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TOWN OF NORTON  
FINANCE COMMITTEE

March 29, 2021  
7:00 P.M.  
MINUTES

**I. Call to Order**

The March 29, 2021 meeting of the Finance Committee was held via Remote Participation Meeting and was called to order at 7:00 P.M. by Mr. Stephen Evans, Chairman of the Finance Committee.

Finance Committee Members Present: Ms. Aimee Sawyer, Ms. Paula Daniels, Mr. William Rotondi, Mr. Aaron Smith, Mr. Kevin Snyder, Mr. Zachary Tsilis

Absent: Mr. Peter Carignan, Mr. Richard Dorney, Mr. Michael Fiore, Ms. Bonnie Yezukevich.

Mr. Jack Conway, Select Board Chairperson, called to order the Special Meeting with the Select Board at 7:02 PM. Roll Call: Mr. John Conway, Mr. Brad Bramwell, Ms. Rene Deley, Mr. Michael Toole, Ms. Megan Artz.

Absent: None

**II. New Business**

Mr. Conway started the meeting by reading a Commonwealth Proclamation stating that March 29, 2021 is now known as Vietnam War Veterans Day. He thanked all the Veterans for their service and sacrifice.

**Review, Discuss, and/or Vote Town Meeting and /or Operating Budget Requests, to include but not be limited to:**

- A. **Tax Increment Financing Proposal – Project Northeast at Leonard Street.** Mr. Yunits introduced Ziya Hajiyevev from Ernst & Young who will be presenting with his team. The others on the team are Jacob Williams from The Home Depot, Jessica Craw from Ernst & Young, Aubrie Houchens from Ernst & Young, Jeff O'Neill developer. There was further discussion for a proposed Home Depot Project for a 100,000 square foot distribution center. Mr. Williams estimated the project at \$11.4 M cost for the business. They hope to start construction as soon as possible hoping to be fully operational by summer 2022. Mr. O'Neill stated there would be 25-28 new full time employee positions at an average of \$21/hour. They project an additional \$770,000 new Real Property taxes and \$90,000 Personal Property Taxes to the town over the next 10 years after their Tax Incentive Financing (TIF). There will also be Excise Taxes to the town for the trucks. There will also be large permitting and building fees. There are many other revenue impacts due to travel, building maintenance, and local labor market to name a few of the advantages. Mr. Williams spoke about the community support The Home Depot provides.

Mr. Tsilis asked what the term of the lease with Blue Star would be. Mr. Williams stated 10 years. Mr. Tsilis asked how the trucks excise tax will come to Norton. Mr. Williams stated that due to the fact that the trucks will reside at this facility Norton will get the Excise Tax.

Mr. Rotondi asked what the hours of operation will be. Mr. Williams hopes it will be 7 day a week and operate early in the morning (5:30 – 6 AM) ending by 7 PM. Mr. Rotondi asked if the new hires will occur at the opening of the building. Mr. Hajiyev stated these numbers reflect the first year. Mr. Rotondi asked if there is a minimum employee number to keep the TIF in place. Mr. Williams expects that the TIF agreement will be written with the numbers included. Mr. Yunits stated that any TIF with employee agreements is reviewed yearly by the state and will be adjusted if the number drops. Mr. Yunits shared the TIF spreadsheet. He also stated that the Veteran Agent in town is very impressed with the support for Veteran's from The Home Depot. The Economic Development Committee (EDC) unanimously approved the TIF.

No questions from the Select Board. Before the Finance Committee votes Mr. Tsilis would like more information regarding the employment terms. Mr. Yunits will get this to the committee. The Finance Committee will vote after they receive the employment term information.

Mr. Conway asked for a motion to accept the TIF from the Select Board. Ms. Deley made the motion, Mr. Bramwell seconded. Vote – Unanimous.

**B. Citizen Petition of Lucile Drane, re. Map 5, Parcel 33, and Map 5, Parcel 33-01 (Zoning Bylaw, Article III- Zoning Map and Districts, and Zoning Map Amendment)**

Mr. Yunits introduced Mr. Drane. The family stated that the change from Commercial to Residential is an error and should be returned to Commercial. The family has researched the zoning tables and showed a time when the property showed both Commercial and Residential. Then more currently, the zoning map shows Residential only. The family never received any notice of the change and have always believed it was Commercial. They are asking the town for approval for this change. All are in agreement that it should be taken off the warrant and corrected internally. Mr. Drane stated that if this does need to go to Town Meeting he would like to see the wording on the petition change to reflect that this is an error. Mr. Yunits will have to talk to town council to see if they can make changes to the warrant at this late time.

Mr. Oren Sigal presented an overview showing the parcel being discussed and brought up a probably traffic problem. Mr. Conway stated that the discussion of traffic at that triangle is not relevant to changing this zoning piece.

**C. Chapter 90** Mr. Yunits stated that this always the second article and is written to accept the state funding for road repair. No funds at this time. Mr. Evans asked if we could have the wording of the exact article before taking a vote. Mr. Yunits will get that for next week.

**D. Proposal FY22 Capital Budget** - Mr. Yunits asked for a vote of the Capital Budget.

Mr. Conway entertained a motion to accept Article 8 for Capital Budget. Ms. Deley made the Motion and Mr. Bramwell seconded. Vote- Unanimous.

Mr. Evans asked for a motion to accept the Article for Capital Budget. Ms. Sawyer made the motion to accept each line as shown below. Mr. Smith seconded the motion.

Capital Request	\$656,818.00	Vote - Unanimous
Ambulance Reserve Funds	69,129.00	Vote - Unanimous
Borrowed	725,000.00	Vote - Unanimous
Sewer Surplus	400,000.00	Vote - Unanimous
Water Surplus	33,000.00	Vote - Unanimous
Other Transfer	350,000.00	Vote - Unanimous
Total	2,190,947.00	Vote - Unanimous

**E. FY22 Capital Appropriation** Mr. Yunits is Article 7 asking that \$600,000 from Free Cash be appropriated to the Capital Fund. Mr. Evans asked if we could get the written article before we vote. Select Board in agreement.

**F. Fixed and Shared Budgets (#711, #750, #910, #911, and #940)** Mr. Yunits stated that #711 is the Recurring Debt., #750 for Interest, #910 Employee Benefits, #911 Unemployment, #940 Miscellaneous Expenses. Mr. Conway asked for questions from Select Board. He asked if Mr. Yunits would send out an excel spreadsheet for easier viewing. Mr. Evans requested a motion to accept the Fixed and Shared Expenses. Ms. Sawyer made the motion to recommend each line separately as shown below. Mr. Smith seconded the totals as shown below:

#711 Maturing Debt	\$ 1,946,319.00	Vote - Unanimous
#750 Interest	\$ 520,028.00	Vote - Unanimous
#910 Employee Benefits	\$12,053,832.00	Vote – Ms. Sawyer – Yes Mr. Smith – Yes Ms. Daniels – Yes Mr. Snyder - Yes Mr. Rotondi – Yes Mr. Evans – Yes Mr. Tsilis - No
#911 Unemployment	\$ 90,000.00	Vote - Unanimous
#940 Miscellaneous	\$ 875,903.00	Vote - Unanimous

**G. Miscellaneous Town Officers and Board Expenses (#131, #177 #294, #692)** Mr. Yunits stated that these lines are for #131 is Operating Expenses, #177 Zoning Board of Appeals, 294 Tree Warden, #692 Memorial and Veterans Day. Mr. Evans asked if there were any questions from both boards. None stated. Mr. Evans requested a motion to accept the line items. Ms. Sawyer made the motion to recommend each line separately as shown below. Mr. Smith seconded.

#131 Finance Committee Operating Expenses	\$2,415.00	Vote - Unanimous
#177 Zoning Board of Appeals	\$ 300.00	Vote - Unanimous
#294 Tree Warden	\$2,000.00	Vote - Unanimous
#692 Memorial and Veterans Day	\$2,000.00	Vote - Unanimous

**H. Fixed General Government Expenses (#132, #151, #158, #162, #176, and #195)** Mr. Yunits asked for approval of the following departments: #132 Reserve Fund, #151 Legal Services, #158 Tax Title Foreclosure, #162 Elections, #176 SE Regional Plan & Economic Development, #195 Printing of Town Report. Mr. Evans asked if there were any questions from both boards. None stated. Mr. Evans requested a motion to accept the line items. Ms. Sawyer made the motion to recommend each line separately as shown below. Mr. Smith seconded.

#132 Reserve Fund	\$150,000.00	Vote - Unanimous
#151 Legal Services	\$ 80,000.00	Vote - Unanimous
#158 Tax Title Foreclosure	\$ 30,000.00	Vote - Unanimous
#162 Elections – Personnel Services	\$ 670.00	Vote – Unanimous
Charges and Expenditures	\$ 20,555.00	
Total	\$ 21,225.00	
#176 SE Regional Plan & Economic Development	\$ 3,746.00	Vote – Unanimous
#195 Printing of Town Report	\$ 2,200.00	Vote – Unanimous
#199 Postage – all departments	\$ 38,080.00	Vote – Unanimous
#244 Sealer Weights	\$ 2,200.00	Vote – Unanimous
#425 Street Lighting	\$ 40,000.00	Vote – Unanimous
#438 Sanitary Landfill	\$ 8,000.00	Vote - Unanimous

### **III. Old Business**

Follow up items from this meeting:

Follow up items from previous meetings answered at this meeting:

Follow up items from previous meetings unanswered:

1. Cost estimate if the Town Hall is condemned and the offices had to move into trailers.
2. The voting schedule for future budget meetings.
3. The financial numbers for all open TIFs.
4. Mr. Carignan asked if Mr. Yunits will provide a breakdown of the IP upgrade and the costs of the laptops.
5. Mr. Tsillis asked what the Total Debt of the town is. Ms. Van Dyne will send that out to the committee.
6. Mr. Tsillis asked for a breakdown of cell phone costs from each department.
7. Mr. Dorney asked if there is a breakdown showing the number of permits per electrical, plumbing, etc. And how much money the town receives through this process.
8. Ms. Sawyer asked if he has a number of houses on the Sewer system. He will get it to the Finance Committee next week.
9. Mr. Rotondi asked for a breakdown between the Town Salary and HR departments in the survey.
10. Mr. Tsillis asked if we can get a simple one page spreadsheet showing where the savings are for this year from last year in the different departments ( lights, Insurance, SEMRECC, etc.).
11. Mr. Toole asked Mr. Morris from Southeastern Regional if he has a number of Norton applicants that applied but were not accepted. Mr. Morris will get that number for the committee and email to Mr. Yunits or Mr. Conway.
12. Mr. Yunits will ask if the Bristol Agricultural school will be getting any Federal Money that can be used toward the assessment.
13. Mr. Conway asked if the dispatchers been able to get their unemployment claims? Mr. Yunits said that all but two have gotten jobs and he will check on the others.
14. Mr. Evans asked what the status is regarding a reimbursement due to asbestos remediation and the window project at the Yelle School. Mr. Yunits will check and get back to the committee.
15. Before the Finance Committee votes Mr. Tsilis would like more information regarding the employment terms. Mr. Yunits will get this to us.
16. Mr. Evans asked if we could have the wording of article 2 regarding approval to use Chapter 90 funds before taking a vote. Mr. Yunits will get that for next week.
17. Mr. Yunits is Article 7 asking that \$600,000 from Free Cash be appropriated to the Capital Fund. Mr. Evans asked if we could get the written article before we vote. Select Board in agreement.

### **IV. Open session for topics not reasonably anticipated 48 hours in advance**

### **V. Minutes**

### **VI. Adjournment**

Mr. Conway entertained a motion to adjourn at 9:01 P.M. Mr. Bramwell made the motion. Ms. Deley Seconded. Vote – Unanimous


Mr. Evans entertained a motion at 9:01 P.M. to adjourn this meeting. Mr. Rotondi moved to adjourn the meeting. Ms. Daniels seconded. Vote – Unanimous

Respectfully submitted by

Patricia Tarantino, Recording Secretary

Minutes approved by Committee on:

Signature:

A handwritten signature in black ink, appearing to read "Stephen Evans", is written over a horizontal line.

Stephen Evans, Finance Committee Chair

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<b>TITLE</b>	Finance Committee Minutes
<b>FILE NAME</b>	FC Minutes 3.22.21.pdf and 4 others
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## Document History



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**05 / 03 / 2021**

16:44:52 UTC

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(sgolfaddict@comcast.net) from jreid@nortonmaus.com  
IP: 173.162.149.1



VIEWED

**05 / 04 / 2021**

14:27:19 UTC

Viewed by Stephen Evans (sgolfaddict@comcast.net)  
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SIGNED

**05 / 04 / 2021**

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