



TOWN OF NORTON
BOARD OF SELECTMEN
MUNICIPAL CENTER,
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**Board of Selectmen
Meeting Minutes
February 21, 2019**

I. **Call to Order by Chairman**

The February 21, 2019 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. Bradford K. Bramwell, Mr. Robert S. Salvo, Sr., and Mr. Michael Flaherty.

II. **Licenses and Permits**

There were no licenses or permits to discuss.

III. **Announcements**

There were no announcements to discuss.

IV. **Appointments/Resignations/Retirements**

- a. Appointment of Victoria F. Sigman as a Permanent Full-Time Fire Fighter/Paramedic for the Norton Fire Department.

MOTION was made by Mr. Bramwell to appoint Victoria F. Sigman as a Permanent Full-Time Fire Fighter/Paramedic for the Norton Fire Department. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

- b. Appointment of Kelsey P. Bisio as a Permanent Full-Time Fire Fighter/Paramedic for the Norton Fire Department.

MOTION was made by Mr. Bramwell to appoint Kelsey P. Bisio as a Permanent Full-Time Fire Fighter/Paramedic for the Norton Fire Department. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

- c. Appointment of Bradford Wry as a Full-Time Civil Service Police Officer.

MOTION was made by Mr. Bramwell to appoint Bradford Wry as a Full-Time Civil Service Police Officer. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

- d. Introduction of Sharon Rice, Parks and Recreation Coordinator.
Ms. Rice explained that she has lived in Norton for over 20 years and is looking forward to serving the Town while building on the momentum of her predecessor.

She added that the Parks and Recreation Department has lots of events coming up including the Spring Fling at the Norton Middle School and Founder's Day. Ms. Rice added that one of her main focuses for this summer is raising money to make the Everette Leonard Park and Pool more self-sufficient and having the necessary repairs done. She added that they have a few new ideas for events that they are going to try this year, such as a family bingo night, cornhole tournaments, the "Taste of Norton" and more. There is also a fundraiser event being held at Uno's in Wrentham on Tuesday, February 26th. Mr. Salvo stated that he has known Ms. Rice for awhile now and she is a go-getter that will be a great asset to the Parks and Recreation Department.

V.

Business

A. New Business

i. a.) Discussion on Online Permitting with the Building Inspector.

Mr. Carmichael did a brief overview of the Online Permitting database stating that people can now apply online or by using the kiosks in Town Hall. He explained he can send out the search results to the Treasurer's Office, Assessor's Office, Board of Health, etc. He added that each department can access the online permitting database at the same time, leave notes (which would be private to only the department heads), and sign-off on permit applications. Mr. Carmichael explained that the permit process is a lot faster now with the online permitting process. He stated that he can now do about 20 permits in an hour where before without the online permitting it would have taken him about 8 hours.

Mr. Kimball stated he would be interested to see the increase in revenue from this, and Mr. Carmichael stated there has already been a significant increase [in revenue] just in the past couple of weeks. Mr. Flaherty asked what the public is saying about the program. Mr. Carmichael answered that it varies; they have tech-savvy people who complete the process within 5 minutes and then there are non-tech-savvy people that come in and it takes them two hours.

b.) Discussion Town Meeting Article on Stretch Code.

The Stretch Energy Code is Warrant Article 16 which is seeking to amend the General Bylaws by inserting a new bylaw entitled "Stretch Energy Code" for the purpose of regulating the design and construction of new buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR. The purpose of this bylaw is to provide a more energy efficient alternative to the Base Energy Code.

Mr. Kimball explained that this is the last step needed to be taken in order for Norton to become a "green community". Mr. Carmichael added that about 66% of communities in the Commonwealth of Massachusetts are "Stretch Code communities" now. Mr. Carmichael explained that by becoming a green community, it would make the Town of Norton eligible for grant money.

ii. Presentation by the Building Committee on the Town Hall/Community Center.

Dina O'Brien, Bob Medeiros, and Mark Gershman presented on behalf of the Permanent Building Committee on the new Town Hall and Community Center. Ms. O'Brien mentioned that the Permanent Building Committee started work on this project back in January of 2018. During this process they have introduced and interviewed architectural firms, welcomed on board Joel Bargmann from Bargmann Hendrie & Archetype, Inc. for the new Community Center/Council on Aging along with Michael Viveiros and Anthia Maniotes with DBVW Architects for the new Town Hall. Ms. O'Brien stated that there were about four or five site locations for both buildings, but they ultimately decided on the Elm Street location as the best location for a combined facility.

Mr. Viveiros presented the new Town Hall Elm Street site. The proposed size of the new Town Hall is 24,281 square feet; the current Town Hall is only about 14,000 square feet. On the first floor will be the Town Clerk, Assessor, Veteran's Services, Treasurer/Tax Collector, and the Board of Selectmen's meeting room. On the second floor will be the Town Manager, Accountant, Building Department, Planning Department, Parks and Recreation, and Board of Health. Mr. Viveiros explained that it was more cost effective having the two buildings share one site location because there will be shared parking and a shared septic system.

Mr. Kimball asked Mr. Viveiros if people wanted to donate with the contingency that they could have a room or part of the building named after them or someone important to them if that could be done. Mr. Viveiros stated that that is something they can absolutely look into this and work on getting a figure/breakdown. He added that the project budget (for hard and soft costs) for the Town Hall is \$18,202,767 and construction would begin January 2021.

Mr. Bargmann presented the proposed new Community Center. He stated the size of the current Senior Center is 1,800 square feet whereas the proposed size of the new Community Center would be a total of 11,150 square feet (Senior Center 10,300 square feet and Pantry 850 square feet). Mr. Bargmann explained that when they were first hired, they were asked to do a needs assessment, demographic analysis, and a survey. Based on the data collected, of the seniors that could be using the senior centers, only about 40% are using them and the reason being that there is not enough space or parking. He pointed out that senior centers are not just for programs, but to provide services and information to seniors and their families. Additionally, of the 80% of seniors that attend the senior center are female and he emphasized that the need to get the male seniors to the senior center.

Mr. Kimball mentioned that the new Community Center can accommodate somewhere to hold meetings, polls for voting, and a kitchen that would run on generators so the Town would have a shelter during emergencies. Mr. Bargmann explained that the food pantry would be part of the Community Center. He added

that the cost for the Community Center would be about \$5,884,905 and with the cost of furniture and things of that nature probably closer to \$7,000,000.

Paul Wanamaker of Old Taunton Avenue came before the Selectmen expressing that people are struggling as to what to label this building and suggested just referring to it as a community center versus a senior center since it is truly servicing multiple generations and purposes. He added that if the Town started referring to this project as a community center then more people would show an interest, give support, and get more involved because they would be reaping some of the benefits. Ms. O'Brien in response to Mr. Wanamaker explained that the Council on Aging is not simply just for seniors, but for anyone over the age of 40 years old to assist with their parents, advisement with social security, Alzheimer's counseling and more. Beth Rossi, Director of Council on Aging, stated that they are a bustling helping agency there to assist people in town and they are open from 9:00 A.M. to 3:30 P.M. She added that there will also be an open house on a Wednesday sometime in March.

iii. Proclamation of February 22, 2019 to be "Manuel Teixeira Day".

Mr. Salvo read the Proclamation declaring February 22, 2019 to be "Manuel Teixeira Day".

iv. Discussion on Chapter 40B Property for Sale at 5 Arrowhead Drive.

Mr. Kimball stated that the reason they are letting people know about this property is because it is an affordable housing unit. He suggested coming into Town Hall to get information about how to apply to purchase this property.

v. Review and/or Vote on Board of Selectmen Large-Scale Ground Mounted Solar Photovoltaic Facility Policy.

This new policy would make it so that when a Town Department receives an application or is notified that an application will be filed, for a large-scale ground mounted solar photovoltaic facility, said department shall immediately provide written notice to the Board of Selectmen through the Town Manager and the Board of Assessors through the Director of Assessing. A large-scale, ground-mounted solar photovoltaic installation is defined as follows:

"A solar photovoltaic system that is structurally mounted on the ground and is not roof-mounted, and has a minimum nameplate capacity of 250 kW DC."

MOTION was made by Mr. Bramwell to accept the Board of Selectmen Large-Scale Ground Mounted Solar Photovoltaic Facility Policy. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

vi. Vote to Approve the Ballot Question Concerning the Formation of a Charter Commission.

Mr. Kimball explained that there would be two ballot questions regarding the formation of a Charter Commission, which are as follows:

1. "Where the Town Clerk has notified us that a petition for election of a Charter Commission has been filed and signed by the number of registered voters required for access to the ballot, it is hereby moved, in accordance with G.L. c.43B, §3-6 and the Home Rule Amendment to the Massachusetts Constitution that the Board of Selectmen orders the following question to appear on the ballot for the 2019 Annual Town Election: *"Shall a commission be elected to revise the Charter of the Town of Norton?"*
2. "The Board further orders, consistent with said G.L. c.43B, that there shall appear on the 2019 Annual Town Election ballot the election of nine Charter Commissioners; provided, however, that the nine persons receiving the highest number of votes for the office shall be declared elected in accordance with law only if a majority of the votes cast upon the question of revising the Charter is in the affirmative."

Mr. Kimball further explained that even if you vote no to the first question to still fill out the nine people you would want for the second question.

MOTION was made by Mr. Bramwell to approve the ballot questions concerning the formation of a Charter Commission. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

B. Old Business

There was no old business to discuss.

C. Town Manager's Report

V. Selectmen's Report and Mail

Mr. Kimball congratulated the Town Manager, Michael Yunits, for winning the "2018 Business Person of the Year" award from the Tri-Town Chamber of Commerce.

VI. Meeting Minutes

MOTION was made by Mr. Flaherty to approve the Minutes of January 3, 2019. Seconded by Mr. Salvo. Vote: 3-1 [Mr. Bramwell]. MOTION CARRIES.

MOTION was made by Mr. Flaherty to approve the Minutes of January 3, 2019 (Executive Session). Seconded by Mr. Salvo. Vote: 3-1 [Mr. Bramwell]. MOTION CARRIES.

MOTION was made by Mr. Flaherty to approve the Minutes of January 10, 2019. Seconded by Mr. Salvo. Vote: 3-1 [Mr. Bramwell]. MOTION CARRIES.

MOTION was made by Mr. Flaherty to approve the Minutes of January 24, 2019. Seconded by Mr. Salvo. Vote: 3-1 [Mr. Bramwell]. MOTION CARRIES.

MOTION was made by Mr. Flaherty to approve the Minutes of February 7, 2019. Seconded by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

The Minutes of January 10, 2019 (Executive Session) are to be voted upon at the March 7, 2019 due to lack of quorum.

VIII. Warrants

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

- A. Approve Payroll Warrant PR19-17, for the week ended February 9, 2019, Warrant dated February 14, 2019, in the amount of \$1,313,895.68.

MOTION was made by Mr. Flaherty to approve Payroll Warrant PR19-17, for the week ended February 9, 2019, Warrant dated February 14, 2019, in the amount of \$1,313,895.68. Seconded by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

- B. Approve Invoice Warrant AP19-33, dated February 14, 2019, in the amount of \$668,882.00.

MOTION was made by Mr. Flaherty to approve Invoice Warrant AP19-33, dated February 14, 2019, in the amount of \$668,882.00. Seconded by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

- C. Approve Invoice Warrant AP19-34, dated February 21, 2019, in the amount of \$1,161,579.98.

MOTION was made by Mr. Flaherty to approve Invoice Warrant AP19-34, dated February 21, 2019, in the amount of \$1,161,579.98. Seconded by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

IX. Other Business

There was no other business to discuss.

X. Next Meeting's Agenda

The next meeting will be held on March 7, 2019. There will be a Public Hearing for an Aboveground Storage of Diesel Fuel license at 7:15 P.M. Mr. Kimball mentioned he wanted to make the residents of Bay Road aware that there is a proposal by the City of Taunton to put a gas station at the ramp on 495.


XI. **Executive Session**

There was no need for an executive session.

XII. **Adjournment**

MOTION was made by Mr. Bramwell to adjourn the Board of Selectmen meeting at 8:34 P.M. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

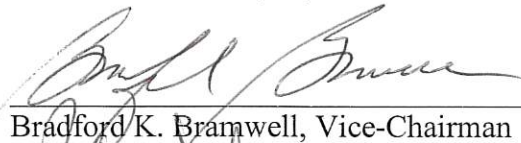
Respectfully Submitted by:



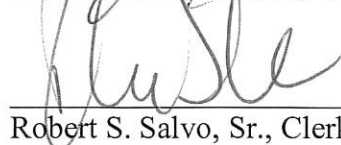
Jennifer Reid, Office Administrator

**BOARD OF SELECTMEN
MINUTES OF MEETING
FEBRUARY 21, 2019**

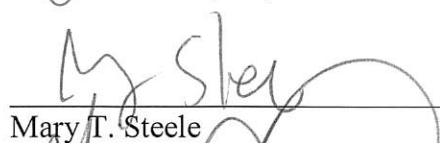
Robert W. Kimball, Jr., Chairman



Bradford K. Bramwell, Vice-Chairman



Robert S. Salvo, Sr., Clerk



Mary T. Steele



Michael Flaherty

Minutes Approved by Board on: 3/7/19