

Town of Northbridge  
Finance Committee Meeting Minutes  
March 6, 2024 at 6:30PM

**Committee Members in Attendance:** Plato Adams, Jim Barron, Sean Ferry, David Graham, and Steve Gogolinski

**Finance Committee Member not in Attendance:** Chris Thompson

**Town of Northbridge Administration and Department Managers in Attendance:**

Adam Gaudette, Town Manager, Town of Northbridge, MA  
Jamie Luchini, DPW Director, Town of Northbridge, MA

**Other: Taxpayer(s) in Attendance:** Barry Gallant

**Finance Committee Meeting:**

At 6:30PM the Finance Committee Meeting was called to order by Plato Adams.

**Northbridge Elementary School (NES) Property Proposal – 30 Cross Street, Whitinsville, MA**

Kevin Lobisser and David Pyne from Lobisser Building Corp, 1 Charlesview Road, Hopedale, MA 01747 reviewed their company proposal for 30 Cross Street, Whitinsville, MA relating to the purchase and development, etc. of the property for major construction purposes.

The proposal will be to purchase the property and removing / demolishing the current Cross Street School and the construction of 10 Townhouse units and 46 Apartment Units (Three Story Apartment Complex) at 30 Cross Street, Whitinsville, MA 01588.

The two proposed large buildings will not be owner occupied and will be tenants only with no ownership rights but rental / lease rights to the individual units.

The proposal includes roughly 1.5 parking spaces for each unit. The townhouses will have a garage plus space for one vehicle. The apartment building will have a parking space for tenants. Note that 1.5 parking spaces are allocated to each unit.

The units will be offered to the public under a Local Initiative Program (LIP)\*.

Note that a \* Local Initiative Program is a Commonwealth of Massachusetts state program that encourages the creation of affordable housing by providing technical assistance to communities and developers who are working together to create affordable rental opportunities.

Developers seeking to build single or multi-family homes, condos or apartments where a certain percentage of the units are proposed to be affordable work with town officials to obtain approval. Such units must serve households below 80% of the area median income; the units must be subject to use restrictions to ensure that they remain in a community's affordable housing stock, and must be sold or rented on a fair and open basis.

The Executive Office of Housing and Livable Communities (EOHLC) provide technical support to both the town and the developer. If a development cannot be built under existing zoning, the developer may seek a comprehensive permit allowing the development to be built at a higher density than allowed under existing zoning.

LIP projects are subject to profit limitations. For homeownership projects, profit and developer fees to all partners and owners are limited to no more than 20 percent (20%) of the total development costs. For rental and cooperative housing projects, the LIP regulatory agreement, signed by the community, developer, and

Town of Northbridge  
Finance Committee Meeting Minutes  
March 6, 2024 at 6:30PM

EOHLC, limits distribution of return to all partners and legal or beneficial owners to a maximum of 10 percent (10%) equity per year during the time when the affordability restrictions are in place.

A community meeting will be held on March 28th to discuss / review the proposal.

**The following items were reviewed / discussed by Adam Gaudette, Town Manager:**

**I DPW Department Budgets Town Manager FY 2025 Budget Development Kick Off**

- a. Highway / Pine Grove Cemetery
- b. Water
- c. Sewer
- d. Capital Funding Plan / Projects

The DPW Budgets are all level funded.

**Highway Department / Division**

The FY 2025 Highway Department / Division Budgeted total equals \$1,404,439 an increase of \$68,739 (5.146% increase) over the FY 2024 Appropriated Amount of \$1,335,700.

The bulk of the increase is \$37k in the energy use for NES as well as \$30k in Salaries and Wages for a fully staffed department / division

**Water Department / Division**

The FY 2025 Water Department / Division Budgeted total equals \$1,694,122 an increase of \$775.3 over the FY 2024 Appropriated Amount of \$1,693,346.63.

**Sewer Department / Division**

The FY 2025 Sewer Highway Department / Division Budgeted total equals \$2,055,350 an increase of \$120,562 (6.23% increase) over the FY 2024 Appropriated Amount of \$1,934,788 .

The bulk of the increase is \$20k in Regular Salaries for a fully staffed department / division and \$100k in Contractual Services (Increase in the Cost of Sledge Hauling -- 3 Year Bid).

**II Town Manager FY 2025 Budget Update**

- a. FY 2025 Budget Outlook
- b. FY 2025 Preliminary Budget
- c. Spring Annual Town Meeting Warrant Draft

<b>New Revenues Available:</b>	<b>\$</b>	<b>1,061,656</b>	
Less Expenses:			
Insurance (Health Insurance):	\$	-----	
Workers Compensation:	\$	16,927	
Retirement System:	\$	42,673	
Liability Insurance:	\$	53,114	
Unemployment:	\$	100,000	
<b>Benefit Expenses:</b>	<b>\$</b>	<b>212,714</b>	<b>7.24%</b>

Town of Northbridge  
Finance Committee Meeting Minutes  
March 6, 2024 at 6:30PM

NPS Budget:	\$	432,777	1.67%
BVT	\$	243,820	13.20%
Trade School	(\$	50,000)	0.00%
<b>School Funding</b>	<b>\$</b>	<b>626,597</b>	<b>2.71%</b>
<b>General Govt Offices</b>	<b>\$</b>	<b>222,345 (1)</b>	<b>2.30%</b>

**(1) General Government Increase                      \$222,345**

**Less:**

○ Elections	\$ 15,653
○ Landfill	\$ 26,120
○ Playground / Rec	\$ 17,000
○ TOTAL	(\$ 58,773)

**(2) Total Available Gen Govt                      \$ 163,572                      1.69%**

**Capital Projects**

**Warrant Article 16**

The proposed Warrant Article is looking to appropriate and transfer from Free Cash monies to fund \$1,561,000 on various Capital Projects throughout the town.

**Article 17**

The proposed Warrant Article is looking to appropriate and transfer from Unexpended Funds from Prior Years the amount of \$168,574.28 on various Capital Projects.

\$100,000 to be expended under the direction of the Chief of Police to purchase 23 Police Department Tasers, and \$68,574.28 to be spent jointly by the Fire Chief, Police Chief, and DPW Director to replace the Police Department Gas Pump.

**Article 18**

The proposed Warrant Article is looking to appropriate and transfer \$325,286 from the Town Buildings Maintenance Fund for various building repairs throughout the Town.

**III. Minutes**

- a. February 21, 2024
- b. Other

**IV. Other**

- a. March 13<sup>th</sup> Agenda, Police, Fire, BVT – Held at the New Fire Station
- b. March 20<sup>th</sup> : NPS and Petitions
- c. March 27<sup>th</sup>: Public Meeting and Vote Positions

Town of Northbridge  
Finance Committee Meeting Minutes  
March 6, 2024 at 6:30PM

**Governor's Budget**

It was noted by the Town Manager that Public Safety Monies (e.g. Laptops, Radios, etc.) was reduced by 50% from \$25,000 to \$12,500.

**Prior Finance Committee Meeting Minutes**

A motion to approve the 10/24/2023 Finance Committee Meeting Minutes was made by David Graham, seconded by Steve Gogolinski, and unanimously approved.

A motion to approve the 02/21/2024 Finance Committee Meeting Minutes was made by David Graham, seconded by Steve Gogolinski, and unanimously approved.

**Adjournment**

Since no further business was to be transacted, a motion to adjourn the Finance Committee Meeting at 8:26PM was made by David Graham, seconded by Steve Gogolinski, and unanimously approved.

Respectfully Submitted,

/s/ James P. Barron, Clerk, Town of Northbridge Finance Committee