



TOWN OF NORTON
SELECT BOARD
MUNICIPAL CENTER
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Select Board
Meeting Minutes
May 11, 2022

I. **Call to Order by Chair**

The May 11, 2022, meeting of the Norton Select Board was held in the Community Room of the Norton Library as well as remotely (Web: <https://us02web.zoom.us/j/6391519600>; Phone: 646-558 8656; Meeting ID: 639 151 9600, and was called to order at 7:00 P.M., by Mr. Michael Toole, Acting Chair. Member(s) present: Mr. Steven Hornsby, Ms. Megan Artz, Mr. Michael Toole, and Ms. Christine Deveau (virtually). Also in attendance: Mr. Michael D. Yunits, Town Manager.

II. **Public Comment**

Resident, Steve Warchal, expressed interest in serving on the Economic Development Committee.

III. **Minutes**

There were no minutes to approve during the meeting.

IV. **Appointments, Resignations, Retirements**

1. Resignation of the Public Health Nurse.

Ms. Artz read the letter of resignation from Ms. Jaclyn Tenaglia, Public Health Nurse.

Mr. Toole thanked the Public Health Nurse for her service and confirmed the position has been posted.

2. Resignation of Laura Parker from the Economic Development Commission.

Ms. Artz read Ms. Parker's letter of resignation.

3. Resignation of Michael Maccini from the Economic Development Commission.

Mr. Toole read Mr. Maccini's letter of resignation.

4. Appointments to the Economic Development Commission.

Chair of the Economic Development Commission (EDC), Renee Deley thanked Laura Parker and

Michael Maccini for their service and contributions on the EDC. She recommended Steve Warchal and Julie Oakley be appointed as new members of the EDC.

Motion was made by Mr. Hornsby to appoint Steve Warchal and Julie Oakley as members of the Economic Development Commission. Seconded by Ms. Artz. Vote: Ms. Deveau – Yes; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole –Yes. Motion Carries.

5. Resignations of Patrick Carr and Catherine Carr from Norton Water Bodies Committee.

Mr. Yunits explained the Water Bodies Committee meets quarterly and mainly oversees the cleanup and treatment of the Norton Reservoir, Winnecunnet, and Chartley Pond.

Mr. Toole stated those interested in serving on the Water Bodies Committee should send a letter of interest to the Town Manager or the Chair of the Norton Select Board.

Ms. Deveau requested an agenda item for the next Select Board meeting to go over a list of the vacancies on Town Committees.

V. Licenses and Permits

1. Vote to Approve the One-Day Beer and Wine Liquor License to Robert Medas for a Private Event at 98A Burt Street from 11:00 AM to 4:00 PM on Saturday, May 28, 2022.

Mr. Yunits explained this event is a fundraiser for a rescue farm run by Mr. Medas on Burt Street.

Motion was made by Ms. Artz to approve the One-Day Beer and Wine Liquor License to Robert Medas for a Private Event at 98A Burt Street from 11:00 AM to 4:00 PM on Saturday, May 28, 2022. Seconded by Mr. Hornsby. Vote: Ms. Deveau – Yes; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole –Yes. Motion Carries.

2. Vote to Approve the One-Day Beer and Wine Liquor License to Robert Medas for a Private Event at 98A Burt St from 5:00 PM to 10:00 PM on Saturday, June 11, 2022.

Motion was made by Ms. Artz to approve the One-Day Beer and Wine Liquor License to Robert Medas for a Private Event at 98A Burt St from 5:00 PM to 10:00 PM on Saturday, June 11, 2022. Seconded by Mr. Hornsby. Vote: Ms. Deveau – Yes; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole – Yes. Motion Carries.

3. Special Events Parking Permit Application of Larry Enos for 82 Parking Spaces at 254 Mansfield Avenue from May 15, 2022, to October 15, 2022.

Mr. Yunits shared a diagram of the parking area and stated Mr. Enos has previously run this parking lot for Xfinity concerts. He explained this parking permit has been signed off on by the Police Chief and Fire Chief.

Motion was made by Ms. Artz to approve the Special Events Parking Permit Application of Larry Enos for 82 Parking Spaces at 254 Mansfield Avenue from May 15, 2022, to October 15, 2022.

Seconded by Mr. Hornsby. Vote: Ms. Deveau – Yes; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole – Yes. Motion Carries.

VI. Announcements

Mr. Toole presented an announcement from the Town Moderator of an opening on Finance Committee. All those interested can send an email to weykel@nortonmaus. Zoom interviews will be held over the next few weeks.

Ms. Deveau shared the following announcements:

- Norton High School Track and Field team will be having a car wash and sneaker drop off at Valentine Tool on Saturday May 14, 2022 from 10:00 A.M. to 2:00 P.M.
- Norton Parks and Recreation Department is hosting a fundraiser to support Founder's Day 2023 at the Chateau in Norton on May 12, 2022.
- Wheaton College graduation will take place on May 21, 2022.

Mr. Toole announced the Finance Committee will hold a public hearing on May 23, 2022, at 7:00 p.m., to review and approve the proposed fiscal year 2023 operating budget. The meeting will be held remotely and details on how to attend will be posted the Town website.

VII. Business

A. New Business

1. Welcoming of New Select Board Members.

Mr. Toole welcomed and congratulated new Select Board member Steven Hornsby. Since the other new member, Kevin Snyder, was unable to attend this meeting, Mr. Toole asked that time is allotted at the next meeting to formally welcome both new members of the Select Board.

2. Reorganization of the Select Board.

Mr. Toole requested this item be moved to the next meeting's agenda so that all members can be in attendance to take part in reorganization discussions and votes.

3. Designation of Select Board members

- a. Vote to designate a member of the Select Board to approval all Warrants
- b. Vote to designate an alternate member of the Select Board to approve all Warrants when the designee is unavailable to fulfill this function
- c. Vote to appoint a Temporary Member of the Permanent Building Committee

Mr. Toole requested this item be moved to the next meeting's agenda so that all members can be in attendance to take part in the discussion and vote.

Motion was made by Ms. Deveau to appoint Mr. Hornby the interim alternate to approve all Warrants if the designee is unavailable to fulfill this function. Seconded by Ms. Artz. Vote: Ms. Deveau – Yes; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole –Yes. Motion Carries.

Motion was made by Mr. Hornsby to appoint Mr. Toole as the interim Select Board member to approve all Warrants. Seconded by Ms. Artz. Vote: Ms. Deveau – Yes; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole –Yes. Motion Carries.

Motion was made by Mr. Hornsby to appoint Mr. Conway as temporary member of the Permanent Building Committee and provide updates to the Board. Seconded by Ms. Artz.

Ms. Deveau asked to wait until all members are present, since Mr. Conway was not there to acknowledge his willingness to accept this role.

Mr. Hornsby withdrew his motion.

Motion was made by Ms. Deveau to appoint Mr. Toole the temporary member of the Select Board on the Permanent Building Committee. Seconded by Ms. Artz. Vote: Ms. Deveau – Yes; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole –Yes. Motion Carries.

Mr. Yunits clarified the representative does not have to be a member of the Select Board.

4. 7:15 P.M. - Public Hearing on Petition of Massachusetts Electric Company, d/b/a National Grid and Verizon New England, Inc., d/b/a Verizon to Install a New Pole 234-50 (55'+/-) South West of Existing Pole 235 West Main Street for the Purpose of Providing Electrical Service

Motion was made by Mr. Hornsby to open the public hearing at 7:15 P.M. Seconded by Ms. Artz. Vote: Ms. Deveau – Yes; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole –Yes. Motion Carries.

A representative of National Grid, Mr. Michael Parent, Senior Designer presented a diagram and project summary of the new service pole for Cumberland Farms.

Mr. Toole asked if the Board or residents had any questions about the Petition. There were no questions.

Motion was made by Ms. Artz to close the public hearing at 7:22 P.M. Seconded by Mr. Hornsby. Vote: Ms. Deveau – Yes; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole –Yes. Motion Carries.

Motion was made by Mr. Hornsby to approve the Petition of the Massachusetts Electric Company d/b/a National Grid and Verizon New England Inc d/b/a Verizon to install a new pole 234-50 (55' +/-) South West of existing pole 235 West Main Street for the purpose of proving electrical service. Seconded by Ms. Artz.

5. 7:30 P.M. - Joint Meeting with Board of Assessors – Board Appointments

Motion was made by Ms. Denise Ellis, Director of Assessing Town of Norton to open the meeting at 7:31 P.M. Seconded by Mr. Dorney, Chair of the Board of Assessors. Vote: Mr. Dorney – Yes; Ms. Ellis – Yes. Motion Carries.

Ms. Ellis presented the appointments of Michael Masone and Kristen Keating to the Board of Assessors.

Motion was made by Mr. Dorney to appoint Michael Masone to the Board of Assessors. Seconded by Ms. Ellis. Vote: Mr. Dorney – Yes; Ms. Ellis – Yes. Motion Carries.

Motion was made by Ms. Artz to appoint Michael Masone to the Board of Assessors. Seconded by Mr. Hornsby. Vote: Ms. Deveau – Yes; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole –Yes. Motion Carries.

Motion was made by Mr. Dorney to appoint Kristen Keating to the Board of Assessors. Seconded by Ms. Ellis. Vote: Mr. Dorney – Yes; Ms. Ellis – Yes. Motion Carries.

Motion was made by Ms. Artz to appoint Kristen Keating to the Board of Assessors. Seconded by Mr. Hornsby. Vote: Ms. Deveau – Yes; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole –Yes. Motion Carries.

Motion was made by Ms. Ellis to adjourn the meeting at 7:37 P.M. Seconded by Mr. Dorney. Vote: Mr. Dorney – Yes; Ms. Ellis – Yes. Motion Carries.

6. Proclamation in Recognition of EMS Week (May 15, 2022 – May 23, 2022)

Ms. Artz read the EMS Week proclamation.

Fire Captain Wilson spoke to the training, dedication, professionalism, and skills of the Norton Fire Department's EMS team. He referred to the recent advances in ultrasound and animal rescue his team has mastered. He explained currently the Norton Fire department has 34 paramedics, 6 EMTs, 2 additional soon to be certified paramedics.

Motion is made by Mr. Hornsby to approve the EMS Week Proclamation. Seconded by Ms. Artz. Vote: Ms. Deveau – Yes; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole –Yes. Motion Carries.

7. Proclamation in Recognition of Police Week (May 11, 2022 – May 17, 2022)

Ms. Artz presented the Police Week proclamation.

Motion is made by Mr. Hornsby to approve the Police Week Proclamation. Seconded by Ms. Artz. Vote: Ms. Deveau – Yes; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole –Yes. Motion Carries.

8. Permanent Building Committee Project Update

Dianah O'Brien, Chair of the Permanent Building Committee, presented the following updates on behalf of the Permanent Building Committee:

- Mr. Steven Kirby was hired as OPM in October 2021.
- Project designer hired in January 2022.
- User group meetings with Town Hall and Senior Center employees held in February and March for schematic design.
- Committee members toured the Walpole and Scituate senior centers.
- Schematic design for senior center is complete.
- Schematic design for town hall will be complete on May 20th.
- Senior center will go out to bid early fall for a fall start and 12-month construction period
- Town hall bid will go out winter/spring 2023 for spring 2023 start and an 18-month construction period
- The total approved budget for the Senior Center is \$11.11 million and \$23.29 million for Town Hall. In addition, the Town Hall budget holds an additional \$250,000 for land acquisition. Both projects are expected to stay on budget.

Ms. O'Brien reviewed the concerns below that have been identified and are outside the scope of the construction aspect of the project and approved budget:

- The sewer line for the new Town Hall cannot tie into the existing system originally planned for. Western Sampson is conducting a study on alternative sewer tie-in solutions.
- The large amount of file storage space required was not accounted for in the original budget. There will be a need to digitize as many files as possible.
- The Police Department site requires a secure fence area.
- Fiber optic lines for the Senior Center and Town Hall will need to be upgraded.

Mr. Yunits stated Town Hall departments will be going through files this spring and summer and condensing and eliminating files that are not required.

Mr. Toole asked the Town Manager for his thoughts on how these issues will be addressed.

Mr. Yunits stated the project engineers will provide an estimate for the sewer tie-in cost and then ARPA funds will be evaluated. He explained the Town is researching grant money to address the file storage concerns the fence is a capital item. In addition, he will be researching costs associated with the fiber optic lines.

9. Norton Public Schools Department ARPA Requests and Annual and Special Town Meeting Requests

Dr. Baeta provided an update on the sewer connection for the Athletic Complex project. He stated the School Department is requesting \$815,000 in ARPA funds to correct an issue with rain water from the roof at the Yelle school that is draining into the sewer line.

Mr. Matthew Wells, Norton Public Schools Business Administrator, presented the School Department's article for the Special Town Meeting. The article is a housekeeping change that combines \$8.4 million and \$200,000 (approved in Article 19 on June 10, 2017) into one sum and will allow the MSBA to close out the window and door project.

Mr. Yunits stated the School Department, Town Accountant, and MSBA have been working on this and it has been approved by Town Council and Bond Council.

Motion is made by Mr. Hornsby to add the Windows and Doors article as written to the Special Town meeting. Seconded by Ms. Artz. Vote: Ms. Deveau – Yes; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole –Yes. Motion Carries.

Mr. Toole opened discussion on School Department request for additional ARPA funds, where the commitments are with the ARPA funds currently, and the deadline for approving the funds.

Dr. Baeta stated the School Department has some flexibility on the timeline for having funding for the sewer line but the INI situation must be resolved for the project to move forward.

Mr. Yunits stated the total of ARPA funds is \$287,928 million, of which \$326,808 is currently committed.

Mr. Toole asked the Select Board if they are ready to vote on this item. The board unanimously said they would like more time before voting on this item.

10. Discuss and/or Vote Town Meeting Articles.

Article 7

Mr. Yunits shared the Finance Committee voted No Action until the Fall on Article 7 – Capital Improvements Appropriation.

Motion is made by Ms. Artz for No Action on Article 7 – Capital Improvement Appropriations. Seconded by Mr. Hornsby. Vote: Ms. Deveau – Yes; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole –Yes. Motion Carries.

Article 15

The Select Board decided to hold off on Article 15 - Charter Amendment and Bylaw

Article 4

Motion is made by Ms. Artz to approve Article 4 Water Enterprise Budget – Personal Services \$1,313,727; Indirect Expenses \$558,352; Other Charges and Expenditures \$1,292,500; Debt Services 1,620,004 for total of \$4,784,583. Seconded by Mr. Hornsby. Vote: Ms. Deveau – Yes; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole –Yes. Motion Carries.

Motion is made by Ms. Artz to approve Article 5 Sewer Enterprise Budget - Personal Services \$436,433; Indirect Expenses \$133,869; Other Charges and Expenditure \$1,307,226; Debt Services \$425,014 for a total of \$2,299,542. Seconded by Mr. Hornsby. Vote: Ms. Deveau – Yes; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole –Yes. Motion Carries.

Ms. Deveau asked about the status of Article 18 - Adopt a Town Motto.

Mr. Yunits explained he's waiting to hear back from the petitioner if he wants to move forward with the article.

Special Town Meeting Articles June 7, 2022

Article 1 -Prior Year Bills

Mr. Yunits reported the Finance Committee voted to recommend this article from Free Cash.

Motion is made by Ms. Artz to approved Article 1 – Prior Year Bills for a total of \$2,347.32 to the Sun Chronicle for advertising from the Zoning and Planning departments. Seconded by Mr. Hornsby. Vote: Ms. Deveau – Yes; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole –Yes. Motion Carries.

Article 2 - Separation Expenses

Mr. Yunits shared the separation expenses (sick leave buy back and vacation time owed) are for one individual from the Library and 5 individuals from the Fire Department.

Motion is made by Mr. Hornsby to approve Article 2 – Separation Expenses in the amount of \$262,094. Seconded by Ms. Artz. Vote: Ms. Deveau – Yes; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole –Yes. Motion Carries.

Articles 4, 5, 6, and 7

Mr. Yunits shared the Finance Committee recommended No Action on these Articles.

Motion is made by Mr. Hornsby for No Action on Articles 4, 5, 6, and 7. Seconded by Ms. Artz. Vote: Ms. Deveau – Yes; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole – Yes. Motion Carries.

Mr. Yunits explained the Finance Committee voted 9/0 to recommend the disposition of 16 Ridge Road.

Motion was made by Ms. Artz to approve the disposition of 16 Ridge Rd. Seconded by Mr. Hornsby. Vote: Ms. Deveau – Yes; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole – Yes. Motion Carries.

Article 9 - Town Internet

Mr. Yunits recommend this item be removed at this time for more study before voting.

Motion was made by Mr. Hornsby to withdraw the Article 9 – Town-wide Internet to send it back to the Access Cable Committee for additional research. Seconded with discussion by Ms. Deveau.

Ms. Deveau asked for clarification when the articles had to be voted in time for the Special Town Meeting.

The Select Board and Town Manager clarified votes had to be taken at this meeting in order to be recorded in time for the Special Town Meeting.

Ms. Deveau stated she would like to keep Article 9 on the warrant but not recommend it, rather than withdraw the article.

Vote: Ms. Deveau – No; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole – Yes. Motion Carries.

Article 10 - Charter Amendment

Ms. Renee Deeley explained the background and details of the article and the proposed amendments.

Mr. Toole stated he is in favor of the section two, but not section one of the change. He proposed the Select Board take a little more time with this and take it up in the Fall.

Ms. Artz stated she agrees that the Town Manager's contract needs to be aligned with the Town Charter.

Motion was made by Ms. Deveau to approve Article 10 as written. Seconded by Ms. Artz. Vote: Ms. Deveau – Yes; Mr. Hornsby – No; Ms. Artz – Yes; Mr. Toole – No. Motion Does Not Carry.

Mr. Hornsby stated his issue is with the 3-year term language and if that was changed, he would most likely be in support of the article.

Mr. Toole agreed with Mr. Hornsby.

11. Other Business: Topics Not Reasonably Anticipated 48 Hours in Advance

Ms. Deveau shared she has been asked why Saturday voting is done at the Middle School, rather than the High School where there is ample parking and no sports happening.

Mr. Hornsby explained he was told it is due to the traffic flow.

Ms. Deeley shared voting was changed from the High School to the Middle School due to safety issues with parking and police details required.

B. Old Business

There was no old business to discuss.

C. Town Manager's Report

Mr. Yunits reported the following updates:

- The Bike Trail Project is moving forward quickly and will be advertised on August 27th. He met with the attorney and director of MFN to finalize the agreement in which MFN will be paying for one third of the costs. He will also be meeting with state officials to go over the timeline and tasks as well as the Army Corps of Engineers next week. Offer letters will be sent out in May.
- Constellation Energy will be sending out notices for the Norton Community Electric Aggregation Program.
- School Resource Officer Mark Robichaud received the Exceptional Service Award from the Massachusetts Juvenile Police Officers Annual Conference.
- National Grid has several tree crews throughout town doing proactive tree trimming around the main lines.
- He recently met with new director of Attleboro YMCA and he may be coming to a future meeting.

Mr. Toole asked the Town Manager to invite new president of Wheaton College to a Select Board meeting.

VIII. Select Board's Report and Mail

Mr. Hornsby announced the Memorial Day parade is on Monday at 10 am.

IX. Report of warrants

- A. Payroll Warrant PR22-23 for week ended April 30, 2022, Warrant dated May 5, 2022, in the amount of \$1,496,049.25.
- B. Invoice Warrant AP22-45 dated May 5, 2022, in the amount of \$1,309,529.58.
- C. Invoice Warrant AP22-46 dated May 12, 2022, in the amount of \$611,326.97.

X. Next Meeting's Agenda – May 25, 2022

XI. Executive Session

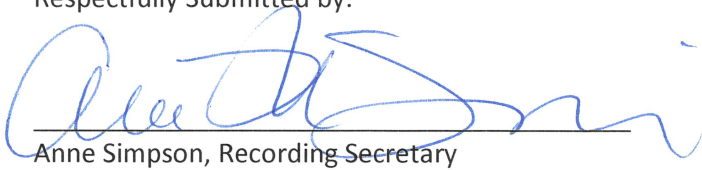
There was no executive session.

XII. Adjournment

Motion made by Ms. Artz to adjourn the Select Board at 9:27 P.M. Seconded by Mr. Hornsby. Vote: Ms. Deveau – No; Mr. Hornsby – Yes; Ms. Artz – Yes; Mr. Toole –Yes. Motion Carries.

URL: <https://www.youtube.com/watch?v=xcf0piNMI8I>

Respectfully Submitted by:



Anne Simpson, Recording Secretary

SELECT BOARD

MINUTES OF MEETING

MAY 11, 2022

Megan Artz, Chair



Kevin Snyder, Clerk

Michael Toole, Member



Steven Hornsby, Member



Alec Rich, III, Member

Minutes Approved by Board on: March 2, 2023