



TOWN OF NORTON  
SELECT BOARD  
MUNICIPAL CENTER  
70 EAST MAIN STREET  
NORTON, MA 02766

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Select Board  
Meeting Minutes  
August 18, 2021

I. Call to Order by Chair

The August 18, 2021 meeting of the Norton Select Board was held in the Community Room of the Norton Public Library and remotely (Web: <https://us02web.zoom.us/j/6391519600>; Phone: 646-558 8656; Meeting ID: 639 151 9600), and was called to order at 7:02 P.M., by Mr. John Conway, Chair. Member(s) present: Mr. Michael Toole, Ms. Christine Deveau (remotely) and Ms. Renee Deley (remotely). Also in attendance: Mr. Michael D. Yunits, Town Manager.

II. Public Comment

There were no public comments made at this time.

III. Appointments/Resignations/Retirements

1. Appointment of Jaclyn Tenaglia as the Public Health Nurse.

Mr. Toole asked Ms. Tenaglia if she has experience as a Public Health Nurse. Ms. Tenaglia stated that she has some from her work at experience at the hospital and schooling.

**MOTION was made by Mr. Toole to accept the appointment Jaclyn Tenaglia as the Public Health Nurse effective August 24, 2021. Seconded by Ms. Deveau. Vote: Ms. Deley – Yes; Ms. Deveau – Yes; Mr. Toole – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

2. Appointment of James Cameron as a Full-Time Civil Service Police Sergeant to the Norton Police Department.

**MOTION was made by Mr. Toole to approve the appointment of James Cameron as a Full-Time Civil Service Police Sergeant. Seconded by Ms. Deveau. Vote: Ms. Deley – Yes; Ms. Deveau – Yes; Mr. Toole – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

3. Appointment of Jesse Winters as a Full-Time Civil Service Police Sergeant to the Norton Police Department.

**MOTION was made by Mr. Toole to approve the appointment of Jesse Winters as a Full-Time Civil Service Police Sergeant. Seconded by Ms. Deveau. Vote: Ms. Deley – Yes; Ms. Deveau – Yes; Mr. Toole – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

4. Reappointment of Stephanie Langton as a Police Matron to the Norton Police Department.

Mr. Toole asked how many matrons the Police Department has now and Mr. Yunits answered he believed four.

**MOTION was made by Mr. Toole to approve the reappointment of Stephanie Langton as a Police Matron. Seconded by Ms. Deveau. Vote: Ms. Deley – Yes; Ms. Deveau – Yes; Mr. Toole – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

5. Appointment of Anne M. Simpson to the Part-Time Clerical (Group A) Position in the Veterans' Services Department.

**MOTION was made by Mr. Toole to approve the appointment of Anne M. Simpson to the Part-Time Clerical (Group A) Position in the Veterans' Services Department. Seconded by Ms. Deveau. Vote: Ms. Deley – Yes; Ms. Deveau – Yes; Mr. Toole – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

6. Appointment of Elena Ganem to the Water Bodies Committee.

**MOTION was made by Mr. Toole to accept the appointment of Elena Ganem to the Water Bodies Committee. Seconded by Ms. Deveau. Vote: Ms. Deley – Yes; Ms. Deveau – Yes; Mr. Toole – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

7. Appointment of Laura Parker to the Cultural Council.

**MOTION was made by Mr. Toole to appoint Laura Parker to the Cultural Council. Seconded by Ms. Deveau. Vote: Ms. Deley – Yes; Ms. Deveau – Yes; Mr. Toole – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

8. Resignation of Rebecca Murphy from the Economic Development Commission.

**MOTION was made by Mr. Toole to accept the resignation of Rebecca Murphy from the Economic Development Commission. Seconded by Ms. Deveau. Vote: Ms. Deley – Yes; Ms. Deveau – Yes; Mr. Toole – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

#### IV. Licenses and Permits

There were no licenses or permits to approve.

#### V. Announcements

There were no announcements to make at this time.

#### VI. Business

##### A. New Business

1. Review and/or Vote to Approve the Delivery License Host Community Agreement for Lucky Green Ladies.

Ms. Deley provided a summary of the process and terms of the Host Community Agreement (HCA) including, but not limited to:

- Alissa Nowak presented at the last meeting for Lucky Green Ladies;
- Presented to Economic Development Commission (EDC) several months ago and voted unanimously for her to move to the next step;
- Ms. Deley and Mr. Yunits work with applicant to negotiate HCA;
- Believe this to be the final version, but because the applicant's attorney is on vacation and not available to review the HCA, they can't say definitively that this is, but they are pretty sure it will be;
- This is a delivery operator license;
- Community Impact Fee (CIF) mentioned in HCA and because this is just a delivery license, don't expect a significant community impact;
- CIF paid quarterly;
- Annual Community Benefit Payment (CBP) to contribute towards substance abuse. It has to be a minimum of \$25,000, but not less than 2% of the gross sales;
- After 2 years, can come back and negotiate the community impact fee or community benefit payment and give justification as to why;
- Company still subject to the local sales tax of 3%;
- Other fees, such as permits, connections fees, facility consulting fees, and other costs the Town might be reimbursed for if a public forum had to be held as well as the attorney costs to negotiate the HCA will be reimbursed by the company;
- Company to work with Police Chief to figure out security figuration and traffic issues; Chief Clark had no issues with it and thinks they will be a great addition to the community;
- Agreement is for 5 years.

Mr. Toole asked how to make these contracts more durable and mentioned that it isn't something like Massachusetts General Laws. Ms. Deley replied that this is a good point and this was brought up under the circumstance of severability. Ms. Deley explained that there is language in there that the company is liable to make payments regardless of if there are any changes to the law for the duration of the company being in operation. Ms. Deley pointed out that another thing they added is that the company agreed to do this on the same schedule as stated for the duration of the agreement. She further explained that if something changes, there is severability mentioned in the agreement for added "protection." Mr. Toole asked if this was included in the other two HCA agreements for the other two companies. Ms. Deley said she would have to look back and check it. Mr. Toole thanked Ms. Deley for the great work she has done and commented on how exhausting it has been. Ms. Deley said that it is exhausting, but well worth it.

Mr. Conway clarified that there won't be any cultivation and they will simply be storing the product being supplied from other companies and delivering them, which she confirmed and added that the only difference between the retail establishments and delivery is they won't have customers coming in. Mr. Conway asked when they anticipate being up and running and Ms. Nowak answered around March/April.

Ms. Deveau questioned the additional police training mentioned in the HCA and clarified that the company will be responsible for these expenses. Ms. Deley explained that Chief Clark only expected one officer to be trained in this. Ms. Deley said these costs can potentially be

paid through with the other benefits and advised that it is standard to have this language in the template.

**MOTION was made by Mr. Toole to accept the Host Community Agreement between the Town of Norton and Lucky Green Ladies LLC as presented this evening and shall any revisions come from their counsel the Board shall revote. Seconded by Ms. Deveau. Vote: Ms. Deley – Yes; Ms. Deveau – Yes; Mr. Toole – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

## 2. Update on Federal Census.

Ms. Lucia Longhurst, Town Clerk, informed the Board that the Federal 2020 Census projected Norton's population to be at 19,948, but it came in at 19,202. She stated she had spoken to the "census people" about the five census precincts and about redistricting (precinct 1 just about maxed out). Ms. Longhurst advised that the September the packages come in with the new map and at that point, she will meet with the Select Board and it will need to be voted on by the Select Board. She further reported that the State legislature wants to take over on the districts because what they are trying to do is take over the census and do their own thing with it. Ms. Longhurst explained that with the way they redistrict it could create problems because Representative Barrows and Representative Howitt could potentially be in the same district (if they decided to split Precinct 1 in half). Ms. Longhurst stated that because there is no major growth, the "census people" said they don't think this will affect Norton. She lastly stated that the Massachusetts Town Clerks Association has been very proactive with this as far as stopping it.

Mr. Conway asked when they expect to hear more on the redistricting and Ms. Longhurst said the State is meeting at the beginning of September.

## 3. Discussion on Yard Sale Permits.

Mr. Yunits explained that this came up because the Board of Health Agent and Building Commissioner had to go out to a duplex on Mansfield Avenue because they had had a large tent setup for a yard sale for over a week and had to tell them to take it down. Mr. Yunits said a lot of towns do this to prevent people from constantly having yard sales that could eventually become a grandfathered use, which creates problems down the road. Ms. Longhurst pointed out that when she contacted surrounding towns about this, it was only Norton and Stoughton that didn't have yard sale permits.

Ms. Deveau expressed a concern with this especially where Norton has never had this type of permit before, so no one is going to know they need one now. Mr. Toole said he isn't opposed to some sort of regulation, but doesn't want to rush into this. Mr. Conway suggested if they are going to implement yard sale permits to possibly have no fee for it, but to have the Police Department weigh in regardless.

## 4. Discussion and/or Vote to Approve the Closing of Summer Street from 4:00 P.M. to 11:00 P.M. on Friday, October 22, 2021 and Saturday, October 23, 2021 for the Norton VFW Veterans Spooktacular and Haunted Hay Ride Fright Night.

Mr. Yunits explained that this is an annual event, but it didn't happen last year because of COVID-19. He advised that this was started by the Gold Star Committee as a fundraiser and

they have a number of things to do for kids and a haunted hayride that goes down Summer Street and back. Mr. Yunits said the Police Chief and Fire Chief both expressed no issues with this.

**MOTION was made by Mr. Toole to approve the closing of Summer Street from 4:00 P.M. to 11:00 P.M. on Friday, October 22, 2021 and Saturday, October 23, 2021.**

**Seconded by Ms. Deveau. Vote: Ms. Deley – Yes; Ms. Deveau – Yes; Mr. Toole – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

#### 5. Update on Status of the Human Resources Position.

Mr. Yunits stated that the Town will be working with HR Key Solutions for consulting (specifically Mary Beth) and to conduct an HR audit on current processes and procedures and after that, they will conduct a review of the Norton employment policies and make recommendations for possible policies to adopt.

Mr. Toole asked if the Town was under formal agreement yet, which Mr. Yunits said they are. Mr. Toole asked to have her on the next Select Board meeting for them to meet. Mr. Toole asked if she is someone that can be used town-wide, which the Town Manager stated was correct. Mr. Yunits explained that they are working on her hourly contract right now. Mr. Toole asked what was budgeted for HR and Yunits said \$40,000. Mr. Toole asked if there is room for at least 5 hours a week. The Town Manager replied that the audit will be \$32,000 so there will be money left-over for hourly services. Mr. Toole asked if this is for an as-needed basis, which Mr. Yunits confirmed. Mr. Toole said that he and the Board want to create a safe place and suggested maybe having set hours a week so if someone wanted to meet with her. Mr. Yunits agreed it was a good idea and will have her put this in the agreement. Mr. Yunits emphasized that he thinks the audit is probably the most important thing.

Mr. Toole asked if any of the training could be done through insurance and Mr. Yunits said they could through the Employee Assistance Program (EAP).

#### 6. Update on the Plain Street Solar Project.

Mr. Yunits advised that the Building Commissioner, Mr. Nicholas Iafrate, reached out to NextGrid and visited the property. They said they are having a hard time getting the fencing company to come out and do the fence to wrap up construction and get the final inspection. Mr. Yunits advised that Mr. Iafrate reported that the grass is overgrown at the house, but the electricity and gas are still connected to the house. Mr. Iafrate had informed Mr. Yunits that the owner is currently looking to have National Grid give final sign-off from and then there will be someone renovating the house. The contact said that it may take months to get National Grid's final approval. Mr. Yunits told the Board that he would contact Mr. Daniel Serber of NextGrid to figure out why National Grid's part of this would hold up wrapping up this project. The Board asked to have an update from him at their next meeting.

*Ms. Deley left the meeting at 8:16 P.M.*

#### 7. Discussion and/or Vote to Renew the Mutual Cooperation Agreement Governing the Greater Attleboro/Taunton HOME Consortium (GATHC).

The Town Manager explained that this is a group Norton belongs to that it gets State funding from. He continued that the program is for first-time homebuyers to get assistance. Mr. Yunits

added that the program will also fund projects to get the building back up to code and then there will be a lien put on the property and the homeowner pays it back over time. Mr. Yunits stated that they line up the contractors and pay for the work. Mr. Yunits offered to have a member or representative come to one of the Board meetings to explain more about the program, which the Board expressed an interest in.

**MOTION was made by Mr. Toole to renew the Mutual Cooperation Agreement Governing the Greater Attleboro/Taunton HOME Consortium (GATHC) for the period of October 1, 2021 through September 30, 2021. Seconded by Ms. Deveau. Vote: Ms. Deveau – Yes; Mr. Toole – Yes; and Mr. Conway – Yes. MOTION CARRIES.**

**B. Old Business**

There was no old business to discuss.

**C. Town Manager's Report**

**1. Reservoir and Lake Winnecunnet.**

Mr. Yunits mentioned that the Reservoir will be getting treated again on Friday (August 20<sup>th</sup>). He informed the Board that he has received calls about Lake Winnecunnet as far as treating it. He explained that they are going to be doing some testing this month, but Natural Heritage will not let the Town treat it this year due to endangered snails.

Ms. Deveau asked if it would be safe for people to be on the water Friday or if it will be closed to recreational purposes for certain hours or that whole day. Mr. Yunits said he would check on that, but he believed it would be fine to use.

**2. Update on Conservation Director.**

Mr. Conway asked if there were any updates on filling the Conservation Director position. Mr. Yunits said they have received five applications today.

**3. Fall Town Meeting.**

Mr. Toole asked about when the articles are due for the Fall Town Meeting and Mr. Yunits said August 31, 2021. Mr. Conway advised that any articles can be sent to the Town Manager as a placeholder.

**VII. Select Board's Report and Mail**

There was no Select Board's report or mail to discuss.

**VIII. Meeting Minutes**

There were no minutes approved at this time.

**IX. Warrants**

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

A. Payroll Warrant PR22-04 for the week ended August 7, 2021, Warrant dated August 12, 2021, in the amount of \$861,165.42.

B. Invoice Warrant AP22-07 dated August 12, 2021, in the amount of \$707,815.56.

C. Invoice Warrant AP22-08 dated August 19, 2021, in the amount of \$425,934.83.

X. **Other Business**

There was no other business to discuss.

XI. **Next Meeting's Agenda** – September 9, 2021 – Bond Signing.

XII. **Executive Session.**

There was no executive session.

XIII. **Adjournment.**

**MOTION was made by Mr. Toole to adjourn at 8:29 P.M. Seconded by Ms. Deveau.**

**Vote: Ms. Deveau – Yes; Mr. Toole – Yes; and Mr. Conway - Yes. MOTION CARRIES.**

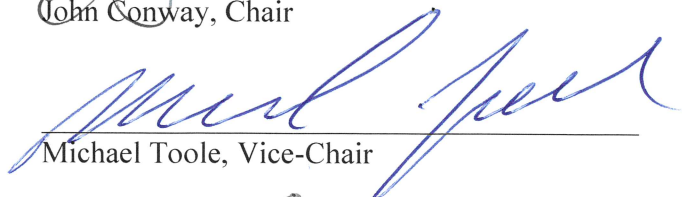
URL Link: <https://www.youtube.com/watch?v=RSTU02giUJM>

Respectfully Submitted by:

  
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Jennifer Reid, Office Administrator


**SELECT BOARD  
MINUTES OF MEETING  
AUGUST 18, 2021**

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

  
\_\_\_\_\_  
Michael Toole, Vice-Chair

  
\_\_\_\_\_  
Christine Deveau, Clerk

\_\_\_\_\_  
Renee Deley, Member

  
\_\_\_\_\_  
Megan Artz, Member

Minutes Approved by Board on: November 4, 2021