

**BOARD OF SELECTMEN
MINUTES OF MEETING
APRIL 4, 2013**

I. CALL TO ORDER BY CHAIRMAN

The April 4, 2013, Meeting of the Board of Selectmen was called to Order by Mr. Giblin, Chairman, at 7:00 p.m., held in the First Floor Selectmen's Conference Room.

A. ROLL CALL: Mr. Timothy Giblin, Chairman; Mr. Robert W. Kimball, Jr., Vice-Chair; Mr. Bradford K. Bramwell; and Mrs. Mary T. Steele were present. Absent: Mr. Robert Salvo, Sr., Clerk. Mr. Michael Yunits, Town Manager, was also present.

B. Pledge of Allegiance

II. WARRANTS AND MINUTES

A. Approve bi-weekly payroll for the period ended March 30, 2013, Warrant #59, dated April 4, 2013, in the amount of \$1,015,094.09

MOTION was made by Mr. Kimball to Approve bi-weekly payroll for the period ended March 30, 2013, Warrant #59, dated April 4, 2013, in the amount of \$1,015,094.09. Second by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

B. Approve bills Warrant #60, dated April 4, 2013, in the amount of \$1,212,713.73

MOTION was made by Mr. Kimball to Approve bills Warrant #60, dated April 4, 2013, in the amount of \$1,212,713.73. Second by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

C. Approve Minutes – December 13, 2012

MOTION was made by Mr. Bramwell to Approve Board of Selectmen Minutes of Meeting, dated December 13, 2012, as written. Second by Mr. Kimball. Vote: Unanimous. MOTION CARRIES.

III. ANNOUNCEMENTS

Annual Town Election & Special State Primary on Tuesday, April 30, 2013. Polls open 6:00 A.M. – 8:00 P.M. at Norton High School.

Annual Town Meeting to be held Monday, May 13, 2013, at 7:00 P.M. at Norton Middle School.

Absentee ballots for the April 30th Elections will be available beginning Monday, April 8th. The deadline to apply for an absentee ballot is Monday, April 29th at 12 noon. Completed ballots must be received at the Town Clerk's Office by the close of polls on Election Day.

Voter Registration: The last day to register to vote or change your political party for the Special State Primary Election, Annual Town Election and Annual Town Meeting is Tuesday, April 10th. The Town Clerks Office will be open from 8:30 AM-8:00 PM on this day.

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Old Colony Habitat for Humanity Application is available for an affordable (\$130,000) three-bedroom home to be built at 4 Gude Street, Seekonk, MA. Applicant Information Workshops: 5:30 P.M. on April 3 or 1:00 P.M. on April 20, 2013. Application deadline is May 3, 2013.

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Public Hearing to be held on April 17 at 7:45 P.M. at Norton Municipal Center regarding budget.

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On Sunday, April 4, 2013, celebration of Eagle Court of Honor for following scouts will occur: Matthew Litchfield, Nicholas Pickett, Michael Rigoli, and Matthew Robinson. Congratulations to these scouts.

IV. BUSINESS

A. NEW BUSINESS

1. 7:05 P.M. - Jacqueline Boudreau, Treasurer/Collector Re: Award of Bid for Lockbox Services

Ms. Boudreau stated they received four bids from four different banks. It was explained this was a two-part pricing scale. Century Bank stood out since they processed payments in-house and rates were much better than the other banks, therefore, Century Bank is her recommendation. The mailbox/p.o. box will be different. It was discussed by Board that this change should be advertised so residents will be aware. Service will start on July 1st. New address will be in Medford not Boston. The bottom-line is that Century Bank came in lower than Citizens Bank, which is their current lender. Discussion ensued.

MOTION was made by Mr. Bramwell to approve Century Bank for the award of Bid for Lockbox Services, effective July 1, 2013. Second by Mr. Kimball. Vote: Unanimous. MOTION CARRIES.

2. 7:15 P.M. – Discuss Draft May 13, 2013 Spring Town Meeting Warrant Articles

Article 2-((\$14,000)-sick leave buyback and vacation

This Article was discussed. No Action was taken.

Article 4:

TIF-South Shore Millwork-Jeff Burton, owner of South Shore Millwork for 22 years and another expansion they would like to do. Economy did not allow them to do expansion that was approved by Norton Planning Board three years ago. This expansion would be in the rear. 3,000 square feet was approval and may go back for 10,000-15,000 square feet. Mr. Kirk Holmquest, Controller, of South Shore Millwork was introduced. It was noted there may be twelve new positions within the first year and potential has to grow when at full capacity. They make doors, windows, and cabinets; custom mill from woods to plastic laminates.

The house located across street was referenced and offices are in main building, and may bring back to residential. This house is too historic to tear down. Discussion ensued.

Mr. Yunits said the numbers they state they will add for employment need to be accurate. There is another TIF company that may be decertified because they have not added the number of jobs they had indicated previously. Therefore, he reiterated they should be accurate just as a caution. The EOA has expired for that area and Board of Selectmen need to put in a new application for State; they last for ten years and that one was established in 1996.

Mr. Kimball said if they are expiring, the Town needs to look at all EOAs.

Mr. Yunits responded he will check with Mass Office of Business Development on that issue. Discussion followed.

Mr. Kimball said South Shore Millwork has been a good neighbor and very quiet.

Article 5

Update provided.

Article 6-submitted by Water and Sewer Commission

Mr. Bramwell asked if they estimated what bond would do to water rates?

Mr. Yunits responded he has not seen that. They recently raised their rates 4.5% and will ask them for a spreadsheet as to what that means .

Article 7 – Land - Dorrance Parcels

It was noted Mr. Yunits did send all info to Conservation Dept. and other town boards to see if they had an interest.

Mr. Kimball said he believed it was wet lands. Mr. Kimball said he would like to see an abutter/resident purchase it. Mr. Kimball said if Board of Selectmen does not oppose, he can reach out himself to spread the word.

Article 8 – Land – Tentative License Agreement

It was noted this is currently being worked on with Kopelman & Paige.

Article 9 – Land – Driveway Easement to Henderson

Article 10 – Continue Revolving Funds

Article 11 – Water Enterprise FY14 Budget

Article 12 – Sewer Enterprise FY14 Budget

It was noted Mr. Yunits still had questions on Articles 11 and 12, and he emailed the Water & Sewer Dept. with questions.

Article 13 – Capital Improvements Appropriation

Article 14 – FY 14 Capital Plan

Article 15 – FY14 Operating Budget

Article 16 – By-Law: Demolition Delay

This has been sent to town counsel, and SRPEDD and Mr. Stefanelli brought to Finance Committee, and Mr. Stefanelli will bring back to Historical Commission.

Article 17 – By-Laws Amendment: Senior Work Program

Town Counsel said this does not need to be a Town Meeting Article and Board of Selectmen can do themselves.

Article 18 – By-Laws: Delinquent Taxes Amendment

Article 19 – By-Laws: Longevity Amendment

Article 20 – By-laws: Comprehensive Review

It was noted this is currently being worked on by town counsel.

Article 21 – New By-law: Marijuana Dispensaries

Planning Board did vote to recommend this Article.

Article 22 – New By-Law: Pawn/Gold/Silver Shops

Submitted by Chief of Police for regulations for pawn shops in Town.

Article 23 – Stabilization Fund

No votes on above Articles were yet taken. Mr. Giblin respectfully requested Mr. Yunits to provide the Board of Selectmen a copy of the parcel information also and will vote at the next or a future meeting.

3. Vote to approve and sign the Norton Patrolmen's Memorandum of Agreement

Mr. Yunits said there is nothing retroactive so there was no need to go back and come up with some revenue. Agreement was discussed with Board, and will be effective to June 30, 2014.

MOTION was made by Mr. Kimball to approve and sign the Norton Patrolmen's Memorandum of Agreement Between The Town of Norton And Norton Police Officers Association For A

Successor Collective Bargaining Agreement, effective from July 1, 2011 – Jun 30, 2014. Second by Mrs. Steele. Vote: All In Favor, except for Mr. Bramwell voting “present”. MOTION CARRIES.

4. Vote to sign or authorize the Town manager, Michael D. Yunits, to sign the Contract Change Order for Graves Engineering, Inc./Norton Board of Appeals Standard Agreement for limited Professional Services – R2 for the Calendar Year 2013 Re: 274 East Main Street C40B Project

Mr. Yunits explained the reason for this request is because of applicant extending traffic study.

Mr. Kimball said he was at the meeting that evening and concerns of a lot of traffic in area. They are estimating 30-40 additional cars per hour. Visibility is terrible in that area and the only info engineer has found is from 1999 and 2004. He believed there may be more info with SRPEDD or elsewhere.

Mr. Kimball asked Mr. Yunits to try to get some info from SRPEDD or through Mr. Stefanelli, (SRPEDD rep) to see if there is additional info on that interchange and what type of impact this will have. Discussion on possible traffic lights.

MOTION was made by Mr. Kimball to sign or authorize the Town Manager, Michael D. Yunits, to sign the Contract Change Order for Graves Engineering, Inc./Norton Board of Appeals Standard Agreement for Limited Professional Services – R2 for the Calendar Year 2013 Re: 274 East Main Street C40B Project. Second by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

5. Request of Kara J. Griffin, Executive Director, Tri-Town Chamber of Commerce, for permission to hang a banner in the Town of Norton, across East Main Street, by the Town Hall, from April 25th through May 9, 2013, for its Fifth Annual Monte Carlo Night and Silent Auction, Friday, May 10, 2013

This will take place at Mansfield Holiday Inn. Mr. Kimball said one safety concern he had was with the banner hanging and a cable hanging underneath it. He would agree to use it, but wanted to ensure everything is in proper condition before hanging.

Mr. Giblin said an insurance certificate is obviously needed also. Also they would need to work around baseball season and Wheaton for their hanging of potential banners.

MOTION was made by Mr. Kimball to approve Request of Kara J. Griffin, Executive Director, Tri-Town Chamber of Commerce, for permission to hang a banner in the Town of Norton,

across East Main Street, by the Town Hall, from April 25th through May 9, 2013, for its Fifth Annual Monte Carlo Night and Silent Auction, Friday, May 10, 2013, and to ensure cable is secure and safe and also an insurance certificate is provided. Second by Mrs. Steele. Vote: Unanimous. MOTION CARRIES.

B. OLD BUSINESS

C. TOWN MANAGER'S REPORT

. Update – Daggett-Crandall 61A Conversion

Mr. Yunits said the Town has until April 7 to change to residential; there is \$180,000 value to property. To advise them that Town is interested in property he would need Board of Selectmen to authorize to send letter.

Mr. Kimball said he thought it was wise to take advantage of this property. It could be utilized for possible cemetery land; however, he was not sure what water table was in area. He would suggest to not set-up as conventional cemetery but one for burying urns. One plot could accommodate six family members. Cemetery space is very limited.

It is a five acre parcel and thought it was in Town's best interest to purchase it. He encouraged the Board to consider this and a letter to be sent by Mr. Yunits with this intent.

Mr. Giblin did not disagree since Town is in desperate need, and if they can mutually come to an agreement, it would increase Town's space for cemetery space.

Mr. Bramwell agreed Town is in desperate need for cemetery space and Cemetery Commission would have best use of property.

It was consensus of Board to send letter, therefore, Mr. Giblin asked Mr. Yunits to send this letter.

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Mr. Yunits indicated IMA Meeting was posted for Monday evening. GATRA (Town's rep) and Mr. Gay of GATRA will be present.

D. APPOINTMENTS/RESIGNATIONS

. Reappointment of Board of Selectmen's Representative to the Southeastern Regional Planning & Economic Development District (SRPEDD) Commission

Request from Mr. Ralph Stefanelli regarding this reappointment; he is very capable of doing this job.

MOTION was made by Mr. Bramwell to reappoint Mr. Ralph Stefanelli as Board of Selectmen's Representative to the Southeastern Regional Planning & Economic Development District (SRPEDD) Commission, effective May 22, 2013 to May 31, 2014. Second by Mr. Kimball. Vote: Unanimous. MOTION CARRIES.

. Appointment of Full-Time Firefighter/Paramedic in the Norton Fire Department

MOTION was made by Mrs. Steele to accept notice of appointment of James M. Patten as Full-Time Firefighter/Paramedic in the Norton Fire Department, with an effective date of September 13, 2013. Second by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

. Appointment of Part-Time Assistant Dog Officer

It was respectfully requested this position be effective April 5, 2013, so this person can help out at the rabies clinic this upcoming weekend. Mr. Yunits said this person now works for a veterinarian office and had Brockton Animal Control office experience.

MOTION was made by Mr. Bramwell to accept notice of appointment of Colleen Schleeauf as Part-Time Assistant Dog Officer, effective April 5, 2013. Second by Mr. Kimball. Vote: Unanimous. MOTION CARRIES.

. Constable Reappointments

There are currently five constables.

Mrs. Steele asked if this was a permanent position?

Mr. Giblin responded the constables are generally reappointed.

MOTION was made by Mr. Bramwell to reappoint the following constables: Ronald Benaski, Dale Clark, Janet O'Reilly, Leon Dumont, and George Reese, effective April 30, 2013. Second by Mr. Kimball. Vote: Unanimous. MOTION CARRIES.

V. SELECTMEN'S REPORT AND MAIL

Comcast Center recapping meeting with the town of Mansfield was referenced. Many items were discussed, including the traffic management plan and the serious impact on Norton residents. Mr. Kimball said hopefully Police Chief Clark will look into this and will be able to

work with Mansfield police chief, especially for some of the more popular concerts. Also, some police details are needed at times in Norton. Mr. Kimball discussed MOU (Memorandum of Understanding) and Mr. Yunits has a file on this and can provide copies to Board of Selectmen if needed. A letter dated April 1, 2013 was sent to Department of Transportation (to Ms. Mary-Jo Perry, District Highway Director) from Mr. Yunits regarding Comcast Center Traffic Management Plan.

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VI. NEXT MEETING'S AGENDA

Next Step; Town Meeting Warrant; GATRA will be present on the 25th. If any Board members have any additions for agenda items, please send an email indicating this.

VII. EXECUTIVE SESSION

VIII. ADJOURNMENT

MOTION was made by Mrs. Steele to Adjourn at 8:18 p.m. Second by Mr. Kimball. Vote: Unanimous. MOTION CARRIES.

Respectfully Submitted by:

Janet A. Sweeney
Board of Selectmen – Recording Secretary

BOARD OF SELECTMEN

MINUTES OF MEETING OF

APRIL 4, 2013

TIMOTHY R. GIBLIN, CHAIRMAN

ROBERT W. KIMBALL, JR., VICE-CHAIR

ROBERT S. SALVO, SR., CLERK

MARY T. STEELE

BRADFORD K. BRAMWELL

Dated: _____

Documents Distributed/Reviewed at April 4, 2013, Board of Selectmen Meeting

. Board of Selectmen Draft Minutes of Meeting, dated December 13, 2012

. Draft May 13, 2013 Spring Town Meeting Warrant Articles

. Letter dated April 1, 2013 addressed to Norton Board of Selectmen from Kara J. Griffin, Executive Director-Tri-Town Chamber of Commerce, regarding Fifth Annual Monte Carlo Night and Silent Auction/request to hang banner in Town of Norton

Request of Ralph Stefanelli, dated March 26, 2013, regarding interest in reappointment to serve the Town of Norton as volunteer representative to SRPEDD

Memorandum of Agreement Between the Town of Norton And Norton Police Officers Association For A Successor Collective Bargaining Agreement, July 1, 2011 – June 30, 2014

. Graves Engineering, Inc., 100 Grove Street, Worcester, MA 01605 Contract Order Change document regarding Project No. 13700EMS (dated March 26, 2013, addressed to Norton Zoning Board of Appeals, 70 East Main Street, Norton, MA 02766 from Donald J. Graves, P.E., President)

. Letter, dated April 1, 2013, to Ms. Mary-Jo Perry, District Highway Director, Massachusetts Dept. of Transportation, from Mr. Yunits, Town Manager, regarding “Comcast Center Traffic Management Plan”

