

**BOARD OF SELECTMEN
MINUTES OF MEETING
FEBRUARY 5, 2015**

I. CALL TO ORDER BY CHAIRMAN

The February 5, 2015, Meeting of the Board of Selectmen was called to Order by Mrs. Steele, Chairman, at 7:00 p.m., held in the First Floor Selectmen's Conference Room.

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

II. WARRANTS AND MINUTES

- A. Approve bills Warrant #46, dated January 29, 2015, in the amount of \$362,095.01

MOTION was made by Mr. Bramwell to Approve bills Warrant #46, dated January 29, 2015, in the amount of \$362,095.01. Second by Mr. Kimball. Vote: Unanimous. MOTION CARRIES.

B. Approve bi-weekly payroll for the period ended January 31, 2015

MOTION was made by Mr. Bramwell to Approve bi-weekly payroll for the period ended January 31, 2015, Warrant #47, dated February 5, 2015, in the amount of \$1,110,126.99. Second by Mr. Kimball. Vote: Unanimous. MOTION CARRIES.

C. Approve bills Warrant #48, dated February 5, 2015, in the amount of \$1,110,638.37

MOTION was made by Mr. Bramwell to Approve bills Warrant #48, dated February 5, 2015, in the amount of \$1,110,638.37. Second by Mr. Kimball. Vote: Unanimous. MOTION CARRIES.

D. Approve Minutes – October 2, 2014

MOTION was made by Mr. Bramwell to Approve the Board of Selectmen Minutes of Meeting, dated October 2, 2014, as written. Second by Mr. Kimball. Vote: Unanimous. MOTION CARRIES.

III. LICENSES AND PERMITS

1. Application of Mansfield Taxi & Livery, 306 Francis Avenue, Mansfield, MA 02048, for a Hackney Carriage License (Taxi/Livery) in the Town of Norton

It was noted Mr. Pierre, applicant, had been to the Police Department and a background check was conducted, etc. He wants to service/pick up people from the Town of Norton. Mr. Pierre needs to be licensed in the Town of Norton to do so.

MOTION was made by Mr. Kimball to approve application of Mansfield Taxi and Livery, 306 Francis Avenue, Mansfield, MA 02048, for a Hackney Carriage License (Taxi/Livery) in the Town of Norton. Second by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

IV. ANNOUNCEMENTS

Annual Town Census: Residents should be receiving their Annual Town Census Forms in the mail the week of January 5. The Annual Census forms must be signed and returned to the Town Clerk's Office within 10 days of receipt. Residents are reminded that census forms need to be returned even when no changes are necessary to their census information. In accordance with MGL 51, Sec 4c, failure to respond to the annual census shall result in removal from the active voting list and may result in removal from the voter registration rolls.

Dog Licensing: Dog licenses for 2015 are now available and must be completed by March 1st to avoid late fees. Residents are encouraged to take advantage of the online licensing system which can be accessed from the home page of the Town's website by clicking on "Pay Town Bills Online". A current rabies certificate must be on file at the Town Clerk's Office in order to take advantage of the online licensing & payment option. Licensing forms can also be found on the back side of the annual census form.

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Annual Town Election: Nomination papers for the Annual Town Election in Norton are available at the Town Clerk's Office beginning Monday, January 26. The last day to obtain nomination papers is Friday, March 6 at 5:00 P.M. The Annual Town Election in Norton will be held on Tuesday, April 28. A full listing of available offices and calendar of candidate deadlines as well as additional information for potential candidates is available on the Town's website at www.nortonma.org

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Pesticide Spraying Exclusions: Residents should be advised that requests for pesticide spraying exclusions must be filed with the Town Clerk by March 1st.

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The Norton Highway Department will not be responsible for repairing/replacing mailboxes, basketball hoops that are knocked down or destroyed by snow thrown from the plows, which are within the boundaries of a public way. Residents are reminded that a boundary or a public way often extends beyond the pavement. Please check all mailbox poles to ensure they are strong and secure, and remove basketball hoops that are within the Town road boundary. Also, residents should ensure all bicycles, skateboards, trash barrels, etc. are not in the road area.

Residents are also reminded that it is illegal to push snow into a public roadway. Please ensure your private snowplow contractor is aware of this. Please also be sure vehicles are not parked in the roadway, pursuant to Ch40, Sec22D of the Massachusetts General Laws, any vehicle parked in the roadway from November 1 to March 31 may be towed at the owner's expense. Please contact the Highway Department if you have any questions: 508-285-0237.

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The Norton Highway Department has over 100 miles of roads to maintain and each storm is different, therefore, the Highway Department's strategy must be adjusted accordingly to achieve the best results. Please be advised that West Main Street (Route 123), Taunton Avenue, and Mansfield Avenue (Route 140) are maintained by Mass Highway.

Mrs. Steele commended Mr. Silver and the Highway Department for doing a great job with the road plowing/salting, etc.

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Mr. Kimball thought a huge help would be a huge snow-blower to widen streets, etc., and possibly it can be something the Town can look into for the future. The Town of Norton did a wonderful job plowing, etc., as he travels through other towns and Norton streets were better.

Mr. Kimball also advised residents to please dig out fire hydrants for safety.

Mr. Yunits explained the plows will clear the roads first and then the sidewalk plows come out later. The Town passed a bylaw which states there should be no snow being shoveled into street and sidewalks and there will fines issued per day while issue exists. The homeowners will receive fine.

V. BUSINESS

A. NEW BUSINESS

1. 7:15 P.M. – Superintendent of Schools, Joseph Baeta, Re: Discussion on the Middle School MSBA Statement of Interest

Superintendent Baeta spoke of the application process. He said this was related to an Article supported last year; however he was not asking for more funding. He explained the MSBA requires a revote by the Board of Selectmen.

Superintendent Baeta stated they have been very fortunate thus far, for the last year, regarding the leaks. They were not selected last year by the State and it appears reasoning included that the school had such a young roof and this was questioned by them. Further, they are taking another step outside of this vote regarding the flashing on the building as they believe it is a major issue. It was noted the School Committee did vote to support the refiling. The Garland Report was also referenced (size of building, etc.).

Mr. Kimball suggested an update with photographs in the future to send to the State.

Superintendent Baeta stated they are asking to do an actual infrared and it is simple money in terms of the School's operating budget.

MOTION was made by Mr. Bramwell:

Resolved: Having convened in an open meeting on February 5, 2015, prior to the closing date, the Board of Selectmen of Norton, Massachusetts, in accordance with its charter, by-laws, and

ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 11, 2015 for the Norton Middle School located at 215 West Main Street, Norton, MA which describes and explains the following

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deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future: Priority 5 – roof deficiency and failure causing water leaks and periphery damage, at times disrupting the delivery of programming to students, and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority. Second by Mr. Kimball. Vote: Unanimous (3:1) (Mr. Kimball, Mr. Bramwell, and Mrs. Steele all voted In Favor of Motion). MOTION CARRIES.

Mr. Yunits referenced the Town's Building Committee which will also soon be looking at the Norton Library and Town Municipal Center in need of roofs as well.

2. Vote to approve Policy Re: Employees use of Town of Norton Computers, Passwords, and for turning in all Town Property and Equipment, upon leaving its employ

Mr. Yunits said it is important he has every employee's passwords for their phones for messages and to be able access their emails. There is especially a lot of communication done by email to pay bills, etc., and if the employee is out sick or leaves employment, it is important to have access.

Mr. Kimball said if an employee does change a password, that employee needs to advise Mr. Yunits of this.

MOTION was made by Mr. Kimball to approve Policy regarding Employees use of Town of Norton Computers, Passwords, and for turning in all Town Property and Equipment, upon leaving its employ. Second by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

C. OLD BUSINESS

D. TOWN MANAGER'S REPORT

. Review FY16 Town Meeting timelines

Mr. Yunits indicated he provided the Board of Selectmen with the times of all the departments /dates for various departments to appear before the Finance Committee (tentative schedule).

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. Update – Snow and Ice Removal

Mr. Yunits stated this was still under \$80,000 and will be going to Finance Committee for deficit. Highway Superintendent, Mr. Silver, said the issue is salt. He asked for 300 tons to be delivered recently. There is a shortage of salt so need to be cautious on the side streets.

. Update – Lake Pond Management

Mr. Yunits explained this will be ready soon for review. He noted Lake Winnecunnet needs involvement of State, MEPA, and Office of National Heritage.

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Mr. Yunits said there was a 3% increase this year in health insurance which was fairly reasonable, and they continue to go strong with this group/consortium. He noted the GIC currently has a structural deficit.

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E. APPOINTMENTS /RESIGNATIONS

1. Vote to reappoint Dorothy A. MacQuown, 105 Burt Street, Norton, MA 02766, as a Democratic member of the Board of Registrars effective April 1, 2015 to March 31, 2018

Mrs. Steele noted there was information/correspondence regarding this in the Board's packets.

MOTION was made by Mr. Kimball to reappoint Dorothy A. MacQuown, 105 Burt Street, Norton, MA 02766, as a Democratic member of the Board of Registrars, effective April 1, 2015 to March 31, 2018. Second by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

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Mr. Yunits stated when the Board of Selectmen appointed the Building Committee, the Board also appointed an Alternate. The Building Committee lost a member due to member moving to California. If it was agreeable to the Board, he will contact the Alternate.

The Board unanimously agreed to Mr. Yunits contacting the Alternate.

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VI. SELECTMEN'S REPORT AND MAIL

Mr. Kimball said due to the upcoming potential snowstorm, he asked if the Town/Highway Department could rent heavy equipment? Roche Bros. uses heavy equipment to move the snow mounds in the parking lot; possibly when they are done, they could assist the Town. If there is another 12" of snow next week, there will be very narrow/tight roads, and it may be a good idea to reach out to see about hiring these companies if it is feasible to do so.

VI. NEXT MEETING'S AGENDA

Mr. Yunits said for next week's meeting, the two new hires from the Communications Dispatch Department will plan to attend that particular meeting.

VIII. EXECUTIVE SESSION

IX. ADJOURNMENT

MOTION was made by Mr. Kimball to Adjourn at 7:43 P.M. Second by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

Respectfully Submitted by:

Janet A. Sweeney
Board of Selectmen – Recording Secretary

Documents Distributed/Reviewed at February 5, 2015, Board of Selectmen Meeting

- . Board of Selectmen Draft Minutes dated October 2, 2014

- . Application of Mansfield Taxi & Livery, 306 Francis Avenue, Mansfield, MA 02048, for a Hackney Carriage License (Taxi/Livery) in the Town of Norton

- . Policy Regarding Employees use of Town of Norton Computers, Passwords, and for turning in all Town Property and Equipment, upon leaving its employ

- . Memorandum, dated January 6, 2015, addressed to Board of Selectmen from Danielle M. Sicard, Town Clerk Re: Appointment to the Board of Registrars and request/recommendation by Town Clerk to reappoint Dorothy MacQuown

- . Letter, dated January 31, 2015, addressed to the Board of Selectmen from Barbara H. Kaplan, Chair NDTC, Re: the Norton Democratic Town Committee vote to reappoint Dorothy A. MacQuown, 105 Burt Street, Norton, MA to the Board of Registrars, effective April 1, 2015 to March 31, 2018

- . "Required form of Vote to Submit A Statement of Interest" to MSBA regarding Norton Middle School

BOARD OF SELECTMEN
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FEBRUARY 5, 2015

MARY T. STEELE, CHAIRMAN

BRADFORD K. BRAMWELL, VICE-CHAIR

TIMOTHY R. GIBLIN, CLERK

ROBERT W. KIMBALL, JR.

ROBERT S. SALVO, SR.

Dated: _____