



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

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Select Board  
Meeting Minutes  
May 25, 2023

I. Call to Order by Chair

The May 25, 2023 meeting of the Norton Select Board was held at the Norton Media Center, 184 West Main Street, Norton, MA 02766 as well as remotely (Web: <https://us02web.zoom.us/j/83225589285>; Phone: 646-558 8656; Webinar ID: 832 2558 9285), and was called to order at 7:00 P.M., by Mr. Kevin Snyder, Chair. Member(s) present: Mr. Steven Hornsby, Mr. Alec Rich, III, Ms. Megan Artz, and Ms. Denise Luciano. Also in attendance: Mr. Michael D. Yunits, Town Manager.

II. Appointments/Resignations/Retirements

1. Appointment of Vera Jordan as an Alternate Member to the Council on Aging.

**MOTION was made by Ms. Luciano to appoint Vera Jordan as an Alternate Member to the Council on Aging. Seconded by Mr. Hornsby. Vote: Unanimous. MOTION CARRIES.**

2. Appointment of Michael Toole as a Norton Town Constable.

Mr. Snyder expressed that he would like to put this off until their next meeting. He stated that he wants to collect more information on this and there have been questions on the Constable position as well. The remainder of the Board agreed to put this on a future meeting agenda to have more time to collect information.

3. Appointment of Mary Steele to the Economic Development Commission.

**MOTION was made by Ms. Artz to appoint Mary Steele to the Economic Development Commission. Seconded by Ms. Luciano. Vote: Unanimous. MOTION CARRIES.**

Mr. Yunits advised that Ms. Steele is a Commonwealth Heroine of the Year member of the Class of 2023. The Commonwealth Heroines Celebration is an opportunity to recognize the women who don't always make the news but who are truly making a difference in their communities, businesses or volunteer endeavors.

4. Appointment of Robert Kimball, Jr. to the Town Common Committee.

**MOTION was made by Mr. Snyder to appoint Robert Kimball, Jr. to the Town Common Committee. Seconded by Ms. Artz. Vote: Unanimous. MOTION CARRIES.**

III. Minutes

Approve Minutes, including but not limited to:

1. May 11, 2023; and

2. May 11, 2023 (Executive Session).

**MOTION was made by Ms. Artz to approve the minutes of including but not limited to May 11, 2023 and May 11, 2023 (Executive Session). Seconded by Mr. Hornsby. Vote: Unanimous. MOTION CARRIES.**

IV. **Licenses and Permits**

1. Vote to Approve the Special Events Parking Permit Application of Property Owner Ruscito Brothers LLC, Giovanni Ruscito Attendant, for 59 Parking Spaces at 253 Mansfield Avenue from June 1, 2023 to September 30, 2023.

**MOTION was made by Ms. Luciano to approve the Special Events Parking Permit application of property owner Ruscito Brothers LLC, Giovanni Ruscito Attendant, for 59 parking spaces at 253 Mansfield Avenue from June 1, 2023 to September 30, 2023. Seconded by Ms. Artz. Vote: Unanimous. MOTION CARRIES.**

2. Review and/or Vote on the Application of Sacar, LLC (Manager: Walid Saker) for a Home Occupation Limousine License.

Mr. Rich read the letter from the Building Commissioner outlining the conditions of the Inspections Department's approval for the Home Occupation Limousine License, which were listed as follows:

- A. The service is limited to only 1 vehicle.
- B. There be no visible exterior storage or display of products, materials, or equipment.
- C. There is no servicing of the vehicle on the property.
- D. The customer pick-up and drop-off is conducted off the premises.
- E. There are no employees other than the resident.

**MOTION was made by Ms. Artz to approve the application of Sacar, LLC (Manager: Walid Saker) for a Home Occupation Limousine License with the conditions of the Building Commissioner. Seconded by Ms. Luciano. Vote: Unanimous. MOTION CARRIES.**

V. **Announcements**

1. Norton Veterans Council Carnival June 15, 16, 17, and 18, 2023 at the Henri A. Yelle Elementary School, 64 West Main Street, Norton, MA.

Mr. Rich read the flyer and noted that the Veterans Council is looking for volunteers and those who are interested can reach out to Dawn Schepis or Gary Cameron at the VFW.

2. Town of Norton Public Auction – Wednesday, June 28th at 11:00 A.M. to be Held at the Norton Public Library, 68 East Main Street.

Mr. Rich the flyer and asked if these were properties that were taken by tax title, which Mr. Yunits stated was correct. Mr. Yunits advised that this information is available at the Town Hall and on the town website.

3. Ms. Luciano announced that on June 11<sup>th</sup> from 11:00 A.M. to 2:30 P.M. there will be a Pride celebration at the Everett Leonard Park with food trucks, face painting, touch-a-truck, massages games, crafts and more.

4. Mr. Rich noted that the Memorial Day parade is this weekend and starts at the Henri A. Yelle Elementary School.
5. Mr. Hornsby announced that there will be a Senior Center fundraiser at Goat City Pub on June 26<sup>th</sup> that with your ticket, 20% of the proceeds will go towards the Senior Center.
6. Ms. Luciano mentioned that Goat City Pub is also part of a fundraiser on May 29<sup>th</sup> for the High School Track and Field where 20% of the proceeds will go towards the Norton Track and Field Boosters Club.
7. Mr. Rich advised that on June 13<sup>th</sup> at 4:00 P.M. there will be a ceremony naming the new multi-use field the Veterans' Memorial Field.
8. Ms. Artz mentioned that on Saturday, June 17<sup>th</sup> is the Norton First and Tenth Football Boosters is doing a cornhole tournament fundraiser at the Norton VFW.
9. Mr. Snyder announced that after the Memorial Day Parade they are doing an opening of the garage ceremony at the Norton Historical Society.

VI. **Business**

A. **New Business**

1. Presentation of EMS Week Proclamation.

Mr. Rich read the proclamation into the record, which has been attached hereto as part of the meeting minutes.

The Board all expressed appreciation and recognition of how great of a Fire Department the Town of Norton has.

2. Presentation of Pride Proclamation.

Mr. Rich read the proclamation into the record, which has been attached hereto as part of the meeting minutes.

3. Vote to Declare the Fire Department's 1999 Ford F-450 (VIN #1FDXF47FOXED43706 AND 2001 Ford F-350 (VIN #3FTSF31F21MA10281) as Surplus.

**MOTION was made by Ms. Artz to declare the Fire Department's 1999 Ford F-450 and 2001 Ford F-350 as surplus. Seconded by Ms. Luciano. Vote: Unanimous. MOTION CARRIES.**

4. Discussion and/or Vote to Grant Permission to Put Norton Pride Signs on the Town Common for the Month of June.

**MOTION was made by Ms. Luciano to approve up to four Pride signs on the Town Common for the month of June. Seconded by Ms. Artz. Vote: Unanimous. MOTION CARRIES.**

5. Discussion of Agenda Process and Timing.

Mr. Snyder stated that he just wanted to reiterate what they are currently doing and clarified that he is not trying to make any changes. He explained that right now, they are looking to have the agenda items on Friday, draft out to the Board by Monday, and post on Tuesday. Ms. Artz reminded everyone that the Town Hall closes at 12:30 P.M. on Fridays. Mr. Hornsby asked that if they have a heavy agenda that they get the agenda finalized by Monday so they can get the packets out sooner than Wednesdays. Mr. Snyder noted that if an item is on the agenda, it doesn't mean the Board has to vote on it; if they get the packet and it is lengthy and the Board needs more time to review it, they can defer it to a future meeting. Mr. Snyder noted that they also might need to put in revisions. Ms. Artz pointed out that sometimes the applications may seem lengthy, but there are other documents that are in there that don't really involve the Select Board, such as the financial statements required by the Alcoholic Beverages Control Commission (ABCC). Mr. Yunits asked if in circumstances like that if the Board should just get the relative application documents and leave out things such as the financial documents. In response, Ms. Luciano expressed that she is new and because of that would like everything and asked if the full application could be in Dropbox and then the printed copy just be the essentials, which members agreed was a good option.

#### 6. Discussion of Policy Development and Adoption Process.

Mr. Snyder voiced that it would be good to have the guidelines he was suggesting. He said he would like to propose at the first policy reading that is all it will be and the Board will not be allowed to vote that night on it. Mr. Snyder suggested that the Board's first reading is to simply review the policy and at the second meeting, that is when the Board would be allowed to vote on it.

#### 7. Discussion and/or Vote on Termination of SRPEDD Alternate Position.

Mr. Snyder stated that they approved this alternate position last year and since, one of the previous Select Board members reached out to SRPREDD to see if other towns have this and it turns out that they don't and it isn't something that is needed. Mr. Snyder stated that they agreed to it for that year and the proposed that at the end of the year the Board will terminate the position.

**MOTION was made by Ms. Luciano to terminate the alternate position of SRPEDD one year from the date it was voted. Seconded by Ms. Artz. Vote: Unanimous. MOTION CARRIES.**

#### 8. Discussion and/or Vote to Approve the Norton Fire Fighters, Local 2678 IAFF Contract.

**MOTION was made by Ms. Luciano to approve the Norton Fire Fighters, Local 2678 IAFF Contract. Seconded by Ms. Artz. Vote: Unanimous. MOTION CARRIES.**

#### B. Old Business

Review, Discuss, and/or Vote on Workplace Violence Prevention Policy.

Ms. Luciano gave an overview of her suggested red-lined changes, which were provided to the Board prior to the meeting and made part of their agenda packets.

**MOTION was made by Mr. Hornsby to approve the policy with the changes. Seconded by Mr. Rich. Vote: Unanimous. MOTION CARRIES.**

C. **Town Manager's Report**

1. Habitat for Humanity's Groundbreaking Ceremony at 16 Ridge Road on June 1, 2023 at 1:00 P.M.

Mr. Yunits reminded the board of the Habitat for Humanity's Groundbreaking Ceremony at 16 Ridge Road on June 1, 2023 at 1:00 P.M. He advised the Board that Habitat for Humanity was wondering if someone from the Select Board could be there. Ms. Artz noted that this is also graduation day. Mr. Hornsby stated that he could attend.

2. Update on East Main Street Road Improvements.

Mr. Yunits announced that there will be road construction from the hump to the remainder of East Main Street that hasn't been paved yet, which will commence on Tuesday, May 30th. He explained that they are going to keep one lane open, but it will be dirt. Mr. Yunits added that when they did the walk-through of the project, the contractors informed them that they won't have any issues with the temporary easements and they will finish the project prior to their expiration.

3. Update on Everett Leonard Park.

Mr. Yunits noted that Ms. Melissa Niziolek is doing a great job. He reported that Ms. Niziolek had the Sheriff's Department out painting the building. Mr. Yunits also recognized the Fire Department for getting the phone out by the pool working and advised that the Board of Health Agent inspected the AED machine. Mr. Yunits voiced that if anyone wants to make contributions to the Recreation Commission, the Director is looking for a list of items, including, but not limited to: a life-saving ring, propane tanks, a lifeguard chair, Adirondack chairs, lounge chairs, etc. He stated that he will make sure that she puts the list on the town web site. He mentioned that Franklin Sports reached out to Ms. Niziolek and she was able to get balls for \$5 (soccer, basketball, football, etc.). Mr. Hornsby stated that he might have a grill that he can donate and advised that he would check and let her know.

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

Mr. Snyder announced that the Sous Chef Beth Stentiford was the recipient of the A James Clark Award. This award is given to the employee of the year for the TPC Network. Senator Feeney, Representative Barrows and Representative Howitt from the State of Massachusetts will be in to visit the club presenting a resolution to her at the clubhouse Thursday, June 1<sup>st</sup> at 10:00 A.M. if Board members would like to attend.

IX. **Warrants**

Ms. Artz reported that the following Payroll and Invoice Warrants were approved:

- a. Invoice Warrant AP23-46 dated May 18, 2023, in the amount of \$1,056,060.63.
- b. Payroll Warrant PR23-23 for the week ended May 13, 2023, Warrant dated May 18, 2023, in the amount of \$1,674,457.72.
- c. Invoice Warrant AP23-47 dated May 25, 2023, in the amount of \$79,338.45.

X. **Other Business**

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

There was no other business to discuss.

XI. **Next Meeting's Agenda** – Thursday, June 8, 2023.

XII. **Executive Session.**

There was no executive session scheduled for this meeting.

XIII. **Adjournment.**

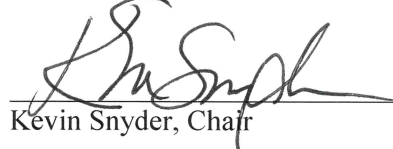
**MOTION was made by Ms. Artz to adjourn the Select Board meeting at 7:53 P.M. Seconded by Ms. Luciano. Vote: Unanimous. MOTION CARRIES.**

URL Link: <https://www.youtube.com/watch?v=lu16OOeG1Jo>

Respectfully Submitted by:

  
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Jennifer Reid, Office Administrator

**SELECT BOARD  
MINUTES OF MEETING  
MAY 25, 2023**

  
\_\_\_\_\_  
Kevin Snyder, Chair

  
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Steven Hornsby, Vice-Chair

  
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Alec Rich, III, Clerk

  
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Megan Artz

  
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Denise Luciano

Minutes Approved by Board on: June 22, 2023

## EMS Week Proclamation

To designate the Week of **May 21 - 27, 2023**, as **Emergency Medical Services Week**

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services have grown to fill a gap by providing meaningful, out-of-hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, emergency nurses, emergency physicians, trained members of the public, and other out-of-hospital medical care providers; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

THEREFORE, the Norton Select Board, in recognition of this event, do hereby proclaim the week of **May 21-27, 2023**, as **EMERGENCY MEDICAL SERVICES WEEK**

With the theme - **EMS: Where Emergency Care Begins.**

I encourage the community to observe this week with appropriate programs, ceremonies, and activities.

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Kevin Snyder

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Steven Hornsby

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Alec Rich III

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Megan Artz

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Denise Luciano



**TOWN OF NORTON  
PROCLAMATION  
Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ+) Pride Month  
June 2023**

**WHEREAS**, the Town of Norton is a welcoming community and an exceptional place to live, learn, work, play, and raise a family; and

**WHEREAS**, Norton recognizes the importance of equality and freedom; and

**WHEREAS**, the nation was founded upon and is guided by a set of principles that includes that every person has been created equal, that each has rights to their life, liberty and pursuit of happiness, and that each shall be accorded the full recognition and protection of law; and

**WHEREAS**, the Town of Norton Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ+) community are a vital part of all fields and professions and contribute to a stronger community; and

**WHEREAS**, the Town of Norton is dedicated to fostering acceptance of all its citizens and preventing discrimination and bullying based on sexual orientation and gender identity; and

**WHEREAS**, Norton is strengthened by and thrives upon the rich diversity of ethnic, cultural, racial, gender and sexual identities of its residents; all of which contribute to the vibrant character of our Town; and

**WHEREAS**, the Centers for Disease Control (CDC) recognizes that LGBTQ+ teens are at higher risk to be the victims of violence and have increased suicide rates; and

**WHEREAS**, it is imperative that young people in the community, regardless of sexual orientation or gender identity, feel valued, safe, empowered, and supported by their peers, educators, and community leaders.

**NOW, THEREFORE**, we the Select Board and on behalf of the Town of Norton, hereby proclaim and recognize June 2023 as Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ+) Pride Month in the Town of Norton, and we recognize the resilience and determination of the many individuals who are fighting to live freely and authentically. In doing so they are opening hearts and minds and laying the foundation for a more just and equitable Town.

**TOWN OF NORTON  
SELECT BOARD**

\_\_\_\_\_  
Kevin Snyder, Chair

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Steven Hornsby, Vice Chair

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Alec Rich, III, Clerk

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Megan Artz, Member

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Denise Luciano, Member