



TOWN OF NORTON  
SELECT BOARD  
MUNICIPAL CENTER  
70 EAST MAIN STREET  
NORTON, MA 02766  
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**Select Board  
Meeting Minutes  
October 1, 2020**

**I. Call to Order by Chairman**

The October 1, 2020 meeting of the Norton Select Board was held remotely (Web: <https://us02web.zoom.us/j/6391519600>; Phone: 646-558 8656; Meeting ID: 639 151 9600, and was called to order at 6:32 P.M., by Mr. John Conway, Chair. Member(s) present: Ms. Renee Deley, Mr. Michael Toole, and Mr. Bradford K. Bramwell. Megan Artz arrived at 6:35 P.M. Also in attendance: Mr. Michael D. Yunits, Town Manager.

**II. Appointments/Resignations/Retirements**

1. Appointment of Select Board Member to the Bristol County Advisory Board.

**MOTION was made by Ms. Deley to nominate Michael Toole as the Select Board Member to the Bristol County Advisory Board. Seconded by Bramwell. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Ms. Deley – Yes; Mr. Bramwell – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

2. Resignation of Scott Ollerhead from the Conservation Commission.

**MOTION was made by Mr. Toole to accept the resignation of Scott Ollerhead from the Conservation Commission. Seconded by Ms. Deley. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

Mr. Toole stated that he had followed up on the previous appointment of the Water/Sewer Commissioner and advised that Mr. Bill Marr has been sworn in for the position.

Mr. Conway asked Mr. Yunits to have someone put together a list of vacancies for all boards/committees. Mr. Yunits asked what meeting he would like this prepared for suggesting the first meeting in November and Mr. Conway confirmed. Ms. Deley shared that there is an interested party for the vacancy on the Conservation Commission.

**III. Licenses and Permits**

1. Vote to Approve the One-Day Beer and Wine Liquor License to Meghan Mottau for a Private Event at the Everett Leonard Park from 12:00 P.M. to 3:00 P.M. on October 25, 2020

**MOTION was made by Mr. Toole to approve the one-day beer and wine liquor license to Meghan Mottau for a private event at the Everett Leonard Park from 12:00 P.M. to 3:00 P.M. on October 25, 2020. Seconded by Ms. Deley. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

#### **IV. Announcements**

Mr. Toole read the following announcements:

- 1.) Statewide Food4Vets is on Saturday, October 3, 2020 from 10:00 A.M. to 1:00 P.M. Any active military families or veterans can receive vital food packages.
- 2.) It's Time to Apply for Fuel Assistance! Contact the Norton Human Services Department at the Senior Center Today to Make an Appointment at (508) 285-0235.

The Norton Human Services Department is currently helping residents with fuel assistance. Folks can schedule either a phone or an in-person appointment. There is also a link on their webpage for more information.

3. Norton Parks and Recreation and Starlight Events is holding "A Royal Fall Festival with the Snow Sisters" on Saturday, October 3<sup>rd</sup> at the Library Park at 11:00 A.M. at 68 East Main Street, Norton, MA 02766. Join everyone's favorite frozen sisters for an afternoon filled with music, stories and fun! Due to COVID-19 restrictions, social distancing will be enforced between parties, and proper face covers must be worn throughout the entire event. Seating will not be provided, so be sure to bring your own chairs or blankets for the lawn. Tickets are \$15 per household and must be purchased in advance. Due to state guidelines, tickets are limited and you must provide an accurate headcount when ordering. Please e-mail [Starlight.events@outlook.com](mailto:Starlight.events@outlook.com) for ticket information. You can also go to the Norton Parks & Recreation's page on the Town website for more information.

4. Bring your scarecrow to the Town Common on October 18<sup>th</sup> between 10:00 A.M. and 12:00 P.M. All scarecrows will be on display from October 18<sup>th</sup> to October 31<sup>st</sup> and prizes will be awarded to the top three vote getters. Thank you to Above & Beyond Elevator and the Norton MOMS Club for their generous support in making this event happen. Mr. Bramwell advised that there is a registration form to fill out on the Town website.

Mr. Conway stated that the Town Clerk, Ms. Lucia Longhurst, informed the Board that she has received the mail-in ballots and advised that they will go out soon. He reported that ballots can be mailed in, put in the drop-box outside of Town Hall, or submitted at the polling place on November 3<sup>rd</sup> and reminded residents that early voting is from October 17<sup>th</sup> to October 30<sup>th</sup>.

Ms. Longhurst informed the Board and residents they are giving voters until November 6<sup>th</sup> for ballots postmarked on or before November 3<sup>rd</sup>. The Town Clerk further stated that voters are not to bring their ballots to the polling place after 5:00 P.M. on November 3<sup>rd</sup>, but can use the drop-box option. She mentioned that after 5:00 P.M. on November 3<sup>rd</sup> they cannot open the box until the following morning.

Ms. Longhurst reminded voters that early voting will be at 175 Mansfield Avenue, Suite 3, Norton, MA with the following hours: Saturday, October 17<sup>th</sup> 7:00 A.M. – 11:00 A.M.; Sunday, October 18<sup>th</sup> 8:00 A.M. – 12:00 P.M.; Monday, October 19<sup>th</sup> through Thursday, October 22<sup>nd</sup> 8:00 A.M. to 3:00 P.M.; Friday, October 23<sup>rd</sup> – Sunday, October 25<sup>th</sup> 8:00 A.M. to 12:00 P.M.; and Monday, October 26<sup>th</sup> – Thursday, October 29<sup>th</sup> 8:00 A.M. - 3:00 P.M.; and Friday 8:00 A.M. – 12:00 P.M.

V. **Business**

A. **New Business**

1. Senator Paul Feeney, Representative F. Jay Barrows and Representative Steven Howitt  
Discussion on State Funding Opportunities for Town Building Projects.

Senator Feeney gave an overview of the fiscal year budget as follows:

- In unprecedented times, locally and statewide (have not passed a State budget yet; usually have by August 1<sup>st</sup> or close to then);
- House and Senate usually put together [the State budget] in April/May, but because of COVID-19, needed data on receipts to come in and what the federal package would look like; on the cusp of where have 3 fiscal-year budgets they are working on (FY20 closing of budget was filed yesterday or today) and were able to closeout without any cuts; hoping to debate FY21 soon;
- Back in the Spring with the shutdown, they knew there was going to be ramifications from the receipts; at first, looking at \$6-\$8 billion dollar hole in the budget for FY21; looking at \$5 billion dollar shortfall for the Commonwealth for FY21; looking at level-funding and possible bump in Chapter 70 funds;
- Federal aid package is critical in getting these budgets done; earlier in the week looking like deal upwards of \$3 million.
- Problems may arise in FY22 if they have to dip into the “rainy day fund” more than they want to; need to be creative and need to wait and see what the package looks like that comes out of Congress.

Representative Steven Howitt gave the following report:

- Referred to Senator Feeney’s comments on the FY22 not looking healthy and the healthcare is a significant portion of the budget that needs to be addressed before getting to anything else;
- With bonding, can get ticket stamped, but doesn’t mean necessarily going to get the money; have to get approved at the House of Representatives and the Senate, then the Congress Committee needs to give final approval;
- Looking at a possibility of a \$3-\$4 billion deficit; sales tax down and lottery and gaming down; going to be a tough road over the next couple of years for additional funding to be at level-funding.

Representative F. Jay Barrows gave the following overview:

- Congratulated Norton on the low number of COVID-19 cases and acknowledged the growth resulting from Alnylam and Wayfair (going to be huge lift once up and running); going to be a tough couple years for the State to be able to do anything; Princeton looked for \$7.5 million to build a police station years ago and looking for bond money, but the State won't fund buildings; might be able to service Community/Senior Center, but it would be in form of an earmark;
- October 14<sup>th</sup> will begin orders; Senate President suggested after election the Senate will concur with the House in regard to the final budget; federal government is shoring them up for just the next year or two, which is creating the concern for FY22. Committed to local aid and to the schools to be able to operate;
- Good news is bond rating and interest rates are good and that is where the Town will be able to save some money for the regionalization of sewer and will save taxpayers a ton of interest; construction costs have gone up significantly, but if things slow down, they will probably see those lower a little bit; will advocate for the Town of Norton as always do, but have to be realistic as far as what they can offer and what they can do in this environment;
- Congratulated Mr. Yunits for Wheaton College keeping their numbers down, the Fire Department and Police Department haven't been in the paper either, and acknowledged the Board of Health for their hard work; acknowledged the sewer project being up and going; development at Plain St. & Route 123 moving along; got approval for traffic signalization along Mansfield Avenue; acknowledged hotel going in that will help bring in revenue; a lot of positives out there, but need to work through the next 18 months to get through this.

Mr. Toole thanked Senator Feeney, and Representatives Barrows and Howitt for their explanations. He stated that he believed the Senior Center was put on the bond bill a year or two ago and was already approved, which they confirmed. Mr. Toole emphasized that the Senior Center and Town Hall are not "wants" but critical "needs" at this point. Senator Feeney said they will definitely advocate for these projects.

Mr. Conway brought up concerns of the traffic signals being delayed from the 2023 to the 2025 TIF at North and South Worcester Streets. Representative Barrows said Senator Feeney, State Representative Howitt and himself will get a letter out tomorrow to District 5 and get that moving along because that was supposed to get done. Representative Barrows mentioned that the lights being installed at I-495 and Route 123 (North and South Washington Streets) should be moving ahead.

## 2. Discussion and/or Vote on Staffing for Adequate Fire and Emergency Response (SAFER) Grant Awarded to the Norton Fire Department.

Fire Chief, Shawn Simmons, explained the SAFER grant. Chief Simmons acknowledged Deputy Chief Benton Keene for the work he did to get the grant. He also thanked the Town Manager and the Select Board. Chief Simmons advised that the Fire Department received the SAFER grant in the amount of \$1,034,000 and the municipality contribution was waived. He explained that typically the Town would be responsible for 30% in the first year. Chief

Simmons advised that this grant is designed to meet standards and the goal is to improve the Fire Department's staffing levels.

Mr. Toole congratulated the Chief and brought up the question people have been asking regarding possibly reopening Chartley Fire Station. Chief Simmons said once they get the grant and get up to 10 people per shift staffed then they can hopefully have a good chance of opening Chartley in Spring of 2022. He pointed out that it usually takes about a year to fill empty positions. He advised that this grant will cover four additional staff members, which would include salary and fringe benefits.

Ms. Deley questioned if they were going to be able to fill these positions. Chief Simmons advised that he had asked for an updated civil service list, which he should have tomorrow. Chief Simmons said they are trying to hire paramedics as they have done in the past, but have pretty much exhausted this option at this point. He informed the Board that the new list from the recent civil service test should be out in December. Chief Simmons advised that if they still can't fill all the positions at that point, they will need to hire positions with EMTs and potentially pay for them to go through EMT school to become paramedics and have a memorandum of understanding with them to get the required certifications within a certain amount of time and formulate a repayment schedule; that way, people don't leave within the first year after the Town invested the money for them to get the certifications.

Mr. Conway asked if he is facing a time restraint for hiring people. Chief Simmons said they have 180 days to fill these positions or the Fire Department will not get the grant money.

**MOTION was made by Ms. Deley to accept the SAFER grant awarded to the Norton Fire Department. Seconded by Mr. Toole. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

### 3. Discussion and/or Vote on Alnylam's TIF Agreement Amendment.

Mr. Yunits explained that they have now gone before the Economic Development Commission (EDC) and the Finance Committee; the Finance Committee voted to support the amendment. Mr. Toole mentioned that the EDC also voted to support the TIF amendment.

Mr. Conway stated that Mr. Aaron Smith of the Finance Committee explained that the intent of the amendment is to align the head count with the intended new hiring so the State doesn't come back to Alnylam saying they are not meeting the terms of the TIF and clause back some of that agreement money.

Mr. Yunits referred to a comparative chart where the land is valued at \$200,000. He advised that if the building was constructed as just a warehouse, it would have been valued at \$2 million and the estimated value of the building was to be \$4 million (where it was estimated that the Town would receive \$500,000 in permit fees); however, in actuality the construction value of the building is \$8 million and the Town has received \$1.7 million in permit fees. Mr. Toole asked what drove the cost of the building to go up. Mr. Cory Siddon from Alnylam explained that it was from infrastructure and cost of the building along with mechanical equipment. Mr. Yunits pointed out that the estimated value was originally just over \$4 million and the actual amount is \$8 million and the Town is receiving increased tax revenue due to the increased value of the building.

**MOTION was made by Mr. Bramwell to accept the amendment to the Alnylam TIF Agreement to be considered at Town Meeting. Seconded by Ms. Deley. Vote: Ms. Artz – Yes; Ms. Deley – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

#### 4. Discussion on Halloween/Trick-or-Treating with Board of Health Agent.

Mr. Christian Zahner, Board of Health Agent, informed the Board that he was waiting for State guidance, which came out last week and commented that it surprised him a little bit. He advised that according to the State, the Town is allowed to celebrate Halloween safely. Mr. Zahner gave an update on COVID-19 explaining that there have been 214 cases to date since March, 9 active cases currently in isolation, and 7 deaths. He reported that there was a spike in the spring, quiet during the summer, and a slight spike in September (21 cases divided amongst 6 homes; out of the 21 positive cases, there are 6 houses with multiple cases). The Board of Health Agent reported that his office has been working with CTC with contact tracing. He lastly stated that things have been going smooth and even though the numbers have slightly increased, it is under control.

Ms. Deley asked Mr. Zahner if he has noticed a trend (family having parties, etc.). Mr. Zahner said most people he has been speaking with have no idea where they got it and saying they haven't had any family parties. Mr. Zahner said it also depends on if he can get ahold of the resident to get that information, but advised that he couldn't say for sure what was causing the increase in cases. He emphasized that one thing they could say is it isn't from the schools opening up; there have been no cases of students having COVID-19 at Wheaton and 1 incident a couple of weeks ago at the Norton Public Schools, but the child is recovering and the other students are coming out of isolation.

Mr. Conway acknowledged that Norton residents are adhering to the guidance/rules (wearing masks and limiting attendees to one parent per child, etc.) for COVID-19 but the opponents almost none were wearing masks and there were about 15 attendees per kid. Mr. Zahner gave an update on new indoor and outdoor guidelines.

Mr. Zahner showed a graph showing the age demographics and the number of positive cases; the highest number of positive cases showing in the 19-30 years old age group (9 cases) and then 51-60 years old (7 cases). So far, Wheaton has only had 2 positive cases out of 15,622 tests and they were staff members only, resulting in a positivity rate of 0.01%

Mr. Zahner moved on to discuss safety tips for a safe and healthy Halloween, such as wearing a face mask or face covering, hand washing and using alcohol-based hand sanitizers, and refraining from touching your face. He advised that people should stay home and refrain from Halloween activities, including handing out Halloween treats, if they are not feeling well, tested positive for COVID-19, have been exposed to someone with COVID-19, or if they have traveled to or from a state that is not classified as lower risk within the last 14 days. Lastly, Mr. Zahner told residents to also maintain social distancing of at least 6 feet of physical distance from all other participants who are not members of the same household.

Ms. Deley referred to the CDC guidelines that had good ideas, such as leaving prefilled bags of candy at the end of the driveway. Mr. Zahner pointed out creative ways to hand out candy, such as a candy slide and advised to not leave bowls of candy out because that leads to a lot of

cross-contamination. Mr. Zahner emphasized that things could change in the next couple of weeks if they see a spike in numbers.

5. Discussion and/or Vote to Approve the Amendment to the Mitigation Grant Agreement with Carroll Advertising, LLC.

Mr. Yunits informed the Board that Mr. John Carroll of Carroll Advertising, LLC is looking to amend the agreement due to financial issues. In result, he is asking with regard to the \$300,000 lump sum payment, as originally outlined in the agreement, be amended so the company can make an annual payment of \$30,000 per year with a total of 9 payments with the 10<sup>th</sup> and final payment being \$45,000, which would be an additional \$15,000 the Town would receive from the original agreement.

Mr. Toole said the Town is gaining more money and commented that he doesn't see the downside of this. Mr. Bramwell said he personally doesn't have a problem with this. Mr. Bramwell gave the suggestion of using the electronic billboards as a way for the EDC to advertise places that are available in Norton for companies to expand/come in. Ms. Deley pointed out that this is pertaining to one sign whereas the approved agreement allowed for two. Mr. Yunits said Carroll Advertising is looking to put in another sign. The Town Manager clarified that one sign with two side is considered one sign and that the company is looking for second location right now.

**MOTION was made by Mr. Bramwell to accept and approve the amendment to the Mitigation Grant Agreement with Carroll Advertising, LLC to move from a one-time \$300,000 payment for one sign to a total of \$315,000 over 10 years for \$30,000 per year for years 1-9 and \$45,000 for the 10<sup>th</sup> year and that if something is to happen to the company/sign the Town will still get the lump sum of \$315,000. Seconded by Ms. Artz. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

6. Vote to Accept the \$10,000 Grant from Taunton River Stewardship Council for the Waterbodies/Waterways Access Master Plan.

Mr. Yunits informed the Board that the Finance Committee voted to support this article on the warrant.

**MOTION was made by Mr. Toole to accept the \$10,000 grant from the Taunton River Stewardship Council for the Waterbodies/Waterways Access Master Plan. Seconded by Mr. Bramwell. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

7. Discussion on Home Market Foods Traffic.

The Board members reported several concerns voiced by residents about the increased traffic resulting from Home Market Foods. Mr. Yunits said he spoke to representative of Home Market Foods, who manages the site, and with one of the residents about this. Mr. Yunits provided the Memorandum of Understanding that was signed by the Town and Home Market Foods where it outlines that everyone turning out of the facility should be going left onto South Worcester Street towards Eddy Street heading east on Eddy Street to Route 140, then

heading south on Route 140 and turning left onto Norton Avenue through the Myles Standish Park to I-495. Mr. Yunits said they are trying to have a meeting on site with residents and Home Market Foods to go over this.

Mr. Brandon Noble, resident, clarified that no one is asking them to go down John Scott Boulevard, and that they just want them to come out of the facility and left onto Eddy Street. Mr. Noble said they have a huge gate and boulders blocking this route. Instead, they are going down the red line shown on the diagram provided by the Board. Mr. Noble expressed concerns where people coming out Home Market Foods have almost hit people mowing their lawns and walking their dogs.

Mr. Conway said that if the gate for the path that should be used is blocked, this should be a Town addressed issue (residents really don't need to get involved) and enforcement should be made. Mr. Ray Cord, resident, pointed out that trucks coming to the facility are taking John Scott Boulevard to get to the facility too. Mr. Yunits said in regard to the gate, that this was something new that was put in and that the gate at Woodward Street was not supposed to be open.

Mr. Bramwell suggested having a "No Trucking" sign for South Worcester Street for trucks coming from the Attleboro direction. Mr. Bramwell asked if this is solely Home Market Foods or if it is their suppliers/other companies also taking this route. Mr. Yunits replied that a lot of the trucks are coming from space Home Market Foods is renting out. Ms. Artz pointed out that Home Depot has a stake in this space and emphasized that it is the renters that are adding to the problem. Mr. Cord agreed that the tenant drivers are the ones causing most of the problems and not directly Home Market Foods. He pointed out that Amazon was working out of there last Christmas.

Mr. Toole asked Mr. Yunits how he plans to proceed. Mr. Yunits said he wants to meet with Home Market Foods and the Chief of Police about enforcement as well as go to the facility to look at the gate. Mr. Toole and Ms. Artz asked to be involved with all discussions on this and Mr. Yunits agreed to do so.

#### 8. Discussion on Town Water Machine.

Mr. Toole said he has been speaking with Mr. Bill Marr, the newly appointed Water/Sewer Commissioner, about this and he advised that this topic is on the next Water/Sewer Commission's agenda. Mr. expressed his opinion that if the Water Department is responsible for reopening the water machine (and to reduce liability to Water/Sewer Commissioner) this responsibility should fall under the Board of Health. Mr. Toole said with the hydrant flushing, usually you can run the water for 5 minutes and it runs its course; however, even after doing this there is still brown water. He stated that residents try to contact the Water Department, but they don't hear back from anyone. Mr. Toole stated that they have three options: 1) reopen the water machine; 2) they take responsibility under the Board of Health to maintain the water machine; or 3) provide 5-gallon water jugs to residents. Mr. Toole lastly stated that they are not addressing the issues of the residents.

Mr. Yunits said that they are meeting on this on at their October 13<sup>th</sup> meeting. The Town Manager said that the problem is that the water machine is paid for and leased by the Water



Department. He advised that the Town can provide hand sanitizer, but maintenance and safety falls under the Water Department.

*Mr. Conway stepped away from the meeting 8:45 P.M.*

9. Vote to Approve the AFSCME Council 93, Local 1702 Memorandum of Agreement.

Mr. Yunits explained that this is to vote to approve in open session the Highway Department's union contract. He gave the following overview of changes:

- 2% increase each year over 3 years;
- Longevity increased \$50 under each year under each category;
- Specialty license (catch basin truck operator added) those will increase \$50 for each license for each year;
- Course reimbursement schedule was explained where if an employee leaves within a year, they have to pay back the Town.
- Total cost of contract is \$3,000 over what was budgeted.

Ms. Deley clarified that any class they take needs to be approved by the Town Manager and field-related, which Mr. Yunits confirmed.

**MOTION was made by Mr. Bramwell to approve the AFSCME Council 93, Local 1702 Memorandum of Agreement as presented. Seconded by Mr. Toole. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; and Ms. Deley – Yes. MOTION CARRIES.**

**B. Old Business**

1. Review Amended Crane Street Relocation Plan and Vote Order of Relocation of Layout of Crane Street (a Portion).

Mr. Yunits read the order into the record as follows:

The SELECT BOARD of the TOWN OF NORTON, acting pursuant to G.L. c.82, §§ 21-24, having deemed that common convenience and necessity require the relocation of the layout of a portion of Crane Street as a public way, hereby relocates the layout of said portion of Crane Street as a public way, as shown more particularly on a plan of land entitled "Crane Street Right of Way Relocation Plan", dated August 31, 2020, prepared by Lighthouse Land Surveying, LLC, for BETA Group, Inc.

The aforementioned plan is hereby forwarded to the Town Clerk for filing and the foregoing relocation is hereby reported to Town Meeting for acceptance.

Mr. Yunits reminded them that this is already a public way and that there is just isn't a plan currently on record. He explained that if the Town is to receive funds for the bike trail, they are required to put a plan on file for the roadway in order to receive those funds. He emphasized that there will be no takings to do this.

**MOTION was made by Mr. Bramwell to vote for the amended Crane Street relocation plan as explained by the Town Manager. Seconded by Mr. Toole. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; and Ms. Deley – Yes. MOTION CARRIES.**

2. Review Amended North Washington Street Relocation Plan and Vote Order of Relocation of Layout of Crane Street (a Portion).

Mr. Yunits stated that there are three sections of this road that need to be declared as a public way and put a plan on record for because eventually the bike path will be going along North Washington Street.

The SELECT BOARD of the TOWN OF NORTON, acting pursuant to G.L. c.82, §§ 21-24, having deemed that common convenience and necessity require the relocation of the layout of portions of North Washington Street as a public way, hereby relocates the layout of North Washington Street as a public way, as shown more particularly on a plan of land entitled “North Washington Street Right of Way Relocation Plan”, dated August 31, 2020, prepared by Lighthouse Land Surveying, LLC, for BETA Group, Inc. (3 sheets).

The aforementioned plan is hereby forwarded to the Town Clerk for filing and the foregoing relocation is hereby reported to Town Meeting for acceptance.

**MOTION was made by Mr. Bramwell to vote for the amended North Washington Street relocation plan as explained by the Town Manager. Seconded by Ms. Artz. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; and Ms. Deley – Yes. MOTION CARRIES.**

3. Review and/or Vote Fall Town Meeting Articles.

Mr. Yunits informed the Board of the Assessor lowering the target of new growth. He explained that the meals tax took in \$50,000, which is \$25,000 less than last quarter.

The Town Manager advised that 2 out of the past 3 months the Inspection Department has been above what they brought in this same time last year. Mr. Yunits said he would send these figures to the Board tomorrow, but he believed the figure was around \$16,000 more than last year.

Mr. Yunits gave an overview of the Fall Town Meeting articles as follows:

Article 1: to pay any unpaid bills from the prior fiscal year. The Finance Committee voted to take no action.

**MOTION was made by Ms. Deley to take no action on Article 1. Seconded by Mr. Bramwell. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

Article 2 (Separation Expenses):

Mr. Yunits advised that there are no separation expenses, so the Finance Committee voted to take no action.

**MOTION was made by Ms. Deley for the Board to take no action on Article 2. Seconded by Mr. Bramwell. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

Article 4 (Operating Budget Supplement):

Mr. Yunits gave a summary of the extra expenses by department as follows:

Treasurer (Salary): \$2,000 for a miscalculation in their salaries;

Data Processing (Salary): \$11,650; This is because of what has been going on in result of COVID-19. This employee was only supposed to be working 20 hours per week, but this employee has had to work a lot more than this.

Conservation (Expense): \$550; This is so Conservation can order 10 metal signs to put around the waterbodies outlining the rules/regulations.

Police (Salary): The request was for \$55,000 but the Town is only funding \$30,000 at this time.

Fire (Expense): \$3,500; This was cut out of their expense line item and is for phones and repair/maintenance of vehicles.

Emergency Medical (Expense): \$500 is for supplies.

School (Expense): \$330,250 (Teletherapy/Counseling Services \$143,250 and Vanpool Rate Increase \$187,000); and

Unemployment (Expense): \$50,000. Mr. Yunits said they are hoping they don't have to use these funds, but the Town is having a big problem with unemployment fraud. He advised that the Treasurer has been working to try and get the Town reimbursed for the money the State has fraudulently paid out.

FY21 Operating Budget Transfers: Communications (Salaries) in the amount of \$211,935. Because of the delays in getting equipment, especially HVAC, delivered to the new facility there have been delays in construction. Mr. Yunits explained that they can't put any of the technical equipment in there until they have HVAC, so they don't expect to be in until the first week of December (originally anticipated being in there by September). This will take money out of the expense line item that is in the budget right now for their assessment to SEMRECC (Southeastern Massachusetts Regional Emergency Communications Center). Since they are not in there, they are not going to be paying an assessment, so this would take money out of that and move it into salaries so this can be funded until they move over in December.

**MOTION was made by Mr. Bramwell to support Article 4. Seconded by Ms. Deley. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

Article 5 (FY21 Water Operating Budget Amendments) and Article 6 (FY21 Sewer Operating Budget Amendments):

Mr. Yunits explained that there was no need to amend these articles right now, so the Finance Committee voted to take no action.

**MOTION was made by Ms. Deley to take no action on Article 5 (FY 21 Operating Budget Amendments) and Article 6 (FY21 Sewer Operating Budget Amendments). Seconded by Mr. Bramwell. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

Article 7 (Capital Improvements [Funding]):

This is money from free cash to fund capital improvements. Mr. Yunits provided an overview of the FY21 Fall Capital Requests.

Ms. Deley asked what needs to happen this year, such as the police vehicle and motorcycle. Mr. Yunits said the motorcycle is a 2016 (4 years old) and every two years they try to replace the oldest vehicles to keep the cost of maintenance down.

Mr. Conway asked how many police vehicles are in the fleet and Mr. Yunits said he would get back to them on that. Mr. Conway further stated that a resident has suggested keeping one of the older police cruisers as a decoy vehicle to reduce speeding, etc. and that other towns like Foxboro have done this.

**MOTION was made by Mr. Bramwell to transfer \$291,412 of Free Cash to the Capital account. Seconded by Ms. Deley. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

**MOTION was made by Mr. Bramwell to approve the total of \$326,412 into Capital Expense funded by \$291,412 from Capital and \$35,000 from Ambulance Reserve. Seconded by Ms. Deley. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

Article 9 and Article 10 are both articles to take unexpended funds from previous projects that the Water/Sewer Department had and move them to the East Main St. project (these were both water projects). Article 9 they used funds from retained earnings and they want to take the leftover funds from that and move it to the East Main Street project. Article 10 was money borrowed and they want to take that and move it to the East Main Street project as well. Mr. Bramwell asked for clarification as to what the East Main Street project is and if it was from Pine Street going up to I-495. Mr. Yunits explained that years ago the water main was put in, but no one connected. So, as part of the project there was an item that would allow for the Water/Sewer Department to add this section to this project so when the State bidded it out it would be part of that project.

**MOTION was made by Mr. Bramwell to support Articles 9 and 10. Seconded by Ms. Deley. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

Article 11 (Household Hazardous Waste Day(s)):

**MOTION was made by Mr. Bramwell to support Article 11. Seconded by Ms. Deley. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

Article 12 (Water Bodies Management Plan Project):

The first article for this was from 2014 for the treatment of the ponds in Town. We have an estimate from engineers for 3 year program of \$622,380 for the program. At one point, the Selectmen said they always wanted this to continue. The Bond Advisor said that right now the Town could do a short-term borrow of 1% to be paid off in 10 years, which will cost \$6,223.80 in interest in total. Ms. Deley thought from previous conversations with Ms. Mary Steele, former Selectwoman, that there was money leftover and asked if this was the case. Mr. Yunits said it was a 3 year program that the Town spread out to cover the Town up to 2020; so it has covered more than it was originally planned for. Ms. Deley asked if the Finance Committee voted on this yet and Mr. Yunits replied that they have not. Ms. Deley said she is in agreement with the investment the Town has made thus far and that they should continue this. Mr. Toole and Mr. Bramwell agreed.

Mr. Conway mentioned a concern raised by the Finance Committee that if they keep borrowing on a reoccurring expense, they are going to be on a three-year cycle of repayments. Mr. Yunits mentioned that if the Town has the money available, they can always pay the money off early.

**MOTION was made by Ms. Deley to approve Article 12 for \$622,380 for water bodies maintenance. Seconded by Mr. Bramwell. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

Article 13 (Rail Trail Project):

Mr. Yunits informed the Board that town counsel stated that they need to do a confirmatory deed in regard to this project. He explained that this authorizes the Select Board to acquire properties similar to what the Town did with Route 123 (if that becomes necessary). The Town Manager suggested taking out the reference to the Chapter 97 property (section about parcel 29-16 from the Conservation Commission). He stated that the Conservation Commission met on Monday night and they indicated at that time that they want the Select Board to identify a parcel to replace that parcel with in order to replace the Chapter 97 part of this project. This parcel is on the side of Crane/Hill Street near the animal shelter to be used as a parking area. If this is going to hold-up the project at all, the Town could do this later since only going to be a gravel parking lot anyways. Mr. Yunits advised that the funds have already been appropriated for \$125,000 towards any easements or takings at a previous town meeting.

**MOTION was made by Mr. Bramwell to support Article 13 as modified and as specified by the Town Manager. Seconded by Ms. Deley. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

Articles 14 (North Washington Street Relocation), Article 15 (Crane Street Relocation), and Article 16 (Reserved: Possible TIF Amendment [Alnylam]):

**MOTION was made by Mr. Bramwell to support Articles 14, 15, and 16. Seconded by Ms. Deley. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

Article 17 (Acquisition of Real Estate for Town Hall and Senior/Community Center [78 East Main Street and 116-120 Mansfield Avenue]):

Mr. Yunits informed the Select Board that the Finance Committee voted 10-0 in favor of this article. Mr. Conway reported from the Finance Committee that they would make the best attempt to have in the Purchase and Sale Agreement(s) that the purchase(s) would be contingent upon projects being approved at town meeting and at the ballot. The Board agreed to vote on the article to get the warrant posted, but asked that any changes made be in writing to the residents at town meeting.

**MOTION was made by Mr. Bramwell to support Article 17. Seconded by Ms. Deley. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

Article 18 (Establish a Fund and Authorize the Permanent Building Committee to Obtain a Feasibility Study for a New Town Hall and Senior/Community Center, with Authorized Expenditures to Include but not be Limited to Design, Engineering, Environmental Testing, and Other Services, Fees, and Necessary Expenses):

The Town Manager advised that this is just a transfer of funds that are set aside for this in the amount of \$81,150. The Finance Committee voted 10-0 to support this.

**MOTION was made by Ms. Deley to support Article 18 for the transfer of \$81,150. Seconded by Mr. Bramwell. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

Article 19 (Boat/Water Body Access Master Plan):

**MOTION was made by Mr. Bramwell to support Article 19 for \$19,610. Seconded by Ms. Deley. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

Article 20 (Bylaw Amendment: Boats and Waterways [Chapter 24]):

Mr. Yunits explained that the main thing here was to add in times for use of the water bodies rather than the language of “dusk/dawn” in order for the Police Department to be able to enforce this. He advised that the Finance Committee voted to recommend this article.

Mr. Conway said he has an issue with this article because this poses no restrictions on Juniper Beach where they are already having issues with people operating on the water. Mr. Yunits said this is exactly why this was done was for Juniper Beach (for the most part). Ms. Deley referred to Section 24-14 regarding access. Ms. Deley asked Mr. Yunits to provide more information on who was involved in the conversations about the hours of operation on the water because Board members thought in the past that 5:00 A.M. was too early. Mr. Toole

said 5:00 A.M. is a very standard fishing time. Mr. Conway acknowledged this, but said at what expense to the residents.

Mr. Yunits clarified that Chief Clark wanted these times to coincide with all other recreational land within the Town. Ms. Deley pointed out that other recreational land is primarily activities such as walking rather than motors (not an apples to apples comparison).

**MOTION was made by Mr. Toole to approve Article 20 as written. Seconded by Mr. Bramwell. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – No. MOTION CARRIES.**

Article 22 (Acceptance of M.G.L. Chapter 33, Section 59, Providing Certain Military Leave Benefits to Town Employees)

Mr. Yunits advised that Finance Committee voted 10-0 in favor of this article. He explained that this article increases from 23 possible days to 40 possible days for anyone in the Guard or reserves. The Town Manager stated that Chief Clark estimated that this could cost his department \$10,000 to fill the vacancy. Mr. Yunits pointed out that the only other department this affects currently is the Highway Department, but they don't work weekends. Mr. Yunits informed the Board that at this time they only have one person that this directly affects, who will be gone for a year, but they have someone for the summer to fill in.

**MOTION was made by Mr. Toole to support Article 22. Seconded by Mr. Bramwell. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

Mr. Conway noted that they skipped over Article 21 and Mr. Yunits advised that this article is not ready at this time.

*The Board took a short recess at 10:27 P.M. The Board reconvened at 10:33 P.M.*

### **C. Town Manager's Report**

#### **1. Update on Route 123 Sewer Work Schedule.**

Mr. Yunits advised that they are going to work with the State better on this and informed the Board that the State has not provided the two-week lookaheads yet. He told them that the Town want to see that from now on. Mr. Yunits advised that there is tree protection along the road, compost filter tubes along wetlands areas, a number of trees have been removed along with tree trimming, and have installed a lot of the utility poles. The Town Manager reported that they are also working on the drainage near the intersection exchange and that next week they plan on starting the electrical work. Mr. Toole asked for a timeline and Mr. Yunits stated that it would take 3-5 years.

#### **2. Update on West Main Street Sewer Project.**

Mr. Yunits advised that the sewer project has been moving pretty quickly and commented that he believes the traffic issues have been resolved. Ms. Artz replied that that afternoon she was stuck at the light for almost 20 minutes. Mr. Yunits said he would check with Police Chief,

Brian Clark, on this. Mr. Bramwell said part of this was that the officers were more concentrated on getting the buses out of the parking lots.

Mr. Yunits stated that \$4.7 million has been expended in costs and \$1.8 million is estimated for the remaining work, which comes in at \$6.5 million. The Town Manager reported that this is under the \$6.8 million estimated for this work and this estimate included the cost to pave the whole roadway not just the trenches. Mr. Bramwell asked once the work is completed when the Town buildings can release sewer into those systems. Mr. Yunits said he would assume that would probably happen next summer. Mr. Conway asked when they think they will be done. Mr. Yunits said they have to stop before Thanksgiving, so they will probably be doing lateral work until then.

#### **V. Select Board's Report and Mail**

Mr. Toole recognized a young lady named Ellie Leo, a Norton High School student, who has been nominated by the USMC (United States Marine Corps. Sports) Leadership Academy for the Greater Hartford Area Fighting Spirit Contest. To vote, visit the following link:

<https://usmcports.com/fighting-spirit-greater-hartford-area/?fbclid=IwAR18eWu12DOxZQO63LNNuhfMZ06L30IyCuzBdE02ipz8ewJ9J-ykmwCebW8>

#### **VI. Meeting Minutes**

**MOTION was made by Ms. Deley to approve the March 16, 2020 meeting minutes as amended and August 6, 2020 meeting minutes as amended. Seconded by Mr. Bramwell. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

**MOTION was made by Mr. Bramwell to approve the August 20, 2020 (open session) minutes and August 20, 2020 (executive session) as written. Seconded by Ms. Deley. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

**MOTION was made by Mr. Toole to approve the meeting minutes of August 27, 2020 as written. Seconded by Mr. Bramwell. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

**MOTION was made by Mr. Bramwell to approve the minutes from September 10, 2020 as written. Seconded by Ms. Deley. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

#### **VIII. Warrants**

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

A. Payroll Warrant PR21-07 for the week ended September 19, 2020, Warrant dated September 24, 2020, in the amount of \$1,632,398.42.



B. Invoice Warrant AP21-13 dated September 24, 2020, in the amount of \$1,843,311.54.

C. Invoice Warrant AP21-14 dated October 1, 2020, in the amount of \$499,917.76.

IX. **Other Business**

There was no other business to discuss.

X. **Next Meeting's Agenda** – Tuesday, October 6, 2020 at 8:00 P.M.

XI. **Executive Session**

To consider the purchase of real property and to discuss strategy with respect to collective bargaining.

XII. **Adjournment**

Declaration by the Chairperson, John Conway, was made as follows:

I declare, under General Laws Chapter 30A, §21A(a)(3) and §21A(a)(6), that the purpose of the executive session will be to discuss strategy with respect to collective bargaining and to consider the purchase of real property because a discussion of the strategy in open session could compromise the purpose of the executive session and with the Board to not return to open session at the conclusion of the executive session.

**MOTION was made at 10:52 P.M. by Ms. Deley to have the Board go into executive session under G.L. c.30A, §21(a)(3) §21A(a)(6) for the purposes and reasons declared by the Chairperson and with the Board to not return to open session thereafter. Seconded by Mr. Toole. Vote: Ms. Artz – Yes; Mr. Toole – Yes; Mr. Bramwell – Yes; Ms. Deley – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

URL Link: <https://www.youtube.com/watch?v=K5aXlrdzs6k>


Respectfully Submitted by:

  
\_\_\_\_\_  
Jennifer Reid, Office Administrator

**SELECT BOARD  
MINUTES OF MEETING  
OCTOBER 1, 2020**

\_\_\_\_\_  
John Conway, Chair

  
\_\_\_\_\_  
Renee Deley, Vice-Chair

  
\_\_\_\_\_  
Michael Toole, Clerk

\_\_\_\_\_  
Bradford K. Bramwell

  
\_\_\_\_\_  
Megan Artz

Minutes Approved by Board on: November 10, 2020