

**TO W N OF NORTHBRIDGE
BOARD OF SELECTMEN S MEETING
NORTHBRIDGE TO W N HALL
7 MAIN STREET W HITINSVILLE, MA 01588
Mar h 9, 2020 at 7:00 PM**

REVISED

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES

II. PUBLIC HEARING: A. 7:05 PM Pace Automotive, Inc. dba Pace Auto Service, 36 Providence Lane, Whitinsville [Sean Pace & Jamie Pace]/Request for a Class II Used Car Dealer’s License **Present:** Sean Pace and Jamie Pace

III. APPOINTMENTS: B. Steven Gniadek, Conservation Commission/**Present:** Barbara McNamee, Chairman, Conservation Commission

IV. CITI ENS COMMENTS INPUT

V. DECISIONS

C. Twins Nutrition, LLC dba Twins Nutrition, 12 Cross Street, Whitinsville/Application for a non-alcoholic Common Victualler’s license/**Present:** Christina Pare

D. Blackstone Valley Chamber of Commerce/Request for a one-day weekday entertainment license for their 22nd Annual Home and Business Expo on Saturday, March 14, 2020 from 10 AM to 2 PM located at the Northbridge High School Field House

E. George Marston Whitin Memorial Community Association dba Whitin Community Center/Request for a one-day weekday entertainment license for **1)** Gala event on Saturday, May 2, 2020 from 6:30 PM – 10:30 PM located inside the Whitin Community Center; **2)** Cars in the Park event on Saturday, August 15, 2020 from 10 AM to 4 PM located at Whitin Park

F. Armenian Apostolic Church/Request to hang a banner across Church Street from Sunday, August 2, 2020 to Sunday, August 16, 2020 to advertise their Annual Picnic event to be held on Sunday, August 16, 2020

G. Vote to notify the Town Clerk of any Annual Election Ballot Questions [May 19, 2020]

H. Vote to accept monetary donation from Friends of Lasell Field to be used towards the Lasell Field artificial turf field project

VI. DISCUSSIONS

VII. TO W N MANAGER S REPORT

I. Town Manager’s FY2021 Budget and May Town Meeting Updates

J. Turf Field Project Update

K. Fire Station Project 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"/>

THIS AGENDA IS SUBJECT TO CHANGE



**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**

A.

**Adam D. Gaudette
Town Manager**

February 25, 2020

Via Email: legalnotices@telegram.com

Telegram & Gazette (LEGALS)

To Whom It May Concern:

Please place the following Legal Notice in the Telegram & Gazette for **Friday, February 28, 2020:**

**TOWN OF NORTHBRIDGE
PUBLIC NOTICE**

Notice is hereby given under Chapter 140, Section 59 of the MGL's, that the Northbridge Board of Selectmen will hold a Public Hearing on **Monday, March 9, 2020 at 7:05 PM**, in the Selectmen's Meeting Room, Northbridge Town Hall, 7 Main Street, Whitinsville, MA to consider the application of Pace Automotive, Inc. dba Pace Auto Service, 36 Providence Lane, Whitinsville, MA 01588 [Sean Pace and Jamie Pace] for a Class II License to buy/sell used cars.

Northbridge Board of Selectmen
James J Athanas, Chairman
February 28, 2020

Please send bill to: Northbridge Town Hall
Town Manager's Office
7 Main Street
Whitinsville, MA 01588

Sincerely,

Melissa Ciaramitaro

Melissa Ciaramitaro
Sr. Admin. Assist./HR Asst.

c: Sean Pace
Abutters [Via Certified Mail]



**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**

**Adam D. Gaudette
Town Manager**

Date: February 19, 2020

To: Walter Warchol, Police Chief
From: Melissa Ciaramitaro, Sr. Administrative Assistant/HR Assistant
Re: Class II License (Used Car Dealer)

Name(s): Sean Pace and Jamie Pace

Address: 51 Dilla Street

City, ST, Zip: Milford, MA 01757

Telephone: 508-234-9800

Has requested a Class II License to:

buy/sell secondhand motor vehicles
(purpose) Lane
Pace Automotive Inc. dba Pace Auto Service, 36 Providence Road, Whitinsville, MA
(location)

Please inspect the above premises and determine whether or not the floor plan is the same as submitted with the license application. See attached application and floor plan.

Walter Warchol
Walter Warchol, Police Chief

2-20-20
Date



**TOWN OF NORTHBRIDGE
OFFICE OF THE INSPECTOR OF BUILDINGS**

**14 Hill Street
Whitinsville, MA 01588
(508) 234-6577
Fax# (508) 234-0821**

MEMORANDUM

DATE: February 20, 2020

TO: Melissa Ciaramitato, Sr. Administrative Assistant/HR Assistant

FROM: James Sheehan, Jr., Inspector of Buildings

RE: Class II License – 36 Providence Lane

The property located at 36 Providence Lane has a Special Permit for the sale of used vehicles; the property is limited to a maximum of 10 vehicles for sale at any time.

THE COMMONWEALTH OF MASSACHUSETTS

TOWN Of NORTHBRIDGE

APPLICATION FOR A LICENSE TO BUY, SELL, EXCHANGE OR ASSEMBLE SECOND HAND MOTOR VEHICLES OR PARTS THEREOF

*Special permit: 10 car limit

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for a Class II license, to Buy, Sell, Exchange or Assemble second hand motor vehicles or parts thereof, in accordance with the provisions of Chapter 140 of the General Laws.

1. What is the name of the concern? Pace Automotive Inc dba Pace Auto Service

Business address of concern. No. 36 Providence Ln Whitinsville MA 01588 City - Town.

2. Is the above concern an individual, co-partnership, an association or a corporation? Corporation

3. If an individual, state full name and residential address.

4. If a co-partnership, state full names and residential addresses of the persons composing it.

5. If an association or a corporation, state full names and residential addresses of the principal officers. President Sean Pace Secretary Jamie Pace Treasurer Jamie Pace

6. Are you engaged principally in the business of buying, selling or exchanging motor vehicles? Yes. If so, is your principal business the sale of new motor vehicles? No. Is your principal business the buying and selling of second hand motor vehicles? Yes. Is your principal business that of a motor vehicle junk dealer? No.

7. Give a complete description of all the premises to be used for the purpose of carrying on the business.

Large cleared & level Seeks Lot
3 Bay Garage with office working area & Public bathroom
See attached drawing

8. Are you a recognized agent of a motor vehicle manufacturer? No
(Yes or No)

If so, state name of manufacturer

9. Have you a signed contract as required by Section 58, Class 1? No
(Yes or No)

10. Have you ever applied for a license to deal in second hand motor vehicles or parts thereof? No
(Yes or No)

If so, in what city - town

Did you receive a license? (Yes or No) For what year?

11. Has any license issued to you in Massachusetts or any other state to deal in motor vehicles or parts thereof ever been suspended or revoked? No
(Yes or No)

Sign your name in full Sam Row
(Duly authorized to represent the concern herein mentioned)

Residence

IMPORTANT

EVERY QUESTION MUST BE ANSWERED WITH FULL INFORMATION, AND FALSE STATEMENTS HEREIN MAY RESULT IN THE REJECTION OF YOUR APPLICATION OR THE SUBSEQUENT REVOCATION OF YOUR LICENSE IF ISSUED.

NOTE: If the applicant has not held a license in the year prior to this application, he must file a duplicate of the application with the registrar. (See Sec. 59)

APPLICANT WILL NOT FILL THE FOLLOWING BLANKS

Application after investigation.....
(Approved or Disapproved)

License No. Granted....., 20..... Fee \$

Signed: _____

CHAPTER 140 OF THE GENERAL LAWS, TER. ED., WITH AMENDMENTS THERETO (EXTRACT)

SECTION 57. No person, except one whose principal business is the manufacture and sale of new motor vehicles but who incidentally acquires and sells second hand vehicles, or a person whose principal business is financing the purchase of or insuring motor vehicles but who incidentally acquires and sells second hand vehicles, shall engage in the business of buying, selling, exchanging or assembling second hand motor vehicles or parts thereof without securing a license as provided in section fifty-nine. This section shall apply to any person engaged in the business of conducting auctions for the sale of motor vehicles.

SECTION 58. Licenses granted under the following section shall be classified as follows:

Class 1. Any person who is a recognized agent of a motor vehicle manufacturer or a seller of motor vehicles made by such manufacturer whose authority to sell the same is created by a written contract with such manufacturer or with some person authorized in writing by such manufacturer to enter into such contract, and whose principal business is the sale of new motor vehicles, the purchase and sale of second hand motor vehicles being incidental or secondary thereto, may be granted an agent's or a seller's license; provided, that with respect to second hand motor vehicles purchased for the purpose of sale or exchange and not taken in trade for new motor vehicles, such dealer shall be subject to all provisions of this chapter and of rules and regulations made in accordance therewith applicable to holders of licenses of class 2.

Class 2. Any person whose principal business is the buying or selling of second hand motor vehicles may be granted a used car dealer's license.

Class 3. Any person whose principal business is the buying of second hand motor vehicles for the purpose of remodeling, taking apart or rebuilding the same, or the buying or selling of parts of second hand motor vehicles or tires, or the assembling of second hand motor vehicle parts, may be granted a motor vehicle junk license.

SECTION 59. The police commissioner in Boston and the licensing authorities in other cities and towns may grant licenses under this section which shall expire on January first following the date of issue unless sooner revoked. The fees for the licenses shall be fixed by the licensing board or officer, but in no case shall exceed \$100 dollars. Application for license shall be made in such form as shall be approved by the registrar of motor vehicles in sections fifty-nine to sixty-six, inclusive, called the registrar, and if the applicant has not held a license in the year prior to such application, such application shall be made in duplicate, which duplicate shall be filed with the registrar. No such license shall be granted unless the licensing board or officer is satisfied from an investigation of the facts stated in the application and any other information which they may require of the applicant, that he is a proper person to engage in the business specified in section fifty-eight in the classifications for which he has applied, that said business is or will be his principal business, and that he has available a place of business suitable for the purpose. The license shall specify all the premises to be occupied by the licensee for the purpose of carrying on the licensed business. Permits for a change of situation of the licensed premises or for addition thereto may be granted at any time by the licensing board or officer in writing, a copy of which shall be attached to the license. Cities and towns by ordinance or by-law may regulate the situation of the premises of licensees within class 3 as defined in section fifty-eight, and all licenses and permits issued hereunder to persons within said class 3 shall be subject to the provisions of ordinances and by-laws which are hereby authorized to be made. No license or permit shall be issued hereunder to a person within said class 3 until after a hearing, of which seven days' notice shall have been given to the owners of property abutting on the premises where such license or permit is proposed to be exercised. All licenses granted under this section shall be revoked by the licensing board or officer if it appears, after hearing, that the licensee is not complying with sections fifty-seven to sixty-nine, inclusive, or the rules and regulations made thereunder; and no new license shall be granted to such person thereafter, nor to any person for use on the same premises, without the approval of the registrar. The hearing may be dispensed with if the registrar notifies the licensing board or officer that a licensee is not so complying. Any person aggrieved by any action of the licensing board or officer refusing to grant, or revoking a license for any cause may, within ten days after such action appeal therefrom to any justice of the superior court in the county in which the premises sought to be occupied under the license or permit applied for are located. The justice shall, after such notice to the parties as he deems reasonable, give a summary hearing on such appeal, and shall have jurisdiction in equity to review all questions of fact or law and may affirm or reverse the decision of the board or officer and may make any appropriate decree. The decision of the justice shall be final.

**APPLICATION FOR A LICENSE TO BUY, SELL,
EXCHANGE OR ASSEMBLE SECOND HAND
MOTOR VEHICLES OR PARTS THEREOF**

APPLICANT WILL NOT FILL THE FOLLOWING BLANKS

Application No.

License No.

Class.....

Name

Street and No.

City - Town

Date Issued

Remarks.....
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.....
.....
.....
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.....
.....



**The Commonwealth of Massachusetts
William Francis Galvin**

Minimum Fee: \$250.00

Secretary of the Commonwealth, Corporations Division
One Ashburton Place, 17th floor
Boston, MA 02108-1512
Telephone: (617) 727-9640

Articles of Organization

(General Laws, Chapter 156D, Section 2.02; 950 CMR 113.16)

Identification Number: 001386495

ARTICLE I

The exact name of the corporation is:

PACE AUTOMOTIVE, INC.

ARTICLE II

Unless the articles of organization otherwise provide, all corporations formed pursuant to G.L. C156D have the purpose of engaging in any lawful business. Please specify if you want a more limited purpose:

TO CARRY ON THE BUSINESS OF OPERATING MOTOR VEHICLE REPAIR AND RESTORATION FACILITIES FOR THE PURPOSE OF BOTH RESELLING RESTORED OR REPAIRED MOTOR VEHICLES AND TO PERFORM ALL MANNER OF MOTOR VEHICLE REPAIR WORK AND ALL OTHER LAWFUL PURPOSES PURSUANT TO M.G.L. CH. 156 D AND TO THAT END, TO BUY, SELL, LEASE, TRADE, EXCHANGE, ACQUIRE, HOLD, MORTGAGE OR OTHERWISE DEAL IN SUCH PERSONAL PROPERTY AND/OR REAL ESTATE AS MAY BE NECESSARY TO PROPERLY CARRY ON THESE PURPOSES AND TO DO OR PERFORM ALL ACTS AND GENERALLY CARRY ON ANY OTHER BUSINESS AS MAY BE NECESSARY, INCIDENTAL, CONDUCIVE, OR ADVANTAGEOUS TO THE ACCOMPLISHMENT OF ANY OF THE FOREGOING PURPOSES. IN FURTHERANCE OF THE FOREGOING, THE CORPORATION MAY: ESTABLISH AND PROVIDE THE NECESSARY PERSONNEL, SERVICES, FUNDS AND FACILITIES; BUY, SELL, EXCHANGE AND OTHERWISE DISPOSE OF, HOLD, OWN, MANUFACTURE, PRODUCE, IMPORT, EXPORT AND DEAL IN, EITHER AS PRINCIPAL OR AGENT, AND UPON COMMISSION OR OTHERWISE, ALL KINDS OF SERVICES, PRODUCTS OR MERCHANDISE WHATSOEVER, WITHOUT LIMIT AS TO THE AMOUNTS, AND WITH FULL POWER TO DO OR PERFORM ANY AND ALL ACTS CONNECTED THEREWITH, OR ARISING THEREFROM, OR INCIDENTAL THERETO, AND TO DO OR PERFORM ALL ACTS AND GENERALLY CARRY ON ANY OTHER BUSINESS AS MAY BE NECESSARY, INCIDENTAL, CONDUCIVE OR ADVANTAGEOUS TO THE ACCOMPLISHMENT OF ANY OF THE FOREGOING PURPOSES.

ARTICLE III

State the total number of shares and par value, if any, of each class of stock that the corporation is authorized to issue. All corporations must authorize stock. If only one class or series is authorized, it is not necessary to specify.

ARTICLE IV

If more than one class of stock is authorized, state a distinguishing designation for each class. Prior to the issuance of any shares of a class, if shares of another class are outstanding, the Business Entity must provide a description of the preferences, voting powers, qualifications, and special or relative rights or privileges of that class and of each other class of which shares are outstanding and of each series then established within any class.

ARTICLE V

The restrictions, if any, imposed by the Articles of Organization upon the transfer of shares of stock of any class are:

ANY SHAREHOLDER, INCLUDING THE HEIRS, ASSIGNS, EXECUTORS AND ADMINISTRATORS OF A DECEASED SHAREHOLDER, DESIRING TO SELL OR TRANSFER SUCH SHARES OWNED BY SUCH SHAREHOLDER, SHALL FIRST OFFER IT TO THE CORPORATION, THROUGH THE BOARD OF DIRECTORS IN THE FOLLOWING MANNER: HE OR SHE SHALL NOTIFY THE BOARD OF DIRECTORS OF HIS OR HER DESIRE TO SELL OR TRANSFER BY A NOTICE IN WRITING, WHICH NOTICE SHALL CONTAIN THE PRICE AT WHICH HE IS WILLING TO SELL OR TRANSFER AND THE NAME OF ONE ARBITRATOR. THE DIRECTORS SHALL WITHIN THIRTY DAYS THEREAFTER EITHER ACCEPT THIS OFFER, OR, BY NOTICE TO THE SAID SHAREHOLDER IN WRITING, NAME A SECOND ARBITRATOR. THE TWO ARBITRATORS SHALL THEN NAME A THIRD ARBITRATOR. THE THREE ARBITRATORS SHALL THEN PROCEED TO ASCERTAIN THE VALUE OF THE SHARES. IF ANY OF THE ARBITRATORS SHALL NEGLECT OR REFUSE TO ATTEND ANY MEETING CALLED BY THE ARBITRATORS, A MAJORITY MAY ACT IN THE ABSENCE OF SAID ARBITRATOR. AFTER THE ACCEPTANCE OF THE ORIGINAL OFFER, OR AFTER THE FILING WITH THE DIRECTORS OF THE REPORT OF THE ARBITRATORS AS TO THE VALUE OF THE SHARES, THE BOARD OF DIRECTORS SHALL HAVE THIRTY DAYS WITHIN WHICH TO PURCHASE SAID SHARES AT SUCH VALUATION. IF AT THE EXPIRATION OF THIRTY DAYS THE CORPORATION HAS NOT EXERCISED ITS RIGHT TO PURCHASE, THE SHAREHOLDER MAY SELL OR TRANSFER SAID SHARES IN ANY MANNER AS HE MAY SEE FIT. NO SHARES OF STOCK SHALL BE SOLD OR TRANSFERRED ON THE BOOKS OF THE CORPORATION UNTIL THESE PROVISIONS HAVE BEEN COMPLIED WITH, BUT THE BOARD OF DIRECTORS MAY, IN ANY PARTICULAR INSTANCE, WAIVE THE REQUIREMENTS OF THIS SECTION.

ARTICLE VI

Other lawful provisions, and if there are no provisions, this article may be left blank.

Note: The preceding six (6) articles are considered to be permanent and may be changed only by filing appropriate articles of amendment.

ARTICLE VII

The effective date of organization and time the articles were received for filing if the articles are not rejected within the time prescribed by law. If a *later* effective date is desired, specify such date, which may not be later than the 90th day after the articles are received for filing.

Later Effective Date: Time:

ARTICLE VIII

The information contained in Article VIII is not a permanent part of the Articles of Organization.

a,b. The street address of the initial registered office of the corporation in the commonwealth and the name of the initial registered agent at the registered office:

Name: SEAN R. PACE
No. and Street: 51 DILLA STREET
City or Town: MILFORD State: MA Zip: 01757 Country: USA

c. The names and street addresses of the individuals who will serve as the initial directors, president, treasurer and secretary of the corporation (an address need not be specified if the business address of the officer or director is the same as the principal office location):

Title	Individual Name First, Middle, Last, Suffix	Address (no PO Box) Address, City or Town, State, Zip Code
PRESIDENT	SEAN R. PACE	51 DILLA STREET MILFORD, MA 01757 USA
TREASURER	JAMIE L. PACE	51 DILLA STREET MILFORD, MA 01757 USA
SECRETARY	JAMIE L. PACE	51 DILLA STREET MILFORD, MA 01757 USA
DIRECTOR	SEAN R. PACE	51 DILLA STREET MILFORD, MA 01757 USA
DIRECTOR	JAMIE L. PACE	51 DILLA STREET MILFORD, MA 01757 USA

d. The fiscal year end (i.e., tax year) of the corporation:
December

e. A brief description of the type of business in which the corporation intends to engage:

MOTOR VEHICLE REPAIR AND SALES.

f. The street address (post office boxes are not acceptable) of the principal office of the corporation:

No. and Street: 36 PROVIDENCE LANE
City or Town: WHITINSVILLE State: MA Zip: 01588 Country: USA

g. Street address where the records of the corporation required to be kept in the Commonwealth are located (post office boxes are not acceptable):

No. and Street: 51 DILLA STREET
City or Town: MILFORD State: MA Zip: 01757 Country: USA

which is

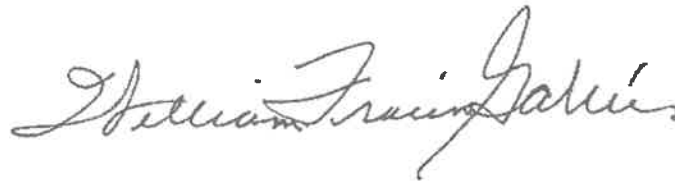
- its principal office
 an office of its secretary/assistant secretary
 an office of its transfer agent
 its registered office

THE COMMONWEALTH OF MASSACHUSETTS

I hereby certify that, upon examination of this document, duly submitted to me, it appears that the provisions of the General Laws relative to corporations have been complied with, and I hereby approve said articles; and the filing fee having been paid, said articles are

deemed to have been filed with me on:

June 03, 2019 04:15 PM

A handwritten signature in cursive script, reading "William Francis Galvin".

WILLIAM FRANCIS GALVIN

Secretary of the Commonwealth



TOWN OF NORTHBRIDGE
OFFICE OF THE TOWN CLERK

Statement of Discontinuance, Change of Residence, Change of Location of Business,
Withdrawal, or Deceased from Business or Partnership

Date: June 18, 2019

In conformity with the provisions of Chapter one hundred and ten, section five, of the General Laws of Massachusetts, as amended, the undersigned hereby declare(s) that _____ (has) (have) this day (discontinued) (retired from) (withdrawn from) the business of

_____ conducted at _____

in the Town of Northbridge, as set forth in the certificate filed in the office of the Town Clerk on _____.

Name	Address

Signature

I hereby state that the (location) (name) of the (business) (my residence) as it appears on the business certificate of Pace Auto Service

filed on February 12, 2018 has been changed to

Pace Automotive Inc DBA Pace Auto Service

[Signature]

Signature

Worcester ss.

Date: June 18, 2019

Personally appeared before me the above-named Sean Pace

and made oath that the foregoing statements are true.

A TRUE COPY ATTEST:
[Signature]
**TOWN CLERK
NORTHBRIDGE, MA**

[Signature]
Asst. Town Clerk
Title



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/18/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER Bright Agency, Inc 6 Congress St. P.O. Box 424 Milford MA 01757	CONTACT NAME: Kourtney Welch PHONE (A/C, No, Ext): (508) 473-0556 E-MAIL ADDRESS: kwelch@brightinsurance.com	FAX (A/C, No): (508) 478-6709
	INSURER(S) AFFORDING COVERAGE	
INSURED Pace Automotive, Inc, DBA: Pace Auto Service JSP Associates, LLC 1 Huff Road Milford MA 01757	INSURER A: Travelers Casualty Ins Co of America	
	INSURER B: Travelers Insurance	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL2021812438 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

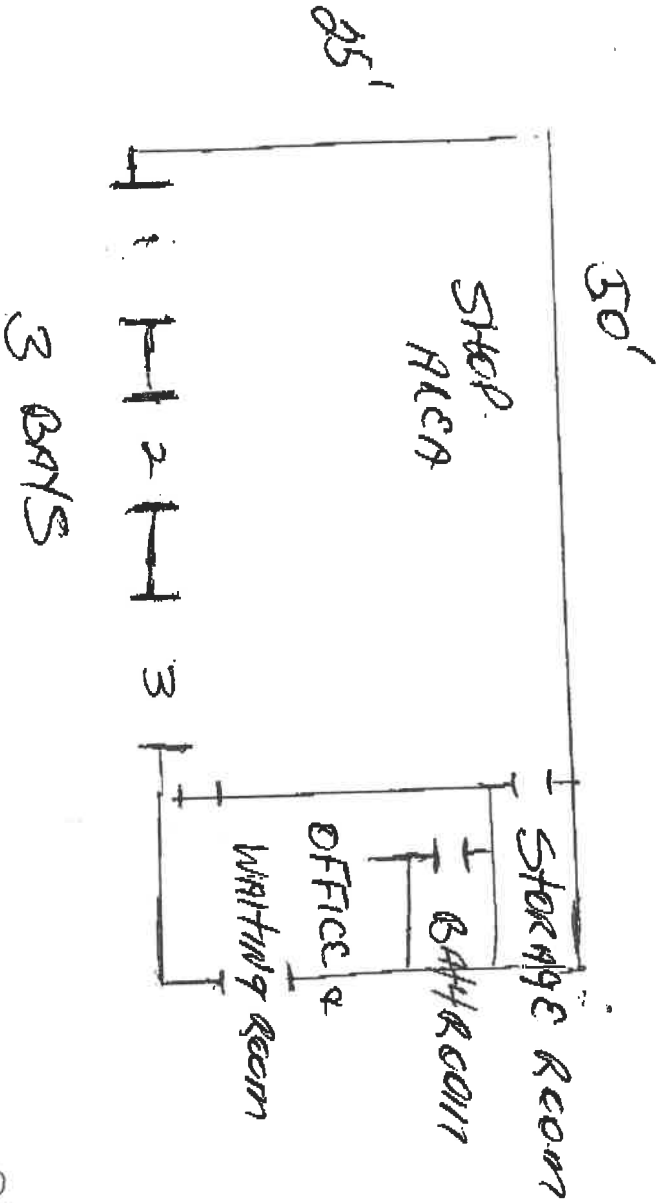
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			680-0K862506-20-42	02/08/2020	02/08/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Hired/Nonowned Auto \$ INCL
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y / N <input checked="" type="checkbox"/> Y N / A	UB-4P841951-19-42-G	12/30/2019	12/30/2020	PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Town of Northbridge 7 Main St Whitinsville MA 01588	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	---

36 PROVIDENCE LANE

FEET
E WALKWAYS & DRIVEWAYS
13'-0"±



Site Reviewed
10:40 AM
B-1-05

[Handwritten Signature]



DAVID M. WHITE
FIRE CHIEF

TOWN OF NORTHBRIDGE
FIRE DEPARTMENT

193 Main Street
Whitinsville, Massachusetts 01588
Phone: (508) 234-8448

February 12, 2020

To:
Sean Pace

Re:
Pace Auto: 36 Providence Lane

To whom it may concern,

On January 27, 2020, a fire inspection was conducted for Pace Auto, located at 36 Providence Lane, by the Northbridge Fire Department. Upon completion of the inspection, a letter was sent to the business owner for violations that needed attention.

On February 12, 2020, a follow-up inspection was completed, finding all violations were fixed. The business at 36 Providence Lane named Pace Auto is currently abiding by all fire department codes and regulations.

If there are questions at any time, please contact the Northbridge Fire Department at (508)234-8448. Thank you.

Respectfully,

Michael Killeen
Firefighter / Paramedic

cc: Fire Chief David White
Jim Sheehan

“SMOKE DETECTORS SAVE LIVES”

NTM License Slips

Row 4

Current Status On Agenda for 3.9.20

Done

License ID: NTM#16095

License Type: Class II Used Car Dealers

Description: Pace Automotive, Inc. dba Pace Auto Service, located at 36 Providence Lane is looking to obtain a Class II Used car dealers license. Manger's Sean Pace and Jamie Pace. Currently a special permit is in place for a maximum of 10 vehicles for sale at any time.

Business: Pace Automotive, Inc. dba Pace Auto Service

Applicant: Sean Pace

Address: 36 Providence Lane

Approval Target 03/05/20

Slip Started on: 02/25/20 9:18 AM

PLANNING Approve:

PLANNING Comments: -subject to site plan if so required by Bldg. Insp. (Zoning) and/or special permit

POLICE Approve:

POLICE Comments:

FIRE Approve:

FIRE Comments:

BUILDING ZONING Approve:

BUILDING ZONING Comments:

CONSERVATION Approve:

CONSERVATION N/A
Comments:

HEALTH
Approve:

HEALTH N/A
Comments:

ASSESSORS
Approve:

ASSESSORS
Comments:

TREASURER
COLLECTOR
Approve:

TREASURER There is an outstanding 2019 personal property bill for Pace auto in
COLLECTOR the amount of approximately \$70 that will need to be brought
Comments: current.

✓ Paid

 **Comments**

Melissa Wetherbee (mwetherbee@northbridgemass.org) | March 2, 2020 3:12 PM

Personal Property taxes were paid on 2/26/20 and Pace is now in good standing

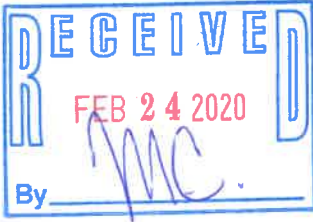
circles
alastair

B

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 TC 2.25.20

Date: 02/02/2020

Name Steven Jeffrey Gniadek

P. O. Box

Home Address [redacted], Northbridge, MA 01534

Email Address [redacted]

Telephone Cell [redacted]

Business Solitude Lake Management

Address 590 Lake St, Shrewsbury, MA 01545 Tel.

Current Occupation/Title Sales Support Specialist and New England Administrator

Education Northbridge High School - 2007 diploma

University of South Dakota - 2011

Governmental, Civic & Community Activities N/A

Charitable & Educational Activities N/A

Town Committees or Offices N/A

I am interested in the following Committees: Conservation Commission

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

NAME:

PRECINCT#

TOWN OF NORTHBRIDGE

COMMITTEE INTEREST (Indicate Committee preference)

- | | |
|----------------------------|----|
| 1. Conservation Commission | 4. |
| 2. | 5. |
| 3. | 6. |

Present Interest or business affiliation (dates, places)

(see resume)

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

Solitude Lake Management - 2018 to present

Mississippi River Watershed Cleanup - 2010 to 2011 - one year duration
volunteer

Special skills and education (be specific)

(see resume)

How experience relates to particular committee interest

Aside from a life-long, personal interest in nature conservation and involvement with wetland/watershed care, my current job works with conservation commissions state-wide and I want to be involved and weigh in on my own town's projects in accordance with environmental law.

ADDITIONAL COMMENTS:

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



Steven J. Gniadek

XXXXXXXXXX
Northbridge, MA 01534

XXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXX

Objective

To serve in operational, administrative, or support roles in professional environmental services industries.

Experience

Sales Support Specialist and New England Administrator - SÖLitude Lake Management

Shrewsbury, Massachusetts - April 2019 to Present

SÖLitude Lake Management is dedicated to making water a healthier and more beautiful part of our world. In that pursuit, SÖLitude offers sustainable solutions that improve water quality, enhance beauty, preserve natural resources, and reduce our environmental footprint.

I was one of the four selected to support sales and business development for the entirety of the United States, with an intermittent focus on New England/Northern Atlantic development and environmental compliance.

I was also the receiver of the 2019 Company Selfless Service Award.

- Work with all project stakeholders to gather requirements and information for customer and subcontractor projects
- Create and manage contracts, and ensure accuracy and compliance with local, regional, and national environmental laws
- Create and manage daily and weekly reports, including sales pipeline reports, project profitability reports, contract renewal reports from Salesforce and distribute them to all field personnel
- Create project-related quotes and proposals based on project requirements
- Track the lifecycle of all leads, prospects, and contracts in Salesforce
- Input national leads into Salesforce
- Delegate projects and proposal requests among team members, as necessary
- Create instructions, procedures, and templates to ensure proposal accuracy
- Serve as the Google Drive/Suite "super user" for the sales support team and the whole company
- Implement and manage contract termination forms for sales team
- Train new SSA and Inside Sales team members, as needed
- Acquired 2019 Kasco product line expert certificate
- Create efficient methods for deadline responsibilities and to achieve desired results
- Create reports with New England and New York-specific projects in Salesforce to track contract stage and status

Regional Administrator - SÖLitude Lake Management

Shrewsbury, Massachusetts - October 2018 to April 2019

- Provide customer service for all northern New England-based clientele
- Schedule projects compliant with local, regional and national environmental laws
- Create efficient methods for deadline responsibilities and to achieve desired results
- Update client-facing website pages with pertinent and relevant information regarding local environmental laws, project-specific requirements and restrictions
- Correspond with local government officials and local municipalities

- Monitor and maintain a master list of projects and track project status
- Complete and manage project-related documentation, permits, correspondence, and forms and distribute to the necessary stakeholders and organizations
- Use Microsoft Dynamic Navision for AR, invoicing, and service history
- Create report with New England-specific projects in SalesForce to track contract stage and status
- Make travel arrangements for field personnel and project stakeholders

Guitar Center Studios (GCS) Musician Services and Education – Guitar Center, Inc.

Millbury, Massachusetts – February 2018 to October 2018

Guitar Center, Inc. is the world's largest retailer of guitars, amplifiers, drums, keyboards, recording, live sound, DJ and lighting equipment with more than 260 stores across the U.S. Supplying consumers with an unrivaled in-store experience from a carefully chosen staff with a passionate commitment to making instrumental gear easy to learn about and buy for both musicians and non-musicians alike.

Guitar Center Studios (GCS) is a division of Guitar Center that offers a variety of direct musical and educational services to the public. Musical education and development, repairs, rentals, and community classes/workshops.

As a senior team member, I was selected to spearhead, orchestrate and manage this new lesson-focused program at the Millbury location.

- Create master GCS lessons schedule for students and staff (voice, guitar/bass, ukulele, drums, brass, recording software and piano)
- Prospect new students
- Drive lesson and rehearsal package sales
- Input customer information and maintain digital customer management and lead tracking system
- Ensure consistent community rapport in accordance with "Student Success Strategies"
- Maintain Grand Opening Look Daily (GOLD) standards (maintain merchandising and displays)
- Work with marketing team to retrieve and stock curriculum displays (i.e. course books, advertisement supplies, pamphlets)
- Establish and enforce department policies
- Ensure lesson rooms appear clean and professional before and after each lesson held
- Work with students and customers directly to schedule, reschedule, and maintain lessons, rehearsals and student reward programs
- Work with students to inform, instruct and educate on proper care and upkeep of their instruments
- Create, coordinate, manage and supervise in-store events (open houses, recitals, workshops, summer camps and community classes)
- Implement, track, manage and engage students with the Student Reward Program
- Utilizing community classes and workshops as trial lessons to increase interest and student growth
- Maintain instructors schedule and "Master Schedule" integrity and accuracy
- Recruit and train new instructors and staff as needed
- Supervise all lessons instructors and ensure instructors are following curriculums
- Set up and process customer transactions with automated internal payment system
- Run daily booking reports and daily activities reports
- Report to district manager at the close of business each day with daily reports
- Maintain proper and compliant file management for customer files, transactions, and records
- Create customer contract management system
- Perform GCS and general administrative tasks
- Attend regular GCS in-person meetings and conference calls with regional stores and managerial personnel
- Contribute and brainstorm ideas to improve GCS program

- Continue lead operations manager responsibilities (oversee sales staff, operations, inventory control and security measures for the store as a whole)
- Continue to manage store eCommerce sales, product marketing, and the procurement/service of online customer orders
- Continue to manage and handle store cash from preparing cash register drawers to securing and preparing cash deposits for Armored Guard
- Provide sales and system training for newly-hired associates
- Continue to help manage store operations and staff (sales, shipping/receiving, inventory control and customer support)
- Continue to work with Customer Service Manager to solve customer issues
- Continue Assistant Store Manager tasks and duties
- Compile all sales and services reports and send to District Manager every night at close of business
- Manage all remaining staff of the day to perform closing store duties and tasks at the end of daily business
- Continue to maintain store safety and security according to company policies and procedures as well as local and federal legislation
- Implement and ensure store safety and security at the end of daily business

Lead Operations Manager/Assistant Store Manager – Guitar Center, Inc.

May 2016 to February 2018

- Manage store operations and staff (sales, shipping/receiving, inventory control and customer support)
- Merchandise platinum products
- Implement and maintain price integrity
- Perform daily security checks, walkthroughs, and basic housekeeping before business hours
- Maintain store safety and security according to company policies and procedures as well as local and federal legislation
- Manage and handle store cash from preparing cash register drawers to securing and preparing cash deposits for Armored Guard
- Manage and oversee store sales transactions, authorizations, trade-in forms and other customer support functions
- Assess problems with products/equipment with repair technician to ensure quality assurance before reselling products
- Manage store eCommerce sales, product marketing, and the procurement/service of online customer orders
- Analyze current inventory, assist with inventory control functions, and maintain inventory efficiency
- Analyze district sales performance reports
- Perform general administrative tasks (as needed)
- Work with Customer Service Manager to solve customer issues
- Work with Operations Manager to complete miscellaneous tasks
- Train new sales associates and staff (as needed)
- Fill in for sales associates in various departments (as needed)
- Report to Operations Manager, Store Manager, and Regional Manager

Department Manager, Sales and Training

August 2015 to May 2016

- Manage small team of sales associates within department
- Enhance in-store customer experience by showcasing and encouraging interaction with musical instruments and equipment
- Implement sales tactics to increase product sell-through
- Continue to exceed monthly sales goals
- Participate in store operations, including merchandising, displays, security and maintenance of department

- Assist customers participating in store's equipment trade-in program
- Assist Operations Manager with inventory control and analysis
- Adhere to store safety standards, policies, and procedures for customer and employee safety
- Train new employees and assist with organizing new-hire training program for sales associates

Sales Associate

October 2013 to August 2015

- Perform sales transactions and provide customer service and support in both face-to-face and telephone interactions
- Adhere to personal sales goal program - *Multiple district and nationwide winner for exceeding monthly sales goals*
- Develop and maintain customer relationships
- Promote in-store and online product and financing promotions and customer loyalty programs
- Work with customers and aid them in purchase decisions, helping to find products that meet their needs
- Ensure merchandising and accurate price integrity of department products
- Re-stock and organize inventory in department
- Perform quality check of products to ensure they meet quality standards
- Meet customer demands in a timely manner

My superiors and coworkers have repeatedly described my performance and work ethic as above average. I am hard-working, dependable, and always on time. I was trained in multiple departments because of my eagerness to learn new tasks, skills, and completing them on time.

Project Designer, ChameleonsVox

January 29th, 2015 - Present

ChameleonsVox is the continuation of legendary post-punk band "The Chameleons", arguably one of the most influential guitar bands to ever come out of Manchester, England. ChameleonsVox features original vocalist, bassist and principal composer, Mr. Mark Burgess.

- Commissioned to create cover photo design for band's Facebook fan group and global advertisements
- Manage the mass distribution of print advertisements and product sales
- Work with Mr. Burgess to implement designs for album artworks
- Create merchandise and concert lanyard designs for guest passes

Education

The University of South Dakota

Vermillion, South Dakota — June 2007 to May 2011

Northbridge High School

Whitinsville, Massachusetts — High School Diploma, May 2007

***S*kills**

- Salesforce Implementation, Business Development and Administration
- Administration/Administrative Support
- Google Drive/Suite Programs
- Google Earth
- Environmental Compliance
- Herbicide Permit Preparation
- Data Collection and Internet Research
- Accounts Receivable
- Microsoft Dynamic Navision
- Microsoft Office Programs
- Customer Service
- Sales
- eCommerce
- Communication Skills (written and verbal, customers and employees in a professional manner)
- Marketing and Advertising
- Inventory Analyzing and Control
- Multitasking Skills
- Proficient Knowledge and Identification of over 900 North American bird species
- Handling and proficient knowledge of birds, invertebrates, reptiles and exotic animals
- Social Media
- Creative PC and Mac Programs
- Creative/graphic design
- Various musical instruments, technology, and equipment

***R*eferences**

Available upon request.

THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF NORTHBRIDGE

APPLICATION FOR COMMON VICTUALLER LICENSE

TO THE LICENSING AUTHORITIES:

The undersigned hereby applies for a License in accordance with the provisions of the Statutes relating thereto
(FULL NAME OF PERSON, FIRM OR CORPORATION MAKING APPLICATION):

Twins Nutrition, LLC db/a Twins Nutrition

STATE CLEARLY PURPOSE FOR WHICH LICENSE IS REQUESTED: **[Common Victualler]**

TO: ~~bar seating area~~ To sell teas and shakes

GIVE LOCATION BY STREET AND NUMBER:

AT: 12 Cross Street
Whitinsville, MA 01588

in said **Town of Northbridge** in accordance with the rules and regulations made under authority of said Statutes.

Choose one: New License Transfer

LIST THE DAYS AND HOURS OF PROPOSED OPERATION:

DURING: Monday-Friday 7a-5p
Saturday 9a-2p

Christina Pare
(Signature of Applicant)

Mailing Address:

Print Name: Christina Pare/Twins Nutrition

Address: 12 Cross St

City: Whitinsville

State, Zip: MA 01588

Received: 2/24/20 5:45PM
(Date) (Time)

This license will expire on December 31 of the current year and must be renewed annually prior to January 1.

Official Use only
Date License Granted:



**The Commonwealth of Massachusetts
William Francis Galvin**

Minimum Fee: \$500.00

Secretary of the Commonwealth, Corporations Division
One Ashburton Place, 17th floor
Boston, MA 02108-1512
Telephone: (617) 727-9640

Certificate of Organization

(General Laws, Chapter)

Identification Number: 001427040

1. The exact name of the limited liability company is: TWINS NUTRITION LLC

2a. Location of its principal office:

No. and Street: 12 CROSS ST
City or Town: WHITINSVILLE State: MA Zip: 01588 Country: USA

2b. Street address of the office in the Commonwealth at which the records will be maintained:

No. and Street: 12 CROSS ST
City or Town: WHITINSVILLE State: MA Zip: 01588 Country: USA

3. The general character of business, and if the limited liability company is organized to render professional service, the service to be rendered:

POWDER TEA & SHAKE NUTRITIONAL CLUB

4. The latest date of dissolution, if specified:

5. Name and address of the Resident Agent:

Name: CHRISTINA PARE
No. and Street: 12 CROSS ST
City or Town: WHITINSVILLE State: MA Zip: 01588 Country: USA

I, CHRISTINA PARE resident agent of the above limited liability company, consent to my appointment as the resident agent of the above limited liability company pursuant to G. L. Chapter 156C Section 12.

6. The name and business address of each manager, if any:

Title	Individual Name First, Middle, Last, Suffix	Address (no PO Box) Address, City or Town, State, Zip Code
MANAGER	CHRISTINA PARE	12 CROSS ST WHITINSVILLE, MA 01588 USA
MANAGER	AMANDA J TRUDELL	12 CROSS ST WHITINSVILLE, MA 01588 USA

8. The name and business address of the person(s) authorized to execute, acknowledge, deliver and record any recordable instrument purporting to affect an interest in real property:

Title	Individual Name First, Middle, Last, Suffix	Address (no PO Box) Address, City or Town, State, Zip Code
REAL PROPERTY	CHRISTINA PARE	12 CROSS ST WHITINSVILLE, MA 01588 USA
REAL PROPERTY	AMANDA J TRUDELL	12 CROSS ST WHITINSVILLE, MA 01588 USA

9. Additional matters:

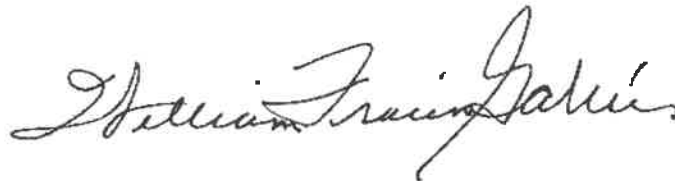
SIGNED UNDER THE PENALTIES OF PERJURY, this 21 Day of February, 2020,
CHRISTINA PARE

(The certificate must be signed by the person forming the LLC.)

THE COMMONWEALTH OF MASSACHUSETTS

I hereby certify that, upon examination of this document, duly submitted to me, it appears that the provisions of the General Laws relative to corporations have been complied with, and I hereby approve said articles; and the filing fee having been paid, said articles are deemed to have been filed with me on:

February 21, 2020 03:12 PM

A handwritten signature in cursive script that reads "William Francis Galvin". The signature is written in black ink and is centered on the page.

WILLIAM FRANCIS GALVIN

Secretary of the Commonwealth

NTM License Slips

Row 1

Current Status On Agenda for 3.9.20

Done

License ID: NTM#16100

License Type: Common Vic.

Description: Twins Nutrition, LLC dba Twins Nutrition is looking to open a store to sell tea and shakes.

Business: Twins Nutrition, LLC dba Twins Nutritio

Applicant: Christina Pare

Address: 12 Cross Street

Approval Target 03/09/20

Slip Started on: 03/06/20 11:37 AM

PLANNING Approve:

PLANNING Comments: Proposed new use would not require Site Plan review of the Planning Board

POLICE Approve:

POLICE Comments:

FIRE Appove:

FIRE Comments:

BUILDING ZONING Approve:

BUILDING ZONING Comments: Subject to issuance of building permit and final approvals.

CONSERVATION Approve:

CONSERVATION N/A

Comments:

HEALTH
Approve:



HEALTH
Comments:

Subject to receipt of additional documentation (already requested), payment of annual food permit fee, and health inspection prior to opening.

ASSESSORS
Approve:



ASSESSORS
Comments:

TREASURER
COLLECTOR
Approve:



TREASURER
COLLECTOR
Comments:

THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF NORTHBRIDGE

APPLICATION FOR A ONE-DAY WEEKDAY ENTERTAINMENT
LICENSE

TO THE LICENSING AUTHORITIES:

The undersigned hereby applies for a License in accordance with the provisions of the Statutes relating thereto
(FULL NAME OF PERSON, FIRM OR CORPORATION MAKING APPLICATION):

Blackstone Valley Chamber of Commerce

TO: Obtain a One-day Entertainment License for:

Type: (Check all that apply):			
<input type="checkbox"/> Concert	<input type="checkbox"/> Dance	<input checked="" type="checkbox"/> Exhibition	<input type="checkbox"/> Cabaret Public Show
<input type="checkbox"/> Live band	<input type="checkbox"/> Other: _____		
Includes:			
<input checked="" type="checkbox"/> Dancing by patrons	<input checked="" type="checkbox"/> Dancing by entertainers or performers	<input checked="" type="checkbox"/> Recorded music	
<input checked="" type="checkbox"/> Live music	<input checked="" type="checkbox"/> Amplification System	<input checked="" type="checkbox"/> Floor show	
<input type="checkbox"/> Light show	<input checked="" type="checkbox"/> Theatrical exhibition, play or moving picture show	<input type="checkbox"/> Other dynamic audio or visual show (whether live or recorded)	
<input checked="" type="checkbox"/> INDOOR <input type="checkbox"/> OUTDOOR <input type="checkbox"/> BOTH			

GIVE LOCATION BY STREET AND NUMBER:

AT: Northbridge High School

in said Town of Northbridge in accordance with the rules and regulations made under authority of said Statutes.

ON: (date and time)* 3.14.2020

Print Name: Jeannie Hebert
Address: 508.234.9090
City: Whitinsville
State, Zip: MA
Phone: 508.234.9090
Email: jhebert@blackstonevalley.org


(Signature of Applicant)

Received: _____ (Date) (Time)
Agenda: _____

Date License Granted

****Please note a separate application is needed for a one-day Sunday Entertainment**



March 4, 2020

Melissa Ciaramitaro
Sr. Adm. Asst./HR. Asst.
Town Manager's Office
Town of Northbridge
7 Main Street Whitinsville, MA 01588

Dear Melissa,

The following is a list of the types of entertainment we will have at the Home and Community EXPO on Saturday March 14, 2020 at Northbridge High School. Event times are 10:00AM-2:00PM.

- K9 Demo
- Central MA Pop Warner Challenger Cheer
- Murphy's Irish Step Dancers
- Mascot Dance Off
- Family Karate Center
- Sax Around The Blackstone
- Pie Eating Contest/Chowder Fest

If you have any further questions, don't hesitate to reach out.

Warmly,

A handwritten signature in black cursive script that reads "Liz".

Liz O'Neil
Programs & Events Coordinator
Blackstone Valley Chamber of Commerce
670 Linwood Avenue, Suite 5
Whitinsville, MA 01588
(508)234-9090 x102
loneil@blackstonevalley.org

NTM License Slips

Row 1

Current Status On Agenda for March 9, 2020

Done

License ID: NTM#16098

License Type: Weekday One-Day Entertainment

Description: Blackstone Valley Chamber of Commerce request an application for their Home and Business Expo, located at the Northbridge High School on Saturday, March 14, 2020 from 10 AM to 2 PM

Business: Blackstone Valley Chamber of Commerce

Applicant: Jeannie Hebert

Address: Event: Northbridge High School Field House, 427 Linwood Ave

Approval Target 03/04/20

Slip Started on: 03/02/20 3:02 PM

PLANNING Approve:

PLANNING Comments: N/A -not applicable

POLICE Approve:

POLICE Comments: Subject to the detail requirements of the police department

FIRE Approve:

FIRE Comments:

BUILDING ZONING Approve:

BUILDING ZONING Comments:

CONSERVATION Approve:

CONSERVATION N/A
Comments:

HEALTH
Approve:

HEALTH
Comments: All food vendors are required to obtain a One-Day food permit.

ASSESSORS
Approve:

ASSESSORS
Comments:

TREASURER
COLLECTOR
Approve:

TREASURER
COLLECTOR
Comments:



No fee

THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF NORTHBRIDGE

APPLICATION FOR A ONE-DAY WEEKDAY ENTERTAINMENT
LICENSE

TO THE LICENSING AUTHORITIES:

The undersigned hereby applies for a License in accordance with the provisions of the Statutes relating thereto
(FULL NAME OF PERSON, FIRM OR CORPORATION MAKING APPLICATION):

George Washington Whitin Memorial Community Association aka Whitin Community Center

TO: Obtain a One-day Entertainment License for:

Type: (Check all that apply):			
<input type="checkbox"/> Concert	<input checked="" type="checkbox"/> Dance	<input type="checkbox"/> Exhibition	<input type="checkbox"/> Cabaret Public Show
<input type="checkbox"/> Live band		<input checked="" type="checkbox"/> Other: <u>GA</u>	
Includes:			
<input checked="" type="checkbox"/> Dancing by patrons	<input type="checkbox"/> Dancing by entertainers or performers	<input type="checkbox"/> Recorded music	
<input checked="" type="checkbox"/> Live music	<input checked="" type="checkbox"/> Amplification System	<input type="checkbox"/> Floor show	
<input type="checkbox"/> Light show	<input type="checkbox"/> Theatrical exhibition, play or moving picture show	<input type="checkbox"/> Other dynamic audio or visual show (whether live or recorded)	
<input checked="" type="checkbox"/> INDOOR <input type="checkbox"/> OUTDOOR <input type="checkbox"/> BOTH			

GIVE LOCATION BY STREET AND NUMBER:

AT: Whitin Community Center * Gala
in said Town of Northbridge in accordance with the rules and regulations made under authority of said Statutes.

ON: (date and time) * May 2, 2020, 6:30-10:30pm

Heather Sawyer Cloter
(Signature of Applicant)

Print Name: Heather Cloter

Address: 60 Main St.

City: Whitinsville

State, Zip: MA, 01588

Phone: 508.334.8184 x112

Email: Heather.Cloter@argym.org

Received:	<u>2/25/20</u>	<u>9:32</u>
	(Date)	(Time)
Agenda:	<u>March 9, 2020</u>	

Date License Granted

****Please note a separate application is needed for a one-day Sunday Entertainment**



The Commonwealth of Massachusetts
 Department of Industrial Accidents
 Office of Investigations
 600 Washington Street
 Boston, MA 02111
 www.mass.gov/dia

If you carry Workers Comp. Insurance, you must provide proof to the Town in the form of a Certificate of Insurance.

Workers' Compensation Insurance Affidavit: General Businesses

Applicant Information

Please Print Legibly

Business/Organization Name: G.M. Whitin Memorial Community Association Inc.

Address: 60 Main St.

City/State/Zip: Whitinsville, MA. 01588 Phone #: 508-234-8184

Are you an employer? Check the appropriate box:

1. I am an employer with 116 employees (full and/or part-time).*

2. I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]

3. We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]**

4. We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

5. Retail

6. Restaurant/Bar/Eating Establishment

7. Office and/or Sales (incl. real estate, auto, etc.)

8. Non-profit

9. Entertainment

10. Manufacturing

11. Health Care

12. Other _____

*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.
 **If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.

Insurance Company Name: Amtrust North America, Inc. (Technology Insurance Co.)

Insurer's Address: P.O. Box 6939

City/State/Zip: Cleveland, OH 44101-1939

Policy # or Self-ins. Lic. # TWC3682618 Expiration Date: 12/31/2020

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.

Signature: Kathleen Saw Cote Date: February 24, 2020

Phone #: 508-234-8184 x112

Official use only. Do not write in this area, to be completed by city or town official.

City or Town: Northbridge Permit/License # _____

Issuing Authority (circle one):
 1. Board of Health 2. Building Department 3. City/Town Clerk 4. Licensing Board 5. Selectmen's Office
 6. Other _____

Contact Person: Melissa Wetherbee Phone #: 508-234-2095

NTM License Slips

Row 3

Current Status On Agenda 3.9.20

Done

License ID: NTM#16097

License Type: One-Day Weekday Entertainment License

Description: Whitin Community Center is requesting a one-day weekday entertainment application for their Gala event scheduled on May 2, 2020 from 6:30PM - 10:30PM in foors at the Whitin Community Center

Business: Whitin Community Center

Applicant: Heather Elster

Address: 60 Main Street

Approval Target 03/05/20

Slip Started on: 02/25/20 5:15 PM

PLANNING Approve:

PLANNING Comments: N/A -not applicable

POLICE Approve:

POLICE Comments:

FIRE Approve:

FIRE Comments:

BUILDING ZONING Approve:

BUILDING ZONING Comments:

CONSERVATION Approve:

CONSERVATION N/A

Comments:

HEALTH

Approve:



HEALTH

Comments:

Any food service planned for this event will require a One-Day Food Permit from the Board of Health

ASSESSORS

Approve:



ASSESSORS

Comments:

TREASURER

COLLECTOR

Approve:

TREASURER

COLLECTOR

Comments:

THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF NORTHBRIDGE

EQ

No fee

**APPLICATION FOR A ONE-DAY WEEKDAY ENTERTAINMENT
LICENSE**

TO THE LICENSING AUTHORITIES:

The undersigned hereby applies for a License in accordance with the provisions of the Statutes relating thereto
(FULL NAME OF PERSON, FIRM OR CORPORATION MAKING APPLICATION):

George Marston Whitin Memorial Community Association dba Whitin Community Center

TO: Obtain a One-day Entertainment License for:

Type: (Check all that apply):	<input type="checkbox"/> Concert	<input checked="" type="checkbox"/> Dance	<input type="checkbox"/> Exhibition	<input type="checkbox"/> Cabaret Public Show
	<input type="checkbox"/> Live band		<input checked="" type="checkbox"/> Other: <u>DJ</u>	
Includes:	<input type="checkbox"/> Dancing by patrons	<input type="checkbox"/> Dancing by entertainers or performers	<input type="checkbox"/> Recorded music	
	<input type="checkbox"/> Live music	<input checked="" type="checkbox"/> Amplification System	<input type="checkbox"/> Floor show	
	<input type="checkbox"/> Light show	<input type="checkbox"/> Theatrical exhibition, play or moving picture show	<input type="checkbox"/> Other dynamic audio or visual show (whether live or recorded)	
	<input type="checkbox"/> INDOOR	<input checked="" type="checkbox"/> OUTDOOR	<input type="checkbox"/> BOTH	

GIVE LOCATION BY STREET AND NUMBER:

AT: WCC's Whitin Park * Cars in the Park
in said Town of Northbridge in accordance with the rules and regulations made under authority of said Statutes.

ON: (date and time) * August 15, 2020, 10am-4pm

Heather Saw Cetera
(Signature of Applicant)

Print Name: Heather Cister

Address: 60 Main St.

City: Whitinsville

State, Zip: Ma. 01588

Phone: 508-234-8184 x112

Email: Heather.Cister@orgym.org

Received:	<u>2/25/20</u>	<u>9:32</u>
	(Date)	(Time)
Agenda:	<u>March 9, 2020</u>	

Date License Granted

****Please note a separate application is needed for a one-day Sunday Entertainment**



The Commonwealth of Massachusetts
 Department of Industrial Accidents
 Office of Investigations
 600 Washington Street
 Boston, MA 02111
 www.mass.gov/dia

If you carry Workers Comp. Insurance, you must provide proof to the Town in the form of a Certificate of Insurance.

Workers' Compensation Insurance Affidavit: General Businesses

Applicant Information

Please Print Legibly

Business/Organization Name: G.M. Whitin Memorial Community Association, Inc.

Address: 10 Main St.

City/State/Zip: Whitinsville, MA. 01588 Phone #: 508.234.8184

Are you an employer? Check the appropriate box:

- 1. I am an employer with 116 employees (full and/or part-time).*
- 2. I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
- 3. We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]**
- 4. We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

- 5. Retail
- 6. Restaurant/Bar/Eating Establishment
- 7. Office and/or Sales (incl. real estate, auto, etc.)
- 8. Non-profit
- 9. Entertainment
- 10. Manufacturing
- 11. Health Care
- 12. Other _____

*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.

**If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.

Insurance Company Name: Amtrust North America, Inc. (Technology Insurance, Co.)

Insurer's Address: P.O. Box 6939

City/State/Zip: Cleveland, OH 44101-1939

Policy # or Self-ins. Lic. # TWC 3682618 Expiration Date: 12/31/2020

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.

Signature: Heather Law Ester Date: February 24, 2020

Phone #: 508.234.8184 x112

Official use only. Do not write in this area, to be completed by city or town official.

City or Town: Northbridge Permit/License # _____

Issuing Authority (circle one):

- 1. Board of Health
- 2. Building Department
- 3. City/Town Clerk
- 4. Licensing Board
- 5. Selectmen's Office
- 6. Other _____

Contact Person: Melissa Wetherbee Phone #: 508-234-2095

NTM License Slips

Row 4

Current Status On BOS Agenda 3.9.20

Done

License ID: NTM#16096

License Type: One-Day Weekday Entertainment

Description: Whitin Community Center is looking for a one-day weekday entertainment license for their Cars in the Park event to be held on August 15, 2020 from 10 AM to 4 PM

Business: Whitin Community Center

Applicant: Heather Elster

Address: 60 Main Street

Approval Target 03/05/20

Slip Started on: 02/25/20 5:10 PM

PLANNING Approve:

PLANNING Comments: N/A -not applicable

POLICE Approve:

POLICE Comments:

FIRE Approve:

FIRE Comments:

BUILDING ZONING Approve:

BUILDING ZONING Comments:

CONSERVATION Approve:

CONSERVATION N/A

Comments:

**HEALTH
Approve:**



**HEALTH
Comments:**

Any vendors providing food for this event will be required to obtain a One Day Food Permit from the Board of Health.

**ASSESSORS
Approve:**



**ASSESSORS
Comments:**

**TREASURER
COLLECTOR
Approve:**



**TREASURER
COLLECTOR
Comments:**

On 3/9/20 agenda



Church Banner Requests

Peter Bedigian <pbedigian@omnicontroltech.com>

Tue 2/25/2020 1:34 PM

To: Melissa Wetherbee <mwetherbee@northbridgemass.org>

Hi Melissa,

The following is the request for our church banners and one bulletin board announcement by town hall for 2020:

1. Annual Picnic Banner in August with event being held on August 16th. *Aug 2 - Aug 16 - Available*
2. Church Christmas Bazaar Christmas Reformed Church on December 5th – would like bulletin Board {in front of town hall} posting after Thanksgiving up until event if possible.

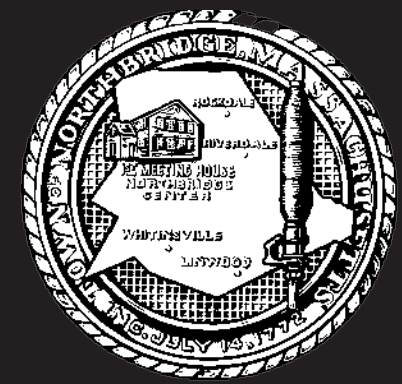
Thanks.

Best regards,

Pete Bedigian

Pete Bedigian, President/CEO
Omni Control Technology, Inc.
1 Main St – PO Box 444
Whitinsville, MA 01588

Ofc: 508.234.9121 ext. 102



Lasell Field Renovation

Town of Northbridge | Whitinsville, Massachusetts

ACTIVITAS
landscape architecture | civil engineering
70 Milton Street | Dedham, MA 02026-2915
(781) 326-2600 | activitas.com

MARCH 5, 2020

BID RESULTS

Project: Northbridge Lasell Field Renovations

Project No.: 19027.00

Date: 20 February 2020

General Contractor	Activitas	Green Acres	Mountain View	Quirk	RAD Sports	Sciaba	Argus
BASE BID	\$2,542,247.16	\$2,583,106.00	\$2,609,350.00	\$2,697,000.00	\$2,873,094.00	\$2,972,200.00	\$3,100,000.00
ALTERNATE NO. 1	\$125,664.00	\$36,720.00	\$34,000.00	\$34,000.00	\$37,350.00	\$38,000.00	\$35,000.00
<i>Total with Alt 1</i>	<i>\$2,667,911.16</i>	<i>\$2,619,826.00</i>	<i>\$2,643,350.00</i>	<i>\$2,731,000.00</i>	<i>\$2,910,444.00</i>	<i>\$3,010,200.00</i>	<i>\$3,135,000.00</i>
ALTERNATE NO. 2	\$8,208.00	\$10,670.00	\$10,000.00	\$10,000.00	\$9,540.00	\$20,000.00	\$10,000.00
<i>Total with Alt 2</i>	<i>\$2,676,119.16</i>	<i>\$2,630,496.00</i>	<i>\$2,653,350.00</i>	<i>\$2,741,000.00</i>	<i>\$2,919,984.00</i>	<i>\$3,030,200.00</i>	<i>\$3,145,000.00</i>
ALTERNATE NO. 3	\$51,369.16	\$55,911.00	\$63,500.00	\$60,000.00	\$62,630.00	\$84,000.00	\$75,000.00
<i>Total with Alt 3</i>	<i>\$2,727,488.32</i>	<i>\$2,686,407.00</i>	<i>\$2,716,850.00</i>	<i>\$2,801,000.00</i>	<i>\$2,982,614.00</i>	<i>\$3,114,200.00</i>	<i>\$3,220,000.00</i>
ALTERNATE NO. 4	\$22,800.00	\$25,410.00	\$21,700.00	\$24,000.00	\$27,000.00	\$20,000.00	\$21,000.00
<i>Total with Alt 4</i>	<i>\$2,750,288.32</i>	<i>\$2,711,817.00</i>	<i>\$2,738,550.00</i>	<i>\$2,825,000.00</i>	<i>\$3,009,614.00</i>	<i>\$3,134,200.00</i>	<i>\$3,241,000.00</i>
ALTERNATE NO. 5	\$19,380.00	\$26,508.78	\$28,900.00	\$25,000.00	\$26,400.00	\$46,000.00	\$8,000.00
<i>Total with Alt 5</i>	<i>\$2,769,668.32</i>	<i>\$2,738,325.78</i>	<i>\$2,767,450.00</i>	<i>\$2,850,000.00</i>	<i>\$3,036,014.00</i>	<i>\$3,180,200.00</i>	<i>\$3,249,000.00</i>
ALTERNATE NO. 6	\$18,240.00	\$13,735.57	\$19,000.00	\$19,000.00	\$21,635.00	\$14,000.00	\$21,000.00
Total with Alternates:	\$2,787,908.32	\$2,752,061.35	\$2,786,450.00	\$2,869,000.00	\$3,057,649.00	\$3,194,200.00	\$3,270,000.00
Musco Equipment	\$246,156.00	\$246,156.00	\$246,156.00	\$246,156.00	\$246,156.00	\$246,156.00	\$246,156.00
Contingency	\$50,844.94	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
Design Fee	\$167,224.00	\$167,224.00	\$167,224.00	\$167,224.00	\$167,224.00	\$167,224.00	\$167,224.00
Total with Cont/Design:	\$3,252,133.26	\$3,215,441.35	\$3,249,830.00	\$3,332,380.00	\$3,521,029.00	\$3,657,580.00	\$3,733,380.00

FY2021 BUDGET OUTLOOK

TOTAL ADDITIONAL AVAILABLE FUNDS

New Revenues:	<u>FY2020</u>	<u>FY2021</u>	<u>Change</u>
Tax Levy	\$24,662,389	\$25,495,914	\$833,525
State Aid	\$18,530,995	\$18,742,558	\$211,563
Receipts/Other	<u>\$5,016,314</u>	<u>\$5,116,314</u>	\$100,000
Total	\$48,209,698	\$49,254,786	\$1,145,088

New Charges:

Charges	\$195,062	\$201,709	(\$6,647)
Abatements/Title/Other	\$270,000	\$230,000	(\$30,000)
School Choice Offset	\$1,247,386	\$1,323,329	(\$75,943)
Cherry Sheet Offset	<u>\$536,235</u>	<u>\$538,760</u>	<u>(\$2,525)</u>
Total	\$2,248,683	\$2,333,798	(\$45,115)

Net Additional Available Funds for FY2021 = **\$1,099,973**

PRELIMINARY OPERATING BUDGET EXPENDITURES

Operating Budget	FY20 Approved	FY21 Preliminary	\$ Change	% Change	Available Funds \$1,099,973
BS Valley Tech	\$1,710,782	\$1,849,999	\$139,217	8.14%	\$960,756
Trade School Increase	\$100,000	\$300,000	\$200,000	200%	\$760,756
FinCom Reserve (Trade)	\$150,000	\$50,000	(\$100,000)	-200%	\$860,756
Retirement System	\$1,902,451	\$1,973,746	\$71,295	3.75%	\$789,461
Employee Benefits/ Liability Insurance	\$7,283,153	\$7,423,550	\$140,397	1.93%	\$649,064
Debt Service	\$2,341,992	\$2,341,992	\$0	0.00	\$649,064
Northbridge Schools	\$23,839,465	\$24,316,254	\$476,789	2.00%	\$172,275
General Gov Departments	\$8,633,172	\$8,805,447	\$172,275	2.00%	\$0
Total	\$45,961,015	\$46,920,988	\$1,099,973	2.39%	\$0

NOTES TO BALANCE THE BUDGET:

- After budgeting Fixed Costs (BVT, Trade School, Retirement, Benefits/Liability/Debt), the remaining funds available for NPS and General Gov for FY2021 spending is **\$649,064**.
- Initial NPS Budget estimated **\$841,291** needed via appropriation.
- Initial Town Manager Budget proposes an additional **\$476,789** (2.00%) for NPS, which is consistent with available revenue and historic trend.
- Initial General Government estimated an additional **\$172,275** (2.00%) over FY2020.
- Initial General Government Budget of **\$172,275** over FY2020 **required \$60,000 in budget reductions**.
- Adjustments to Debt Service should be offset by Exclusion Revenue.

FY2021 BUDGET OUTLOOK

TOTAL ADDITIONAL AVAILABLE FUNDS

New Revenues:	<u>FY2020</u>	<u>FY2021</u>	<u>Change</u>
Tax Levy	\$24,662,389	\$25,495,914	\$833,525
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- Adjustments to Debt Service should be offset by Exclusion Revenue.

Town Manager's Report for the Period of February 24, 2020 – March 6, 2020

1. Key Meetings Attended:

- Monday, February 24, 2020 – Fire Department Design Team Conference Call.
- Monday, February 24, 2020 – Attended the Board of Selectmen Meeting.
- Tuesday, February 25, 2020 – Met with Jim Shuris and Mark Kuras to discuss sewer projects.
- Tuesday, February 25, 2020 – Presented the Fire Station project update to the Firefighters Staff at the Fire Station Meeting Room.
- Wednesday, February 26, 2020 – Attended a regional Town Managers Meeting in Auburn.
- Monday, March 2, 2020 – Fire Station Project Conference Call with the Design Team.
- Monday, March 2, 2020 – Presented at the Fire Station Public Forum #2 at the High School.
- Wednesday, March 3, 2020 – Attended a Green Communities projects meeting.
- Wednesday, March 4, 2020 – Attended a Sewer projects meeting with CDM Smith consultant.
- Wednesday, March 4, 2020 – Attended the Finance Committee Meeting to present a preliminary budget update and discuss the Fire Station Project.
- Wednesday, March 4, 2020 – Attended the BPCC Meeting to discuss the Fire Station and Turf Field projects.
- Friday, March 6, 2020 – Held a Department Managers Meeting.

2. **Balmer School Building Project:** Project construction by Fontaine Brothers continues. Site clearing/grading, utility and drainage are complete and steel erection is underway. The MSBA will be visiting the project again on Wednesday, March 18, 2020. The School Building Committee meets next on March 17, 2020.
3. **Fire Station Project (Feasibility Study):** The design team presented the project at a second public forum last week Monday, March 2nd at the Northbridge High School Auditorium. The design team also presented the project to the Finance Committee last week on Wednesday, March 4th. The final feasibility study report, incorporating all information date, was distributed to the BPCC and an electronic copy will be posted on the website. The presentation from last week's public forum and the video link have been posted on the website. Reminder that the website link is www.northbridgefirestationproject.org.
4. **Lasell Field Turf Project:** The project construction was advertised on January 30th and bids were submitted on February 20, 2020. The BPCC met with Activitas last week on March 4, 2020 to discuss the bid results. The Town Manager announced that the Friends of Lasell will be providing a significant donation to the BOS at their March 9th Meeting that will allow the BPCC to enter into contract with the low bidder for the base bid and all 6 alternates. Activitas also advised of the expected construction schedule and process.
5. **The FY2021 Budget Process:** Staff has submitted budget and capital requests. The Town Manager has met with the School Department to discuss both budget and capital needs. The Town Manager presented the preliminary budget/capital plan/draft budget to Staff on February 14th and the Finance Committee last week on March 4th. The Board of Selectmen reviewed the Draft Warrant and set their articles at their meeting on February 24th and will get a budget update at their meeting this Monday, March 9th.