

TOWN OF MILLBURY
BOARD OF SELECTMEN MINUTES
MUNICIPAL OFFICE BUILDING- SELECTMEN'S MEETING ROOM

November 24, 2015

7:00 pm

15 DEC -9 PM 12:11

Present: Francis B. King (arrived late), Sandy Cristo; Mary Krumsiek, William Borowski; Town Manager, Bob Spain, Town Planner Laurie Connors, Energy Manager Doreen Defazio, and other concerned citizens

Vice-Chairman Cristo called the meeting to order and stated that the Chairman will be late

Qdoba Restaurant-Chang of Corporate Name

Elizabeth Amaral, Manager of Qdoba Millbury spoke to let the board know that the corporate name will be changing from ZRC Operations Company, Inc. to Qdoba Restaurant Corporation. Motion to approve the change made by Selectman Borowski, seconded by Selectman Krumsiek. Motion carried unanimously.

Dumpling Girl, 56 Canal Street is changing their name to Star Dumpling.

Motion made by Selectman Borowski seconded by Selectman Krumsiek to approve the name change.

Motion carried unanimously,

Laurie Connors- Town Planner: The Casa Verde piece is not complete yet, so she will be on the next agenda for that. She is also here to talk about the Master Plan update. \$10,000 was allotted by Town Meeting to get the Master Plan updated. In order to start the visioning process, she would like to form a master plan committee to oversee the project and work with the consultants to get the word out. The total cost of the master plan is \$100,000.00. She will be looking for money at the May 2016 town meeting and then the other half in May 2017. She would like the committee to consist of a Board of Selectmen representative and citizens from the town; this committee will last for about two years and meeting monthly.

Selectman Borowski said that this is an important piece of the town; we can make Millbury what we want by having this plan in place. This is a vision for our community which includes an action strategy of how we can achieve that.

Selectman Cristo asked how often do Towns update their plan; the state recommends every ten years, we are bumping up to 20 years, last one was done in 1998.

Mr. Spain said that in order to get some grants, we need to have an updated master plan.

Selectman Ashmankas asked how it gets used once it is completed. All department heads are supposed to look at the master plan before any major projects and compliment it or add to it; it's a guide as to what the town's people would like. Ms. Connors would like the master plan committee to meet quarterly after it is done to ensure the guide is being followed.

Good Energy- Stephano Loretto-they are excited to be chosen for the community aggregation for the town; this is creating a buying group for the town to participate in and get a better price and terms for your electrical supply part of your electric bill. They are the largest in the country and they have 120 in the Midwest, 29 in Massachusetts and many in New Jersey. The process included regulatory approval and then a comprehensive outreach to the community.

Selectman Borowski asked if you lose power who would citizens call? Ngrid owns the lines, you would call them. It is seamless for the end user. Nothing changes except you get a better delivery price than you would with National Grid.

Selectmen Borowski asked Mr. Loretto to explain the outreach that they do. They work with the community to discover which options will work best for them; they will put information on websites, create their own website, psa's and send out flyers, etc. They are very proactive on getting information out to the residents. Selectman Cristo thought the beauty of this service is that you can opt in or opt out. Mr. Loretto said that this program is not going to start this winter- the process typically takes 9-18 months; he is happy to report that their turnaround has been 3-6 months. Mr. Loretto advised the people to make sure they do not have a termination fee if they have already signed up for a third party supplier.

Selectman Cristo asked about a timeframe for getting this up and running. Mr. Loretto said that they will provide a plan for them to look through; there is a 2 week public review period which will be here and online; then we will have a public hearing to answer any questions then we go to the DOER and DPU and we may be out late winter to early spring. Mr. Spain said that our town council is drawing up a contract and if you are agreeable, have him sign it after your review. Doreen Defazio, our Energy Manager, spoke saying that the contract can be signed by either the selectmen or town manager and she would like it signed before the next meeting so that Good Energy can continue with the process.

Motion made by Selectman Borowski to authorize the Town Manager to sign the contract pending Selectmen review and approval, seconded by Selectman Krumsiek.

Motion carried unanimously.

Previous Minutes

Motion to approve the minutes of the November 10, 2015 regular meeting made by Selectman Ashmankas, seconded by Selectman Krumsiek.

Motion carried unanimously.

Town Manager Report

Mr. Spain received retirement letters from long term employees; one is already finished with a last of January; and the other's last day is December 10th. We are tweaking one of the job descriptions to more suit the department.

BVT has loosened their grade requirements for entrance; he would like to thank the board of BVT for listening. Selectman Ashmankas said that this is great to hear; now kids that need trades will have a better chance to get in. Selectman Borowski said that some of the programs that BVT offers require high academic expectations.

Selectman Cristo said that MHS used to have an industrial arts program for the kids that would do well with a trade but do not get into BVT and she asked selectman Borowski if the school committee has looked into getting some of these courses back. Selectman Borowski said that he did speak with the superintendents and thought a consortium of surrounding towns for a so-called "bvt light" could be beneficial.

Roads: the pavement management plan has been downgraded again; it is now at 57% two years ago it was at 75%. Selectman Borowski said that he would like to take this to town meeting this

year for a debt exclusion to fix all of the roads; Chairman King asked to have the RAC what the potential timeline would be to get the roads done. Selectman Ashmankas thinks this should be on the ballot.

Rob McNeil got a \$7000 grant to look at the downtown area, make a plan to spruce up the traffic lights, commons, benches, etc. and make them look better.

Rob will be having a Ramshorn Dam project update meeting here on Dec 3rd.

The structural issues for the HVAC project have been addressed and will be moving forward.

Old/New

Selectman Ashmankas suggested creating polices that were discussed regarding cul-de-sacs and for Ramshorn Pond keeping the weeds out.

Chairman King suggested having Ponds & Lakes look into the weeds of Ramshorn and regarding the roads he thinks the Planning Board, DPW Director and the RAC should be consulted.

Edd Cote, clerk of Planning Board, said that the Planning Board has spoken regarding the vague language of the cul de sac to correct it.

Selectman Ashmankas would like to have the Selectmen create a policy to "handcuff" the changes of roads/cul de sacs. He volunteered to draw that up.

Selectman Borowski said that budget season is approaching and he would like to have a discussion regarding the priorities to give to the town manager.

Vice-Chairman Cristo read Dates to Remember:

Friday November 27th at 7 PM LEGENDS "Elvis Presley" and "Neil Diamond" in concert at the VFW

Saturday November 28th Small Business Saturday - "Shop Small" and support Millbury's Small Businesses

Saturday November 28th MHS Athletic Hall of Fame Induction Dinner at the Dudley-Gendron in Sutton

Tuesday December 3rd at 7:00 PM Ramshorn Dam information meeting in the Selectmen's Meeting Room

Friday December 4th from 4 to 9 PM 3rd Annual Ladies Night Out Holiday Shopping Event at the VFW

Saturday December 5th from 10 Am to 4 PM Chain of Lights - Christmas in Historic Sutton

Sunday December 6th from 11 AM to 4:30 PM 17th ANNUAL MILLBURY CHAIN OF LIGHTS!

On a Good Note:

Congratulations to Girls Soccer on the Division III State Championships- we have asked them to come in on December 8th; and we will be declaring December 9th as Woolie Day in honor of the Girls Soccer Team.

Happy Thanksgiving to everyone!

Chairman King said that the reason why he was late tonight because his daughter added a new member to the family. He would like to congratulate Melissa, his son in law and big sister, Summer for the arrival of their baby girl, Tenley.

Mail

Selectman Krumsiek read the Election Schedule

The Chairman announced the Board will be going into Executive Session and will come out to make a motion.

Motion made by Selectman Cristo, seconded by Selectman Ashmankas to move into Executive Session at 8:45 p.m. under Chapter 39, Section 23B, Paragraph 2 to conduct contract negotiations with the town manager if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. The Chairman declared.

Selectman Cristo	- Yes
Selectman Krumsiek	- Yes
Selectman Ashmankas	-Yes
Selectman Borowski	-Yes
Chairman King	-Yes

Open meeting continued at 9:07 pm

Selectman Borowski made a motion to offer Bob Spain a one (1) year contract regarding draft #3 with the removal of Sec 8, seconded by Selectman Cristo. Motion carried unanimously.

Motion made by Selectman Borowski to adjourn at 9:08 p.m., seconded by Selectman Cristo. Approved by roll call vote.

Respectfully submitted,
Tish Hayes, Secretary

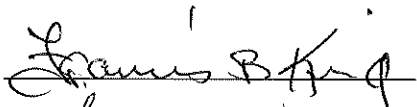
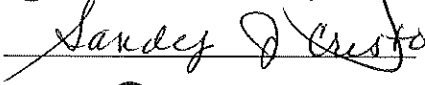
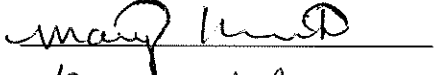

Francis B. King

Sandy J. Cristo

Mary Krumsiek

Brian Ashmankas

William Borowski

November 11, 2015

\$0.09490 PER KWH FOR THE GOOD ENERGY COMMUNITY ELECTRICITY AGGREGATION

On November 10, 2015, 23 municipalities in the Good Energy Community Electricity Aggregation accepted a competitive electricity supply bid for two (2) years starting in January 2016 for \$0.09490 per kWh for over 205,000 households with almost 530,000 residents and many small businesses. This represents a savings of 27% over the National Grid and 10% over the Eversource winter electricity supply rates.

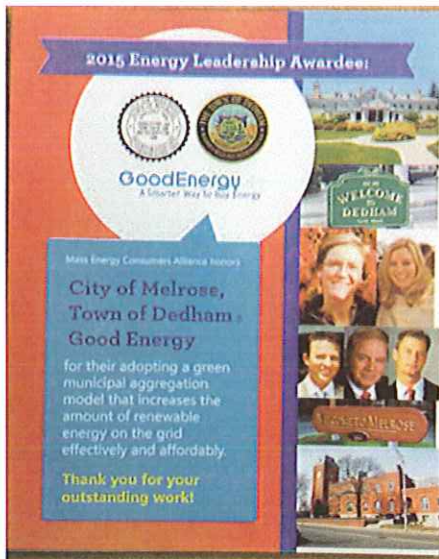
The cities and towns include Acushnet, Attleboro, Carver, Dartmouth, Dedham, Dighton, Douglas, Dracut, Fairhaven, Fall River, Freetown, Marion, Mattapoisett, New Bedford, Northbridge, Norton, Plainville, Rehoboth, Seekonk, Somerset, Swansea, Westford and Westport.

\$0.09616 PER KWH FOR THE CITY OF MELROSE ELECTRICITY AGGREGATION

On November 9, 2015, the City of Melrose accepted a competitive electricity supply bid for one (1) year starting in January 2016 for \$0.09416 per kWh with an additional \$0.002 per kWh for 5% MA Class I RECs conducted by Good Energy for the 11,000 households with almost 27,000 residents and many small businesses. Martha Grover, Energy Efficiency Manager for the City of Melrose, pioneered this green Community Electricity Aggregation that contributes substantial additionality to the growth of renewable energy resources in the Commonwealth. This represents a savings of 26% over the present National Grid winter electricity supply rate of \$0.13038.

GOOD ENERGY WINS THE TOWN OF MILLBURY RFP FOR AGGREGATION SERVICES

On November 4, the Massachusetts Good Energy Team was selected by the Town of Millbury as its aggregation consultant over two (2) other competitors.



GOOD ENERGY RECEIVED THE 2015 ENERGY LEADERSHIP AWARD FROM MASS ENERGY

On October 21, 2015 at the Mass Energy Consumers Alliance 33rd Annual Meeting, Good Energy, L.P. received the 2015 Energy Leadership Award for "adopting a green municipal aggregation model that increases the amount of renewable energy on the grid effectively and affordably."

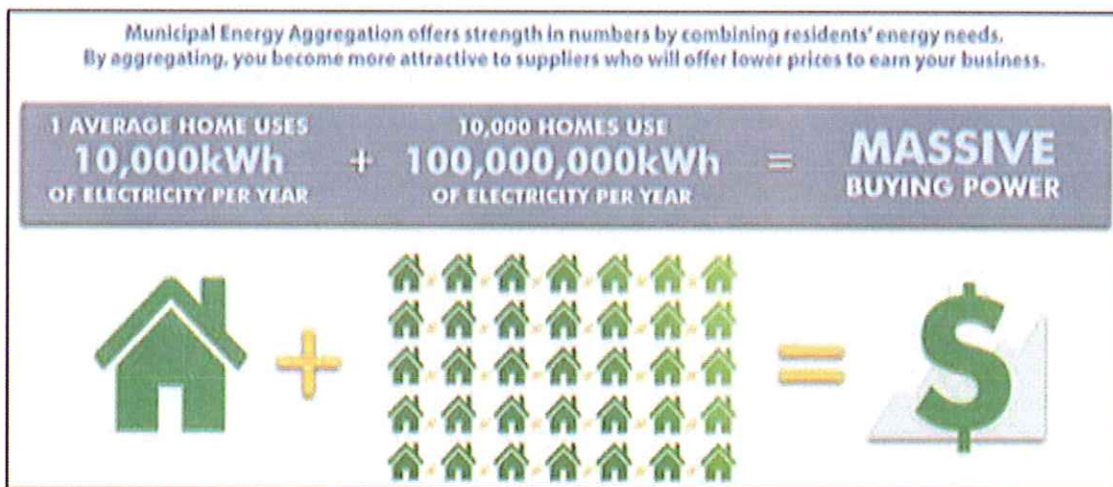


DPU APPROVED 24 GOOD ENERGY MUNICIPAL AGGREGATION PLANS IN RECORD TIME

Between September 29 and October 8, 2015 the Department of Public Utilities (DPU) approved 24 Good Energy municipal aggregation plans with over 215,000 households and over 550,000 residents in an average record time of 2.5 months. These DPU approvals represent the largest group of aggregations ever approved in the Commonwealth.

GOOD ENERGY AWARDED THE CITY OF MELROSE BID CONDUCTED BY MAPC

On November 3, 2014 the Massachusetts Good Energy Team was **unanimously selected** by the City of Melrose Selection Committee over four (4) other competitors for municipal aggregation consulting services in an RFP process was administered by Metropolitan Area Planning Council (MAPC). The criteria for this green municipal aggregation model of the City of Melrose for increased renewable energy and reduced greenhouse gas emissions is very strict. It is expected that other municipalities in the MAPC service area will want to participate in this green municipal aggregation model.



GOOD ENERGY SIGNS AN AGREEMENT FOR MA CLASS I RECS

On October 27, 2014 Good Energy signed an agreement with the recognized leader in the Commonwealth for the sourcing and distribution of Massachusetts Class I RECs for its municipal aggregations. This organization provides clear audit trails as it relates to additionality of renewable energy resources and has unique access to Massachusetts renewable energy projects. This enables customers to have a meaningful impact on increasing renewable energy projects and reducing greenhouse gas emissions in the Commonwealth with an affordable price-point.

GOOD ENERGY AWARDED THE SRPEDD BID

On September 25, 2014 the Massachusetts Good Energy Team was **unanimously selected** by the eight (8) members of the Southeastern Regional Planning and Economic Development District (SRPEDD) Aggregation Committee as their municipal aggregation consultant over five (5) other competitors for 13 municipalities with over 130,000 households in the SRPEDD service area who are interested in aggregating the electricity loads of their residents and small businesses.

Goals of Municipal Aggregation

Good Energy, L.P. is the national leader in municipal aggregation:

- Over 150 successful and active municipal aggregations;
- Serving over 2,000,000 residents;
- Over 200,000 households with 100% renewable energy;
- Savings of municipal aggregations through 2014 of over \$100,000,000.

Good Energy, L.P. is the leader in municipal aggregation in Massachusetts:

- Twenty-four (24) municipalities with over 215,000 households and over 550,000 residents are currently progressing rapidly through the DPU approval process;
- DPU approvals for these municipal aggregations are expected in October 2015 making Good Energy the largest municipal aggregator by household count in Massachusetts, including the Cape Light Compact.

Good Energy has set industry best practices for municipal aggregation in:

- Public outreach and education;
- Coordination of multimedia communications in multiple languages;
- Energy procurement for large aggregations;
- Renewable energy procurement.

Good Energy has a staff of over 40 professional and administrative personnel and performs all important aggregation functions in-house:

- Public outreach and education;
- Aggregation plan development and implementation;
- Energy market monitoring and analysis;
- Maintaining excellent long term relationships with national energy suppliers;
- Structuring competitive bids for energy procurement;
- Monitoring and management of aggregation plans.

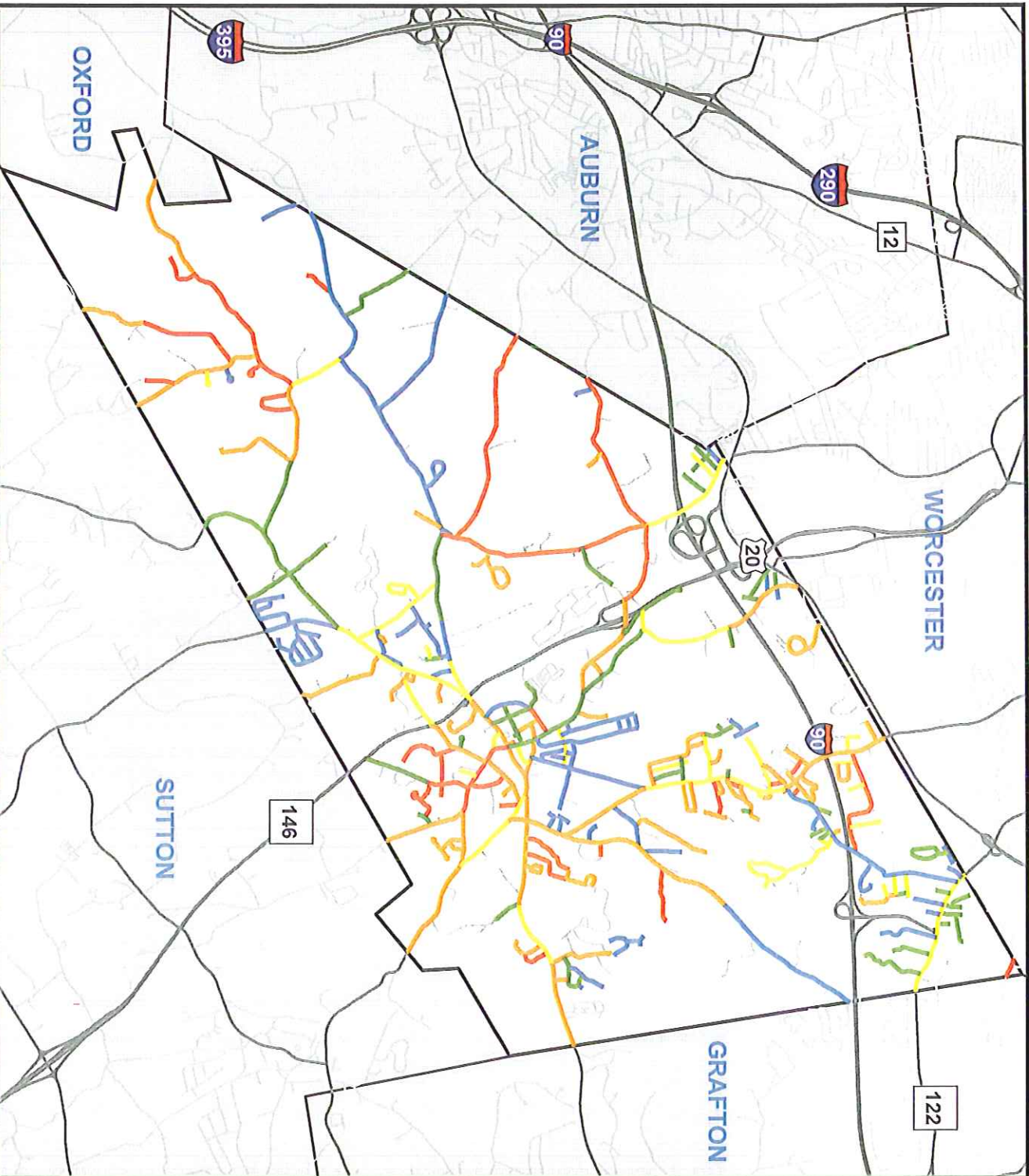
Memorandum

To: Board of Selectmen
From: Bob Spain, Town Manager
Date: November 19, 2015
Re: November 24, 2015 Town Manager's Report






- **Appointments/Personnel**
 - Three long time employees have/are going to retire in the next couple of months. Dispatcher was filled with a part-timer. Filling the other two may create a domino effect as we try to fill those positions.
- **BV Tech**
 - Blackstone Valley Tech has changed it entrance requirements. The change relies less on grades opening it more to the non-super star.
- **Grants locator program**
 - Looked at a grant locator program. Cost is \$1k/yr. Not sure it is worthwhile.
- **Roadway Pavement Condition**
 - Overall pavement condition continues to drop from 70.5 in 2009 to 61.07 in 2014 to 59.57 today. The cost to bring all roads up to good or better continues to rise. Last year it was \$7.8 mil and this year it rose to \$8.6 mil.
- **CMRPC**
 - We received the CMRPC technical assistant grant for \$7000 to focus on the downtown for sewer, drainage, tree planting, sidewalks, crosswalks, traffic signals, etc... we would like input from businesses, staff, elected officials, staff to come together to make a concept plan for the downtown area;

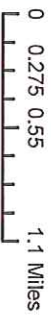
Follow-Up Items:

- **Ramshorn**
Reminder: Millbury DPW will be holding information session #3 on the **Ramshorn Pond Dam Improvement Project** on **Thursday December 3, 2014 at 7:00 PM** in the Selectmen's Conference Room at Town Hall. The meeting is intended to inform the public as to the status of the permitting of the final design, bidding schedule, and potential construction schedule.
- **HVAC**
Structural design changed to reduce movement of electrical box. This will be a less costly approach.



**Fed-Aid Eligible
OCI Recommended Action**

-  Excellent (Do Nothing)
-  Good (Routine Maintenance)
-  Fair (Preventive Maintenance)
-  Poor (Structural Improvement)
-  Failed (Base Rehabilitation)



Information depicted on this map is for planning purposes only. This information is not adequate for legal boundary definition, regulatory interpretation, or parcel-level analysis. Use caution interpreting positional accuracy.

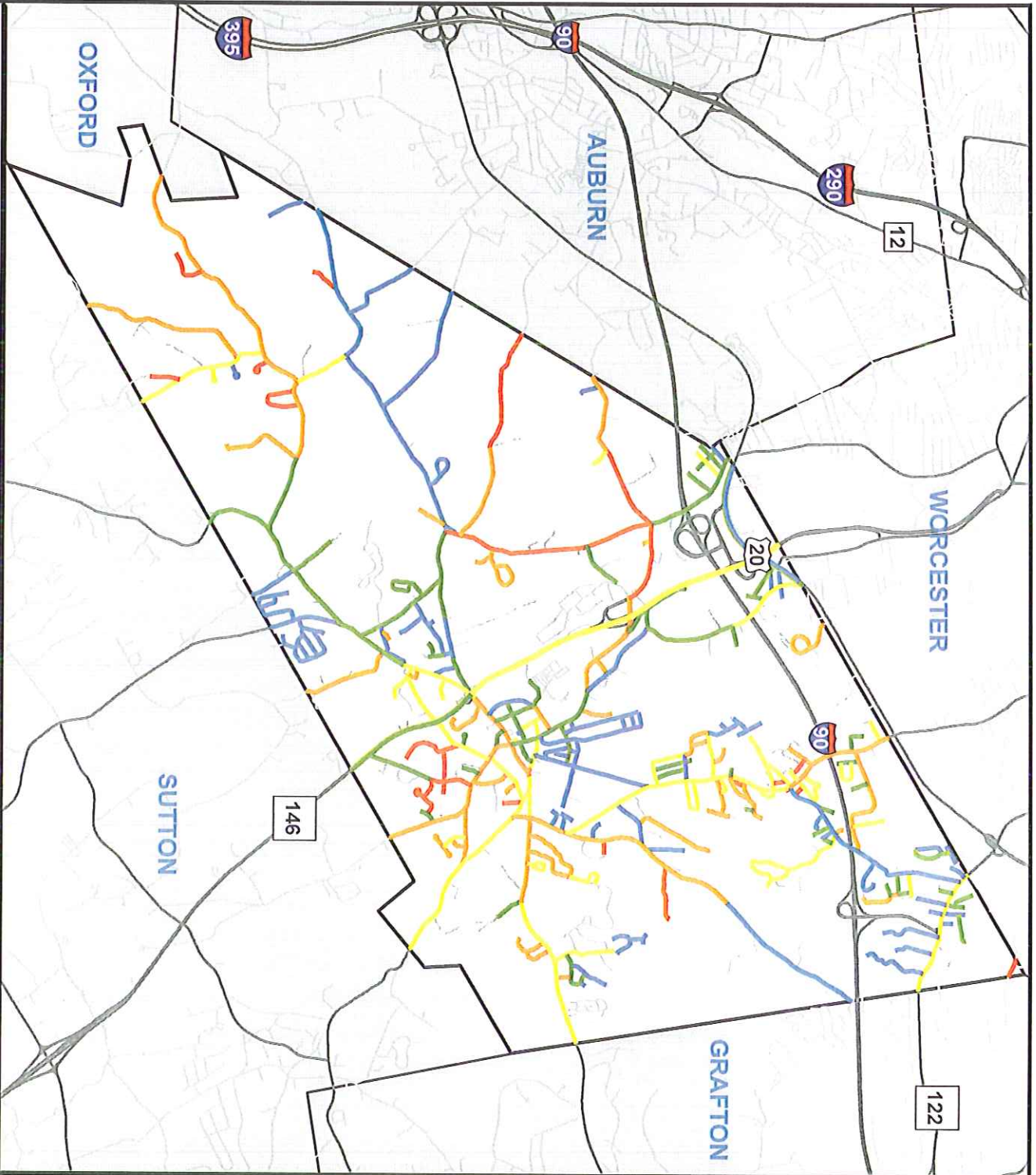
Source: Data provided by the Central Massachusetts Regional Planning Commission (CMRPC), massDOT/Office of Transportation Planning, Geospatial Resources Section and the Office of Geographic Information (MassGIS), Commonwealth of Massachusetts, Information Technology Division.

Produced by the Central Massachusetts Regional Planning Commission (CMRPC)
2 Washington Square, Union Station
Worcester, MA 01604



MILLBURY Fed-Aid Eligible Road Conditions "Today's OCI"

Date: 11/12/2015



**Fed-Aid Eligible
OCI Recommended Action**

-  Excellent (Do Nothing)
-  Good (Routine Maintenance)
-  Fair (Preventive Maintenance)
-  Poor (Structural Improvement)
-  Failed (Base Rehabilitation)



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Source: Data provided by the Central Massachusetts Regional Planning Commission (CMRPC), massDOT/Office Of Transportation Planning, Geographical Resources Section and the Office of Geographic Information (MassGIS), Commonwealth of Massachusetts, Information/Technology Division.

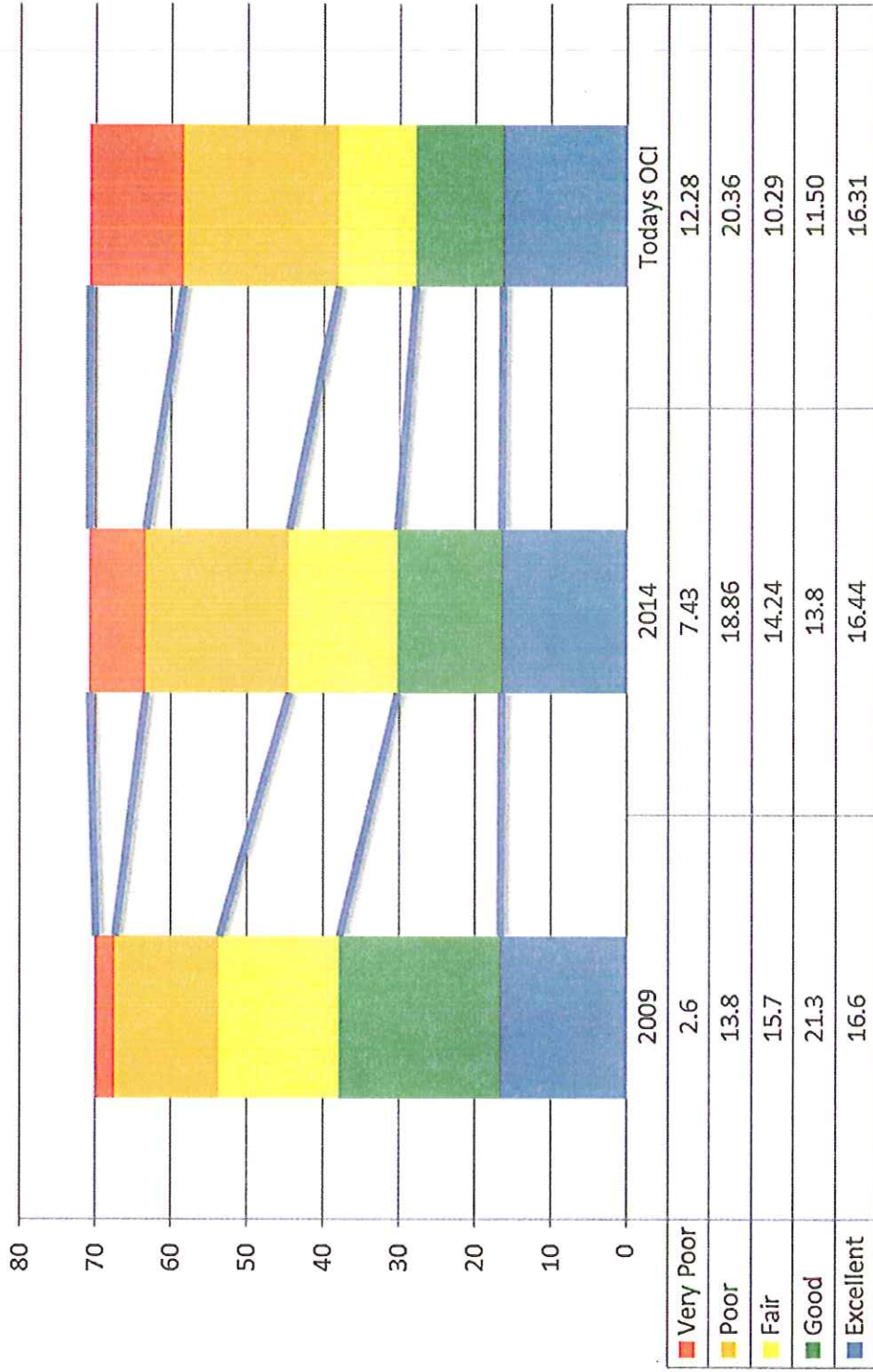
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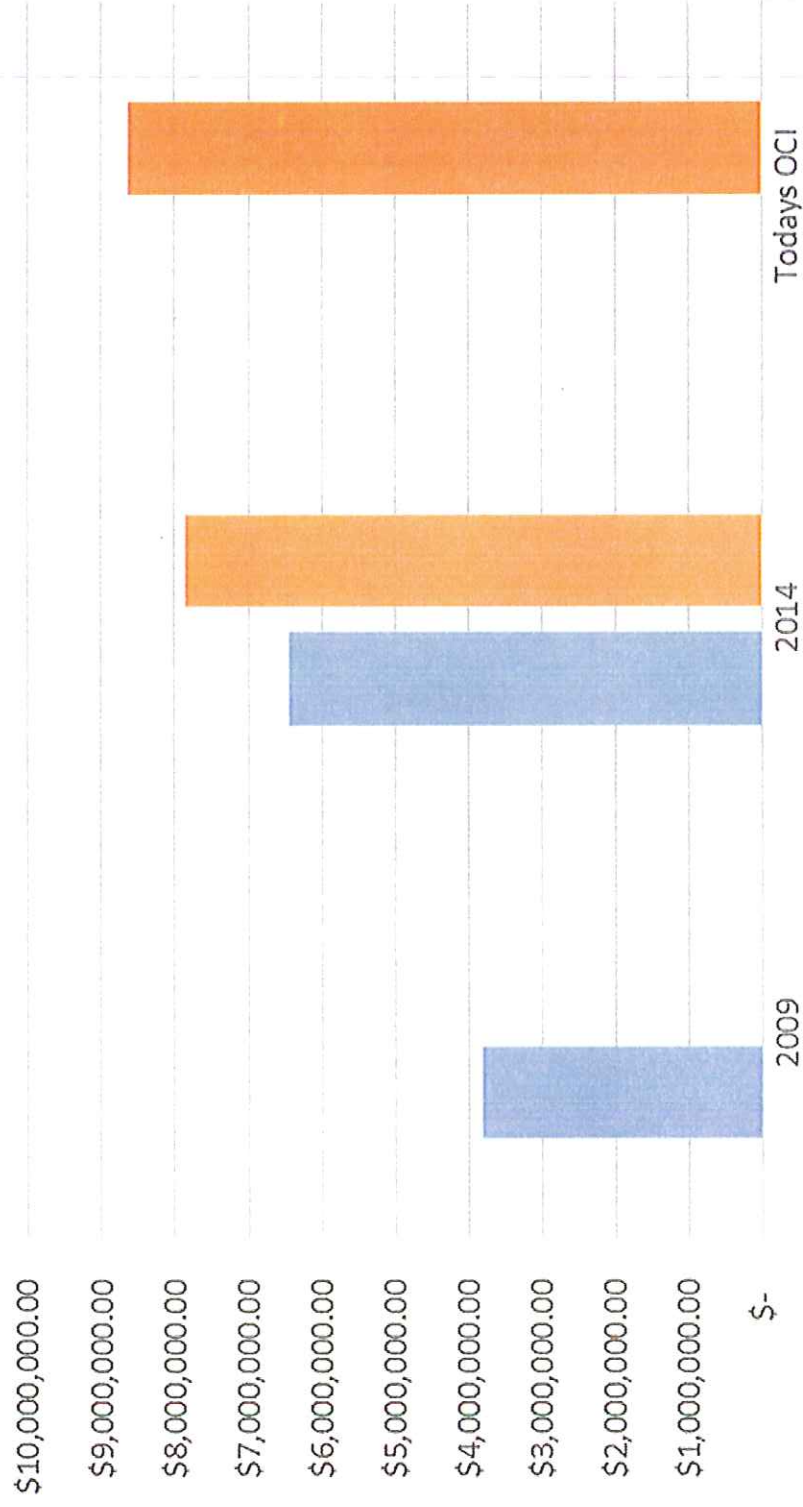
MILLBURY Fed-Aid Eligible Road Conditions 2014 Survey and 2015 Data Update

Date: 11/10/2015

Surveyed and Projected Roadway Conditions



Total Backlog Cost by Year



■ 2009 Cost Factors

\$3,800,300.00

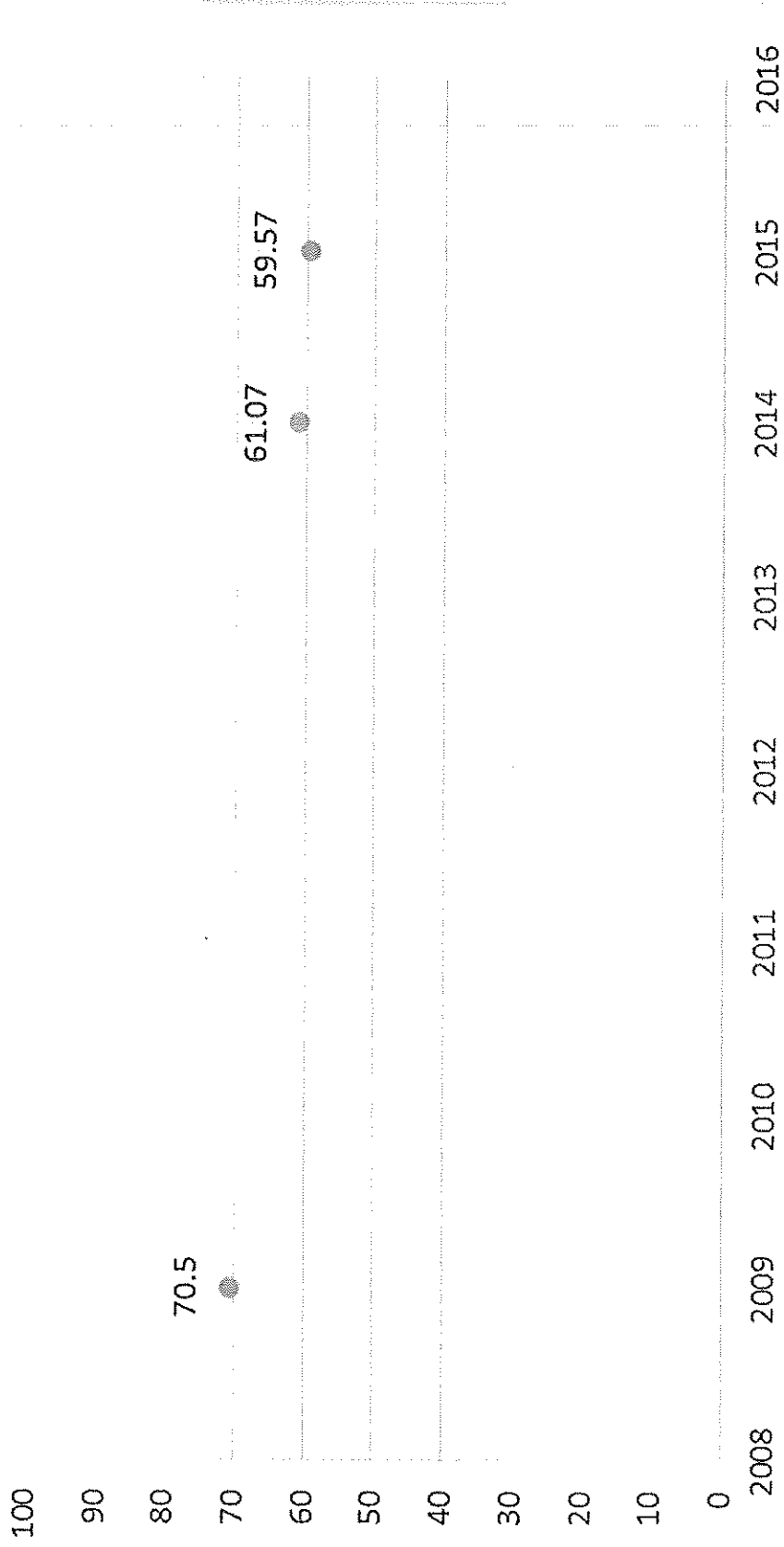
\$6,446,483.00

■ 2014 Cost Factors

\$7,850,530.00

\$8,628,304.00

Network OCI





ELECTIONS SCHEDULE

**Presidential
Primary
3-1-2016**

**Annual Town
4-26-2016**

**State Primary
9-8-2016**

**Presidential
11-8-2016**

**YOUR VOTE
COUNTS**

JAYNE MARIE DAVOLIO

TOWN CLERK

127 Elm Street
Millbury, Ma 01527

www.millbury-ma.org

508-865-9110





Michele Denise
Director of Student Life

Blackstone Valley Regional Vocational Technical High School
68 Pleasant Street, Upton, MA 01568
P: 508-529-7758 x3141
F: 508-529-3586
mdenise@valleytech.k12.ma.us
www.valleytech.k12.ma.us

Dr. Michael F. Fitzpatrick
Superintendent-Director

ITEM 8.1a

ADMISSION POLICY

[Approved by the Massachusetts DOE: June 21, 2004]
[Revisions Approved by Mass DESE: August 2013]
[Revisions submitted to MASS DESE: October 7, 2015]

I. INTRODUCTION

An admission process is necessary in vocational technical schools where space is a limiting factor. Vocational technical laboratories (shops) are designed and equipped to serve a specific maximum number of students safely. Consequently, a complex of such laboratories lacks both the space and flexibility to accommodate the possible needs and/or interests of all applicants. Therefore, a selection process is necessary to determine which applicants may most benefit from such educational opportunities. All applicants to grades nine through twelve at Blackstone Valley Regional Vocational Technical High School will be evaluated using the criteria contained in this Admission Policy. The Blackstone Valley Regional Vocational Technical School District Committee approved this policy on June 24, 2004.

II. EQUAL EDUCATIONAL OPPORTUNITY

Blackstone Valley Regional Vocational Technical High School admits students and makes available to them its advantages, privileges and courses of study without regard to race, color, sex, religion, national origin, sexual orientation or disability.

If there is a student with limited English proficiency, a qualified representative from Blackstone Valley will assist the applicant in completing the necessary forms and assist in interpreting during the entire application and admission process upon the request of the applicant.

Disabled students may voluntarily self-identify for the purpose of requesting reasonable accommodations during the entire application and admission process.

Information on limited English proficiency and disability submitted voluntarily by the applicant, for the purpose of receiving assistance and accommodations during the entire application and admission process, will not affect their admission to the school.

III. ELIGIBILITY

Any eighth, ninth, tenth or eleventh grade student who is a resident of the Blackstone Valley Regional Vocational Technical School District (Bellingham, Blackstone, Douglas, Grafton, Hopedale, Millville, Milford, Mendon, Millbury, Northbridge, Sutton, Upton,

Blackstone Valley Regional Vocational Technical School District Agreement:

Blackstone Valley Regional Vocational Technical School District is governed by a School Committee composed of one elected member with residency consideration for each town and district wide election across all 13 communities. Annually, the Admissions Committee makes a recommendation to the School Committee regarding the number of positions available for new students for the coming school year. This total number of new openings is proportioned among the member towns based on a ratio of each town's financial commitment to the debt retirement and operating costs of the school. Originally, these ratios were established by comparing each town's student population in grades 9 through 12. Those original ratios have changed only slightly, due to each town's commitment to building expansions over the years.

Since Valley Tech is a selective secondary school, these ratios apply only to the extent that each town provides qualified applicants. A qualified applicant is one whose score in the selection process (refer to pages 7-9) puts a student in rank order above the cut-off score. The cut-off score is based on the number of positions the School Committee has determined are available for new students for the coming year.

In accordance with the Educational Reform Act, the Blackstone Valley Tech School Committee votes annually on whether to adopt school choice. Currently, by such vote, Valley Tech is not a choice school. The overwhelming application interest from member towns contributed significantly to this decision.

V. RECRUITMENT PROCESS

1. Blackstone Valley Tech disseminates information about the school through a variety of methods.
 - a. Representatives from Valley Tech will visit each sending school in the fall (October/November) to meet all eighth graders and conduct an informational program about the vocational-technical-academic offerings available at Valley Tech. This program consists of viewing a video about the school, a question and answer period and a review of dates relative to tours of the school, Parents' Night [Open House], and due date for completed applications.
 - b. An Open House is scheduled in ~~January~~ Late November/Early December. Prospective students and their parent(s)/guardian(s) have an opportunity to visit all vocational-technical programs and speak with teachers as well as view a presentation about all offerings.
 - c. Parent(s)/guardian(s) may schedule individual and/or group visits at a mutually convenient time.
 - d. Brochures, which describe vocational technical programs including academic courses, sports, cooperative education, and special education resources, are distributed during the 8th grade visitations and the Open House.

3. If incomplete applications are received, the following procedures will be followed:
 - a. The Admission Office at Blackstone Valley Tech will notify the local school Guidance Counselor responsible for submitting the application that the application is incomplete and will request completion.
 - b. The applicant's parent(s)/guardian(s) will be notified by the Blackstone Valley Tech Admission Office in the event that the problem is not resolved by the local school Guidance Counselor.
 - c. If after notifying the local school Guidance Counselor and parent(s)/guardian(s), the application remains incomplete for ten school days, the application will be voided.

- c. If after notifying the local school Guidance Counselor and parent(s)/guardian(s), the application remains incomplete for ten school days, the application will be voided.

LATE APPLICATIONS

Applications received after the first Friday in February deadline may not be accepted. If accepted, they will be evaluated using the same criteria as other applications and their composite score will be computed. They will be placed in rank order on the established applicant list.

TRANSFER STUDENTS

Applications from students who are enrolled in a state-approved (Chapter 74) vocational technical high school program in another school (transfer students) will be considered for admission (including admission during the school year) if they relocate away from their current school and wish to pursue the same program of study at Blackstone Valley Tech. All transfer applicants must attend an informational meeting at Blackstone Valley Tech. If the applicant or parent/guardian cannot provide transportation, an official from Blackstone Valley Tech will go to the local school to meet with the applicant. Their applications will be evaluated according to the provisions of this Admission Policy.

WITHDRAWN STUDENTS

Students who withdraw from Blackstone Valley Tech and who are attending or not attending another high school may reapply to Blackstone Valley Tech following the procedures contained in this admission policy and will be evaluated using the criteria contained in this Admission Policy.

VIII.VII. SELECTION CRITERIA

The Admission Committee using weighted admissions criteria processes completed applications. Each applicant will be assigned a score derived from the sum of the sub scores of the following criteria:

- A. **Scholastic Achievement:** Maximum 40-30 points

Grade Averages	Points
90 – 100	40 <u>30</u>
85-80 – 89	35 <u>25</u>
80-70 - 8479	30 <u>20</u>
75— 7965-69	25 <u>15</u>
70—7460-65	20 <u>10</u>
60 – 69	10
0 – 59	0

For applications to grade 9 (fall admission), the average of grade 7 and terms 1 & 2 grade 8 marks in English, social studies, mathematics and science from the local school report card/transcript are used. For applications to grades 10, 11 and 12 (fall admission) the average of the previous school year and terms 1 & 2 of the current school year marks in English, social studies, mathematics and science from the local school report

E. Interview: Maximum 25 points

Representatives from Valley Tech will conduct personal interviews with all students who apply. The interviewer will award a maximum of five (5) 25 points for the applicant's answer to each of 5 questions. Questions range in point value from 1 to 8 points. The same five interview questions are asked of each applicant and are scored using a rubric.

Rating	Points
Excellent	25
Above Average	20
Average	15
Below Average	10
Poor	0

5 Questions
2
3
4
4
1

After points are given in each area, the points are totaled for each applicant. A maximum total of one hundred (100) points can be earned.

IX.VIII. SELECTION PROCESS

In March, members of Valley Tech's Admissions Committee will assemble to review all fully completed applications received by the first Friday in February. They will check each application for accuracy before awarding rating points in each category. After awarding rating points, each category will be totaled. The applicants from each town will be ranked from high to low. Students listed above the cut-off score will be selected for admission. Those below the cut-off point will be placed on a Waiting List. While each town has a targeted goal as described in paragraph one page 3, only qualified students are accepted. The cut-off score is determined annually by ranking all applicants from top to bottom and selecting the number of applicants necessary to fill the Freshmen Class (i.e. 400 applicants, 225 top ranked are accepted). All students and their local guidance counselors are advised of their admission status (accepted, waiting list) by the 2nd week in April.

Non-resident applicants are evaluated using the criteria in this Admission Policy and will be placed on the applicant list after the resident applicants. Non-resident applicants on the list will only be accepted if all resident applicants have been accepted.

Applications received after the first Friday in February will be evaluated using the same criteria as other applications and their composite score will be integrated in rank order on the established applicant list.

Late applicants whose applications were not received by Blackstone Valley Tech by the first Friday in February will receive a letter informing them of their status.

X.IX. ENROLLMENT

In order to enroll at Blackstone Valley Tech for the fall, applicants must have been promoted to the grade they wish to enter by their local school district. In addition, they

shop to another may apply for transfer through their school counselor by completing a Request for Shop Transfer form and obtaining the appropriate signatures after the second trimester is completed. If a student did not receive any of their seven choices and wishes to explore additional shops they may do so for two additional cycles provided there is space to safely do so. Transfer requests will be considered subject to availability of openings in the requested program(s). Each transfer applicant will receive career counseling prior to final transfer approval.

Students who enroll in Blackstone Valley Tech High School after grade 9 will be accepted into a specific technical program upon admission. If, after enrollment, the student desires a shop change, the students may apply for transfer through their school counselor by completing a Request for Shop Transfer form and obtaining the appropriate signatures. Transfer requests will be considered subject to availability of openings in the requested shops. Each transfer applicant will receive career counseling prior to final transfer approval.

XII.XI. REVIEW and APPEALS

The applicant's parent(s)/guardian(s), upon receipt of a letter from Blackstone Valley Tech indicating that the applicant was not accepted, may request a review of the decision by sending a letter requesting a review to the Director of Student Services within thirty days of the receipt of the letter. The Director of Student Services will respond in writing to the letter with the findings of the review within thirty days.

If after the review, the parent/guardian wishes to appeal the findings of the review they may do so by sending a letter requesting a meeting with the Superintendent to appeal the Director of Student Services' findings. The Superintendent will respond in writing to the parent/guardian with a scheduled date for the appeal within thirty days of the receipt of the letter. The Superintendent will respond in writing to the letter with their decision on the appeal within thirty days of the meeting with the superintendent when the appeal was presented.

The applicant's parent/guardian, upon receipt of a letter from Blackstone Valley Tech indicating that the applicant was not accepted or placed on a waiting for a particular program (shop)(major) list, may request a review of the decision by sending a letter requesting a review to the Director of Student Services within thirty days of the receipt of the letter. The Director of Student Services will respond in writing to the letter with the findings of the review within thirty days.



TOWN OF MILLBURY

DEPARTMENT OF PLANNING & DEVELOPMENT

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TO: Board of Selectmen

FROM: Laurie Connors, Director of Planning & Development

DATE: November 20, 2015

RE: Formation of the Master Plan Committee

As you know, Town Meeting appropriated \$10,000 to cover the initial costs of updating the Town's Master Plan in accordance with M.G.L. Chapter 41, Section 81-D. The Planning Board hopes to launch the visioning process in Winter 2016 and request funding for the second phase (\$50,000) at the May 2016 Town Meeting. It is anticipated that funding for the final phase of the Master Plan (approximately \$40,000) will be sought at the May 2017 Town Meeting. To guide the Master Planning process, I asked the Town Manager to form the Master Plan Committee. Consisting of committed municipal officials and residents, the Master Plan Committee will shape the Plan by providing expertise, guidance and support to the consultants, who will serve as the primary authors of the document. Once the Plan is complete, the Committee will work with municipal staff, boards, committees, and the community to complete Plan recommendations.

The Master Plan will examine the demographics of the community, housing, economic development, the transportation network, open space and natural resources, historic resources, and community services and facilities. Through the creation of a community profile, the Master Plan will yield a comprehensive understanding of present conditions and changes that may occur over time. Ultimately, through surveys, workshops and roundtable discussions, the Master Plan will result in a vision for the community and a specific action strategy for fulfilling that vision. One of the primary benefits of the Master Plan is that it will make Millbury more competitive when applying for grants, particularly at the state and federal level.

Due to their knowledge, expertise and ability to influence Plan implementation, I wish to specifically target the following individuals and groups for membership on the Master Plan Committee:

- Director of Planning & Development to act as project manager
- Member of the Board of Selectmen
- Member of the Planning Board
- Member of the Finance Committee and/or Capital Improvement Committee
- School Business Manager and/or member of the School Committee
- DPW Director and/or Member of the Roadway Advisory Committee
- Member of the Sewer Commission
- Member of the Board of Appeals
- Member of the Conservation Commission
- Member of the Historic Society or Commission

- Director or member of the Housing Authority
- Director or member of the Council on Aging
- Member of the Fire Department/Police Department
- Member of the Disabilities Commission
- Unaffiliated Residents

It is likely that the Master Plan Committee will break down into subcommittees to tackle various chapters of the Master Plan. Additional members may be sought to serve on these subcommittees. I envision that the Master Plan Committee will meet on a monthly basis until completion of the document in approximately 2 years' time. The total cost of the Master Plan is anticipated to be \$100,000. After completion, I would like the Committee to meet on a quarterly basis to track implementation of Plan recommendations.

Thank you for your attention to this matter. I am open to any feedback that you may have on this process and/or composition of the Master Plan Committee. Please feel free to contact me if you have any questions or comments.