

**TOWN OF NORTHBRIDGE
BOARD OF SELECTMEN'S MEETING
VIRTUAL MEETING USING ZOOM
April 12, 2021 at 7:00 PM**

RECEIVED
21 APR -8 PH 1:27

Join Zoom Meeting:

<https://us02web.zoom.us/j/86484957012?pwd=OVEvMvtERFRZV0NKUzVwYTBqa0RSQT09>

Meeting ID: 864 8495 7012 Passcode: 908879 Dial by phone: 1 646 558 8656

NORTHBRIDGE TOWN CLERK
LINDA M. WILSON

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

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

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES: A. February 8, 2021

II. PUBLIC HEARING

III. APPOINTMENTS: B. By the Board of Selectmen: Mary Contino, Board of Registrars

RESIGNATIONS: C. Mary Contino, Cultural Council

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS:

D. Blackstone Valley Chamber of Commerce/Request for a One-Day Weekday Entertainment License for the BVCC Home & Community Expo on Saturday, July 17, 2021/Present: Jeannie Hebert, President & CEO, BVCC & Liz O'Neil, Director of Programs, Events & Membership, BVCC

E. Spring Annual Town Meeting [Tuesday, May 4, 2021] – Vote positions on all warrant articles

F. Spring Annual Town Election [Tuesday, May 18, 2021]- Vote to sign election warrant

VI. DISCUSSIONS

G. Northbridge Public Schools Update – Superintendent Amy McKinstry

H. Parking at Pine Grove Cemetery during Lasell Field games

VII. TOWN MANAGER'S REPORT

VIII. SELECTMEN'S CONCERNS

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION

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

THIS AGENDA IS SUBJECT TO CHANGE

BOARD OF SELECTMEN'S MEETING
February 8, 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). 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: **1) March 2, 2020 [Special Meeting].** A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the March 2, 2020 meeting minutes as presented with the readings omitted. Vote yes/Ampagoomian, Athanas, Cannon and Melia. Abstain: Collins. **2) October 19, 2020.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the October 19, 2020 meeting minutes as presented with the readings omitted. Vote yes/Unanimous. **3) November 9, 2020.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the November 9, 2020 meeting minutes as presented with the readings omitted. Vote yes/Unanimous. **4) December 7, 2020.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the December 7, 2020 meeting minutes as presented with the readings omitted. Vote yes/Unanimous. **5) December 21, 2020.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the December 21, 2020 meeting minutes as presented with the readings omitted. Vote yes/Unanimous. **6) December 21, 2020 [Exec. Sess.].** A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve but not release the December 21, 2020 executive session meeting minutes as presented with the readings omitted. Vote yes/Unanimous. **7) January 11, 2021.** A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the January 11, 2021 meeting minutes as presented with the readings omitted. Vote yes/Unanimous.

Chairman Cannon announced that it was not 7:10 PM so the Board moved forward with the Appointments, Citizens Comments, and the 1st decision item.

APPOINTMENTS/By the Board of Selectmen: Northbridge Contributory Retirement Board [Selectmen's Appointee]: Sharon Susienka / Vote to reappoint. Mrs. Susienka explained that she was appointed to the Board in 2003 and since then has served as Vice Chairman. She mentioned her current term will expire on February 24th and is requesting to be reappointed by the Select Board for another 3-year term. A motion/Mr. Melia, seconded/Collins to reappoint Sharon Susienka to the Northbridge Contributory Retirement Board as the Selectmen's appointee. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT: Daniel Aiello of 398 Roosevelt Drive stated that he reached out to the Town Manager and was impressed and please with his quick response to his reply. He stated that the feedback from the last meeting and speaking with the Town Manager, it is the Board's policy to not assess the individual mandates and enforce them as is, so there is no evaluation of the mandate. Mr. Aiello expressed that it doesn't matter the consequences of the mandate whether they cause personal injury or harm, infringe upon our human rights, or constitutional rights and it's the Board's policy to just take the mandate that is being passed down and enforce it without any regard to the impact it may have on individuals or the community. Mr. Aiello stated that he feels this is a fair interpretation and if the Board's

policy is just to follow and enforce the mandates, he feels it is the Town's policy to be allegiant to Governor Baker, not to support the human and constitutional rights of the citizens of Northbridge. Mr. Aiello stated that he will be following up with the Town Manager with further questions.

Northbridge Beautification Project/Request to have lights professionally installed on the Town Common for the 2021 Holiday season, contingent upon approval of the Trustees of Soldiers Memorials [Meeting scheduled February 9, 2021]/Present: Cheryl Tivnan. Chairman Cannon announced that she asked that this request remain on the agenda and be contingent upon the approval of the Trustees of Soldiers' Memorials, as they are not meeting until tomorrow, Tuesday, February 9, 2021. Ms. Tivnan stated that they would like to get permission to have lights installed on the Town Common and also add the Rockdale Common for the 2021 Holiday season, subject to funds being raised to cover the costs. She advised that if approval is received, they will begin reaching out to businesses and citizens to request donations for the upcoming year. She noted that last year they raised about \$10,000 dollars; half of that was from citizens and Unibank covered the remaining portion. Mr. Ampagoomian thanked Ms. Tivnan for the work she put in and stated he received a lot of positive feedback from the public. He also asked if she had received any feedback herself. Ms. Tivnan stated she has received an overwhelming amount of feedback through Facebook. Selectman Collins asked where donations can be sent to. Ms. Tivnan replied that any donations can be sent directly to Unibank to the Northbridge Beautification Project, also there is a Venmo account, which gets transferred to the Unibank account. A motion/Mr. Athanas, seconded/Mr. Melia to approve the request to have lights professionally installed on the Town Common and in Rockdale for the 2021 Holiday season, contingent upon approval of the Trustees of Soldiers Memorials. Vote yes/Unanimous.

PUBLIC HEARING: 7:10 PM Applications to transfer the following licenses from Roby Dee, Inc. dba Valley Pub [Robert DeDominick] to S.D. Briere LLC dba Valley Pub [Stephanie Briere, Mgr.], 40 Plummer Avenue, Whitinsville, MA 01588 1) All Alcohol General On-Premise, 2) Non-Alcoholic Common Victualler, 3) Automatic Amusement Device [Juke Box], and 4) Entertainment. A motion/Mr. Melia, seconded/Mr. Collins to open the public hearing. Roll call vote: Mr. Athanas/yes, Mr. Ampagoomian/Yes, Mr. Collins/Yes, Mrs. Cannon/Yes, and Mr. Melia/Yes. Chairman Cannon read aloud the public hearing notice. Attorney Holland stated that he represents Mrs. Briere and her husband Mr. Briere and briefly explained Stephanie's work career. He stated that she has spent her career in restaurant and bar service and management and is presently an employee of Valley Pub and it is her intention to take over the business as is and under the same terms and conditions as Valley Pub has been operating for a number of years. Mrs. Briere stated that she is very excited to get started and she was the first person to work at Valley Pub when it first opened. She mentioned that her family lives in town and her children attend school in town. Selectman Melia mentioned that the license should be contingent upon the final requests from the department heads. Town Manager Gaudette added that the two Departments remaining are the Fire Department for a fire inspection and the Board of Health for permits. Chairman Cannon offered the floor to any audience members or abutters. No abutters were present. A motion/Mr. Ampagoomian, seconded/Mr. Collins to close the public hearing. Roll call vote: Mr. Athanas/yes, Mr. Ampagoomian/Yes, Mr. Collins/Yes, Mrs. Cannon/Yes, and Mr. Melia/Yes. A motion/Mr. Collins, seconded/Mr. Melia to approve the transfer of the following licenses from Roby Dee, Inc. dba Valley Pub [Robert DeDominick] to S.D. Briere LLC dba Valley Pub [Stephanie Briere, Mgr.], 40 Plummer Avenue, Whitinsville, MA 01588 1) All Alcohol General On-Premise, 2) Common Victualler, 3) Automatic Amusement Device [Juke Box], and 4) Entertainment, all contingent upon the fire inspection, the approval of the Food Permit from the Board of Health, and payment of any monies owed to the Town. Vote yes/Unanimous.

REPM, Inc. Owner/Developer of Stone Hill Condominiums [Senior Living Development] / Vote to accept gift in the form of a monetary donation / Present: Gary Bechtholdt, Town Planner and Duane Boucher, Principal Broker, REPM, Inc. Mr. Bechtholdt introduced Mr. Boucher and explained that he is one of the developers of the Stone Hill Condominiums, which is located off of Church Street and currently

under construction. Tonight, he is here to present to the town the first of 7 monetary donations, which is part of the Planning Board's Special Permit approval and allows for a payment in lieu of having affordable housing units. Mr. Bechtholdt stated that tonight's donation is in the amount of \$50,000 dollars. Mr. Bechtholdt explained that it is typical that these monetary donations be presented to the Board of Selectmen to be accepted as a gift. Mr. Bechtholdt provided a breakdown of the total donation amounts and what they will go towards and explained the Selectman can designate tonight's donation to any of the following categories: \$50,000 towards design/construction of a pocket-park at the site of the former Rockdale Youth Center; \$50,000 to the Senior Center to be used for capital improvements and/or programs; \$200,000 towards design/construction of bike path and/or walking trails along Linwood Ave (Mumford Riverwalk); \$50,000 towards improvements to Linwood Playground; \$50,000 towards roadway and/or sidewalk improvements along Church Street; \$50,000 to be deposited into Northbridge's CPA -Community Preservation Act funds; and \$17,500 towards planning initiatives. Mr. Bechtholdt stated the Planning Board suggests these funds be designated for the improvements to Linwood Playground under the direction of the Playground and Recreation Commission. Mr. Boucher stated that the check has been remitted to the town already and as construction progresses, they will continue to make the donations. Selectman Ampagoomian asked about the developments and the blasting. Mr. Boucher replied that they have not completed blasting yet but are close. He also said that they tried moving the equipment around and away from the residential homes to minimize noise as best as possible. Selectman Melia asked what the time frame is for the donations/payments. Mr. Boucher explained that it is based on the pace of building permits, and the goal is to complete the project over the course of 4 years, but it will depend on the market. Selectman Melia mentioned that the bike path that is set for receiving one of these monetary donations, comes out to Linwood Avenue, where there is currently not enough room for the pedestrians. Selectman Melia stated that he hopes to see the issue in that area resolved as a part of that portion. Mr. Bechtholdt added that the Safety Committee flagged that area as a priority, so funding would complement that. A motion/Mr. Melia, seconded/Mr. Collins to accept a monetary donation from REPM, Inc. in the amount of \$50,000, earmarked for the Linwood Playground. Vote yes/Unanimous.

Whitin Community Center - Hearts of Kindness/Request to hang hearts in Memorial Park and the Rockdale Common/Present: Heather Elster, Executive Director. Ms. Elster explained that they have done this event in years past, but this year will be a little different, as it will be a challenge in getting a large group of people together, with the current restrictions in place. She stated that this year they would like to hold the Hearts of Kindness event on the Rockdale Common and it would be done similarly to how it was done in Memorial Park. Ms. Elster stated that it is about 200 hearts that the kids make with a note of kindness that they have done or will do. The hearts would go up Friday, February 12, 2021 and come down Monday, March 1, 2021. Selectmen Collins asked if there will be a police officer present with the kids. Ms. Elster replied that they did receive a comment today, was that a lot of the sidewalks are not cleared and asked if it would be possible to have them cleared. Mr. Luchini stated that he could send the sidewalk plow down to have that strip of sidewalk cleared. Ms. Elster stated that they don't typically get a police officer as they stay on the sidewalks. Selectman Ampagoomian asked if it would just be the Rockdale area and not Memorial Square. Ms. Elster stated that it would just be Rockdale this year as it got too complicated trying to coordinate multiple groups with the COVID regulations. A motion/Mr. Collins, seconded/Mr. Melia to approve the request to hang hearts on the Rockdale Common. Vote yes/Unanimous.

Spring Annual Town Meeting - Draft Warrant [May 4, 2021]. Town Manager Gaudette began with a review of the budget calendar, which started with his goals last September. He has worked with staff in December and January in developing the FY22 budget update and the 5-year capital plan. The plan was then approved by the Building Planning and Construction Committee and then submitted to the Finance Committee and the Board of Selectmen. He explained that he would be reviewing the articles we have so far, but the warrant doesn't close for another few weeks. Town Manager Gaudette stated that he would be working on a preliminary budget with staff and the Finance Committee and would be back in front of the Selectmen for them to vote to place the Selectmen-sponsored articles on the warrant. **ARTICLE 1: (Board**

of Selectmen): to appropriate and/or transfer funds for the payment of prior year bills. **ARTICLE 2: (Board of Selectmen):** this article covers amendments for last year's budget approvals and to balance anything that has come up during the year that was not originally account for. Typically, you will see snow and ice and other miscellaneous items to be balanced before the end of the fiscal year. **ARTICLE 3: (Finance Committee):** to establish a budget for FY22 beginning July 1, 2021. **ARTICLE 4: (Board of Selectmen):** Sewer Enterprise Funds. **ARTICLE 5: (Board of Selectmen):** Water Enterprise Funds. **ARTICLE 6: (Board of Selectmen):** To approve Chapter 90 proceeds to be used by the Department of Public Works for the repair and maintenance of Town roads. **ARTICLE 7: (Board of Selectmen):** for the Treasurer/Collector to enter into a compensating balance agreement or agreements for FY 2022. **ARTICLE 8: (Board of Selectmen):** To set the FY22 spending limits for the Town's revolving funds. **ARTICLE 9: (Board of Selectmen):** to establish the budget for the Pine Grove Cemetery overseen by the Director of Public Works. **ARTICLE 10: (Community Preservation Committee):** Spending authorization for the Community Preservation Committee. **ARTICLE 11: (Community Preservation Committee):** Spending authorization for the Community Preservation Committee. **ARTICLE 12: (Board of Health):** to handle remediation for the Quaker Street Landfill. **ARTICLE 13: (Board of Selectmen):** to appropriate and transfer funds from the Sewer Enterprise Fund for capital projects. **ARTICLE 14: (Board of Selectmen):** Water Enterprise Capital Article. **ARTICLE 15: (Board of Selectmen):** Pending funding the purpose is for Capital projects funding. **ARTICLE 16: (Board of Selectmen):** Building Maintenance Fund. **ARTICLE 17: (School Committee):** Capital requests for the School Department. Any remaining articles would be any petitions if received. Town Manager Gaudette stated that one potential article will be from the Town Clerk's Office to make an amendment to the Town Bylaws to allow for use of electronic voting. Town Manager Gaudette reviewed the Capital plan listing the projected projects pending funding. The Balmer School, for which the second borrowing is coming up, the Fire Department station will also be upcoming. He noted he will have specifics for the Capital Plan once funding is set. Selectman Melia asked when will the Board know when the funding will be available for the Capital Plan. Town Manager Gaudette explained that it will need to be in place by March 22nd for the Selectmen's meeting as the articles will be voted on at that time and should have it set by the middle of next week. Selectman Ampagoomian asked when the removal of the temporary classrooms would commence. Town Manager Gaudette replied that once it is approved at Town Meeting and the Town Clerk certifies the funds and the Town Accountant sets up the accounts we can start right away if they are tied to free cash or surplus from the previous year. They will need to go over the planning and procurement prior to the physical removal of the modular classrooms. Selectman Athanas asked if there was a value to the modular classrooms once removed. Town Manager Gaudette explained that they are well past the typical lifespan and they were used longer than they were meant to be. Selectman Athanas asked if there has been a decision for the Annex building once the current departments are moved to the new building. Town Manager Gaudette stated that he has money set aside in the Capital Plan for the Building Planning Construction Committee for building reuse studies on old buildings and the first on the list will be the Northbridge Elementary School since that will come off the schedule first. Once they work through that study as the Fire Station design and construction effort is in place eventually the Annex building and Fire Station will be part of that building reuse study.

TOWN MANAGER'S REPORT: 1) Key Meetings Attended: Monday, January 25, 2021 – Conference Call with Chair Cannon to prep for the Board of Selectmen Meeting. Monday, January 25, 2021 – Attended the Board of Selectmen Meeting. Tuesday, January 26, 2021 – Conference Call with Town Counsel Doneski to the discuss Fire Dept. Project OPM Agreement. Tuesday, January 26, 2021 – Conference Call for Police Chiefs/Managers Committee to discuss Police Reform Bill. Wednesday, January 27, 2021 – Regional Town Managers Zoom Meeting. Wednesday, January 27, 2021 – Attended a BPCC Meeting. Tuesday, February 2, 2021 – Conference Call with NPS Superintendent McKinstry and Business Manager Walker to discuss FY2022 Budget. Wednesday, February 3, 2021 – Negotiations (virtual) with Northbridge Dispatchers Unit. Friday, February 5, 2021 – Zoom Meeting with Selectmen/Town Manager administration team. **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 also working on providing close-out documents for the Town. **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). The BPCC will be meeting with CHA next on February 15th to kick-off the project. **5) FY2022 Budget & Town Meeting Warrant:** The BPCC approved the 5-Year Capital Plan Update last week and the Town Manager submitted to the BOS and the FinCom this past Monday, February 1st per the Code of Bylaws. The Town Manager will provide a draft warrant to the Board of Selectmen this Monday, February 8, 2021 and meets with the Finance Committee on February 17, 2021 to discuss the draft FY2022 Budget. Town Manager Gaudette added that he received language from Town Counsel on the Armenian monument for the Pine Grove Cemetery, which has been forwarded to Peter Bedigian.

SELECTMEN'S CONCERNS: **Selectman Melia 1)** offered condolences to the Woeller family for the loss of Laura Woeller who passed away this past Saturday at the age of 70, after a short battle with cancer. She worked as the Assistant Treasurer/Collector for twenty-eight years.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

Chairman Cannon announced that the next meeting (virtual) is scheduled for 7 PM on Monday, February 22, 2021.

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

Meeting Adjourned: 7:54 PM

Respectfully submitted,

Russell D. Collins, Clerk

/mjc

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

February 8, 2021

- I. APPROVAL OF MINUTES:**
- A. 1) March 2, 2020 [Special Meeting]**
-Copy of March 2, 2019 meeting minutes [Special Meeting]
- 2) October 19, 2020**
-Copy of October 19, 2020 meeting minutes
- 3) November 9, 2020**
-Copy of November 9, 2020 meeting minutes
- 4) December 7, 2020**
-Copy of December 7, 2020 meeting minutes
- 5) December 21, 2020**
-Copy of December 21, 2020 meeting minutes
- 6) December 21, 2020 [Exec. Sess.]**
-Omitted as the minutes have not yet been released
- 7) January 11, 2021**
-Copy of the January 11, 2021 meeting minutes
- II. PUBLIC HEARING: B. 7:10 PM Applications to transfer the following licenses from Roby Dee, Inc. dba Valley Pub [Robert DeDominick] to S.D. Briere LLC dba Valley Pub [Stephanie Briere, Mgr.], 40 Plummer Avenue, Whitinsville, MA 01588 1) All Alcohol General On-Premise**
- Copy of public hearing notice
 - Copy of completed application packet
 - Copy of Certificate of Organization
 - Copy of Operating agreement
 - Copy of Purchase and Sale agreement
 - Copy of Amendment to the Purchase and Sale Agreement
 - Copy of Promissory Note
 - Copy of birth certificate
 - Copy of Corporate Vote
 - Copy of Pledge Agreement
 - Copy of Quitclaim Deed
 - Copy of Commercial Lease
 - Copy of layout
 - Copy of Certificate of Insurance
 - Copy of tips certification
- 2) Common Victualler**
-Copy of Common Victualler application
- 3) Automatic Amusement Device [Juke Box]**

-Copy of Automatic Amusement Device application

4) Entertainment

- Copy of Entertainment License application**
- Copy of Revenue Enforcement and Protection Attestation**

- III. APPOINTMENTS/By the Board of Selectmen: C. Northbridge Contributory Retirement Board [Selectmen's Appointee]: Sharon Susienka / Vote to reappoint**
-Copy of letter to the Chairman of the Board of selectmen from Sharon Susienka requesting to be reappointed as the Selectmen's appointee to the Contributory Retirement Board

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS:

- D. Northbridge Beautification/Request to have lights professionally installed on the Town Common for the 2021 Holiday season, contingent upon approval of the Trustees of Soldiers Memorials [Meeting scheduled February 9, 2021]/Present: Cheryl Tivnan**
-Copy of email request to decorate the Rockdale Common in addition to the Town Common for the 2021 Holiday season
- E. REPM, Inc. Owner/Developer of Stone Hill Condominiums [Senior Living Development] / Vote to accept gift in the form of a monetary donation / Present: Gary Bechtholdt, Town Planner and Duane Boucher, Principal Broker, REPM, Inc.**
-Copy of memorandum explaining the Stone Hill Condominiums monetary donations
- F. Whitin Community Center - Hearts of Kindness/Request to hang hearts in Memorial Park and the Rockdale Common/Present: Heather Elster, Executive Director**
-Copy of email request to hang hearts in the Rockdale Common for the Hearts of Kindness Program
-copy of Hearts of Kindness flyer

VI. DISCUSSIONS:

- G. Draft Warrant Articles for Annual Town Spring Meeting Warrant [May 4, 2021]/Town Manager**
-Copy of Five-Year Capital Plan
-Copy of the Spring Annual Draft Town Meeting Warrant

VII. TOWN MANAGER'S REPORT/None

VIII. SELECTMEN'S CONCERNS/No documentation

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION/None

From: Mary Contino <mcontino1@verizon.net>
Sent: Tuesday, March 30, 2021 9:18 AM
To: yurimag@aol.com
Cc: Linda Zywiec <lzywiec@northbridgemass.org>
Subject: Cultural Council Resignation

Dear Yurima,

It has come to my attention that, by state law, a member of the Board of Registrars can not serve on any other board in town government. As a result, I feel that my commitment to the Board of Registrars is my true calling. Therefore, I am resigning my position on the Cultural Council. It has been a pleasure working with you and the other members of the council and I am sure you will be able to fill my position.

Sincerely,

Mary Contino

Mary Contino
mcontino1@verizon.net

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):

Blackstone Valley Chamber of Commerce

TO: Obtain a One-day Entertainment License for: BVCC Home & Community Expo

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 type="checkbox"/> Dancing by patrons	<input checked="" 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 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 checked="" 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)* JULY 17, 2021

Print Name: Jeannie Hebert
Address: 670 Linwood Ave, Suite 5
City: Whitinsville
State, Zip: MA 01588
Phone: (508) 234-9090
Email: jhebert@blackstonevalley.org

Jeannie Hebert (JH/EP)
(Signature of Applicant)

Received: March 24, 2021 @ 2:50
(Date) (Time)
Agenda: April 12, 2021

Date License Granted

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



Department of Industrial Accidents

Office of Investigations

600 Washington Street

Boston, MA 02111

www.mass.gov/dia

FORM MUST BE FILLED

OUT COMPLETELY

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: Blackstone Valley Chamber of Commerce

Address: 670 Linwood Avenue, Suite 5

City/State/Zip: Whitinsville, MA 01586 Phone #: (508) 234-9090

Are you an employer? Check the appropriate box:

- 1. I am an employer with 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: Sullivan, Garrity & Donnelly Insurance / Hanover Insurance

Insurer's Address: 10 Institute Rd.

City/State/Zip: Worcester, MA 01609

Policy # or Self-ins. Lic. #: ZDN 252970513 Expiration Date: 6/15/2022

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: Jeanne Hebert #1/40 Date: 3/28/2021

Phone #: (508) 234-9090

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

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

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 \$49,141,891 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.

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 from available funds in the Treasury, 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 transfer from the Retained Earnings Account of the Sewer Enterprise Fund, to be expended under the direction of the Director of Public Works, a) 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 b) the amount of \$30,868 for the purpose of undertaking Building Envelope Weatherization Repairs and Upgrades at the Wastewater Treatment Plant facilities; or take any other action relative thereto.

ARTICLE 14: (Board of Selectmen)

To see if the Town will vote to appropriate and transfer 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 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 transfer 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/body on Town Ambulance No. 2; or take any other action relative thereto.

ARTICLE 16: (Board of Selectmen)

To see if the Town will vote to appropriate and transfer 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.

Project Title	Department	Amount
Northbridge Elementary School Reuse Study	BPCC	\$75,000
Plotter/Scanner/Printer for Town Hall Annex	Town Hall 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	\$200,000
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 take any other action relative thereto.

ARTICLE 19: (Board of Selectmen)

To see if the Town will vote to amend Chapter 3 of the Northbridge Code, Town Meetings, § 3-109, Method of voting, to provide for the use of electronic voting systems, by deleting the existing text and inserting the following new text in its place; or take any other action relative 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 at 30 Cross Street from the Northbridge School Committee to the Board of Selectmen, for general municipal purposes, including the leasing of all or a portion thereof; or take any other action relative thereto.

ARTICLE 21: (Conservation Commission)

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

ARTICLE 22: (Finance Committee)

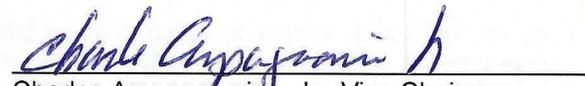
To see if the Town will vote to raise and appropriate, and/or to transfer from the undesignated fund balance (free cash), a sum of money for deposit into the Stabilization Fund; or take any other action relative thereto.

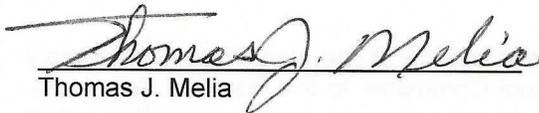
And you are directed to serve this warrant by posting attested copies thereof at the Whitinsville Post Office, in Whitinsville, in Precinct 1; Gary's Variety and the Northbridge Post Office in Northbridge, all in Precinct 2; Town Clerk's Office and 1Quickstop in Whitinsville, all in Precinct 3; and the 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

COMMONWEALTH OF MASSACHUSETTS
TOWN OF NORTHBRIDGE
WARRANT FOR ANNUAL TOWN ELECTION
TUESDAY, MAY 18, 2021

WORCESTER, ss:

To any Constable of the TOWN OF NORTHBRIDGE:

GREETINGS:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of the Town of Northbridge, qualified to vote in the ANNUAL TOWN ELECTION to vote at:

Northbridge High School
427 Linwood Avenue

For Precincts 1, 2, 3, and 4

on Tuesday, May 18, 2021 from 7:00 a.m. to 8:00 p.m. for the following purpose:

To cast their votes in the Annual Town Election for candidates for the following offices:

OFFICES

BOARD OF SELECTMEN.....	ONE SEAT / THREE-YEAR TERM
SCHOOL COMMITTEE.....	TWO SEATS / THREE-YEAR TERMS
PLANNING BOARD.....	ONE SEAT / THREE-YEAR TERM
TRUSTEES OF SOLDIERS' MEMORIALS – VETERAN	ONE SEAT / THREE-YEAR TERM
NORTHBRIDGE HOUSING AUTHORITY.....	ONE SEAT / FIVE-YEAR TERM
REDEVELOPMENT AUTHORITY.....	ONE SEAT / FIVE-YEAR TERM
REDEVELOPMENT AUTHORITY.....	ONE SEAT / FOUR-YEAR TERM
REDEVELOPMENT AUTHORITY.....	ONE SEAT / TWO-YEAR TERM
REDEVELOPMENT AUTHORITY.....	ONE SEAT / ONE-YEAR TERM

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, both in Precinct 2; Town Clerk's Office and 1Quickstop in Whitinsville, both in Precinct 3; and the Whitinsville Social Library and Town Hall Annex in Whitinsville, both in Precinct 4; seven (7) days at least before the time and place of election aforesaid.

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting. Given under our hands this 12th day of April, 2021.

SELECTMEN OF NORTHBRIDGE

Alicia M. Cannon, Chairman

Charles Ampagoomian, Jr.

Russell D. Collins

James J. Athanas

Thomas J. Melia

WORCESTER, SS
Northbridge

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

Constable, Town of Northbridge

Date

Town Manager's Report for the Period of March 22, 2021 – April 9, 2021

1. Key Meetings Attended:

- Monday, March 22, 2021 – Attended the Board of Selectmen Meeting via zoom.
- Tuesday, March 23, 2021 – Attended an MMA Fiscal Policy Committee Meeting via Zoom.
- Tuesday, March 23, 2021 – Attended the Lt Governor's Managers Meeting via Zoom.
- Wednesday, March 24, 2021 – Attended a regional Town Managers' Meeting via Zoom.
- Thursday, March 25, 2021 – Attended a meeting with Mass Police Chiefs Association and MMA on training funding in the State budget.
- Friday, March 26, 2021 – Attended a virtual review meeting for the Fire Station Architect RFQ.
- Tuesday, March 30, 2021 – Met with Chief Warchol to discuss the Chief replacement process.
- Wednesday, March 31, 2021 – Held in-person negotiations with the Northbridge Police Association.
- Wednesday, March 31, 2021 – Attended the Finance Committee Meeting.
- Thursday, April 1, 2021 – Held in-person Firefighters Association negotiations.
- Thursday, April 1, 2021 – Attended the BPCC meeting to conduct Fire Station Project Architect interviews.
- Tuesday, April 6, 2021 – Attended the Lt Governor's Zoom Call for Managers.
- Tuesday, April 6, 2021 – Attended a Manages/Chiefs zoom meeting regarding MPTC funding in the State budget.
- Thursday, April 8, 2021 – Conference Call with Tradition Energy regarding natural gas pricing.
- Thursday, April 8, 2021 – Conference Zoom call with Balmer Project Team.

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 OPM is working on punch lists as the project will approach substantial completion over the next couple months. The Town Manager participated in a conference call on Thursday, April 8th with the project team regarding fencing issues.
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 provided close-out documents for the Town this week. The track installer is going to repair a piece of damaged track and we are working on the repair to one of the light fixtures.
4. **Fire Station Project:** The BPCC interviewed 3 finalists for the project architect last week on April 1st, Kaestle Boos, Dore & Whittier, and TGAS. After several hours of interviews, the BPCC voted for TGAS. The Town Manager and the OPM are currently negotiating an agreement for design services.
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 Finance Committee completed their Budget process having met with department heads and School Departments as well as having their Public Meeting for the Omnibus Budget for FY2022. They have voted their positions for the Town Meeting Booklet which is being prepared for the printers. Post Cards have been prepared as per the Bylaws. The Board of Selectmen will vote on their positions this Monday, April 12th. 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.