

**TOWN OF NORTHBRIDGE
BOARD OF SELECTMEN'S MEETING
NORTHBRIDGE TOWN HALL
7 MAIN STREET - WHITINSVILLE, MA 01588
August 17, 2020 at 7:00 PM**

RECEIVED

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The public is invited to attend/join this meeting from your computer, phone or tablet.

Join Zoom Meeting: <https://us02web.zoom.us/j/82718033106?pwd=VVdQNnM2Z2tpdUllc2Y0RGhPZE9SZz09>

Meeting ID: 827 1803 3106

Passcode: 431757

Dial by phone: 1-646-558-8656

NORTHBRIDGE TOWN CLERK
LINDA B. ZYWIEN

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.

I. APPROVAL OF MINUTES: A. 1) February 24, 2020 2) March 9, 2020 3) May 18, 2020

II. PUBLIC HEARING

III. APPOINTMENTS/By the Board of Selectmen: B. 1) Trustees of Soldiers' Memorials (BOS chairman is the ex-officio per MGL Chapter 41, Sec. 105) 2) Charter Review Committee – 2 designees 3) Earth Removal Board – 1 designee [currently Selectman Ampagoomian] 4) Economic Development Committee – 1 designee [currently Selectman Melia] 5) Open Space & Recreation Update Committee [currently Selectman Ampagoomian] 6) School Building Committee [currently Chairman Cannon] 5) Janet Burke, Board of Registrars/**Present:** Linda Zywień, Acting Town Clerk

C. By the Town Manager: Laura Medeiros, Assistant Town Clerk [Vote to Affirm]/ **Present:** Linda Zywień, Acting Town Clerk

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS:

D. No One Walks Alone Peer Recovery Support Center - 2nd Annual Overdose Awareness Vigil (Virtual) on Monday, August 31, 2020 – Request to place flags and a banner on Town Common/ **Present:** Craig Maxim, Programs Consultant, Family Continuity and Rebecca Zwicker, Program Director, No One Walks Alone Recovery Support Center

E. Fairlawn Christian Reformed Church/Request for a One-Day Weekday Entertainment License for a Drive in Movie even on Friday, September 18, 2020 (Rain date: September 25, 2020) at 7:30 PM/**Present:** Brandon Hehn

F. Hannah Drive [Carpenter Estates Subdivision] / Vote intent to layout Hannah Drive as a public way

G. Vote to disband the following committees: 1) National Pollutant Discharge Elimination System stormwater discharge permit Advisory Committee; 2) Solar Energy Committee

H. State Primary [September 1, 2020]/Vote to sign the warrant

I. Fall Annual Town Meeting [October 27, 2020] / Vote to place articles on the warrant

VI. DISCUSSIONS

J. Town Manager Evaluation Process

VII. TOWN MANAGER'S REPORT

VIII. SELECTMEN'S CONCERNS

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION

Town Clerk: 2 Hard copies



Web: Post time-stamped copy



THIS AGENDA IS SUBJECT TO CHANGE

BOARD OF SELECTMEN'S MEETING February 24, 2020

A meeting of the Board of Selectmen was called to order by Chairman James Athanas at 6:30 PM, Northbridge Town Hall, 7 Main Street, Whitinsville, MA. Board Members Present: Ampagoomian, Athanas, Cannon, Melia and Nolan. Also Present: Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

Chairman Athanas announced that the Board would be going into Executive Session and declared that having an open meeting may have a detrimental effect on the negotiating position of the body.

A motion/Mr. Ampagoomian, seconded/Ms. Cannon to go into Executive Session under **M.G.L. Chapter 30A, S.21A #2** - To conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel (Town Manager's Contract extension). Roll Call Vote: Mr. Athanas/Yes, Mr. Ampagoomian/Yes, Mr. Melia/Yes, Ms. Cannon/Yes, and Mr. Nolan/Yes.

Open Session Adjourned: 6:32 PM

Executive Session Convened: 6:33 PM

Executive Session Adjourned: 6:50 PM

Open Session Reconvened: 7:00 PM

APPROVAL OF MINUTES: December 16, 2019. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the December 16, 2019 meeting minutes as presented with the readings omitted. Vote yes/Athanas, Ampagoomian, Melia, Nolan. Abstain: Cannon.

PUBLIC HEARING: *For reconsideration*/Application to transfer the Wines and Malt Beverages Package Store License from Village Variety, LLC [Mr. Ahmad Mustafa, Mgr.] to USRS 786, Inc. dba Village Variety, 84 Border Street, Whitinsville, MA 01588 [Mr. Rashid Ali, Mgr.] Present: Amjad Chaudhry, proposed owner/Vote to reconsider application. Town Manager Gaudette explained that the ABCC recommended some changes in order for the license to move forward for approval. Mr. Chaudhry stated that the additional requirements have been submitted. A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to approve the reconsideration of the request to transfer the Wines and Malt Beverages Package Store License from Village Variety, LLC [Mr. Ahmad Mustafa, Mgr.] to USRS 786, Inc. dba Village Variety, 84 Border Street, Whitinsville, MA 01588. Vote yes/Unanimous.

APPOINTMENTS/Resignations/None

CITIZENS' COMMENTS/INPUT/None

The Crafty Nest/1) Request permission to hold the Sidewalk Sale event on Church Street on Saturday, June 20, 2020 from 10 AM to 2 PM; 2) Request permission to close Church Street on Saturday, June 20, 2020 from 9 AM to 3 PM beginning at Unibank to the intersection of Cross Street; 3) Request to hang a banner across Church Street from Sunday, June 7, 2020 to Sunday, June 21, 2020 to advertise the Sidewalk Sale /Present: Laura VandenAkker and Lesley Woods. Ms. VandenAkker stated that they are looking to hold the Sidewalk Sale again and hoping to make it an annual event. She noted that the event will be open to all brick and mortar businesses and they will be able to set

up on the street and advertise. They also plan to have a fire truck for kids to see along with a DJ, and a bouncy house. Selectman Ampagoomian asked about last year's attendance. Ms. VandenAkker stated that the attendance was great, and the street was packed; and they were very happy with it. A motion/Mr. Melia seconded/Mr. Nolan to approve the request to hold the Sidewalk Sale event on Church Street on Saturday, June 20, 2020 from 10 AM to 2 PM and to close Church Street from 9 AM to 3 PM beginning at Unibank to the intersection of Cross Street; and to hang a banner across Church Street from Sunday, June 7, 2020 to Sunday, June 21, 2020 to advertise the Sidewalk Sale. Vote yes/Unanimous.

Friends of Northbridge Elders/Request to hang a banner across Church Street from Sunday, October 11, 2020 to Sunday, October 25, 2020 to advertise their annual Dinner Dance at the Whitinsville Golf Club on Friday, October 23, 2020 from 4 PM to 9 PM. Ms. McCrea, President of the Friends of Northbridge Elders stated that this is the 3rd annual Dinner Dance. A motion/Mr. Melia, seconded/Mrs. Cannon to approve the request to hang a banner across Church Street from Sunday, October 11, 2020 to Sunday, October 25, 2020 to advertise the annual Dinner Dance at the Whitinsville Golf Club on Friday, October 23, 2020 from 4 PM to 9 PM. Vote yes/Unanimous.

George Marson Whitin Memorial Community Center Association dba Whitin Community Center/Request for a One-day wines and malts license for the 7th annual Cars in the Park event to take place on Saturday, August 15, 2020 from 10 AM to 4 PM located at Whitin Park, 60 Main Street, Whitinsville. A motion/Mr. Melia, seconded/Mr. Nolan to approve the request for a one-day wines and malts license for the 7th annual Cars in the Park event to take place on Saturday, August 15, 2020 from 10 AM to 4 PM located at Whitin Park, 60 Main Street, Whitinsville. Vote yes/Unanimous.

Grille 122 Bar & Restaurant, 91 Providence Road, Whitinsville/Notice of application for a KENO license [Vote needed only if Board objects]. The Board does not object and no vote is required.

Safety Committee Meeting Minutes [November 20, 2019]/Vote to accept recommendations. Mrs. Cannon stated that the meeting minutes have a different date in the header of the meeting minutes than what is stated as the meeting date. Highway Superintendent Jamie Luchini replied that the date of the meeting minutes should be November 20, 2019. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to accept the recommendations of the Safety Committee as outlined in the minutes of November 20, 2019. Vote yes/Unanimous.

Spring Annual Town Meeting [May 5, 2020] / Vote to place Selectmen's articles on the Warrant. Town Manager Gaudette read the articles aloud. **ARTICLE 1: (Board of Selectmen)/Bills of a prior year:** Town Manager Gaudette explained that this is a regular housekeeping article and as of right now there are none. **ARTICLE 2: (Board of Selectmen) /FY19 Budget Adjustments:** Mr. Gaudette explained this article is for transfers within the FY20 budget. **ARTICLE 4: (Board of Selectmen)/FY'20 Sewer Enterprise Operation.** **ARTICLE 5: (Board of Selectmen)/FY'21 Water Enterprise Operation.** **ARTICLE 6: (Board of Selectmen)/Chapter 90.** **ARTICLE 7: (Board of Selectmen)/Compensating Balance Agreements.** Authorizes the Treasurer/Collector to enter into agreements with banks. **ARTICLE 8: (Board of Selectmen)/Annual Reauthorization of the Board of Health's and Playground and Recreation's Revolving Accounts.** Town Manager Gaudette explained there are three accounts as follows: Playground and Recreation for \$20,000, Food Health and Safety for \$22,500 and Compost Site for \$10,000. We are required to set the dollar amounts. **ARTICLE 9: (Board of Selectmen)/Transfer money to the Compensated Absences Fund.** Mr. Gaudette explained this is also a yearly article. **ARTICLE 10: (Board of Selectmen)/FY'21 Pine Grove Cemetery Operations.** Mr. Gaudette explained this article will transfer money from the Cemetery Trust to fund the operations of the Pine Grove Cemetery for FY'21. **ARTICLE 15: (Board of Selectmen)/Transfer money from the Sewer Enterprise Fund.** Mr. Gaudette explained this article is part of the capital plan which will be approved by the Building, Planning and Construction Committee. Mr. Gaudette stated this would be for two projects. **ARTICLE 16: (Board of**

Selectmen)/Water Department Capital. Fund for infrastructure repairs /water mains on Linwood Ave., Court St., Jon Cir., and Edgemere Ave. **ARTICLE 17: (Board of Selectmen)/Capital Projects.** To see if the Town will vote to transfer from the undesignated fund balance (free cash) the following sums of money to be expended under the direction of the Director of Public Works. **ARTICLE 18: (Board of Selectmen)/Transfer money from the Town Building Maintenance Fund.** Mr. Gaudette explained this article is for maintenance of Town-owned buildings and facilities in Fiscal Year 2021. **ARTICLE 23: National Grid (Electric) Easement.** Town Manager Gaudette explained that this article will authorize National Grid an easement for the new Balmer School. **ARTICLE 24: Eversource (propane) Easement:** Mr. Gaudette stated this authorizes Eversource right and easement for the Propane at the new Balmer School. **ARTICLE 26: Fire Station.** Raise and appropriate funds for a new fire station. Selectmen Athanas asked about the cash flow for the cemetery. Town Manager Gaudette explained that we have a capital account and an operating account, Mr. Gaudette further explained that any surplus will be used first before using the capital funding. A motion/Mr. Ampagoomian, seconded/Mr. Melia to place the May 5, 2020 Spring Annual Town Meeting articles on the Warrant. Vote yes/Unanimous.

Town Manager Employment Agreement Renewal. Chairman Athanas stated that the Board of Selectmen have agreed to renew the Town Manager's employment agreement, commencing August 28, 2020 for three years ending on August 27, 2023. He continued stating that the Board feels Mr. Gaudette has done a tremendous job, legal expenses are down, the Town's bond rating continues to be strong, and they feel the Town is in a strong financial position. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to renew the Town Manager's employment agreement for three years as noted above. Vote yes/Unanimous.

Historical Commission Update: Present: Kenneth Warchol and Lenny Smith. Mr. Warchol stated that after 40 years as Chairman of the Northbridge Historical Commission he has stepped down from his role as Chairman and Lenny Smith was voted in as the new Chairman. Mr. Warchol added that he will be staying on until his term is complete. With that he said he wanted to share what the Commission is moving towards, especially now that we are part of a National Park. Mr. Warchol stated that his goals were preservation, education and building pride in the community. Over the last 40 years, 387 properties were added to the national historic register, after 640 hours of research of the history of the building. There are 56 signs on historic homes throughout Northbridge, many of which need to be replaced. Mr. Warchol also created the walking tour brochure in 1984, which allows for a self-guided tour. In 1985, he created a five-page booklet that sums up the history of Northbridge. In 1978, Paula McGowan requested doing a trolley tour in town, and the first year a bus was used, which was very successful selling out all three tours. The following year, the Commission decided to get a trolley for the tour, and Mr. Warchol bought his own Paul Whittin attire so he could dress up as Paul Whittin during the Trolley Tour. From 1976 to 2009, every Northbridge student received a tour and he believes it should be done again. In 1989, the first pictorial book of the Town of Northbridge was created. Mr. Warchol stated that three property preservation awards have been received by Northbridge over the years, which led to the receipt of grants. Another project completed by the Commission are the pictures on the walls of Town Hall portraying what the downtown area used to look like. Mr. Warchol has also answered over 400 letters and emails on genealogy and about the houses that their relatives lived in and about the restoration of property. House tours were done for 8 years with a dinner that followed at the Victorian. In 2010, Mr. Warchol chaired the Committee for a letter writing campaign to get the National Park. He mentioned that moving forward he wished to see the signage on historical homes replaced; reprinting the tour brochures; and complete the National Register for the remainder of the town. Finally, he noted that the town's 250th anniversary is approaching in 2022 and he feels the Board should appoint a committee to plan a celebration. Mr. Smith added that with the money the Commission receives they will continue to make it work. Selectman Melia thanked Mr. Warchol for his many years of service and dedication to the Historical Commission as well as his many years as a School teacher. He also said that Mr. Smith will be a great replacement once he gets settled in. Selectman Melia suggested that Mr. Smith should go over the budget with the Town Manager. Mr. Ampagoomian stated that Mr. Warchol's summary of the last 40 years is eye-opening and suggested approaching Blackstone Valley Tech to see

about printing the brochure. He also asked where we go from here to get more tourism, and if the National Park has any assistance to offer. Mr. Warchol responded that this is partially in their budget as well, and as they get more established the budget may grow, but at this point they aren't available yet. Selectmen Athanas stated that he is sad to see Mr. Warchol step away, but he will be missed and thanked him for his dedication to preserve the Town's history. Mr. Smith informed the Board that the Commission has spent a large amount of time putting together a nomination for Mr. Warchol to receive a lifetime achievement State Preservation Award.

TOWN MANAGER'S REPORT: **1) Key Meetings Attended:** Monday, February 10, 2020 – Attended the Selectmen Meeting. Monday, February 10, 2020 – Participated in Fire Station Conference Call with Design Team. Monday, February 10, 2020 – Met with Wayne Darragh (COG) re: CDBG projects. Wednesday, February 12, 2020 – Met with Friends of Lasell to discuss Turf Field project status. Friday, February 14, 2020 – Held a Department Managers Meeting at the Police Station. Tuesday, February 18, 2020 – Met with State Representative David Muradian. Tuesday, February 18, 2020 – Met with NPS Superintendent McKinstry and Business Manager Walker to discuss FY2019 Budget and Capital needs. Wednesday, February 19, 2020 – Met with Chairman Athanas to discuss 2.24.20 Agenda. Thursday, February 20, 2020 – Met with resident regarding purchasing town-owned parcel. Thursday, February 20, 2020 – Attended the Turf Field Bid Opening. **2) Balmer School Building Project:** Project construction by Fontaine Brothers continues. Steel erection is underway. Trade bids continue to be finalized and CM amendments have been approved. The MSBA visited the project last on Wednesday, January 22, 2020 for a regular site visit and will be coming to Town again on March 18, 2020. The School Building Committee met last week on February 12, 2020. **3) Fire Station Project (Feasibility Study):** The design team presented to the Board of Selectmen on February 10th to provide a second major progress update with the key component being cost estimates and taxpayer impacts. The Fire Chief presented the preliminary design layout to the Safety Committee this past week on February 19th. The design team will be presenting to the Fire Department staff on February 25th at the Fire Station. The Town Manager and Fire Chief will also present the same to the Finance Committee next week on February 26th. A draft feasibility study report, incorporating all information date, was distributed to the BPCC who will be developing comments for their next meeting on February 26th. The date for the next public forum is March 2nd at 7 PM located at the Northbridge High School auditorium. The website is up and running and several comments have been received. Website link is www.northbridgefirestationproject.org. **4) Lasell Field Turf Project:** The project construction was advertised on January 30th and bids were submitted today on February 20, 2020. The BPCC will meet with Activitas next week on February 26, 2020 to discuss team the bid results. The Town Manager will provide an update to the BOS at the March 9th Meeting to advise of the selected contractor, bid price, and construction schedule. **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 Friday, February 14th and will be in front of the Finance Committee next week on February 26th. The Board of Selectmen will review the Draft Warrant at their meeting this Monday, February 24th.

SELECTMEN'S CONCERNS: **Selectman Nolan(1)** stated he hopes that any historical artifacts from the current Fire Station will be able to be moved to the new Fire Station. **2)** requested an update on the Church Street Extension landfill. **Selectman Cannon** stated that it would be nice to hold another open house for the Fire Station so that residents can see the deterioration in person. **Selectman Melia** thanked Northbridge Community Television for allowing the Selectmen to hold their meeting in the cable studio due to the Primary Election voting scheduled to take place in the Selectmen's Meeting Room. **Selectman Ampagoomian(1)** asked if the Town Manager could look into the cost to have the Historical documents scanned in so they can be stored somewhere. Town Manager Gaudette stated that he would check with the Library, as they have an archive section. **2)** asked about potholes in town and if they were still being repaired. Mr. Luchini, Highway Superintendent, stated that they have a crew out almost daily, and luckily there have been no repeat potholes so far. **3)** asked if there was an update on Plummer's Corner. Mr. Luchini

replied that they are hoping the TIP project can assist, and explained they need to get the 122-corridor study completed and will know more after that. **4)** asked about the Batcheler Road Cemetery gravestones that are tipped over. Mr. Luchini stated that they will have Whitinsville Monument take a look at them to see what can be done. **5)** sends his condolences to Harry and Linda Berkowitz for the loss of Theresa Lawrence (Linda's mother). **Selectman Athanas** asked how the salt supply is holding up. Mr. Luchini replied they have used a fair amount of salt but have not gone over budget severely.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

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

Meeting Adjourned: 8:12 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

February 24, 2020

EXECUTIVE SESSION 6:30 PM

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES:

A. December 16, 2019

-Copy of December 16, 2019 meeting minutes

II. PUBLIC HEARING: B. *For reconsideration*/Application to transfer the Wines and Malt Beverages Package Store License from Village Variety, LLC [Mr. Ahmad Mustafa, Mgr.] to USRS 786, Inc. dba Village Variety, 84 Border Street, Whitinsville, MA 01588 [Mr. Rashid Ali, Mgr.] Present: Amjad Chaudhry, proposed owner/Vote to reconsider application

-Copy of recommendation of the investigator

-Copy of CORI Request Form (Omitted)

-Copy of Passport copy

-Copy of Lease agreement

-Copy of amendment to purchase and sale agreement

III. APPOINTMENTS/Resignations

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS:

C. The Crafty Nest/1) Request permission to hold the Sidewalk Sale event on Church Street on Saturday, June 20, 2020 from 10 AM to 2 PM; 2) request permission to close Church Street on Saturday, June 20, 2020 from 9 AM to 3 PM beginning at Unibank to the intersection of Cross Street; 3) request to hang a banner across Church Street from Sunday, June 7, 2020 to Sunday, June 21, 2020 to advertise the Sidewalk Sale /Present: Laura VandenAkker and Lesley Woods

-Copy of letter requesting approval to hold the Sidewalk Sale, close Church Street and hang a banner

-Copy of approval email from DPW Director, James Shuris

-Copy of approval email from Police Chief, Walter Warchol

D. Friends of Northbridge Elders/Request to hang a banner across Church Street from Sunday, October 11, 2020 to Sunday, October 25, 2020 to advertise their annual Dinner Dance at the Whitinsville Golf Club on Friday, October 23, 2020 from 4 PM to 9 PM

-Copy of letter requesting to hang a banner across Church Street to advertise the Annual Dinner Dance

E. George Marson Whittin Memorial Community Center Association dba Whittin Community Center/Request for a one-day wine and malt special license for the 7th annual Cars in the Park event to take place on Saturday, August 15, 2020 from 10 AM to 4 PM located at Whittin Park, 60 Main Street, Whitinsville

-Copy of application for a one-day wine and malt beverages license

-Copy of Revenue Enforcement and Protection Attestation

- Copy of Workers' Compensation Affidavit
- Copy of Hold Harmless Agreement
- Copy of license routing slip

F. Grille 122 Bar & Restaurant, 91 Providence Road, Whitinsville/Notice of application for a KENO license [Vote needed only if Board objects]

- Copy of letter from the State Lottery Commission for a KENO license application

G. Safety Committee Meeting Minutes [November 20, 2019]/Vote to accept recommendations

- Copy of November 20, 2019 Safety Committee meeting minutes

H. Spring Annual Town Meeting [May 5, 2020] / Vote to place Selectmen's articles on the Warrant

- Copy of 2021 Budget Calendar for the Spring Annual Town Meeting
- Copy of draft warrant for the Spring Annual Town Meeting
- Copy of FY 2020 Capital Program

I. Town Manager Employment Agreement Renewal/None

VI. DISCUSSIONS:

J. Historical Commission Update: Present: Kenneth Warchol and Lenny Smith/None

VII. TOWN MANAGER'S REPORT

VIII. SELECTMEN'S CONCERNS

IX. ITEMS FOR FUTURE AGENDA

X. CORRESPONDENCE

XI. EXECUTIVE SESSION 6:30 PM: Under M.G.L. c.30A, Sec. 21 #2: To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel.

BOARD OF SELECTMEN'S MEETING March 9, 2020 at 7:00 PM

A meeting of the Board of Selectmen was called to order by Chairman James Athanas at 7:00 PM, Northbridge Town Hall, Board of Selectmen's Room, 7 Main Street, Whitinsville, MA 01588. Board Members Present: Ampagoomian, Athanas, Cannon, Melia and Nolan. Also Present: Adam D. Gaudette, Town Manager.

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES: None

PUBLIC HEARING: 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. Chairman Athanas announced that the Board would come back to this item as it is not yet 7:05 PM.

APPOINTMENTS: Steven Gniadek, Conservation Commission/Present: Barbara McNamee, Chairman, Conservation Commission. Ms. McNamee introduced Mr. Gniadek and stated the Conservation Commission is pleased to have someone interested in serving on it. She said Mr. Gniadek is a lifelong Northbridge resident and believes his qualifications are a great fit. Mr. Gniadek mentioned he attended college out west but returned home to Northbridge. He works for Solitude Lake Management in Shrewsbury, who deal with algaecide treatments for municipalities and water bodies on private land as well. Mr. Gniadek noted he developed a vast interest in Conservation because of his job. Selectman Ampagoomian asked Mr. Gniadek what his opinion is of the solar farm being built off Church Street as well as the over 55 community being built. Mr. Gniadek responded he is concerned about the wildlife that may no longer be there but also feels that the projects are being done with the best interest of the town and looks forward to weighing in on future projects. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the appointment of Steven Gniadek to the Conservation Commission. Vote yes/Unanimous.

PUBLIC HEARING: 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. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to open the public hearing. Chairman Athanas read aloud the public hearing notice. Mr. Pace stated that he purchased Bill's Autobody about two years ago and has been doing repairs out of the facility since then. He has also done a lot of updates to the building and is working to establish a good reputation for his business. Mr. Pace stated that they have had clients ask if they have cars for sale, so he knows the interest is there and this is why they are looking to obtain a license to sell used vehicles. Selectman Athanas asked if there were any abutters who would like to be heard. There being none, a motion/Mr. Melia, seconded/Mr. Ampagoomian to close the public hearing. Vote yes/Unanimous. A motion/Mrs. Cannon, seconded/Mr. Ampagoomian to grant a Class II - Used Car Dealers License to Pace Automotive, Inc. dba Pace Auto Service, 36 Providence Lane, Whitinsville, MA. Vote yes/Unanimous.

CITIZENS' COMMENTS/INPUT/None

Twins Nutrition, LLC dba Twins Nutrition, 12 Cross Street, Whitinsville/Application for a non-alcoholic Common Victualler's license/Present: Christina Pare. Ms. Pare stated that she grew up in Northbridge and moved to Stoughton where she opened a similar store like what she is looking to open here in Northbridge. She explained that she moved back to Northbridge and would like to open a store to sell teas and healthy shakes. Ms. Pare stated that the hours of operation will be Monday through Friday 7 AM to 5 PM and Saturday 8 AM to 2 PM. Selectman Athanas asked if there is parking available to customers.

Ms. Pare replied there are about three spots out front and three on the side and typically there are 3-5 people in the store at a time. A motion/Mr. Melia, seconded/Mr. Ampagoomian to grant a non-alcoholic Common Victualler's license to Twin's Nutrition, LLC dba Twins Nutrition at 12 Cross Street, Whitinsville. Vote yes/Unanimous.

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. A motion/Mr. Melia, seconded/Mr. Ampagoomian to grant a one-day weekday entertainment license to the Blackstone Valley Chamber of Commerce, on March 14, 2020 from 10 AM to 2 PM, at the High School Field House. Vote yes/Unanimous.

George Marston Whitin Memorial Community Association dba Whitin Community Center/Request for one-day weekday entertainment licenses 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. A motion/Mr. Melia, seconded/Mr. Nolan to grant one-day weekday entertainment licenses to the Whitin Community Center for their Gala event on Saturday, May 2, 2020 from 6:30 PM – 10:30 PM located inside the Whitin Community Center and their Cars in the Park event on Saturday, August 15, 2020 from 10 AM to 4 PM located at Whitin Park. Vote yes/Unanimous.

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. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the Armenian Apostolic Church's 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. Vote yes/Unanimous.

Vote to notify the Town Clerk of any Annual Town Election Ballot Questions [May 19, 2020]. Town Manager Gaudette stated that there has been discussion on the Fire Station project and the plan is to go to Town Meeting with an article, which would be for authorization to borrow the monies for that project. Furthermore, there will be an election question to allow us to exclude the debt for that project for a period of time. A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to notify the Town Clerk to place the following Debt Exclusion Question on the Annual Town Election Ballot: Shall the Town of Northbridge be allowed to exempt from the provisions of Proposition two and one-half, so called, the amounts required to pay for the bond issued in order to pay the costs for engineering, design and construction of a new Fire Station? Vote yes/Unanimous.

Vote to accept monetary donation from the Friends of Lasell Field to be used towards the Lasell Field artificial turf field project. Timothy Labrie, member of the Friends of Lasell Field, stated that through the design process the debt exclusion that was approved in the amount of \$2.7 million came up short. The Friends of Lasell Field, with the guidance of Robert Knapik, were able to raise funds from generous members of the community. Mr. Labrie stated that there are still funds being raised to close the gap on the shortfall. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to accept a monetary donation from the Friends of Lasell Field in the amount of \$440,441.35 to be used towards the Lasell Field artificial turf field project. Vote yes/Unanimous.

TOWN MANAGER'S REPORT:

I. Town Manager's FY2021 Budget and May Town Meeting Updates. Town Manager Gaudette stated that Finance Committee meetings are underway and there is a public hearing scheduled for Wednesday, March 11, 2020 at 6:30 PM at the Town Hall, that the public is encouraged to attend. He explained that town revenue is up a little over \$1,000,000 dollars or 2.39%. In addition, there is a major increase in the

Trade School budget due to Northbridge students attending out of district schools. Other increases are from the Retirement System and Health Insurance, which enables us to only get 2%. Other highlights include some reductions in town government and the school is looking to do the same. Selectman Melia asked if the town would be hiring for any new positions this year. Town Manager Gaudette explained that with reductions that is one thing that cannot be done. Chairman Athanas asked if the Trade School cost to us or if it was in additional students. Town Manager Gaudette replied that it's additional students, which costs about \$23,000 dollars total to send a student to an out of district Trade School, which covers the tuition and transportation. Chairman Athanas asked if there is a limit as to how many students are accepted into the program. Mr. Gaudette replied no.

J. Turf Field Project Update. Town Manager Gaudette stated that the bids came in two weeks ago, the Building, Planning and Construction Committee met and will be signing a contract with Green Acres. There is a pre-construction meeting scheduled for this Friday, March 13, 2020, which we hope to have them onsite in the beginning of April with four months of construction.

K. Fire Station Project Update. Town Manager Gaudette thanked those that were able to make it to the public forum. Moving forward there will likely be another public forum held in April along with another open house.

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. **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. **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. **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. **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.

SELECTMEN'S CONCERNS: **Selectman Melia/1)** requested that the Town Manager contact the former owner of Burger King to have the trash containers removed as they are overflowing. **2)** attended the Fire Station forum and felt it was an excellent presentation with a lot of relevant information. **3)** stated that with the uptick in COVID cases, it was nice to see that the Board of Health webpage has a lot of information on the virus, alerts and links. **Selectman Ampagoomian/1)** attended the Fire Station forum as well, which he thought was very informative. **2)** noticed Senator Ryan Fattman, who is up for re-election, was in town looking for signatures. Mr. Ampagoomian stated that he informed his point man on his disappointment in the lack of support for the Town of Northbridge.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

Chairman Athanas announced that the next scheduled meeting is Monday, March 23, 2020. Selectman Melia and Selectman Nolan stated they would not be in attendance.

A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to adjourn the public meeting. Vote yes/Board Members Ampagoomian, Cannon, and Melia.

Meeting Adjourned: 7:43 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

March 9, 2020

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

- Copy of Public Hearing Notice
- Copy of Police Department license sign-off
- Copy of memo from James Sheehan, Building Inspector providing notice of the Special Permit for a maximum of 10 vehicle
- Copy of completed application
- Copy of Articles of Organization
- Copy of Revenue Enforcement and Protection Attestation
- Copy of Workers' Compensation Affidavit
- Copy of Liability Insurance
- Copy of layout
- Copy of memo from the Fire Department providing notification that all violations have been fixed and they are in compliance with the Fire Department
- Copy of license routing slip

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

- Copy of Talent Bank Application
- Copy of resume

IV. CITIZENS' COMMENTS/INPUT/None

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

- Copy of completed application
- Copy of Revenue Enforcement Attestation and Protection
- Copy of Workers' Compensation Affidavit
- Copy of Articles of Organization
- Copy of License Routing Slip

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

- Copy of completed one-day weekday entertainment application
- Copy of letter listing the types of entertainment
- Copy of Revenue Enforcement and Protection Attestation
- Copy of Workers' Compensation Insurance Affidavit
- Copy of License Routing Slip

E. George Marston Whitin Memorial Community Association dba Whitin Community Center/Request for one-day weekday entertainment licenses for: 1) Gala event on Saturday, May 2, 2020 from 6:30 PM – 10:30 PM located inside the Whitin Community Center;

- Copy of completed one-day weekday entertainment license application
- Copy of Revenue Enforcement and Protection Attestation
- Copy of Workers' Compensation Insurance Affidavit
- Copy of License Routing Slip

2) Cars in the Park event on Saturday, August 15, 2020 from 10 AM to 4 PM located at Whitin Park

- Copy of completed one-day weekday entertainment license application
- Copy of Revenue Enforcement and Protection Attestation
- Copy of Workers' Compensation Insurance Affidavit
- Copy of License Routing Slip

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

- Copy of email requesting to hang a banner

G. Vote to notify the Town Clerk of any Annual Election Ballot Questions [May 19, 2020]/No documentation

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

- Copy of Lasell Field bid results
- Copy of FY 2021 Budget Outlook

VI. DISCUSSIONS/None

VII. TOWN MANAGER'S REPORT

- I.** Town Manager's FY2021 Budget and May Town Meeting Updates/No documentation
- J.** Turf Field Project Update/No documentation
- K.** Fire Station Project Update/No documentation

VIII. SELECTMEN'S CONCERNS/No documentation

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION/None

BOARD OF SELECTMEN'S MEETING May 18, 2020

A meeting of the Board of Selectmen was called to order by Chairman James Athanas at 7:06 PM, virtually using the Zoom Video Communication, video conferencing app at

<https://us02web.zoom.us/j/88488477018?pwd=d1ViY0F2U3ZuVVFkT1NxOEEx5WDZlZz09>

Meeting ID: 884 8847 7018 Password: 031601. Board Members Present: Athanas, Ampagoomian, Cannon, Melia, and Nolan. Also present: Adam D. Gaudette, Town Manager.

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

Chairman Athanas 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: A. 1. February 24, 2020 [Exec. Sess.]. A motion/Mr. Ampagoomian, seconded/Ms. Cannon to approve but not release the February 24, 2020 executive session minutes as presented with the readings omitted: Roll Call Vote: Mr. Ampagoomian/Yes, Mrs. Cannon/Yes, Mr. Melia/Yes, Mr. Nolan/Yes and Mr. Athanas/Yes. **2. March 23, 2020.** A motion/Mr. Ampagoomian, seconded/Ms. Cannon to approve the March 23, 2020 minutes as presented with the readings omitted: Roll Call Vote: Mr. Ampagoomian/Yes, Mrs. Cannon/Yes, Mr. Melia/Yes, and Mr. Athanas/Yes. Mr. Nolan/Abstain. **3. April 27, 2020.** A motion/Mr. Melia, seconded/Mr. Nolan to approve the April 27, 2020 meeting minutes as presented with the readings omitted: Roll Call Vote: Mr. Ampagoomian/Yes, Mrs. Cannon/Yes, Mr. Melia/Yes, Mr. Nolan/Yes and Mr. Athanas/Yes.

PUBLIC HEARING B. 1) 7:05 PM: Application to transfer the All Alcoholic Beverages Package Store license from Mill House Wine and Spirits, Inc. [Alexis Giannopoulos, Mgr.] to Niyas Corporation DBA Mill House Wine and Spirits [Mehul Patel, Mgr.], 670 Linwood Avenue, Unit 13B, Whitinsville, MA. 2) Application to transfer the Non-Alcoholic Common Victualler License. Chairman Athanas read aloud the public hearing notice. A motion/Mr. Melia, seconded/Mrs. Cannon to open the public hearing. Roll Call Vote: Mr. Ampagoomian/Yes, Mrs. Cannon/Yes, Mr. Melia/Yes, Mr. Nolan/Yes and Mr. Athanas/Yes. Town Manager Gaudette explained that the information for the transfer is available in the packet. Attorney Niro stated that Mr. Patel is the owner of Niyas Corporation and has many years of experience. He currently owns 3 other stores and has a clean record with no violations. Attorney Niro stated that Mr. Patel is TIPS certified and plans to have all employees TIPS certified as well. There were no abutters present. Mr. Patel explained that he does not plan to change anything and is looking forward to working with Mr. Giannopoulos and doing business in the Town of Northbridge. A motion/Mr. Melia, seconded/Mrs. Cannon to close the public hearing. Roll Call Vote: Mr. Ampagoomian/Yes, Mrs. Cannon/Yes, Mr. Melia/Yes, Mr. Nolan/Yes and Mr. Athanas/Yes. A motion/Mr. Ampagoomian, seconded/Mrs. Cannon to approve the applications to transfer the All Alcoholic Beverages Package Store license and the non-alcoholic Common Victualler License from Mill House Wine and Spirits, Inc. [Alexis Giannopoulos, Mgr.] to Niyas Corporation DBA Mill House Wine and Spirits [Mehul Patel, Mgr.], 670 Linwood Avenue, Unit 13B, Whitinsville, MA. Roll Call Vote: Mr. Ampagoomian/Yes, Mrs. Cannon/Yes, Mr. Melia/Yes, Mr. Nolan/Yes and Mr. Athanas/Yes.

APPOINTMENTS/Resignations/None

CITIZENS' COMMENTS/INPUT/None

C. Village Congregational Church: Harvest Festival, Saturday, September 26, 2020 from 9 AM to 3 PM [Rain date: Sunday September 27, 2020]/1) Request to use Memorial Park; 2) Request to close Church Street, from Main Street to Park Street from 9 AM to 4 PM; 3) Request for a one-day Entertainment License/Present: Harriet Forman. Mrs. Forman explained that they previously held the Harvest Festival event, which is a fundraiser for the church, in Memorial Park. She indicated they will have food, crafts, games, and music. She also mentioned they are very much aware, given the current situation, that they may need to make some changes and are willing to abide by any regulations set forth by the Town and State. A motion/Mr. Nolan, seconded/Mrs. Cannon to approve the use of Memorial Park from 9 AM to 3 PM, the closing of Church Street from Main Street to Park Street from 9 AM to 4 PM; and the request for a one-day Entertainment License for Saturday, September 26, 2020 for the Village Congregational Church's Harvest Festival. Roll Call Vote: Mr. Ampagoomian/Yes, Mrs. Cannon/Yes, Mr. Melia/Yes, Mr. Nolan/Yes and Mr. Athanas/Yes.

D. Blackstone Valley Chamber of Commerce/Request to change the date of their one-day weekday entertainment license for the 22nd Annual Home and Business Expo, which has been rescheduled to take place on Saturday, October 31, 2020 from 10 AM to 2 PM at the Northbridge High School Field House. It was explained that the 22nd Annual Home and Business Expo was originally scheduled to take place on Saturday, March 14, 2020, and the one-day weekday entertainment license was previously approved by the Selectmen on March 9th for that same date. However, due to the current situation with the coronavirus, the Blackstone Valley Chamber decided to reschedule the Expo to Saturday, October 31, 2020 and thus is asking to change the date on their entertainment license. A motion/Mr. Nolan, seconded/Mr. Melia to approve the change in date on the one-day weekday entertainment license for the 22nd Annual Home and Business Expo from March 14, 2020 to Saturday, October 31, 2020 from 10 AM to 2 PM at the Northbridge High School Field House. Roll Call Vote: Mr. Ampagoomian/Yes, Mrs. Cannon/Yes, Mr. Melia/Yes, Mr. Nolan/Yes and Mr. Athanas/Yes.

E. Vote to accept monetary donation from Walmart in the amount of \$1,500 for the Northbridge Police Department. Town Manager Gaudette thanked Walmart for their donation to Northbridge Police Department, stating they have been great in communicating with the town on their efforts through this pandemic and have been of great help as well. A motion/Mr. Melia, seconded/Mr. Cannon to accept the monetary donation from Walmart in the amount of \$1,500 for the Northbridge Police Department and to send a letter of appreciation. Roll Call Vote: Mr. Ampagoomian/Yes, Mrs. Cannon/Yes, Mr. Melia/Yes, Mr. Nolan/Yes and Mr. Athanas/Yes.

F. Town Clerk's Office/Request to hang a banner across Church Street Sunday, June 21, 2020 to Wednesday, July 1, 2020 to advertise the Annual Town Election on June 30, 2020. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the Town Clerk's request to hang a banner across Church Street from Sunday, June 21, 2020 to Wednesday, July 1, 2020 to advertise the Annual Town Election on June 30, 2020. Roll Call Vote: Mr. Ampagoomian/Yes, Mrs. Cannon/Yes, Mr. Melia/Yes, Mr. Nolan/Yes and Mr. Athanas/Yes.

G. Annual Town Election [June 30, 2020] / Vote to sign warrant. A motion/Mr. Melia, seconded/Mrs. Cannon to sign the Annual Town Election warrant. Roll Call Vote: Mr. Ampagoomian/Yes, Mrs. Cannon/Yes, Mr. Melia/Yes, Mr. Nolan/Yes and Mr. Athanas/Yes.

H. Pine Grove Cemetery Deed/William Bond [Lot No. 33B & 33A (two cremation graves) Locust Ave., North]. A motion/Mrs. Cannon, seconded/Mr. Nolan to approve the sale of Lots No. 33B & 33A,

(two cremation graves), Locust Ave., North], to William Bond. Roll Call Vote: Mr. Ampagoomian/Yes, Mrs. Cannon/Yes, Mr. Melia/Yes, Mr. Nolan/Yes and Mr. Athanas/Yes.

I. Board of Selectmen's Fee Schedule/Vote to pro-rate the fees ONLY on licenses submitted after September 30th and totaling \$1,000 or more. Town Manager Gaudette explained that this has come up in the past where licensees are requesting a proration. He explained that he would be looking to amend those license items that are \$1,000 or more. Selectman Melia stated he feels it's a good idea to put a policy together since this has been coming up more often. A motion/Mr. Melia, seconded/Mrs. Cannon to approve the fee schedule to pro-rate the fees only on licenses submitted after September 30th and totaling \$1,000 or more only. Roll Call Vote: Mr. Ampagoomian/Yes, Mrs. Cannon/Yes, Mr. Melia/Yes, Mr. Nolan/Yes and Mr. Athanas/Yes.

TOWN MANAGER'S REPORT: 1) Key Meetings Attended: Monday, April 27, 2020 – Participated in the Board of Selectmen Zoom Meeting. Tuesday, April 28, 2020 – Participated in the Lt. Governor's Municipal CEO's COVID-19 Update sponsored by MMA. Wednesday, April 29, 2020 – Weekly Construction Conference Call for Lasell Field project. Tuesday, May 5, 2020 – Participated in the Lt. Governor's Municipal CEO's COVID-19 Update sponsored by MMA. Wednesday, May 6, 2020 – Weekly Construction Conference Call for Lasell Field project. Thursday, May 7, 2020 – Attended Video Webinar for Labor and Unemployment Law update offered through MMA. Tuesday, May 12, 2020 – Held a Department Managers Meeting via Zoom to discuss Town Meeting, Election, Budget, and reopening planning. Tuesday, May 12, 2020 – Participated in the Lt. Governor's Municipal CEO's COVID-19 Update sponsored by MMA. Wednesday, May 13, 2020 – Weekly Construction Conference Call for Lasell Field project. Thursday, May 14, 2020 – Participated in Video Briefing for Distribution of CARES Act Funding to Municipalities. **2) FY2021 Budget and Town Meeting/Election Process:** The Moderator has postponed the Annual Town Meeting until June 23rd and the Board of Selectmen have postponed the Annual Election until June 30th. Notices have been posted on the website, at the Warrant posting locations, a Code Red call was conducted, and the post card mailings will go out with new dates. **3) COVID-19:** Last week on Monday, May 11, 2020 we reported that the Town had 228 confirmed cases; 133 within Long-Term Care Facilities and 54 of the 95 resident cases had recovered. The Town Hall remains closed to the public however staff has begun reopening planning and will wait for the appropriate time to reopen and under certain restrictions – monitoring Governor daily. **4) 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. Site clearing/grading, utilities/drainage and steel erection are now complete. Concrete pad pouring has also neared completion. This week dealt with neighbors' complaint regarding flood lights overnight left on for security/safety. Worked out compromise to light up hallways and stairways only. The MSBA has scheduled a virtual site visit for Wednesday, May 20, 2020. **5) Fire Station Project (Feasibility Study):** The project has been quieted due to the building closure and the Governor's Stay at Home Order. The design team last presented the project at a second public forum on March 2nd at the Northbridge High School Auditorium and to the Finance Committee on March 4th. The final feasibility study report, incorporating all information date, has been distributed to the BPCC and an electronic copy will eventually be posted on the website. The presentation from the March 2nd public forum and the video link have been posted on the site as well. The next BPCC meeting is on hold for now. Reminder that the website link is www.northbridgefirestationproject.org. Selectman Melia asked if both the Lasell Field and the Balmer School projects are on schedule. Town Manager Gaudette stated that both projects are moving forward and on schedule. Selectman Cannon asked if a zoom meeting would be held in place of the public forums for the Fire Station Project. Town Manager Gaudette stated that there will be a mailer sent out with information and further explained there is a concern if the project is held up. He explained that further deterioration of the building as well as higher construction costs will be a factor in waiting another year for the project to go forward. Town Manager Gaudette made it known that the tax rate will not hit for another two to three years down the line. He added that within the next 30 days a post card will be mailed, and a virtual meeting using zoom will be held to prepare residents for Town

Meeting. Chairman Athanas asked for an update on the Town's financials and preparing for lack of revenue due to pandemic on the upcoming months. Town Manager Gaudette stated that the collections are on par, and things have been moving normally for FY 20. He stated that for FY21 the hiring freeze is still in place and the large spending ban is also in place. Town Manager Gaudette explained that the big question mark will be the State Aid for FY21. He added that the Town is moving forward as planned and we do have a chance at the Fall Town meeting to make any necessary adjustments. Town Manager Gaudette added that we are not reliant on additional meals tax as it is added to the Other Post-Employment Benefits, which will not affect budgets next year.

Update: Due to the SATM and Election having been postponed to late June, the Town Manager has initiated plans for additional public communications for the project to prepare residents for the voter actions required.

SELECTMEN'S CONCERNS: **Selectman Ampagoomian/1)** asked what the High School is planning on doing for graduation. Town Manager Gaudette stated he has not received anything official but will reach out to the Superintendent to find out. **2)** sends his condolences on behalf of the Board of Selectmen to the Bishop family who lost Georgette Bishop on Tuesday, May 12, 2020. **Selectman Melia** received a call from a gentleman on Plummer Avenue, complaining about an upsurge of 4-wheelers and minibikes coming up the railroad tracks in that area. Mr. Melia added that the resident suggested having the Highway Department to take a look to see if it would warrant a guardrail to eliminate the issue. The resident also mentioned that there is a large collection of water and asked if it could be looked into. Mr. Luchini, who was present in the virtual meeting, stated he will look into it. **Selectman Cannon** asked about social media accounts that she has noticed and if they were fake or set up by the Town staff. Town Manager Gaudette stated he has asked the Information Technology Systems Administrator to open accounts on social media for different alerts and noted that it will be centralized through the Town Manager's Office staff and the Systems Administrator. Town Manager Gaudette noted that items such as Town Meeting and Town Elections updates will be posted through these sites along with our website. **Selectman Nolan** asked what the process is to get an absentee ballot. Town Manager Gaudette explained that residents can contact the Town Clerk's Office to make an official request for an absentee ballot. He added that they are working diligently during the week in the office to get the ballot requests out in a timely manner.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

Town Manager Gaudette announced that the Memorial Day activities have been cancelled for this year.

Town Manager Gaudette announced that the next Selectmen's meeting is scheduled for June 8, 2020.

A motion/Mr. Melia, seconded/Mrs. Cannon to adjourn the public meeting. Roll Call Vote: Mr. Ampagoomian/Yes, Mrs. Cannon/Yes, Mr. Melia/Yes, Mr. Nolan/Yes and Mr. Athanas/Yes.

Meeting Adjourned: 7:53 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

May 18, 2020

I. APPROVAL OF MINUTES:

A. 1. February 24, 2020 [Exec. Sess.]

- Copy of February 24, 2020 Exec. Session minutes
(Removed from documentation as they have not been released)

2. March 23, 2020

- Copy of March 23, 2020 meeting minutes

3. April 27, 2020

- Copy of April 27, 2020 meeting minutes

II. PUBLIC HEARING B. 1) 7:05 PM: Application to transfer the All Alcoholic Beverages Package Store license from Mill House Wine and Spirits, Inc. [Alexis Giannopoulos, Mgr.] to Niyas Corporation DBA Mill House Wine and Spirits [Mehul Patel], 670 Linwood Avenue, Unit 13B, Northbridge 2) Application to transfer the Non-Alcoholic Common Victualler License

- Copy of Public Hearing Notice
- Copy of Certificate of Good Standing
- Copy of Unemployment Assistance Certificate
- Copy of payment confirmation
- Copy of Application Packet
- Copy of Corporate Vote
- Copy of Articles of Organization
- Copy of layout
- Copy of Lease agreement
- Copy of Purchase and Sale Agreement
- Copy of financial information (Omitted)
- Copy of Proof of residency
- Copy of Cori Request Form (Omitted)
- Copy of License (Omitted)
- Copy of Revenue Enforcement and Protection Attestation
- Copy of Workers' Compensation
- Copy of Certificate of Liability Insurance
- Copy of Tips Certification
- Copy of License Routing Slip

IV. APPOINTMENTS/Resignations/None

V. CITIZENS' COMMENTS/INPUT/None

VI. DECISIONS:

C. Village Congregational Church: Harvest Festival, Saturday, September 26, 2020 from 9 AM to 3 PM [Rain date: Sunday September 27, 2020]/1) Request to use Memorial Park;

2) Request to close Church Street, from Main Street to Park Street from 9 AM to 4 PM; 3) Request for a one-day Entertainment License/Present: Harriet Forman

- Copy of email request to use memorial park and close Church Street
- Copy of Memorial Park Request Form
- Copy of Hold Harmless Agreements
- Copy of Workers' Compensation Agreement
- Copy of Certificate of Insurance
- Copy of Certificate of Exemption
- Copy of License Routing Slip
- Copy of Entertainment Application
- Copy of License Routing Slip

D. Blackstone Valley Chamber of Commerce/Request to change the date of previously approved one-day weekday entertainment license [previously approved March 9, 2020] for their 22nd Annual Home and Business Expo on Saturday, October 31, 2020 from 10 AM to 2 PM located at the Northbridge High School Field House

- Copy of One-day Entertainment Application
- Copy of License Routing Slip

E. Vote to accept monetary donation from Walmart in the amount of \$1,500 for the Northbridge Police Department

- Copy of email from the Police Chief regarding the donation from Walmart

F. Town Clerk's Office/Request to hang a banner across Church Street Sunday, June 21, 2020 to Wednesday, July 1, 2020 to advertise the Annual Town Election on June 30, 2020

- No documentation

G. Annual Town Election [June 30, 2020] / Vote to sign warrant

- Copy of Annual Town Election Warrant

H. Pine Grove Cemetery Deed/William Bond [Lot No. 33B & 33A, two cremation graves, Locust Ave., North]

- Copy of Pine Grove Cemetery Deed

I. Board of Selectmen's Fee Schedule/Vote to pro-rate the fees on licenses totaling \$1,000 or more and submitted after September 30th only

- No documentation

VII. DISCUSSIONS/None

VIII. TOWN MANAGER'S REPORT/No documentation

IX. SELECTMEN'S CONCERNS/No documentation

X. ITEMS FOR FUTURE AGENDA/None

XI. CORRESPONDENCE/None

XII. EXECUTIVE SESSION/None

TALENT BANK APPLICATION

B.5.

RECEIVED

20 AUG -5 PM 6:42

please return to:

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

NORTHBRIDGE TOWN CLERK
LINDA S. ZYWIEN

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

yes per TC
8/6/20 Date: 8/4/2020

Name JANET M. BURKEP. O. Box NIAHome Address XXXXXXXXXXXXXXXXXX ST WHITINSVILLE MA. 01588Email Address XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXTelephone XXXXXXXXXXXXXXX Cell XXXXXXXXXXXXXXXBusiness NIA

Address _____ Tel. _____

Current Occupation/Title RETIRED R.N.Education MATIGNON HIGH SCHOOL, CAMBRIDGE, MA. 02138
ST. ELIZABETH'S HOSP. SCHOOL OF NURSING, BRIGHTON, MA 02135
BECKER COLLEGE, WORCESTER, MA (SEVERAL COURSES)

Governmental, Civic & Community Activities _____

I previously sat on the board of Assabet Valley School of Nsg.

Charitable & Educational Activities _____

Town Committees or Offices NONEI am interested in the following Committees: Board of Registrars

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

NAME: JANET M. BURKE PRECINCT# 3

TOWN OF NORTHBRIDGE

COMMITTEE INTEREST (Indicate Committee preference)

- | | |
|------------------------|----|
| 1. Board of Registrars | 4. |
| 2. | 5. |
| 3. | 6. |

Present Interest or business affiliation (dates, places)

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

- ST. PATRICK'S CHURCH GREETER
- JOHN & JIM COMMUNITY BREAKFAST VOLUNTEER (TEAM #4)
- Volunteer at the Primary School when my children were young.
- Former Eucharist Minister at ST. PATRICK'S bringing communion to "shot-ins"

Special skills and education (be specific)

- CPR CERTIFICATION (CURRENT)
- SERVE SAFE CERTIFICATION (CURRENT)
- I sit on the ST. ELIZABETH'S HOSPITAL SCHOOL OF NURSING ALUMNI board as the liason to the BURN'S LIBRARY at BOSTON COLLEGE which stores our school memorabilia

How experience relates to particular committee interest

The last 22 years of my nursing career was spent in Long Term Care and the last 14 years were spent as Director of Staff Development. I am well versed in dealing with both the elderly and the young

ADDITIONAL COMMENTS:

Mail completed form to:

Northbridge Town Hall
Office of the Town Manager
7 Main Street
Whitinsville, MA 01588

C.

RECEIVED

LAURA MEDEIROS
Shrewsbury, MA 01545

20 JUL -2 AM 9:44

XXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXX
WWW.LINKEDIN.COM/IN/LAURA-MEDEIROS-0660
NORTHERIDGE TOWN CLERK
COLLEEN A. D'AMORE

✓ PARALEGAL | ADMINISTRATIVE PROFESSIONAL

Skillful and dedicated Paralegal / Assistant with extensive experience in the coordination, planning, and support of daily operational and administrative functions. Demonstrated capacity to provide comprehensive support for executive-level staff including scheduling meetings, coordinating travel, drafting pleadings, and effectively managing all essential tasks. Key areas of expertise include:

- Paralegal • Administration • Operations • Coordination • Executive Assistant
- Standard Operating Procedures (SOP) • Process Improvement • Customer Support

COMPUTER SKILLS

Research: Internet, Westlaw, Lexis/Nexis
Software Proficiency: Microsoft Office, Outlook, Word, Excel, Powerpoint, Access, Quicken, Timeslips, Juris, Groupwise, Standard Conveyancer, Meditech, Oracle
Special Skills: ✓ Transcription, Proofreading, Notary Public ✓

EXPERIENCE

TJX Corporation / Systems, Marlborough, MA **2008 – September 2018**
File Transfer Supervisor, 2017 – Present
End User Services Technician III- Major Incident Management, 2016 – 2017
Technology Services Supervisor-Major Incident Management, 2015 – 2016
Call Center Supervisor, 2015
Technical Support Specialist II, 2013 – 2015
Senior Call Center Technical Specialist, 2011 – 2013
Contractor- Oracle Help Desk, 2008 – 2011

Lebwith & Associates, P.C., Milford, MA **2005 – 2008**
Real Estate Paralegal / Title Examiner
Worked closely with clients, brokers and lenders to prepare all documents for closings and also served as a Title Examiner.

Tadmor & Tadmor, LLP, Worcester, MA **2004 – 2005**
Paralegal
Prepared all documents for filings, drafted appeals, and prepared documents and filings for divorce clients in a law firm specializing in immigration and nationality law.

Bloom & Rosenfield, Westborough, MA **2003**
Legal Secretary / Paralegal
Assistant to partner specializing in litigation. Personal injury, divorce, estate planning, juvenile, criminal, and collection.

~~XXXXXX~~

LAURA MEDEIROS

Page Two

~~XXXXXX~~

ADDITIONAL RELEVANT EXPERIENCE

Milton, Laurence & Dixon, Worcester, MA
Litigation Secretary

Glickman, Sugarman, K&G, Worcester, MA
Legal Secretary

Medical Information Technology, Natick, MA
Implementation Secretary

Hadlock Law Offices, Natick, MA
Real Estate Paralegal

EDUCATION

Bachelor of Liberal Arts with a Legal Concentration
Mt. Ida College, Newton, MA

Associate of Applied Science in Paralegal Studies
Mt. Ida College, Newton, MA
Interned with the Department of the Attorney General, Complaint Section.
Member of Phi Theta Kappa.

BARBARA J. WILSON
Chief Executive Officer

July 29, 2020

To the Whitinsville Board of Selectmen,

*Offering effective
community-based
human services
to individuals
and families in
Massachusetts.*

From offices in:

— Hyannis
— Lawrence
— Peabody
— Plymouth
— Whitinsville
— Worcester

This letter is a request from NOWA (No One Walks Alone) Peer Recovery Support Center, a program of Family Continuity, located at 9 Spring Street, Whitinsville, MA. We have our 2nd Annual Overdose Awareness Vigil scheduled for Monday, 8/31, virtually. Last year, we planted about 250 purple flags, our NOWA banner and a 3 x 5-foot Overdose Awareness sign at the Village Congregational Church front yard, which we will be doing again this year. The church allowed us to keep this up for about a week.

We are requesting to use Memorial Common, in addition to the Village Congregational Church, to raise more awareness and better support our community this year. We are asking to plant about 250 purple flags and 1-2, 3 x 5-foot Overdose Awareness signs. We would like to plant them on Saturday, 8/29 and keep them up until Saturday, 9/12.

Thank you for taking the time to read our request. We look forward to hearing back from you.

Sincerely,

Rebecca Zwicker

Rebecca Zwicker, CARC
Pronouns: She/Her/Hers
No One Walks Alone Recovery Support Center
Program Director
Recovery Coach Supervisor
Family Continuity Program
Whitinsville / Worcester
Rzwicker@familycontinuity.org
<https://www.facebook.com/NOWARSC/>
www.NOWARSC.org
978-771-0087

We turn our dreams into goals, our goals into steps and our steps into actions.
We matter!

Town of Northbridge
Trustees of Soldiers' Memorials

Northbridge Town Hall, 7 Main St. Whitinsville, MA 01588

August 11, 2020

Mrs. Melissa Ciaramitaro
Senior Admin. Asst./HR Asst.
Town of Northbridge
7 Main St.
Whitinsville MA 01588

Dear Melissa,

On behalf of the Trustees of Soldiers' Memorials, I am writing you to acknowledge that we unanimously approved NOWA (No One Walks Alone) Peer Recovery Support Center's request to use Memorial Park to plant about 250 purple flags and signs from Saturday, August 29, 2020, until Saturday, September 12, 2020. We do ask that no signs, flags or other materials be placed on any of our memorials or deface them in any way. We also want NOWA to be aware that some repairs are needed at the Civil War Memorial and may be under way at the time you are there.

In approving this use of Memorial Park at our meeting this evening, the trustees acknowledge the importance of this effort and of the Peer Recovery Support Center.

Sincerely,

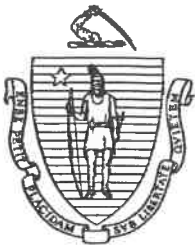
Richard T. Trier

Richard T. Trier
Secretary, Trustees of Soldiers' Memorials
58 Ivy Lane, Whitinsville, MA 01588
Cell: (508) 935-9180 Home: (508) 234-5679

cc: Trustees: Frank DeFazio (Chair), Jason Ball, Tom Farley, Jim Gallagher, Board of Selectmen Chair, Alicia Cannon

E.

****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

**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: Fairlawn Christian Reformed Church

Address: 305 Goldthwaite Rd

City/State/Zip: Whitinsville, MA 01588

Phone #: 508-234-2838

Are you an employer? Check the appropriate box:

1. ☒ I am a employer with 3 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 Church

*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: Republic Franklin Insurance Company

Insurer's Address: 2600 Corporate Exchange Dr Ste 200

City/State/Zip: Columbus, OH 43231

Policy # or Self-ins. Lic. # 4285042 Expiration Date: 02/04/2021

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: [Signature] Council President

Date: 8/3/20

Phone #: 508-234-2838

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



F.

TOWN OF NORTHBRIDGE, MASSACHUSETTS

COMMUNITY PLANNING & DEVELOPMENT

R. Gary Bechtholdt II, Town Planner
7 Main Street Whitinsville, MA 01588
Phone: (508) 234.2447 Fax: (508) 234.0814
gbechtholdt@northbridgema.org

MEMORANDUM

Date: August 10, 2020

TO: NORTHBRIDGE BOARD OF SELECTMEN
Adam Gaudette, Town Manager

From: R. Gary Bechtholdt II, Town Planner

RE: HANNAH DRIVE -CARPENTER ESTATES
Vote Intent to Layout [MGL Ch. 82 Sec. 17-32]

Please include on the Board of Selectmen meeting agenda (August 17, 2020) -*Vote Intent to Layout Hannah Drive (Carpenter Estates subdivision)*. In doing so, the BOS shall simply refer the matter to the Planning Board for recommendation.

Upon referral from the Board of Selectmen, the Planning Board shall hold a public meeting to review and offer its recommendation on the layout; after which the Board of Selectmen shall Vote to Layout Hannah Drive at a subsequent meeting.

Whereas, it is the intension of the Developer/Planning Board to present Hannah Drive for street acceptance considerations at the 2020 Fall Annual Town Meeting. As you likely know, a Vote to Layout needs to be satisfied in advance of Town Meeting; where failure to do so shall result in passing over the article.

In addition to laying out the roadway, the Planning Board (& Board of Selectmen) shall have an opportunity to offer its recommendation on the street acceptance warrant article itself. Arrangements shall be made with the Finance Committee to review the article prior to their vote/recommendation in preparation for Town Meeting action.

The Developer is currently addressing remaining punchlist items prepared by the Planning Board Consultant, as reviewed and consented to by the Department of Public Works (DPW Director).

Upon motion duly made & seconded the Board of Selectmen shall vote their intention to layout Hannah Drive -and refer the matter to the Planning Board for recommendation.

Planning shall coordinate with your office necessary notice of meeting, notifications, etc. for the formal vote to layout Hannah Drive, where a Layout (/Street Acceptance Plan) along with legal descriptions (metes & bounds) will be presented.

Should you require additional information or have any questions -please let me know.

Thanks, take care & be well.

Cc: Applicant/Engineer
Planning Board
DPW
/File

COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH

H.

WARRANT FOR THE STATE PRIMARY
TUESDAY, SEPTEMBER 1, 2020

WORCESTER, SS.
To the Constables of the **TOWN OF NORTHBRIDGE**

GREETING:

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

Precincts 1, 2, 3, and 4
Northbridge High School, 427 Linwood Avenue

on **TUESDAY, THE FIRST DAY OF SEPTEMBER, 2020**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the State Primaries for the candidates of political parties for the following offices:

SENATOR IN CONGRESS	FOR THIS COMMONWEALTH
REPRESENTATIVE IN CONGRESS	SECOND DISTRICT
COUNCILLOR	SEVENTH DISTRICT
SENATOR IN GENERAL COURT (Precincts 1 & 3)	WORCESTER & NORFOLK DISTRICT
SENATOR IN GENERAL COURT (Precincts 2 & 4).	SECOND WORCESTER DISTRICT
REPRESENTATIVE IN GENERAL COURT.	NINTH WORCESTER DISTRICT
REGISTER OF PROBATE	WORCESTER COUNTY

And you are directed to serve this warrant by posting attested copies thereof at the Whitinsville Post office in Precinct 1; Gary's Variety and the Northbridge Post Office, both in Precinct 2; Town Clerk's Office and 1Quickstop, both in Precinct 3; and the Whitinsville Social Library and Town Hall Annex, 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, to the Town Clerk, at the time and place of said voting.

GIVEN under our hands this 17TH DAY OF AUGUST, 2020.

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 warrant by posting attested copies thereof as within directed.

Constable, Town of Northbridge

Date

**COMMONWEALTH OF MASSACHUSETTS
WARRANT FOR FALL ANNUAL TOWN MEETING
TOWN OF NORTHBRIDGE
TRANSACTION OF TOWN BUSINESS
TUESDAY, OCTOBER 27, 2020 - 7:00 P.M.**

I.

August 13, 2020 - V2

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, October 27, 2020 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 amend the votes taken under Article 3 of the 2020 Spring Session of the Annual Town Meeting (originally scheduled for May 5, 2020 then postponed to June 23, 2020), appropriations and transfers under the Omnibus Budget Article, to raise and appropriate, and/or to transfer from available funds in the Treasury and/or the Health Insurance Stabilization Fund to supplement appropriations under the Omnibus Budget Article; or take any other action relative thereto.

ARTICLE 2: (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 various sums of money and authorize the payment of prior year bills; or take any other action relative thereto.

ARTICLE 3: (Planning Board)

To see if the Town will vote to accept as a public way, Hannah Drive as heretofore laid out by the Board of Selectmen, a copy of which layout is on file with the Office of the Town Clerk, and further authorize the Board of Selectmen, in the name and behalf of the Town, to acquire by purchase, eminent domain, gift or otherwise, easements in said way for the purpose for which public ways are used in the Town; 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 and the Salvation Army, in Whitinsville, all 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 ____ day of September in the year Two Thousand Twenty.

SELECTMEN OF NORTHBRIDGE

Alicia M. Cannon, Chairman

Charles Ampagoomian, Jr.

James J. Athanas

Russel M. Collins

Thomas J. Melia

WORCESTER, SS Northbridge

Date:

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 meet at the time and place and for the purpose stated in said warrant by posting attested copies thereof as within directed.

Constable, Town of Northbridge



TOWN OF NORTHBRIDGE
PLANNING BOARD
7 MAIN STREET
WHITINSVILLE, MASSACHUSETTS 01588

PHONE: (508) 234-2447

FAX: (508) 234-0821

August 12, 2020

Linda Zywien, Town Clerk
Northbridge Memorial Town Hall, 7 Main Street
Whitinsville, MA 01588

RE: 2020 FALL ANNUAL TOWN MEETING
Hannah Drive [Carpenter Estates] -Street Acceptance

Dear Ms. Zywien:

Please be advised, at its meeting of Tuesday, August 11, 2020 the Planning Board, upon motion duly made (R. Forst) and seconded (A. Kafal) voted (4-0) to SPONSOR HANNAH DRIVE -STREET ACCEPTANCE for the 2020 Fall Annual Town Meeting.

Hannah Drive -Street Acceptance

To see if the Town will vote to accept as a public way, Hannah Drive as heretofore laid out by the Board of Selectmen, a copy of which layout is on file with the Office of the Town Clerk, and further authorize the Board of Selectmen, in the name and behalf of the Town, to acquire by purchase, eminent domain, gift or otherwise, easements in said way for the purpose for which public ways are used in the Town; or take any other action relative thereto.

The Planning Board shall host a public meeting Tuesday, September 08, 2020 at which time the Board will review with the Developer, Department of Public Works and others any remaining outstanding issues; after which the Planning Board shall offer its recommendation to the Board of Selectmen concerning its Vote to Layout.

Arrangements have been made for the Board of Selectmen to Vote their Intent to Layout (Hannah Drive) at its meeting of Monday, August 17, 2020 and consider the Vote to Layout (Hannah Drive) on September 14, 2020.

Under separate communication, a copy of the Layout (Acceptance Plan), legal description, As-built and certifications shall be provided for your records. Should you have any questions at this time please contact the Planning office.

Sincerely,

R. Gary Bechtholdt II
Northbridge Town Planner

Cc: Town Manager/BOS
Planning Board

DPW -Highway (/Director)
/File

FinCom

Applicant/Engineer

**PERFORMANCE EVALUATION
TOWN MANAGER
AUGUST 28, 2019 – AUGUST 27, 2020**

J.

5. **Outstanding** - Clearly exceeds what is required and expected by the Board

4. **Above Satisfactory** - Understands the issues and is addressing the same

3. **Satisfactory** - Is meeting the requirements of the Manager's role

2. **Needs Improvement** - Is meeting the requirements of the Manager's role, but improvement is needed to move an issue forward

1. **Unsatisfactory** - Is not meeting the minimum standards of the position of Town Manager

1. BUDGETARY/FINANCIAL ADMINISTRATION - Reports and projects the financial condition; management practices and policies are designed to maintain (or achieve) a sound financial condition; carries out Charter requirements for budget development and oversight.

___5 Outstanding ___4 Above Satisfactory ___3 Satisfactory ___2 Needs Improvement ___1 Unsatisfactory

Comment: _____

2. PERSONNEL ADMINISTRATION - Is the Manager an effective supervisor when it comes to the employees and department heads and in your opinion develops good employer/employee relations.

___5 Outstanding ___4 Above Satisfactory ___3 Satisfactory ___2 Needs Improvement ___1 Unsatisfactory

Comment: _____

3. PUBLIC RELATIONS - Has the Manager served the citizens of the Town? Has he listened to their issues and/or complaints and has he resolved these request(s) in a timely manner?

___5 Outstanding ___4 Above Satisfactory ___3 Satisfactory ___2 Needs Improvement ___1 Unsatisfactory

Comment: _____

4. INTERACTION WITH THE BOARD - Do you feel the Manager has communicated well with members of the Board in all issues concerning the Town?

___5 Outstanding ___4 Above Satisfactory ___3 Satisfactory ___2 Needs Improvement ___1 Unsatisfactory

Comment: _____

5. EMPLOYEE AND LABOR RELATIONS - The Manager is responsible for negotiating all union contracts involving town employees when it comes to wages, hours and other terms and conditions of employment including those of non-union employees. Considering that the Manager has dealt with almost every Union and all non-union employees during the fiscal year has the Manager represented the Town well in these situations?

___5 Outstanding ___4 Above Satisfactory ___3 Satisfactory ___2 Needs Improvement ___1 Unsatisfactory

Comment: _____

6. STAFF DEVELOPMENT - Effectively assigns work to others; provides sufficient information to keep the employees productive, motivated and part of the team.

___5 Outstanding ___4 Above Satisfactory ___3 Satisfactory ___2 Needs Improvement ___1 Unsatisfactory

Comment: _____

7. INTERGOVERNMENTAL - Effectively coordinates activities with other municipalities, state and federal agencies.

___5 Outstanding ___4 Above Satisfactory ___3 Satisfactory ___2 Needs Improvement ___1 Unsatisfactory

Comment: _____

8. GOAL/PERFORMANCE ATTAINMENT - Considering resources available, is progressing with Fiscal Year goals.

___5 Outstanding ___4 Above Satisfactory ___3 Satisfactory ___2 Needs Improvement ___1 Unsatisfactory

Comment: _____

