



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

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**Board of Selectmen
Meeting Minutes
May 2, 2019**

I. Call to Order by Chairman

The May 2, 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. Bradford K. Bramwell, Vice-Chairman. Member(s) present: Ms. Mary Steele, Mr. John Conway, and Ms. Renee Deley. Also in attendance: Michael D. Yunits, Town Manager.

II. Licenses and Permits

1. Application for a One Day All Alcohol Liquor License by Jamie Derosier for a Private Event at Everett Leonard Park on June 22, 2019 from 12:00 P.M. to 6:00 P.M.

MOTION was made by Ms. Steele to approve a One Day All Alcohol Liquor License to Jamie Derosier for a Private Event at Everett Leonard Park on June 22, 2019 from 12:00 P.M. to 6:00 P.M. Seconded by Ms. Deley; Vote: Mr. Conway – Yes; Ms. Deley – Yes; Ms. Steele – Yes; and Mr. Bramwell – Yes. MOTION CARRIES.

2. Application for a One Day All Alcohol Liquor License by Theresa Evora-Archie for a Private Event at Everett Leonard Park on July 20, 2019 from 12:00 P.M. to 6:00 P.M.

MOTION was made by Mr. Bramwell to approve a One Day All Alcohol Liquor License Theresa Evora-Archie for a Private Event at Everett Leonard Park on July 20, 2019 from 12:00 P.M. to 6:00 P.M. Seconded by Ms. Deley; Vote: Mr. Conway – Yes; Ms. Deley – Yes; Ms. Steele – Yes; and Mr. Bramwell – Yes. MOTION CARRIES.

III. Announcements

1. Ms. Steele announced "An Evening with Medium Dr. Cathy Ripley Greene" on Friday, June 14, 2019 from 6:00 P.M. to 9:00 P.M. at Norwood Elks, 152 Winslow Ave., Norwood, MA 02062. A fundraiser to benefit the Veterans of Norwood & The MSG Trent Memorial Fund. She added that the tickets are \$45 each and if you are interested in purchasing tickets you can e-mail NorwoodVSAFR@gmail.com.

2. Ms. Steele read the announcement for the Norton Fire Fighters Local 2678 Senior Citizen Pancake Breakfast to be held on Thursday, May 16th 7:00 A.M. to 10:00 A.M at St. Mary's Church, 1 Power St., Norton, MA 02766. She stated that there will be pancakes, scrambled eggs, sausage, home fries, beans, coffee, and juice served and that you can also get a free blood pressure check-up.

3. Ms. Steele announced that there will be a public open house on the Town Hall/Community Center Feasibility Studies at the Henri A. Yelle Elementary School Cafeteria on May 9, 2019 at 6:00 P.M.

4. Ms. Steele announced that the Norton Veterans Council, weather permitting, will be holding the Memorial Day Parade on Monday, May 27th at 1:00 P.M. In the event of inclement weather, the ceremony will be held in the Henri A. Yelle gymnasium. She explained that the guest speaker will be Navy Veteran Neil Byron. All parade participants will assemble at the Henri A. Yelle Elementary School parking lot at 12:30 P.M and step-off at 1:00 P.M. The parade will continue east on Main Street towards the stone monument and the corner of Pine and East Main Street for a brief ceremony. Upon completion, the procession will reform and proceed west of the Town Common and conclude with a ceremony at Master Sergeant Trent Memorial. The Norton Police Department will present the gun salute and upon completion of all events, formation will reform and return to the Henri A. Yelle to disband and refreshments will available at the school cafeteria.

IV. Appointments/Resignations/Retirements

a. Introduction of Kelly Malone, Part-Time Secretary in the Assessor's Office.

Ms. Malone introduced herself and informed the Selectmen that she is originally from Buffalo, NY, but has been living in Massachusetts for the past 30 years. She explained that she currently resides in Attleboro and is married with three kids. Ms. Malone expressed her excitement to begin working for the Town of Norton.

b. Appointment of Board of Selectmen's Representative to SRPEDD Commission.

Ms. Ollerhead explained that she has been attending the SRPEDD meetings for the past year as an Alternate. She added that she has gathered a lot of knowledge and information on the upcoming projects and initiatives from the Commission. Ms. Ollerhead explained that if she were to be appointed as the SRPEDD Representative she would welcome the opportunity to be able to bring Norton's concerns to the Commission and get feedback from other communities as well.

Ms. Steele thanked Ms. Ollerhead for volunteering for the past year. She then asked Ms. Ollerhead to explain what the meetings are about and what the Town hopes to get out them. Ms. Ollerhead stated that she got involved with SRPEDD due to the bike path/rail trail project; they helped with getting the bike path approved and funded by the State. She further informed everyone that SRPEDD holds meetings every month where representatives are made aware of projects going on in the region. Ms. Ollerhead stated that SRPEDD is also involved with Norton's Master Plan. Ms. Steele asked [if appointed] if she would be able to come in every few months to give update to the Selectmen, which Ms. Ollerhead agreed to. Ms. Deley asked that Ms. Ollerhead also provide updates on the bike path, which Ms. Ollerhead agreed to as well.

MOTION was made by Ms. Steele to appoint Sandra Ollerhead as the Board of Selectmen's Representative to SRPEDD Commission. Seconded by Ms. Deley. Vote: Unanimous. MOTION CARRIES.

Ms. Steele asked Ms. Ollerhead if she was familiar at all with the Southeastern Massachusetts Metropolitan Planning Organization, which she said she was and described it as a subset group of SRPEDD. Ms. Steele asked that this topic be put on the next meeting's agenda because the deadline for this is June 6, 2019. Mr. Bramwell asked Mr. Yunits to get background information on the group, such as when they meet. Ms. Steele pointed out that there are only two positions open for Selectmen and that is out of all of the surrounding towns interested.

V. **Business**

A. **New Business**

i. Disabled American Veterans, Cpl. William F. Reardon, Chapter 57 Request for Permission to Conduct Annual Forget-Me-Not Drive on August 24 and 25, 2019.

Mr. Morton Morin explained that the Disabled American Veterans is not a town group, but a community wide group. He said that although their physical location is in Taunton, they have all of the contiguous towns' participation and have merged with the Liberal Disabled American Veterans. Mr. Morin clarified that the Disabled American Veterans' purpose is to aid and assist veterans and all of their dependents who are in need. Mr. Bramwell took this time to commend this charity and the work it does and pointed out that one hundred percent of the funds raised from the Forget-Me-Not Drive goes to the veterans. He also mentioned that this charity serves any veteran and their needs.

MOTION was made by Ms. Steele to approve the request for the Disabled American Veterans, Cpl. William F. Reardon, Chapter 57 to conduct a Forget-Me-Not Drive in Norton on August 24 and 25, 2019, but leave the date open in case these dates do not work with their schedule. Seconded by Ms. Deley. Vote: Unanimous. MOTION CARRIES.

ii. 7:15 P.M. – Continuation of Hearing for Wheaton College Common Victualler Wines and Malt Beverages License for Change of Location from the Ellison Dance Studio and Chase Round to the Emerson Dining Hall and the public entertainment space in the President's House.

MOTION was made by Ms. Steele to reopen the hearing for the Change of Location for Wheaton College at 7:15 P.M. Seconded by Mr. Conway. Vote: Unanimous. MOTION CARRIES.

Ms. Megan Cass, who works in the finance office of Wheaton College and Mr. Scott O'Rourke, the Director of Dining at Wheaton College, introduced themselves to the Selectmen. Mr. O'Rourke explained that on campus they currently are allowed to serve wines and malt beverages at the Chase Round, the Ellison Dance Studio, and the Loft. Due to renovations that have been done on the campus, Mr. O'Rourke explained they would like to move the serving locations to locations that better fit their needs; so, with the elimination of the Chase Round and the Ellison Dance Studio they would like to substitute with the President's House and Emerson Dining Hall.

Mr. William Farrow of 16 Mansfield Avenue came before the Selectmen expressing his concerns of the alcohol crossing the street to the President's House, which he believes will also bring noise, drinking, and safety concerns. Mr. Farrow emphasized that his real concern derives from the lack of knowledge as to what Wheaton College's intent really is as far as the President's House location; is it for small operations within the college or is it intended to be rented out as a money-making venture? He further explained his concern that this might also be coupled with the athletic events that are already noisy. Mr. Farrow suggested setting limits about how big the venue is, how often will it be used, where it is limited to geographically, and the hours of operation.

Mr. O'Rourke explained that the President's House is only going to be for inside of the President's House at the occupancy limit allowed in that area, which is 49 people. He

clarified that the license is not for outside at all, so if the school did want to hold an outdoor event, they would have to come back for a one day liquor license to do so. Mr. O'Rourke also pointed out that the NCAA regulations do not allow any alcohol near the athletic fields; in fact, there is a statement read before each game letting people know to conduct themselves and that alcoholic beverages aren't allowed in the area. He added that there are actually two non-season coaches that attend each of the athletic events to make sure that people are doing what they are supposed to be doing. Ms. Cass stated that Wheaton does not plan on increasing the number of events they are holding just changing locations and that when events are to be held at the President's House, Wheaton is very good about hiring security to handle the crosswalk detail whether it is Norton Police or Wheaton's Public Safety.

Ms. Paula Foss of 16 Mansfield Avenue wanted to clarify if the license would be good for both 26 and 28 East Main Street and what exactly the license is being issued. Mr. Bramwell answered that it is a license to dispense alcohol and that the occupancy limit is based off of the size of the building and determined by the Fire Department. He added that he envisioned that President's House being used more so for smaller gatherings and the larger events to be held at Emerson Dining Hall. She asked if this license is good for 365 days a year, which Mr. Bramwell answered yes. Ms. Foss then asked if events would be going until say 2:00 A.M., which Mr. O'Rourke replied it would be more for cocktail receptions especially at the President's House. She then asked if it could be rented out to a third party, which both Mr. Bramwell and Mr. O'Rourke answered no.

Ms. Steele stated that with liquor licenses often times they have neighbors having concerns, which she expressed she understood. She pointed out that the Selectmen have never had any issues in the past with Wheaton College concerning their liquor license, so they really do not have any reason to deny their request. Ms. Steele wanted to remind people that as a licensing authority, residents can come to the Selectmen and inform them of issues. Selectmen Steele explained that from there the Selectmen would deal with the applicant and if it was serious enough, they could revoke the license or take some form of further action if necessary.

MOTION was made by Ms. Steele to close the hearing for the Change of Location for Wheaton College at 7:33 P.M. Seconded by Mr. Conway. Vote: Unanimous. MOTION CARRIES.

MOTION was made by Ms. Steele to approve the Change of Location for Wheaton College Common Victualer Wines and Malt License from the Chase Round and Ellison Dance Studio to the Emerson Dining Hall and the public entertainment space at the President's House. Seconded by Mr. Conway. Vote: Mr. Conway – Yes; Ms. Deley – Yes; Ms. Steele – Yes; and Mr. Bramwell – Yes. MOTION CARRIES.

iii. Review and/or Vote to Approve PILOT Agreement and Subscription Agreement between the Town and NextGrid Patriots, LLC.

Mr. Daniel Server, the Development Director for NextGrid Incorporated (for the purposes of this NextGrid Redwood LLC). He said they plan to build a relatively small 1.3 megawatt solar field at 54 Plain Street, which was approved by the Planning Board. Mr. Server explained that as part of the conditions of the PILOT as well as the subsequent agreement that the Town be named as the beneficiary of the off-taker adder provided by the Massachusetts SMART Program. He explained to the Selectmen that they received the

PILOT and NextGrid made some minor changes to it. For example, there are a lot of provisions in the PILOT saying if NextGrid increases the capacity they will reevaluate the cost and pay the Town per kilowatt hour increase. So, NextGrid added the word "decrease" because part of the decision of the Planning Board was left open-ended where if there were sound issues that the size could be reduced, so they just wanted the agreement to be able to "flow" both ways.

Mr. Yunits explained that the PILOT has been sent to counsel to be reviewed and expressed that his main question he would like addressed is in regards to the part of the agreement that states, "the developer shall have the option to extend the term for three additional and successive five-year periods." He explained that he is just waiting to hear back from counsel as to if this is legal. Mr. Yunits further questioned that if the Town adopts a PILOT for twenty years, if it can automatically extend it. The Town Manager pointed out on the last page of the PILOT that it spells out the annual payment of \$20,000 per year or \$400,000 over the twenty years. Mr. Server stated that the State of Massachusetts exempted solar from taxation so this is the only way that the Town can get a direct financial benefit besides the discount NextGrid is providing.

Ms. Deley asked how the annual tax payment is calculated, which Mr. Yunits answered that there is a formula that the Assessors have to go through with the Department of Revenue and the Department of Revenue has to review all PILOTS.

Mr. Server asked if there was any benefit [or incentive] for the Town to take less than the \$400,000 over the course of twenty years versus being paid a slightly less amount if NextGrid were to pay it all within year one. For example, if they paid \$370,000 in year one instead of paying the full \$400,000 over the course of the twenty years. Mr. Yunits expressed that he believes that the \$20,000 over the course of twenty years is better so there is a money coming in every year, but told Mr. Server that the Board of Selectmen and himself have not discussed this yet.

Mr. Conway asked if this was the solar project at the L.G. Nourse Elementary School, which Mr. Server confirmed. Mr. Conway then asked if this included moving the playground. Mr. Server explained that he originally spoke to Mr. Yunits about redoing the playground in lieu of year one of the PILOT agreement, but that was ultimately rejected. Mr. Server stated that they will be paying the schools to take out some dead trees and some other some tasks with their own labor, but the playground is not included in this.

Ms. Deley asked for further explanation from the Town Manager regarding the playground. Mr. Yunits answered that the logic behind this was that what they were going to give to the schools was not going to be enough to build the playground. In result, the Town said that they would just take the PILOT payment and whatever the playground is going to cost can be put into capital and like every other project it will get paid out of capital. Ms. Deley asked if the \$20,000, or whatever it is going to cost for the playground to be redone, is going to go to the schools for this project first. Mr. Yunits replied that this will just be money that is put into the Town and the schools will put in a capital request like they do for every other project and they will get money that way for the playground. Mr. Bramwell added that capital projects are competitive and it is not guaranteed, but it would be up to the Capital Committee to decide where the money would be earmarked. He added that the way he understands it is that the \$20,000 per year will go into the general fund and it would follow the normal split (i.e. \$14,000 would go to the schools and \$6,000 [roughly] would go to the Town). In other words, it is a 70/30 split.

MOTION was made by Ms. Steele to take the PILOT Agreement with NextGrid Redwood, LLC under advisement until the next meeting when they could get feedback from town counsel. Seconded by Ms. Deley. Vote: Unanimous. MOTION CARRIES.

Mr. Server asked when the agreement would be going into effect and suggested it starting when they begin construction, which they are hoping to start in August. In response, Mr. Bramwell stated that when the Selectmen get agreements such as this, he would like to take them under advisement at the first reading in order to give the Selectmen time to process/understand what they are reading as well as time to hear feedback from the community who might have more of a personal interest or knowledge in/on the subject.

Mr. Bramwell moved on to reviewing the Subscription Agreement.

Mr. Server explained that they are working through the SMART Program, which is new so no one in the states has really been through it in this capacity. He explained that the Massachusetts SMART Program provides certain adders, which increases the cost per kilowatt hour that the State will pay. Mr. Server went on to explain two different types of community solar (one being “normal community solar” where anyone can take part and the other is a “low-income community solar”). He stated that with low-income community solar instead of NextGrid getting a check from the utility company, the off-takers will get what is referred to as an alternative on-bill credit (i.e. the Town will be getting a credit for the amount of power NextGrid is generating). Mr. Server stated if he was understanding this correctly, the Town would then pay NextGrid for that power minus three cents per kilowatt hour; so ultimately, the Town would be getting a three center per kilowatt hour discount off of all of its power. Mr. Server said that he believes NextGrid can save on almost all of the Town’s power, which would save the Town quite a substantial amount of money.

Mr. Conway asked for Mr. Server to clarify if he was understanding correctly that the three cents per kilowatt hour reduction would apply to everyone in town. Mr. Server corrected him stating that it would be applied to the Town’s bills, the designated abutters, and anyone that qualifies (there are 21 qualifications set by the State as what qualifies as low-income). Mr. Server added that in order to get the full 3 cents per kilowatt hour discount, they would need at least 51% to qualify as low-income. If they could not meet the 51% for low-income, it would then be classified as “regular low-income solar”, which would be closer to a one cent per kilowatt hour discount.

MOTION was made by Ms. Steele to take the Subscription Agreement with NextGrid Patriots, LLC under advisement until the next meeting when they could get feedback from town counsel. Seconded by Ms. Deley. Vote: Unanimous. MOTION CARRIES.

iv. John Carroll of Carroll Advertising to Discuss Town Meeting Article on Digital Electronic Billboard and Mitigation Grant Agreement.

Mr. Yunits began by explaining the Mitigation Grant Agreement. He stated that Carroll Advertising will pay to the Town a total of up to \$600,000 structured as follows: within sixty (60) days of Carroll obtaining all final permits for each Billboard structure [in this case if there were two billboards], including without limitation, permits or approvals from

the Outdoor Advertising Board and building permits from the Town of Norton, Carroll will make one lump sum payment to the Town of \$300,000 per Billboard structure. Mr. Yunits explained that any payments made to the Town shall be in addition to, and not in lieu of, any amounts due to the Town's independent taxing authority. He added that the Town will also have a certain amount of free time on the Billboard where it can display when town meetings and elections are and other town related information.

Mr. Bramwell clarified that this would apply to just industrial land along Route 495, which Mr. Yunits confirmed and added it would also have to be within so many feet of Route 495. Mr. Bramwell stated that this is a similar proposal that was brought up several years ago that was not favored amongst abutters specifically in the Lake Winnecunnet area.

Mr. Carroll stated that at the previous meeting or hearing that the abutters presented several questions that at the time they were not ready to answer, but since then have looked into getting answers for. Joining Mr. Carroll was Bob Messier of Daktronics, who is the expert on the technology that would be on the billboard(s). Mr. Carroll stated that since the last time they made their proposal they have done light emission studies showing the radius of where the nearest abutter would be (which is about 1,500 feet from the closest billboard). There is also a term in the Mitigation Agreement stating that after one year, if it is determined that there is an increase in the number of accidents along Route 495 (or at the Board's determination that they are a distraction), then the digital faces would be taken down, the Town would still keep its mitigation, and Carroll Advertising would work with the Town from there. Mr. Carroll explained that the State also mandated public service announcements, such as "Don't Text and Drive", as well as Amber Alerts. He informed the Selectmen that the Town of Sharon, which also entered into a Mitigation Agreement, had a signal issue and because they had the digital billboard that had a repeater installed on it allowed police and fire to have a better signal.

Mr. Bob Messier of Daktronics took over the presentation. He explained that he had handouts regarding a brightness graph and also studies from Mass Highway portraying similar agreements. Mr. Messier stated that the reason they are focusing on brightness is because that is usually one of the biggest concerns brought up. He pointed out that from 750 feet away, people would only be seeing 0.2 to 0.3 foot candles of light. Mr. Messier informed the Selectmen that they also use a photo cell that automatically and constantly reads the ambient light outside where it will automatically dim the display as it gets dark. So, during a bright sunny day it will be at 100% and at night it will down to about 4%. Mr. Messier then referred to a handout of a study MassDOT did regarding a similar PILOT program, and Ms. Deley asked him to give a summary of what the study found. Mr. Messier informed the Board that the conclusion of the studies done by MassDOT showed no correlation between the electronic billboards and increase in accidents or safety concerns.

Mr. Bramwell questioned how often the screens change. Mr. Carroll answered that it depended on location and how much revenue the outdoor company is trying to squeeze out of it. One example he used is a billboard near a set of lights changing six to eight times (usually six ten-second flips) to get the most advertising out of it.

Mr. Conway referred back to the study that monitors accidents that happen within a year and asked how they set that baseline. Mr. Carroll answered that it is actually a requirement outlined in the PILOT Agreement. He informed Mr. Conway that they had to first do a

preliminary traffic study portraying present conditions, then 130 days after, then 160 days after. Only after this data was collected would [MassDOT] make their decision. Mr. Conway referred to Section 1.1 of the Mitigation Agreement regarding payments, including without limitation, permits or approvals and asked if any of the boards put a limit on the height of the billboard or the spacing if that would invalidate this clause. Mr. Carroll replied that they are going by State regulations as far as spacing and only placing them where they know they comply. As far as height is concerned, Mr. Carroll pointed out that the Mansfield Municipal Airport is nearby and brought up that there may or may not be FAA rules that they might need to comply with. He further informed the Selectmen that they chose the location(s) that they did due to the low height of the tree lines in the area, so that the billboard can align with the trees height and keep the height as low as possible. Mr. Yunits asked Mr. Carroll what the location is they are proposing for the billboard, which Mr. Carroll answered is 176 South Washington Street. Ms. Deley asked how many residents reside near this location and Mr. Carroll stated he believes it to be only one resident 1,600 feet from the location through the woods on the other side of the highway.

Ms. Deley asked if the repeater he spoke of is in the Mitigation Agreement now; he said he was unsure, but didn't believe it was. She then asked if that was something that could be added, which Mr. Carroll agreed to. Ms. Deley asked if they should be expecting any complaints regarding the nuisance of the brightness and if there were further ways to dim the brightness if they do start receiving complaints. Mr. Carroll and Mr. Messier both agreed that this was something that could be done. She asked if they could add language pertaining to this into the agreement as well. A member of the audience asked how long the signs would be there and Ms. Deley stated that was a good point that should be looked into and in turn asked Mr. Yunits to confirm that there will be taxes on the billboard(s) and how much that would be. Mr. Yunits answered that this would be personal property taxes collected and Mr. Carroll added it would be based on the cost of the structure(s). Mr. Bramwell referred back to the question of how long the billboard(s) will be up to which Mr. Carroll informed them as part of the agreement they will be up for 33 years with the option of two 33-year term options bringing it to 99 years in total (this is a pending agreement with the property owner). Ms. Deley then asked if maintenance is something that they would be doing and Mr. Carroll answered absolutely. In turn, she asked that they also add this to the agreement.

MOTION was made by Ms. Steele to take the Mitigation Agreement with Carroll Advertising, LLC under advisement until the next meeting. Seconded by Ms. Deley. Vote: Unanimous. MOTION CARRIES.

Mr. Yunits reminded the Selectmen that they are with the Planning Board on May 14th.

v. Review and/or Vote on Ballot Question for June 18, 2019 Special Election.

Mr. Yunits reminded the Selectmen that at their April 4, 2019 meeting, they voted to hold a special election on June 18, 2019. The ballot question reads "Shall the Town of Norton be allowed to exempt from the limits of proposition two and one-half, so-called, the amount of \$25,700,000 for the purpose of planning, design, construction, furnishing and equipping of a Municipal Center and Senior/Community Center (the "Project"), which Project shall include costs for professional services such as design, contract administration, professional, and owners project management, as well as site preparation and demolition, and all other incidental and related costs?" Mr. Yunits explained that there will be two squares (one yes and one no).

Mr. Bramwell explained that because of feedback he had been receiving, he asked Mr. Yunits to look into if the question is defeated at the June 3rd Special Town Meeting if they still had to hold the Special Election on June 18th. Mr. Bramwell clarified that the question is now being posed to town counsel, but they do not have the answer yet this evening. Ms. Deley asked because of the feedback they have been getting, if they could postpone the Special Town Meeting to be held June 3rd for more informational meetings and gather information. Mr. Bramwell explained to Ms. Deley that he would like to wait to hear back from town counsel about whether or not that have to hold the Special Election if the question is defeated at town meeting before pushing dates because from his understanding town meetings are relatively inexpensive whereas elections are closer to \$10,000. Mr. Yunits added that the Permanent Building Committee is holding their open house on May 9, 2019 regarding the municipal center and senior/community project if they would like to attend and ask their questions. Mr. Bramwell also informed Ms. Deley that she can formulate a list of questions to pose to the Permanent Building Committee and submit them to Mr. Yunits to pass along to them.

Ms. Deley asked if there is a plan in place if the Town Hall were to be shut down. Mr. Yunits advised that at this time they do not. Ms. Deley stated that she would like to get a small group together about coordinating a plan and Mr. Bramwell stated that sub-committee of two people could be put together to look into this.

Mr. Bill Rotondi of 17 Reservoir Street and also Chairman of the Finance Committee came before the Selectmen. He expressed that his concern is that it they need to be able to project over the years income and expenses. Right now, he is hearing a lot of things that are going to cost hundreds of thousands and other things millions of dollars. Mr. Rotondi believes they should be able to show this to residents and explain things to them. He agreed with Ms. Deley that a month is not enough time to gather the information necessary to make a decision on the new Town Hall and Senior/Community Center. Mr. Rotondi suggested getting the auditors together with the Town and have some sort of software program put together showing how expenses and income over time are affecting certain budgets.

Mr. Bramwell asked Mr. Yunits if they have future financial planning software currently, which Mr. Yunits answered they do not. He explained that how they currently develop the budget with the example of the budget increasing 2.5%, then they project the new growth, keep the budget increasing at the 3% range, and that is all that can be projected in five years. Ms. Deley asked Mr. Yunits how for instance he came up with 2.5% for an increase and he explained that the Town has a levy limit, which is 2.5% each year; the Assessors will calculate that and they add that so the Town will know what that 2.5% will be over the next five years (if they choose to go five years). The Town Manager explained that they can then take the average of the new growth of the five year period to get some of the information Mr. Rotondi is looking for.

Ms. Steele added that she thought it would be a good idea because that way the information is out there. She then brought up that there were several projects brought up that would be bringing revenue into the Town, so it would actually be adjusting for the new revenue, so it would actually change year to year based on the new revenue.

Mr. Bramwell understood and agreed with Mr. Rotondi's suggestions and mentioned after talking with Ms. Deley he believes it would be a good idea to form a sub-committee for

the Selectmen regarding the budget to get them more involved along with a better understanding of the finances. Mr. Bramwell asked Mr. Yunits to contact Scanlon to find out if they could offer such a service. Mr. Rotondi advised the Selectmen that he requested of the Finance Committee a member be present for at least the beginning of the Selectmen's meetings whether it is to answer questions or report back information.

Ms. Laura Parker supported Mr. Rotondi's suggestions and stated that as a taxpayer it would be good to know of these projects if a new debt exclusion is being presented. She added that she would like to see a ten-year projection of when the existing debt exclusions come off to have a fuller picture of what her tax payments will be. Mr. Conway asked that rather than give handouts of this information if it would be put on the Assessor's page of the Town website. Mr. Yunits stated yes they do have that capability. A member of the audience asked how contracts are negotiated if projections for say three years out is unknown. Mr. Yunits replied that the Finance Committee is not involved in these negotiations for the Town. The Town Manager further explained that they know they have their two and one-half, so when they are doing their negotiations, they know they do not want contracts going up more than two percent. The member of the audience asked the Town Manager if the School Superintendent is in contact with him regarding [the School Department's] contract negotiations, which he stated he is not. Mr. Rotondi pointed out that that was the issue at the Finance Committee meeting earlier that week; the Town side proposed two percent increases and then come to find out the School Department was proposing five to six percent increases. Ms. Deley suggested to Mr. Bramwell that they table this conversation until Dr. Baeta can be present in the conversation, which he agreed to.

B. Old Business

1. Review and/or Vote on Town Meeting and Special Town Meeting Articles.

Mr. Yunits began by explaining that at the last Board of Selectmen meeting, the Selectmen got up to Article 7 as far as reviewing and voting. He stated that Article 8 is the Operating Budget, which the Finance Committee recommended at their meeting on April 22, 2019 an Operating Budget of \$58,639,830.00.

As Mr. Yunits was presenting the Operating Budget, Ms. Steele asked that three pages that were part of his presentation be available for attendees of Town Meeting because of the level of information and detail the pie charts presented. Mr. Yunits agreed to this. Ms. Deley asked that the Town also provide this information on the Town Website, which he also agreed to. Mr. Bramwell agreed that if the budget could be available online prior to Town Meeting that would be helpful.

Ms. Deley requested that they come back to this after they have time to review the material and information provided to them.

Article 9 is the Capital Improvements Appropriation. Mr. Yunits explained that they usually put money into this in the fall, so the Finance Committee voted no action on this.

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

Article 14 was put on by the Planning Board regarding the Master Plan Update; the Master Plan has not been updated since 1989. The Director of Planning and Economic Development estimates that this will cost \$100,000.00, but the Town has obtained a grant through the Community Compact Agreement in the amount of \$30,000.00 and SRPEDD has agreed to provide \$20,000.00 this fiscal year and next fiscal year. So, the balance would be \$30,000.00. The Finance Committee voted to recommend \$30,000.00 to be raised and appropriated for this article.

MOTION was made by Mr. Conway to support Article 14 of the Spring Annual Town Meeting. Seconded by Ms. Deley. Vote: Unanimous. MOTION CARRIES.

Article 15 is the Stretch Energy Code, which is the last step required for the Town to become a green community. Mr. Yunits explained that this would just apply to new construction not on remodels. The Town Manager added that the Finance Committee did vote to recommend this.

MOTION was made by Ms. Steele to support Article 15 of the Spring Annual Town Meeting. Seconded by Ms. Deley. Vote: Unanimous. MOTION CARRIES.

Article 20 is a Personnel Bylaw Amendment. With the new Water Treatment Plant coming online this summer, the Town is looking to hire a new Assistant Water and Sewer Superintendent with water treatment experience. Mr. Yunits explained that this position has been vacant for years and the salary range has not been updated since, which is currently \$53,000 to \$70,000. This article would change that range from \$73,000 to \$80,000. The Town Manager added that with the current union contracts, new hires are not eligible for paid vacation until a year of employment. This article would allow new hires to use one week's vacation time after six months.

Mr. Bramwell asked what credentials an Assistant Water and Sewer Superintendent needs to have. Mr. Yunits replied that they need to have a water treatment license and they need to have experience working in a water treatment plant. Ms. Deley asked how much experience and Mr. Yunits stated that the Town would want someone with at least five years of experience. Mr. Conway asked what level of licensing the candidate would need to have and Mr. Yunits answered that in order to be a treatment operator, they would need to have the top license. Ms. Deley asked how Mr. Yunits came up with the \$73,000 to \$80,000 salary range. Mr. Yunits explained that first he analyzed the salary range of the Town's employees and then assessing surrounding towns' salary ranges.

Ms. Steele expressed her concerns with offering new hires a week of paid vacation in advance because if they quit in month seven the Town just paid for a week of vacation. Ms. Deley expressed similar concerns. Ms. Steele asked if this was for union or non-union employees and Mr. Yunits answered non-union. Mr. Bramwell stated that he would hate to lose out on a good employee just because they would not be able to use a week's vacation for an entire year.

No action taken pending receipt of more information on Article 20.

Article 21 is OPEB Funding. Mr. Yunits explained that generally the Town waits to put money into OPEB until the fall. He stated that the Finance Committee voted to take no action on this article.

MOTION was made by Ms. Steele to take no action on Article 21 of the Spring Annual Town Meeting. Seconded by Mr. Conway. Vote: Unanimous. MOTION CARRIES.

Article 22 is Stabilization. Like OPEB, Mr. Yunits explained that they also usually fund this in the fall, so the Finance Committee voted to take no action on this article.

MOTION was made by Ms. Steele to take no action on Article 22 of the Spring Annual Town Meeting. Seconded by Mr. Conway. Vote: Unanimous. MOTION CARRIES.

Mr. Yunits moved on to the Special Town Meeting Articles.

Article 2 is Separation Expenses. Mr. Yunits explained that they do not need any money this year for this, so the Finance Committee voted no action.

MOTION was made by Ms. Steele to take no action on Article 2 of the Special Town Meeting. Seconded by Ms. Deley. Vote: Unanimous. MOTION CARRIES.

Article 3 is FY19 Operating Budget Supplements. The Finance Committee voted to recommend \$203,763.00 come out of Free Cash. This will cover the Town's Snow and Ice deficit of \$43,963.00; the elections \$9,800.00; and the School Department \$150,000.00. Mr. Yunits mentioned that the School Department believes they may be lowering this number, but it was at \$200,000.00 and after reviewing things they have brought it down to \$150,000.00. He added that they are still reviewing things, so they will see if they get anything else prior to Town Meeting. Mr. Bramwell asked what the \$150,000.00 was for with the School Department and Mr. Yunits answered that it was for the cost of substitute teachers because a lot of teachers were out on maternity leave this year. Ms. Deley asked if the \$9,800 was for the April election, and Mr. Yunits answered no and explained it is for the June election. Ms. Steele stated that if they do not have the June election then this amount would just stay on the books, and Mr. Yunits confirmed this and added that it would become Free Cash.

MOTION was made by Ms. Steele to support Article 3 of the Special Town Meeting. Seconded by Mr. Conway. Vote: Unanimous. MOTION CARRIES.

Mr. Yunits explained that Articles 4, 5, 6, and 7 the Finance Committee voted to take no action on all four articles.

MOTION was made by Ms. Steele to take no action on Articles 4, 5, 6, and 7 of the Special Town Meeting. Seconded by Ms. Deley. Vote: Unanimous. MOTION CARRIES.

Article 8 is the article authorizing the Board of Selectmen to negotiate a twenty-year PILOT Agreement regarding the solar development on Plain Street. The Finance Committee voted to recommend this article.

MOTION was made by Ms. Steele to support Article 8 of the Special Town Meeting. Seconded by Mr. Conway. Vote: Unanimous. MOTION CARRIES.

Article 9 was put forward by the School Department. Mr. Yunits clarified that the School Department felt that they could get a better contract for say busing if it was a longer term. The Finance Committee put a limit that a contract is not to exceed seven years. Mr. Yunits emphasized that this is strictly for procurement contracts not employment contracts and that the Superintendent was fine with this cap.

MOTION was made by Ms. Steele to support Article 9 of the Special Town Meeting including the condition that contracts will not exceed seven years. Seconded by Mr. Conway. Vote: 3 – Yes; 1 – No (Deley). MOTION CARRIES.

Article 10 is for the Route 123 Corridor Improvement Project Easement Acquisition. Mr. Yunits informed the Selectmen that the Finance Committee voted to recommend \$45,000.00 from Free Cash. He added that they had already appropriated \$70,000.00 towards this and then when the appraisals came in on all of the final appraisals and the review appraisals the total amount was \$115,000.00. The Town Manager mentioned that it might not go this high and that the Town has already had two properties donated. Mr. Yunits explained that they just need to have that authorization and have that money because this will be coming back to the Selectmen at the end of May to sign the deeds for any of the takings. He stated this will be going out to bid in July.

MOTION was made by Ms. Steele to support Article 10 of the Special Town Meeting. Seconded by Ms. Deley. Vote: Unanimous. MOTION CARRIES.

C. **Town Manager's Report**

1. Update on Traffic Signalization on Route 123 near North and South Worcester Street.

Mr. Yunits explained that the Town has a contract with BETA Group to do the 25% design and they also put the project notification on and submitted it to roads and highways as well as the State. The estimate of the work being done is 2023 before this project would be funded on the TIP. The Town Manager stated that by paying for the engineering, which will be paid for out of Chapter 90 money, and if another project on the TIP doesn't move forward, sometimes these smaller projects can get moved up.

2. Department Head Training Dementia and Your Community.

Mr. Yunits informed the Selectmen that next Wednesday (May 8th) several department heads will be attending this Dementia and Your Community training seminar. This seminar will train employees on how to address people that come into the building that may have dementia and how to work with them. This will be held at the Mansfield Adult Day Health Center.

Mr. Yunits mentioned that there are two jobs available at Home Market Foods. They are looking for a second-shift warehouse supervisor and a second-shift forklift operator.

Mr. Yunits stated that he received notice from the State, which he also forwarded to Condryne as well as Planning and Economic Development, that the State is looking for 9,400 square feet of usable area for the Department of Early Education and Care for offices and training. This is in Attleboro, Dighton, Easton, Lakeville, Mansfield, Norton, Raynham, or Taunton.

Mr. Yunits informed the Selectmen that the first meeting of the Charter Commission will be held on Thursday, May 9th in the Board of Selectmen's Meeting Room.

The Town Manager also mentioned that the Conservation Commission voted to deny building 5 and 7 of the Blue Star Project. Mr. Yunits added that Condyne was ready to go and permits were being reviewed; the permit would have been \$250,000.00 that would have been in this year and certified as Free Cash in the fall, but now that has been delayed. The Town Manager stated that these developers have been great to work with and described this decision as a big setback for the Town.

Mr. Conway asked if they knew why this was turned down. Mr. Yunits explained that there was a portion of one of the buildings that was being built in the floodplain. The Town Manager said he would be surprised if DEP doesn't overrule this decision. Ms. Steele clarified that now Condyne is going to DEP and then DEP will come back and if they find that Condyne did everything they need to do regarding flood compensatory storage they will overrule the decision of the Conservation Commission and issue the permit. Ms. Steele asked that the Conservation Commission come to their next meeting to explain to the Selectmen their decision, which Mr. Yunits agreed to.

Mr. Yunits summarized an article from the Police Chief, which classified Norton as the safest place to live in Massachusetts according to recent FBI data.

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

Ms. Steele congratulated Ms. Deley and Mr. Conway on being elected as Selectmen. She also wanted to take the time to acknowledge the upset over Mr. Bob Kimball and Mr. Bob Salvo losing the election. Ms. Steele stated that they both put in many years of service to the Town and she extended a heartfelt thanks to them both for what they have done and for the respect they showed her over the years. Ms. Steele then asked Mr. Yunits to send the Selectmen information on Open Meeting Law, which he agreed to. Next, Ms. Steele asked for an update on where they are at with getting a commitment to have all of the other boards' meetings televised. Mr. Yunits explained it is up to the Cable Committee and the amount of staff available, but Cable can film whoever they wish to. Ms. Steele requested that Mr. Yunits ask Mr. Jason Benjamin, Director of Cable, if they can ask them to film Water and Sewer and Conservation Commission meetings, which he agreed to. Lastly, Ms. Steele asked for an update from the State regarding the Juniper Beach ramp; Mr. Yunits stated he can get an update on this.

Ms. Deley expressed similar sentiments of Ms. Steele thanking both Mr. Kimball and Mr. Salvo for their years of service to the Town. Ms. Deley said that there were negative communications shared on social media that were sent to Mr. Kimball and expressed that it is a shame and should not be happening. Ms. Deley suggested dedicating 15 minutes of their meeting to have a board or committee member representative to give updates on what they have going on. She then asked if as part of the Minutes if they could include the URL for the recorded meetings. Mr. Bramwell stated they can look into both suggestions. She lastly suggested having a monthly agenda item focusing on what can be done for the community. Mr. Yunits mentioned they had looked into forming the Community Preservation Committee, but no one has come forward to volunteer.

Mr. Conway thanked everyone for the warm welcome and agreed with Ms. Steele's and Ms. Deley's sentiments about Mr. Kimball and Mr. Salvo's service to the Town. He asked if they could do a day of recognition for them in honor of what they have done. Mr.

Bramwell stated this could be done and might be a nice thing to do in conjunction with Founder's Day. Mr. Conway also agreed with Ms. Deley about doing a monthly community forum with one or two members of the Selectmen to answer questions and give updates, which Mr. Bramwell stated as long as it is only one or two Selectmen, they can do whatever they want.

Mr. Bramwell acknowledged two longtime members of the community passing away this past week: Mr. Charles Thomae, who was a Captain Firefighter on the On-Call Firefighting Unit and did a lot of work with the fire alarm system; and Mr. Les Sheldon, who was a longtime member of the Norton Police Department. Mr. Bramwell also wanted to wish well and thank both Mr. Kimball and Mr. Salvo for their years of service to the Town. Mr. Bramwell also informed the Selectmen that they will be reorganizing the Board on May 16th.

VI. **Meeting Minutes**

There were no Minutes to approve.

VIII. **Warrants**

Report of Vice-Chairman, Bradford K. Bramwell, on the following Payroll and Invoice Warrants:

- A. Approve Payroll Warrant PR19-22, for the week ended April 20, 2019, Warrant dated April 25, 2019, in the amount of \$1,337,289.95.

MOTION was made by Mr. Conway to approve Payroll Warrant PR19-22, for the week ended April 20, 2019, Warrant dated April 25, 2019, in the amount of \$1,337,289.95. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

- B. Approve Invoice Warrant AP19-43, dated April 25, 2019, in the amount of \$235,339.42.

MOTION was made by Ms. Steele to approve Invoice Warrant AP19-43, dated April 25, 2019, in the amount of \$235,339.42. Seconded by Ms. Deley. Vote: Unanimous. MOTION CARRIES.

- C. Approve Invoice Warrant AP19-44, dated May 2, 2019, in the amount of \$1,664,814.81.

MOTION was made by Ms. Steele to approve Invoice Warrant AP19-44, dated May 2, 2019, in the amount of \$1,664,814.81. Seconded by Mr. Conway. 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 May 16, 2019 at 7:00 P.M. where the Board of Selectmen will reorganize.

XI. **Executive Session**

There was no need for an executive session.

XII. **Adjournment**

MOTION was made by Ms. Steele to adjourn the Board of Selectmen meeting at 9:47 P.M. Seconded by Mr. Conway. Vote: Unanimous. MOTION CARRIES.

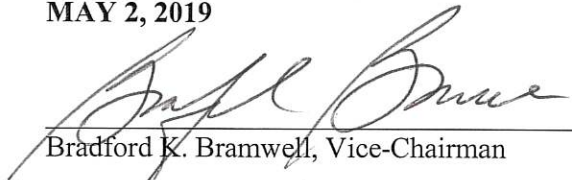
URL Link: <https://www.youtube.com/watch?v=Donj9P-Qu18>

Respectfully Submitted by:




Jennifer Reid, Office Administrator

**BOARD OF SELECTMEN
MINUTES OF MEETING
MAY 2, 2019**



Bradford K. Bramwell, Vice-Chairman



Mary T. Steele



Michael Flaherty



John Conway



Renee Deley

Minutes Approved by Board on: 6 / 13 / 19