

**TOWN OF NORTHBRIDGE
BOARD OF SELECTMEN'S MEETING
VIRTUAL MEETING USING ZOOM
March 22, 2021 at 7:00 PM**

Join Zoom Meeting: <https://us02web.zoom.us/j/82705501406?pwd=S3FBbUV1ZXgvMkhVUzdXNTVObExPQT09>

Meeting ID: 827 0550 1406

Passcode: 287383

Dial by phone: 1 646 558 8656

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

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

PLEDGE OF ALLEGIANCE

PRESENTATION: Certificates of Special Recognition awarded to Joshua H. Pinoos, Daniel A. Maccaline, Kevin P. McGowan and Christopher J. Hollenbeck for attaining the rank of Eagle Scout. **Also present:** Howard Carlson, Scoutmaster and Charles Thompson, Committee Chairperson

I. APPROVAL OF MINUTES: A. January 25, 2021

II. PUBLIC HEARING

III. APPOINTMENTS:

By the Board of Selectmen:

B. 1) Mary Contino, Board of Registrars (Annual Reappointment – Term Expires 3/31/21)

2) Christine Johnson, Historical Commission/**Present:** Lenny Smith, Chairman

By the Town Manager: C. 1) Maurice Guilbault, Animal Inspector

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS:

D. Spring Annual Town Meeting [May 4, 2021] / Vote to sign warrant upon completion and final review by Town Counsel

VI. DISCUSSIONS:

E. Devaney Energy - Reduction in Underground Storage Tank License Fees/**Present:** John Holmes

VII. TOWN MANAGER'S REPORT

VIII. SELECTMEN'S CONCERNS

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION

Town Clerk: 2 Hard copies

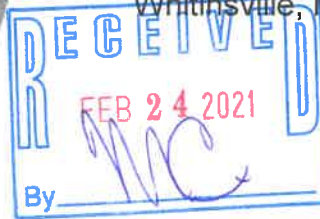
Web: Post time-stamped copy

March 22 Agenda



Boy Scout Troop 155

Sponsored by
Village Congregational Church
Whitinsville, MA 01588



February 22, 2021

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

Dear Ladies and Gentlemen:

On March 20, 2021 our troop will be honoring the following four Scouts:

Joshua H. Pinoos, Daniel A. Maccaline, Kevin P. McGowan, Christopher J. Hollenbeck

They will be receiving the Eagle Scout Badge, the highest advancement achievement in Boy Scouting. Nationwide, only 4% of all registered Scouts ever earn the Eagle Award.

Recognition of this award from you would be most meaningful to them.

You may mail your correspondence to my address:

261 Carpenter Road
Whitinsville, Massachusetts 01588

Yours truly,


Charles E. Thompson
Troop Committee

BOARD OF SELECTMEN'S MEETING

January 25, 2021

A virtual meeting of the Board of Selectmen was called to order by Chairman Alicia Cannon at 7:00 PM, using Zoom Video Communication (Video Conferencing App) at: <https://us02web.zoom.us/j/82044021858?pwd=TUtQdWhjY3hHd3VXcWdKNitWeWkydz09> Meeting ID: 820 4402 1858; Passcode: 707123; Dial by phone: 1-646-558-8656. Board Members Present: Cannon, Athanas, Melia, Ampagoomian, and Collins. Also Present: Adam D. Gaudette, Town Manager.

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

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

APPROVAL OF MINUTES/None.

PUBLIC HEARING/None.

APPOINTMENTS/By the Board of Selectmen and Housing Authority (Joint Appointment): Robert Burrows, Northbridge Housing Authority. Present: Brett Lambert, Executive Director, Northbridge Housing Authority. Mr. Lambert explained that Mr. Burrows was previously on the Housing Authority and is looking to get back on. He further explained that the Housing Authority met last week and approved his appointment. Mr. Burrows stated he was happy to have this opportunity to serve on the Housing Authority again. A motion/Mr. Ampagoomian, seconded/Mr. Melia to appoint Mr. Burrows to the Northbridge Housing Authority as a joint appointment with the Northbridge Housing Authority. Vote yes/Unanimous.

By the Town Manager: Samantha Chatterton, Assistant Town Accountant/Vote to Affirm. Present: Neil Vaidya, Town Accountant. Mr. Vaidya introduced Samantha Chatterton and explained that his Assistant recently left Northbridge for another position in another town leaving the Assistant Town Accountant's position open. He noted the process to replace his Assistant began with the review of all resumes submitted before the deadline and then determining which applicants would be interviewed. Mr. Vaidya stated that Ms. Chatterton stood out among the viable candidates. She also has four years of previous municipal experience and a great attitude. Mr. Vaidya said Samantha will be a great asset to the Town. Ms. Chatterton stated that she is looking forward to working in the Town of Northbridge and the interview was wonderful, which upped her excitement for this position. She added that she is looking forward to meeting all staff and will hit the ground running. A motion/Mr. Ampagoomian, seconded/Mr. Melia to affirm the Town Manager's appointment of Samantha Chatterton as Assistant Town Accountant. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT: Town resident, Daniel Aiello, 398 Roosevelt Drive had questions pertaining to the current restrictions put in place by the Governor. He asked what the game plan is for ending the emergency order in Northbridge, and if no plan has been received to what extent is the board looking to go with the mandates. Mr. Aiello is also looking to have these questions answered by the

Selectmen in an official form. Chairman Cannon advised that the Citizens Comments and Input portion of the meeting is for residents to give input but is not for Q&A. She indicated the Board will make note of any questions and asked that he reach out to the Town Manager's Office so that a response can be prepared. Town Manager Gaudette agreed with that statement and explained that the Board of Selectmen has specific duties under the Town's Charter and Mass. General Laws. He stated that there are decisions being made that are affecting citizens of this town, that aren't necessarily being put in place by the local Board of Selectmen. He mentioned that the Board is responsible to understand, listen and be part of the conversation but we do not decide when we want the Governor's order to end. Mr. Gaudette advised him that he should go through the State Representatives and the State Department of Public Health where the information and regulations are coming from. In closing, Town Manager Gaudette mentioned that he would be happy to answer any questions via email so he can help track down the right people to answer those questions. Mr. Aiello asked who is responsible for enforcing the rules at the Town level. Mr. Gaudette replied the local Board of Health makes the regulations know to businesses and the local town would have the ability to issue fines for those not in compliance and these regulations come from the State Governors option.

National Grid/Request permission for removal and/or pruning of hazardous public shade trees on Quaker Street (a scenic road) & Wolfe Hill Road / Present: James Shuris, Department of Public Works Director & Jeffrey Meola, Davey Tree. Mr. Shuris explained that they are many public shade trees and Mass. General Law allows for the Selectmen to approve or disapprove the removal of the public shade trees. Mr. Shuris explained that the assessment was prepared by Davey Trees and he inspected the trees himself. Mr. Meola further explained that National Grid is required to perform these assessments by the Department of Public Utilities. Mr. Meola explained that they narrow the search down by the poorer working circuits. Selectman Athanas asked if there is a cleanup process. Mr. Shuris explained that National Grid cleans up the smaller branches and the DPW does the cleanup for the larger pieces. Selectman Ampagoomian asked if a public hearing was necessary to remove the trees. Mr. Shuris explained that M.G.L. 87 Sections 3 and 4 allow them to be removed by the Board of Selectmen, without a public hearing. A motion/Mr. Melia, seconded/Mr. Athanas to approve the request for the removal and/or pruning of hazardous public shade trees on Quaker Street (a scenic road) & Wolfe Hill Road. Vote yes/Unanimous.

JSC Management Group, LLC dba Burger King, 1141 Providence Road/Vote to approve Common Victualler License contingent approvals of the Building, Fire and Board of Health departments and completed paperwork/Present: Sean O'Brien, Vice President. Mr. O'Brien explained that they are the new owners of the Burger King in Whitinsville and is called a Pavilion and is the first of its kind. Mr. O'Brien explained that they are extremely excited to do business in town. Mr. O'Brien explained that they are looking to open on Thursday and have a Health inspections and Fire inspection. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the Common Victualler License for JSC Management Group, LLC dba Burger King, 1141 Providence Road, contingent approvals of the Building, Fire and Board of Health departments. Vote yes/Unanimous.

Annual Town Election (May 18, 2021) / Vote to give notice to the Town Clerk to place vacancies from elected boards on the Town Election Warrant. A motion/Mr. Ampagoomian, seconded/Mr. Collins to give notice to the Town Clerk to place vacancies from elected boards on the Town Election Warrant. Vote yes/Unanimous.

Community Preservation Plan (DRAFT) -Present: Glenn King, CPC Chair & Gary Bechtholdt CPC Admin. Mr. King explained that in 2017 the Northbridge voters adopted State law of the Community Preservation Act, which creates a pool of money that the town can use for affordable housing, historical preservation and open space and recreation. Mr. King stated that the money comes from two sources the first of which is a surcharge on the property tax and the second source is the State match. The Monday is administrated through a committee that is made of nine people that were appointed by the Board of Selectmen and is made up of members from the Housing Authority, conservation Commission, Historic

Commission, Planning Board, Playground and Recreation the School Committee and three At-Large members. Proposals from Town Committees or individuals are presented to the CPC for approval and if approved it moves forward to the Spring Town Meeting for approval. MR. King explained that the committee has been meeting monthly for the last year and setting up Policies and procedures. Mr. Bechtholdt further explained that the plan itself is a playbook for the Community Preservation Commission that defines what the CPA is, identifies the goals, establishes procedures and the evaluation criteria, and details the process for securing funds. Mr. Bechtholdt noted that the plan does have regulations for project completion. The [Community Preservation Plan](#) is available online. Selectman Melia asked if the CPC funds could be used for work at the Linwood basketball courts to make up the difference on what is in place for funding currently. Mr. King stated that it could potentially be used but the regulations are pretty strict on how the money is spent, one regulation being that it can't supplant a responsibility of the town. Mr. Bechtholdt requested that the Playground and Recreation should propose the request to the CPC. Town Manager Gaudette added that he would talk to the chairman of the Playground and Recreation Commission. Selectman Ampagoomian asked how many residents participated and what the typical questions asked were. Mr. King stated typically the participation is low, and some of the inquiries have included obtaining open space, and a restoration of a historic fire apparatus. Selectman Collins asked how much money is in each category. Mr. King stated that in total there is about four-hundred and fifty thousand dollars 30% of which is separated between the three categories and the remaining amount is unallocated and can be spend on any of the three categories. Mr. Bechtholdt announced that the public hearing has been continued to Monday, March 1, 2021 at 6:30 PM.

TOWN MANAGER'S REPORT: 1) Key Meetings Attended: Monday, January 11, 2021 – Attended the Board of Selectmen Meeting. Tuesday, January 12, 2021 – Conference Call/Vendor presentation with the Town Clerk and Moderator for electronic voting systems. Thursday, January 14, 2021 – Conference Call/Vendor presentation with the Town Clerk and Moderator for electronic voting systems. Friday, January 15, 2021 – Conference call with Financial Team and NFP regarding Fallon Health Insurance Renewal. Monday, January 18, 2021 – Town Offices closed due to MLK Holiday. Tuesday, January 19, 2021 – Conference Call with MMA staff and MMMA President Julie Jacobson, Auburn Town Manager, to prepare for the MMA Meeting. Wednesday, January 20, 2021 – Held a Department Managers Meeting. Wednesday, January 20, 2021 – Attended a BPCC Meeting. Thursday, January 21, 2021 – Facilitated an MMMA networking event at the MMA Annual Meeting (virtual). Friday, January 22, 2021 – Attended the MMA Annual Meeting (virtual). **2) Balmer School Building Project:** Project construction by Fontaine Brothers continues with precautionary measures in place per State construction guidelines for construction projects moving forward during the pandemic. The majority of the site work has been completed allowing for work to be conducted in the interior of the building (framing, drywall, painting, finishing, etc.). The Town Manager continues to work with Town Counsel and the OPM on agreements for fence replacement for the abutters off Overlook Street. **3) Lasell Field Turf Project:** The project is essentially complete except for several punch-list items that won't be completed until the spring (loam and seed). The GC Green Acres is working on providing close-out documents for the Town. The BPCC met this past week on January 20th to approve invoices and reduce retainage to an amount sufficient to cover remaining items. **4) Fire Station Project:** After holding interviews the BPCC voted unanimously to select CHA as the OPM for the Fire Station project. The Town Manager is working on behalf of the BPCC to negotiate the services agreement with general terms and conditions (reviewed by Town Counsel) as well as scope of services and fee with CHA. CHA has already provided a draft RFQ for the BPCC to review which will be used to advertise in order to select a design team (architect). **5) FY2021 Budget:** The Town Manager is working on the FY2022 Budget and Capital Development. Staff submittals have been provided and the Town Manager has started developing a preliminary budget and 5-Year Capital Plan. The Town Manager will meet with the BPCC next week on Wednesday, January 27th to review and approve the 5-Year Capital Plan Update. The Town awaits the Governor's H1 Budget announcement expected at the end of January (27th), which will dictate local aid amounts. Town Manager Gaudette announced that the Community Development Block grant that was in tandem with the Town of Webster and other towns, which is a micro enterprise assistance grant and

will be used for working capital to cover business costs such as rent, staffing, utilities, and costs of goods or for the purchase of PPE. The grant is designed to assist micro enterprise businesses, which are businesses of five or fewer employees, including the owner(s) that have been adversely affected by COVID-19. Mr. Gaudette stated that grant awards are up to ten-thousand dollars. Visit the News and announcement section of the Northbridge webpage here: www.northbridgemass.org. Town Manager Gaudette further announced that the town was also awarded four thousand dollars that will be given to the Northbridge food pantry, which will assist with the cost of food purchases and the cost of a standing freezer.

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

Chairman Cannon announced that the next meeting is scheduled for February 8, 2021 at 7 PM.

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

Meeting Adjourned: 7:53 PM

Respectfully submitted,

Russell D. Collins, Clerk

/mjc

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

January 25, 2021

- I. APPROVAL OF MINUTES/None**
- II. PUBLIC HEARING/None**
- III. APPOINTMENTS/A. Joint Appointment by the Board of Selectmen and Housing Authority: Robert Burrows, Northbridge Housing Authority/Present: Brett Lambert, Executive Director, Northbridge Housing Authority**
-Copy of talent bank form
- B. By the Town Manager: Samantha Chatterton, Assistant Town Accountant/Present: Neil Vaidya**
-Copy of memorandum from the Town Manager to the Board of Selectmen announcing the vacancy in the Town Accountants office
-Copy of memorandum from the Town Accountant requesting the Town Manager appoint Samantha Chatterton to the Assistant Town Accountant position
-Copy of cover letter of Samantha Chatterton
-Copy of resume of Samantha Chatterton
-Copy of application of Samantha Chatterton
- IV. CITIZENS' COMMENTS/INPUT/No documentation**
- IV. DECISIONS:**
- C. National Grid/Request permission for removal and/or pruning of hazardous public shade trees on Quaker Street (a scenic road) & Wolfe Hill Road / Present: James Shuris, Department of Public Works Director & Jeffrey Meola, Davey Tree**
-Copy of email from DPW Director James Shuris confirming the need to address public shade trees
-Copy of memorandum regarding the pruning and/or removal of hazardous public shade trees.
-Copy of Public Shade Tree Removal Permit
- D. JSC Management Group, LLC dba Burger King, 1141 Providence Road/Vote to approve Common Victualler License contingent approvals of the Building, Fire and Board of Health departments and completed paperwork/Present: Sean O'Brien, Vice President**
-Copy of common victualler application for JSC Management Group, LLC dba Burger King.
-Copy of REAP Form
-Copy of Workers' Compensation Affidavit
-Copy of certification of liability insurance
- E. Annual Town Election (May 18, 2021) / Vote to give notice to the Town Clerk to place vacancies from elected boards on the Town Election Warrant**
-Copy of memo addressing the vacancies of elected boards

- VI. DISCUSSIONS:**
 - F. Community Preservation Plan (DRAFT) -Present: Glenn King, CPC Chair & Gary Bechtholdt CPC Admin/None**
- VII. TOWN MANAGER'S REPORT**
 - Copy of Community Development Block Grant Federal Cares Act Program Grant flyer**
- VIII. SELECTMEN'S CONCERNS**
- IX. ITEMS FOR FUTURE AGENDA**
- X. CORRESPONDENCE**
- XI. EXECUTIVE SESSION**

DRAFT

B.2.

TALENT BANK APPLICATION

please return to:

BOS Mtg 3.22.21

**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
T. Clerk
10/13/20*

Date: September 20, 2020

Name Christine Johnson

P. O. Box

Home Address ~~568 Samuel Drive~~ Whitinsville, MA 01588

Email Address ~~christine@verizon.net~~

Telephone Cell ~~508-385-8791~~

Business n/a

Address Tel. n/a

Current Occupation/Title Retired

Education Bachelors in Business Education, Salem State University; Master's in Educational Administration, Framingham University, C.A.G.S. Management, Northeastern University

Former Teacher, Administrator (High School Principal/Northbridge), Director of Finance (Leicester Public Schools) Superintendent of Schools (Northborough/Southborough/Algonquin Regional)

Governmental, Civic & Community Activities - St. Patrick's Church, WISE educational program through Assumption assisting with membership and marketing

Charitable & Educational Activities - BayPath Humane Society, Gary Sinise Foundation (Veterans)

Town Committees or Offices - None at this time

I am interested in the following Committees: Cultural Council, Historic Commission, Community Preservation.

Please indicate whether the applicant and/or any family members are employed by the Town of Northbridge. None employed by the Town

NAME: Christine Johnson

PRECINCT TOWN OF NORTHBRIDGE

COMMITTEE INTEREST (Indicate Committee preference)

- 1. Cultural Council**
- 2. Historic Commission**
- 3. Community Preservation**

How experience relates to particular committee interest - Familiar with the community and want to give back in service. Extensive background in business administration, management and as an educator engaged in multiple civic and social activities. I was born and raised in the Blackstone Valley and have an appreciation for its citizenry, history and social activities.

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

THE COMMONWEALTH OF MASSACHUSETTS C.
EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



Department of Agricultural Resources

251 Causeway Street, Suite 500, Boston, MA 02114
617-626-1700 fax: 617-626-1850 www.mass.gov/agr



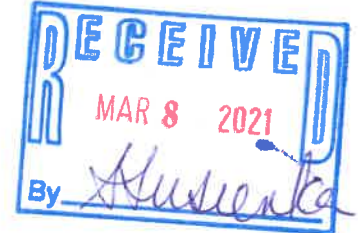
DEVAL L. PATRICK
Governor

TIMOTHY P. MURRAY
Lieutenant Governor

RICHARD K. SULLIVAN JR.
Secretary

SCOTT J. SOARES
Commissioner

March 5, 2021



RE: NOMINATION OF INSPECTOR OF ANIMALS

Nominating Authority:

Enclosed is the nomination form for the Inspector of Animals for your city or town. **This form is due back to the Division of Animal Health by April 1, 2021.** The appointment will run from May 1, 2021 until April 30, 2022. If more than one inspector was appointed for your city or town, there is a separate form for each. If you are nominating the same inspector(s) this year, **be sure that all of the contact information is complete and still correct.** Any corrections should be made in the space provided on the right. If you will be nominating a new inspector, that person's information should be entered in the space provided on the right. Submit a separate form for each inspector nominated. Also, be sure that all of your (nominating authority) information is complete and correct. Any changes to your information should be made in the space provided to the right.

Once all of the contact information is confirmed to be correct, all that is needed is to **have the nominee sign the form**, accepting the nomination and swearing to faithfully perform the duties of that office. **The nominee's signature must be notarized.** In many cases the city or town clerk is a notary.

After the nominee's signature has been notarized, simply **return the form to the Division of Animal Health at the address listed at the top of the form.** The Division of Animal Health will send back confirmation of the inspector's appointment. **Please note that regardless of when the most recent appointment was made, it is only valid through April 30, 2021.** This nomination will cover the year starting May 1, 2021 and run until April 30, 2022.

If you have any questions, please call Ashley Kraft at (617) 626-1810

Thank you,

Michael Cahill, Director
Division of Animal Health



The Commonwealth of Massachusetts

Department of Agricultural Resources
Division of Animal Health
251 Causeway Street, Suite 500
Boston, MA 02114-2151

Nomination of Inspector of Animals

In accordance with the Massachusetts General Laws Chapter 129, sections 15 and 16, nominating authorities of each city and town are required to nominate one or more inspectors of animals by April 1, 2021. Please complete or make necessary changes and return this form to the above address. The Director will review your nomination and, assuming appointment is confirmed, will return to you a Certificate of Appointment. Please submit one form for each person nominated. Any city or town not in compliance is subject to a penalty of \$500.

City or Town of Northbridge

3/5/2021

To the Director, Division of Animal Health, Department of Agricultural Resources

In accordance with the provisions of section 15 of Chapter 129, General Laws, as amended, the following nomination of inspector of animals for the year ending April 30, 2022 is sent for your approval:

Inspector of Animals

Name: Maurice Guilbault
Mail Address: 7 Main St - Northbridge Board of Health
Whitinsville, MA - 01588
Phone: ~~(508) 832-2672~~ Fax: (508) 234-0821
Email: ~~mguilbault@northbridgema.org~~

Inspector: (Note all changes here)

Name: _____
Mail: _____
Phone: _____ Fax: _____
Email: _____

Nominating Authority

Contact: Adam D. Gaudette
Office: Town Manager's Office
Mail: Northbridge Board of Health 7 Main St
Whitinsville, MA - 01588
P: (508) 234-2095 F: (508) 234-7640
Email: agaudette@northbridgema.org

Nominating Authority: (Note all changes here)

Contact: _____
Office: _____
Mail: _____
Phone: _____ Fax: _____
Email: _____

Acceptance of Nomination of Inspector of Animals (must be notarized)

I hereby accept my nomination as Inspector of Animals for the City or Town of Northbridge, and if and when I am appointed, I solemnly swear to faithfully perform the duties of that office, all of which are listed in General Laws Chapter 129, and Massachusetts Regulations 330 CMR 10.00-10.10 (rabies regulations).

Name (print) _____ Signed _____

COMMONWEALTH OF MASSACHUSETTS

Worcester,ss

Date: _____

Then personally appeared the above-named _____ and acknowledged the foregoing instrument to be his or her free act and deed, before me.

Notary Public

My commission Expires: _____

Appointment of Inspector of Animals (Division of Animal Health use only)

Notice is hereby given that I, Michael Cahill acting under authority of sections 15 and 16 of Chapter 129 of the General Laws, as amended, hereby approve the nomination of _____ as Inspector of Animals for the City or Town of Northbridge, Massachusetts.

Date Approved: _____

Director, Division of Animal Health

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF NORTHBRIDGE
WARRANT FOR SPRING ANNUAL TOWN MEETING
TRANSACTION OF TOWN BUSINESS
TUESDAY, MAY 4, 2021 - 7:00 P.M.**

D.

V.5. DRAFT – 3.9.21

WORCESTER, ss:

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

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify the Inhabitants of the Town of Northbridge, qualified to vote in Town elections and Town affairs, to meet in the Northbridge Middle School on Linwood Avenue, in Whitinsville, in said Northbridge, Massachusetts, on Tuesday, May 4, 2021 at 7:00 o'clock P.M., then and there to act on the following articles:

ARTICLE 1: (Board of Selectmen)

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

ARTICLE 2: (Board of Selectmen)

To see if the Town will vote to amend the votes taken under Article 3 of the 2020 Spring Session of the Annual Town Meeting (June 23, 2020), and under Article 1 of the 2020 Fall Session of the Annual Town Meeting (October 27, 2020), appropriations and transfers under the Omnibus Budget Article; or take any other action relative thereto.

ARTICLE 3: (Finance Committee)

To see if the Town will vote to raise and appropriate and/or transfer from available funds in the Treasury and/or transfer from the Health Insurance Stabilization Fund such sums of money, not to exceed \$48,991,891 to defray the necessary and usual expenses of the several departments of the Town for FY 2022, beginning July 1, 2021 and ending June 30, 2022; or take any other action relative thereto.

ARTICLE 4: (Board of Selectmen)

To see if the Town will vote to raise and appropriate and/or transfer from the Retained Earnings Account of the Sewer Enterprise Fund a sum of money to operate the Sewer Enterprise Operation of the Department of Public Works for FY 2022; or take any other action relative thereto.

ARTICLE 5: (Board of Selectmen)

To see if the Town will vote to raise and appropriate and/or transfer from the Retained Earnings Account of the Water Enterprise Fund a sum of money to operate the Water Enterprise Operation of the Department of Public Works for FY 2022; or take any other action relative thereto.

ARTICLE 6: (Board of Selectmen)

To see if the Town will vote to appropriate a sum of money and such additional funds as may become available from the Commonwealth's Department of Transportation, Chapter 90 Bond Issue proceeds, to be used by the Department of Public Works for the repair and maintenance of Town roads in conformance with MGL and further to see if the Town will vote to meet said appropriation by borrowing and to authorize the Treasurer/Collector, with approval of the Board of Selectmen, to issue bonds or notes of the Town therefor in anticipation of the receipt of said State Aid; or take any other action relative thereto.

ARTICLE 7: (Board of Selectmen)

To see if the Town will vote to authorize the Treasurer/Collector to enter into a compensating balance agreement or agreements for FY 2022, pursuant to Chapter 44, Section 53F of the M.G.L.; or take any other action relative thereto.

ARTICLE 8: (Board of Selectmen)

To see if the Town will vote to set the FY22 spending limits for the Town's revolving funds under section 5-113 of the Northbridge Code as follows:

Program or Purpose	FY 2022 Spending Limit
Playgrounds and Recreation	\$20,000
Food Health and Safety	\$25,000
Compost Site	\$10,000

or take any other action relative thereto.

ARTICLE 9: (Board of Selectmen)

To see if the Town will vote to appropriate and transfer a sum of money from the Pine Grove Cemetery Trust to fund operations of the Pine Grove Cemetery for FY 2022 beginning July 1, 2021 and ending on June 30, 2022, said funds to be expended under the direction of the Director of Public Works; or take any other action relative thereto.

ARTICLE 10: (Community Preservation Committee)

To see if the Town will vote to appropriate or reserve for future appropriation from the Community Preservation Fund annual revenues, the amounts of money recommended by the Northbridge Community Preservation Committee for community preservation projects and other expenses for the Fiscal Year 2022, with each item to be considered a separate appropriation; or take any other action relative thereto.

Reserves:

1. a) From FY2022 estimated revenues for Historic Resources Reserve -the sum of \$
2. b) From FY2022 estimated revenues for Community Housing Reserve -the sum of \$
3. c) From FY 2022 estimated revenues for Open Space & Recreation Reserve -the sum of \$
4. d) From FY 2022 estimated revenues for Budgeted Reserve -the sum of \$

ARTICLE 11: (Community Preservation Committee)

To see if the Town will vote to appropriate a sum of money from the Community Preservation Fund reserves to the Northbridge Community Preservation Committee for expenses associated with the implementation of the Community Preservation Act, including but not limited to clerical assistance, office supplies, property surveys, appraisals, attorney fees, and other professional services, recording fees, printing and all other necessary and proper expenses for the Fiscal Year 2022; or take any other action relative thereto.

ARTICLE 12: (Board of Health)

To see if the Town will vote to appropriate and transfer the sum from available funds, the sum of \$25,000 to comply with the Immediate Response Action Plan submitted to the Massachusetts Department of Environmental Protection for activities at the Quaker Street Landfill; or take any other action relative thereto.

ARTICLE 13: (Board of Selectmen)

To see if the Town will vote to appropriate and/or transfer funds from the Retained Earnings Account of the Sewer Enterprise Fund to be expended under the direction of the Director of Public Works, the amount of \$150,000 for the purpose of funding work recommended as a result of the Town's Comprehensive Wastewater Management Plan (CWMP) and infiltration & inflow reports for the multi- year program to make physical improvements to the Town's sewer collection system, including the sealing/replacement of leaking manhole structures and relining/replacement of deficient/cracked/broken sewer lines; and the amount of \$30,868 for the purpose of undertaking Building Envelope Weatherization Repairs and Upgrades at the WWTP facilities; or take any other action relative thereto.

ARTICLE 14: (Board of Selectmen)

To see if the Town will vote to appropriate and transfer a sum of money from the Town Building Maintenance Fund, established pursuant to Chapter 438 of the Acts of 2012, for maintenance of Town-owned buildings and facilities in Fiscal Year 2022, the following sums of money: \$15,000 for the Town's Green Communities Energy Efficiency Projects Application; \$14,460 for Building Envelope Weatherization Repairs and Upgrades at the Senior Center Building, \$8,000 for an ADA-compliant door and entryway upgrades at the Whitinsville Social Library, \$7,500 to replace the carpeting of the ground floor at Town Hall, and \$9,500 to make HVAC Upgrades for the IT Director's Office on the top floor of Town Hall; or take any other action relative thereto.

ARTICLE 15: (Board of Selectmen)

To see if the Town will vote to appropriate and/or transfer funds from the Ambulance Receipts Account to be expended under the direction of the Fire Chief, the amount of \$200,000 for the purpose of funding the remounting of a new chassis and refurbishing the box on Ambulance 2; or take any other action relative thereto.

ARTICLE 16: (Board of Selectmen)

To see if the Town will vote to appropriate and transfer a sum of money from the Pine Grove Cemetery Trust. for cemetery maintenance projects, the following sums of money: \$10,000 for Tree and Stump Removal; \$14,232 for Building Envelope Weatherization Repairs and Upgrades, and \$20,000 to make Cemetery Road Improvements; said funds to be expended under the direction of the Director of Public Works; or take any other action relative thereto.

ARTICLE 17: (Board of Selectmen)

To see if the Town will vote to fund the capital projects shown below by appropriating and transferring the total sum of \$1,070,680 from the undesignated fund balance (free cash); or take any other action relative thereto.

<u>Project Title</u>	<u>Department</u>	<u>Amount</u>
Northbridge Elementary School Reuse Study	BPCC	\$75,000
Plotter/Scanner/Printer for Town Hall Annex	Annex	\$10,000
Senior Center Parking Lot Reclamation	Council on Aging	\$65,000
Town-Wide Sidewalk Maintenance Program	Public Works	\$25,000
Pavement Maintenance Program	Public Works	\$200,00
Linwood Ave Guardrail Replacement	Public Works	\$27,000
Bombardier Sidewalk Blower Attachment	Public Works	\$26,000
Heavy Duty Dump Truck with Plow and Spreader	Public Works	\$220,000
Replace 60 Scott Air Bottles	Fire Department	\$78,000
Interior Painting	Library	\$20,000
Building Envelope Weatherization	Library	\$21,960
Building Envelope Weatherization	Police Department	\$27,227
Sewer Connection and Drainage Design	Police Department	\$65,000
Linwood Playground Basketball Court Upgrades	Parks & Recreation	\$77,031
Town Hall Parking Lot Reclamation	Town Hall/DPW	\$35,000
Building Envelope Weatherization	Town Hall/DPW	<u>\$98,462</u>
	TOTAL	\$1,070,680

ARTICLE 18: (School Committee)

To see if the Town will vote appropriate and to transfer from the undesignated fund balance (free cash) the following sums of money to be expended under the direction of the School Committee: \$125,000 for the demolition and removal of the Northbridge Elementary School modular classrooms, \$100,000 for the replacement and implementation of a new district-wide Student Information System, and \$30,000 for additional security cameras at Northbridge Middle School and Northbridge High School; or to take any other action related thereto.

ARTICLE 19: (Board of Selectmen)

To see if the Town will vote to amend its general bylaws by amending § 3-109 Method of voting, by inserting the following changes (**in bold**); or to take any other action related thereto.

§ 3-109 Method of voting.

[Amended 10-24-2006 ATM, Art. 23; 10-25-2011 ATM, Art. 7; 5-1-2018 ATM, Art. 24]

Votes on all motions, including motions requiring a two-thirds or greater majority, may be taken in the first instance by a voice vote **or by the use of an electronic voting system, at the Moderator's discretion. Following a voice vote**, if the Moderator is in doubt, he may call for **the use of an electronic voting system, or** a standing vote. If the vote as declared by the Moderator is immediately challenged by seven (7) or more voters rising in their place for such purpose, the vote **may be retaken electronically or** be taken by a "yes" or "no" ballot. A vote by ballot shall be taken in the first instance if requested by at least seven (7) voters present. **If the electronic voting system is unavailable for any reason, all other voting methods will be used as stated above.**

ARTICLE 20: (School Committee)

To see if the Town will vote to transfer the custody, care and control of the Northbridge Elementary School Building from the Northbridge School Committee to the Board of Selectmen for general municipal purposes, including the leasing of all or a portion thereof; or to take any other action related thereto.

ARTICLE 21: (Conservation Commission)

To see if the Town will vote to create a Conservation Fund pursuant to MGL Chapter 40, Section 8C; or take any other action relative thereto.

ARTICLE 22: (Finance Committee)

To see if the Town will vote to raise and appropriate, and/or to transfer from the undesignated fund balance (free cash), a sum of money to the Stabilization Fund; or take any other action relative thereto.

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

WHEREOF FAIL NOT, and make due return of the warrant, with your doings thereon, to the Town Clerk at the time and place of said meeting. GIVEN under our hand this 22nd day of March in the year Two Thousand Twenty-One.

SELECTMEN OF NORTHBRIDGE

Alicia M. Cannon, Chairman

Charles Ampagoomian, Jr., Vice Chairman

Thomas J. Melia

James J. Athanas

Russell D. Collins

WORCESTER, SS Northbridge

Date:

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

Constable, Town of Northbridge

Town Manager's Report for the Period of March 8, 2021 – March 19, 2021

1. Key Meetings Attended:

- Monday, March 8, 2021 – Attended the Board of Selectmen Meeting via Zoom.
- Tuesday, March 9, 2021 – Attended the Lt Governor's Managers Meeting via Zoom.
- Wednesday, March 10, 2021 – Attended the Finance Committee Meeting via Zoom.
- Thursday, March 11, 2021 – Held Firefighters Negotiations via Zoom.
- Monday, March 15, 2021 – Attended the Uxbridge Vaccination Clinic Press Event.
- Wednesday, March 17, 2021 – Attended the Finance Committee Meeting via Zoom.
- Thursday, March 18, 2021 – Attended a Managers/Police Chiefs Committee Meeting.
- Thursday, March 18, 2021 – Attended the RFQ Submittal Opening for the Fire Station Project architect.
- Friday, March 19, 2021 – Held a Department Managers' Meeting via Zoom.

2. **Balmer School Building Project:** Project construction by Fontaine Brothers continues with precautionary measures in place per State construction guidelines for construction projects moving forward during the pandemic. The majority of the site work has been completed allowing for work to be conducted in the interior of the building (framing, drywall, painting, finishing, etc.). The OPM requested the Town Manager's assistance in coordinating the substantial completion inspection for the Builders Risk Insurance Coverage. The Town Accountant reached out about beginning the process for the second borrowing for the project (est. \$24MM).
3. **Lasell Field Turf Project:** The project is essentially complete except for several punch-list items that won't be completed until the spring (loam and seed). The GC Green Acres is also working on providing close-out documents for the Town.
4. **Fire Station Project:** The Architect RFQ Submittals were due this week on Thursday, March 18, 2021. The Town received X submittals. The OPM will now assist the BPCC with setting up interviews to select the designer for the project.
5. **FY2022 Budget & Town Meeting Warrant:** The Warrant closed on March 5, 2021. There are 22 articles consisting of housekeeping, budget, and capital needs. The Town Manager met this past week with the Finance Committee on Wednesday, March 17, 2021 to hear an FY2022 budget presentation from BVT as well as hold public meeting on the Proposed FY2022 Omnibus budget and provide a warrant update in accordance with our bylaws. The Annual Town Meeting is scheduled for Tuesday, May 4, 2021. The Town Manager will work with staff over the next several months on safety protocols.