



TOWN OF NORTON  
BOARD OF SELECTMEN  
MUNICIPAL CENTER,  
70 EAST MAIN STREET, NORTON, MA 02766

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BOARD OF SELECTMEN  
MINUTES OF MEETING  
MARCH 31, 2016

**I. CALL TO ORDER BY CHAIRMAN**

The March 31, 2016, Meeting of the Board of Selectmen was called to Order by Mr. Bradford Bramwell, at 7:00 P.M., held in the First Floor Conference Room.

- A. ROLL CALL: Mr. Bradford K. Bramwell, Chairman; Mr. Timothy R. Giblin, Vice-Chair; Mr. Robert K. Kimball, Jr., Clerk; Mr. Robert S. Salvo, Jr.; and Mrs. Mary T. Steele were present. 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 26, 2016, Warrant #59, dated March 31, 2016, in the amount of \$1,169,742.01

**MOTION was made by Mr. Kimball to Approve bi-weekly payroll for the period ended March 26, 2016, Warrant #59, dated March 31, 2016, in the amount of \$1,169,742.01. Second by Mrs. Steele. Vote: Unanimous. MOTION CARRIES.**

- B. Approve bills Warrant #60, dated March 31, 2016, in the amount of \$1,022,772.94  
**MOTION was made by Mr. Kimball to Approve bills Warrant #60, dated March 31, 2016, in the amount of \$1,022,772.94. Second by Mrs. Steele. Vote: Unanimous. MOTION CARRIES.**
- C. Approve Minutes – February 11, 2016

**MOTION was made by Mr. Kimball to Approve the Board of Selectmen Minutes of Meeting, dated February 11, 2016. Second by Mr. Salvo. Vote: Unanimous. MOTION CARRIES.**

III. LICENSES AND PERMITS

IV. ANNOUNCEMENTS

V. BUSINESS

A. NEW BUSINESS

1. Discussion – Route 140 Corridor Study Design

Mr. Yunits said residents are concerned about traffic on Route 140 by the area of the TPC. This study will include Foxboro, Mansfield and Norton, and Representatives Howitt, Barrows and Senator Timilty are also involved in the process. Mr. Yunits said Representative Howitt calls him weekly and keeps on top of things which is ideal. There will be various hearings held. There will be a meeting on April 13 at 10:30 a.m.

2. Discussion – Mobile Food Cart Licensing

Mr. Yunits indicated there were a couple of mobile food carts in Town, however, the Town had no provision in bylaws for these type of carts. He referenced a document he provided to the Board in their packets, which is an example of what other towns are doing. There can also be a fee established. He asked if a couple members of the Board can work with him on this and, hopefully, they can soon craft a bylaw for the Town.

Mr. Kimball said they should also be looking the permitting process and ADA Compliance.

C. OLD BUSINESS

1. Review FY2017 Budget & Town Meeting Articles

Mr. Yunits noted that last night, the Finance Committee (FinCom) did vote on a few of the Articles, and the Board can review those this evening.

Article 2: To accept money and enter into contracts to fund the road projects.

**MOTION was made by Mr. Kimball to support Article 2. Second by Mr. Salvo. Vote: Unanimous. MOTION CARRIES.**

Article 4: The Revolving Funds. There is no change in dollar amounts (they are standard revolving funds); six funds.

**MOTION was made by Mr. Kimball to support Article 4. Second by Mr. Salvo. Vote: Unanimous. MOTION CARRIES.**

Article 5: Town Common Revitalization.

Mr. Kimball said this Committee, of which he is a member, is supposed to be meeting Tuesday evening. During the last meeting, there was a brief conversation about funding they will ask for and most members were not comfortable asking for money where the Town is discussing cuts, etc. He would suggest to Committee that they table this until the Fall of 2016 to see how finances look, etc.

Mr. Kimball respectfully requested Board to hold off on making a Motion.

Article 6: 40B Legal Fund.

It was noted there was no money to put in that account currently.

Mr. Kimball said there were some answers on the Turtle Crossing project the Board/Town needs. There is no treatment plan on that property because it abuts the Canoe River Aquifer. It was a "Friendly 40B" but there are other 40B's such as 274 East Main Street, Bay Road Heights, and Island Brook to meet the Town's required percentage.

It was discussed to have Turtle Crossing reps in for a Board of Selectmen Meeting to discuss their intentions, etc. It was noted the Board does not even know who owners are at this point. It was discussed to hold off on this Article for now.

It was also discussed that if in the Fall of 2016, if there is more Town money available, they can relook at this Article.

Mr. Kimball said he would like to know from Town Counsel; does the Town still need to consider this a "Friendly 40B"? It may be beneficial to even have Town Counsel present when they come in.

Mr. Salvo said it will cost thousands of dollars to upgrade this as it is now. It is not the Town's responsibility to accommodate the proposed units; the State should come up with the money.

Article 7 - Land Acquisition - Pheeney's Island.

FinCom did vote to recommend this Article last night. Certain verbiage was discussed for this Article but motion was made to accept it. This is a gift to the Town.

Mr. Kimball noted this evening the north side of Pheeney's Island was on fire and blowing toward the water.

**MOTION was made by Mr. Kimball to accept Article 7. Second by Mrs. Steele. Vote: Unanimous. MOTION CARRIES.**

Article 13 - Capital Improvement Plan (as recommended by Capital Improvements Committee and Finance Committee).

Mr. Yunits explained the various items requested. One item was for the Town Clerk for voter tabulation systems. For the Police Department, a request for cruisers, which would be held off, and in Fall 2016, hopefully would be able to address this. Also, the Police Department need a new fingerprint machine, however, fortunately the District Attorney's Office is donating that to them. For the Fire Department, new rescue jackets and gloves to be taken out of Ambulance Fund and they have \$75,000 out of capital for Squad One and \$14,000 for a diver communication system. Currently, their diving gear has a wire which is attached; this would be a wireless system. The Dog Officer needs a new van out of the Dog Fund. For the Highway Department, there are three items recommended and payments on existing vehicles. Council on Aging (COA) needs paving of parking lot and Mr. Yunits noted there was some talk about tearing down the garage behind COA, but they have not reached a good figure yet to build a new replacement building on school property, so not ready this year. The Water Department had two items to come out of Water Surplus for replacement of vehicle with a plow and then \$30,000 for their master plan.

Mr. Kimball said the Committee is very concerned about \$250,000 taken out of capital, but glad it was able to be replaced. They were very selective on what they chose.

Mr. Yunits said after these items are taken out of capital, there is an available balance of \$531,533.

**MOTION was made by Mr. Kimball to approve Article 13. Second by Mrs. Steele. Vote: Unanimous. MOTION CARRIES.**

Article 14: A Bylaw Amendment for COA

Mr. Yunits explained currently they do not have anything in bylaw that allows for alternates for COA. This would change bylaw to allow for that.

**MOTION was made by Mrs. Steele to support Article 14. Second by Mr. Kimball. Vote: Unanimous. MOTION CARRIES.**

Article 15 – Job Classification

Mr. Yunits explained this pertains to the Town Clerk position; to change it to be an appointed position. He is also looking to put in a maintenance position for the Municipal Center. It appears it would be less expensive to put someone in part-time to do cleaning/janitorial work or to go out to bid again. It would be a non-benefit, part-time position. There have been some complaints about the service the Town is currently receiving.

Mr. Giblin said this would be a good idea because with someone in-house, it would be easier to control and there would be more awareness of what costs are.

Mr. Salvo said they should see if anyone is interested in it first before it goes out to bid.

Mr. Giblin said they can take a look at this next week and discuss it.

FY2017 Budget:

Mr. Yunits reviewed the budget and the recommendations he gave to Finance Committee and they did vote on some of the budget last night. He referenced the revenue and expenditure sheet and spoke of a cut of \$176,511 from what they had last year. Mr. Yunits indicated he provided a list of what some of his reductions were and also this evening he was providing some suggestions for things that would be put back if there was an override. The amount still appears to be \$3 Million.

Ballot question was also discussed.

NSBA meeting to be held on July 20, 2016 which will determine final number.

Mr. Kimball said the amount residents would need to pay is based on the valuation of their home. In his own personal case, this year, because of high school debt exclusion, his taxes increased approximately \$800 annually.

Mr. Yunits said Finance Committee is cutting into the Town's legal budget; there are also reductions in clerical staff; as well as the library having their budget reduced. However, the amount that will be cut from library will not affect their certification status. For the Council On Aging, they were originally trying to hire a part-time assistant for the Council On Aging Director, which would be put on hold. The other area is the Animal Control Officer, who needs help, and is having a difficult time using his vacation time, etc., since no one is there to fill in for him.

**B. TOWN MANAGER'S REPORT**

. Report on Rail/Trail Bidding Process

Mr. Yunits indicated there were five bids received today on Rail/Trail Bidding Process, which is good news. The Committee will review those bids and see if they are within the price range.

. 274 East Main Street – Affordable Units Application Process

Mr. Yunits said a company was hired to oversee these affordable units and lottery will be held on June 14, 2016 at 5:30 P.M.

Mr. Kimball said annual income guidelines to be determined by HUD and he encouraged residents and others to apply. He believed it was approximately \$1080 for a one bedroom unit with no utilities.

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Mr. Yunits said the State did approve the TIF for New England Ice Cream, and this project will be moving forward.

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April 4, 2016 is the beginning of closure on Plain Street

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Mr. Yunits said he attended a meeting earlier today to discuss improvements at Route 140 Interchange. Hopefully it can be narrowed down to one lane rather than two lanes, and the brush needs to be cut back. A stop sign on island itself would be helpful and new line painting is needed. Also, there is a drainage issue there. Signalization was discussed.

Mr. Yunits referenced a letter which was sent to the Deputy Fire Chief from the law offices of Holland & Knight regarding 47 Elm Street stating all assets saleable have been sold. This property has environmental contamination and the dam in that location is in need of repair.

Mr. Yunits said he spoke to the Director of Planning and Economic Development today and the Town does not have an interest in conducting an environmental cleanup.

Mr. Kimball respectfully requested Mr. Yunits send a response letter to Holland & Knight indicating the Town's non-interest in this building; this is a hazardous waste facility along with a dam that needs repair. He said they should be advised they have a legal responsibility; and if offered keys from them, he would not take possession of any keys.

It appears that just because they could not sell the building, they are trying to pass it on to Town. If that property ever catches on fire he is concerned about the neighborhood in that area from this contaminated building.

Mr. Giblin said the Town should request a lockbox on outside of building instead of the Town taking the keys. It was noted a letter should be sent to Holland & Knight and if there is no response, they should come in to discuss this with the Board of Selectmen.

Mr. Yunits noted the company that was formerly at this site declared bankruptcy. If he was the Fire Department he would tell them to put a big red "X" on the building.

Mr. Kimball said for the Board's next meeting, please have this item on the agenda.

Mr. Salvo said this will probably be similar to the Shpack Landfill and take years and years to clean up.

**C. APPOINTMENTS/RESIGNATIONS**

**D. SELECTMEN'S REPORT AND MAIL**

Mrs. Steele congratulated the Norton High School Boys Track Team as they were the "Runner Up Team" in the Division 4 State Championships. Also, congratulations to Brooke-Lynn Williams, a Norton High School student, who is fifth in the entire country as an "All American Track Athlete".

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Mr. Salvo referenced dumping/littering fines; he would like an article on Fall Town Meeting to increase fine to \$1,000 from \$150 for first offense. There are many people dumping in the Town of Norton.

Mr. Giblin noted there was a joint meeting on April 5 at 7:30 P.M. with the Board of Selectmen and School Committee at Norton Middle School to discuss the possible Proposition 2 ½ Override .

**VI. NEXT MEETING'S AGENDA**

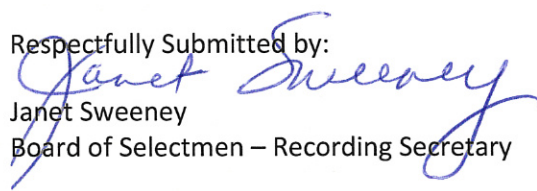
Mr. Yunits said at the next meeting he would like to discuss possibly rezoning some property in Town to Village Commercial.

**VII. EXECUTIVE SESSION**

**VIII. ADJOURNMENT**

**MOTION was made by Mr. Salvo to Adjourn at 8:25 P.M. Second by Mrs. Steele. Vote: Unanimous. MOTION CARRIES.**

Respectfully Submitted by:

  
Janet Sweeney

Board of Selectmen – Recording Secretary



**Documents Presented at March 31, 2016, Board of Selectmen Meeting**

- . Draft Board of Selectmen Minutes of Meeting dated February 11, 2016.
- . FY2017 Budget & Town Meeting Articles
- . Information Packet – East Main Apartments and Lottery Application (Affordable Unit)


BOARD OF SELECTMEN

MINUTES OF MEETING OF

MARCH 31, 2016

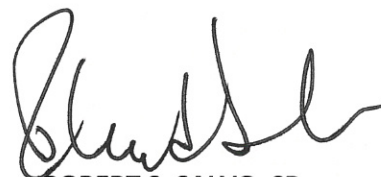


BRADFORD K. BRAMWELL, CHAIRMAN



TIMOTHY R. GIBLIN, VICE-CHAIR

ROBERT W. KIMBALL, JR., CLERK



ROBERT S. SALVO, SR.



MARY T. STEELE

Dated: \_\_\_\_\_

4/28/16