

**TOWN OF NORTHBRIDGE
BOARD OF SELECTMEN'S MEETING
NORTHBRIDGE TOWN HALL
7 MAIN STREET - WHITINSVILLE, MA 01588
January 13, 2020 at 7:00 PM
REVISED**

PLEDGE OF ALLEGIANCE

- I. APPROVAL OF MINUTES: A. 1)** November 4, 2019 **2)** November 18, 2019 **3)** December 2, 2019
- II. PUBLIC HEARING: B. 7:05 PM** – Massachusetts Electric Company dba National Grid and Verizon New England/Petition #28915393 (East Street) to relocate pole 19 to the West-Southwest Approx. 7' per request of customer/**Present:** Michael Parent
- III. APPOINTMENTS: C. By the Board of Selectmen:** Open Space and Recreation Plan Update Committee [Member at Large]: Joel Vande Werken
- IV. CITIZENS' COMMENTS/INPUT**
- V. DECISIONS**
- D.** Spring Annual Town Meeting [May 5, 2020]/**1)** Vote to open the warrant this date and **2)** Vote to close the warrant on **Friday, March 6, 2020 at Noon**
- E.** Linda Usher/Request to hold the 32nd Annual Whitin Five Mile Road Race, Thursday, November 26, 2020 subject to the safety requirements of the Northbridge Police Department
- F.** Pine Grove Cemetery Deeds/**1)** Frances Trottier [Lot No. 40B, Elm Ave North], full grave **2)** Barbara VanderKlay [Lot No. 32, Walnut Ave North] 2 full graves **3)** R. Paul Johnson [Lot No. 31B, Walnut Ave, North] 1 full grave
- G.** Riverdale Cemetery Deed/Nancy and Thomas Faber [Lot no. 28, Maple Ave, North], single grave
- VI. DISCUSSIONS**
- H.** Forest Legacy Program/**Present:** David Pickart, Northbridge Conservation Commission
- I.** CPA -Community Preservation Plan/**Present:** Glenn King, Chair Community Preservation Committee
- 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"/>

A.1.

BOARD OF SELECTMEN'S MEETING November 4, 2019

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

The Pledge of Allegiance was recited by those present.

Vice Chairman Cannon announced the Town of Northbridge would like to present the former Town Moderator Harold Gould with an award for his years of service. Selectman Melia read aloud a speech he wrote recognizing Mr. Gould. Selectman Melia then presented Mr. Gould with a plaque and thanked him for his years of service. Senator Michael Moore and Representative David Muradian were also present to award Mr. Gould with a citation. Representative Muradian stated that we would not be the Town we are today if it wasn't for Mr. Gould. Representative Muradian thanked Mr. Gould of all his hard work and dedication to the town and presented Mr. Gould with a citation on behalf of the House of Representatives. Senator Moore thanked Mr. Gould and congratulated him on his years of service and announced that they do have a citation for him that they will get to him. Mr. Gould stated that it was a position that he thoroughly enjoyed. Selectman Ampagoomian stated that Mr. Gould was also a State Representative and is a veteran of the Army where he was ranked Lieutenant and thanked him for his years of service to the country and to the community.

Present: Representative Muradian – Update Representative Muradian provided the Board with an update. Representative Muradian stated that the House will be taking up the Student Opportunity Act, which is an overhaul of education reform and one of the largest investments in public education. Representative Muradian explained that it is in conference Committee as there are some issues that need to be resolved, but the house version is one billion five thousand dollars over seven years. Representative Muradian stated that in a town like Northbridge the most significant increase in funding would be in Special Education Transportation reimbursement. Northbridge will see an increase of three hundred and twenty-eight thousand nine hundred and seventy-nine dollars, which the increase is expected for the life of the bill. Senator Moore stated that the issue with the numbers in the Student Opportunity Act was the difference in the budget numbers year to year due to enrollment numbers. Senator Moore stated that another aspect to look at is the wealth of communities, which will have an impact on the aid that is coming back. Senator Moore added that they have passed a supplemental budget, which is in the Conference Committee and part of that is Per- and polyfluoroalkyl substances (PFAS), which deals with contaminated drinking water. Senator Moore continued stating that there is eight million three hundred thousand dollars in that line for any communities who have issues with PFAS. Senator Moore stated that with budget season gearing up again, to let him know if there are any earmarks or funding the either he or Representative Muradian can assist with. Senator Moore added that there is a transportation bond bill and cyber security bill pending. Senator Moore stated that if there are any transportation projects for the community to get them to his office. Selectman Melia asked if the moving of the Liberty Bell put forth by Mr. George Warren has been going forward. Representative Muradian stated that the original bill calls for a study prior to moving it and they have been working with House and Senate Business Office to have it included in a water upgrade infiltration system that is coming in the near future. Representative Muradian stated that he will be hosting the coat drive again, which will be held on December 5, 2019 at the Grafton Legion from 6 PM to 8 PM. Senator Moore stated that he hosts a turkey dinner at the Northbridge Senior Center with the help of Senior Center Director Kelly Bol. Mrs. Bol stated that it will be held on November 26, 2019 at noon and those attending are encouraged to get there early and to sign up.

APPROVAL OF MINUTES: September 23, 2019. A motion/Mr. Ampagoomian, seconded/Mr. Nolan

to approve the September 23, 2019 meeting minutes as presented with the readings omitted. Vote yes/Mr. Ampagoomian, Mrs. Cannon, Mr. Melia and Mr. Nolan. **October 22, 2019 FATM.** A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the October 22, 2019 Fall Annual Town Meeting minutes as presented with the readings omitted. Vote yes/Mr. Ampagoomian, Mrs. Cannon, Mr. Melia and Mr. Nolan.

PUBLIC HEARING/None

APPOINTMENTS/By the Town Manager: Lynn Normandin, Outreach Worker, Northbridge Senior Center/Vote to affirm - Present: Kelly Bol, Senior Center Director. Mrs. Bol stated that with Ms. Normandin's skills education and previous experience she exceeds the qualifications and she is looking forward to having Ms. Normandin to join the team. Ms. Normandin thanked Mrs. Bol for the opportunity, and she looks forward to getting started. A motion/Mr. Nolan, seconded/Mr. Ampagoomian to affirm the appointment of Lynn Normandin as an outreach worker for the Northbridge Senior Center. Vote yes/Mr. Ampagoomian, Mrs. Cannon, Mr. Melia and Mr. Nolan.

CITIZENS' COMMENTS/INPUT/None

Northbridge High School Drama Club/Request to hang a banner across Church Street from Sunday, January 26, 2020 to Sunday, February 9, 2020 to advertise the Drama Club's West Side Story/Present: Emily Lafreniere. Ms. Lafreniere explained that the banner would help to promote their show. Ms. Lafreniere stated that last year they were approved for a banner and were able to sell out all six shows and heard from attendees that they learned of the shows through the information on the banner. Ms. Lafreniere stated that the money earned through ticket sales is contributed back to the Drama Club to be used for props and the rights for shows. Selectman Nolan asked what the dates of the shows will be. Ms. Lafreniere stated that the shows are scheduled for January 7, 2020; January 8, 2020; January 31, 2020; and February 1, 2020. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the request to hang a banner across Church Street from Sunday, January 26, 2020 to Sunday, February 9, 2020 to advertise the Drama Club's West Side Story. Vote yes/Mr. Ampagoomian, Mrs. Cannon, Mr. Melia and Mr. Nolan.

Whitinsville Social Library/Request for a One-day all alcohol liquor license/Present: John Brouillard, Trustee. Mr. Brouillard stated that in the past there have been fundraisers done at the Library. Mr. Brouillard stated that with the one-hundred and seventy fiftieth anniversary coming the trustees decided to hold a function to celebrate. Mr. Brouillard stated that it is going to be catered by Peppers Catering, who are located in Northborough. Mr. Brouillard stated that they are selling tickets for \$75, which includes the bar and food. The event will be held Saturday, November 16th from 6 PM to 8 PM. Mr. Brouillard stated that this is not a fundraiser event but rather a celebration. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the request for a One-day all alcohol liquor license for the 175th anniversary event to be held Saturday, November 16th from 6 PM to 8 PM. Vote yes/Mr. Ampagoomian, Mrs. Cannon, Mr. Melia and Mr. Nolan.

2020 Selectmen's Meeting Schedule/Vote to approve. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the 2020 Selectmen's Meeting Schedule. Vote yes/Mr. Ampagoomian, Mrs. Cannon, Mr. Melia and Mr. Nolan.

2020 Holiday Schedule/Vote to approve. A motion/Mr. Melia, seconded/Mr. Ampagoomian to approve the 2020 Holiday Schedule. Vote yes/Mr. Ampagoomian, Mrs. Cannon, Mr. Melia and Mr. Nolan.

VFW Hall Lease for property at 875 Hill Street, Whitinsville / Present: Bill Audette. Mr. Audette stated that he is no longer an officer but remains a member and he also brought along Mr. Patrick McGowen who is the Secretary/Treasurer of the Blackstone Valley Veterans Association. Mr. Audette explained that

they are looking to make upgrades to the building. They have contacted Blackstone Valley Tech who will be coming to the hall to talk with the Veterans Association in regard to the upgrades. Mr. Audette stated that the only thing they will not do is the floors and stairs going to the main hall. Mr. Audette explained that the students and Blackstone Valley Tech are going to do the work and the Veteran's Association will need to pay for the supplies. Mr. Audette continued stated that they do not have the funds for this but plan to do some fundraisers to raise money for it. Mr. Audette stated that they would like to maintain the same lease but extend it to be twenty years. Mr. Audette explained that they do not want to do renovations if the Town has the ability to end the lease in two years and it would not make sense for them to do the renovations. Mr. Audette stated that they would like the Town to maintain the utilities included oil, electricity and water. Mr. McKeown announced that the Board of Selectmen are invited to join the Veterans at their first Spaghetti Supper on Saturday, November 9th from 5 PM – 9 PM. Selectman Melia asked if he knew why the lease agreement wasn't signed from 2011. Mr. Audette stated he wasn't sure. Town Manager Gaudette stated that he added this item under discussions for tonight so the Board could discuss it. Town Manager Gaudette added that his concerns are if there are procurement requirements and with the length of the lease if a town meeting vote would be required. Town Manager Gaudette stated that he would into those two items. The Board agreed that they do wish to support the veterans to help assist in paying for utilities and will wait the Town Manager to gather further information.

TOWN MANAGER'S REPORT: 1) Key Meetings Attended: Monday, October 7, 2019 – Attended the Board of Selectmen Meeting. Tuesday, October 15, 2019 – Attended the School Building Committee Meeting. Wednesday, October 16, 2019 – Attended the BPCC Meeting. Thursday, October 17, 2019 – Held a Department Managers Meeting followed by a meeting with the Moderator to prepare for the Fall Annual Town Meeting. October 19 – 22, 2019 – International City Managers Association Annual Conference, Nashville, TN. Tuesday, October 22, 2019 – Attend the Fall Annual Town Meeting. Wednesday, October 23, 2019 – Attended a meeting with NPS staff and Lasell Field Turf design team Activitas. Monday, October 28, 2019 – Met Fire Chief White to discuss personnel and operations. Monday, October 28, 2019 – Conference Call with the Fire Station Project Team. Wednesday, October 30, 2019 – Attended the Building, Planning, Construction Committee Meeting. Wednesday, October 30, 2019 – Met with Chairman Athanas. Thursday, October 31, 2019 – Met with Selectman Melia. **2) Balmer School Building Project:** The project construction by Fontaine Brothers is well under way. Grading, tree removal and replacement of a 36" drainage culvert across the site have taken place. The 3rd party sewer analysis has been completed and forwarded to the OPM for review. Fontaine has submitted the Building Permit application for review. Several sub bids have been reviewed and CM Contracts have been amended accordingly. It is anticipated that deliveries of steel and foundation installation will take place over the next 30-60 days so that steel can be erected over the winter. All abutter issues have been resolved. The School Building Committee meets again on November 15, 2019. **3) Fire Station Project (Feasibility Study):** The architect Kaestle-Boos Architects continues to work on the programming, draft response time analysis, site selection and criteria analysis, and draft site restriction plans. The BPCC reviewed these components of the study with the project team on October 16, 2019. The BPCC and the design team will be presenting these aspects of the project to the Board of Selectmen at a special meeting on Thursday, November 21, 2019 in order to get feedback from the Board and public. The team met with the BPCC this past Wednesday, October 30, 2019 to go over the draft presentations. The team is also developing a project web page to be accessed via a link on the Town's website which will contain aspects of the project including existing building conditions, design concepts, reports, etc. **4) Lasell Field Turf Project:** The BPCC has selected Activitas Land Scape Architects to perform designer services which will include feasibility and plan design, advertisement and construction monitoring. The Town Manager has negotiated the terms of the agreement and issued a Notice to Proceed. Activitas has begun ground survey work for base plan preparation and also has had a programming meeting with NPS staff which was held on October 23rd. The design team will again be meeting with this working group next week on November 7, 2019. Later this fall they will have meetings/forums on materials alternatives and design concepts.

SELECTMEN'S CONCERNS: Selectman Melia 1) asked how the Balmer School Project was going. Town Manager Gaudette stated that they have done a lot of earth work and the infrastructure has been installed and are currently working on putting footings in and eventual erecting the steel over the winter. **2)** asked if Town Manager Gaudette knew what was going to happen with the lights and the bleachers that are removed from the Lasell Field Turf Project. Town Manager Gaudette stated that there will be a discussion on that and a lot of times it will be in the bid packages where the contractors remove them or help with reuse. **Selectman Ampagoomian 1)** asked about the possibility to convert the veterans building from oil to natural gas. Town Manager Gaudette stated that he can reach out to Eversource to find out about rebates. Selectman Ampagoomian added that we should contact Mass Save as well to see if they can be of any assistance.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

Selectman Cannon announced that the next meeting is scheduled for Monday, November 18, 2019. Selectman Cannon announced that she is unable to attend that meeting.

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

Meeting Adjourned: 7:55 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

November 4, 2019

Present: Representative Muradian – Update

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES:

A. 1) September 23, 2019

-Copy of September 23, 2019 meeting minutes

2) October 22, 2019 SATM

-Copy of October 22, 2019 Spring Annual Town Meeting Minutes

II. PUBLIC HEARING

III. APPOINTMENTS/By the Town Manager: B. Lynn Normandin, Outreach Worker, Northbridge Senior Center/Vote to affirm - Present: Kelly Bol, Senior Center Director

-Copy of memo from Kelly Bol, COA Director recommending Lynn Normandin to be appointed to the Outreach Worker Position at the Senior Center

-Copy of Lynn Normandin's cover letter

-Copy of Lynn Normandin's resume

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS:

C. Northbridge High School Drama Club/Request to hang a banner across Church Street from Sunday, January 26, 2020 to Sunday, February 9, 2020 to advertise the Drama Club's West Side Story/Present: Emily Lafreniere

-Copy of email requesting to hang a banner across Church Street from Sunday, January 26, 2020 to Sunday, February 9, 2020 to advertise the Drama Club's West Side Story

D. Whitinsville Social Library/Request for a One-day all alcohol liquor license/Present: John Brouillard, Trustee

-Copy of application for a one-day all alcohol liquor license for the 175th Anniversary Whitinsville Social Library Cocktail Party

-Copy of signed hold harmless agreement

-Copy of Certificate of Insurance

-Copy of Caterer's license from the ABCC for Pepper's Artful Events

-Copy of tax exempt form

-Copy of tips certifications

-Copy of layout

E. 2020 Selectmen's Meeting Schedule/Vote to approve 2) 2020 Holiday Schedule/Vote to approve

-Copy of Selectmen's 2020 meeting schedule

-Copy of 2020 Holiday Schedule

VI. DISCUSSIONS:

F. VFW Hall Lease for property at 875 Hill Street, Whitinsville / Present: Bill Audette

-Copy of previous lease between the Town of Northbridge and the Blackstone Valley Vietnam Veterans of United States

VII. TOWN MANAGER'S REPORT/No documentation

VIII. SELECTMEN'S CONCERNS/No documentation

IX. ITEMS FOR FUTURE AGENDA/None

X. CORRESPONDENCE/None

XI. EXECUTIVE SESSION/None

DRAFT

A.2.

BOARD OF SELECTMEN'S MEETING November 18, 2019

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

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES: 1) October 7, 2019. A motion/Mr. Ampagoomian, seconded/Mr. Melia to approve the October 7, 2019 meeting minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas, and Melia. Abstain: Nolan. **2) October 21, 2019.** A motion/Mr. Nolan, seconded/Mr. Melia to approve the October 21, 2019 meeting minutes as presented with the readings omitted. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Chairman Athanas announced that since it was not 7:05 PM yet they would be moving the public hearing out of order.

APPOINTMENTS/Resignations/None

CITIZENS' COMMENTS/INPUT/None

Balmer School Project Utility Easement [Verizon] at 21 Crescent Street, Whitinsville / Vote to approve. Town Manager Gaudette stated that this is the real estate easement rights for the purpose of maintaining the utility once the project is installed. The easement was also approved at the Fall Annual Town Meeting. A motion/Mr. Melia, seconded/Mr. Nolan to approve the Balmer School Project Utility Easement [Verizon] at 21 Crescent Street, Whitinsville. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Winter Parking Ban [December 1, 2019 to April 1, 2020] / Vote to approve. A motion/Mr. Melia, seconded/ Mr. Ampagoomian to approve the Winter Parking Ba from December 1, 2019 to April 1, 2020. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

PUBLIC HEARING: 7:05 PM – Massachusetts Electric Company dba National Grid and Verizon New England / Petition #28250183 to install one (1) jointly owned pole #P102-2 for the installation of a new recloser at Main Street and Harwood Street/Present: Mike Parent, National Grid. Chairman Athanas read aloud the public notification. A motion/Mr. Melia, seconded/Mr. Ampagoomian to open the public hearing. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan. Mr. Parent explained that another pole needs to be installed for a recloser, which is equipment protection. A motion/Mr. Melia, seconded/Mr. Nolan to close the public hearing. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan. A motion/Mr. Melia, seconded/Mr. Nolan to approve the Petition #28250183 to install one (1) jointly owned pole #P102-2 for the installation of a new recloser at Main Street and Harwood Street. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

MSM Management, Inc., 117 Church Street, Whitinsville /1) Request to prorate the Automatic Amusement License fee (Approved October 21, 2019) 2) Transfer the Bowling Alley License from Kenneth Couture dba Sparetime Recreation to MSM Management, Inc (12 lanes) 3) Application for a Common Victualler License/Present: Michael McCarthy. Mr. McCarthy stated that they are looking to operate the bowling alley and have recently been approved for automatic amusement devices and are also looking to obtain a Common Victualler license. Mr. McCarthy stated that they are looking to bring in

Pizza from Corner Pizza to be kept in a warmer and sold. Chairman Athanas asked about the fire inspection and when it would be completed as it is keeping the license from being released. Mr. McCarthy stated that they have been in touch with the Fire Department and are working with them to resolve the issues. Town Manager Gaudette explained that they are looking to open up for use of the amusement devices but with it being the end of the year and paying for the entire fee they are looking for a proration of the fee. Town Manager Gaudette stated that he suggests the Board allow the proration of the license based on six weeks would be in the amount of one hundred thirty dollars and the renewal would be the complete one thousand one hundred and thirty dollars. Selectman Melia stated that he does not have an issue allowing the proration and stated the Board should come up with a policy for the rate to be automatically prorated up to three to six months to prorate. Selectman Ampagoomian asked if they had previously held a liquor license. Town Manager Gaudette stated that they are looking to get a liquor license and entertainment with comedy nights, acoustic music, etc. A motion/Mr. Melia seconded/Mr. Nolan to approve the request to prorate the Automatic Amusement License fee (Approved October 21, 2019) **2) Transfer the Bowling Alley License from Kenneth Couture dba Sparetime Recreation to MSM Management, Inc (12 lanes) and 3) Application for a Common Victualler License MSM Management, Inc., 117 Church Street, Whitinsville. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.**

Item D. was taken out of order as Mr. Genga had not yet arrived.

DISCUSSIONS/None

TOWN MANAGER'S REPORT: 1) Key Meetings Attended: Monday, November 4, 2019 – Attended the Board of Selectmen’s Meeting. Monday, November 4, 2019 – Conference Call with the Fire Station Project Team. Tuesday, November 5, 2019 – Attended a Fire Station Project meeting with the Fire Chief and the Fire Fighter staff. Thursday, November 7, 2019 – Attended a Lasell Field Turf Project Team Meeting. Wednesday, November 13, 2019 – Attended a meeting regarding TIP Road projects with staff and consultant HSH. Wednesday, November 13, 2019 – Attended BPCC Meeting having presentations on Fire Station Project and Turf Field Project. Thursday, November 14, 2019 – Met with Selectmen Melia. Friday, November 15, 2019 – Attended a Corporators Meeting at Whitin Community Center. Friday, November 15, 2019 – Attended a Meeting at the School Administration Building. **2) Balmer School Building Project:** The project construction by Fontaine Brothers is well under way. Grading, tree removal and replacement of a 36” drainage culvert across the site have taken place. The 3rd party sewer analysis has been completed and forwarded to the OPM for review. Fontaine has submitted the Building Permit application for review. Several sub bids have been reviewed and CM Contracts have been amended accordingly. It is anticipated that deliveries of steel and foundation installation will take place over the next 30-60 days so that steel can be erected over the winter. All abutter issues have been resolved. The School Building Committee meets again on November 19, 2019. **3) Fire Station Project (Feasibility Study):** The architect Kaestle-Boos Architects continues to work on the programming, draft response time analysis, site selection and criteria analysis, and draft site restriction plans. The BPCC met this past week on November 13th with the design team to discuss these aspects of the project. The BPCC and the design team will be presenting an update on the project to the Board of Selectmen at the special meeting on November 21, 2019 at the Northbridge High School Auditorium. Town Manager Gaudette encouraged anyone who is interested in hearing the report to attend the meeting. The team is also in the process of developing a project web page to be accessed via a link on the Town’s website which will contain aspects of the project including existing building conditions, design concepts, reports, etc. **4) Lasell Field Turf Project:** The BPCC has selected Activitas Land Landscape Architects to perform designer services which will include feasibility and plan design, advertisement and construction monitoring. Activitas has completed ground survey work for base plan preparation and also held a programming meeting and design discussion meeting with NPS staff over the past month. Activitas presenting its findings to date to the BPCC this past week on November 13th. Next steps include finalizing the design concepts, budget analysis and discuss material alternatives.

Northbridge Fire Department - Tree Lighting Ceremony – December 1, 2019 from 3 PM to 7 PM/1) Request to use Memorial Park 2) Request for a one-day Entertainment License 3) Request to close Church Street from Memorial Square to Park Street from 4:30 PM to 7 PM/Present: **Anthony Genga.** Selectman Ampagoomian stated he would suggest extending the hours of the closing of Church Street to cover prior to and after the event. A motion/Mr. Ampagoomian seconded/Mr. Melia to approve the request from the Northbridge Fire Department - Tree Lighting Ceremony – December 1, 2019 from 3 PM to 7:30 PM/1) Request to use Memorial Park 2) Request for a one-day Entertainment License 3) Request to close Church Street from Memorial Square to Park Street from 4:30 PM to 7:30 PM. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

SELECTMEN'S CONCERNS: **Selectman Ampagoomian 1)** requested more lighting be installed in front of the Library to illuminate that area. Chairman Athanas questioned if that would need to go to the Safety Committee. Town Manager Gaudette stated that he will forward the request to the Safety Committee since they would be involved in the process one way or the other. **2)** asked if there has been any progress on the traffic lights at Plummers Corner. **3)** asked for an update on the Solar Farm. Town Manager Gaudette stated that in the weekly reports the construction phases are well explained under the Planning and Conservation Commission section of the reports. Town Manager Gaudette stated that he would also give an update in his report next week and continued stating they have been working on site access, clearing, drainage, etc. **4)** asked for a road and sidewalk update on if construction has come to an end and what sidewalks will be completed in the Spring. Town Manager Gaudette replied that construction closes on November 15th, and he would find out about which sections are scheduled for the Spring. **Selectman Melia 1)** mentioned this week he read about a local community getting in trouble for not releasing executive Session minutes in a timely manner, and with our minutes not being released by Town Council the Town Manager is pushing for these minutes to be completed. **2)** congratulated Julie Harris, Treasurer Collector, on her certification as a Town Treasurer.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

Chairman Athanas reminded everyone that there is a meeting Thursday, November 21, 2019 at the Northbridge High School beginning at 7 PM is the Fire Station presentation. Chairman Athanas wished everyone a Happy Thanksgiving.

A motion/Mr. Ampagoomian, seconded/Mr. Nolan to adjourn the public meeting. Vote yes/Messrs. Ampagoomian, Athanas, Melia and Nolan.

Meeting Adjourned: 7:28 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

November 18, 2019

PLEDGE OF ALLEGIANCE

I. APPROVAL OF MINUTES:

A. 1) October 7, 2019

-Copy October 7, 2019 meeting minutes

2) October 21, 2019

-Copy of October 21, 2019 meeting minutes

II. PUBLIC HEARING: B. 7:05 PM – Massachusetts Electric Company dba National Grid and Verizon New England / Petition #28250183 to install one (1) jointly owned pole #P102-2 for the installation of a new recloser at Main Street and Harwood Street/Present: Mike Parent, National Grid

-Copy of public hearing notice

-Copy of cover letter from National Grid

-Copy of Petition for Joint Pole Locations

-Copy of map

-Copy of memorandum for abutters list request

-Copy of abutters list

-Copy of approval from Department of Public Works Director, James Shuris

III. APPOINTMENTS/Resignations

IV. CITIZENS' COMMENTS/INPUT

V. DECISIONS:

C. MSM Management, Inc., 117 Church Street, Whitinsville /1) Request to prorate the Automatic Amusement License fee (Approved October 21, 2019)/No documentation

2) Transfer the Bowling Alley License from Kenneth Couture dba Sparetime Recreation to MSM Management, Inc (12 lanes)

-Copy of application for Bowling Alley, Billiards or Pool Table License

-Copy of layout

-Copy of license routing slip

-Copy of Real Estate Lease

3) Application for a Common Victualler License/Present: Michael McCarthy

-Copy of Application for Common Victualler License

-Copy of completed Revenue Enforcement and Protection Attestation

-Copy of completed Workers' Compensation Affidavit

-Copy of layout

-Copy of Articles of Organization

-Copy of license routing slip

D. Northbridge Fire Department - Tree Lighting Ceremony – December 1, 2019 from 3 PM to 7 PM/1) Request to use Memorial Park

- Copy of Memorial Park Request Form
- Copy of Hold Harmless Agreement

2) Request for a one-day Entertainment License

- Copy of application for a one-day entertainment license
- Copy of Revenue Enforcement and Protection Attestation form
- Copy of Workers' Compensation Insurance Affidavit

3) Request to close Church Street from Memorial Square to Park Street from 4:30 PM to 7 PM/Present: Anthony Genga

- Copy of Hold Harmless Agreement for a road closure
- Copy of email request to close Church Street from Memorial Square to Park Street
- Copy of email from Police Chief giving permission to block the road and requesting barricades be in place
- Copy of email from Department of Public Works Director giving permission to block the road
- Copy of License Routing Slip

E. Balmer School Project Utility Easement [Verizon] at 21 Crescent Street, Whitinsville / Vote to approve

- Copy of cover letter from Verizon in regard to an easement at 21 Crescent Street
- Copy of Easement

F. Winter Parking Ban [December 1, 2019 to April 1, 2020] / Vote to approve

- Copy of letter addressing the winter parking ban details

- VI. DISCUSSIONS/None**
- VII. TOWN MANAGER'S REPORT/No documentation**
- VIII. SELECTMEN'S CONCERNS/No documentation**
- IX. ITEMS FOR FUTURE AGENDA/none**
- X. CORRESPONDENCE/None**
- XI. EXECUTIVE SESSION/None**

A.3.

BOARD OF SELECTMEN'S MEETING December 2, 2019

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

The Pledge of Allegiance was recited by those present.

APPROVAL OF MINUTES: November 21, 2019 [Special Meeting]. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to approve the November 21, 2019 Special Meeting minutes as presented with the readings omitted. Vote yes/Board members Ampagoomian, Cannon, Melia and Nolan.

Vice Chairman Cannon announced that since it was not yet 7:05 they would be skipping over item B, until the scheduled time.

APPOINTMENTS/Resignations/None

CITIZENS' COMMENTS/INPUT/None

Safety Committee Meeting Minutes [August 7, 2019]/Vote to accept recommendations. Selectman Melia asked about the reference to the Board of Selectmen voting to approve something in August 12th. Town Manager Gaudette replied that there was a delay in getting these minutes. Selectman Melia stated he did not remember seeing the Complete Streets list but felt it looked good. A motion/Mr. Ampagoomian, seconded/Mr. Melia to accept the recommendation of the August 7, 2019 Safety Committee Meeting minutes. Vote yes/Board members Ampagoomian, Cannon, Melia and Nolan.

Riverdale Cemetery Deed/Denise Brosnahan [Willow Avenue, lot 2A, grave 5, Single grave]. A motion/Mr. Melia, seconded/Mr. Nolan to approve the sale of lot 2A, grave 5, single grave to Denise Brosnahan. Vote yes/Board members Ampagoomian, Cannon, Melia and Nolan.

TOWN MANAGER'S REPORT: 1) Key Meetings Attended: Monday, November 18, 2019 – Attended a meeting with the Building Inspector and Plumbing Inspector to discuss the Artificial Turf Field project. Monday, November 18, 2019 – Attended the Board of Selectmen Meeting. Tuesday, November 19, 2019 – Attended a Meeting with area Town Managers. Tuesday, November 19, 2019 – Attended a Meeting at MassDOT to discuss Northbridge TIP project applications. Wednesday, November 20, 2019 – Met with David Labonte of MIIA, our General Liability carrier. Thursday, November 21, 2019 – Met with Terry Gilchrist, BOH Food Inspector. Thursday, November 21, 2019 – Attended a Balmer School Project meeting with the MSBA. Thursday, November 21, 2019 – Attended a Lasell Field Project Meeting at Northbridge High School. Thursday, November 21, 2019 – Attended and presented at the Fire Station Feasibility project presentation. Monday, November 25, 2019 – Conference Call on the Fire Station Project with the design team. Tuesday, November 26, 2019 – Attended Senator Moore's Thanksgiving appreciation lunch at the Senior Center helping serve meals along with Chief White, Chief Warchol and several officers from Town. Wednesday, November 27, 2019 – Attended a retirement luncheon for retiring Firefighter Brian Castell, and presented a plaque on behalf of the Town for recognizing Brian's 44 years of service. **2) Balmer School Building Project:** The project construction by Fontaine Brothers is well under way. Grading and tree removal is complete. Three of the four detention basins and replacement of a 36" drainage culvert across the site have been completed. The retaining wall on the east property line used for the access way is nearing completion. Fontaine has submitted the Building Permit application for review. MSBA was on site last week on November 21st to tour the site and attend the construction meeting. Filed subcontractor bids were

received last week and the OPM and Town Counsel are reviewing several bid protests. The School Building Committee meets again on December 17, 2019. **3) Fire Station Project (Feasibility Study):** The BPPC and the Kaestle-Boos Architect design team along with the OPM Cardinal Construction presented its findings to date last past week at a special Selectmen's Meeting on November 21, 2019 at the Northbridge High School Auditorium. The team took questions from the audience and the overall feedback was positive. The design team will next be working on design concepts for the preferred site which is the Town-owned Goulet Playground/ Riverdale Field site. They are also in the process of developing a project web page to be accessed via a link on the Town's website which will contain aspects of the project including existing building conditions, design concepts, reports, etc. The team will meet next with the BPPC on December 4, 2019. **4) Lasell Field Turf Project:** The Land Landscape Architect Activitas continues to make progress on the design for the project. The design team presented its findings to date to the BPPC last week on November 13th. They met last week on November 21st with NPS staff and the rest of the working group continuing to fine-tune the design to meet the project program and the budget. They meet next with the BPPC on December 4th.

Emperor's Garden, LLC dba New China Pacific, 683 Linwood Avenue/Request for proration of 2019 license fee (License approved by the ABCC June 11, 2019)/Present: Jinny Chen. Ms. Chen was not present so the Board gave her some time and moved this item out of place. Town Manager Gaudette stated that the Town has been approached in the past on prorated a license after it has been approved but he is unaware of prorating a license from a previous year. Town Manager Gaudette explained that the owner came in to process her renewal and requested the retroactive proration for the previous year. Town Manager Gaudette stated that the full amount of the license fee is \$1,150. Selectman Melia stated that he would prefer to come up with a policy to prorate any licenses received up to three months prior to renewals in January. Selectman Ampagoomian stated that he would like an explanation for reasoning as to why they decided to come now before the Board for the proration. Selectman Ampagoomian added that he felt as though the Board should come up with a policy on all licenses. Selectman Melia added that some of the licenses are \$20 and \$50, which you wouldn't want to prorate. Town Manager Gaudette stated that a minimum amount could be set. Selectman Melia questioned if Town Manager Gaudette could draft something and asked about the policy with the requirement of the license being \$1,000 or more in order to be prorated. A motion/Mr. Ampagoomian, seconded/Mr. Melia to deny the request from Emperor's Garden, LLC dba New China Pacific, 683 Linwood Avenue for proration of 2019 license fee. Vote yes/Board members Ampagoomian, Cannon, Melia and Nolan.

PUBLIC HEARING B. 7:05 PM: USRS 786, Inc. dba Village Variety, 84 Border Street, Whitinsville, MA 01588 [Mr. Rashid Ali, Mgr.] 1) Application to transfer the Wine and Malt \$15 Package Store License for off-premises consumption (currently owned by Village Variety, LLC [Mr. Ahmad Mustafa]) 2) Application to transfer the non-alcoholic Common Victualler License/Present: Amjad Chaudhry, proposed owner. Town Manager Gaudette suggested opening the public hearing and make a motion to continue it on the following meeting, scheduled for December 16, 2019 to avoid the requirement to repost the hearing. Vice Chairman Cannon read aloud the public hearing notice aloud. A motion/Mr. Ampagoomian, seconded/Mr. Nolan to open the public hearing. Vote yes/Board members Ampagoomian, Cannon, Melia and Nolan. A motion/Mr. Melia, seconded/Mr. Nolan to continue the public hearing on the application of USRS 786, Inc dba Village Variety on Monday, December 16, 2019 at 7:05 PM. Vote yes/Board members Ampagoomian, Cannon, Melia and Nolan.

SELECTMEN'S CONCERNS: Selectman Ampagoomian 1) gave kudos to the Highway Department for a job well done on the roads this morning. Selectman Ampagoomian advised independent plows doing driveways to not dump the snow into the road. **2)** gave a public service announcement to residents to take note of the red ladders at all of the ponds, which is a safety precaution in case anyone was to fall in. **Selectman Melia 1)** congratulated Mr. Castell of the Fire Department on his retirement. **2)** attended Christmas Tree Lighting put on by the Fire Department and was happy to see about one-hundred people in

attendance. 3) spoke to the Town Manager's Office about the junk dealers license on Moon Hill Road, as he received a phone call from a resident stating there was no activity at this location. Selectman Melia stated that the Town Manager's Office was looking into it. Selectman Melia asked Town Manager Gaudette asked if the book that is required to be kept be checked to see if any activity is ongoing, and if there is none to think about not renewing the license.

ITEMS FOR FUTURE AGENDA/None

CORRESPONDENCE/None

EXECUTIVE SESSION/None

Vice Chairman Cannon stated that the next meeting is scheduled for December 16, 2019.

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

Meeting Adjourned: 7:25 PM

Respectfully submitted,

Daniel Nolan, Clerk

/mjw

LIST OF DOCUMENTATION

BOARD OF SELECTMEN'S MEETING - OPEN SESSION

December 2, 2019

- I. APPROVAL OF MINUTES: A. November 21, 2019 [Special Meeting]**
-Copy of November 21, 2019 Special Meeting Minutes
- II. PUBLIC HEARING B. 7:05 PM: USRS 786, Inc. dba Village Variety, 84 Border Street, Whitinsville, MA 01588 [Mr. Rashid Ali, Mgr.] 1) Application to transfer the Wine and Malt §15 Package Store License for off-premises consumption (currently owned by Village Variety, LLC [Mr. Ahmad Mustafa])**
-Copy of public hearing notice
-Copy of Application for a Transfer of License for USRS 786, Inc. dba Village Variety
-Copy of Corporate vote
-Copy of Purchase and Sale Agreement
-Copy of store layout
-Copy of Tips certification
-Copy of license routing slip
2) Application to transfer the non-alcoholic Common Victualler License/Present: Amjad Chaudhry, proposed owner.
-Copy of application for a Common Victualler License
-Copy of Revenue Enforcement and Protection Attestation
-Copy of Workers' Compensation Insurance Affidavit
-Copy of Articles of Organization
- III. APPOINTMENTS/Resignations**
- IV. CITIZENS' COMMENTS/INPUT**
- V. DECISIONS:**
C. Emperor's Garden, LLC dba New China Pacific, 683 Linwood Avenue/Request for proration of 2019 license fee (License approved by the ABCC June 11, 2019)/Present: Jinny Chen/No documentation
D. Safety Committee Meeting Minutes [August 7, 2019]/Vote to accept recommendations
-Copy of Safety Committee meeting minutes
E. Riverdale Cemetery Deed/Denise Brosnahan [Willow Avenue, lot 2A, grave 5, Single grave]
-Copy of Riverdale Cemetery Deed
- VI. DISCUSSIONS/None**
VII. TOWN MANAGER'S REPORT/No documentation
VIII. SELECTMEN'S CONCERNS /No documentation
IX. ITEMS FOR FUTURE AGENDA/None
X. CORRESPONDENCE/None
XI. EXECUTIVE SESSION/None

PETITION FOR JOINT POLE RE-LOCATIONS

B.

November 20, 2019

To the Board of Selectmen
of the Town of Northbridge, Massachusetts

MASSACHUSETTS ELECTRIC COMPANY and VERIZON NEW ENGLAND, INC.

request permission to relocate poles, wires, cables and fixtures, including anchors, guys and other such necessary sustaining and protecting fixtures, along and across the following public way or ways:-

East Street

Remove Pole 19 to the West-Southwest approx 7' per request of customer

Wherefore they ask that they be granted a joint relocation for and permission to erect and maintain poles, wires, cables and fixtures to be placed thereon, together with anchors, guys and other such sustaining and protecting fixtures as they must find necessary, said poles to be located substantially in accordance with the plan filed herewith marked: Plan No. **28915393** Dated: **9/27/2019**


Also for permission to lay and maintain underground cables conduits, wires and necessary equipment in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioners agree to reserve space for one cross arm at a suitable point on each of said poles for the fire, police, telephone and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

MASSACHUSETTS ELECTRIC COMPANY

By: _____
Manager of Distribution Design

VERIZON NEW ENGLAND, INC.

By:  _____
Manager, R.O.W.

ORDER FOR JOINT POLE RELOCATION

Hopedale, MA 01747

November 20, 2019

By the Board of Selectmen
of the Town of Northbridge, Massachusetts

IT IS HEREBY ORDERED:

that **MASSACHUSETTS ELECTRIC COMPANY and VERIZON NEW ENGLAND, INC.**
be and they are hereby granted a joint relocation for and permission to erect and maintain poles and wires
to be replaced thereon, together with such sustaining and protecting fixtures as said Companies may deem
necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated
the **20th day of November, 2019**

All construction under this order shall be in accordance with the following conditions:-
Poles shall be sound and timber, and reasonably straight, and shall be set substantially at the points
indicated upon the plan marked:

Plan No. **28915393** Dated: **9/27/2019** filed with said petition.

There may be attached to said poles by said **MASSACHUSETTS ELECTRIC COMPANY** necessary wires,
cables and fixtures and by said **VERIZON NEW ENGLAND, INC.** not to exceed **40** wires and **4** cables and
all of said wires and cables shall be placed at a height of not less than **18** feet from the ground at highway
crossings, and not less than 16 feet from the ground elsewhere.

The following are the public ways or parts of ways along which the poles above referred to may be erected,
and the number of poles which may be erected thereon under this order:-

East Street

Remove Pole 19 to the West-Southwest approx 7' per request of customer

Also that permission be and herby is granted to each of said Companies to lay and maintain underground
cables, conduits, wires and necessary equipment in the above or intersecting public ways for the purpose
of making connections with such poles and buildings as each may desire for distributing purposes.

I hereby certify that the foregoing order was adopted at a meeting of the Board of Selectmen
of the Town of Northbridge, Massachusetts held on the _____ day of _____ 2019

Clerk of Selectmen

CERTIFICATE

I hereby certify that the foregoing order was adopted at a meeting of the Board of Selectmen
of the Town of Northbridge, Massachusetts held on the _____ day of _____ 2019

recorded with the records of location orders of said Town,

Book _____, Page _____.

This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto
or amendments thereof.

Attest: _____
Town Clerk

Pole & UG Petition/Permit Request Form

City Town of Northbridge WR # 28915393 (circle one)

Install (quantity) SO JO Poles on (circle one) (street name)

Remove (quantity) SO JO Poles on (circle one) (street name)

Relocate 1 (quantity) SO JO Poles on East Street (circle one) (street name)

Beginning at a point approximately (distance) feet (compass heading) of the centerline

of the intersection of (street name)

and continuing approximately (distance) feet in a (compass heading) direction.

Install underground facilities:

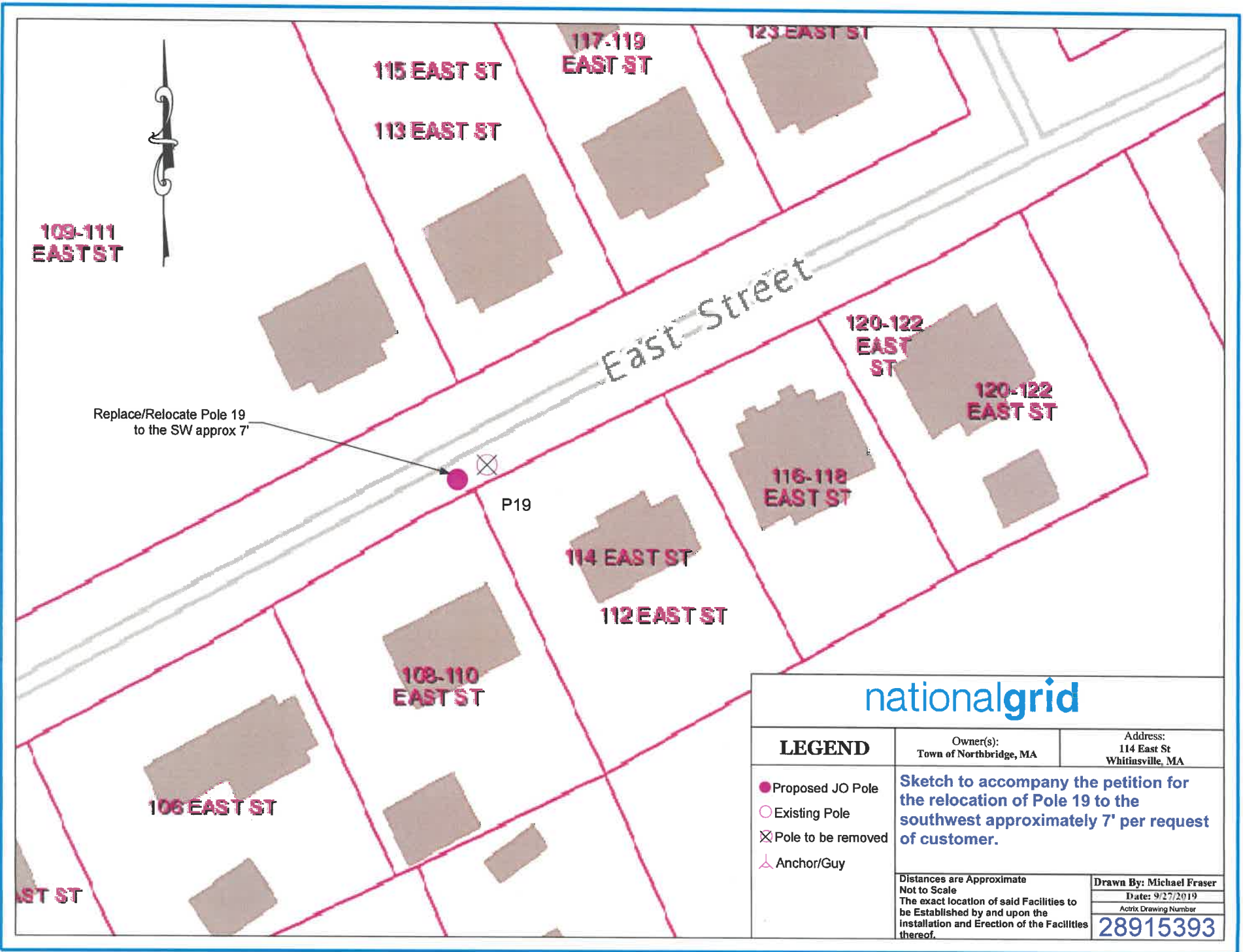
Street(s)

Description of Work:

Relocate Pole 19 to the West-Southwest approximately 7' per request of customer.

ENGINEER Michael Fraser

DATE 9/27/2019



nationalgrid

LEGEND

- Proposed JO Pole
- Existing Pole
- ⊗ Pole to be removed
- △ Anchor/Guy

Owner(s):
Town of Northbridge, MA

Address:
114 East St
Whitinsville, MA

Sketch to accompany the petition for the relocation of Pole 19 to the southwest approximately 7' per request of customer.

Distances are Approximate
Not to Scale
The exact location of said Facilities to be Established by and upon the Installation and Erection of the Facilities thereof.

Drawn By: Michael Fraser
Date: 9/27/2019
Actrix Drawing Number
28915393

Melissa Wetherbee

From: Jim Shuris
Sent: Friday, December 20, 2019 2:25 PM
To: Melissa Wetherbee
Subject: Re: National Grid Pole Relocation

Melissa:

I have no concerns with this relocation/request - other than removing the existing pole and filling in the hole/removal of excavated materials from this location.

You have my approval.

Jim Shuris

James Shuris, P.E., MBA
Director of Public Works & Town Engineer
Town of Northbridge
P.O. Box 88
11 Fletcher Street
Northbridge, MA 01588
Tel. No. (508) 234-0816
Fax. No. (508) 234-0807

From: Melissa Wetherbee <mwetherbee@northbridgemass.org>

Sent: Thursday, December 19, 2019 11:20 AM

To: Jim Shuris <jshuris@northbridgemass.org>; Jamie Luchini <jluchini@northbridgemass.org>

Subject: National Grid Pole Relocation

Good morning gentlemen,

Please see attached Joint National grid pole relocation. Please let me know if you have any issues with this request.

Thank you

Melissa Wetherbee, Sr. Adm. Asst./HR. Asst.

Town Manager's Office

Town of Northbridge

7 Main Street Whitinsville, MA 01588

Phone: 508-234-2095

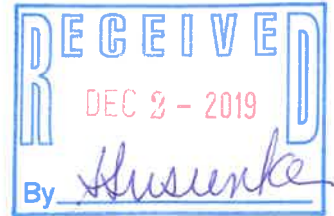
Monday: 8:30 AM ~ 7 PM

Tuesday ~Thursday: 8:30 AM~ 4:30 PM

Friday: 8:30 AM ~1 PM

TALENT BANK APPLICATION

C.



please return to:

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

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

Handwritten note: } yes, per Town Clerk 12.2.19

Date: 4-23-2018

Name Joel Vande Werken

P. O. Box

Home Address 255 Goldthwaite Rd Whitinsville MA 01588

Email Address [redacted]

Telephone [redacted] Cell [redacted]

Business Fairlawn Chr. Reformed Church

Address 305 Goldthwaite Rd Tel. [redacted]

Current Occupation/Title Pastor, Fairlawn Christian Reformed Church

Education BA - Calvin College 1997

MA - University of Notre Dame 2000

M.Div. Calvin Theological Seminary 2006

Governmental, Civic & Community Activities

Charitable & Educational Activities

Town Committees or Offices

Handwritten note: -not active per the State

I am interested in the following Committees: Blackstone River + Canal,

Open Space & Rec Plan Update Comm. (circled)

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

NAME:

PRECINCT#

TOWN OF NORTHBRIDGE

Joel Van de Werken

COMMITTEE INTEREST (Indicate Committee preference)

- | | |
|---------------------------|----|
| 1. Blackstone River Canal | 4. |
| 2. open space | 5. |
| 3. | 6. |

Present Interest or business affiliation (dates, places)

pastor of Fairlawn Christian Reformed church (since Sept. 2017)

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

Sussex (NJ) Help Center (food pantry) 2015-2017
pastor of Sussex Christian Reformed Church (NJ) 2007-2017
served on board of Back to God Ministries 2012-2017

Special skills and education (be specific)

served as clerk of regional church judicatory body (classis Hudson) 2009-2015

How experience relates to particular committee interest

As a religious leader and a parent of young children, I am interested in how to preserve our legacy of history and balancing it with continued progress and development. I have significant experience in the working and organization of different boards.

ADDITIONAL COMMENTS:

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

Melissa Wetherbee

From: Linda Usher <juniperhill@charter.net>
Sent: Wednesday, January 08, 2020 11:03 AM
To: Sharon Susienka
Cc: Melissa Wetherbee; Linda Usher
Subject: Whitin Five request

Hi Sharon and Melissa

Can I request permission to hold the 32nd Annual Whitin Five Road Race next Thanksgiving morning on the 26th?

Happy New Year!

Linda Usher
Whitin Five Race Director
Since 1989
508-529-6862
Upton, MA
juniperhill@charter.net
www.whitinfive.com
<http://www.facebook/whitinfive>

USE OF TOWN OF NORTHBRIDGE

PUBLIC WAYS FOR ROAD RACE

EVENT: 32nd Annual Whitin Five Road Race

RELEASE OF CLAIMS, INDEMNITY AND HOLD HARMLESS AGREEMENT

****Please read this document thoroughly before completing and signing****

I, Linda Usher, in consideration of my use of the Town of Northbridge's Public Ways for a non-town sponsored event on November 26, 2020, and for other good and valuable consideration hereby acknowledged, do hereby agree to forever RELEASE the Town of Northbridge, its employees, agents, officers, volunteers, or contractors (the "Town"), from any and all claims, actions, rights of action and causes of action, damages, costs, loss of services, expenses, compensation and attorneys' fees that may have arisen in the past, or may arise in the future, directly or indirectly, from known and unknown personal injuries which I or my guests, employees, agents, successors or assigns may have as the result of my use or the use of my guests, employees or agents of the Town of Northbridge's Public Ways for a non-town sponsored event on November 26, 2020, and all activities related thereto.

I further promise, to INDEMNIFY, REIMBURSE, DEFEND, and HOLD HARMLESS the Town against any and all legal claims and proceedings of any description that may have been asserted in the past, or may be asserted in the future, directly or indirectly, including damages, costs and attorneys' fees, arising from personal injuries to myself or others or property damage resulting from my use, or the use of my guests, employees or agents, of the Town of Northbridge's Public Ways for a non-town sponsored event on November 26, 2020, and all activities related thereto.

I hereby further covenant for myself, my successors and assigns not to sue the said Town on account of any such claim, demand or liability.

I am fully aware that by signing this document I am releasing the Town from liability that may arise as a result of the acts or omissions of the Town. Additionally, it is my intent to release the above mentioned parties from liability and defend and indemnify said parties for liability relating to any accident and resulting injuries and/or death that may occur as a result of my use, or the use of my guests, employees or agents, of the Town of Northbridge's Public Ways for a non-town sponsored event on November 26, 2020, and all activities related thereto.

To the extent I am signing this document on behalf of an organization, corporation, association or similar entity, I represent that I am fully authorized by said entity to execute this document.

Witness my hand and seal this 8th day of Jan, 2020.

Name (Printed): Linda Usher

Signature Linda Usher

Witness Douglas K. Usher

THIS FORM MAY NOT BE ALTERED

Melissa Wetherbee

To: Walter Warchol
Subject: RE: Whitin Five request

No problem, kind of early for that;

Have a great night.

Walter J. Warchol
Chief of Police
Northbridge Police Department
508-234-6211
Fax 508-234-9021

-----Original Message-----

From: Melissa Wetherbee
Sent: Wednesday, January 08, 2020 3:53 PM
To: Walter Warchol <wwarchol@northbridgemass.org>; DPW Map Mail <dpwmap@northbridgemass.org>; Jamie Luchini <jluchini@northbridgemass.org>
Subject: FW: Whitin Five request

Good afternoon,

Any issues with this request?

Thank you

Melissa Wetherbee, Sr. Adm. Asst./HR. Asst.
Town Manager's Office
Town of Northbridge
7 Main Street Whitinsville, MA 01588
Phone: 508-234-2095

Monday: 8:80 AM ~ 7 PM
Tuesday ~Thursday: 8:30 AM~ 4:30 PM
Friday: 8:30 AM ~1 PM

-----Original Message-----

From: Linda Usher <juniperhill@charter.net>
Sent: Wednesday, January 08, 2020 11:03 AM
To: Sharon Susienka <ssusienka@northbridgemass.org>
Cc: Melissa Wetherbee <mwetherbee@northbridgemass.org>; Linda Usher <juniperhill@charter.net>
Subject: Whitin Five request

Hi Sharon and Melissa

Can I request permission to hold the 32nd Annual Whitin Five Road Race next Thanksgiving morning on the 26th?

Happy New Year!

Linda Usher
Whitin Five Race Director

Melissa Wetherbee

From: Jamie Luchini
Sent: Friday, January 10, 2020 11:15 AM
To: Melissa Wetherbee; Jim Shuris
Subject: Re: Whitin Five request

It's all good with us.

Thanks,
- Jamie

Jamie Luchini
Highway Superintendent
Northbridge DPW

From: Melissa Wetherbee <mwetherbee@northbridgemass.org>
Sent: Friday, January 10, 2020 10:45 AM
To: Jamie Luchini <jluchini@northbridgemass.org>; Jim Shuris <jshuris@northbridgemass.org>
Subject: FW: Whitin Five request

Any issues with this request?

Melissa Wetherbee, Sr. Adm. Asst./HR. Asst.
Town Manager's Office
Town of Northbridge
7 Main Street Whitinsville, MA 01588
Phone: 508-234-2095

Monday: 8:30 AM ~ 7 PM
Tuesday ~Thursday: 8:30 AM~ 4:30 PM
Friday: 8:30 AM ~1 PM

-----Original Message-----

From: Melissa Wetherbee
Sent: Wednesday, January 08, 2020 3:53 PM
To: Walter Warchol <wwarchol@northbridgemass.org>; dpwmap@northbridgemass.org; Jamie Luchini <jluchini@northbridgemass.org>
Subject: FW: Whitin Five request

Good afternoon,

Any issues with this request?

Thank you

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

Know all Men by These Presents,

FI

That the Town of Northbridge, in the County of Worcester and Commonwealth of Massachusetts, in consideration of One Thousand Six Hundred Dollars, paid by **Frances Trottier, of 7C Colonial Drive, Whitinsville, MA**, the receipt of which is hereby acknowledged, does sell and convey to said Frances Trottier, that certain cemetery **Lot No. 40B, 1 full grave, situated on the way called Elm Ave North, in the Pine Grove Cemetery**, and the sole and exclusive right of burial of the dead therein, subject to the following rules and restrictions for the regulation and government of said Cemetery; viz:

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

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

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

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

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

IN WITNESS WHEREOF, the said Town of Northbridge has caused these presents to be signed and sealed by its Board of Selectmen, this 13th day of January, in the year of our Lord Two Thousand Twenty.

Know all Men by These Presents,

F2

That the Town of Northbridge, in the County of Worcester and Commonwealth of Massachusetts, in consideration of Three Thousand Two Hundred Dollars, paid by **Barbara VanderKlay, of 3 Heritage Drive, Whitinsville, MA**, the receipt of which is hereby acknowledged, does sell and convey to said Barbara VanderKlay, that certain cemetery **Lot No. 32, 2 full graves, situated on the way called Walnut Ave North, in the Pine Grove Cemetery**, and the sole and exclusive right of burial of the dead therein, subject to the following rules and restrictions for the regulation and government of said Cemetery; viz:

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

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

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

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

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

IN WITNESS WHEREOF, the said Town of Northbridge has caused these presents to be signed and sealed by its Board of Selectmen, this 13th day of January, in the year of our Lord Two Thousand Twenty.

Know all Men by These Presents,

F3

That the Town of Northbridge, in the County of Worcester and Commonwealth of Massachusetts, in consideration of One Thousand Six Hundred Dollars, paid by **R. Paul Johnson, of 212 Winn Street, Burlington, MA**, the receipt of which is hereby acknowledged, does sell and convey to said R. Paul Johnson, that certain cemetery **Lot No. 31B, 1 full grave, situated on the way called Walnut Ave North, in the Pine Grove Cemetery**, and the sole and exclusive right of burial of the dead therein, subject to the following rules and restrictions for the regulation and government of said Cemetery; viz:

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

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

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

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

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

IN WITNESS WHEREOF, the said Town of Northbridge has caused these presents to be signed and sealed by its Board of Selectmen, this 13th day of January, in the year of our Lord Two Thousand Twenty.

Know all Men by These Presents,



That the Town of Northbridge, in the County of Worcester and Commonwealth of Massachusetts, in consideration of Four Hundred Dollars, paid by **Nancy and Thomas Faber, of 133 Newton Ave N, Worcester, MA**, the receipt of which is hereby acknowledged, does sell and convey to said Nancy and Thomas Faber, that certain cemetery lot **28**, a single grave, situated on the way called **Maple Ave North** in the **Riverdale Cemetery**, and the sole and exclusive right of burial of the dead therein, subject to the following rules and restrictions for the regulation and government of said Cemetery; viz:

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

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

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

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

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

IN WITNESS WHEREOF, the said Town of Northbridge has caused these presents to be signed and sealed by its Board of Selectmen, this 13th day of January in the year of our Lord Two Thousand Twenty.



Algal Blooms and Aquatic Plant Infestations

CAUSES, EFFECTS AND REMEDIES

Algal Blooms

- ▶ Rapid increase in population of algae in an aquatic system
- ▶ Can develop in ponds, lakes and impounded water bodies
- ▶ Result from excessive loadings of nutrients (phosphorus) from surrounding watershed
- ▶ Decaying aquatic plant matter (a food source) can lead to increased algal population
- ▶ Algae consume dissolved oxygen which can lead to fish kills
- ▶ Blooms can contain forms of algae (cyanobacteria) that are harmful to humans and dogs



Linwood Pond Bloom, 8/19

Aquatic Plant Infestations

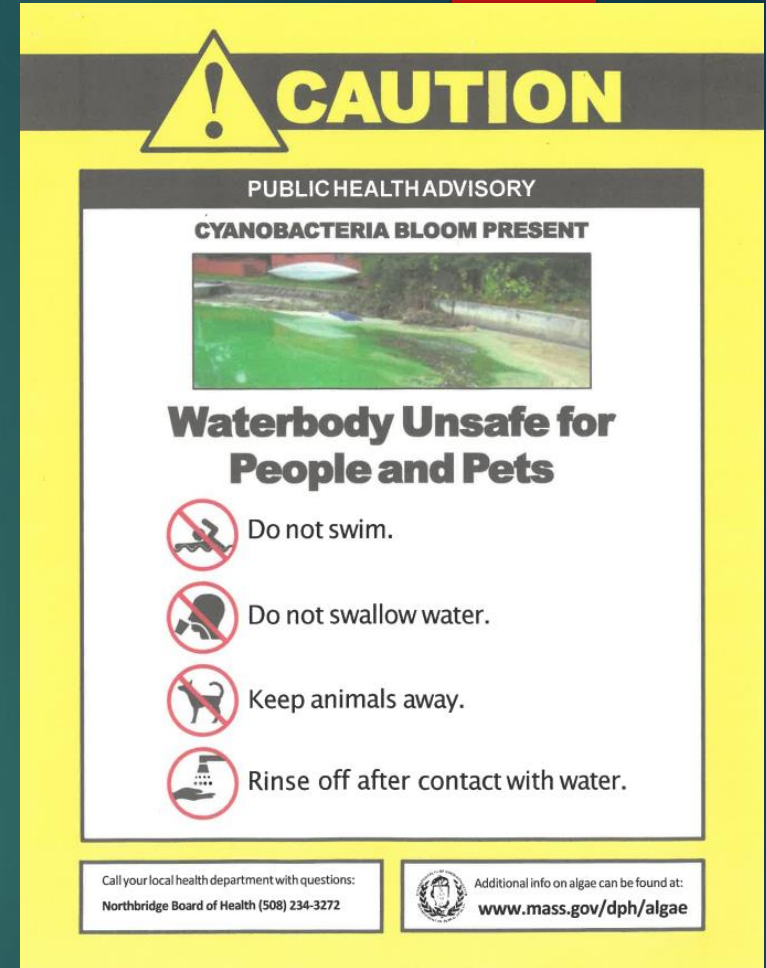
- ▶ Become prevalent/spread as water becomes shallower and/or nutrient levels increase
- ▶ Many species are non-native and highly invasive
- ▶ If left unchecked, can highly accelerate the natural aging process (evolution) of lakes/ponds
- ▶ Severely limit recreational uses (swimming, boating and fishing)



*Water Chestnut in Mumford River,
8/19*


Trends/Observations

- ▶ Recent research/studies suggest algal blooms/aquatic plant infestations will become more prevalent in Northeast US due to climate change
- ▶ Blooms and/or plant outbreaks are occurring in almost all of Northbridge's water bodies
- ▶ In Northbridge, infestations appear to be spreading/blooms becoming more prolonged and widespread
- ▶ Riley Pond has had a prolonged bloom of cyanobacteria and has been closed
- ▶ Small bloom observed in Carpenter Reservoir this year







CAUTION

PUBLIC HEALTH ADVISORY
CYANOBACTERIA BLOOM PRESENT



Waterbody Unsafe for People and Pets

-  Do not swim.
-  Do not swallow water.
-  Keep animals away.
-  Rinse off after contact with water.

Call your local health department with questions:
Northbridge Board of Health (508) 234-3272

Additional info on algae can be found at:
www.mass.gov/dph/algae

Riley Pond Posting, 8/18

Trends/Observations



Carpenter Reservoir 9/19



Hydrilla in Arcade Pond, 8/19

Remedies

- ▶ A variety of remedies can be utilized to control blooms and infestations
- ▶ Most need to be repeated multiple times and will not completely eradicate the problem
- ▶ Need to implement on a watershed-wide basis to achieve optimal results
- ▶ Comprehensive understanding of water body/watershed characteristics (diagnostic feasibility study) is needed to select/apply appropriate remedies
- ▶ Source reduction/control should be considered as well



Coventry, RI

Weed Harvesting

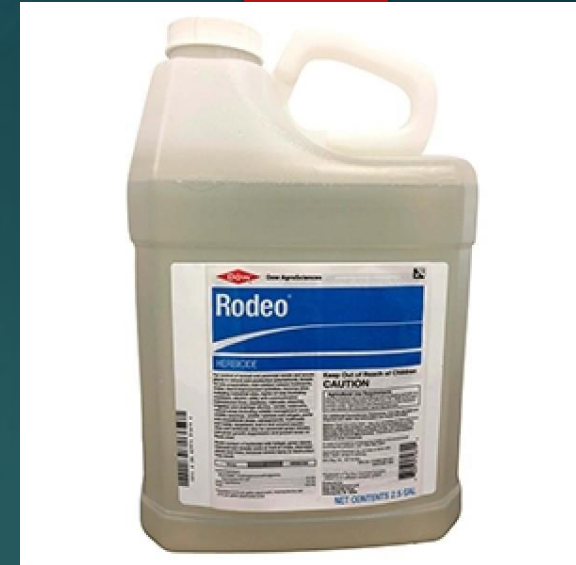
- ▶ Hand or machine harvesting is moderately successful in water bodies that have extensive outbreaks of broad-leaved plant species
- ▶ Hand removal often undertaken by volunteers
- ▶ Must be completed on at least a yearly basis to have a noticeable effect
- ▶ Least costly method (if performing by hand and utilizing volunteers) to control outbreaks of aquatic plants



Pointe-Fortune, Quebec

Herbicides/Algaecides

- ▶ Fairly effective and doesn't need to be repeated as often as harvesting
- ▶ Not nearly as expensive as other effective remedies (aside from hand harvesting)
- ▶ Applications must be overseen by a Licensed Professional
- ▶ Possible adverse effects on non-target species
- ▶ May require temporary closure of water body



Aquatic Glyphosate

Drawdowns

- ▶ Relatively inexpensive and fairly effective method of controlling aquatic plants
- ▶ Typically needs to be conducted on an annual basis
- ▶ Must have an operable outlet control structure
- ▶ May adversely affect adjacent private water supply wells
- ▶ Often opposed by waterfront residents and sportsmen



Lake Maspenock, Upton

Dredging

- ▶ Very effective method to limit blooms/plant infestations in certain lakes/ponds
- ▶ Most expensive type of remedy
- ▶ Extensive local, state and federal permitting requirements



Milford Pond, 6/16

Funding Sources

- ▶ Section 206 Water Resources Development Act
 - Overseen/administered by New England District of USACE
 - Can be used for a variety of remedies including dredging
 - First 100k of feasibility study provided by USACE
 - Town would need to contribute 50% of feasibility study costs that exceed 100k and 35% of design/construction costs
- ▶ 319 Nonpoint Source Grants
 - Overseen/administered by MA DEP
 - Can be used for development/implementation of strategies/measures to limit nutrient loading
 - Town must provide 40% match

Funding Sources

▶ Riverways Small Grants Program

- Overseen/administered by DER of MA Department of Fish and Game
- Best applied to restoring impoundments within urbanized portions of major river basins
- Would first need to be identified as a DER Priority Project to be eligible for funds
- Awards generally range 25K to 200K
- No match required

▶ Massachusetts Environment Trust Better Environment Grants

- Overseen/administered by EOEEA for projects that restore/improve critical aquatic resources
- Awards generally range from 10K to 50K
- Matches encouraged by not required

Possible Next Steps

- ▶ Identify/prioritize susceptible lakes/ponds
- ▶ Complete preliminary point/nonpoint pollutant assessment within priority watersheds
- ▶ Identify existing/potential partners (neighboring towns, WWC, NPS watershed associations)
- ▶ Form committee(s) to oversee efforts to restore priority lakes/ponds
- ▶ Conduct initial assessment of adopting nonpoint source control strategies (ordinance, educational outreach, stormwater treatment improvements, extend municipal sewer, etc.) within priority watersheds
- ▶ Begin legwork (state senate/house outreach, request USACE involvement, seek DER priority project designation) to secure funds for priority lakes/ponds

Questions and Feedback



Town of Northbridge Massachusetts

Community Preservation Plan

I.

Introduction

The Town of Northbridge Community Preservation Committee (“CCPC or the Committee”) is pleased to present the Town of Northbridge Community Preservation Plan (“the Plan”). This Plan describes the process for administering the Community Preservation Act (CPA) in the Town of Northbridge. The Plan presents a description of the CPA as it applies to the Town, a definition of CPA goals, and procedures by which the CPA is administered. As such, it represents an informational document for the citizens of the Town, a guideline for applicants seeking project funding through the CPA, and blueprint for this and future CPA Committees in making recommendations to Town Meeting for project funding. The Committee recognizes and encourages that the Plan be modified by future CPA Committees in response to changing goals and experience with the CPA over time.

The Committee wishes to thank the Town citizens, Town officials, the Massachusetts Community Preservation Coalition, and Committee members, as well as other CPA committees for their assistance and input in the development of this Plan.

For additional information on the CPA statute and how it is being applied in municipalities across the State, visit the Community Preservation Coalition website at www.communitypreservation.org. For information on Northbridge’s Community Preservation activity, visit the Town website at www.town.Northbridge.ma.us.

The Community Preservation Act in Northbridge

The Community Preservation Act, M.G.L. c. 44B, (“the CPA”) allows Massachusetts cities and towns to raise monies through a surcharge, of up to 3% of the real estate tax levy, on real property. As of 2019, 175 Massachusetts cities and towns have adopted the CPA. These funds may then be used to acquire, create and preserve open space; acquire, rehabilitate and preserve historic resources; acquire, create, preserve and support community housing; and acquire, create, rehabilitate and preserve land for recreational use. The Act also provides State matching funds. Annual State CPA trust fund distributions matched 19 % of locally raised CPA funds in 2018.

Northbridge voters approved the Community Preservation Act, M.G.L. c. 44B, at the November 2017 General election. Northbridge elected to fund the CPA account through a 1% surcharge on all real estate property tax bills with two exemptions: Residential property owned and occupied by any person who qualifies for low-income housing, or low- or moderate-income senior housing and \$100,000 of taxable value of all residential real property

Community Preservation Committee: Formation and Responsibilities

Consistent with the terms of the CPA and with the Community Preservation Committee Bylaw adopted in 2017, the Community Preservation Committee has been formed to administer the CPA. It consists of nine members appointed by the Board of Selectmen, including one at-large member to represent the community, and eight others selected to represent the Board of Selectmen, Conservation Commission, Historical Commission, Planning Board, Recreation Commission, Housing Authority, School Committee, and Capital Outlay and Planning Committee.

This Plan was created after extensive outreach and work by Committee members and other Town staff. The Committee makes an ongoing effort to meet with many interest groups, including Town department heads and staff, Town committees, environmental and land trust organizations, and the general citizenry. This Community Preservation Plan captures Northbridge’s current community preservation needs and goals in the CPA target areas. This Plan also outlines the processes by which the Committee solicits, reviews, and recommends proposals for CPA funding, including the application process. It will be updated every year to reflect changes in goals or emphasis.

CPA Funding Requirements

The CPA mandates that each fiscal year Northbridge must spend, or set aside for later spending, at least 10% of the annual Community Preservation Fund revenues that were collected from the local surcharge and State match for each of three CPA target areas: open space, historic resources, and community housing. Beyond these required allocations, Town Meeting decides how much of the remaining 70% of the funds to spend on the three purposes identified above or for recreation, based on the recommendations of the Committee. The spending mix for the remaining 70% of the Fund can be modified each year, and any monies not appropriated remain in the Fund for future distribution.

A recommendation by the Committee and an appropriation by Town Meeting are both required to spend any Fund monies for particular community preservation purposes. Appropriations from the Fund, except in the cases of bonding

and eminent domain proceedings under CPA (the latter of which is very rare), are made by a simple majority vote. Borrowing monies and eminent domain proceedings for CPA purposes require a two-thirds majority vote.

Town Meeting may approve, reduce, or reject any amount of spending appropriation recommended by the Committee. At the Committee's recommendation, Town Meeting may also decide to set aside all or part of the annual Fund revenues for later spending by allocating revenues to a reserve, for one or more community preservation purpose categories. Town Meeting may not, however, increase any recommended appropriation or reservation. In addition, Town Meeting may not appropriate or reserve any fund monies on its own initiative, without a prior favorable recommendation by the Committee.

All citizens are welcome to attend the Committee's meetings. The times and locations of these meetings are posted at Town Hall and on the Town website, www.town.Northbridge.ma.us. Written comments or questions are welcome and may be submitted via email to cpc@Northbridgemass.org or directed to the Community Preservation Committee, c/o Community Preservation Committee, Town Hall, 7 Main Street Whitinsville Ma. 01588.

Gifts to Community Preservation Fund

The Town of Northbridge can accept monetary gifts to the Community Preservation Fund. Gifts can be designated for specific purposes consistent with the four statutory categories – open space, community housing, historic preservation, and recreation. Gifts may be made in a variety of forms, including cash and securities. Gifts to the Town of Northbridge are tax-deductible to the full extent allowed under the Internal Revenue Code. For more information please contact the Committee Chair.

Use of Community Preservation Act Funds

Community Preservation Act funds must be used for public community preservation purposes. The following guidelines summarize these public purposes.

As detailed by the CPA, Fund monies may be spent to undertake the following primary community preservation purposes:

- The acquisition, creation, and preservation of open space. Open space, as defined by the CPA, "shall include, but not be limited to, land to protect existing and future well fields, aquifers and recharge areas, watershed land, agricultural land, grasslands, fields, forest land, fresh . . . water marshes and other wetlands, . . . river, stream, lake and pond frontage, . . . lands to protect scenic vistas, land for wildlife or nature preserve and land for recreational use."
- The acquisition, creation, preservation, and support of community housing. The CPA defines community housing as, "low-and moderate- income housing for individuals and families, including low-or moderate- income senior housing." The term "support" includes expenditures such as development of a Housing Needs Assessment for the town, hiring a Housing Coordinator, or creating a rental assistance program for income-eligible residents. The acquisition, preservation, rehabilitation, and restoration of historic resources. The CPA recognizes historic resources as, "historical structures and landscapes," including "a building, structure, vessel, or real property that is listed or eligible for listing on the State register of historic places or has been determined by the local historic preservation commission to be significant in the history, archeology, architecture, or culture of a city or town." For CPA purposes, the local historic preservation commission is the Town of Northbridge Historical Commission.
- The acquisition, creation, and preservation of land for recreational use. The CPA defines recreational use as, "active or passive recreational use including, but not limited to, the use of land for community gardens, trails, and noncommercial youth and adult sports, and the use of land as a park, playground or athletic field. 'Recreational use' shall not include horse or dog racing or the use of land for a stadium, gymnasium, or similar structure."

Community Preservation Act funds may also be used for the following purposes:

- The “rehabilitation or restoration of open space, land for recreational use and community housing that is acquired or created” using CPA monies.
- Revenues “set aside” for “later spending.”
- Annual “administrative and operating expenses” of the Committee, not to exceed 5% of the Fund’s estimated annual revenues.
- Annual principal and interest payments, preparation, issuance, and marketing costs for bonds or notes for borrowings for community preservation purposes.
- Damages payable to property owners for real estate interests taken by the Town by eminent domain for community preservation purposes.
- “Local share for state and federal grants” for allowable community preservation purposes.
- Property acquisition-related expenses including appraisal costs, expenses for title searches, and closing fees.

Community Preservation Act funds may not be spent for the following purposes:

- As a replacement or substitute for operating funds. The CPA is a supplementary funding source intended to increase available resources for community preservation acquisitions and initiatives.
- Payment for routine maintenance, defined as, “the upkeep of any real or personal property.”
- Gymnasiums, stadiums, or any similar structure.
- Projects without a public purpose or public benefit.

The following helpful Table was provided by the Community Preservation Coalition:

Determining Project Eligibility				
It’s all about the VERBS!				
	Open Space	Historic	Recreation	Housing
Acquire	Yes	Yes	Yes	Yes
Create	Yes	-	Yes	Yes
Preserve	Yes	Yes	Yes	Yes
Support	-	-	-	Yes
Rehabilitate and/or Restore	Yes – if acquired or created with CPA Funds	Yes	Yes	Yes – if acquired or created with CPA Funds

Northbridge Community Preservation Act Goals

Affordable Housing

Affordable Housing Resources

Northbridge has approximately 6144 residential units. At present 468, or 7.4% of Northbridge Housing units are classified as affordable “subsidized housing” by the States Department of Housing and Community Development (DHCD) for purposes of Community Preservation Program and Plan. Note: This data is derived from the information provided to the Department of Housing and Community Development and is subject to change as new information is obtained and use restrictions expire.

The Northbridge Housing Authority owns and manages 3 properties.

These units are located as follows

Colonial Drive: 36 one-bedroom units

Lake Street: 40 one bedroom and 2 two-bedroom units

Sutton Street: 8 units of chapter 689 Housing

Total Units 84

Affordable Housing

Goals

- 1) Encourage housing development patterns that preserve open space and natural features, reinforce villages with mixed uses and a variety of housing types.
- 2) Attain a rate of growth that will neither stifle economic growth nor damage the sense of community.
- 3) Provide housing options that will allow residents to remain in Town as they age and allow the children of residents to establish families in Northbridge

Recreation

Goals

- 1) Maintain, repair and rehabilitate existing recreational fields/grounds
- 2) Make enhancements to existing fields, courts, grounds and other recreation facilities
- 3) Create new recreational areas and/or change existing areas to better fit recreational needs
- 4) Aid youth groups in their use of recreational areas to support the services they offer

Open Space

Goals

- 1) Preserve lands that protect the quality and quantity of Northbridge's water supply, wetland resources, wildlife habitats, and threatened or endangered species and provide for flood control.
- 2) Support projects on existing conservation land and open space that create and maintain trails for hiking and biking and improve access to these resources.
- 3) Support the acquisition of undeveloped land for conservation and recreation purposes with an emphasis on land that would provide connectivity to other protected lands and land that might otherwise be developed such as the land known as " Castle Hill", " Kroll's Farm" and " Zerlag Farm "

Historical

Goals

Perpetuate Town of Northbridge History

- 1) To acquire, preserve, rehabilitate, or restore historic resources which include historic documents or artifacts as well as historic buildings and real property
- 2) Provide education and community outreach regarding the historical and cultural resources within Northbridge through programs, brochures, etc.

TOWN OF NORTHBRIDGE

COMMUNITY PRESERVATION COMMITTEE Application for Community Preservation Funding (Application Cover Page)

DATE: _____

APPLICANT NAME: _____

ADDRESS: _____

PHONE: _____ EMAIL: _____

SITE INFORMATION

PROJECT NAME: _____

FULL ADDRESS: _____

ASSESSOR'S MAP _____ LOT# _____

PROPERTY OWNER'S NAME: _____

Deed recorded in the Worcester District Registry of Deeds in Book: _____ Page: _____

CPA CATEGORY (check all that apply)

Open Space _____ Historic Preservation _____ Recreation _____ Community Housing _____

Total Project Cost _____ CPA Funding Request _____

Project Summary (a detailed description will be required with your supporting information) _____

Project Budget:

Fiscal Year	Total Project Cost	CPA Funds Requested	Other Funding Sources
2019			
2020			
2021			
2022			
2023			
<i>Total</i>			

For Community Preservation Committee Use:

Received: _____ Reviewed: _____ Approved Town Meeting: _____ Sunset Date: _____

TOWN OF NORTHBRIDGE

COMMUNITY PRESERVATION COMMITTEE

Guidelines for Project Submission

1. Project requests must be submitted via email to: CPC@northbridgemass.org or in writing (10 copies) to the Community Preservation Committee.
2. Requests must include a statement of need and be documented with appropriate support information. The use of maps, visual aids and other supplemental information is encouraged.
3. Obtain quotes for project costs whenever possible. If not available, estimates may be used provided the basis of the estimate is fully explained.
4. Requests must be received at least three months prior to the spring or fall semi-annual Town Meeting. Complex projects may need more advance time.
5. If the request is part of a multi- year project, include the total project cost and allocations.
6. For applicants that have multiple project requests, please prioritize projects.
7. Applicants must be present at a CPC meeting to answer questions. The CPC meets the second Tuesday of each month.

Please note that there are legal limitations on the use of CPA funds. Additional information on the CPA and the Community Preservation Committee can be found at www.communitypreservation.org. If you are in doubt about your project's eligibility you are encouraged to submit an application so that the Committee can determine eligibility.

Please submit the project proposal and accompanying documentation to:

Community Preservation Committee
Northbridge Municipal Center
7 Main Street
Whitinsville Ma 01588

TOWN OF NORTHBRIDGE

General Criteria

The Northbridge Community Preservation Committee will give preference to proposals which address as many of the following general criteria as possible:

- Are eligible for Community Preservation Act (CPA) funding according to the requirements described in the CPA legislation; specifically:
 - The acquisition, creation, and preservation of open space.
 - The acquisition, preservation, rehabilitation, and restoration of historic resources.
 - The acquisition, creation, and preservation of land for recreational use.
 - The creation, preservation, and support of community housing (including items such as annual payments to the housing authority to preserve or expand the affordable housing supply).
 - The rehabilitation and restoration of open space, land for recreational use, and community housing that is acquired or created using monies from the fund.
- Is consistent with planning documents that have received wide scrutiny and input and have been adopted by the town;
- Preserve the essential character of the town.
- Save resources that would otherwise be threatened and/or serve a currently underserved population;
- Either serve more than one CPA purpose (especially in linking open space, recreation and community housing) or demonstrate why serving multiple needs is not feasible;
- Demonstrate practicality and feasibility, and demonstrate that they can be implemented expeditiously and within budget;
- Produce an advantageous cost/benefit value;
- Leverage additional public and/or private funds;
- Preserve or utilize currently owned town assets; and
- Receive endorsement by other municipal boards or departments.

TOWN OF NORTHBRIDGE

Category Specific Criteria

Open Space proposals which address as many of the following specific criteria as possible will receive preference:

- Permanently protect important wildlife habitat, including areas that:
 - are of local significance for biodiversity;
 - contain a variety of habitats, with a diversity of geologic features and types of vegetation;
 - contain a habitat type that is in danger of vanishing from Northbridge; or
 - preserve habitat for threatened or endangered species of plants or animals.
- Preserve Northbridge's rural and agricultural character.
- Provide opportunities for passive recreation and environmental education.
- Protect or enhance wildlife corridors, promote connectivity of habitat or prevent fragmentation of habitats.
- Provide connections with existing trails or potential trail linkages.
- Preserve scenic views.
- Border a scenic road.
- Protect drinking water quantity and quality.
- Provide flood control/storage.
- Preserve important surface water bodies, including wetlands, vernal pools or riparian zones.
- Preserve a primary or secondary priority parcel in the Open Space Plan.

Historical proposals which address as many of the following criteria as possible will receive preference:

- Protect, preserve, enhance, restore and/or rehabilitate historic, cultural, architectural or archaeological resources of significance, especially those that are threatened;
- Protect, preserve, enhance, restore and/or rehabilitate town-owned properties, features or resources of historical significance;
- Protect, preserve, enhance, restore and/or rehabilitate the historical function of a property or site;
- Project is within a Northbridge Historic District, on a State or National Historic Register, or eligible for placement on such registers, or on the Northbridge Historic Properties Survey;
- Project demonstrates a public benefit; or
- Project demonstrates the ability to provide permanent protection for maintaining the historic resource.

TOWN OF NORTHBRIDGE

Affordable Housing proposals which address as many of the following criteria as possible will receive preference:

- Contribute to the goal of achieving 10% affordable housing;
- Promote a socioeconomic environment that encourages a diversity of income, ethnicity, religion and age;
- Provide housing that is harmonious in design and scale with the surrounding community;
- Intermingle affordable and market rate housing at levels that exceed state requirements for percentage of affordable units;
- Ensure long-term affordability;
- Promote use of existing buildings or construction on previously developed or Town-owned sites;
- Convert market rate to affordable units; or
- Give priority to local residents, Town employees, and employees of local businesses.

Recreation proposals which address as many of the following criteria as possible will receive preference:

- Support multiple active and passive recreation uses;
- Serve a significant number of residents;
- Expand the range of recreational opportunities available to Northbridge residents of all ages;
- Jointly benefit Conservation Commission and Park and Recreation Commission initiatives by promoting a variety of recreational activities;
- Maximize the utility of land already owned by Northbridge (e.g. school property); or
- Promote the creative use of railway and other corridors to create safe and healthful non-motorized transportation opportunities.

re