



TOWN OF NORTON
BOARD OF SELECTMEN
MUNICIPAL CENTER,
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**Board of Selectmen
Meeting Minutes
July 25, 2019**

I. Call to Order by Chairman

The July 25, 2019 meeting of the Norton Board of Selectmen was held in the Board of Selectmen's Meeting Room and was called to order at 6:22 P.M., by Mr. Bradford K. Bramwell, Chairman. Member(s) present: Mr. John Conway and Ms. Renee Deley. Also in attendance: Michael D. Yunits, Town Manager. Mr. Michael Flaherty arrived at 6:25 P.M. and Ms. Steele arrived at 6:32 P.M.

II. Appointments/Resignations/Retirements

- a. Appointment of Timothy Gariepy as a Special Police Office in the Norton Police Department.

MOTION was made by Mr. Flaherty to appoint Timothy Gariepy as a Special Police Officer in the Norton Police Department. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

- b. Appointment of Janna M. Perez as a Full-Time Civil Service Police Office in the Norton Police Department.

MOTION was made by Mr. Flaherty to appoint Janna M. Perez as a Full-Time Civil Service Police Officer in the Norton Police Department. Seconded by Mr. Conway. Vote: Unanimous. MOTION CARRIES.

- c. Appointment of Derek Lutz to the Driver/Laborer Position in the Highway Department.

MOTION was made by Mr. Flaherty to appoint Derek Lutz to the Driver/Laborer Position in the Highway Department. Seconded by Ms. Deley. Vote: Unanimous. MOTION CARRIES.

- d. Appointment of Robert Topham to the Driver/Laborer Position in the Highway Department.

MOTION was made by Mr. Flaherty to appoint Robert Topham to the Driver/Laborer Position in the Highway Department. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

- e. Vote to Appoint Miriam Parvey to the Democratic Board of Registrars.

MOTION was made by Mr. Flaherty to appoint Miriam Parvey to the Democratic Board of Registrars. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

- f. Reappointment of Joyce Marshall to the Historical Commission.

MOTION was made by Mr. Flaherty to reappoint Joyce Marshall to the Historical Commission. Seconded by Mr. Conway. Vote: Unanimous. MOTION CARRIES.

g. Appointment of Rosemary Dolan to the Recreation Commission.

MOTION was made by Mr. Flaherty to appoint Rosemary Dolan to the Alternate Position of the Recreation Commission. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

h. Appointment of Robert Salvo, Sr. to the Recreation Commission.

MOTION was made by Mr. Flaherty to appoint Robert Salvo, Sr. to the Permanent Position of the Recreation Commission. Seconded by Mr. Conway. Vote: Unanimous. MOTION CARRIES.

III. Licenses and Permits

1. Application by Barbara Ivory for a One Day Beer and Wine License for a Private Event at Everett Leonard Park on August 24, 2019 from 12:00 P.M. to 7:00 P.M.

MOTION was made by Mr. Flaherty to Approve the Application for a One Day Beer and Wine License by Barbara Ivory for a Private Event at Everett Leonard Park on August 24, 2019 from 12:00 P.M. to 7:00 P.M. Seconded by Ms. Deley; Vote: Ms. Deley – Yes; Ms. Steele – Yes; Mr. Conway – Yes; Mr. Flaherty – Yes; and Mr. Bramwell – Yes. MOTION CARRIES.

2. Application by Fatima Watt for a One Day Beer and Wine License for a Private Event at Everett Leonard Park on August 3, 2019 from 2:00 P.M. to 7:00 P.M.

MOTION was made by Mr. Flaherty to Approve the Application for a One Day Beer and Wine License by Fatima Watt for a Private Event at Everett Leonard Park on August 3, 2019 from 2:00 P.M. to 7:00 P.M. Seconded by Ms. Steele; Vote: Ms. Deley – Yes; Ms. Steele – Yes; Mr. Conway – Yes; Mr. Flaherty – Yes; and Mr. Bramwell – Yes. MOTION CARRIES.

IV. Announcements

1. Electronics Recycling Event Saturday, August 3rd from 9:00 A.M. to 2:00 P.M. at St. Mary's Church, 1 Power Street, Norton, MA.

2. The Sylvan-Campbell house at 217 West Main Street is scheduled to be demolished on Monday, August 5, 2019. In result, the Tricentennial Park will be closed for that week for the removal of material and grading of the site.

3. There will be a public hearing on August 15, 2019 at 7:00 P.M. in the Norton Public Library Community Room where MassDOT will give everyone the opportunity to ask any questions or express any concerns regarding the Rail Trail Extension project.

V. Business

A. New Business

i. Discussion with the Town Clerk on Change of Polling Place and Moving Town Elections to Saturdays.

Ms. Lucia Longhurst, Town Clerk, explained that she believes moving elections to Saturdays would be beneficial to the Town because it would alleviate traffic during the week and have a better turnout. Mr. Bramwell agreed especially where the schools wouldn't be in session.

Ms. Longhurst suggested having the elections go from 7:00 A.M. to 6:00 P.M. Mr. Bramwell expressed his support of the times and town elections being held on Saturdays. Ms. Deley asked if there would still be absentee ballots and Ms. Longhurst said they would. Ms. Steele said they could always try these hours on Saturdays and see how it goes and make any necessary changes for following elections.

MOTION was made by Mr. Flaherty to hold town elections to Saturdays from 7:00 A.M. to 6:00 P.M. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

Mr. Conway asked how they would notify the public. Ms. Longhurst informed the Selectmen that the State has to approve the change and then they will have to give written notification to all residents. She added that the Town can also put the notification on the emergency alert system, Facebook, and Twitter.

Ms. Longhurst informed the Selectmen that [the schools] no longer want elections held at the Norton High School and suggested using the Norton Middle School for future elections, but there is not enough parking. Ms. Longhurst emphasized that the Henri A. Yelle Elementary School would be a better location. The Town Clerk said she can also check with Wheaton College about using the Clark Gymnasium as a location for elections.

Ms. Deley expressed that she would like to hear from the person saying the Town cannot hold elections at the High School and an explanation as to why they do not want elections held there anymore. Ms. Longhurst said when Dr. Baeta and Wayne from the schools are the people to discuss this with. Ms. Deley suggested having this as an agenda item so this can be discussed with them.

Mr. Keith Silver pointed out that for years town meetings were held at the Henri A. Yelle Elementary School and it always worked out. Once the Middle School was built it was suggested as a location [for town meetings] because it would be more comfortable, but there was never an issue at Yelle. Mr. Bramwell suggested tabling the polling location until the next meeting when Dr. Baeta and Wayne can be present.

ii. Discussion with the Permanent Building Committee Regarding Plans for New Town Hall and Community Center.

Ms. Dinah O'Brien, Chair of the Permanent Building Committee explained that at this time the Permanent Building Committee is asking the Board of Selectmen to approve a site selection study to find a location for the new Town Hall and Community Center (whether it is on a shared site or separate). They would need to go to the October town meeting to get funding in the range of \$50,000 to \$75,000. Ms. O'Brien said right now it is looking like the buildings will be on separate sites.

Ms. Deley asked about how the current design is going to accommodate the younger demographics. Ms. O'Brien said they need to do research on that, but one idea would be looking into inter-generational activities. Ms. Deley asked if they think they need to change the design and Ms. O'Brien replied that she thinks it would be more of a "tweak" to the design. Ms. Deley asked in the site-report to have the operational budget in there as well. Ms. O'Brien added that the

Permanent Building Committee recently reviewed both the history, bylaws, and minutes of the committee, and it is outlined in Chapter 20, Article IV, Section 20-20, Section a(3) of the General Bylaws, that the Permanent Building Committee shall conduct an envelope study of all municipally owned buildings in town. In 2017, \$70,000 was appropriated for the envelope study and the Permanent Building Committee did begin this process and will be moving forward on this now. Ms. O'Brien lastly thanked the Board of Selectmen for appointing the temporary Permanent Building Committee members.

Mr. Peter Wannamaker from the Council on Aging Board asked about appropriating money to actually construct these buildings. Mr. Bramwell commented that once they locate the site, the footprints are not cast in stone but, models of what they would like and they have the flexibility to make the buildings what they would like and use more cost-effective materials. Mr. Wannamaker suggested having a parallel effort of voting for that funding to the finding of the site location(s). Ms. O'Brien stated that they will be preparing grant applications for funding.

iii. Set Fall Annual Town Meeting.

Mr. Yunits recommended that the Fall Town Meeting be held on Monday, October 21st at the Norton High School. He further explained that by setting the town meeting this evening, the Selectmen would be opening the warrant and articles would be accepted until 3:30 P.M. on August 27th.

MOTION was made by Mr. Flaherty to set the Fall Annual Town Meeting for October 21, 2019. Seconded by Ms. Steele.

Mr. Bramwell amended his motion as follows:

MOTION was made by Mr. Flaherty to set the Fall Annual Town Meeting for October 21, 2019 at the Norton High School Auditorium at 7:00 P.M. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

Ms. Steele asked Mr. Yunits to make sure there is an article on the warrant for the zoning of Bog Iron Brewery, which he agreed to.

iv. Presentation by Brammer Bio (as part of Thermo Fisher Scientific, Inc.) Regarding Request for TIF and Special Town Meeting.

Mr. Yunits began the presentation by stating that representatives of Brammer Bio were in attendance and the company is looking to develop a manufacturing facility in Norton. The Town Manager stated that he received a call from the State Economic Development Office explaining that getting this development going is one of their priorities.

Mr. Mark Bamforth, former President and CEO of Brammer Bio, explained that he is currently working on completing the transition of Brammer Bio over to Thermo Fisher. Mr. Bamforth stated that the company makes gene therapy products, which are used to treat many rare diseases. The rare diseases that are treated vary from genetic flaws that are inherited to acquired diseases, such as cancer diseases. Mr. Bamforth explained that Brammer Bio/Thermo Fisher manufactures these products (they do not own them). (For the full presentation, go 45 minutes in to the video of the URL link provided at the end of these minutes.)

Mr. Bamforth stated that they plan to complete the site selection now and move ahead with their design, which will take about 6 months. He added that most of the construction work will begin next year and that this could create as many as 250-300 high-quality jobs. The facility would be right off of 495 on South Washington Street.

Ms. Deley asked if there were safety concerns/hazmat situations. Mr. Bamforth stated that there are two levels that they work in, but they aren't dealing with infectious materials. He emphasized that they also have a site-safety committee that approves what is being brought on site and that there are national guidelines as well. Mr. Bamforth explained to the Selectmen that the company also encourages employees to pursue passions of studies. Ms. Deley asked where the building would be. Mr. Bramwell answered that it would be located at 176 South Washington Street.

Mr. Yunits informed the Selectmen that with this improvement, the assessment of the property would be at \$60,000,000 where currently it is only \$9,000,000 and this figure has been declining due to a lack of interest of purchasing the property. Mr. Yunits stated that the Selectmen will need to set a Special Town Meeting on August 26th to accommodate the company's timeline.

Mr. Bramwell asked if there have been discussions on TIFs, which the Town Manager answered there have been and it would be very similar to ALNYLUM. Mr. Flaherty asked what the duration of the TIF would be. Mr. Yunits answered that it would be 13 years. Mr. Flaherty asked if Brammer Bio is looking at other sites or just Norton. Mr. Bamforth explained that they have another location under agreement, but Norton is their first choice.

Ms. Steele expressed concerns about the tight timeline of the special town meeting and public notice. She also expressed concerns with traffic issues on South Washington Street arising and asked to have a traffic study done. Ms. Steele lastly asked to have this information by the next meeting.

State Representatives Steven Howitt and Jay Barrows spoke of the project. Representative Howitt expressed that a company like this would put Norton on the map for bio-products. Representative Howitt mentioned that one thing Mr. Bamforth didn't bring up in his presentation was the revenue that would come from the building permits alone and how many jobs that would come into town. Representative Barrows expressed his excitement and what a wonderful opportunity this would be. He added that it would be three shifts split over the course of a 24-hour day, which would alleviate the traffic issue. Representative Barrows congratulated Mr. Yunits work and for accomplishing this.

MOTION was made by Mr. Flaherty to call for a Special Town Meeting on August 26, 2019 in the Norton High School Auditorium at 7:00 P.M. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

v. Vote to Accept the Town Manager's Ethics Disclosure.

MOTION was made by Mr. Flaherty to accept the Town Manager's Ethics Disclosure as presented. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

Mr. Conway asked during the discussion of the motion if this job was posted for the public and Mr. Yunits said it was and emphasized that he does not have any hiring authority in the Library. Mr. Yunits further added that he also does not have a say in how the Library spends their money; he just approves the bottom-line figure.

vi. Discussion on Remote Participation.

Mr. Yunits mentioned that three members still need to be present at the meeting. Mr. Flaherty clarified that with the current telecommunications in town, they really aren't equipped to do so. Ms. Deley stated that they have a telecom. Mr. Flaherty emphasized issues with public records requests if they were to call in on their personal cell phones. Mr. Yunits clarified that you can't just do this out of convenience and there are specific grounds allowing for remote participation. Mr. Yunits said he will get information from other communities on how they do this. Ms. Deley asked Mr. Yunits to see what other committees would be interested in this.

B. Old Business

1. Discussion on Leonard Street Improvements.

Mr. Yunits explained that Condyne is trying to take existing culverts and improve them, not build new ones, but they have run into issues with the Conservation Commission. The Conservation Commission wants a twenty-two foot culvert put in, but this is not possible due to water mains and gas lines.

Mr. Keith Silver, Highway Superintendent, explained that Condyne is going to put in traffic lights at East Main Street and Leonard Street. Mr. Silver stated that he asked Condyne to put new pipes in, which Condyne agreed to put in a 36" pipe in place of the 12" pipe that is there currently. Mr. Silver pointed out that a twenty-two foot culvert is almost as big as the Plain Street bridge.

Ms. Steele expressed that she doesn't believe the Selectmen need Condyne to come in to speak to them, but have a conversation with Mr. Silver and Conservation Commission to either "do it [their] way or leave it the way it is". Mr. Silver agreed and expressed that the road commissioners should get involved with speaking with Conservation on resolving this issue.

Ms. Deley suggested hearing from MassDEP since it is their standards the Conservation Commission is going by and ask them why their standards have changed. Ms. Steele asked what happens if they leave it and Mr. Silver said basically, they wait until it collapses, but it makes more sense to fix it now while they are working on the road. Mr. Yunits said if anyone is available, they should join for the August 12th Conservation Commission meeting. Ms. Deley expressed that she would like someone from Conservation here next time and Conway agreed because it isn't the first time the Conservation Commission's ruling has rubbed people the wrong way.

C. Town Manager's Report

1. Update on Juniper Beach.

Mr. Yunits thanked the Norton Police for going out and speaking to some of the residents of Juniper Beach. One of the suggestions to resolving some of the parking and noise issues was moving the boulders. The Town Manager asked the Selectmen that if that is something they want to move forward with, he will notify Juniper Road residents and see if they want to come to the next meeting. Ms. Deley asked about the other issues in the letter and Mr. Yunits answered that the Water Bodies Committee was going around putting up the signs.

Mr. Conway asked about the "No Parking" signs and Mr. Yunits said it was something he wanted to ask the residents about. Mr. Conway asked for a fiber board mapping of the area so they could point this out to residents when they come in. Mr. Yunits said he will let the Water Bodies

Committee know this will be on the agenda for August 8th in case anyone wants to come. Mr. Conway asked where else there is access for a boat ramp. Mr. Yunits answered that he would check with Fish & Game, but he hadn't heard back thus far.

2. Update on Demolition of the Campbell House.

Mr. Yunits mentioned that Mr. Conway already read this announcement, but reminded residents again that the Tricentennial Park will be closed the week of August 5, 2019 for the demolition of the Campbell House.

3. Update on Ponds Treatments.

Mr. Yunits informed the Selectmen that the Water Bodies Committee agreed that it was not worth it to do the cleanup for Barrowsville Pond, which would have been \$190,000 and can now be allocated to other ponds and get the Town through June 2021. Mr. Yunits mentioned that the consultant also advised him that they did not have to treat Lake Winnecunnet this year. He added that work will be done at the Reservoir hand harvesting/pulling out weeds.

V. Selectmen's Report and Mail

Mr. Conway asked to have the invoices for the feasibility studies given to Ms. Dinah O'Brien of the Permanent Building Committee, and Mr. Yunits informed him that he had recently provided these to her.

Mr. Conway then asked what the policy and guidelines are for the Board of Selectmen when complaints filed. Mr. Bramwell said he would address this privately. Mr. Bramwell Added that if the complaint is policy related, the Board of Selectmen can take care of it, but if it involves day-to-day operations then it should be directed to department head.

VI. Meeting Minutes

MOTION was made by Mr. Flaherty to approve the Minutes of June 27, 2019 and July 9, 2019. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

The June 27, 2019 (Executive Session) Minutes were not voted on due to pending litigation.

VIII. Warrants

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

- A. Approve Invoice Warrant AP19-53, dated June 28, 2019, in the amount of \$959,619.50.

MOTION was made by Mr. Flaherty to approve Invoice Warrant AP19-53, dated June 28, 2019, in the amount of \$959,619.50. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

- B. Approve Payroll Warrant PR19-27, for the week ended June 29, 2019, Warrant dated June 29, 2019, in the amount of \$583,168.51.

MOTION was made by Mr. Flaherty to approve Payroll Warrant PR19-27, for the week ended June 29, 2019, Warrant dated June 29, 2019, in the amount of \$583,168.51. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

- C. Approve Payroll Warrant PR-28, for the week ended June 30, 2019, Warrant dated June 30, 2019, in the amount of \$38,698.21.

MOTION was made by Mr. Flaherty to approve Payroll Warrant PR-28, for the week ended June 30, 2019, Warrant dated June 30, 2019, in the amount of \$38,698.21. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

- D. Approve Invoice Warrant AP20-01, dated July 3, 2019, in the amount of \$1,620,711.22.

MOTION was made by Mr. Flaherty to approve Invoice Warrant AP20-01, dated July 3, 2019, in the amount of \$1,620,711.22. Seconded by Mr. Conway. Vote: Unanimous. MOTION CARRIES.

- E. Approve Payroll Warrant PR20-01, dated July 3, 2019, in the amount of \$88,943.75.

MOTION was made by Mr. Flaherty to approve Payroll Warrant PR20-01, dated July 3, 2019, in the amount of \$88,943.75. Seconded by Mr. Conway. Vote: Unanimous. MOTION CARRIES.

- F. Approve Invoice Warrant AP20-02, dated July 11, 2019, in the amount of \$196,348.83.

MOTION was made by Mr. Flaherty to approve Invoice Warrant AP20-02, dated July 11, 2019, in the amount of \$196,348.83. Seconded by Mr. Conway. Vote: Unanimous. MOTION CARRIES.

- G. Approve Payroll Warrant PR20-02, dated July 18, 2019, in the amount of \$809,132.05.

MOTION was made by Mr. Flaherty to approve Payroll Warrant PR20-02, dated July 18, 2019, in the amount of \$809,132.05. Seconded by Mr. Conway. Vote: Unanimous. MOTION CARRIES.

- H. Approve Invoice Warrant AP20-03, dated July 18, 2019, in the amount of \$192,578.53.

MOTION was made by Mr. Flaherty to approve Invoice Warrant AP20-03, dated July 18, 2019, in the amount of \$192,578.53. Seconded by Mr. Conway. Vote: Unanimous. MOTION CARRIES.

- I. Approve Invoice Warrant AP20-04, dated July 25, 2019, in the amount of \$4,890,114.88.

MOTION was made by Mr. Flaherty to approve Invoice Warrant AP20-04, dated July 25, 2019, in the amount of \$4,890,114.88. Seconded by Mr. Conway. Vote: Unanimous. MOTION CARRIES.

Ms. Deley asked if the invoice for the school window project is something that the Permanent Building Committee should have had a say in and received, which Mr. Bramwell said it is. She then asked if they did receive the invoice and Mr. Yunits stated that they should have, but did not. Ms. Deley asked that a conversation be had with Dr. Baeta and the Chair of the Permanent Building Committee to make sure they are engaged.

IX. **Other Business**

There was no other business to discuss.

X. **Next Meeting's Agenda** – August 8, 2019

XI. **Executive Session**

Executive Session – pursuant to G.L. c. 30A, sec. 21(a)(6) to consider the purchase, exchange, lease or value of real property because an open meeting may have a detrimental effect on the negotiating position of the Town – Reed & Barton property, 0 Elm Street, 47 Elm Street, 0 Cross Street.

XII. **Adjournment**

Declaration by Chairman, Bradford K. Bramwell:

I declare, under General Laws Chapter 30A, §21(a)(6), that the purpose of the executive session will be to consider the purchase, exchange, lease or value of real property because an open meeting may have a detrimental effect on the negotiating position of the Town – Reed & Barton property, 0 Elm Street, 47 Elm Street, 0 Cross Street, because a discussion of the strategy in open session could compromise the purpose of the executive session and with the Board to return to open session at the conclusion of the executive session.

MOTION was made at 6:26 P.M. by Mr. Conway that the Board go into executive session under G.L. c.30A, §21(a)(6) for the purposes and reasons declared by the Chairman and with the Board to return to open session thereafter. Seconded by Ms. Deley. Vote: Ms. Deley - Yes; Mr. Conway – Yes; and Mr. Bramwell - Yes. MOTION CARRIES.

MOTION was made by Mr. Flaherty to adjourn the Board of Selectmen meeting at 9:51 P.M. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

URL Link: <https://www.youtube.com/watch?v=j3sdQ--IJF8>

https://www.youtube.com/watch?v=jsmkBK_Rq1w

Respectfully Submitted by:

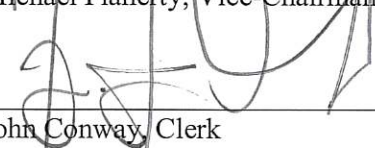


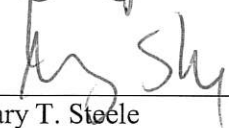
Jennifer Reid, Office Administrator

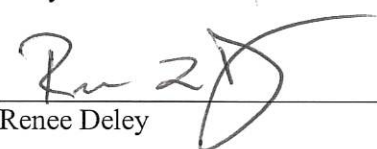
**BOARD OF SELECTMEN
MINUTES OF MEETING
July 25, 2019**



Bradford K. Bramwell, Chairman

Michael Flaherty, Vice-Chairman

John Conway, Clerk

Mary T. Steele

Renee Deley

Minutes Approved by Board on: 8/29/19