

BOARD OF SELECTMEN
MINUTES OF MEETING
FEBRUARY 20, 2014

I. CALL TO ORDER BY CHAIRMAN

The February 20, 2014 Meeting of the Board of Selectmen was called to Order by Mr. Kimball, Chairman, at 7:00 p.m., held in the First Floor Selectmen's Conference Room.

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

B. Pledge of Allegiance

II. WARRANTS AND MINUTES

- A. Approve bills Warrant #49, dated February 13, 2014, in the amount of \$1,258,318.65
MOTION was made by Mr. Bramwell to Approve bills Warrant #49, dated February 13, 2014, in the amount of \$1,258,318.65. Second by Mrs. Steele. Vote: Unanimous.
MOTION CARRIES.
- B. Approve bi-weekly payroll for the period ended February 15, 2014, Warrant #50, dated February 20, 2014, in the amount of \$1,070,589.40

MOTION was made by Mr. Bramwell to Approve bi-weekly payroll for the period ended February 15, 2014, Warrant #50, dated February 20, 2014, in the amount of \$1,070,589.40. Second by Mrs. Steele. Vote: Unanimous. MOTION CARRIES.

- C. Approve bills Warrant #51, dated February 20, 2014, in the amount of \$95,182.65
MOTION was made by Mr. Bramwell to Approve bills Warrant #51, dated February 20, 2014, in the amount of \$95,182.65. Second by Mrs. Steele. Vote: Unanimous. MOTION CARRIES.

- D. Approve Minutes – October 3, 2013
 October 17, 2013
 January 30, 2014

MOTION was made by Mr. Bramwell to Approve the Board of Selectmen Minutes of Meeting, dated October 3, 2013, as written. Second by Mr. Giblin. Vote: Unanimous. MOTION CARRIES.

MOTION was made by Mr. Bramwell to Approve the Board of Selectmen Minutes of Meeting, dated October 17, 2013, as written. Second by Mr. Giblin. Vote: Unanimous. MOTION CARRIES.

MOTION was made by Mr. Bramwell to Approve the Board of Selectmen Minutes of Meeting, dated January 30, 2014, as written. Second by Mr. Giblin. Vote: Unanimous. MOTION CARRIES.

III. LICENSES AND PERMITS

IV. ANNOUNCEMENTS

Special Town Meeting to be held Monday, February 24, 2014, at Norton Middle School Auditorium.

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Norton High School Open House on March 29 from 1-4 P.M. There will be a short program in auditorium with tours of the high school.

V. BUSINESS

A. NEW BUSINESS

1. 7:05 P.M. – Building Inspector Joel Reed Re: Request to vote to approve revised Permit Fees in the Inspection Department

It was noted there was some language added and much language driven off the State Building Code. Mr. Reed tried to use other towns that were similar. Mr. Reed said he had a good feel for where these fees should be. 2005 was the last change and a minor change in 2012.

Mr. Reed referenced schedule/document of fees, etc. Discussion ensued. He referenced the section related to “Special Permit” which is language taken out under State Building Code. The “Fire Alarms and Sprinkler” section should fall under State Building Code as well.

Mr. Salvo asked specifically about cost of filling in an in-ground swimming pool as he did not see it on the list.

Mr. Reed responded he has never permitted one. Discussion ensued.

MOTION was made by Mr. Bramwell to approve the request of the Building Inspector/Department Re: Request to vote to approve revised Permit Fees in the Inspection Department as presented. Second by Mrs. Steele. Vote: Unanimous. MOTION CARRIES.

2. 7:15 P.M. – Cemetery Commission Re: (1) Development of property on Newland Street for a Cemetery; and (2) Increase in Fees

Mr. Silver and Mr. Rich were present.

Mr. Yunits reported as of today, the Town of Norton owns the property.

Mr. Rich referenced the fees and said he checked around and the going rate is \$1,000; the Town of Norton charges \$200. Discussion on if the Town charges \$1,000, does it need to be put back in general account or have a revolving cemetery account?

Mr. Kimball said the Town of Norton needs to raise fees; need to figure out a way to pay for the property and some type of revolving account for improvements and maintenance of cemeteries. There are some comparisons and not trying to compare Norton to Boston, but towns like Raynham, etc. Norton’s fees are very low currently. Discussion on acquisition of property and site, and possibly a double burial which would be beneficial. This survey conducted was paid for by the Town. The average is \$840; probably need some perpetual care; and maintenance, etc.

Mr. Rich said Attleboro and North Attleboro don't own their cemeteries. Without Mr. Silver and his crew there would be quite a mess around Town with the cemeteries. It is quite an expense to dig the grave, clean it up, seed it, etc. Also, Mr. Rich inquired about the Hicks Fund, and he was aware they used to get a stipend out of it every year in past. He thought the Cemetery Department used to get \$40,000 and Town would get \$40,000.

Mr. Watson suggested they should meet periodically and said he was frustrated they don't have a revolving fund.

The Board of Selectmen asked the Cemetery Commission to come up with some new figures.

Mr. Kimball said a revolving account probably needs approval of Town Meeting.

Mr. Silver, Highway Superintendent, said they need money for the cemeteries and they really don't have it. He also thought they should make new rules and have all flat stones. It is possible, some people won't like that idea but it makes it easier to maintain (no weed-whacking needed; just mowing).

Mr. Kimball said he agreed with the idea of flat stones and also suggested a cremation section.

Mr. Bramwell said the Board of Selectmen wanted Cemetery Commission to see what fees should be.

Mrs. Steele said it should be a priority that there is a revolving fund question at Town Meeting and it was not out of the question to have the rules set (flat stones, etc.).

It was noted Mr. Watson does an excellent job with flags on veterans' graves.

Mr. Kimball asked everyone to review the report that was done.

Mr. Yunits will get copies of this to Mr. Silver. It was discussed that hopefully \$800 range is agreeable, and plan to do only one acre now and then people can buy graves in advance.

Mrs. Steele referenced the Hicks Fund. This Fund was originally established for Cemetery Commission and now is a good time to discuss.

Mr. Giblin agreed it would be a good time to review rules and regulations, etc., to meet standards in which Mr. Watson is referring.

Mr. Kimball spoke of the subject of perpetual care and possibly some capital items. Hicks Fund has donated more money than expected and will provide information for Town Meeting.

Mr. Yunits said warrant is already closed for May Town Meeting, possibly can have on Special Town Meeting or Fall 2014 Town Meeting.

3. Vote to ratify appointment of Interim Treasurer/Collector Barbara Guilbault

It was noted there was a request for a recommended start date of February 17, 2014.

MOTION was made by Mr. Bramwell to ratify appointment of Interim Treasurer/Collector, Barbara Guilbault, with an effective start date of February 17, 2014. Second by Mr. Giblin. Vote: Unanimous. MOTION CARRIES.

4. Vote to appoint Town Manager Michael D. Yunits as the Town of Norton Representative to the Southeastern Massachusetts Health Group

The former Treasurer /Collector had been on board of directors for the Town. Mr. Giblin said they have done well for Norton to keep Town's costs in line.

MOTION was made by Mr. Bramwell to appoint Town Manager, Michael D. Yunits, as the Town of Norton Representative to the Southeastern Massachusetts Health Group. Second by Mr. Giblin. Vote: Unanimous. MOTION CARRIES.

B. OLD BUSINESS

C. TOWN MANAGER'S REPORT

It was noted there were two Articles to vote on before Town Meeting.

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There are open positions on the Board of Assessors, Housing Authority, and School Building Committee. Interested parties should send interest letters to Town Hall, 70 East Main Street, Norton, MA.

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Mr. Yunits said Andrea Downing from the Housing Authority has been a great help and is always available to answer questions.

Mr. Salvo agreed with Mr. Yunits and said she does an excellent job and does a lot in her position with limited staff.

D. APPOINTMENTS/RESIGNATIONS

VI. SELECTMEN'S REPORT AND MAIL

Mr. Kimball said he has learned the Norton Post Office is staying open.

Mr. Yunits said he heard they are cutting back on Chartley Post Office though; not closing but cutting back.

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Mr. Giblin said usually around this time of year, the Board meets with President Crutcher of Wheaton College. President Crutcher is retiring from Wheaton right after graduation and the Board would like an update on the school, etc. Mr. Kimball asked Mr. Yunits to extend that invitation to President Crutcher.

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Mr. Giblin said he, Mr. Kimball, and Mr. Yunits attended the Rails to Trails meeting last week. Many people attended and a great presentation was done by the group who are an excellent group with a plan of action.

Mr. Kimball stated Cobb Street may be an issue and will need to work through that.

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Mr. Kimball referenced Bay Road Heights; a 40B on Bay Road with 36 units and there is new interest in it again after it being stagnant.

Mr. Yunits said he heard of some possibility of another project going in.

Mr. Yunits said he met with developer this week who is looking to buy the property and he would need Zoning Board and Planning Board waivers to do that. He would do two affordable units, but it would not be a 40B. He would need to see if that would work, as there is a lot of ledge there. They were looking for a common septic system, therefore, not sure if site is developable or not.

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Mr. Kimball said there was a change in one of the Articles. The Town is now being forced into making an additional cash advance into project; about \$82,000 that was promised to Town by developer from Bay Road Heights.

Mr. Kimball said he is asking the Board of Selectmen to send a letter to Bay Road Heights reminding them they owe this money to Town. It should be sent to present property owner indicating Town is still looking for that assistance and if this property has been conveyed to another party, then this should be transferred to new developer. It was discussed that Mr. Yunits will generate letter. It was discussed Town Counsel should draft to landowner and copy Zoning Board and Planning Board.

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Next Monday evening is Town Meeting and the Board of Selectmen's meeting will be posted for 6 p.m. at Norton Middle School. There may be a Board of Selectmen meeting next Thursday in the event something important arises.

VII. NEXT MEETING'S AGENDA

VIII. EXECUTIVE SESSION

IX. ADJOURNMENT

MOTION was made by Mr. Bramwell to Adjourn at 8:15 P.M. Second by Mrs. Steele. Vote: Unanimous. MOTION CARRIES.

Respectfully Submitted by:

**Janet A. Sweeney
Board of Selectmen – Recording Secretary**

BOARD OF SELECTMEN
MINUTES OF MEETING OF
FEBRUARY 20, 2014

ROBERT W. KIMBALL, JR., CHAIRMAN

MARY T. STEELE, VICE-CHAIR

BRADFORD K. BRAMWELL, CLERK

TIMOTHY R. GIBLIN

ROBERT S. SALVO, SR.

Dated: _____

Documents Distributed/Reviewed at February 20, 2014, Board of Selectmen Meeting

. Draft Board of Selectmen Minutes of Meeting dated October 3, 2013; October 17, 2013; and January 30, 2014

. Town of Norton Building Department Current and Proposed Permit Fee Schedule Document (including a document noting permit fees for neighboring towns for comparison)

. Memorandum from Michael D. Yunits, Town Manager, dated February 10, 2014, addressed to the Board of Selectmen Re: Notice of Appointment of Interim Treasurer/Collector (Barbara Guilbault)

. Town of Norton Cemetery Department Rules And Regulations

. Letter dated September 26, 2013, addressed to Mr. Michael Yunits, Town of Norton, Town Manager, from BSC Group Re: Proposed Cemetery Land Acquisition

. Letter dated February 19, 2014, addressed to Mr. Paul E. Cusson, Delphie Associates LLC, New Bedford, MA 02744, copied to Board of Selectmen and Town Manager, Re: Bay Road Heights LLC, Chapter 40B Comprehensive Permit (copy of February 10, 2014 Modification Decision by the Zoning Board), from Zoning Board of Appeals, Thomas R. Noel, Chair

Memorandum dated February 10, 2014, addressed to Tom Noel, Zoning Board of Appeals, from Jennifer Carlino, Conservation Agent Re: Island Brook

