



TOWN OF NORTON
SELECT BOARD
MUNICIPAL CENTER
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Select Board
Meeting Minutes
July 23, 2020

I. **Call to Order by Chairman**

The July 23, 2020 meeting of the Norton Select Board was held remotely (web: <https://zoom.us/j/6391519600>; dial in via +1 (646) 558-8656, Meeting ID 639-151-9600) and was called to order at 6:30 P.M., by Mr. John Conway, Chair. Member(s) present: Ms. Renee Deley, Mr. Michael Toole, and Mr. Bradford K. Bramwell. Also in attendance: Mr. Michael D. Yunits, Town Manager.

II. **Appointments/Resignations/Retirements**

1. Appointment of Kevin K. Schleicher, Jr. to the Position of Full-Time Civil Service Police Sergeant.

MOTION was made by Mr. Toole to appoint Kevin K. Schleicher, Jr. to the Position of Full-Time Civil Service Police Sergeant. Seconded by Mr. Bramwell. Vote: Mr. Toole – Yes; Ms. Deley – Yes; Mr. Bramwell – Yes; and Mr. Conway – Yes. MOTION CARRIES.

III. **Licenses and Permits**

1. Vote to Approve the One-Day Beer and Wine License to Jeanne Phelps-Blair for a Private Event at the Everett Leonard Park from 3:00 P.M. to 7:00 P.M. on August 8, 2020.

MOTION was made by Mr. Bramwell to approve the one-day beer and wine license with the stipulation that the applicant abides by the requirements set by the Town. Seconded by Ms. Deley. Vote: Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.

2. Vote to Approve the One-Day All Alcohol Liquor License to Stephen Cavanaugh for a Private Event at the Everett Leonard Park from 12:00 P.M. to 5:00 P.M. on August 16, 2020.

MOTION was made by Mr. Bramwell to approve the one-day beer and wine license with the stipulation that the applicant abides by the requirements set by the Town. Seconded by Ms. Deley. Vote: Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.

IV. **Announcements**

There were no announcements to discuss.

V. **Business**
A. **New Business**

1. Joint Meeting with the School Committee Regarding the Town Hall/Senior Center Project and Athletic Complex.

The School Committee called their meeting to order at 6:37 P.M. by Carolyn Gallagher, Chairperson.

School Committee Members Present: Ms. Carolyn Gallagher, Chairperson, Mr. Deniz Savas, Vice-Chairperson, Mrs. Sheri Cohen, Mrs. Kathleen Stern, and Mr. Daniel Sheedy.

Also present: Dr. Joseph F. Baeta, Superintendent of Schools, Mr. Matthew Wells, School Business Administrator, and Mr. Wade Lizotte, Director of Facilities.

Mr. Yunits mentioned that he had given the Select Board information from bond counsel to show what the debt-exclusion would add to taxes per home. Ms. Deley pointed out that the price point used for the projects to determine these calculations by bond counsel was \$33,000,000. She then asked if this was for the Town Hall, Senior/Community Center, and Athletic Complex and Mr. Yunits advised that this was just for the Town Hall and Senior/Community Center.

Mr. Sheedy asked what sites were picked. Mr. Yunits gave an overview of the four options as follows:

Site No. 4 (1st Preference): 70 East Main Street for both the Town Hall and Senior/Community Center, and includes the purchasing of the property adjacent to Town Hall.

Site No. 4A and 2 (2nd Preference): The new Town Hall would go behind the existing Town Hall and the Senior/Community Center would be located at 116-120 Mansfield Avenue.

Site No. 1 (3rd Preference): 0 Reservoir Street, which is the property owned by Wheaton College. This site gives the option of having both the Town Hall and Senior/Community Center on the same property.

Site No. 3 (4th Preference): This option would have the Town Hall at 70 East Main Street and the Senior/Community Center would be at 215-233 West Main Street.

Mr. Conway asked what the average house assessment is at this time. Ms. Dinah O'Brien, Chair of the Permanent Building Committee (PBC) answered that the home values average between \$312,000 and \$315,000. Mr. Conway emphasized again that this is just for the Town Hall and Senior/Community Center and does not include the athletic complex. Mr. Conway asked for the School Committee to give updates on the athletic complex.

Dr. Baeta advised that the School Committee via the Athletic Complex Committee chose Option G for the athletic complex, which included an 8-lane track and synthetic turf fields/construction, and would cost \$8,667,499. Dr. Baeta provided a breakdown of the cost as follows:

- High School is \$2,800,000;
- Henri A. Yelle Elementary School (HAY School): a synthetic turf field behind the school is \$4.4 million;
- A synthetic turf field out back for the “pit field” is \$1.1M and the tennis courts costs approximately \$342,000.

Ms. Deley asked to have the figures from the athletic complex figured into the numbers presented for the four site options for the Town Hall and Senior/Community Center. Mr. Bramwell explained that they could use the information provided on the fourth sheet where is \$10,000,000 for a 30-year bond to get an estimate with the athletic complex calculated in. Mr. Bramwell instructed Ms. Deley to look at first year where it would be at the highest and then it would be roughly \$25 per hundred thousand for the school project. Mr. Conway advised based off of the average household assessment of \$314,000 that it would be \$78.75 added on with the athletic complex. Ms. Deley mentioned that it would be approximately \$141.80 in total for all three projects. Ms. Deley asked Mr. Yunits for more accurate figures from bond counsel, and Mr. Yunits said he would get those with a 20-year and 30-year borrowing.

Mr. Conway asked Dr. Baeta to explain the rationale behind the athletic complex. Dr. Baeta said they have been working on this for 4 years and 2 years ago it was moved into a capital expense for the purposes of siting and hired Gale Associates through capital to spend up to \$20,000 to look at the design. He further explained that the fields are in dire states and that they can't have track matches because the track is 6 lanes and regulations call for 8 lanes. Dr. Baeta advised that the tennis courts are on the leeching field for the Middle School and with the changing weather the courts are cracking. Said that they would save costs on mowing the fields and putting the lines on the fields. He pointed out that they could also rent the fields out for tournaments and could create a revolving or stabilization account to put these funds into maintain/upkeep the fields.

Ms. Deley asked if there were opportunities to save costs for the students as far as athletic fees. Dr. Baeta said that would be a School Committee decision where if they have enough revenue from renting the fields, but it would also have to go to town meeting to setup that type of account. Ms. Gallagher pointed out that the Norton school systems has had to go out and find other fields for students to play sports, so there have been fees that have gone out to other fields for Norton students to use. She advised that these were costs incurred that they would no longer have to pay if they had fields available that they could use.

Dr. Baeta said he has to ride a fine line regarding Title 9 so that men's and women's sports are equal. He gave the sample of if they had a turf football field that they can use for football, soccer, lacrosse, etc. being acceptable and fair. In contrast, if they build a turf baseball field that they are saying is only for the baseball team to use and not for the softball team, then they will have a problem. Dr. Baeta said he also has the responsibility of looking out for the safety of his students.

Ms. Deley asked what the cost of maintaining the current fields was (monthly average). Dr. Baeta answered that they have two full-time people that take care of outdoor grounds, such as maintaining the fields in the fall and taking care of snow in the winter. Dr. Baeta said he would have to take a look at all of the factors to give a true depiction of the maintenance expenses to get an idea of the cost savings.

Mr. Toole asked for clarification of the cost and what the project exactly entailed. Dr. Baeta reiterated that the cost of the project would be \$8,667,499. The School Superintendent continued explaining that the athletic complex would be behind the HAY as well as where the JV baseball field is (a/k/a the Dust Bowl), then skip the baseball field because no work needs to be done there, and continue to the football field which would include a track, lighting, and field itself. Dr. Baeta said that the football field and baseball field have lighting, but not the "pits."

Mr. Bramwell noticed that Option 3 the cost for the Town Hall comes in at \$14,000,000 and with Option 2 it is about \$17,000,000 and asked what the differences are on those buildings. Mr. Michael Viveiros, Architect of DBVW Architects, explained that the construction site for Option 2 where the current Town Hall is creates a number of costs because they are working around the current structure; for example, additional site costs, fairly tight site with moving things around, and the cost of keeping Town Hall operational during the construction. Mr. Viveiros mentioned that they would be addressing a lot of current problems such as the driveway, roadway, utilities, etc.

Mr. Toole asked for the life expectancy of the buildings as far as growth. Ms. O'Brien said they are looking at 50 years. Mr. Toole asked how this would affect the Highway Department because there was mention of creating a DPW. Ms. O'Brien said there was no discussions on this.

Ms. Deley referred to Option 1 (Site 4) specifically about the purchasing of the additional parcel of land behind the Town Hall and asked what benefit that piece of land would provide. Mr. Yunits advised that it would provide better site flow. Mr. Viveiros confirmed this and further stated that the parking lot could be closer and it would help with keeping the site operational. Mr. Viveiros informed the Board that the cost of purchasing the site could ultimately result in savings just with the construction side as far as the cost of shifting equipment, construction materials, etc.

Ms. Beth Rossi, Director of the Council on Aging, expressed a concern with Option 1. She said with COVID-19, outdoor space is crucial and appears limited with this choice. She voiced that she wants to make sure they have enough outdoor space to do activities. Ms. O'Brien said they looked at outdoor space that would be adequate for recreational activities.

Ms. Deley asked if the Reservoir Street site option would give the most outdoor space and Ms. O'Brien confirmed that it would have the most space for passive recreational activities. Ms. Deley mentioned that a resident of Reservoir Street voiced concerns at an Economic Development Commission (EDC) meeting regarding having these projects placed on Reservoir Street because of the increased traffic; she then asked if there would be an alternative ingress/egress from Route 140. Mr. Yunits advised that there wasn't egress to Route 140 from that site. Mr. Yunits addressed the concern for increased traffic by suggesting leaving the Town Hall at 70 East Main Street and just putting the Senior/Community Center at the Reservoir Street location. Mr. Viveiros mentioned that there was a parcel of land available a few months ago that is between Route 140 and the Wheaton College parcel of land.

Ms. Deley asked with the additional fields if they would have adequate parking, which Dr. Baeta answered they would. Ms. Gallagher clarified that the "pit" field and tennis courts wouldn't have lighting. Mr. Conway asked what the life expectancy of a turf field is. Dr.

Baeta replied that it is typically 10 years, but can last longer depending on the level of maintenance. Mr. Conway asked if they had an estimated cost for if they had to replace the turf field. Dr. Baeta said it depends, but if they were replacing an entire turf field it could be \$300,000.

Ms. Deley asked when they would start repaying this as a community. Mr. Conway said once the project is completed. Mr. Conway asked for Ms. O'Brien to confirm the completion date (estimated for 2023) and asked how long the athletic complex is estimated to take to construct. Dr. Baeta advised that it probably take a year due to weather/seasons and pointed out that this also has to go to town meeting first, which adds time, so probably 16-18 months. Mr. Conway replied that they are probably looking at 2022 at the earliest, which Dr. Baeta confirmed.

Ms. O'Brien explained that the project will require the hiring of a project manager and architect, going out to bid, as well as the whole construction process before a shovel goes in the ground. Mr. Conway asked if the athletic complex would fall under the PBC, which Ms. O'Brien stated it would. Mr. Toole asked if there are any savings between the three projects because they could have the same project manager. Ms. O'Brien said there wouldn't be because these are two very different projects.

Ms. Deley asked if the Town would be paying off existing debt within the next few years, and Mr. Yunits said there is some, but not much. The Town Manager told the Select Board that he would get that information to them as well as check with the Financial Advisor to see about the borrowing on the athletic complex.

Ms. Becky Harrington, a resident of Norton, asked if the physical education classes will have access to those fields. Dr. Baeta said it would be available for physical education as well as wellness. She then asked if a traffic study had been done on these projects, especially with Reservoir Street being very residential. Mr. Viveiros said a traffic study has not been done yet. Ms. Harrington asked if there would be discussions on this at town meeting. Ms. O'Brien said the site selection would be up to the Board and at town meeting there would be the vote on the projects themselves. Ms. Harrington asked if there would be a platform for residents to voice their opinions. Ms. O'Brien advised Ms. Harrington that between now and that town meeting they will be having plenty of public hearings.

Mr. James Slattery voiced a concern because part of the proposed athletic complex would be on the edge of a swamp and after hearing complaints about drainage issues on the existing fields, such as the "pits," he wants to avoid having the same problems. Dr. Baeta said during the construction process, they would look at the project to make some construction shifts if necessary. He mentioned that the softball field never gets filled with water, but the baseball field near the back does and that is why they went with turf for the baseball field.

Mr. Zack Tsilis asked that the hearings consider what plan "B" will be for the Town Hall and Senior/Community Center as well as the athletic fields. Mr. Conway said that the Board has been asking the Building Commissioner to provide cost estimates for fully renovating the building and pointed out that cost estimate in savings for doing nothing is not \$0.00. Mr. Conway further stated that they also need to know the operational costs for these new buildings. Mr. Tsilis pointed out that if this isn't passed at town meeting and they need to make repairs to the existing buildings/fields, it has to come from somewhere which will be the operating budget, which will in turn result in layoffs.

Mr. Slattery emphasized that they can't keep throwing bad money into the building(s) and doing patchwork. They need to make the investment. He then pointed out that they have been spending money to use other fields too where the Town could be collecting fees from other towns to use the fields. Mr. Slattery stated that the Town has to bite the bullet. He lastly pointed out that the Town Hall does not have an occupancy permit and the person in the Tax Collector's office still has a leaking ceiling where the employee has to sit next to a bucket filling with water from the leaking roof.

Ms. O'Brien listed off several issues with the current town hall, such as no handicapped accessibility, no fire protection, very little insulation, the need for a whole new HVAC system, and more. She pointed out that first discussion regarding the need for a new town hall when it wasn't meeting standards was in 1995. Ms. O'Brien pointed out that having a second floor in a gymnasium when there is water leaking onto electrical wires is frightening. Dr. Baeta addressed the need to also put the money into operational costs to maintain the buildings. He said that in order to make these buildings last, they need to spend more money to maintain high-cost items.

Mr. Conway said that they started doing the informational sessions back in February/March of last year, or approximately 18 months ago and there hasn't been a lot of forward momentum. Mr. Conway lastly stated that it is time to "shit or get off the pot." Mr. Bramwell said he is between Option 1 and Option 3; Option 1 because of the municipal complex concept and Option 3 because of the price being \$5,000,000 cheaper. Mr. Toole asked what the PBC is looking for from the Select Board at this meeting. Ms. O'Brien responded that they are looking for a decision because they are meeting again on August 10th.

Ms. Deley said she has gotten the most feedback/commentary on Option 1 and Option 3. She stated that she would like to get the feedback from residents before making a decision. Ms. Deley asked for the additional cost for the sewer for Option 3 as well as the cost of having primary access from Route 140. She also asked for potential opportunities for purchasing the property behind Town Hall, the cost of "doing nothing," and the cost to renovate Town Hall. Ms. Deley asked Mr. Yunits to get the renovation figures in case these projects fail at town meeting.

Mr. Conway suggested doing an informational session next week and asked that Mr. Viveiros be present at that session before making a decision. Dr. Baeta mentioned that they have a meeting about reopening the schools on Thursday, July 30th. Mr. Conway suggested having the informational session on Wednesday, July 29th at 7:00 P.M. Mr. Conway reiterated that the Select Board is committing to making a decision at their August 6th meeting for the PBC to move forward at their August 10th meeting and the Select Board members agreed. Ms. Deley asked Ms. O'Brien to contact the Police Chief and Fire Chief about future expansions in reference to site Option 1, which she agreed to do.

2. Early Voting and Mail-In

Mr. Yunits advised the Select Board in regard to the notices going out to residents about early voting that the State listed on them for mail-in ballots the option for the presidential, primary or "all elections 2020" not "all state and federal elections for 2020." In result, now this also includes all town elections. Mr. Yunits said that he can't believe that during this pandemic the

Secretary of the Commonwealth is making people come in for 7 days for voting and it will be on Saturdays and Sundays.

Ms. Longhurst informed the Board that early voting will start August 22, 2020 and will end August 28, 2020. She advised that finding a location has shown to be a problem. The Town Clerk stated that while the Library is an option, they also can't force voters to wear face masks. She said the Tricentennial Church said they could hold the elections there, but not on Saturdays because AA meetings are held there then and they mass in the morning. Ms. Longhurst advised that she would prefer the mornings because they have to count ballots. Another option the Town Clerk mentioned for the presidential election was having it at Town Hall and having Town all employees work remotely. She told the Board that they will also be monitoring the number of people coming in and out. Ms. Longhurst further stated that on weekends, they are only required to have 4 hours for voting. Mr. Conway asked what room she plans to use at the Town Hall and she said the break room. Ms. Deley voiced her opinion that she doesn't think that the Town Hall is going to be able to accommodate the number of people who are going to show up to vote especially with this presidential primary. Ms. Longhurst said that they were able to accommodate 3,000 people four years ago and they have already gotten 1,500 cards back this week for mail-in ballots. She added that the State mandates that the weekend voting for early voting be held at a municipal building/town hall. Ms. Deley suggested using vacant buildings in the Town if possible and renting them out, such as Roche Bros. Mr. Toole suggested using Chartley Fire Station. Deputy Chief Benton Keene said that shouldn't be a problem, but that also is dependent upon the time of year, and that they might just need to move some of the trucks.

Mr. Conway expressed a concern with the weather (e.g. hurricane season). Ms. Longhurst said the State needs to know the location by the first week of August. Mr. Bramwell expressed concerns about the limited parking at the Chartley Fire Station. Mr. Toole said he was concerned with anticipated large numbers for voting and trying to hold it at the Town Hall for the primary election. Mr. Yunits said if it is held at the Town Hall, the employees would have to work remotely those days and Mr. Toole agreed. The Board and Town Clerk discussed using the Town Hall break room and basement as possible locations for the elections. Ms. Longhurst agreed to look into Chartley Fire Station as well. Mr. Toole reiterated a concern of packing in so many voters because Town Hall is so small. Mr. Conway said what better way to show residents the need for a new Town Hall than to pack them into a tiny/decrepit building to vote and truly show how the current Town Hall is not functional.

Mr. Slattery voiced his opinion that they should be looking at the Library to use for the election that would more than satisfy the election and questioned what right the Librarian has to not allow the use because voters don't have to wear a mask. Mr. Conway pointed out that the Library has a different governance structure where it is partially run by the Town while also partially run by its own Board of Directors. Mr. Yunits confirmed Mr. Conway's statement and added that he is sure the Library Director already checked with the Board of Directors for something such as this.

MOTION was made by Mr. Bramwell to designate the Town Hall as the early voting location for all elections in 2020. Seconded by Ms. Deley. Vote: Mr. Toole – No; Ms. Deley – Yes; Mr. Bramwell – Yes; and Mr. Conway – Yes. MOTION CARRIES.

Ms. Longhurst explained that with the cards, the majority are for all elections. Mr. Yunits said this is something new and anyone that checked that box the Town has to send ballots to them for the special town election. Ms. Longhurst advised that the Town is responsible for paying for the postage for these ballots, which is estimated to cost approximately \$15,000. Mr. Conway asked if they could use the Cares Act funding for this. Mr. Yunits said they planned to as well as the additional costs related to COVID-19 precautions for voting. The Town Clerk stated that they are going to need a lot of help because the State is putting in a new module to be able to enter these cards into the system, which has to be done manually, and that won't be up until August 1st of 2nd. Ms. Longhurst advised that she is looking for extra help. Mr. Conway suggested contacting the schools to see if any of the students are old enough and want to work, which she agreed to do.

3. Fall Town Meeting Timeline.

Mr. Yunits stated that the Fall Town Meeting needs to be scheduled, which also brought back the topic of where they want to have the meeting. He explained that the dates suggested gives the Town the time to set the tax rate. After reviewing the timelines provided, the Select Board decided to hold the Fall Town Meeting on Saturday, October 17th for an outdoor meeting. Ms. Longhurst informed the Board that there will be early voting that day for the presidential election and asked what time they planned to have the meeting. Mr. Yunits suggested 9:00 A.M. like the last meeting. Mr. Bramwell suggested doing the Fall Town Meeting at 12:00 P.M. and have the early voting from 7:00 A.M. to 11:00 A.M. Mr. Conway suggested keeping the early voting in the morning because it is a set window of 4 hours whereas with the Fall Town Meeting, they don't know how long it will go for. In result, Mr. Conway suggested 1:00 P.M. on Saturday, October 17th outside with a rain date of October 24th. Ms. Longhurst clarified the early voting hours are to be from 8:00 A.M. to 12:00 P.M. Ms. Deley suggested doing 7:00 A.M. to 11:00 A.M. to give the Town Clerk time between early voting and the town meeting, which Ms. Longhurst agreed to.

MOTION was made by Ms. Deley to hold the Fall Town Meeting on Saturday, October 17th at 1:00 P.M. outside at the Norton High School with a rain date of Saturday, October 24th at the same time and location. Seconded by Mr. Toole. Vote: Mr. Toole – Yes; Ms. Deley – Yes; Mr. Bramwell – Yes; and Mr. Conway – Yes. MOTION CARRIES.

Vote amended as follows:

MOTION was made by Ms. Deley to open the Fall Town Meeting to be held on Saturday, October 17th at 1:00 P.M. outside at the Norton High School with a rain date of Saturday, October 24th at the same time and location. Seconded by Mr. Toole. Vote: Mr. Toole – Yes; Ms. Deley – Yes; Mr. Bramwell – Yes; and Mr. Conway – Yes. MOTION CARRIES.

4. Discussion on the Removal of the Water Dispenser by the Water/Sewer Commission.

Mr. Yunits told the Board that he spoke with Mr. Luke Grant, Chair of the Water/Sewer Commission, again yesterday about the water machine and advised that they have softened their stance. The Town Manager stated that the Water/Sewer Commission is negotiating with

the company that owns the machine to reduce the rent for the next 4 months and are open to working on ways to safely reopen it.

Mr. Conway said there is a lot of discussion on social media about this topic and the Water/Sewer Commission said they would like their voices to be heard. Mr. Conway advised residents to contact the Water/Sewer Department at 508-285-0280 if they have any questions or concerns. Mr. Conway asked to have an e-mail provided for the Water/Sewer Superintendent to also voice concerns. Mr. Yunits provided Mr. Frank Fournier's e-mail (ffournier@nortonmaus.com).

Mr. Tsilis pointed out that they have a new million dollar water treatment facility and posed the question of why they couldn't run a line from that for residents to get clean water from. Mr. Conway said it was not so much about the cost of the machine, but rather how to reopen it safely. Mr. Tsilis said they wouldn't need to worry about the concern of cleanliness of the water machine because they would be getting clean filtered water with what he suggested doing.

5. Discussion on COVID-19 Temporary Protocols for Public Meetings.

Ms. Deley wanted to remind everyone that the temporary protocol is still in place and all meetings should still be held virtually. She expressed she didn't see a need to change this at this time because the virtual meetings have proven to be effective; in fact, boards/committees have actually gotten more participants with the virtual meetings. Ms. Deley asked Mr. Yunits to send a reminder to all boards/committees reminding them that this is still in place, which he agreed to do.

Mr. Yunits stated that he hopes the public keeps steady and doesn't get too comfortable and start having family parties or other large gatherings. He expressed hopes for a vaccine soon, but advised residents to be cautious in the meantime by wearing a mask, having hand sanitizer with you, and avoiding large gatherings. Ms. Deley asked to have the trending numbers available for the public to see, which Mr. Yunits said he would ask the Public Health Nurse, Ms. Donna Palmer, to provide this information and commented that she has been doing an amazing job.

Mr. Conway asked to have Mr. Yunits write a letter recognizing the great work the Norton Media Center has done with the getting all of the boards/committee meetings available to the public and so quickly.

6. Vote to Authorize the Town Manager to Sign the Memorandum of Agreement with Mansfield Airport Commission.

Mr. Yunits advised that the Airport Commission has to do some tree clearing on the runway approach, so they are looking for the Town's permission to do some tree clearing on Cobb Street and North Washington. The Town Manager stated that the Highway Superintendent, Mr. Keith Silver, took a look at the work to be done and he did not have any issues with it. Mr. Yunits further stated that the Airport Commission has made agreements with the residents of the area to cut trees on their property. Mr. Conway clarified that this would just be to clear trees on Town land. Mr. Yunits replied that it would be on Town land along a public way. Mr.

Toole asked if any of this was conservation land and Mr. Yunits advised that it was not and it was just trees along the public ways.

Ms. Deley asked how much area this impacts because when they did this at the airport along the bike path there it looked incredibly different, drastic, and shocking to people to see how much they actually took down. Mr. Yunits answered that they are cutting anything that is within 10 feet of the approach area. He pointed out on the diagram provided to the Board where the Airport Commission outlined the approach area, specifically going across North Washington Street and Cobb Street.

Ms. Deley clarified that none of this was falling on personal property. Mr. Yunits stated that there were a couple, but the Airport Commission entered into agreements with the property owners (one for \$30,000 and the other for \$50,000) to take down the trees along the approach.

MOTION was made by Mr. Toole to authorize the Town Manager to sign the Memorandum of Agreement with Mansfield Airport Commission. Seconded by Mr. Bramwell. Vote: Mr. Toole – Yes; Ms. Deley – Yes; Mr. Bramwell – Yes; and Mr. Conway – Yes. MOTION CARRIES.

B. Old Business

1. Discussion on Potential Special Town Meeting.

Ms. Deley suggested having a special town meeting on August 15, 2020. Mr. Yunits explained that they don't have enough time to get it done for this date. The Town Manager asked about having an evening meeting, but Ms. Deley said it was not a good idea because of EEE. There were discussions of other August dates, but there were conflicts with early voting on August 22nd and August 28th. Mr. Joe Parker, resident, suggested a date of Saturday, August 29th for the special town meeting.

Mr. Toole asked Ms. Deley for her reasoning as to why she wants a special town meeting rather than waiting until the October town meeting. Ms. Deley said that both warrant articles are economic and during this pandemic, it would be advantageous for them to move forward with these articles. Ms. Deley further stated that in the October timeframe, they are expecting to have a second wave of COVID-19.

The Board discovered August 15th was not feasible and went with August 29th date. Mr. Bramwell suggested 9:00 A.M.

MOTION was made by Mr. Bramwell to set the Special Town Meeting for Saturday, August 29th beginning at 9:00 A.M. at the Norton High School to be held outdoors at the football field. Seconded by Ms. Deley. Vote: Mr. Toole – Yes; Ms. Deley – Yes; Mr. Bramwell – Yes; and Mr. Conway – Yes. MOTION CARRIES.

Ms. Deley asked to get the cost estimates for tent(s) and Mr. Yunits said he would find out. Mr. Bramwell and Ms. Deley said it made sense to look into getting tents after the experience last town meeting without them. Ms. Deley suggested speaking with the Town Moderator about making sure microphones are brought to residents during the meeting.

C. Town Manager's Report

1. Update on Traffic Signal at North and South Worcester Streets at Route 123.

Mr. Yunits advised that the timeline scheduled for beginning construction is 2025. Ms. Deley asked how long it would take once the construction began and suggested approximately 12-14 months and Mr. Yunits said it shouldn't take any longer than that.

Mr. Conway asked about the North and South Washington Streets traffic signals. Mr. Yunits said he received a notice that they are starting construction for that set of traffic lights on August 10th. Mr. Conway clarified that this was for the traffic signals on the I-495 overpass and North and South Washington Streets and Mr. Yunits said that was correct. Mr. Conway asked if the takings were all taken care of. Mr. Yunits said there is one person they are working with, but the rest are all set.

2. Update on West Main Street Sewer Project.

Mr. Yunits advised that the Town did receive a blasting permit. Deputy Fire Chief Benton Keene said the contractor mentioned that this section of the job may start blasting the first week of August. Ms. Deley asked how long this would be going for. Deputy Chief Keene said they could be blasting for up to 3 months from 10:00 A.M. to 2:00 P.M. He advised that the State doesn't want them holding traffic for any longer than 5 minutes and if they start going past 12 minutes, they will be shut down. Ms. Deley asked how loud this would be and from what distance the blasting could be heard. Deputy Chief Keene said it shouldn't be too bad and mentioned that they are using blasting pads, but they can always shut them down if they need to. Mr. Toole asked how close houses are to the blasting and Deputy Chief Keene said there is one near Wendell's that is within 250 feet. Mr. Toole asked about structural repercussions to homeowners and Deputy Chief Keene advised that they had to do a pre-site survey where they go out and take pictures of the houses near the blasting, so if people call after the blasting/construction is done claiming something such as their ceiling is cracking they will go out and compare the pre-blasting pictures with the current stated to make a determination.

3. South Worcester Street and John Scott Boulevard Railroad Crossing Repair.

Mr. Yunits advised that the railroad crossing is being done over at South Worcester Street and John Scott Boulevard, so they will need to close down the crossing after they repave it. The Town Manager advised that the railroad crossing will be shut down on July 24th and will reopen on Saturday night (July 25th). Mr. Yunits said the Fire Department expressed a concern with this because it would add quite a bit of time responding to emergencies, so the Fire Department is working to have police details and Chartley Fire Station available on demand.

V. Select Board's Report and Mail

1. Mr. Toole reported that there was a food truck permit approved by the Building Commissioner for Fork & Bibb and they looking to have a location closer to the center of Town, such as the Town Common. Mr. Toole said they were going to talk to the Historical Commission to see if they could come to an agreement to do so. Mr. Yunits said he will check

with the Fork & Bibb and see if they are still interested and if so, work to create an agreement between them and the Historical Commission.

Ms. Deley expressed that she thought the Town Common was a good idea especially with the new parking there and added that she sees that as a safer option now. She shared her support of this idea.

Mr. Bramwell wanted to mention the letter they received a copy of from Police Chief, Mr. Brian Clark, commending Sean Worrall, Patrolman and Amanda Goodwin, Dispatcher. Chief Clark recognized the assistance they gave a resident who fell on hard times. The resident had no close family and did not know where to spend the night. Mr. Worrall and Ms. Goodwin arranged to have the resident stay at Extended Stay motel and paid for a two-night stay out of their own personal funds.

Mr. Conway said the Police Department posted a follow-up yesterday to help this individual and advised that they could further help through Norton Human Services and could use the drop-box at the Norton Senior Center. Individuals can also receive assistance from St. Vincent De Paul's or It Takes a Village located at 48 Harvey Street.

Mr. Conway informed the Board that there was a resident asking about the bank property on West Main Street and if there were plans to revitalize the bank. Mr. Bramwell advised that this is privately owned property.

VI. Meeting Minutes

MOTION was made by Ms. Deley to approve the amended minutes for March 5, 2020 noting that there is an attachment to be added. Seconded by Mr. Bramwell. Vote: Mr. Toole – Abstain; Ms. Deley – Yes; Mr. Bramwell – Yes; and Mr. Conway – Yes. MOTION CARRIES.

VIII. Warrants

Report of, Chair, John Conway, on the following Payroll and Invoice Warrants:

A. Payroll Warrant PR20-28 for the payroll period ended June 30, 2020, Warrant dated June 30, 2020, in the amount of \$100,003.90.

B. Payroll Warrant PR21-02 for the week ended July 11, 2020, Warrant dated July 16, 2020, in the amount of \$685,228.35.

C. Invoice Warrant AP21-03 dated July 16, 2020, in the amount of \$162,205.83.

D. Invoice Warrant AP21-04 dated July 23, 2020, in the amount of \$4,963,176.96.

IX. Other Business

There was no other business to discuss.

X. **Next Meeting's Agenda** – Thursday, August 6, 2020. There will also be a public informational session on Wednesday, August 29th.

XI. **Executive Session**

There was no executive session.

XII. **Adjournment**

MOTION was made by Ms. Deley to adjourn the meeting at 9:54 P.M. Seconded by Mr. Toole. **Vote:** Mr. Toole – Yes; Ms. Deley – Yes; Mr. Bramwell – Yes; and Mr. Conway – Yes. **MOTION CARRIES.**

URL Link: <https://www.youtube.com/watch?v=k2eR33zDJn8>

Respectfully Submitted by:



Jennifer Reid, Office Administrator

**SELECT BOARD
MINUTES OF MEETING
JULY 23, 2020**



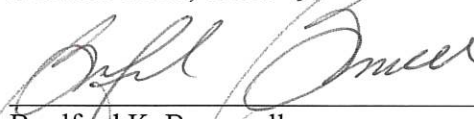
John Conway, Chair



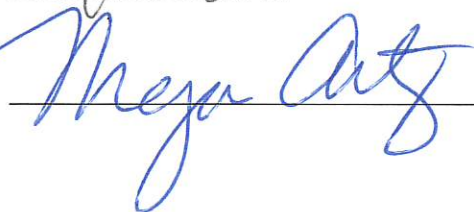
Renee Deley, Vice-Chair



Michael Toole, Clerk



Bradford K. Bramwell



Minutes Approved by Board on: September 17, 2020