

**TOWN OF NORTHBRIDGE
BOARD OF SELECTMEN'S MEETING
NORTHBRIDGE TOWN HALL
7 MAIN STREET - WHITINSVILLE, MA 01588
February 27, 2023 at 7:00 PM
REVISED**

PLEDGE OF ALLEGIANCE

- I. APPROVAL OF MINUTES:** A. 1) October 17, 2022 2) November 7, 2022
3) November 21, 2022 4) November 22, 2022 [Joint Meeting w/ School Committee]

II. PUBLIC HEARING

III. APPOINTMENTS/By the Town Manager [Vote to Affirm]:

- B. Sharon Emerick, Town Accountant/Finance Director
C. Melissa LaBounty, Assistant Town Accountant

By the Board of Selectmen [Vote to Appoint]:

- D. David Blauvelt: 1) Historical Commission/**Present**-Kenneth Warchol and 2) Whitinsville
Downtown Crossroads Historical District Commission (Alternate)/**Present**-Kelly Rice-Gamble,
WDCHDC member

- E. Michael Wilkes, Economic Development Committee

IV. CITIZENS' COMMENTS/INPUT

IV. DECISIONS:

- F. Vote to accept monetary donation gift in the amount of \$100.00 from Ms. Rebecca Rushford –
to be expended by the Conservation Commission

- G. Safety Committee Meeting Minutes [March 23, 2022]/Vote to accept recommendations

- H.** Pine Grove Cemetery Deeds: 1) Vote to approve the sale of Lots 144A and B (2 cremation
plots) Yew Ave S. to Rodney and Doris Lee 2) 25 A Birch Path, South (single grave) to Laura
Valanzola

VI. DISCUSSIONS

VII. TOWN MANAGER'S REPORT

- I. Budget and warrant Update

VIII. SELECTMEN'S CONCERNS

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION

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

A.1.

BOARD OF SELECTMEN'S MEETING Joint Meeting with the Finance Committee

October 17, 2022

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. **Select Board Members Present:** Ampagoomian, Collins, Melia, and Paulhus. **Finance Committee Members Present:** Adams, Gogolinski, Barron, and Graham. Also Present: Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

PRESENTATION OF A PROCLAMATION TO THE ARMENIAN APOSTOLIC CHURCH IN HONOR OF THEIR 65TH ANNIVERSARY / PRESENT: GEORGE MARASHIAN. Selectman Ampagoomian read aloud the proclamation and presented it to Mr. Marashian.

APPROVAL OF MINUTES: 1) July 18, 2022. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the July 18, 2022 meeting minutes as presented with the readings omitted. Vote yes/Ampagoomian, Collins, Melia and Paulhus.

2) September 26, 2022 Exec Sess. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve but not release the September 26, 2022 executive session meeting minutes as presented with the readings omitted. Vote yes/Ampagoomian, Collins, Melia and Paulhus.

3) October 3, 2022 Exec Sess. A motion/Mr. Melia, seconded/Mr. Paulhus to approve but not release the October 3, 2022 executive session meeting minutes as presented with the readings omitted. Vote yes/Collins, Melia and Paulhus. Abstain: Ampagoomian.

PUBLIC HEARING/None

APPOINTMENTS / 1) By the Town Manager: Anthony Genga, Deputy Fire Chief / Present: David White, Fire Chief. Chief White introduced Mr. Genga, stating that he started on the Fire Department as an intern out of High School and worked his way through the ranks from Call Firefighter to full time and eventually being appointed to Lieutenant in 2018. Chief White explained there was an assessment center test conducted earlier this month and Lt. Genga finished first. Chief White stated that Lt. Genga is a very worthy candidate for the position. Mr. Genga mentioned he is looking forward to the opportunity adding that it is a very humbling experience to go through the process and be selected. Mr. Genga said he looks forward to serving the Fire Department as Dep. Fire Chief. The Board of Selectmen congratulated Mr. Genga on his accomplishments and wished him the best in his new position. A motion/Mr. Ampagoomian, seconded/Mr. Melia to affirm the Town Manager's appointment of Anthony Genga to Deputy Fire Chief. Vote yes/Ampagoomian, Collins, Melia and Paulhus.

2) Brian Carroll, Student Officer/Present: Timothy Labrie, Police Chief. Chief Labrie explained that Northbridge exited civil service, and as a result, a hiring process was put into place. He mentioned there were two excellent candidates from within the Department, both full-time dispatchers, who were interviewed by a panel. Mr. Carroll was chosen to move forward as a Student Police Officer. Chief Labrie stated that his work ethic, family background, attendance record, attitude, and willingness to be a member of the team at the Police Department is second to none. Mr. Carroll attended Northbridge schools and went to college at Salem State where he graduated with a Criminal Justice degree and began working at the Northbridge Police Department and has been dispatching ever since. Mr. Carroll stated that he is very proud and happy to be a part of this Police Department and loves this community, which he cannot wait to serve.

The Board of Selectman congratulated Mr. Carroll and wished him the best at the academy and his future career with the Northbridge Police Department. A motion/Mr. Melia, seconded/Mr. Ampagoomian to affirm the Town Manager's appointment of Brian Carroll as a Student Police Officer. Vote yes/Ampagoomian, Collins, Melia and Paulhus.

By the Board of Selectmen: Bryan Booker, Whitinsville Downtown Crossroads Historic District Commission, Alternate [Nominated by the Historical Commission]/Present: Kenneth Warchol. Mr. Warchol stated that he was proud to introduce Mr. Booker as the Historical Commission's nominee to the WDCHDC. Mr. Brooker noted that he is a member of the Blackstone Valley Chamber of Commerce and has been in Town for about three years. He graduated from UMass Dartmouth as a Political Science Major and a minor in History. He believes in the preservation of history and giving ack to the Town and looks forward to being able to serve on this Committee. A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint Mr. Bryan Booker to the Whitinsville Downtown Crossroads Historic District Commission as an Alternate. Vote yes/Ampagoomian, Collins, Melia and Paulhus.

CITIZENS' COMMENTS/INPUT: Barry Gallant. Mr. Gallant previously indicated that he would be present at tonight's meeting, however, no one came forward to speak when invited.

Fall Annual Town Meeting and Special Town Meeting [October 25, 2022] /Vote positions on the Fall Annual Town Meeting Warrant Articles and the Special Town Meeting Warrant Article. Glenn King, Chairman, Community Preservation Committee, was present to speak about the Committee's warrant article. Town Manager Gaudette said there are three articles on the Fall Town Meeting Warrant; the first two are budget-related and the third is the Community Preservation Committee's (CPC's) article for the purchase of Castle Hill Farm. Last will be the Special Town Meeting warrant article, which is the Tax Increment Finance Agreement for an economic development project. Mr. King began by explaining the Community Preservation Act, which supplies a funding source for towns to take action in affordable housing, historic preservation, and open space and recreation. The Castle Hill Farm, which is an historic 100+ acre farm that has become available. The farm was previously owned by the Garelick Milk Organization, and about two years ago the owner notified the town that they would like to develop the property, building seventy-five homes. Mr. King spoke with the owner regarding the possibility of the Town acquiring the property but was unable to come to terms with the owner. At the time the property was appraised for \$1.3 million dollars and the owner was looking for \$2.0 - \$2.2 million dollars. Since then, the property changed hands. The new owner's intent is to carve out an 8-acre piece, which includes the existing building for himself, and to sell the remaining property to the Town. The CPC made a recommendation to acquire the 95 acres of property and put that property into conservation status. They also recommended using CPC funds to purchase the property, which would not increase the taxes of the residents of the Town. In order to do that we would need to bond against future revenue of the CPC. The current agreement with the owner is \$1.45 million dollars, which is what LandVest has appraised the property for. The owner has also agreed to pay the Town \$50,000 at closing, which would be put into an account for future maintenance and upkeep of the property. Mr. King explained that the interesting this about this property is that it is on a list for being historically significant and it abuts Uxbridge conservation property that is adjacent to the Whitinsville Golf Club's Fletcher Street property and Riley Pond property. Town Planner Gary Bechtholdt stated that in order to use CPC funds, it requires Town Meeting authorization to use those funds. The CPC is recommending a 30-year borrowing for \$1.45 million dollars and he said that if the CPC felt they could afford a 15-year term they would have gone for it but it is based upon the annual revenues they take in, so they do not have the capacity to go lower. He also added that if the CPC wished to come forward to a future town meeting to ask to pay the note off quicker, they could, but they would need to have the funds to do so. Continuing, Mr. Bechtholdt explained that when the town purchases property with Community Preservation Act funds they are required to put a conservation restriction on the property, which needs to be held by a separate entity as the town cannot own the land and hold the conservation restriction. The CPC is working with a company called Metacomet Land Trust, who is willing to hold the conservation restriction. The

property would be conveyed to the Conservation Commission on behalf of the Town. In addition to the borrowing, the committee would also be looking to spend up to \$50,000 towards the closing costs. Mr. Bechtholdt noted concerns from a resident regarding the condition of the property but indicated the current owner had a Phase 1 assessment done on the property and the results did not require any further assessment. Mr. King further explained that the assessment did not show any trace of hazardous waste and did not indicate the need for further review. They have spoken with the Essex Land Trust about purchasing agricultural use property, specifically what red flags should be looked for. The advice they provided would depend upon the use of the property. Selectman Melia asked what the current balance is for the CPC. Mr. King replied that they have \$500,000 of unallocated reserves, which they would be looking to tap \$50,000 of that for the closing costs. Mr. Melia followed up by asking how much goes into that account each year. Mr. King replied they receive approximately \$180,000 that comes in annually and there is a State match. Selectman Paulus clarified that if the repayment status is approved, the payment would go down each year and the revenues could potentially go up. Mr. King agreed. Mr. Paulus also inquired if this particular project would interfere with future projects and Mr. King replied it would not. Selectman Ampagoomian asked if the interest rate could be refinanced once the rates come down. Mr. King said he was not sure. Mr. Vaidya then offered that on a note like this the requirement is 12 years before refinancing. Chairman Collins asked when this would be done if approved at Town Meeting. Mr. Vaidya stated that it takes about 45 days for it to clear Bond Counsel. He also asked if this number was good through that timeframe. Mr. Vaidya explained that it is tough to tell, but we hope that the rate would come down. Mr. Graham, Finance Committee member, asked that once the land is purchased, will there be enough funds to do what is sought after in terms of clearing pathways, etc. Mr. King explained that that is the intent of the \$50,000 that the seller will provide them for future enhancements and in addition, the Town is working on an update to the Open Space and Recreation Plan and once completed they can apply for grants. Mr. King further explained that the first goal is to preserve the property and prevent homes from being built there and secondly to figure out what we wish to do with that property. The use would be for passive recreation, meaning not for soccer fields or community gardens. Passive recreation would include hiking or biking trails. Jim Barron, Finance Committee member, asked about the pond and what could happen with it. Mr. King replied that Riley Pond is already town-owned conservation land, and the Castle Hill property abuts that, but it would not change the status of the pond. Steve Gogolinski, Finance Committee member, asked if there was a maximum amount of funds that are to be held in the CPA. Mr. King replied that there is no limit and the money stays there until town meeting appropriates it; the CPC cannot appropriate it, they can only recommend to town meeting what to do with the funds. Town meeting can either spend the money, reduce the recommended amount or vote no. Mr. Gogolinski commented that he would feel more comfortable going with 20 years, with the debt service being the highest in the first years and it will now be off the tax collections once the town owns it. Mr. King explained that they can only borrow against three quarters of the anticipated total revenue and they can only generate \$130,000 per year so to do 20 years would be cutting it very close. Mr. Gogolinski asked what the property taxes are. Mr. King replied \$12,000 per year. Town Manager Gaudette recommended the CPC, Finance Committee, Board of Selectmen, Town Accountant, and Treasurer/Collector come back and have a discussion about what the structure looks like before borrowing in terms of the 15, 20 or 30 years. Selectman Melia asked what the new owner is looking to do with the barn building. Mr. King stated he is looking to incorporating it into his new home. When they were looking at building homes a lot of the historic walls would have been needed to be knocked down in order to provide access to the land, but the new owner would like to preserve as much of that as possible including the long driveway. Town Manager Gaudette explained that now that the presentation has concluded the Board of Selectmen will need to vote their positions. The Finance Committee previously voted their position on both the Fall and Special warrant articles with the exception of Article 3 of the Fall Annual Town Meeting. **Fall Annual Town Meeting Warrant Articles/Article 1: FY '23 Budget Adjustments.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to support Article 1. Vote yes/Ampagoomian, Melia, Paulus and Collins. The Finance Committee voted to support Article 1. **Article 2: Bills of a Prior Year.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to support Article 2. Vote yes/Ampagoomian, Melia, Paulus and Collins. The Finance Committee voted to support this Article 2.

Article 3: Purchase a portion of Castle Hill Farm. A motion/Mr. Ampagoomian, seconded/Mr. Melia to support Article 3. Vote yes/Ampagoomian, Melia, Paulhus and Collins. The Finance Committee has not yet voted their position on Article 3. **Special Town Meeting Warrant Article/Article 1: TIF Agreement/Eyepoint Pharmaceuticals.** A motion/Mr. Melia, seconded/Mr. Ampagoomian to support Article 1 of the Special Town Meeting Warrant. Vote yes/Ampagoomian, Melia, Paulhus and Collins. The Finance Committee voted to support Article 1.

State Election [Tuesday, November 8, 2022]/Vote to sign the warrant. A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to sign the State Election Warrant. Vote yes/Ampagoomian, Melia, Paulhus and Collins.

Special Town Election [Tuesday, November 8, 2022]/Vote to sign the warrant. A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to sign the Special Town Election warrant. Vote yes/Ampagoomian, Melia, Paulhus and Collins.

Open Space & Recreation Plan Update / Present: Barbara McNamee, Chair, OSRP. Ms. McNamee announced that the OSRP has been meeting over the last year to make recommendations to update the Open Space and Recreation Plan. Their goal is to work with all the Boards and Committees in Northbridge. The plan needs to be approved by the Division of Conservation Services, in order for the Town to be eligible for State grants. The first step they took was to seek community input, which was done through two surveys. Ms. McNamee stated that the surveys showed the residents want to protect open space and improve recreation facilities. There was also strong support for more funding and coordination between the groups in town. Some of the comments from the surveys expressed frustration over the lack of proactive efforts and planning, which they hope to change. Specific items that were strongly supported were protection of water resources, drinking water, watershed, ground water, flood control, elimination of evasive aquatic plants, protection of existing open space and acquisition of more conservation land. Another item that was expressed clearly is the need for better playgrounds. Ms. McNamee stated that two important parts of the plan are the inventories, which are the environmental and the inventory of conservation and recreation interest. The land inventory is a listing of all land in Town that is owned by the Town, Commonwealth or Federal Government. Ms. McNamee stated that she put that listing together and what she observed was patchwork, being that there were a lot of areas of land that are not connected. The larger pieces that are town-owned are not permanently protected, which means it would be deeded or turned over through the Conservation Commission. This is a goal of the OSRP. Another portion of the inventory was looking at the Chapter 61 properties, which are under current use for forestry, agriculture and recreation. These properties are being watched, because if they come out of Chapter 61 the Town has first refusal for purchase of those properties. Ms. McNamee explained that if any of these properties went up for sale, there is no plan or funding in place to purchase the property. The plan is currently on the Town's website for anyone to view. Ms. McNamee noted that the ADA evaluation is also a part of the plan, which needs to be done by the Disability Commission. They have not had any luck in receiving a response from that Commission. Town Manager Gaudette added that the ADA plan is complete and they received a grant and there is a final draft. Ms. McNamee expressed that the information within that plan needs to be put on the required Open Space paperwork, which the Disability Commission is required to complete. Mr. Gaudette stated that they can work to get that completed. Ms. McNamee added that the final part of the plan is to put together goals, objectives and action items. At this point those items are completed and incorporated into the plan. In order for the plan to work there would need to be an implementation committee, and to be part of the comprehensive master plan as this plan feeds into it. They wish that the Implementation Committee consist of other Boards and Committee members and would act as an oversight committee. Funding would also need to be put in place in order to acquire new land. Town Planner Gary Bechtholdt noted that the last plan was completed in 2002, which required a 5-year action plan per the State, which has now expired. With an updated Open Space and Recreation plan, the town becomes eligible for state grants, which we are not currently eligible for. The Open Space Plan will be a component of the Master Plan update. The last public

forum will be Wednesday, November 9, 2022 at 7 PM and will be a hybrid meeting. Selectman Melia asked if they were looking for members for the Implementation Committee and how many. Mr. Bechtholdt indicated that one of the steps in their plan is to create the implementation committee, and they would likely be looking for 5-7 members. He further indicated that it would not be until after the plan is adopted. Selectman Ampagoomian noted that he would like to see quick successes done first and working down from there. Ms. McNamee acknowledged that they were thinking the same.

Housing Production Plan: 1) Introduction - what it is, 2) public survey, & 3) public forum

Present: Lori Tanner, Pioneer Valley Planning Commission. Mr. Bechtholdt stated that the presentation is to provide an update and inform residents of this initiative for a Housing Production Plan. The Town has engaged with services from Pioneer Valley Planning Commission to establish this plan. This initiative has been identified by the Planning Board as a need. Components of this will also be incorporated into the Master Plan. The reason for the Planning Board taking on this initiative is due to developers often approaching the Board indicating that there is a need for more residentially zoned properties, but if you look at the zoning map, over 85% of Northbridge is zoned residential. The Housing Production Plan will aid in identifying what the true housing need is. Other reasons include updating the Master Plan, and the MBTA requirements. Ms. Tanner explained that a Housing Production Plan is to aid in finding the needs of the community and provide opportunities for all ages and a variety of homes to meet those needs. There are also points available for some grant applications and it opens the opportunity to more grants for having a Housing Production Plan. One of the main reasons communities have a Housing Production Plan is due to the State mandate requiring 10% of total year round housing to be affordable, and if a town does not have 10%, it could be subject to a developer coming in and building a large development with affordable housing, which would override existing zoning laws. The way to avoid that is by creating and implementing the goals of the Housing Production Plan, which would need approval by Housing and Community Development. In order for it to be certified you would need to create some of the housing and ½% of your existing housing units. Ms. Tanner explained that there are three major pieces to the plan, the first of which is to do a comprehensive housing needs assessment. This looks at existing demographics, existing housing, the type of structures, whether its multi family, etc. pricing, environmental constraints, and infrastructure to make sure it can support more housing. There is a survey that is available to aid in obtaining information as well. This survey is available in Town buildings and on the Town's website. The next step would be to look at the goals, which could include a numeric housing production target, things like an open space cluster development, flexible development, town houses, redevelopment of a mill building or a combination of those. The strategies for implementation may include revisiting current zoning, or to locate specific sites for a 40B development, or designate town owned property for development. Mr. Bechtholdt requested Ms. Tanner brief the Board on affordable housing, since the housing production plan needs to identify market rate housing, and having an understanding of the affordable housing is beneficial. Ms. Tanner explained that there are income guidelines for what is affordable, which is a percentage of what the area median income is. For Northbridge, Worcester County, the area median income is \$114,400 and a low income would be \$88,400. Selectman Ampagoomian noted that the survey for the median he felt should have been based on the income levels of the residents that reside in the Town of Northbridge. Mr. Bechtholdt explained that the number comes from the State, not the Housing Production Plan. Ms. Tanner also noted that the local income will be researched and be a part of the report. The numbers provided tonight are based on the guidelines from the state for calculating affordable housing. Selectman Paulhus asked if the town owns a parcel of land that could have potential for housing. Mr. Bechtholdt noted that we don't specifically, but they do have a number of preliminary plans on file. Preliminary plans are submitted by developers and show the potential build out of properties. The plans on file are Kroll's Farm, Castle Hill, and Szerlag's Farm, which gives an idea of what the potential buildout is for undeveloped residential property.

TOWN MANAGER'S REPORT/September 26, 2022 – October 14, 2022: 1) Key Meetings Attended:
Monday, September 26, 2022 – Participated in the weekly Fire Station Design Team video conference.
Monday, September 26, 2022 – Conference Call with Town Counsel Doneski, Jamie Luchini DPW, and

Whitinsville Water Company about WWC borrowing for capital needs. Monday, September 26, 2022 – Attended the Board of Selectmen Meeting. Tuesday, September 27, 2022 – Met with Chief Labrie to prepare for Dispatchers Scheduling Discussion. Tuesday, September 27, 2022 – Video Conference Call with Balmer Design team and Jamie Luchini to discuss field watering. Wednesday, September 28, 2022 – Met with Neil Vaidya and Chief White to discuss ambulance billing. Wednesday, September 28, 2022 – Met with Chief Labrie and Dispatchers Unit to discuss scheduling. Wednesday, September 28, 2022 – Attended the Finance Committee Meeting. Thursday, September 29, 2022 – Participated in the Northbridge Coalition video conference hosted by Kelly Bol, COA Director. Thursday, October 6, 2022 – Met with Terry McGloin (Whitinsville Water Co) and Jamie L for our first Quarterly Meeting since Terry became the new General Manager. Thursday, October 6, 2022 – Met with Jeannie Hebert BVCOC to discuss ARPA and other town projects related to job creation. Wednesday, September 13, 2022 – Separate meetings with Heather Elster (WCC), Chief White, Monday, October 10, 2022 – Town Offices Closed for Columbus Day. Tuesday, October 11, 2022 – Met with abutter (Sullivan) to the Fire Station Project along with John Feeley, CH, our on-site OPM to discuss fencing and grading. Friday, October 14, 2022 – Attended the Fire Station Construction Meeting. **2) Fire Station Project:** Weekly design team meetings continue to occur every Monday morning and weekly construction meetings every Thursday afternoon with the project team, the GC M. O'Connor, and the site contractor Leahy. The GC continues to work on foundation installation in an effort to have construction ready for the winter. The GC expects to begin erecting steel in early December. The BPCC will be meeting next week on 10/19 to get an update and pay invoices. **3) Northbridge Elementary School Reuse Study:** The architect team from Abacus recently conducted a site visit to evaluate the buildings' construction. Abacus has met with several stakeholders and is developing a public participation process possible for later this fall. The surveyor has completed the field work and the DEP Phase I study has been initiated. **4) Linwood Basketball Courts Project:** The field survey has been completed by Activitas, the site engineer. The Town Manager, the DPW Director and Activitas have met with the Parks and Recreation to discuss design programming. The next meeting is scheduled for October 18, 2022. **5) Fall Annual Town Meeting/Special Town Meeting:** The Fall Annual Town Meeting Warrant has been posted. The Board will vote their positions this Monday, October 17, 2022. Town Meeting is scheduled for 7 pm on Tuesday, October 25th. The Finance Committee met last week on October 5th to vote their positions on Articles 1 and 2 and the Special Town Meeting TIF article. They will meet on the 17th with the BOS for Article 3.

SELECTMEN'S CONCERNS: Selectman Ampagoomian/1) asked for a list the funds received from the Stone Hill Condos and what they were allocated for. Town Planner Gary Bechtholdt replied that he can provide him with a list as to the amounts and allocations. He noted that there are funds being allocated for the DPW for sidewalk improvements along Church Street, a portion to the Mumford Riverwalk improvements, Community Preservation Commission, Senior Center, and a couple others. **2)** asked about the Tot Lot and if someone could take a look at it to determine whether improvements can be made. Mr. Luchini replied that they have been to the site several times and met with the Parks and Recreation. Town Manager Gaudette added that they are looking to make some capital improvements in the spring. The Town Manager is able to make them a part of the capital process so they can include requests every year. Their main focus was the Linwood Basketball courts first but they are looking to do something for the tot lot in the future. **3)** complimented Mr. Luchini for the paving and line painting that has been completed.

Selectman Paulhus questioned if there was an update on the causeway project. Mr. Bechtholdt replied that they held a very well attended public forum and the town would need to consider as potential for a capital improvement item. Currently we are waiting to hear back on the specifics. Mr. Luchini noted that the study encompassed other projects such as rain garden projects, drainage, and other projects that were rated. As far as the report on the causeway we are still waiting for it. As soon as it is received it will be shared with Mr. Bechtholdt and they will begin to move forward. **Selectman Collins** noted that the Balmer Field is still leaking into the road and asked if anyone is aware of this. Mr. Collins explained that the area of the leak is further up about 100 yards from the warning track. Mr. Paulhus noted the area, which he will bring up at

the School Building Committee meeting tomorrow.

ITEMS FOR FUTURE AGENDA/None
CORRESPONDENCE/None
EXECUTIVE SESSION/None

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

Meeting Adjourned: 8:52 PM

Respectfully submitted,

Brian Paulhus, Clerk

/mjc

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

October 17, 2022

**PRESENTATION OF A PROCLAMATION TO THE ARMENIAN APOSTOLIC CHURCH
IN HONOR OF THEIR 65TH ANNIVERSARY / PRESENT: GEORGE MARASHIAN**

- I. APPROVAL OF MINUTES: A. 1) July 18, 2022**
-Copy of July 18, 2022 minutes
- 2) September 26, 2022 Exec. Session**
-Omitted as these have not yet been released by Town Counsel
- 3) October 3, 2022 Exec. Session**
-Omitted as these have not yet been released by Town Counsel
- II. PUBLIC HEARING/None**
- III. APPOINTMENTS / B. 1) By the Town Manager: Anthony Genga, Deputy Fire Chief / Present: David White, Fire Chief**
-Copy of letter from the Town Manager appointing Anthony Genga as the Deputy Fire Chief
-Copy of Assessment Scoring
-Copy of job duties
- 2) Brian Carroll, Student Officer/Present: Timothy Labrie, Police Chief**
-Copy of letter from the Chief of Police regarding the Police Officer position
-Copy of letter from Lieutenant Ouillette regarding the Police Officer interviews
-Copy of appointment letter to Mr. Carroll
- C. By the Board of Selectmen: Bryan Booker, Whitinsville Downtown Crossroads Historic District Commission, Alternate [Nominated by the Historical Commission]/Present: Kenneth Warchol**
-Copy talent bank form for Bryan Booker
- IV. CITIZENS' COMMENTS/INPUT: Barry Gallant**
-Copy of email from Mr. Gallant regarding the Castle Hill Open Space Purchase
- V. DECISIONS**
- D. Fall Annual Town Meeting and Special Town Meeting [October 25, 2022] /Vote positions on the Fall Annual Town Meeting Warrant Articles and the Special Town Meeting Warrant Article/Present: Glenn King, Chairman, Community Preservation Committee**
-Copy of Fall Town Meeting positions
-Copy of the Special Town Meeting positions
-Copy of the narrative appraisal report for Castle Hill Farm

E. State Election [Tuesday, November 8, 2022]/Vote to sign the warrant/No documentation

F. Special Town Election [Tuesday, November 8, 2022]/Vote to sign the warrant/No documentation

VI. DISCUSSIONS

G. Open Space & Recreation Plan Update / Present: Barbara McNamee, Chair, OSRP

-Copy of Open Space & Recreation Plan Update meeting flyer

H. Housing Production Plan: 1) Introduction - what it is, 2) public survey, & 3) public forum/Present: Lori Tanner, Pioneer Valley Planning Commission

-Copy of Housing Production Plan Frequently Asked Questions

-Copy of Housing Production Plan Guidelines

-Copy of Housing Production Plan Housing Survey

-Copy of Affordable Housing information page

VII. TOWN MANAGER'S REPORT

I. September 26, 2022 – October 14, 2022

-Copy of Town Manager Report

VIII. SELECTMEN'S CONCERNS/No documentation

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION/None

A.2.

BOARD OF SELECTMEN'S MEETING

November 7, 2022

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

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES: August 22, 2022. A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to approve the August 22, 2022 minutes as presented with the readings omitted. Vote yes/Ampagoomian, Melia and Paulhus. **September 12, 2022 [Exec. Sess.].** A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to approve but not release the September 12, 2022 [Exec. Sess.] minutes as presented with the readings omitted. Vote yes/Ampagoomian, Melia and Paulhus. **September 16, 2022 [Special].** A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to approve the September 16, 2022 minutes as presented with the readings omitted. Vote yes/Ampagoomian, Melia and Paulhus. **October 25, 2022 [FATM and Special Town Meeting].** A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to approve the October 25, 2022 [FATM and Special Town Meeting] minutes as presented with the readings omitted. Vote yes/Ampagoomian, Melia and Paulhus.

Vice Chairman Melia moved to appointments as it was not yet time for the hearings.

APPOINTMENTS/By the Town Manager: D. 1) Cameron Deraleau, Laborer, DPW-Highway Division [Effective 11.8.22]. 2) Dylan Boulanger, Heavy Equipment Operator, DPW-Highway Division [Effective 11.8.22] / Present: Jamie Luchini, DPW Director. Mr. Luchini introduced Mr. Deraleau and Mr. Boulanger to the Board of Selectmen. Mr. Luchini stated that Mr. Boulanger holds a CDL Class A license, and Mr. Deraleau, has been working at the DPW as a seasonal employee for a few years. Mr. Deraleau left to join the Army National Guard where he is training as a diesel mechanic and heavy equipment operator. He will begin as a laborer and once he receives the proper licensing, he will move to Heavy Equipment Operator position. A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to affirm the appointment of Cameron Deraleau as Laborer in the DPW/ Highway Division. Vote yes/Ampagoomian, Melia and Paulhus. A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to affirm the appointment of Dylan Boulanger as a Heavy Equipment Operator in the DPW/Highway Division. Vote yes/Ampagoomian, Melia and Paulhus.

3) Bethany Walker, Senior Library Assistant [Effective 11.8.22]. Town Manager Gaudette explained that Library Director, Rebecca Sasseville, was not able to attend tonight's meeting as she works at the Library until closing. Ms. Walker has been with us for a little while and this appointment will be a promotion for her. A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to affirm the appointment of Bethany Walker as a Senior Library Assistant. Vote yes/Ampagoomian, Melia and Paulhus.

PUBLIC HEARING/7:05 PM: SSJP Holdings, LLC dba Reunion, 1227 Providence Road, Whitinsville [Sargon Hanna, Mgr.]/1) Application for an All Alcoholic Beverages license; 2) Application for a Common Victualler's License; and 3) Application for an Entertainment License / Present: Matthew Bourgault. Vice Chairman Melia read aloud the public hearing notice. A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to open the public hearing. Vote yes/Ampagoomian, Paulhus, and Melia. Mr. Bourgault explained that he is representing Mr. Hanna as he was not able to attend tonight's meeting. He advised that they have owned Reunion Tap and Table in Grafton for four years, three of which he was the General Manager. In that time, there were no liquor violations. All servers and bartenders are TIPS certified, and follow the regulations set forth by the ABCC. They are looking to expand from the

Grafton location. Mr. Bourgault noted that they have started renovating the space and are now applying for the license while they work on the renovations. He noted that the seating was listed at 100 seats, but it will actually be 84 seats. Selectman Ampagoomian asked if they have an entertainment license at the location in Grafton and what their action plan is for rowdy crowds. Mr. Bourgault replied that they do have entertainment at the Grafton location, and they make sure they keep to the allowed capacity. Selectman Paulhus asked if the set up would be similar to Grafton, adding that he has been there when they have both stages with entertainment. Mr. Bourgault explained that the Northbridge location is different as they do not have a function hall at this location like they do in Grafton. There being no further questions, Vice Chairman Melia ask if there were abutters present to express any concerns, to which no one was present. A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to close the public hearing. Vote yes/Ampagoomian, Melia and Paulhus. A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to approve SSJP Holdings, LLC dba Reunion's request for an All Alcoholic Beverages License, a Common Victualler's License and an Entertainment License for their establishment located at 1227 Providence Road, Whitinsville [Sargon Hanna, Mgr.]. Vote yes/Ampagoomian, Melia and Paulhus.

7:10 PM: FY23 Tax Rate Classification Hearing/Present: Robert Fitzgerald, Principal Assessor. Vice Chairman Melia read aloud the public hearing notice. A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to open the public hearing. Vote yes/Ampagoomian, Paulhus and Melia. Mr. Fitzgerald explained that the hearing allows the Selectmen to decide whether or not to shift the tax burden between the classes of residential, commercial and industrial and personal property. The breakdown would start with the 2022 levy limit, then you would add the proposition 2 ½, and new growth add the debt exclusion of the Balmer School, Police Department roof, Turf Field and Fire Station then divide by the new valuation of the community. The new taxable value of the community, which is \$2.3 almost \$2.4 billion, went up approximately \$300 million this year. Based on that information the FY'23 rate is \$12.96, last year it was \$13.77. Mr. Fitzgerald explained the options of the tax rate to the Selectmen. 1) The first option is to have a single rate, which spreads the tax burden among all classes of property; 2) The second option is to select a residential exemption; and 3) the third option is to select a small commercial exemption. As is customary, the Board of Assessors recommends the single tax rate option. A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to close the public hearing. Vote yes/ Ampagoomian, Melia and Paulhus. The Selectmen opted to keep the single tax rate, which does not require a vote. The tax rate will remain as is at the single rate.

CITIZENS' COMMENTS/INPUT/None

Blackstone Valley Veterans Association/Request to hang a banner across Church Street from Sunday, November 13, 2022 to Sunday, November 20, 2022 to advertise their Veterans Spaghetti Supper event to be held on Friday, November 18, 2022 at the K of C. Present: Daniel Lessard. Mr. Lessard explained that they are requesting to hang a banner to advertise their spaghetti supper that will be held on Friday, November 18, 2022, from 4 PM to 8 PM at the Knights of Columbus. Veterans eat for free and anyone accompanying them will pay \$8.00. A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to approve the above request as noted. Vote yes/Ampagoomian, Melia and Paulhus.

Shop Small 01588/Request to hang a banner across Church Street from Sunday, November 20, 2022 to Sunday, December 4, 2022 to advertise their Shop Small event beginning November 26, 2022. Present: Jessie Schotanus. Ms. Schotanus was unable to attend the meeting. Selectman Melia stated that this has been done for several years now and he does not see an issue moving forward. A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to approve the above request as noted. Vote yes/Ampagoomian, Melia and Paulhus.

Tri-Valley Front Runners [Terri Powell] / 1) Request to hold the Annual 1st Day 5K Road Race on Sunday, January 1, 2023 beginning at 11 AM subject to the safety requirements of the Northbridge Police Department; and 2) Request to close Linwood Avenue between 10:45 AM and 12 PM. A

motion/Mr. Ampagoomian, seconded/Mr. Paulhus to approve the above requests as noted. Vote yes/Ampagoomian, Melia and Paulhus.

Northbridge Fire Department / Tree Lighting and Parade Event to be held Saturday, November 26, 2022. 1) Request to use Rockdale Common from 3 PM to 4 PM. 2) Request to use Memorial Park from 4 PM – 6 PM. 3) Request to close Church Street from Park Street to Main Street 4 PM - 6 PM. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the above requests as noted. Vote yes/Ampagoomian, Melia and Paulhus.

Eyepoint Pharmaceuticals TIF Agreement/Vote to approve. Town Manager Gaudette summarized that the Board has been given presentations from Eyepoint Pharmaceuticals and discussions regarding the agreement have been underway with the Assessor, Robert Fitzgerald. He advised that Town Counsel has also reviewed the language in the agreement but the agreement before the Board tonight did have a minor change that is awaiting approval of Town Counsel. He further reminded the Board that the TIF Agreement was approved at the Fall Town Meeting on October 25, 2022, thus he proposed that the Selectmen authorize the Town Manager to sign the TIF Agreement, pending final approval from Town Counsel. From here Eyepoint Pharmaceuticals will go before the Economic Assistance Coordinating Council (EACC) who oversees the Massachusetts Office of Business Development (MOBD) TIF Agreements. A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to authorize the Town Manager to sign the Tax Increment Financing Agreement pending final approval from Town Counsel. Vote yes/Ampagoomian, Melia and Paulhus.

Fire Station Project/Vote to approve a Grant of License for National Grid. Town Manager Gaudette explained the need to extend power from Providence Road to the site of the new Fire Station. National Grid will require a permanent easement eventually, but because the easement requires town meeting approval we are looking to do a temporary agreement under this license, and in the Spring they will come forward with an easement for permanent access. A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to approve a Grant of License for National Grid for the new Fire Station. Vote yes/Ampagoomian, Melia and Paulhus.

Riverdale Mills (WWII Memorial Easement) - Permissive Use Agreement/Vote to approve. Town Manager Gaudette explained that the WWII monument is a Town Memorial that is located on private property. In this case, we are looking for a permanent use for the property, in order to access and maintain the monument. A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to approve the Permissive Use Agreement with the Riverdale Mills for the WWII Memorial Easement. Vote yes/Ampagoomian, Melia and Paulhus.

Pine Grove Cemetery Deed/Linda St. Francis [Lot No. 31, Walnut Ave (South)]/Vote to approve. A motion/Mr. Ampagoomian, seconded/Mr. Paulhus to approve the sale of Lot No. 31, Walnut Ave., (South) to Linda St. Francis. Vote yes/Ampagoomian, Melia and Paulhus.

TOWN MANAGER'S REPORT: October 24, 2022 – November 4, 2022. Key Meetings Attended: Tuesday, October 25, 2022 – Attended the Fall Annual Town Meeting. Thursday, October 26, 2022 – Attended the weekly Fire Station Construction Conference. Monday, October 31, 2022 – Participated in the weekly Fire Station Design Team video conference. Wednesday, November 2, 2022 – Met with Tony Genga to discuss Deputy Chief Employment Agreement terms. Thursday, November 3, 2022 – Met with Vice-Chair Melia to go over the 11/7 BOS Agenda. Thursday, November 3, 2022 – Met with Stefano Loretto, our consultant for Aggregation. Thursday, November 3, 2022 – Attended the weekly Fire Station Construction Conference. **Fire Station Project:** Weekly design team meetings continue to occur every Monday morning and weekly construction meetings every Thursday afternoon with the project team, the GC M. O'Connor, and the site contractor Leahy. The GC continues to work on foundation installation in an effort to have construction ready for the winter. The GC expects to begin erecting steel in early December. The Design Team continues to work through bidding questions/change order clarifications. The

BPCC will meet next on 11/9/2022. **Northbridge Elementary School Reuse Study:** The architect team from Abacus recently conducted a site visit to evaluate the buildings' construction. Abacus has met with several stakeholders and is developing a public participation process possible for later this fall. The surveyor has completed the fieldwork and we are awaiting the existing conditions plan. The DEP Phase I study has been completed by the consultant Langan Environmental. **Linwood Basketball Courts Project:** The field survey has been completed by Activitas, the site engineer. The Town Manager, the DPW Director and Activitas have met with the Parks and Recreation to discuss design programming. The project is expected to be bid in the spring. Selectman Melia asked how long it would take to build the courts. Town Manager Gaudette stated it should be too long, around 90 – 120. **FY2024 Budget and Capital Development:** Planning for next year's budget is underway. The Town Manager is working on preliminary revenues and available capital funds in preparation for Budget Assignments later this fall. **Community Aggregation Update:** Town Manager Gaudette explained the aggregation program, which is authorized here in Massachusetts that allows Towns to form groups and as a group go out to bid on electricity rates. This program has been in Northbridge since 2016. Town Manager Gaudette explained that the current National Grid rate for those that are not part of this program the rate will be going up to 33.89¢ per kilowatt. Those who are not in the program and would like to consider joining should visit the Town's website for more information. You can also visit www.massCEA.com or call 844-627-7232.

SELECTMEN'S CONCERNS/NONE
ITEMS FOR FUTURE AGENDA/None
CORRESPONDENCE/None
EXECUTIVE SESSION/None

Town Manager Gaudette provided a reminder that the polls are open tomorrow from 7 AM to 8 PM at the Northbridge High School Field House.

Vice Chairman Melia announced that the next Board of Selectmen's meeting is scheduled for Monday, November 21, 2022.

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

Meeting Adjourned: 7:46 PM

Respectfully submitted,

Brian Paulhus, Clerk

/mjc

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

November 7, 2022

- I. APPROVAL OF MINUTES: A. 1) August 22, 2022**
-Copy of August 22, 2022 meeting minutes
- 2) September 12, 2022 [Exec. Sess.]
-Copy of September 12, 2022 minutes omitted as they have not been approved for release by Town Counsel
- 3) September 16, 2022 [Special]
-Copy of September 16, 2022 meeting minutes
- 4) October 25, 2022 [FATM and Special Town Meeting]
-Copy of October 25, 2022 [FATM & Special Town Meeting] minutes
- II. PUBLIC HEARING/B. 7:05 PM: SSJP Holdings, LLC dba Reunion, 1227 Providence Road, Whitinsville [Sargon Hanna, Mgr.]/1) Request for a new All Alcoholic Beverages license Matthew Bourgault**
-Copy of public hearing notice
-Copy of payment receipt
-Copy of application for a new license
-Copy of entity vote
-Copy of Certificate of Organization
-Copy of Lease agreement
-Copy of layout
-Copy of Tips certification
-Copy of request for abutters
-Copy of abutters list
-Copy of license routing slip
- 2) Request for a Common Victualler's license
-Copy of license application for a Common Victualler
-Copy of Revenue Enforcement and Protection Attestation
-Copy of Workers' Compensation Affidavit
-Copy of license routing slip
- 3) Request for an Entertainment License /Present:
-Copy of license application for Entertainment license
-Copy of Revenue Enforcement and Protection Attestation
- C. 7:10 PM: FY23 Tax Rate Classification Hearing/Present: Robert Fitzgerald, Principal Assessor**
-Copy of memo to the Board of Selectmen regarding the Classification Hearing
-Copy of FY2023 tax rate breakdown
-Copy of 2022 tax rates from surrounding communities
-Copy of valuation by class pie chart
-Copy of tax shift options 2023

- III. APPOINTMENTS/By the Town Manager: D. 1) Cameron Deraleau, Laborer, DPW-Highway Division [Effective 11.8.22]**
-Copy of employment application
- 2) Dylan Boulanger, Heavy Equipment Operator, DPW-Highway Division [Effective 11.8.22] /Present: Jamie Luchini, DPW Director**
-Copy of resume
-Copy of employment application
- 3) Bethany Walker, Senior Library Assistant [Effective 11.8.22]**
-Copy of letter to the Town Manager from the Library Director recommending Ms. Walkers appointment as Senior Library Assistant
-Copy of job description
-Copy of employment application
- IV. CITIZENS' COMMENTS/INPUT/None**
- V. DECISIONS:**
- E. Church Street Banner Request/1) Blackstone Valley Veterans Association: Sunday, November 13, 2022 to Sunday, November 20, 2022 to advertise their Veterans Supper event to be held on Friday, November 18, 2022. Present: Daniel Lessard**
-Copy of email requesting to hang a banner
- F. Shop Small 01588: Request to hang a banner across Church Street from Sunday, November 20, 2022 to Sunday, December 4, 2022 to advertise their Shop Small event beginning November 26, 2022. Present: Jessie Schotanus**
-Copy of email requesting to hang a banner
- G. Tri-Valley Front Runners [Terri Powell] / 1) Request to hold the Annual 1st Day 5K Road Race on Sunday, January 1, 2023 beginning at 11 AM subject to the safety requirements of the Northbridge Police Department; and 2) Request to close Linwood Avenue between 10:45 AM and 12 PM**
-Copy of letter requesting a road race and to close Linwood Avenue
-Copy of the racecourse map
-Copy of Certificate of insurance
-Copy of approval from the DPW Director
- H. Northbridge Fire Department - Tree Lighting and Parade Event to be held Saturday, November 26, 2022. 1) Request to use Rockdale Common from 3 PM to 4 PM. 2) Request to use Memorial Park from 4 PM – 6 PM. 3) Request to close Church Street from Park Street to Main Street 4 PM - 6 PM**
-Copy of approval email from the DPW Director
-Copy of approval email from the Chief of Police
- I. Eyepoint Pharmaceuticals - TIF Agreement/Vote to approve**
-Copy of the Tax Increment Financing Agreement
-Copy of property map
- J. Fire Station Project/Vote to approve a Grant of License for National Grid**
-Copy of the license easement agreement

K. Riverdale Mills (WWII Memorial Easement) - Permissive Use Agreement/Vote to approve

- Copy of the Permissive Use Agreement
- Copy of map of location

L. Pine Grove Cemetery Deed/Linda St. Francis [Lot No. 31, Walnut Ave (South)]/Vote to approve

- Copy of Pine Grove Cemetery Deed

VI. DISCUSSIONS/None

VII. TOWN MANAGER'S REPORT:

- Copy of Town Managers report from October 24, 2022 – November 4, 2022
- Electricity and Aggregation Update/No documentation

VIII. SELECTMEN'S CONCERNS/None

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION/None

BOARD OF SELECTMEN'S MEETING

November 21, 2022

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 Gaudette.

The Pledge of Allegiance was recited by those present.

Chairman Collins welcomed new Board Member Thomas Begin.

APPROVAL OF MINUTES/None

PUBLIC HEARING/None

APPOINTMENTS/By the Town Manager: Gavin Mahlert, Plant Operator in training (DPW Sewer Division)/Present: Michael Havalotti, Sewer Superintendent & Jamie Luchini, DPW Director. Mr. Luchini stated that he is happy to come before the Board of Selectmen with an appointment for a Plant Operator in Training. Mr. Luchini explained that his appointment is pending a physical and drug screen. Mr. Havalotti explained that he feels Mr. Mahlert will be a good fit for the Town and they are looking forward to him starting. Mr. Mahlert stated that he is looking forward to the opportunity and to learning the job. Selectman Collins asked what licenses he would need. Mr. Luchini replied he would need a Class B Commercial Driver's License and will be sent to school through the Town. A motion/Mr. Melia, seconded/Mr. Ampagoomian to affirm the Town Manager's appointment of Mr. Gavin Mahlert as a Plant Operator in Training (DPW – Sewer Division). Vote yes/Unanimous.

RESIGNATION: Leonard Smith, Historical Commission [Effective December 31, 2022]. A motion/Mr. Ampagoomian, seconded/Mr. Melia to accept the letter of resignation from Mr. Leonard Smith of the Historical Commission and to send a letter of appreciation. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT/None

2023 Selectmen's Meeting Schedule/Vote to approve. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the 2023 Selectmen's Meeting Schedule. Vote yes/Unanimous.

2023 Holiday Schedule/Vote to approve. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the 2023 Holiday Schedule. Vote yes/Unanimous.

Pine Grove Cemetery Deed/Lydia Rose Lefkowitz and Martin A. Smith [Vote to approve the sale of Lot 47, Locust Ave North, one full burial grave]. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the sale of Lot 47, Locust Ave North, one full burial grave to Lydia Rose Lefkowitz and Martin A. Smith. Vote yes/Unanimous.

Winter Parking Ban [1AM – 6AM, December 1, 2022 to April 1, 2023]/Vote to Approve. Chief Labrie noted that the purpose of the parking ban is to make sure that the roads are free of vehicles on smaller more narrow roads in order to conduct snow removal operations. The first couple of weeks cars that are parked in these areas receive warnings and after that, they will give live parking tickets if they feel it is necessary. Selectman Collins questioned if this was discussed last year. Chief Labrie explained that it was, as a resident came forward under Citizens Comments, but nothing was acted on by the Board of Selectmen as far as his concerns. Chairman Collins noted that other Towns put the policy in place when they are expecting snow.

Selectman Melia suggested that the Safety Committee look into refining the policy before it goes before the Board of Selectmen. Chief Labrie agreed and will have the DPW review first as it is part of the snow removal procedure. Mr. Luchini noted that the procedure they have in place works, and the Police Department aids in contacting the owners of any vehicles that are parked in a banned area. A motion/Mr. Melia, seconded/Mr. Paulhus to approve the Winter Parking Ban December 1, 2022 to April 1, 2023 from 1AM – 6AM. Vote yes/Unanimous.

Review Preliminary Goals for the Town Manager for 2023. Town Manager Gaudette explained the process of reviewing goals. The following are his proposed 2023 goals: Budget Preparation, Fire Station Project, ARPA, Linwood Basketball Courts, assisting Cable Advisory Committee. Town Manager Gaudette asked the Board to review the goals and let him know if there are any they would like to see added.

TOWN MANAGER'S REPORT: 1) Key Meetings Attended: Monday, November 7, 2022 – Attended the 5-year Opening Anniversary for The Green Plate on Church Street, Whitinsville. Monday, November 7, 2022 – Attended the Board of Selectmen Meeting. Tuesday, November 8, 2022 – Participated in an interview call with Miles Consulting who is doing a stakeholder study with the Whitin Community Center. Selectman Ampagoomian asked if the Town Manager could elaborate on this item. Town Manager Gaudette explained that they were looking to discuss the possibility of using ARPA funding for some of the projects they are working on. Wednesday, November 9, 2022 – Attended the Redevelopment Authority Meeting. Wednesday, November 9, 2022 – Attended the BPC Meeting. Thursday, November 10, 2022 – attended the Veterans Day Breakfast at Plummers Place/COA. Thursday, November 10, 2022 – Attended the weekly Fire Station Construction Conference. Monday, November 14, 2022 – Participated in the weekly Fire Station Design Team call. Tuesday, November 15, 2022 – Several conference calls with Labor Counsel and staff regarding employee discipline and grievance matters. Wednesday, November 16, 2022 – Met with J. Harris, N. Vaidya, S. Susienka, and M. Ciaramitaro to discuss Finance Team staffing needs. Thursday, November 17, 2022 – Attended the weekly Fire Station Construction Meeting as well as a meeting with consultants regarding unsuitable soils calculations – both by Zoom. Friday, November 18, 2022 – Participated in a conference call with MA EOED regarding the Town's Underutilized Property Project Application (Town Hall Annex). Friday, November 18, 2022 – Met with S. Susienka, M. Ciaramitaro, and Randy Bloem (B2B My Go To Source) to discuss office space layouts. **2) Fire Station Project:** Weekly design team meetings continue to occur every Monday morning and weekly construction meetings every Thursday afternoon with the project team, the GC M. O'Connor, and the site contractor Leahy. The GC continues to work on foundation installation in an effort to have construction ready for the winter. The GC expects to begin erecting steel in early December. The Design Team continues to work through bidding questions/change order clarifications. The BPC meets next week on 11/21/2022 to discuss project change orders. **3) Northbridge Elementary School Reuse Study:** The architect team from Abacus has visited the site and met with several stakeholders. They are currently developing a public meeting presentation for January. The surveyor has completed the fieldwork and we are awaiting the existing conditions plan. The DEP Phase I study has been completed by the consultant Langan Environmental who will be meeting with the BPC in December to discuss. **4) Linwood Basketball Courts Project:** The field survey has been completed by Activitas, the site engineer. The Town Manager, the DPW Director and Activitas have met with the Parks and Recreation to discuss design programming. The DPW will be assisting with suitable soil testing for the light bases under the direction of Activitas. Activitas is also working on bid documents in anticipation of bidding the project in early 2023. **5) FY2024 Budget and Capital Development:** Planning for next year's budget is underway. The Town Manager is working on preliminary revenues and available capital funds in preparation for Budget Assignments later this fall.

SELECTMEN'S CONCERNS: Selectman Ampagoomian/1) asked how we fare as a municipality in regard to the oil shortage. Mr. Luchini explained that we use the state bid list for heating oil, and most of our buildings are on natural gas. For diesel and gas the town has a contract with locked-in prices with

Peterson Oil. **2)** asked about upgrading the DPW offices. Town Manager Gaudette stated that there have been discussions about it, the first goal is getting the facility for the equipment, and now they are looking at long term solutions through capital planning. **3)** sends out his condolences to the Wallen and Green families for the passing of former Town Employee Rita Wallen. **Selectman Paulhus/1)** updated the Board on the latest School Building Committee meeting. Mr. Paulhus reported that the project came in under budget so the borrowing will be less than anticipated. **2)** announced that the Tree Lighting Ceremony will take place on Saturday, November 26 from 2:45 PM – 5 PM. **3)** thanked Ms. Zywiec for all of her and her staff's work on the Elections. **Chairman Collins/1)** asked about the compost facility capacity and what the next step is to make more space. Mr. Luchini stated that he brought in a contractor to check out the brush pile and he will be looking for a price so he can add it to the capital plan. They are waiting for the rental loader for the leaf drop section to widen it. **2)** asked Town Manager Gaudette if he could provide an update to the residents on Castle Hill. Town Manager Gaudette noted that at the Fall Annual Town Meeting appropriation was approved from the Community Preservation Act Funds for the purchase of Castle Hill Farm. The next step required assistance from a Financial Advisor and Bond Counsel to put together the required documentation in order to go out to bid for the note. Other options would be to combine other notes with this one. **3)** thanked the members of the Northbridge Beautification committee for all their hard work.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

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

Meeting Adjourned: 7:24 PM

Respectfully submitted,

Brian Paulhus, Clerk

/mjc

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

November 21, 2022

- I. APPROVAL OF MINUTES**
- II. PUBLIC HEARING:**
- III. APPOINTMENTS/By the Town Manager: C. Gavin Mahlert, Plant Operator in training (DPW Sewer Division) Present: Michael Havalotti, Sewer Superintendent & Jamie Luchini, DPW Director**
 - Copy of appointment letter
 - Copy of employment application

RESIGNATION: D. Leonard Smith, Historical Commission [Effective December 31, 2022]

 - Copy of letter of resignation
- IV. CITIZENS' COMMENTS/INPUT/None**
- V. DECISIONS**
 - C. 2023 Selectmen's Meeting Schedule/Vote to approve**
 - Copy of 2023 Selectmen's Meeting Schedule
 - Copy of 2023 calendar
 - D. 2023 Holiday Schedule/Vote to approve**
 - Copy of 2023 Holiday Schedule
 - Copy of 2023 calendar
 - E. Pine Grove Cemetery Deed/Lydia Rose Lefkowitz and Martin A. Smith [Vote to approve the sale of Lot 47, Locust Ave North, one full burial grave]**
 - Copy of Pine Grove Cemetery Deed
 - F. Winter Parking Ban [1AM – 6AM, December 1, 2022 to April 1, 2023]/Vote to Approve**
 - Copy of Winter Parking Ban letter
- VI. DISCUSSIONS**
 - G. Review Preliminary Goals for the Town Manager for 2023**
 - Copy of Town Manager Goals for 2023
- VII. TOWN MANAGER'S REPORT**
 - Copy of Town Manager's report from November 7, 2022 – November 18, 2022
- VIII. SELECTMEN'S CONCERNS/No documentation**
- IX. ITEMS FOR FUTURE AGENDA/None**
- X. CORRESPONDENCE/None**
- XI. EXECUTIVE SESSION/None**

BOARD OF SELECTMEN'S MEETING

November 22, 2022

JOINT MEETING WITH THE SCHOOL COMMITTEE

A joint meeting of the Board of Selectmen and the School Committee was called to order by Vice Chairman Melia at 6:00 PM, Northbridge High School Media Center, 87 Linwood Avenue, Whitinsville, MA. **Board Members Present:** Ampagoomian, Begin, Melia and Paulhus. School Committee Members **Present:** Donahue, Alden, Richards and Leonard. **Also Present:** Amy McKinstry, School Superintendent and Melissa Walker, Director of Business and Finance.

The Pledge of Allegiance was recited by those present.

APPOINTMENTS/INTERVIEWS: School Committee [1 vacancy]:

1) **Rebecca Jackson.** Candidate, Rebecca Jackson introduced herself and answered questions from both the School Committee and the Board of Selectmen. The following questions were included in her interview.

Heather Alden: What do you see as the major issues facing our school district and do you see them as unique to Northbridge or public education in general?

Rebecca Jackson said that she has worked in the community for the past 3 years. She has been all over New England in her career and it seems a lot of the major issues districts are facing are pretty universal. The biggest issue I've seen since COVID is staffing and attracting teachers to each district and retaining staff. I think mentoring young teachers is a challenge in all districts. I think we have mounting challenges in every classroom and I don't think Northbridge is very different. Each classroom is getting more diverse and serving each student's needs is becoming more challenging. I feel grateful for being in Massachusetts because we have some of the best schools in the country.

Jill Leonard: What are your reasons for seeking a position on the board?

Rebecca Jackson answered that she's been in education for seven years and has seen a lot of different models for schooling. I think I have a well-rounded idea of what a good education looks like for students and teachers. I recently stepped back from teaching to work for an education technology startup and I wanted a way to get more involved in the Northbridge schools and the School Committee was the top of my list. I'm looking to help with some of the complex issues that are facing our schools.

Erin Donahue: What do you see as the School Committee's roles and responsibilities?

Rebecca Jackson answered the School Committee's role is to provide solutions and a diverse set of people who are problem solving around issues that our school district is facing. I think it's crucial that people serving on the board have the same values to make sure students are getting the best education possible, ensuring the district is retaining the best teachers possible, and helping to make the community stronger by empowering who is already there.

Allan Richards: What do you think is the greatest challenge in the Northbridge School District?

Rebecca Jackson said it's making sure each student is getting what they need in the classroom. That we're able to identify earlier what students need and implementing it in the classroom.

Charles Ampagoomian: What is your philosophy on what is being taught in the school systems around the nation on the topic of transgender transformation trying to transgender the young kids into believing that they are something that they're not?

Rebecca Jackson said that she thinks it falls under the idea of inclusion, awareness and tolerance. I can't speak to asking students to be something they are not. I haven't experienced that personally or as a teacher. I think that public schools are open to everyone, I believe classrooms should have students that are aware of who is there in order to speak tolerance and help those people feel safe. I think it looks different depending

on the age. I believe parents should have a say in what goes on in classrooms. The community should be involved with the classroom agenda when it comes to discussing a student's gender. Teachers should not be doing it on their own.

Brian Paulhus: The School Committee deals with many things but primarily three main things: policy, superintendent and the budget. The budget in Northbridge is typically handled by Melissa Walker, but there are times things come up and choices have to be made. Can you explain an experience you've had with a budget or having to make tough choices.

Rebecca Jackson said she had a good idea of budgets or lack thereof from working in other school districts. She helped create a retention program for at risk students in Milford who would have dropped out. The goal was ensure they had opportunities to go into a trade or internship post-graduation to ensure they had a tract to follow. This was in 2019 and 60% of students in the program were helped to graduate. The program was cut the next year and the funds were dispersed to other needs of the district.

Thomas Begin: What are some of the experiences as a teacher that you bring that will really benefit the School Committee?

Rebecca Jackson said she understands the many different things that teacher's face they have to balance and also understanding what administrators have to face. She said she worked under some great administrations and some not so great. I saw staff thrive under certain administration and some that didn't work up to their full potential. I would like to see a partnership with parents. She said she sees a lot of parent involvement in the Northbridge schools, something she's really excited about. She would love to see what a school district looks like that is thriving with parent partnership and also has administration that lifts up their teachers. From reading the strategic plan, I know that is the goal of Northbridge.

Thomas Melia: What is you're feeling about the use of Police Resource officers in the school system?

Rebecca Jackson said it's becoming more controversial in the media but she thinks that as an educator she was not the best person to protect her students if there was a danger in the school. There was a resource officer at one of the schools I worked in and that brought me great comfort.

2) Brandon King

Candidate Brandon King introduced himself and answered questions from both the School Committee and the Board of Selectmen. The following questions were included in his interview.

Heather Alden: What do you see as the major issues facing our school district and do you see them as unique to Northbridge or public education in general?

The number one issue I see with the school is communication. I don't think it's only Northbridge issue, I think it's a statewide issue, some schools are far better than others.

Jill Leonard: What are your reasons for seeking a position on the board?

I would like to be able to more directly influence the school system itself with my special education background.

Erin Donahue: What do you see as the School Committee's roles and responsibilities?

The School Committee's roles and responsibilities are to hold administration of the schools accountable for their actions or perceived in actions. To help facilitate the decisions that may better the district as a whole and hopefully work together to create a more wholesome environment for the school.

Allan Richards: What do you see as the two highest education priorities and how would you accomplish them on this committee?

Number one is everyone getting on the same page. I would accomplish that more directly through a financial aspect as a school committee being that's predominately what the school committee leveraging thing is. Two is keeping and acquiring high quality teachers and admin. I would try and facilitate that by leveraging the school committee position to increase town taxes.

Charles Ampagoomian: What is your philosophy on what is being taught in the school systems around the nation on the topic of transgender transformation trying to transgender the young kids into believing that they are something that they're not?

I feel that topic is too narrow, I feel at that age the topic of respect and body autonomy is important. I believe transgenderism is too narrow a topic. We should be teaching children to respect each other regardless of what the other person's deal is in the sense that everyone is different. We live in America. You're free to be whoever you want to be, but with that being said, I don't necessarily think we should be pushing one specific topic like that.

Brian Paulhus: The information you shared indicates a strong background with IEP and special education, something you're passionate about. Being a member of the school committee encompasses all kids, all learners K-12, do you think you'd be able to continue with your work in that field and have the same devotion and passion towards programs for all learners?

I would say definitely yes on that, although I have a neurotypical daughter as well. I have two children, two different paths. Although I feel the special education department is wholly underfunded and under supported, I appreciate the ongoing support for general education and neurotypical children. They also need to excel and benefit in all schools.

Thomas Begin: What unique prospective have you gained from your experience that you believe would strengthen the school committee?

I describe myself as a fixer. I see a problem, for better or worse I feel compelled to fix the problem. It doesn't always work as well as you think it would, especially when we get into a more political arena. My experience has led me to believe that determination can basically fix everything. That's what I would bring to the school committee.

Thomas Melia: What is you're feeling about the use of Police Resource officers in the school system?

I do not support police officers in public schools because police officers are not there to help the individual, their aim is to protect the property and values. Anyone who has dealt with police officers on the negative side know they don't have your best interest at heart. When we teach children you can always trust the police and you can go to them anytime you have a problem, tell that to a child who has been ripped out of their home for saying something to a police officer.

3) Talia Berkowitz

Candidate, Talia Berkowitz introduced herself and answered questions from both the School Committee and the Board of Selectmen. The following questions were included in her interview.

Heather Alden: What do you see as the major issues facing our school district and do you see them as unique to Northbridge or public education in general?

Talia said that one of the most prevalent issues is staffing and it is not isolated to Northbridge however the para staffing situation is significant to Northbridge. We have districts around us that are paying a lot more money and they have amazing paraprofessionals that are trained, putting in the work. Northbridge has a problem keeping the quality paraprofessionals we have with us.

Jill Leonard: What are your reasons for seeking a position on the board?

Talia said she wants to put her money where her mouth is. The board is doing a great job leading with policy and budget. I want to do it as well. I watch the meetings at home, I'm very vocal sending the board emails and I'm very involved in the school system. I want to be able to help our district move forward. Talia said creating policy and making sure the policy is followed at the school level, overseeing the budget and creating an educationally sound budget and overseeing the superintendent.

Allan Richards: Can you give us some background why you would be good on the School Committee?

Talia said she grew up in Northbridge, I was the first graduating class out of the high school building. My heart and soul is in this town. I taught here for 13 years. I'm well versed it what it's like to be an educator

and what it's like to be a parent in this district as well as being a special needs parent.

Charles Ampagoomian: What is your philosophy on what is being taught in the school systems around the nation on the topic of transgender transformation trying to transgender the young kids into believing that they are something that they're not?

I think kids come into the classroom telling us what they feel and we can address them how they feel. It matters these kids come into school, we want them in school, it's the best place for them. We need to make them feel comfortable and accepted. I don't feel it's the districts job to teach about transgenderism. I think it's our job to accept kids how they come into our buildings, but I don't think it should be part of the curriculum.

Brian Paulhus: Would you be able to support a decision that went against your personal beliefs?

Yes, I would have to that's why there are five members. There are five members of the committee and everyone comes with their own personal beliefs and backgrounds. I think everyone's opinions weigh just as much.

Thomas Begin: As a parent with children in the district what do you believe should be the main priority of the school committee?

The main priority is to increase the budget so we can pay our staff to stay.

Thomas Melia: What is you feeling about the use of Police Resource officers in the school system?

I completely support having a police resource officer. Officer DeJordy does an amazing job. The way he interacts with the kids is wonderful. I know if my children have an issue they are able to go to him because they feel comfortable with him. Just his presence makes them feel safe. I support having one at every school so kids can feel safe.

Thomas Melia: Follow up question to Tom's question, where would you find the money?

I don't know, we need to think outside the box. I would be interested to see what the budget looks like, what the proposal is. We're spending money training these people, then they are taking that training and experience they are getting in Northbridge and they love their job but they are leaving for another district where they'll get paid more. We need to be creative and find a way. It's actually a way to save money so that we're not spending more money training these assistants so that they can leave us.

4) Carl Cowen

Carl Cowen introduced himself and answered questions from both the School Committee and the Board of Selectmen. The following questions were included in his interview.

Heather Alden: What do you see as the major issues facing our school district and do you see them as unique to Northbridge or public education in general?

I don't see anything that is necessarily unique. I think communication is a struggle. I hear that from other parents. I think it's a continuing challenge.

Jill Leonard: What are your reasons for seeking a position on the board?

Service. I'm at a stage where I'm not working. I feel there are things I can offer, I've done administration, budget planning and operations management. I think I can offer some assistance.

Erin Donahue: What do you see as the School Committee's roles and responsibilities?

It is a body that has oversight over the entire district so things don't get to far in one direction. It is a checks and balance on the administration.

Allan Richards: Can you give us some background why you would be good on the School Committee?

I reside in the community, I care about it, and my daughter goes to school here. I'm invested in the community. In the Army I did resource management, planned logistics.

Charles Ampagoomian: What is your philosophy on what is being taught in the school systems

around the nation on the topic of transgender transformation trying to transgender the young kids into believing that they are something that they're not?

I don't think it should be taught in the Northbridge School system. Maybe in the higher years you can have discussions related to an ELA course discussing a novel with some issues that might have to be discussed. I absolutely disagree that it should be introduced in younger grades. I think it should be discussed at home.

Bryan Paulhus: Explain your background with budgeting and your work with Junior ROTC. Explain what you think the benefits for your students in Northbridge would be if that type of program was in the school. Carl said he worked extensively with budgets during his time in the military. Junior ROTC is a program often seen in inner city schools, Indian reservations out west and in some of the US territories. The program deals with students that are disadvantaged. It would be valuable to Northbridge or any school. The schools must maintain a minimum enrollment of 100 students. The school district has to see value in the program for it to begin and to maintain it. The school district and the Army each pay half of the ROTC program for the students.

Thomas Begin: As a parent with a child in the district what do you believe should be the priority of the school committee in the near term?

Carl said he doesn't think he can pick one issue as the main priority. There is nothing that sticks out to me as the main issue. He doesn't know of any extreme issues that need immediate addressing.

Thomas Melia: What is you feeling about the use of Police Resource officers in the school system?

I'm not sure I support it, but I think it's fantastic to periodically have people see a police officer cycle through the campus. I rather see a community environment where we the people do not see that as a necessary thing, we know they are right down the road and can be at the school within minutes. We have a building full of adults and have procedures to lock down doors.

Erin Donahue opened it up for nominations upon completion of Carl Cowen's interview.

School Committee

A motion was made by Tom Melia to nominate Rebecca Jackson to become a member of School Committee. The motion was seconded by Heather Alden.

Erin Donahue	Yes
Heather Alden	Yes
Allan Richards	Yes
Jill Leonard	Yes
4	members having voted in the affirmative
0	members having voted in the negative

Board of Selectmen

Charles Ampagoomian, Jr.	No
Brian Paulhus	Yes
Thomas Melia	Yes
Thomas Begin	Yes
3	members having voted in the affirmative
1	members having voted in the negative

Linda Zywiec swore Becky Jackson in as a School Committee member.

Adjournment

School Committee

A motion was made by Erin Donahue to adjourn. The motion was seconded by Heather Alden

Erin Donahue	Yes
Kathryn Atchue	Yes
Allan Richards	
Jill Leonard	Yes

3 members having voted in the affirmative
0 members having voted in the negative

Board of Selectmen

Charles Ampagoomian, Jr.	Yes
Brian Paulhus	Yes
Thomas Melia	Yes
Thomas Begin	Yes

4 members having voted in the affirmative
0 members having voted in the negative

Respectfully submitted,

Brian Paulhus, Clerk

/mjc

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

November 22, 2022

PLEDGE OF ALLEGIANCE

I. APPOINTMENTS/INTERVIEWS: School Committee [1 vacancy]

- 1) Rebecca Jackson**
 - Copy of letter of intent
 - Copy of Talent Bank Form for Rebecca Jackson
 - Copy of Rebecca Jackson's resume

- 2) Brandon King**
 - Copy of letter of intent
 - Copy of Talent Bank Form for Brandon King

- 3) Talia Berkowitz**
 - Copy of letter of intent
 - Copy of Talent Bank Form for Talia Berkowitz

- 4) Carl Cowen**
 - Copy of letter of intent
 - Copy of Carl Cowen resume
 - Copy of Talent Bank Form for Carl Cowen

B.



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

**Adam D. Gaudette
Town Manager**

January 31, 2023

Ms. Sharon E. Emerick
~~144 FAX STREET~~
Uxbridge, MA 01569

Dear Sharon:

This letter is to inform you that you are being offered the position of Town Accountant/Finance Director with the Town of Northbridge. The position is full-time (exempt) with an FY2023 annual base salary of \$94,111 and is governed by the personnel rules and regulations of the Town of Northbridge. This base will increase by \$1,882.22 (2%) on July 1, 2023, to an updated base of \$95,933.22 for FY2024.

In addition to the base salary (Grade 12/Step 7), the position includes a \$250/mo (\$3,000 annual) stipend for serving as an *ex officio* member of the Town's Retirement Board.

Also, the offer includes a \$7,500 stipend to be the Town's Finance Director, and a \$5,000 ARPA stipend to oversee the compliance of the program.

Our personnel bylaw also allows for longevity of \$450 after 25 years of service which we will honor for you. Thus, the total package annually as of March 1st will be \$110,061 and again, will go up by \$1,882.22 on July 1st to \$111,943.22.

Our personnel bylaw also allows for membership in the Northbridge Retirement System and health/dental/vision insurance.

As far as leave, our bylaw allows for 6 weeks of vacation after 23 years of service, again I will honor your 25 years of experience for that, as well as receiving four (4) personal days per year.

Please contact Melissa or Sharon at my office at 508-234-2095, at your earliest convenience to complete a CORI form as this offer is contingent upon your passing a CORI check, as well as a pre-employment physical and drug screen, which is to be scheduled with and completed by Driver Health Services, 126 Worcester Street, North Grafton, MA 01536. They can be reached at 774-293-5511. Note: Please do not schedule the physical and drug screen until you hear from us after we review the results of your CORI.

If you intend to accept this job offer, please sign and return the original job offer letter in the envelope provided and keep the copy for your records or by email in pdf format.

After receiving a signed copy of this offer letter and after successful results of the CORI and drug screen, we will follow this up with a ratification by the Board of Selectmen of the Town Manager's appointment at an upcoming Board of Selectmen's Meeting in February (13th or 27th).

Should you have any questions, please do not hesitate to contact me at 508-231-2095.

Very truly yours,



Adam D. Gaudette
Town Manager

Cc: Sharon Susienka, Exec. Assistant to the Town Manager/HR
Melissa Ciaramitaro, Sr. Admin. Assistant/HR Assistant

JOB OFFER ACCEPTED:

Sharon E Emered

Date:

Jan. 31, 2023

Sharon E. Emerick
~~XXXXXXXXXX~~
Uxbridge, MA 01569
(h) ~~XXXXXXXXXX~~ (c) ~~XXXXXXXXXX~~

January 27, 2023

Adam Gaudette
7 Main Street
Whitinsville, MA 01588

Dear Mr. Gaudette:

I have enclosed my resume in response to your advertisement for a Town Accountant.

I have been working in the municipal field for 35 years starting as a staff accountant and Assistant Town Accountant and making the transition to Town Accountant in 1997. I was certified as a Municipal Town Accountant in 2000. I have an intimate knowledge of all aspects of municipal accounting including but not limited to GAAP, UMAS and MUNIS.

I am currently working as the Holliston Town Accountant and have been working in that capacity for the last eight years. Each transition in my career has included new responsibilities and required me to rise to the occasion to be successful. I have expanded my knowledge with every job I have held.

I would appreciate an opportunity to meet with you to discuss how my experience might best relate to the Town of Northbridge. I look forward to hearing from you.

Sincerely,


Sharon E. Emerick

Sharon E. Emerick

~~XXXXXXXX~~, Uxbridge, Ma, 01569 • ~~XXXXXXXXXX~~ • ~~sharon.emerick@charterxx~~

CERTIFIED MUNICIPAL ACCOUNTANT

Highly organized and detail-oriented Certified Municipal Accountant with a total of 35 years of municipal experience, 22 years as a Certified Municipal Town Accountant. Ability to act as an intrinsic member of a finance team providing financial reporting analysis, general ledger reconciliation, auditing services as well as asset and cash management. Proficient in time sensitive situations and high pressure, fast-paced environments. Trustworthy with personal, sensitive information requiring confidentiality.

CORE COMPETENCIES:

- GAAP, UMAS, OPEB, GASB, MUNIS, CPA
- Manage \$66 million budget
- Intimate knowledge of Tax Recap Sheet
- Extensive knowledge of budget setting process
- Created multiple charts of accounts
- Manage independent audit
- Participates in bond rating discussions
- Member of management team setting financial policies

PROFESSIONAL EXPERIENCE:

Town of Holliston, Holliston MA 2014-Present

Town Accountant

Responsible for all financial reporting to the Department of Revenue. Essential member of budget team. Interacts with department heads and all levels of management. Maintain general ledger using MUNIS Software. Process warrants, cash receipts and journal entries with accuracy and great attention to detail. Consistently reconcile cash and accounts receivables with Town Treasurer/Collector. Work cooperatively with Community Preservation Committee in setting budget and preparing financial statements, as well as end of year reporting for Cultural Council. Integral part of team tracking ARPA revenue and approved projects. Updated chart of accounts to bring town and school accounts into line with UMAS and DESE account structures. Manage the annual independent audit of the town. Supervise one full time employee.

Town of Ashland, Ashland MA 2004-2014

Town Accountant

Responsible for all financial reporting to the Department of Revenue. Essential member of budget team. Interacts with department heads and all levels of management. Maintain general ledger using MUNIS Software. Process warrants, cash receipts and journal entries with accuracy and great attention to detail. Consistently reconcile cash and accounts receivables with Town Treasurer/Collector. Work cooperatively with Community Preservation Committee in setting budget and preparing financial statements. Created new chart of accounts to bring School Department onto MUNIS. Manage the annual independent audit of the town. Supervise one full time employee. Effectively work with Assistant Town Manager and DPW Director in setting water and sewer rates for the town.

Town of Hopedale, Hopedale MA 1997-2004

Town Accountant

Responsible for all financial reporting to the Department of Revenue. Interacted with department heads and all levels of management. Converted the Town to VADAR Systems and built Beta chart of accounts. Maintained general ledger and processed warrants, cash receipts and journal entries with great attention to detail. Consistently reconciled cash and accounts receivable with Town Treasurer/Collector. Participated in bond rating discussions. Managed the annual independent audit of the town.

Redding & Redding, CPA's, Uxbridge, MA 1986-1997

Staff Accountant

Served as Assistant Town Accountant for the Town of Uxbridge. Provided accounting and auditing services for clients ranging from private individuals to corporations, other municipalities and non-profits.

EDUCATION:

- Bachelor of Science, Accounting, Bryant University 1989
- Associates Degree, Accounting, Community College of Rhode Island, 1987

COMPUTER EXPERTISE:

- Excel, Word, MUNIS, VADAR

PROFESSIONAL AFFILIATIONS:

- MMAAA
-

COMMUNITY SERVICE:

Uxbridge Elderly Connection, Uxbridge, MA

Member of Choir and Bell Choir, Slatersville Congregational Church, Slatersville, RI

APPLICATION FOR EMPLOYMENT

COMMONWEALTH OF MASSACHUSETTS

Town of Northbridge

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

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

(PLEASE PRINT)

Date of Application: January 27, 2023

Position(s) Applied For: Town Accountant

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

Name: Emerick Last Sharon First E. Middle

Address: XXXXXXXXXX XXXXXXXXXX Uxbridge MA 01569
Number Street City State Zip Code

Telephone: XXXXXXXXXX
Area Code

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

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

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

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

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

On what date would you be available for work? March 1, 2023

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

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

Can you travel if job requires it? Yes No

EMPLOYMENT EXPERIENCE

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

1. Employer: Town of Holliston Address: 703 Washington Street
City: Holliston State: MA Zip: 01746 Phone: 508-429-
Supervisor: Travis Ahern Reason for Leaving: Lack of respect
Dates Employed: from: Dec 1, 2014 to: present Work Performed: Town Accountant

Warrants, Cash Receipts, JE's, Budget, Recap Sheet, Sch. A, Free Cash

2. Employer: Town of Ashland Address: 101 Main Street
City: Ashland State: MA Zip: 01721 Phone: 508-881-0100
Supervisor: John Petrin Reason for Leaving: Political Unrest
Dates Employed: from: 2004 to: Nov 30, 2014 Work Performed: Town Accountant
Prepared budgets, prepared warrants, posted cash receipts, balanced general ledger, responsible for state reporting for free cash, tax recap and schedule A. Point person for audit

3. Employer: Town of Hopedale Address: 78 Hopedale Street
City: Hopedale State: MA Zip: 01747 Phone: 508-634-2203
Supervisor: Alan Klepper Reason for Leaving: Opportunity at a larger town.
Dates Employed: from: 1997 to: 2004 Work Performed: Town Accountant
Prepared warrants, posted cash receipts. Implemented new accounting system and created chart of accounts. Balanced general ledger. Responsible for free cash certification, schedule A & tax recap sheet.

4. Employer: Redding & Redding Address: 392 Blackstone Street
City: Uxbridge State: MA Zip: 01569 Phone: _____
Supervisor: Ken & Louise Redding Reason for Leaving: First town accountant job
Dates Employed: from: 1987 to: 1997 Work Performed: Tax returns, corporate accounting, Municipal audits. As assistant town accountant, prepared warrants, posted cash receipts, posted journal entries, prepared schedule A.

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

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

EDUCATION:

	High School	College/University	Graduate/Profession
School Name:	Woonsocket H.S.	^{C.C.R.I.} Bryant College	
Years Completed: (Circle)	1 2 3 4	1 2 3 4	1 2 3 4 or more
Diploma/Degree			
Describe Course of Study:	Diploma	B.S. in Accounting	
Describe specialized training, apprenticeship, skills, and/or extracurricular activities			
Honors Received:	National Honor Society		

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

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

Uxbridge Elderly Connection, Slatersville Congregational Church choir and bell choir. MMAAA

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

1. John Petrin ~~XXXXXXXXXXXXXXXXXXXX~~
2. Mary Bousquet Blackston, MA ~~XXXXXXXXXXXXXXXXXXXX~~
3. Christine Brodeur Leyden, MA ~~XXXXXXXXXXXXXXXXXXXX~~



Adam D. Gaudette
Town Manager

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

C.

MEMORANDUM

DATE: February 23, 2023

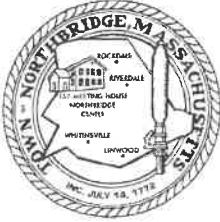
TO: Board of Selectmen

FROM: Adam Gaudette, Town Manager *ADG / sls*

SUBJECT: Appointment – New Assistant Town Accountant

Due to the resignation of current Asst. Town Accountant Samantha Chatterton, effective February 24, 2023, please allow this correspondence to serve as my recommendation to appoint Melissa LaBounty (recently appointed Accounting and Treasurer/Collector Clerk) to the position of Assistant Town Accountant, effective February 27, 2023.

If you require additional information, please let me know.



**TOWN OF NORTHBRIDGE
TOWN MANAGER'S OFFICE
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WHITINSVILLE, MASSACHUSETTS 01588
Phone: (508) 234-2095 Fax: (508) 234-7640
www.northbridgemass.org**

**Adam D. Gaudette
Town Manager**

February 7, 2023

Ms. Melissa LaBounty
Via Email to: mlabounty@northbridgemass.org
~~XXXXXXXXXXXX~~
Whitinsville, MA 01588

Dear Melissa:

This letter is to inform you that you are being offered the position of Assistant Town Accountant with the Town of Northbridge, effective **Monday, February 27, 2023**. The position is full-time (35 hours per week) and classified as Grade 7, Step 1 with an hourly rate of \$26.13 per hour and is governed by the personnel rules and regulations of the Town of Northbridge. Other details that will remain unchanged is your probationary period will continue through July 25, 2023, and per your prior job offer letter you were advanced one week of vacation at the start of your employment with the second week to be given upon completion of one year of service. Lastly, information regarding benefits and more can be found in the Personnel Policy Manual that was previously emailed to you.

Please sign and return the original job offer letter and keep a copy for your records.

Should you have any questions, please do not hesitate to contact me at 508-234-2095.

Very truly yours,

Adam D. Gaudette, Town Manager

JOB OFFER ACCEPTED:

Date: 2-8-23

c: Personnel File

12.15.22 } c: M. DeWeerd

D.

TALENT BANK APPLICATION

please return to:

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

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

-yes, per Town Clerk
12.6.22

Date: 12/06/22

Name ^{Blaouvelt} David Blaouvelt

P. O. Box _____

Home Address XXXXXXXXXXXXXXXXXXXX

Email Address XXXXXXXXXXXXXXXXXXXXXXXXXXXX

Telephone _____ Cell XXXXXXXXXXXXXXXXXXXX

Business _____

Address _____ Tel. _____

Current Occupation/Title Archaeologist / Osteologist / Anthropology Educator

Education B.A. Archaeology from Boston University
MSci. Osteology from University of Edinburgh, Scotland

Governmental, Civic & Community Activities Northbridge Historic Society
Massachusetts Archaeological Society
International LISTSERV of Archaeozoologists

Charitable & Educational Activities _____

Town Committees or Offices Northbridge Historical Society

I am interested in the following Committees: Cultural Committee,
Downtown Historic Crossroads Committee, Northbridge Historic Commission

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

Sharon Susienka

From: jackwalkerkbport@yahoo.com
Sent: Thursday, February 16, 2023 7:43 PM
To: Sharon Susienka
Subject: Alternate to the Whitinsville Downtown Crossroads Historic District Commission

Dear Sharon,

Thank you for your letter of January 23, 2023 regarding the vacant position to the Whitinsville Downtown Crossroads Historic District Commission [WDCHDC].

The Board of Directors of The Northbridge Historical Society recommends and nominates Mr. David Blauvelt for the Alternate #1 opening. Even though Mr. Blauvelt is a new member of the Society, he has already demonstrated a wealth of interest and knowledge. Also, Rev. Ethan Drutchas has been in contact with him and feels the same way that the Historical Society does.

If you have any further questions, on this matter, kindly contact me via my e-mail or my home phone: (508) 234-2836.

My best,

Jack Walker, President

Northbridge Historical Society

E.

TALENT BANK APPLICATION

please return to:

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



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

-yes per Town Clerk
12.5.22

Date: 12/2/2022

Name Michael J. Wilkes

P. O. Box

Home Address ~~XXXXXX~~, Whitinsville MA 01588

Email Address ~~XXXXXXXXXXXXXXXXXXXXXXXXXXXX~~

Telephone Cell ~~508-341-7995~~

Business Address Tel.

Current Occupation/Title Bank Teller & Student

Education Current student at Bryant University (Class of 2025), Northbridge High School Class of 2021

Governmental, Civic & Community Activities Since 2018 I have worked on a number of campaigns, most of my work has been with Sen. Ryan C. Fattman and Register of Probates Stephanie Fattman. I also held a position on Sen. Fattman's Youth Advisory Council, and I currently sit on the Northbridge Redevelopment Authority.

Charitable & Educational Activities Member of The Italian American Civil Rights League, Bryant Italian American Club, Bryant Hillel, Bryant University College Republicans

Town Committees or Offices Vice Chairman of The Northbridge Redevelopment Authority

I am interested in the following Committees: Economic Development Committee, Finance Committee, Conservation Committee, Board of Health.

↳ no vacancy ↳ no vacancy

Please indicate whether the applicant and/or any family members are employed by the Town of Northbridge. I was elected to the NRDA but neither myself nor any of my family members are employed by the Town.

NAME: Michael J. Wilkes

PRECINCT# 1

TOWN OF NORTHBRIDGE

COMMITTEE INTEREST (Indicate Committee preference)

- | | |
|-----------------------------------|-------------------------------------|
| 1. Economic Development Committee | 4. Board of Health |
| 2. Finance Committee | 5. Community Preservation Committee |
| 3. Conservation Committee | 6. |

Present Interest or business affiliation (dates, places)

I am currently a sophomore at Bryant University studying Finance and Political Science. I am also a seasonal employee at Navigant Credit Union (banking hours). Finally, as I said above, I serve on the NRDA, our meetings are on Wednesdays.

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

- Northbridge Redevelopment Authority 2021-Present
- Campaign Intern for Sen. Ryan Fattman 2018, 2020, 2022
- Campaign Intern for Register of Probates Stephanie Fattman 2018

Special skills and education (be specific)

In 2021, I graduated from Northbridge High School, and I am currently continuing my education at Bryant University. I am studying Finance and Political Science with a concentration in Legal Studies. I have taken a number of courses on economics, finance, accounting, and law.

How experience relates to particular committee interest

I've lived in Northbridge since I was three-years-old, I am now almost twenty. Throughout my time at school, I have seen how a municipalities economy is its greatest strength, and I think we have all started to see some of the next economic challenges facing our country from debt to inflation. I understand the potential economic challenges Northbridge may face in the future and I believe I have to knowledge to help steer the ship in the right direction and promote economic development.

ADDITIONAL COMMENTS:

I was not sure if this is at all relevant, but I was in class office for five years (President) as well as being a part of the DECA Eboard. With both positions I would have to write, balance, review, and approve budgets for our grade, class, club(s), or an entire school wide event.

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

F.



**TOWN OF NORTHBRIDGE
CONSERVATION COMMISSION**

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

MEMORANDUM

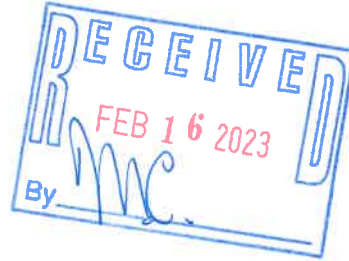
TO: Board of Selectmen

FROM: Conservation Commission *Back*

CC: Rebecca Rushford

DATE: February 16, 2023

RE: Conservation Fund – Donations Acceptance



The Conservation Commission is in receipt of a check from Rebecca Rushford in the amount of \$100.00 for the Conservation Fund. The Town voted to establish this Conservation Fund at the Fall Annual Town Meeting 2021 (Article 7).

The Conservation Commission is looking for you to formally accept this donation on behalf of the Conservation Commission at your next available meeting. Thank you. I have included Ms. Rushford to make her aware if she wishes to attend the meeting.



G.

TOWN OF NORTHBRIDGE, MASSACHUSETTS

NORTHBRIDGE SAFETY COMMITTEE

Police Chief Timothy Labrie -Chairman
1 Hope Street, Whitinsville, MA 01588
(508) 234-6211 tlabrie@northbridgemass.org

March 23, 2022

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

Dear Board of Selectmen:

The Northbridge Safety Committee met **WEDNESDAY MARCH 23, 2022** at the Police Department In attendance: Timothy Labrie, David White, George Murray, Jamie Luchini, George Simmons, Peter Bedigian.

The following members of the public were in attendance:
Joel Brown, Rebecca Sasseville, Kelly Blain & Lauren Chuk

I. CALL MEETING TO ORDER

Timothy Labrie called the meeting to order at 10:05 AM

11. NOMINATION/APPOINTMENT –(NEW) SAFETY COMMITTEE CHAIR

In January James Shuris stepped down as Chairman of the Board due to retirement. Peter Bedigian called to nominate Timothy Labrie as Chairman of the committee and George Murray second the motion, and all were in favor. Jamie Luchini called to nominate David White to Co-Chairman of the board and Peter Bedigian second the motion, and all were in favor.

III. APPROVAL OF MINUTES-

Upon motion duly made (Labrie) Safety Committee voted to uphold the meeting minutes of December 15, 2021.

IV. GRANITE STREET (OVERNIGHT PARKING COMMERCIAL VEHICLES) – JOEL BROWN, RESIDENT

Mr. Joel Brown a resident of Granite St. for 38 years concerned about overnight parking. For the past year or so, people are leaving their commercial vehicles parked on the street and not sure if they are from around here. He feels this is creating a safety hazard as vehicles are parking too close to the stop sign, resident's driveways, sometimes parking in wrong direction and also blocking trash removal. He proposed that we post 15 min. parking signs, or post for resident parking only or No overnight parking to alleviate this problem. He stated that some vehicles have Florida plates and also large dump trucks left there over night without the proper chalking under the truck tires. Chairman Labrie stated people with Florida plates are Joel's neighbors that work for a local company. Chairman Labrie will talk to the officers to patrol the area, agrees that no large dump trucks should be parked on a public way. He then requested that Mr. Brown call the P.D. if/when this occurs.

George Murray suggest that Mr. Brown call the telephone # listed on the vehicles to try to get the company to remove vehicles. Chairman Labrie states that we do not need to post signage that the police will patrol it. Peter Bedigian stated see how the policing goes and then if problem persists that signs could be posted as lost resort. Mr. Brown was satisfied with this outcome.

George Murray motioned for police to take care of this matter. Jamie Luchini second. All in favor.

V. WHITINSVILLE SOCIAL LIBRARY (CUT THROUGH TRAFFIC) – REBECCA SASSEVILLE, DIRECTOR

Rebecca Sasseville director for the Library for the past 5 years came in with concerns that the public is using the right side driveway as a cut through from Church St. to Cottage St. Library parking lot is located in the rear of the building. it is very small with only 8 spaces and 2 Handicap spaces that access to elevator for strollers and wheelchairs. This driveway is very narrow and cars are speeding down it. Peter Bedigian asked if the town owns the Library, Jamie Luchini answered that we are in charge of it. Chairman Labrie asked if there are One Way signs up. Rebecca said there were no one way signs or traffic signs for the driveway. Chairman Labrie then asked about the frequency and time of the day this is occurring. Rebecca said when it stated at least once a day, more during construction time then it was at least 3 or 4 times a day. Now that people have learned that this could be a short cut, she feels it will continue if nothing done. Chairman Labrie asked Jamie Luchini If we could put up a sign for Library Traffic Only. Jamie said he could. Dave White suggested speed bumps. Jamie said it would be difficult to plow. Peter Bedigian stated the drive way is not enforceable property. George Murray suggested that we add to the sign "Library parking/ no through traffic" George motioned the signage and Peter Bedigian second it. Chairman Labrie suggested that Rebecca try to grab plate #s and call it into the P.D. for follow ups.

VI. 233 GOLDTHWAITE RD (SIDEWALKS) – KELLY BLAIN & LAUREN CHUK, RESIDENTS

Recently built a house here and have small children. They notice that the street is very busy with speeding cars. They fear that their children will go too close to road. They are proposing that sidewalks be put in between Mason and Swift roads. This stretch of the road is very dangerous for pedestrians. There is no shoulder with foliage and no visibility to see if cars are coming. The kids cannot get to the neighbors houses by the road and have to ask permission to run through yards to get to their friends houses. The neighbors are all in favor of putting in sidewalks. The mailman has changed his route around due to he cannot cross the road safely there. George Murray stated we looked at this street 2 years ago. We never followed up with this. Neighbors were requesting speed posted signs. In order to put in sidewalks we would have to purchase land. Jamie Luchini there were a lot of issues along with that like poles being moved. George Murray said we were trying to control the problem with the signage. George Murray stated if this was to go forward we are looking over a year for this to even get started, surveyors would have to get involved, and people would have to give up property. It's not a small task. Jamie Luchini stated that if we were to support this it would bring up more issues as everyone in that area would be looking for a sidewalk in front of their house. DPW only gets \$25,000 a year to repair sidewalks in town. Peter Bedigian suggested that the foliage be cleaned out. Chairman Labrie said that the police have spoken to residents about cutting the brush away at other locations and can also do that for this area.. George Murray suggested that Jamie Luchini be in charge of cutting the brush in this area. Jamie Luchini agreed that he could make it a part of the effort to cut the brush. Peter Bedigian suggested enforcing Radar in the area. Chairman Labrie stated that sidewalks are easy when it's a new development however older roads to add new sidewalks are almost impossible. The cost is too great. George Murray suggested putting this in the minutes for the Selectmen to see this is an ongoing problem. Selectmen should be aware to put an article together. Jamie Luchini stated that we could look at grants. Kelly and Lauren stated that the police were welcome to use their driveway for radar purposes. They requested even putting up the

speed radar signs. Peter Bedigian stated that brush being cut back will be a great start. Kelly and Lauren stated that they have cleared their property however cannot make the neighbors clean theirs. Jamie Luchini stated that they could email him if there are any clearing issues. George Murray motioned to recommend speed radar on Goldthwaite Rd. growth of brush be cut back and Selectman be advised about the safety issues and the need for sidewalks. Second by Jamie Luchini. All in favor.

VII. OLD/NEW BUSINESS

Linwood Ave Complete Street Program is ongoing and in the engineering phase and will be in the construction phase shortly.

Construction around Christian School is going well. George Murray wanted to know if construction will be done during school hours. Jamie Luchini stated that the consideration is being taken to work around school schedule.

Jamie Luchini stated that the TIP project (Sutton St./Providence Rd.) is on the list for 2026 waiting for funding. The state required round about variations that were turned down, so it is being revisited.

Shining Rock Drive-Trailhead parking area Jamie Luchini stated that signage is up barricades have been removed and have not heard of any big problems. Berkowitz Trucking will be putting in trash receptacles. Peter Bedigian stated that he noticed that the sign is starting to tip and needed addressing. He asked if all the no parking signs are up. Jamie Luchini indicated the “No Parking signs along Shining Rock Drive in the area of this open lot have been installed.

Jamie Luchini stated that the Chevron Signs on Carpenter Rd are up, Plumbers Ave no parking signs between 8pm and 8am are up, and there is nothing to add.

VIII. ESTABLISH 2022 MEETING CALENDAR

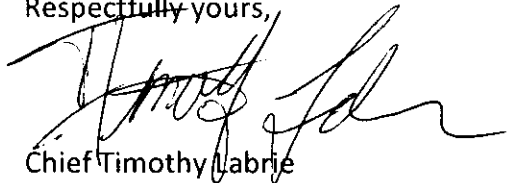
Chairman Labrie stated he would like to start using a meeting calendar for 2022. The meetings will commence on every third Wednesday of the month at 10:00am at the Police Department. George Murray motioned meetings third Wednesday of the month at 10am at the Police Dept. Second by Peter Bedigian. All in favor.

George Murray asked David White and the New Fire Station will be presented to the Safety Committee. Mr. Murray expressed concerns of the traffic on Providence rd. and lighting in the lot near the residences. Dave White stated he will get all info for next meeting.

VIII. ADJOURNMENT

Peter Bedigian motioned the adjournment of the meeting at 11:10 am and Chairman Labrie second it. All in favor.

Respectfully yours,



Chief Timothy Labrie
Northbridge Police Department
CHAIRMAN, NORTHBRIDGE SAFETY COMMITTEE

-KMC

Cc: Northbridge Town Clerk
/File

Northbridge Town Manager

Lt. John Ouillette

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

That the Town of Northbridge, in the County of Worcester and Commonwealth of Massachusetts, in consideration of One Thousand Two Hundred Dollars, paid by **Rodney and Doris Lee, of 22 Prunier Street, Whitinsville, MA, 01588**, the receipt of which is hereby acknowledged, does sell and convey to said **Rodney and Doris Lee**, those certain two cremation **Lots No. 144 A&B, situated on the way called Yew Ave (South), in the Pine Grove Cemetery**, and the sole and exclusive right of burial of the dead therein, subject to the following rules and restrictions for the regulation and government of said Cemetery; viz:

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

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

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

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

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

IN WITNESS WHEREOF, the said Town of Northbridge has caused these presents to be signed and sealed by its Board of Selectmen, this 27th day of February, in the year of our Lord Two Thousand Twenty Three.

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

That the Town of Northbridge, in the County of Worcester and Commonwealth of Massachusetts, in consideration of One Thousand Six Hundred Dollars, paid by **Laura Valanzola, of 22 Delmar Drive, Whitinsville, MA, 01588**, the receipt of which is hereby acknowledged, does sell and convey to said **Laura Valanzola**, that certain cemetery **Lot No. 25A, one grave situated on the way called Birch Path (South), in the Pine Grove Cemetery**, and the sole and exclusive right of burial of the dead therein, subject to the following rules and restrictions for the regulation and government of said Cemetery; viz:

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

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

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

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IN WITNESS WHEREOF, the said Town of Northbridge has caused these presents to be signed and sealed by its Board of Selectmen, this 27th day of February, in the year of our Lord Two Thousand Twenty Three.
