



**TOWN COUNCIL MEETING  
MONDAY, March 28, 2022 – 7PM  
MacKinnon Council Chambers  
AGENDA**

1. Pledge of Allegiance
2. Roll Call
3. Consider and accept the Town Council Meeting Minutes, Monday, March 14, 2022.
4. Subcommittee Reports
  - a) General Government
  - b) Department of Public Works
  - c) Education and Human Services
  - d) Planning and Development
  - e) Protection of Persons and Property
5. Chairman's Announcements
6. Town Manager's Announcements
7. Presentation: Tulip Project by Laura Field
8. Citizens Forum
9. Vote to confirm reappointment of Katelyn Spencer as Inspector of Animals, in accordance within the provisions of Section 15, Chapter 129 of MGL, effective May 1, 2022 through April 30, 2023.
10. Vote to ratify contract between Town of Southbridge and Top-Notch Abatement LLC for the completion of removal of asbestos from the Boiler Room at Cole Ave School in the amount of \$50,000 and allow the Town Manager to sign all related documents.
11. Vote to accept the Community Development Block Grant (CDBG) Mini-Entitlement (ME) FY21 CDBG grant award for \$825,000 to resurface Crane Street to River Street, fund lighting and security at McCann Fields, code enforcement positions, and administrative expenses and allow the Town Manager to sign all related documents.
12. Vote to raise \$80,000 in ARPA funds to create a temporary contracted position for one year to act as the Redevelopment Authority Executive Director for the Economic Development and Planning Development under the direction of the CDBG/ Economic Development Coordinator to drive economic development in the downtown and take on special projects as directed.

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13. Vote to approve hiring BSC Group, Inc., using Local American Rescue Plan Act funds for up to \$5,400 to help prepare a Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant application to reconstruct Hamilton Street, approve applying for the RAISE grant due April 14, and approve the Town Manager to sign any related documents.
14. Vote to confirm Town Manager recommendation to appoint Nghi Lam as Parking Ticket Clerk for a one-year term effective immediately through June 30, 2023, State Ethics in good standing.
15. Vote to approve transfer for \$265.50 from #001123-571100 Conferences & Meetings Reimbursement to #001123-573000 Dues & Subscriptions to cover ICMA membership for Town Manager Michael McCall as part of the Employment Agreement.
16. Vote to authorize the Town Manager to negotiate pricing with Risk Services Group and enter into a contract for the Town's natural gas supply for up to 43 months at a low fixed rate.
17. Vote to approve the Cable Department organizational plan and proposed job description of the Cable Production Assistant I, Cable Production Assistant II, Cable Production Director, and Administrative Assistant II.
18. Vote to approve the changes to Schedule 1 IX Cable Access.
19. Vote to approve transfer request for \$12,500 from Specialized Services-Snow and Ice (001495-529000) to Overtime – Snow and Ice (001495-513100) to cover the cost of overtime related to possible upcoming snow and ice event in late March early April.
20. Vote to approve transfer request for \$691.27 from Uniform Allowance (001499-519200) to Licenses and Stipend (001499-518300) to provide funding for payout of prorated Licenses and Stipends for two retirements per Union Contract Article 25.
21. Vote to approve revision to Parking Permit P-0014 Rev 1 for reduction in No Parking zone on Dresser St as recommended by Traffic Commission.
22. Vote to repeal Parking Permit P-000119 - 1 Hour Parking Area on Main St from Chester St to a point 127 feet away. This has been recommended by Traffic Commission. This permit will be replaced with a new Parking Permit.
23. Vote to approve new Parking Permit P-00156 for clarification of current No Parking on Main St, to include No Parking from Marcy St to Chester St (north side of Main St). This has been recommended by Traffic Commission.
24. Vote to approve selection of engineer for chlorine residual tracer study required by MassDEP. Recommend selection of Tata and Howard for \$17,900 and include the option for a water age system of the distribution system at the same time for \$13,900, for a total cost of \$31,800. Funding from Water Treatment Capital (610450-583000-22582) for \$17,900 and Charlton Water System Capital (610450-583721-22582) for \$13,900.
25. Vote to approve a three year agreement with Utility Cloud for asset management system services for water, sewer, and highway for up to 25 users in the amounts of \$14,193, \$16,726, \$19,300 and allow the Town Manager to sign all related documents. The three year agreement allow for a significant cost savings compared the annual agreement currently used. This is an ongoing service that has been in place since 2016. This allows us to track work orders, inspections of water and sewer work, and service to vehicles. This service is paid from Water Technical Services, Sewer Technical Services, and DPW Specialized Services accounts in the FY 23 Budget.

26. Vote to approve the Town Manager with DPW proceed with negotiations for the purchase of 15 acres of land within the Town's Watershed District from Mr. Barry Szydlik in the amount of \$30,000
27. Vote to approve The Sewer Department 1997 Ford Ranger as surplus. Last used in 2015 after brake failure, with approximately 89,000 miles. The vehicle will be set for auction, trade, and scrap.
28. Councilors Forum
29. Discussion of next meeting date – Monday, April 11, 2022 - 7:00 PM.
30. Adjourn

*Note: The items listed, which may be discussed at the meeting, are those reasonably anticipated by the Chair. Not all items listed may, in fact, be discussed, and other items not listed may also be brought up for discussion to the extent permitted by law.*

(Agenda reviewed and approved by Council Chair, J. Daniel 3/23/2022)