

TOWN OF NORTHBRIDGE
TRUSTEES OF SOLDIERS' MEMORIALS MEETING
NORTHBRIDGE TOWN HALL

Wednesday, June 12, 2019 - 7:00PM

MINUTES

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NORTHBRIDGE TOWN CLERK
DOREEN A. CEDRONE

MEMBERS PRESENT: Dan Beneway, Frank DeFazio, Tom Farley, Jim Gallagher and Dick Trier.

APPROVAL OF MINUTES: The minutes of the Wednesday, May 8, 2019 meeting were unanimously approved (DeFazio/Farley).

I. DISCUSSION ITEMS AND PROGRESS REPORTS

A. MEMORIAL DAY PREPARATION CRITIQUE

- The trustees discussed the condition of Memorial Park for the Memorial Day Program and noted that:
 - Thanks to the efforts of the DPW and Troop 155, the park was in excellent condition for the program.
 - With Paula and David Prout's efforts, the Vietnam Memorial and the WWII/Korean War Memorials were beautiful as well.
 - The Dawson Memorial was cleaned up by the Whittin Community Center volunteers as well.
- The trustees directed their secretary to send thank you note to everyone involved. Frank DeFazio will provide Dick Trier with the list of those involved from Troop 155.

B. FINANCE REPORT

Jim Gallagher shared the current finance report. It was noted that after paying T F Rosseel \$9,900 for the WWI repairs and Kuik Electric \$3,176.76 for the new lighting on the Vietnam Memorial and WWI/Korean War Memorial, we would show a FY19 balance of \$183.80, which would be mostly used through the purchase of paper and ink for our ongoing Memorials Inventory Project.

C. MEMORIAL LIGHTING IMPROVEMENTS COMPLETION

- The trustees noted that the lighting of both the Vietnam and WWII/Korean Monuments lighting improvements were well done. Dan Beneway would make sure that the invoices for both projects were submitted to the town as soon as possible.
- **ACTION:** The motion was made and seconded (DeFazio/Trier) that we pay Kuik Electric \$3,176.76 as soon as the official invoices are received

D. WWI WHITINSVILLE REPAIRS

- The trustees noted that the repairs to the WWI Monument had been done according to specs and on time for Memorial Day.
- **ACTION:** The motion was made and seconded (Gallagher/ Farley) that we approve the invoice for \$9,900 submitted by T F Rosseel.

E. ANNUAL MAINTENANCE PLAN

- As Jeff Buccacio has not completed the annual maintenance project approved during FY19, the trustees have now moved this project to possible completion in FY20.

F. MEMORIAL SQUARES UPDATING

- Tom Farley noted that Whitinsville Monuments had received an estimate of \$700- \$800 for each of the memorial square plaques we wish to update. Tom (from Whitinsville Monuments) told Tom Farley that he felt that the estimate was too high and that he would seek bids from other manufacturers.
- Frank DeFazio volunteered to check with contacts at Blackstone Valley Tech. to see if this was a project students could do.
- Dick Trier recommended that we look at packaging the 54 plaques we would need to get a bulk price from different manufacturers. If there was significant cost savings possible, we might need to talk with the town manager about payment options.

G. SQUARES AND MEMORIALS INVENTORY AND GPS

- Dick Trier noted that he would host a meeting of Jim Gallagher with Mike Kuras, an IT specialist, tomorrow at 3:00PM at his home.
- Jim Gallagher noted that he would like to purchase the paper and ink needed to continue the development of our inventory.
- **ACTION:** The motion was made and seconded (DeFazio/Trier) that we authorize Jim Gallagher to purchase the paper and ink he needs with a cost not to exceed \$183.80 (our FY19 remaining funds).

H. OTHER PROJECT UPDATES (None)

I. COMMUNICATIONS/ CORRESPONDENCE

- Dick Trier noted that the town had received a request to honor a couple of former town employees with a bench in Memorial Park. Tom Melia told Dick in a phone call that he was aware that Memorial Park memorials were for veterans only and would, contact the family letting them know this. As he thought these former employees worked for the DPW, he would discuss the possibility of having this bench placed at the new DPW headquarters for use by the current employees.

II. OTHER DISCUSSION ITEMS

A. UPDATES/NEW DISCUSSION ITEMS

- Dan Beneway noted a concern that many of our squares were in need of up keeping. He suggested that this item should be placed on our agenda for our next meeting, as we develop our FY20 plan of action.

B. NEXT MEETING

- Tuesday, September 3, 2019, 7:00PM at the Town Hall
- Agenda Items:
 - FY 20 Plan of Action
 - Finance Report
 - Memorial Squares Maintenance
 - Memorial Park Flagpole Issues
 - Monument Maintenance Plans
 - Memorial Squares Updating

C. ADJOURNMENT: 7:27 pm

Respectfully submitted,

Richard T. Trier

Richard T. Trier, Secretary

Approved: *09/03/19*

