

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

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**Board of Selectmen
Meeting Minutes
October 4, 2018**

I. **Call to Order by Chairman**

The October 4, 2018 meeting of the Norton Board of Selectmen was held in the Board of Selectmen's Meeting Room and was called to order at 7:00 P.M., by Mr. Robert W. Kimball, Jr., Chairman. Member(s) present: Mr. Robert W. Kimball, Jr., Mr. Robert S. Salvo, Sr., Ms. Mary T. Steele, and Mr. Bradford K. Bramwell. Mr. Michael Flaherty was in attendance by 7:04 PM. Also in attendance: Mr. Michael D. Yunits, Town Manager and Daniel L. Sheedy, Deniz Savas, Sheri Cohen, of the School Committee along with Dr. Joseph F. Baeta, School Superintendent.

II. **Licenses and Permits**

A. MOTION was made by Mr. Bramwell to approve the application of Norton Parks and Recreation for a parade/motorcade permit for the Halloween Parade on October 28, 2018 from 12:00PM to 2:00PM to assemble at Fitness 1440, LJ's Carwash, Bedrock Granite, and Oasis parking lot and disbanding at St. Mary's Church and Norton Middle School. Seconded by Mr. Flaherty. Vote: Unanimous MOTION CARRIES.

Mr. Salvo added that if anyone would like to be in the parade to go to the Town's website under the "Parks and Recreation" department, and click on the link to register online or you can go to the office and get an application. All applications are due by October 17, 2018.

III. **Announcement**

Mr. Salvo announced the "Electronics Recycling Event" happening on Saturday, October 6th from 9:00 AM to 2:00PM. at the St. Mary's Church located 1 Power Street, Norton, MA 02766. Contact Jim Wood at J.wood36@yahoo.com.

Mr. Salvo announced the Haunted Hayride happening on Saturday, October 20, 2018 with a rain date of Sunday, October 21, 2018 from 3:00 PM to 8:00 PM at the Norton V.F.W., 38 Summer Street, Norton, MA 02766.

Mr. Salvo announced a hunting notice, which stated that hunting is allowed at the Town Forest and Conservation property with applicable license and in accordance with all laws, with the exception of Johnson Acres, North Washington Street. For your information: 2018 Deer hunting season for archery is from October 1st to November 24th; shotgun from November 26th to December 8th; and primitive firearms from December 10th to December 31st. Fall Turkey hunting season is from October 22nd to November 3rd. Hunting hours are ½ before sunrise and ½ hour after sunset. No hunting on Sundays.

Mr. Bramwell announced The Chartley Garden Club presents a Raised Bed Gardening Seminar on Monday, October 15th at the Congregational Parish [Unitarian], 5 West Main Street, Norton, MA 02766. Sue Lavalley of Coast of Maine Organic products will discuss organic gardening practices. Meeting starts at 7:00 PM, doors open at 6:45 PM. Dues are \$10.00/year, guests pay a fee of \$5.00 per meeting. Go to Facebook – The Chartley Garden Club of Norton Since 1934 or e-mail chartleygardenclub1934@gmail.com.

IV. Business

A. New Business

i. Lucia Longhurst, Town Clerk, came to discuss Early Voting. She reminded residents that Wednesday, October 17, 2018 is the deadline to register to vote if they want to participate in the State Election to be held on Tuesday, November 6, 2018. Persons who are United States Citizens, residents of Massachusetts, and who will be at least 18 years old on or before October 17th are eligible to register. Those meeting these qualifications who have a Massachusetts Driver's License can submit their registration online at www.RegisterToVoteMA.com or may come into Town Hall to register at 70 East Main Street. Early Voting will be taking place from Monday, October 22, 2018 through Friday, November 2, 2018 at Norton Town Hall, 70 East Main Street. The hours will be Monday, Tuesday, Wednesday 8:30 AM to 4:30 PM, Thursday 8:30 AM to 7:30 PM, and Friday 8:30 AM to 12:30 PM. Ms. Longhurst mentioned she anticipates 1,000 to 1,500 people attending.

ii. Ralph Lavoie and Brittany Bishop, of The Downtown, came to discuss Timmy Brown's going away party to be held on Sunday, October 14th. Ms. Bishop mentioned that Timmy Brown is moving to Nashville, TN to pursue his music career/songwriting. He bartends at The Downtown on Tuesday nights. At the going away party Timmy Brown and his band will be performing. The event will go from 3:00 PM to 6:00 PM. The price to get in is \$40.00, but this includes dinner as well.

iii. Joint meeting with the School Committee.

Mr. Kimball addressed that Ms. Cohen, Chairman of the School Committee, has their own Agenda as part of the joint meeting.

a.) Special Education and General Education Budget

Mr. Savas stated that they believe they are going to separate the Special Education Budget and the General Education Budget into two separate budgets; there are several reasons for this, but the main reason being that they are funded differently. One is mandated and for lack of a better term the other is a "discretionary budget". He went on to state that they are also staffed differently. He explained that he believes this will be a more accurate reflection of how the schools are being staffed and funded. Mr. Savas stated that the School Committee knows they are going to do this for the Finance Committee, but he was uncertain of how this would work beyond the Finance Committee as far as Town Meeting goes. Mr. Savas further stated that he would like to present the two budgets on two different nights to the Finance Committee.

Mr. Kimball highlighted the major difference between special education and regular education is the discretion at which you can use the budget. For example, the regular education budget you can modify and do what you have to do to make things work. However, special education you are mandated by law to follow certain guidelines. Mr. Kimball stated that it would be helpful to see what this 30%-35% entails, and emphasized the importance of people realizing what special education has on the schools' budget.

Mr. Bramwell stated that when he was on the school committee, it was almost the regular students against the special education students because the money for the special education students you need to give them and it has to come from somewhere with discretion. Mr. Bramwell exemplified this by stating that the very first vote he took on the School Committee was taking away a "Gifted and Talented Program", which his daughter was actually a part of in order to have the necessary funds for the special education program. Mr. Bramwell concluded by emphasizing that if they can give highlights at Town Meeting at least people can have an idea of what is going on and what the schools are up against.

Ms. Cohen expressed that in no way is the School Committee trying to put one group against the other, but simply just trying to get the information out about the budget and schools in general. Mr. Savas joined in stating that they are proud to have the special education students in their school system and that they are great kids, but they just are trying to be clear about how they are funding.

Tim Long appeared before the Board of Selectmen, School Committee, and Town Manager to question why they would not be able to separate the general budget and the special education budget. Dr. Baeta answered that it is a state law and you just can't do it. By statute the operational budget can only be broken down into two categories, which is operational and transportation. Within the operational budget, special education is part of the operational budget so you cannot split this into two. The school department is the only department that can move money around to make things work in cases of emergencies.

b.) Norton High School Secondary Exit

Ms. Cohen thanked the Board of Selectmen for their work on this and gave an update on the secondary exit being done at the Norton High School.

Dr. Baeta stated the reason for adding a bus-only entrance and exit is to try and alleviate traffic on 123. Dr. Baeta stated they may be starting as early as Friday at 1PM. He also explained that the reason for the flags sticking out of the ground at the Norton Middle School is to widen the current entrance to create separate lanes for people taking left turns and right turns.

Mr. Kimball stated that when they built the NMS, they were having issues with wetlands, so if the School Committee runs into this issue, they might be able to come up with another solution. He expressed the Campbell house/barn is falling apart so they might be able to use that. As to the NHS, that will be gated, however, kids riding bikes and walking will have another way to get in there. Mr. Kimball expressed that national issues are raising questions about if there is an emergency how is everyone going to be able to get out.

Dr. Baeta stated that this is for a 20-25-minute window in the morning and afternoon for 180 days out of the year that this will be open to alleviate traffic and is not to be used as a through way.

c.) FY '19 Supplemental Budget for Town Meeting

Ms. Cohen request that the School Committee receive updates on how the Finance Committee meetings go so that they are aware and Dr. Baeta can plan accordingly. Ms. Cohen also expressed her concerns with putting so much money into Capital because she does not want to run into the same budget problems as previous years.

Mr. Kimball stated that the Finance Committee did approve to put \$900,000.00 into Capital. He stated that in May if there is say \$500,000.00 left in Capital and they feel comfortable enough, that can be adjusted; they can transfer from Capital in order to fund budgets.

Dr. Baeta expressed his concern about putting \$600,000.00 in FY20 is that if the School Committee and Board of Selectmen are not on the same page about the schools needing further funding, they are going to run into the same issues as last year, which resulted in cutting a department.

Mr. Kimball stated they also have to worry about on the Town side of things as well. He suggested that before Town Meeting they have two more joint meetings before the spring Town Meeting. That way, they can talk about it publicly and do not have to get to Town Meeting and have the same issues as last year.

Mr. Yunits stated that it sounds like a lot when they say \$300,000.00 was put into Capital, but even though the Capital plan was just approved there are payments that have to be made on the next fiscal year. After these payments, there will only be \$341,840.00 available. Mr. Yunits stated that they will not be putting any more money into Capital between now and a year from now.

Dr. Baeta posed the idea of only emergency situations regarding Capital could be considered at the fall Town Meeting. In other words, that the fiscal planning and long-term planning be considered at the May Town Meeting and only emergency items would come back at the fall Town Meeting. Mr. Kimball stated that they put a lot of things off in the spring to wait for certified Free Cash, then in the fall if the Town has the funds, they try to buy.

d.) Special Education Stabilization

Ms. Cohen added Special Education Stabilization to the agenda to see if they were going to move forward with this. Dr. Baeta stated that him and Mr. Yunits had spoke about it, and they do not want to move forward on this if the School Committee and the Board of Selectmen don't want to move forward. Dr. Baeta stated that they did owe it to the Finance Committee to look into this and decide. Dr. Baeta volunteered to contact colleagues stating this is the reason why they are doing this, this is where it has worked, this is where it has not worked, and this is what it requires. Dr. Baeta emphasized that this is the only time where the School Committee is giving up it's jurisdiction over the line items and giving it not only to the Board of Selectmen but to the

actual Town Meeting because it would require this passage at Town Meeting in order to be utilized.

Mr. Kimball stated he needs more information about it, and that he is concerned about getting the Stabilization account to where it needs to be. The Chairman asked Mr. Yunits where the account was supposed to be at, and Mr. Yunits stated that at this point it should be at \$2,500,000.00. With this, Mr. Kimball stated that the account is getting there and maybe it is time to start talking about it.

Mr. Bramwell added that he would be very open to it, but that more research will have to be done. Mr. Bramwell likes the idea that the voters ultimately have the final say, so they have control over the money. He suggested coming up with a financial plan of how they are going to build it because he knows the Town doesn't have \$500,000.00 to just put into it. Mr. Bramwell further suggested a fiscal five-year plan so they can see what the plan is to get a substantial amount in there so the finances will be there to help say the schools in tough times. Mr. Kimball emphasized the importance of coming up with a plan that does not affect Free Cash, and suggested looking into other towns and how they are doing it to really be able to see how they will do this.

e.) Strategic Planning

Ms. Cohen posed the question as to how the two boards can work together in order to benefit the town and where do they see Norton in five years.

Dr. Baeta stated that revenue is important. There are other things besides strategic planning and resources. Dr. Baeta said that Mr. Yunits mentioned the other day cost sharing. He asked if the schools and Town bid together for things like plumbers, etc. The idea behind this being that it can be in their budgets and be done collectively and provide an opportunity for savings because they could lower the cost because they know there will be "x" number of properties they will be dealing with.

Mr. Kimball supported this idea by stating the Town and schools should all buy the same HVAC system and buy the same units for all of the buildings to drive down the costs for repairs. He mentioned that he had joined the Finance Committee in 1997 and they are having the same conversations.

Ms. Cohen suggested setting up another joint meeting now and have specific ideas to go over at that time. Mr. Kimball said to let the Board know and Ms. Cohen stated that the Board can come to the School Committee's next meeting.

Mr. Salvo added that he thinks what Ms. Cohen's board is doing is very productive with getting information out. People can see the facts rather than just hearing about them. He went on to say that it shouldn't be "us" against "them" but a town as a whole. The more you get out there the more people are going to understand and Mr. Salvo stated he thinks this is very positive. Ms. Cohen told the Board to feel free to post their agendas and meetings on their Facebook page because the more they can get out there the better it is going to be for the Town as a whole.

Mr. Kimball stated that he thinks the Board of Selectmen and the School Committee should meet more often and Mr. Bramwell agreed. Ms. Cohen suggested having another joint meeting on December 13th and Mr. Kimball agreed. Mr. Flaherty mentioned he might be away that week, but he will double-check. Mr. Kimball stated that the Board of Selectmen will go to the School Committee meeting and share their agenda ahead of time.

Mr. Bramwell asked Ms. Cohen to speak about her senior program, which Mr. Bramwell stated he thinks it is outstanding. Ms. Cohen stated that right now senior citizens go to town events for free, and that they are now trying to come up with a pass for seniors 65 years old and older so they can go to events, plays, etc. for free. Ms. Cohen emphasized the initiative behind this is to bring people together.

Dr. Baeta mentioned that the intent is to bring young kids together with the elder and vice versa, and that this idea is all about community. Mr. Kimball suggested getting the Wheaton College students involved handing out our passes at some of their events. Dr. Baeta pointed out that senior citizens just need to show their driver's license proving that they are 65 years old or older and they will get in for free. However, they are differentiating between Norton citizens versus non-Norton citizens just because they think that this is what is fair to the residents.

iii. Review and/or vote on Fall Annual Town Meeting Articles.

Article 1 is Unpaid Bills, this was in the planning department. There are two bills from last year for the Planning Department that need to get paid. One was for the Massachusetts Municipal Association for a Planning Director and the second was for an advertisement in the Sun Chronicle listing for a secretarial position. The total cost is \$352.32 and this is coming from Free Cash and was recommended by the Finance Committee.

MOTION was made by Mr. Bramwell to approve Article 1 of the Fall Annual Town Meeting. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

Article 2 is Separation Expenses. There are currently no Separation Expenses and the Finance Committee recommended no action on this article.

MOTION was made by Mr. Bramwell to take no action on Article 2 of the Fall Annual Town Meeting. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

Article 3 is Operating Budget Amendments. Mr. Yunits had another item on this, unemployment \$40,000, but he asked the Finance Committee if they would be comfortable knowing that they may have to come back to them and use the Reserve Funds. Mr. Yunits state that right now they are running about \$15,000/month in unemployment, but those people will be getting jobs before the twenty-six-week period runs out. However, the Finance Committee is aware that we may need to come back and use some of the Reserve Funds to fund this. So, the recommended amount approved by the Finance Committee was recommended for the Treasurer's Department towards Salary is \$5,362.00; Conservation under Expenses \$1,090.00; Police Department (overtime) \$149,000.00; Fire Department (overtime) \$103,000.00; Fire Expense \$19,000.00; Emergency Medical Expense \$21,000.00; Communications (overtime) \$31,000.00; School for

Supplemental Budget \$366,830.00; Council on Aging (overtime) \$840.00; and Interest Expense \$5,000.00.

Mr. Bramwell asked as far as the expense for the Fire Department if this figure was for general supplies or if there were any big items. Mr. Yunits answered that under Emergency Medical the biggest expense there is ambulance billing. The Fire Department is pulling in so much more each year in ambulance billing, and because of this the expenses have gone up nine percent. As far as general supplies go, Mr. Yunits explained that we were “nickel and diming” towards the end.

MOTION was made by Mr. Bramwell to support Article 3 of the Fall Annual Town Meeting. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

Article 4 is the FY19 Water Operating Budget Amendment. There are no requests, so the Finance Committee recommended that no action be taken.

MOTION was made by Mr. Bramwell to take no action on Article 4 of the Fall Annual Town Meeting. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

Article 5 is the FY19 Sewer Operating Budget Amendment. There are no requests at this time, so the Finance Committee recommended that no action be taken.

MOTION was made by Mr. Bramwell to take no action on Article 5 of the Fall Annual Town Meeting. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

Article 6 is Capital Improvements (Funding). It was recommended and approved by the Finance Committee to add \$900,000.00 to Capital.

Ms. Cohen referred to Article 6 of the Warrant where it states that, “from which appropriations may be made by a two-thirds vote at any Town Meeting” and asked whether it is a two-thirds or majority vote. Mr. Yunits confirmed that to take money out of Capital a two-thirds vote is necessary in accordance with state law.

MOTION was made by Mr. Bramwell to support Article 6 of the Fall Annual Town Meeting. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

Article 7 is the FY19 Capital Plan Amendments. The first item under this category is Data Processing, which is \$102,000.00. This is to institute online permits at the Town Hall. This will set up a system where the Building Department, Board of Health, and Fire Department will be able to do online permitting and all plans will be submitted through “Blue Beam”. This way people can apply for permits online and make payments. Residents, if you would like to know what is going on, you can look up who pulled permits and what they are building. Everything is cloud-based storage and the building inspectors will have tablets out on the field so if something doesn’t look right, they can pull the plans up out in the field and can also sign-off on permits.

Mr. Bramwell questioned if there were alternative ways to apply for permits, and Mr. Yunits informed him that kiosks will be set up at Town Hall for those who do not know how or do not wish to do apply at home.

The next item is \$41,000 for the Police cruiser. They also had issues with HVAC unit that had to be repaired along with flooding due to roof drains. The Fire Department has two requests; the first is \$105,000.00 for a chassis for a special hazard unit (20% out of capital 80% ambulance). The second is \$26,000.00 to replace a pump; the estimate came in higher than anticipated.

The School Department had three requests. The first was to upgrade their back-up system (data system back-up), which was \$60,000.00. \$101,000.00 for promethean interactive displays. Dr. Baeta went on to explain how some of the classrooms have these displays, while the classroom right next-door does not. Dr. Baeta explained that these boards are used as part of the curriculum being taught in the class. This is especially happening at the L.G.N. and J.C.S. Mr. Yunits stated that the last item under the schools is \$55,000.00 for a heating pipe under the floor that was leaking that needed to be replaced and relocated in the ceiling.

Lastly, the Highway Department requested a new Peterbilt with a tank, which is \$35,000.00. So, the grand total is \$563,850.00.

MOTION was made by Mr. Bramwell to support Article 7 of the Fall Annual Town Meeting. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

Article 8 is Street Light Conversion Project using \$42,500.00 in Free Cash to fund the cost of the engineering, design, and procurement services phase of the conversion of the Town's existing street light system to an LED street light network, including but not limited to consulting, technical, and/or professional services and all other incidental and related costs and expenses. Mr. Yunits mentioned the average savings will be \$90,000.00 a year.

Mr. Sheedy asked if through this project if it will be pointed as to where lights should be added. Mr. Kimball mentioned that he had spoken with the Fire Chief and suggested to him to be involved in this project by making recommendations as to where some of the lights should go.

MOTION was made by Mr. Bramwell to support Article 8 of the Fall Annual Town Meeting. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

Article 9 is the planning, design, and construction of a water main and appurtenances in Holmes Street and East Main Street and associated expenses. The Water/Sewer department is looking to use \$520,000.00 of their retained earnings.

Mr. Salvo questioned this Article stating to Mr. Yunits that he thought this was already done maybe two years ago. He explained that he extended the water main on East Main Street, so he knows that was done and that the interchange hasn't been connected over to Glenn Street. Mr. Kimball commented on how old the systems are, such as the water main on Pine Street that was done in 1903, and how he suggested at Finance Committee we should talk to water/sewer about

ice picking and cleaning the lines. Mr. Kimball stated he believed there will be a major difference in the water after Pine Street is done.

Mr. Bramwell asked that we delay this so they could clarify where the pipes have been replaced and where they will be replaced. Ms. Steele and Mr. Flaherty agreed with Mr. Bramwell. Mr. Salvo joined in stating he would like more information since this is a half-million-dollar project, and it just isn't making sense to him at this time.

MOTION was made by Mr. Bramwell to take no action on Article 9 of the Fall Annual Town Meeting. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

Article 10 is planning, design, and construction of water main and appurtenances in Pine Street from Well No. 1 to Plain Street and associated expenses. This borrowing of \$2,700,000.00 will be paid by Water Fees.

Ms. Steele asked if this well is more towards Crane Street and goes back towards Plain Street and Mr. Kimball confirmed this.

Mr. Yunits made a reminder to Dr. Baeta and Ms. Cohen that this requires borrowing, and he does not believe this was discussed at Capital, so a quick Capital meeting will have to happen before Town Meeting.

MOTION was made by Mr. Bramwell to support Article 10 of the Fall Annual Town Meeting. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

Article 11 is permanent and temporary easements on land at Woodland Meadows on the southerly side of West Main Street for a sewer pump station, sewer line, utilities, and access.

MOTION was made by Mr. Bramwell to support Article 11 of the Fall Annual Town Meeting. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

Article 12 is for a permanent and temporary easement for Recreational Trail, construction, drainage, utility, access and/or related purposes in, on, and under parcels of land abutting and/or near North Washing Street, Cobb Street, Arrowhead Drive, Johnson Drive, Briggs Street, and Crane Street. This article is move no action at this time. According to the Town's attorney after reviewing the title regarding Arrowhead Drive, she feels the Town is good to go the way the easement was taken by Mansfield for the sewer line because it was taken as a multi-use path. Mr. Kimball clarified that there is no need to take action because it has already been approved and Mr. Yunits confirmed this.

MOTION was made by Mr. Bramwell to take no action Article 12 of the Fall Annual Town Meeting. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

Article 13 is regarding the Route 123/East Main Street corridor improvement project. This article is move no action at this time because the Town is waiting for the engineering plans. Mr. Yunits mentioned that if there were any updates prior to Town Meeting he would like to know. Mr.

Kimball asked if this was going to have any effect on this project. Mr. Yunits said he could not answer this at this time, but nothing can be done until the state engineers get the Town the plans. Mr. Salvo asked if this does get delayed if this will be on the agenda for the May Town Meeting, and Mr. Yunits said yes.

MOTION was made by Mr. Bramwell to take no action on Article 13 of the Fall Annual Town Meeting. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

Article 14 was also recommended by the Finance Committee to use \$15,000 in Free Cash to hire a Consultant for Solar Electric Procurement Support Services in Development of Solar Strategies. Mr. Kimball explained that the Water Department went in with the Board of Selectmen to purchase the property, the Water Department took a portion of the land, and Board of Selectmen have the rest (the property in total is approximately 77 acres). Two companies are interested in buying the property, and there will be a bonded twenty-year agreement. Mr. Kimball stated it was only logical that they put something like this out there that will generate a lot of money for the Town, especially where Mr. Yunits found out at the Finance Meeting that electric rates are going up; this will provide tools to negotiate prices. Mr. Kimball asked Mr. Yunits how much the Town is making off of the landfill. Mr. Yunits stated that the Town leases the property for \$80,000.00/year; \$40,000.00 in pilot payments; and just in July the Town's solar credits were around \$60,548.00 (for school and town).

MOTION was made by Mr. Bramwell to support Article 14 of the Fall Annual Town Meeting. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

Article 15 is to accept MGL Chapter 148, Section 56 (Parking) and Amend Bylaws. This will allow the Board of Selectmen, with the approval of the Fire Chief, to make decisions/issue licenses regarding the parking policy. Mr. Yunits explained that this is a big issue that takes up a lot of time and resources from police and fire, especially on Route 140, such as parking too many cars, drinking, fires, etc. He further explained that this way if people don't obey the permit, this Article will allow the Town to fine them and shut them down. Such regulations shall be adopted at an open meeting for which notice of such action was properly provided under the Open Meeting Law that is advertised. Mr. Yunits emphasized that this is strictly a safety issue. By adopting the statute, it allows the Board of Selectmen to develop a parking policy. Hopefully by next spring we will be able to have people pull a permit, file a plan to show where cars are going to be parked, can be approved by public safety, and if people don't obey their permit it allows the Town to fine them and shut them down.

Mr. Salvo expressed concerns since this was the first time he was hearing about this, and thought maybe they should wait to get more information.

Mr. Kimball stated that once this adopted, they can demand what they want. Mr. Kimball explained he doesn't want to make it difficult for these people to make a few dollars and would prefer to keep it as minimal as possible. However, he explained how they have heard many complaints about this (referring specifically to Route 140) after concert events. He stated that after listening about this more the previous night at the Finance Committee meeting that he

didn't have a problem adopting this, but it would require a few meetings prior to anything happening.

MOTION was made by Mr. Bramwell to support Article 15 of the Fall Annual Town Meeting. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

Ms. Steele asked to go back to the Rail Trail, and was wondering if there were any updates on the plans needed to move further on the project. Mr. Yunits said they are still waiting to hear back on these.

Mr. Kimball understood Ms. Steele's concern where they don't want to lose their placement because someone isn't doing what they are supposed to do. If this isn't the case, that is fine. Ms. Steele asked Mr. Yunits if he could have the Town's lawyer to get in touch with MassDOT and have some answers for the next meeting, which he agreed to.

Article 16 is regarding the Personal Bylaw Amendment. The Finance Committee approved amendments to the personal bylaw. Mr. Yunits stated that they added under the Personal Bylaw Payroll/Benefits Administrator; she is handling a lot of personal information and for that reason they believed she should be removed from the union. They also approved the salary schedules that shall be applied for the next three years.

MOTION was made by Mr. Bramwell to support Article 16 of the Fall Annual Town Meeting. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

Article 17 is a petition for personnel employment contractors for all departments. This will require the chief administrative officer of the Town to make accessible electronically through a link on the Norton Town web site, each and every personnel employment contract for all departments in the Town which has been signed and is in force. This was recommended by the Finance Committee. Mr. Yunits expressed his only concern was that the Town does not have any IT people to assist handling this, but he reassured it will get done and added that it just might take more time. Mr. Flaherty clarified that if people wished to obtain copies of the contracts now they could come into Town Hall and get them, and Mr. Yunits confirmed this stating that the Town Accountant has copies of all of the contracts. Mr. Kimball added that this is not just the Town, but the schools as well. Mr. Salvo asked if this was to save money for those asking for copies, and Mr. Yunits said in part, but also for other towns that are trying to do salary surveys for their employees.

Mr. Sheedy asked that a shared IT technician be one of the shared expenses recommended between the Town and the schools. Mr. Kimball agreed that it is something to think about. Dr. Baeta said the only difficult part was finding someone that meets the technical skills for both the school needs and the Town needs.

MOTION was made by Mr. Bramwell to support Article 17 of the Fall Annual Town Meeting. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

Article 18 is regarding a petition procurement contracts greater than \$5,000.00 for all departments. The Finance Committee voted to not recommend this article.

MOTION was made by Mr. Bramwell to not recommend Article 18 of the Fall Annual Town Meeting. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

Article 19 is OPEB. The Finance Committee voted to recommend \$90,000.00. The Chairman of the Finance Committee said it is known that the Town is going to be borrowing money, and this is part of the perception. It comes into the ranking to figure out how much of a risk the Town is; if the Town puts less money in its going to hurt the Town; if the Town puts the same amount in its going to hurt the Town; if more money is put in it will help the Town. Mr. Kimball asked what the balance in the account was and Mr. Yunits stated around \$375,000.00. Mr. Yunits stated that a common misconception is that people think money can't be spent out of this account. He stated to the contrary that when desperate enough the Town can spend from it and that these funds help cover retirees' health insurance benefits.

Mr. Flaherty asked what the Town's OPEB limit of liability is, and Mr. Yunits stated \$55,000,000.00. Ms. Steele asked if she was understanding this correctly that the Town has to pay out of the Town's budget and have a savings account for it, which Mr. Yunits confirmed.

MOTION was made by Mr. Bramwell to support Article 19 of the Fall Annual Town Meeting. Seconded by Mr. Flaherty. Vote: Mr. Kimball – Yes; Bramwell – Yes; Mr. Salvo – Yes; Ms. Steele – Yes; Mr. Flaherty – No. MOTION CARRIES.

Article 20 is Stabilization. The Finance Committee voted to recommend \$300,000.00 be put into Stabilization. Mr. Kimball asked what the current balance is, which Mr. Yunits answered \$1,745,524.00.

MOTION was made by Mr. Bramwell to support Article 20 of the Fall Annual Town Meeting. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

MOTION was made by Ms. Cohen to adjourn the School Committee Meeting at 9:07 PM Seconded by Mr. Savas. Vote: Unanimous MOTION CARRIES.

B. **Old Business**

There was no old business for discussion.

C. **Town Manager's Report**

Mr. Yunits gave his report and commented on the following:

i. **EPA Project Update on Elm Street**

Mr. Yunits stated that he visited the site on Elm Street the previous Friday (September 28th), and that the EPA is putting up a dike more or less out in the water so they can start excavating that bank out. They were waiting for the water level to go down from all of the rain so they weren't able to do the work. Mr. Yunits notified the Board that the State is still in the process of the asbestos removal. He also mentioned that he spoke with a contractor that had

expressed an interest in tearing the building down. Mr. Yunits asked the contractor what it would cost the Town, and the contractor stated possibly nothing because all of the materials he wants are inside to recycle. The Health Agent and Mr. Yunits are going to meet with environmental engineers to see what is going on under the building.

ii. Grant Award Regional Dispatch

Mr. Yunits stated that the Town had received notice from the State that the Town received a \$2,000,000.00 grant for the new communications center for the Regional Trent Dispatch.

iii. Town Hall Feasibility Study Update

Mr. Yunits stated that the architect for the Town Hall came to visit last week for two days, and spoke with all of the department heads. The architects also emphasized about trying to get rid of the paper so they aren't building space just to store items in. Mr. Yunits also had a conference call with both architects (architect for COA and architect for the Town Hall) about joint sites if the Town decides to build both buildings on one lot.

Mr. Yunits also wanted to take a moment to thank two members of the Norton Fire Department, Deputy Chief Shawn Simmons and Norton Fire Fighter Josh Wilson, who were down in North Carolina for ten days assisting with the Southeastern Massachusetts Technical Rescue Team during Hurricane Florence.

V. **Selectmen's Report and Mail**

There was no Selectmen's report or mail for discussion.

VI. **Meeting Minutes**

MOTION was made by Mr. Bramwell to approve the minutes of May 10, 2018; May 24, 2018; and September 20, 2018 as written. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

VII. **Appointments/Resignations/Retirements**

There was no appointments, resignations, or retirements for discussion.

VIII. **Warrants**

Report of Chairman Robert W. Kimball, Jr. on the following Payroll and Invoice Warrants:

- A. Approve Payroll Warrant PR19-07, for the week ended September 22, 2018, Warrant dated September 27, 2018, in the amount of \$1,418,880.22.

MOTION was made by Mr. Bramwell to approve Payroll Warrant PR 19-07, for the week ended September 22, 2018, Warrant dated September 27, 2018, in the

amount of \$1,418,880.22. Seconded by Mr. Flaherty. Vote: Unanimous MOTION CARRIES.

B. Approve Invoice Warrant AP19-13, dated September 27, 2018, in the amount of \$2,127,174.29.

MOTION was made by Mr. Bramwell to approve Invoice Warrant AP19-13, dated September 27, 2018, in the amount of \$2,127,174.29. Seconded by Mr. Flaherty. Vote: Unanimous MOTION CARRIES.

C. Approve Invoice Warrant AP19-14, dated October 4, 2018, in the amount of \$294,458.58.

MOTION was made by Mr. Bramwell to approve Invoice Warrant AP19-14, dated October 4, 2018, in the amount of \$294,458.58. Seconded by Mr. Flaherty. Vote: Unanimous MOTION CARRIES.

IX. **Other Business**

X. **Next Meeting's Agenda**

The next meeting will be held on October 18, 2018. There will be a Fee Review of all of the different departments and an update on the Rail Trail.

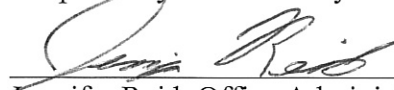
XI. **Executive Session**

There was no need for an executive session.

XII. **Adjournment**

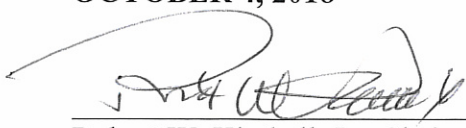
MOTION was made by Mr. Bramwell to adjourn at 9:14 PM Seconded by Mr. Flaherty. Vote: Unanimous MOTION CARRIES.

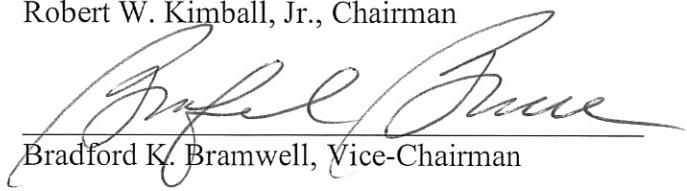
Respectfully Submitted by:



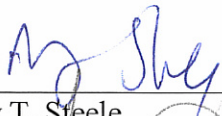
Jennifer Reid, Office Administrator

**BOARD OF SELECTMEN
MINUTES OF MEETING
OCTOBER 4, 2018**



Robert W. Kimball, Jr., Chairman

Bradford K. Bramwell, Vice-Chairman

Robert S. Salvo, Sr., Clerk

Mary T. Steele

Michael Flaherty

Minutes Approved by Board on: 10/18/18

