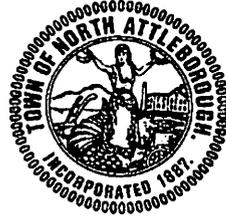


Michael D. Borg  
Town Manager



TOWN OF NORTH ATTLEBOROUGH  
43 South Washington Street  
North Attleborough MA 02760  
508-699-0100

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## INTEROFFICE MEMORANDUM

**DATE:** Monday, January 30, 2023  
**TO:** Town Council  
**FROM:** Michael D. Borg, Town Manager  
**RE:** Town Manager Report

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Below are key activities, that I think would be of interest:

### **PUBLIC HEALTH – Updates**

- Nothing to report at this time

### **EMERGENCY MANAGEMENT - Updates**

- **CODE RED- We continue to encourage** all residents, Boards, Committees, and Commission Members to sign up for CODE RED notifications. This can be done by going to our website [nattleboro.com](http://nattleboro.com) and it is on the main page “**Emergency Alert Signup.**”

### **COMMUNICATION – Updates**

- **Interview with North TV was held on January 26, 2023** to discuss The Sun Chronicles front page story on Sears Building “Apartments at the Mall.” This ran in Friday’s, 1/27/2023 Newscast and NEWSletter.
- **Keep North Attleboro Beautiful (KNAB’s) 10<sup>th</sup> Annual Town Wide Great American Cleanup** is scheduled for **Saturday, May 6, 2023.**
- **Fire Chief Coleman Graduated from The Chief Fire Officer Program on Friday, January 27, 2023** at Stow Academy Campus.

### **OPERATION and FINANCE – Updates**

- **CIP – The initial vetting of the CIP Submissions is complete** We are finalizing projects with the FY24 Budget.
- **Community Host Agreements On-Going Discussions**
- **Met on January 23, 2023 with the School Department to discuss a Joint Facilities Position.**
- **Met with the Brownfield’s Coordinator on 1/20/23 to discuss the cleanup of Boulter Farm/Courtois Site.**
- **Preliminary Budget Submission on February 13, 2023.**
- **Economic Development UPDATES:**
  - **Emerald Square Mall-** The Town continues to work with any party interested in the mall. We have been in contact with a developer interested in building apartments at the mall. This is a project still in the very preliminary stages of development.

TOWN OF NORTH ATTLEBOROUGH  
43 South Washington Street  
North Attleborough, MA 01769  
508-699-6100



January 20, 2013  
Town Council  
Town Office

MEMORANDUM

DATE: Monday, January 20, 2013

TO: Town Council

FROM: Michael D. Long, Town Manager

SUBJECT: Town Manager Report

The following report provides information that I think would be of interest to the Council. It is a summary of the information contained in the report.

**COMMITTEE REPORTS**  
The committee reports to the Council on the progress of the work assigned to it. This can be done by the committee members to sign up for COMMITTEE REPORTS. This can be done by going to our website [www.townofna.com](http://www.townofna.com) and it is on the main page "Committee Reports".

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- **Kelley Blvd. 40R Project-** The Planning Board, Town Planner, and the Marcus Partners are working on Design Standards for this development.
- **152 Roadway Improvements-** DWP is working design on this project now. We are continuing to work closely with Plainville on this project.
- **Downtown Revitalization-** We currently have \$1.1mm on-hand from a previous grant for downtown. Cost estimates based in preliminary designs presented to the Planning Board and the Board of Public Works came in at approximately \$7mm.
- **Master Plan & Housing Plan** - working with SRPEDD to finalize comments and feedback on the draft plan.
- Stantec Project Update
  - \* Mixed Use Overlay District
  - \* Design Guidelines & Downtown Conceptual Design & Streetscape Plan
  - \* Land Inventory
- **2023 Town election Calendar** for North Attleboro (attached)
- Papers pulled for the following positions as of today:
 

<u>Elected Boards</u>	<u>Open Seats</u>	<u>Papers Pulled</u>
○ Town Council	9	14
○ Board of Electric Commissioners	1	0
○ Board of Public Works	1	1
○ Park Commissioners	2	2
○ School Committee	2	4
- Line-Item Transfer for Town Planner Salaries in the amount of \$8,630.00 (attached)

**PERSONNEL – Update**

- **Lisa Bladen Pollack** appointed to the Election Board
- **Kevin O'Donnell** appointed as a member of the Town Forest Committee

## **Town Manager Report 1/30/2023**

### **Design Guidelines & Downtown Conceptual Design & Streetscape Plan**

On January 11, Stantec presented a downtown concept plan to the Planning Board and Board of Public Works at a joint meeting. The downtown pavement and sidewalks are at the end of its useful life. It needs to be replaced for proper maintenance. This is the opportunity for the downtown to be evaluated for new features for the next 30-50 years. Stantec evaluated the downtown and developed a concept plan that will create a more friendly environment for businesses and pedestrians— and bring more economic growth. The downtown concept plan will create an active downtown with bump-outs, wider sidewalks, a bicycle network, and circulation improvements at the Park Avenue side. Stantec was tasked with making these improvements strategically, and without removing parking or altering the drainage too much. For example, the proposed bicycle network is on East Street to avoid reducing the road width on North Washington Street. The chicane is at the front of the municipal lot to actually encourage residents to use the municipal parking lots and will be combined with wayfinding. No other parking spaces are being proposed to be removed anywhere in downtown. More information and public input on the concept plans will be at two public meetings: February 7 with downtown businesses only and another public meeting TBD. The planning board and board of public works are holding another joint meeting after the meeting with downtown businesses likely on February 15. An invitation letter for downtown property owners and businesses in downtown (two mailings) was sent out last Friday. The concept plan will make the downtown come alive especially with 21 East. Residents and 21 East want a more friendly place for walking and entertainment at downtown.

#### **40R Development Update:**

The Planning Board is working with the developer on design standards. The design standards are to ensure a quality development for its residents. The design standards are near final and I believe will be complete by February 16.

#### **Stantec Project Update:**

##### **Mixed Use Overlay District**

We got a very early first draft of the mixed-use bylaw this week and had our first meeting on it with Marie, Bill, Lyle, Stantec, and I. It's a very early draft. As part of the project, we are working on an overlay district for the downtown that will complement the new downtown concept plan. This overlay district will allow the downtown to expand naturally and bring more businesses and dovetail with the new downtown concept plan. A possible plan is to rollout this downtown mixed-use overlay for public hearings and town council review shortly after the downtown concept plan.

Following, is another mixed-use overlay district along Route 1 and possibly other areas. The idea is this mixed-use overlay district will have different tiers with varying minimum lot sizes, densities, height, parking requirements, etc., all will vary depending on where you are on Route 1. The need for a mixed-use overlay district is to be adaptive to a waning retail market and encourage infill development. A part of planning is staying ahead. The new state law MBTA Communities Section 3A of MGL c. 40A Zoning mandates North Attleboro to allow by-right at least 15 units of multi-family housing per acre in 50 acres by December 31, 2024. We will integrate MBTA Communities compliance with this project. The deadline to submit the action plan is January 31, 2023 and this has been submitted. The mapping for this project is near done.

### **Land Inventory**

Has not started yet.



**TOWN OF NORTH ATTLEBOROUGH**  
**Line-Item Transfer Form**

**PLANNING DEPARTMENT**

**January 26, 2023**

*Department Name*

*Date*

**Account**  
**Number**

**Account**  
**Name**

**Original**  
**Appropriation**

**Account**  
**Balance**

**Requested**  
**Transfer**

**Approved**  
**Transfer**

**I. Transfer from:**

019498-  
518000

Salary Reserve

**\$ 215,776.05**    **\$8,630**

**Transfer to:**

011758-  
510101

PLANNING SALARIES-  
DEPARTMENT HEAD

**\$ 68,148.00**

~~\$ 76,777.60~~

**\$24,777.62**

**II. Transfer from:**

**Transfer to:**

**Explanation of Request: Clerical error in MUNIS budget entry resulted in the salary line item short.**

**Approval:**

**Town Accountant**

**1-26-23**

**Department Head Signature**

**Michael D. Borg Town Manager**

**30 JAN 23**

***Board of Election Commissioners***  
**2023 TOWN ELECTION CALENDAR FOR NORTH ATTLEBOROUGH, MASSACHUSETTS**

- Wednesday, January 4, 2023      **NOMINATION PAPERS AVAILABLE FOR TOWN ELECTION**
  
- Friday, February 10, 2023      **LAST DAY TO TAKE OUT NOMINATION PAPERS FOR TOWN OFFICE – 5:00 PM**
  
- Tuesday, February 14, 2023      **FINAL DAY TO RETURN NOMINATION PAPERS FOR CERTIFICATION OF SIGNATURES FOR TOWN OFFICE. ELECTIONS OFFICE OPEN UNTIL 5:00 PM**
  
- To be announced      **DRAWING FOR BALLOT POSITION AT ELECTION COMMISSIONERS MEETING**
  
- Tuesday, February 28, 2023      **DEADLINE FOR BALLOT QUESTIONS**
  
- Thursday, March 2, 2023      **LAST DAY TO FILE WITHDRAWAL OR OBJECTION FOR NOMINATION FOR TOWN OFFICE–5:00**
  
- Saturday, March 25, 2023      **FINAL DAY TO REGISTER TO VOTE FOR THE TOWN ELECTION  
ELECTIONS OFFICE IS OPEN 8:00 AM - 8:00 PM**
  
- Monday, April 3, 2023      **DEADLINE TO APPLY FOR AN ABSENTEE BALLOT 12:00 NOON**
  
- Tuesday, April 4, 2023      TOWN ELECTION. POLLS OPEN 7:00 AM – 8:00 PM**

**Offices on the April 4, 2023 ballot will be:**

Town Council	9	2 Year Terms
Board of Electric Commissioner	1	3 Year Term
Board of Public Works	1	3 Year Term
Park Commission	2	3 Year Term
School Committee	2	3 Year Terms

**NORTH ATTLEBOROUGH OFFICIALS  
WITH TERMS ENDING IN 2023**

**TOWN COUNCIL**

**Justin Paré  
John Simmons  
Daniel Donovan  
Darius Gregory  
Mark Gould  
Kathleen Prescott  
Patrick Reynolds  
Andrew Shanahan  
Andrea Slobogan**

**BOARD OF ELECTRIC COMMISSIONERS**

**Dale Langille**

**BOARD OF PUBLIC WORKS**

**Donald Cerrone**

**PARK COMMISSIONERS**

**John Ruppert  
Thomas Difiore**

**SCHOOL COMMITTEE**

**Sarah Stone  
John Costello (appointed 2022)**