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**Board of Selectmen
Meeting Minutes
August 29, 2019**

I. Call to Order by Chairman

The August 29, 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, Chairman. Member(s) present: Mr. John Conway, Ms. Mary Steele and Ms. Renee Deley. Also in attendance: Michael D. Yunits, Town Manager. Mr. Michael Flaherty arrived at 7:23 P.M.

II. Appointments/Resignations/Retirements

- a. Appointment of Zack Tsilis to the Community Preservation Act Review Committee.

MOTION was made by Mr. Conway to appoint Zack Tsilis to the Community Preservation Act Review Committee. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

- b. Appointment of Kathy Zawasky to the Community Preservation Act Review Committee.

MOTION was made by Mr. Conway to appoint Kathy Zawasky to the Community Preservation Act Review Committee. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

- c. Appointment of Michael Maloney, Jr. as the Water/Sewer Technician in the Water/Sewer Department.

MOTION was made by Mr. Conway to appoint Michael Maloney, Jr. as the Water/Sewer Technician in the Water/Sewer Department. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

- d. Appointment of Catherine Marie Headen to the Cultural Council.

MOTION was made by Mr. Conway to appoint Catherine Marie Headen to the Cultural Council. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

III. Licenses and Permits

1. Application by Elias DaSilva (New England Rodeo LLC) for a One Day Beer and Wine License for a Private Event at 185 North Washington Street on September 22, 2019 from 12:00 P.M. to 8:00 P.M.

MOTION was made by Mr. Flaherty to Approve the Application for a One Day Beer and Wine License by Elias DaSilva (New England Rodeo LLC) for a Private Event at 185 North Washington Street on September 22, 2019 from 12:00 P.M. to 8:00 P.M. Seconded by Mr. Conway; Vote: Ms. Deley – Yes; Ms. Steele – Yes; Mr. Conway – Yes; Mr. Flaherty – Yes; and Mr. Bramwell – Yes. MOTION CARRIES.

As part of the discussion for approving the license, Ms. Steele questioned how they were going to regulate the serving and consumption of alcohol at the event. Chief Clark informed the Selectmen that as part of the conditions of the Police Department signing-off on the application was for the applicant to contact Lieutenant Jackson regarding serving alcohol and police detail.

2. Application by Victoria Nye Brown for a One Day All Alcohol Liquor License for a Private Event at the Everett Leonard Park on September 15, 2019 from 12:00 P.M. to 5:00 P.M.

MOTION was made by Mr. Flaherty to Approve the Application for a One Day All Alcohol Liquor License by Victoria Nye Brown for a Private Event at Everett Leonard Park on September 15, 2019 from 12:00 P.M. to 5:00 P.M. Seconded by Mr. Conway; Vote: Ms. Deley – Yes; Ms. Steele – Yes; Mr. Conway – Yes; Mr. Flaherty – Yes; and Mr. Bramwell – Yes. MOTION CARRIES.

IV. Announcements

1. 3rd Annual Walkabout Event on September 28, 2019 at the Capron Park Zoo (free event) from 10:00 A.M. – 2:00 P.M. where there will be face painting, opportunity drawings, and wellness booths.
2. Open House & Family Fun Walk on September 28, 2019 at 11:00 A.M. (rain or shine) at Edith Read Conservation Land, 79 N. Worcester St., Norton, MA. Bring your own lunch and stay for a picnic. There will be snacks and water provided, a DJ, raffles, and dogs on leash are welcome. Walkers who pre-register at <https://tinyurl.com/2019FunWalkNorton> are entered into a raffle sponsored by Go4Life.
3. Discovery Workshop for the Norton Master Plan to be held on Saturday, September 28 2019 at the Norton Media Center, 184 West Main Street/Route 123 from 9:00 A.M. – 11:30 A.M. For more information, visit www.srpedd.org/Norton-Master-Plan.
4. MSG Trent Memorial Annual Yard Sale Saturday, September 28th from 9:00 A.M. to 2:00 P.M. at 215 West Main Street (Rt. 123), Norton, MA in front of the Norton Middle School. Donate goods to be sold by the Norton Goldstar Committee to support the MSG Trent Memorial Fund or rent a table to sell crafts, clean out that garage, basement, etc. All proceeds benefit the MSG Trent Memorial Scholarship Fund and the MSG Trent Memorial Fund. For more information, contact the Norton Goldstar Committee at NortonGSC@gmail.com.

V. **Business**

A. **New Business**

i. Vote to Approve the Gold Star Committee Holding its Annual Yard Sale at the Campbell Property on Saturday, September 28th.

MOTION was made by Mr. Flaherty to approve the Gold Star Committee holding its Annual Yard Sale at the Campbell Property on Saturday, September 28th. Seconded by Mr. Conway. Vote: Unanimous. MOTION CARRIES.

ii. Discussion and/or Vote to Authorize the Town Manager to Sign the Solar Purchase Agreement with NextGrid Patriots, LLC.

Mr. Yunits suggested tabling this until the September 5th Board of Selectmen meeting so a representative of NextGrid Patriots, LLC could be present to answer any questions/provide further information. The Selectmen agreed.

iii. Discussion and/or Vote to Add Two Additional Alternate or Permanent Members to the Recreation Commission.

MOTION was made by Mr. Flaherty to add four additional alternate members to the Recreation Commission. Seconded by Mr. Conway. Vote: Unanimous. MOTION CARRIES.

B. **Old Business**

1. Discussion with Town Clerk and Superintendent of Schools Regarding Change of Polling Place for Elections.

Ms. Lucia Longhurst, Town Clerk, stated that she was fine with changing the polling location to the Norton Middle School, but expressed that she thought the Henri A. Yelle Elementary School (Yelle) would be better especially with regards to the parking.

Dr. Joseph Baeta, Superintendent of Schools, said they still would like the Norton Middle School (NMS) to be used because it has its own external entrance/exit, bathrooms in the locker rooms, the rest of the building could be blocked off and it is ADA/handicap accessible. He also brought to the Selectmen's attention that the NMS starts at 8:30 A.M. and releases at 2:57 P.M. Dr. Baeta added that they could also let the parents pick up their kids 15 minutes earlier to alleviate traffic with the buses leaving at their normal time. He further emphasized that the problem with the Yelle is that the gym is an internal room in the building and the gym is only 5,500 sq. ft. whereas the NMS is 9,200 sq. ft.

Ms. Steele pointed out that the main problem with the NMS is going to be the parking. Dr. Baeta explained that with what is currently going on in the world as far as shootings and stabbings, the safety concern is really a factor, which is why they no longer want elections held at the High School and would rather use the NMS over the Yelle for elections.

Ms. Deley mentioned that the morning is what is really the issue not the afternoons as far as traffic is concerned and suggested a delayed start rather than an early release. Dr. Baeta agreed that this could be an option, but it becomes a financial issue for the schools because the bus schedules would have to change.

Chief Clark expressed that he would be in favor of the NMS for elections because it would alleviate the traffic even though there would be parking issues. He suggested bringing in Norton Emergency Management to help out with organizing the parking lot and having the faculty/staff of the NMS parking at the Campbell property. Ms. Longhurst mentioned that there would also be the poll workers (about 30 or so) that will be taking up a good amount of parking too. Chief Clark suggested using St. Mary's and working with them to use their parking lot.

Ms. Steele stated that the pros outweigh the cons for using NMS over the other schools after the discussion tonight. Ms. Longhurst informed the Selectmen that it will cost money to notify residents the change in polling place to comply with the State law.

Motion was made by Mr. Flaherty to approve the moving of the polling place of elections to the Norton Middle School. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

As part of discussion of the motion, Ms. Steele asked that Ms. Longhurst and Dr. Baeta work with Emergency Management and get the word out to residents.

Dr. Baeta informed the Selectmen that the School Department has run into a problem during the window project; there was asbestos found in the HAY school and now DEP is involved. He stated that all of the fourth and fifth grade parents have been notified. Mr. Bramwell asked if it was ceiling material, which Dr. Baeta confirmed. Ms. Steele asked what the timeframe is [to remediate the asbestos] and Dr. Baeta answered it would take about 2-3 weeks.

2. Discussion on Host Community Agreements for Retail Marijuana Establishments with Chief of Police, Brian Clark.

Chief Clark explained that to be cautious there may be an increase in calls for service over the first few years. He added on page 4, paragraph 4 "and for certification and recertification of a Drug Recognition Expert". He also added reimbursement for ARIDE two day class on impaired driving. He would also like to see proof of age scanners and signage along with video surveillance that Norton Police will have access to for ongoing investigations. He informed the Selectmen that he reached out to the Town of Leicester's Chief of Police regarding retail marijuana establishments and they haven't had any issues to date.

Ms. Steele, I think this is a pretty reasonable request. This is all new to towns. We are not sure of the long term affects. We are looking for responsible companies to be part of our community. I think asking companies to enhance our public safety is fair enough.

Ms. Deley asked if we addressed community in the Host Agreement? Ms. Steele we could talk about adding an education piece for drug education in schools. Mr. Conway this is addressed under Section B Item 1 on page 3.

Ms. Deley asked if Chief Clark's revisions referenced on page 4, paragraph 4 are in the Cannabis Control Commission's requirement, which Chief Clark confirmed. She also asked if they could put in there what the cost would be for these establishments. Chief Clark stated that they could establish similar guidelines to how selling alcohol is handled, such as proof of ID.

Mr. Flaherty expressed being cautious about putting the cost in there because costs can fluctuate over time. Mr. Flaherty suggested if anything adding an exhibit versus an addendum for any costs relating to the issuance of a license. He further expressed a concern of opening the Town to more liabilities asking the retail marijuana establishments to do more than other establishments, such as sale of alcohol and cigarettes. Ms. Deley asked Mr. Yunits if Town Counsel reviewed this agreement against the CCC guidelines. Mr. Yunits responded, yes this was Town Counsel's template for the most part.

Mr. Conway stated that he had no issues with Chief Clark's recommendations. Chief Clark said to keep in mind we would want to ensure there is a traffic plan in place as well. Mr. Bramwell suggested tabling this until the next meeting and have this version of the Host Community Agreement sent to town counsel in the meantime for feedback.

Mr. Conway wanted to follow-up on Juniper Beach regarding the police detail. Chief Clark informed Mr. Conway that the Police Department would begin stationing police officers at Juniper Beach starting Saturday, August 31st from 11:00 A.M. to 3:00 P.M.

3. Discussion on Employee Recognition.

Mr. Yunits explained that Jen worked hard to put spreadsheets together of town employees' start dates in order to possibly implement an employee recognition program. He asked how the Selectmen would like to recognize these employees and for what anniversaries. Mr. Bramwell suggested awarding certificates of appreciation. Ms. Steele said they could award the certificates of appreciation at the spring town meetings so the employees could get the recognition they deserve. Mr. Flaherty stated that they could also include this as part of the Town Report too.

C. Town Manager's Report

1. Review of Fall Annual Town Meeting List of Articles.

Mr. Yunits informed the Selectmen that they were provided with a list of articles, some of which are place holders. He pointed out that one unusual thing for the upcoming Fall Annual Town Meeting is that there are four petitioned articles. Mr. Yunits then gave a summary and explanation of the articles to the Selectmen. Ms. Deley asked when Mr. Yunits got to Article 17 pertaining to the Reed & Barton abatement, demolition, etc. and the Engineering and Licensed Site Professional and Environmental Engineering costs if the article should be separated into two articles. He replied that they could have, but since the warrant closed already they could not be split. She then asked what the parameters were around the opening and closing of the warrant, such as if this was something state mandated. Mr. Yunits replied that it is a part of the Town Charter. She looked for clarification from the Town Manager as to whether or not the warrant ever gets reopened for adjustments, additions, or removals. Mr. Flaherty answered that you can make an amendment on town meeting floor (to an existing Article) and Mr. Bramwell further answered that new articles cannot be added on town meeting floor. Ms. Deley then asked if Article 17 could be amended on town meeting floor to become two articles, and Mr. Flaherty and Mr. Bramwell answered that was a question for town counsel. Ms. Deley informed the other Selectmen and Town Manager at this time that she had already e-mailed town counsel to get further information to understand the whole

process since she does not have much of a knowledge base on this process, but she hadn't heard back from her yet.

Mr. Yunits stated that Article 21 would be coming from the Planning Board and that he was not sure what exactly this article specifically is. Ms. Deley responded that Article 21 is regarding having a marijuana establishment in town. Ms. Deley asked about the voting day change and if that had to go in front of town meeting, to which Mr. Yunits indicated yes I told Lucia hopefully we will have another meeting before May. Ms. Steele asked in regards to Articles 22-24 if the Planning Board would be at the Fall Annual Town Meeting to provide their professional opinions since these articles are coming from business owners. Mr. Yunits explained that the Planning Board will have to hold public hearings for each of these. Then, the Planning Board would come back to the Board of Selectmen with a report. Mr. Flaherty asked if there would be a special town meeting, which Mr. Yunits answered that it is still a possibility because of the TIF with Brammer Bio.

Ms. Deley mentioned that she asked about changing the IDC to the EDC and the Board of Selectmen to the Select Board. Mr. Bramwell reminded her that he believes these topics fall under the responsibilities of the Charter Review Committee. Ms. Deley expressed questions regarding Charter changes only happening every 10 years. Ms. Steele indicated there may be the potential to include it on the Special Town Meeting and Mr. Yunits would contact town counsel for more information. Mr. Conway asked to also have for future discussion the topic of the Water Commission members being appointed rather than elected. Mr. Yunits and Mr. Bramwell both expressed that they thought this was also a Charter related issue.

V. Selectmen's Report and Mail

Mr. Flaherty wanted to wish the kids good luck and a successful school year.

Mr. Conway stated that a resident of Fletcher Way reached out to him because their street sign came down and asked to have the Highway Superintendent, Keith Silver, replace it. He also brought up the issue of the handicap spot at the Town Common and asked that the Building Commissioner, Chris Carmichael, follow-up on this. Lastly, Mr. Conway informed the other Selectmen and the Town Manager that the light at the center of town is really becoming a problem, more specifically with regards to people getting stuck at the middle light. He asked that Mr. Silver and the Town Manager work together to get this resolved.

VI. Meeting Minutes

MOTION was made by Mr. Flaherty to approve the Minutes of July 25, 2019 and August 8, 2019. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

MOTION was made by Mr. Flaherty to approve the Minutes of July 25, 2019 (Executive Session), but not release them until the matter is finalized. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

VIII. Warrants

Report of Chairman, Bradford K. Bramwell, that the following Payroll and Invoice Warrants had had approved:

A. Payroll Warrant PR20-04, for the week ended August 10, 2019, Warrant dated August 15, 2019, in the amount of \$644,892.50.

B. Invoice Warrant AP20-07, dated August 15, 2019, in the amount of \$183,377.01.

C. Invoice Warrant AP20-08, dated August 22, 2019, in the amount of \$1,000,716.47.

D. Payroll Warrant PR20-05, for the week ended August 24, 2019, Warrant dated August 29, 2019, in the amount of \$1,384,262.74.

E. Invoice Warrant AP20-09, dated August 29, 2019, in the amount of \$2,244,476.69.

IX. **Other Business**

There was no other business to discuss.

X. **Next Meeting's Agenda** – September 5, 2019

There will be a hearing for aboveground storage tanks at 184 South Washington Street, discussions on a solar purchase agreement with NextGrid Patriots, LLC, discussions on the feedback from town counsel regarding the Host Community Agreement, and an update from the Water/Sewer Superintendent regarding the Water/Sewer treatment plant.

XI. **Executive Session**

There was no need for an executive session.

XII. **Adjournment**

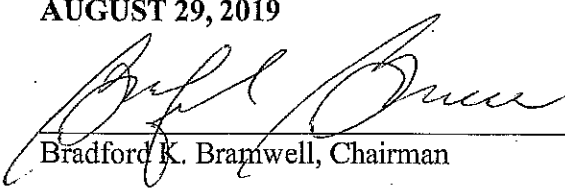
MOTION was made by Mr. Flaherty to adjourn the Board of Selectmen meeting at 8:48 P.M. Seconded by Mr. Conway. Vote: Unanimous. MOTION CARRIES.

URL Link: <https://www.youtube.com/watch?v=4Dn72HOEa4Y>

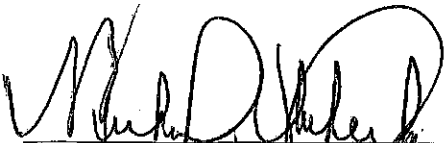
Respectfully Submitted by:

Jennifer Reid, Office Administrator

**BOARD OF SELECTMEN
MINUTES OF MEETING
AUGUST 29, 2019**

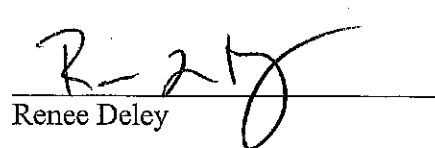


Bradford K. Bramwell, Chairman


Michael Flaherty, Vice-Chairman


John Conway, Clerk

Mary T. Steele


Renee Deley

Minutes Approved by Board on: 12/05/19