature)

(Date)

(Title)

Seal (If by Corporation):

ATTACHMENT E

CERTIFICATE OF AUTHORITY
(Corporations Only)

At a duly authorized meeting of the Board of Directors of _____
Name of Corporation

it was VOTED that _____ of this company is authorized to
Name and Title

execute contracts and bonds in the name of and on behalf of this company, and affix its corporate seal hereto; and such execution of any contract obligation in this company's name and on its behalf, said obligation to be valid and binding upon this company.

A True Copy Attested,

Company Name: _____

Address: _____

(Authorized Signature)

(Date)

(Title)

I hereby certify that I am the clerk of _____; that the
Name of Corporation

above vote has not been amended or rescinded and remains in full force and effect as of the date of
this

contract.

Name of Clerk: _____ Corporate Seal:

ATTACHMENT F

**DISCLOSURE STATEMENT FOR TRANSACTION
WITH A PUBLIC AGENCY CONCERNING REAL PROPERTY**
M.G.L. c. 7C, s. 38 (formerly M.G.L. c. 7, s. 40J)

The undersigned party to a real property transaction with a public agency hereby discloses and certifies, under pains and penalties of perjury, the following information as required by law:

(1) REAL PROPERTY:

(2) TYPE OF TRANSACTION, AGREEMENT, or DOCUMENT:

(3) PUBLIC AGENCY PARTICIPATING in TRANSACTION:

(4) DISCLOSING PARTY'S NAME AND TYPE OF ENTITY:

(5) ROLE OF DISCLOSING PARTY (Check appropriate role):

____ Lessor/Landlord

____ Lessee/Tenant

____ Seller/Grantor

____ Buyer/Grantee

____ Other (Please describe): _____

(6) The names and addresses of all persons and individuals who have or will have a direct or indirect beneficial interest in the real property excluding only 1) a stockholder of a corporation the stock of which is listed for sale to the general public with the securities and exchange commission, if such stockholder holds less than ten per cent of the outstanding stock entitled to vote at the annual meeting of such corporation or 2) an owner of a time share that has an interest in a leasehold condominium meeting all of the conditions specified in M.G.L. c. 7C, s. 38, are hereby disclosed as follows (attach additional pages if necessary):

NAME

RESIDENCE

(7) None of the above-named persons is an employee of the Division of Capital Asset Management and Maintenance or an official elected to public office in the Commonwealth of Massachusetts, except as listed below (Check "NONE" if NONE):

NONE: _____

NAME

POSITION

(8) The individual signing this statement on behalf of the above-named party acknowledges that he/she has read the following provisions of Chapter 7C, Section 38 (formerly Chapter 7, Section 40J) of the General Laws of Massachusetts:

No agreement to rent or to sell real property to or to rent or purchase real property from a public agency, and no renewal or extension of such agreement, shall be valid and no payment shall be made to the lessor or seller of such property unless a statement, signed, under the penalties of perjury, has been filed by the lessor, lessee, seller or purchaser, and in the case of a corporation by a duly authorized officer thereof giving the true names and addresses of all persons who have or will have a direct or indirect beneficial interest in said property with the commissioner of capital asset management and maintenance. The provisions of this section shall not apply to any stockholder of a corporation the stock of which is listed for sale to the general public with the securities and exchange commission, if such stockholder holds less than ten per cent of the outstanding stock entitled to vote at the annual meeting of such corporation. In the case of an agreement to rent property from a public agency where the lessee's interest is held by the organization of unit owners of a leasehold condominium created under chapter one hundred and eighty-three A, and time-shares are created in the leasehold condominium under chapter one hundred and eighty-three B, the provisions of this section shall not apply to an owner of a time-share in the leasehold condominium who (i) acquires the time-share on or after a bona fide arms length transfer of such time-share made after the rental agreement with the public agency is executed and (ii) who holds less than three percent of the votes entitled to vote at the annual meeting of such organization of unit owners. A disclosure statement shall also be made in writing, under penalty of perjury, during the term of a rental agreement in case of any change of interest in such property, as provided for above, within thirty days of such change.

Any official elected to public office in the commonwealth, or any employee of the division of capital asset management and maintenance disclosing beneficial interest in real property pursuant to this section, shall identify his position as part of the disclosure statement. The commissioner shall notify the state ethics commission of such names, and shall make copies of any and all disclosure statements received available to the state ethics commission upon request.

The commissioner shall keep a copy of each disclosure statement received available for public inspection during regular business hours.

(9) This Disclosure Statement is hereby signed under penalties of perjury.

PRINT NAME OF DISCLOSING PARTY (from Section 4, above)

AUTHORIZED SIGNATURE of DISCLOSING PARTY DATE (MM / DD / YYYY)

PRINT NAME & TITLE of AUTHORIZED SIGNER

ATTACHMENT G

CHECKLIST

- Attachment A – Property Information _____
- Attachment B – Price Proposal _____
- Attachment C – Non-Collusion Statement (signed) _____
- Attachment D – Tax Compliance Statement (signed) _____
- Attachment E – Certificate of Authority (if applicable) _____
- Attachment F – Disclosure Statement _____
- Attachment G – Checklist _____
- Addenda Acknowledgement (if applicable) _____