

**BOARD OF SELECTMEN
MINUTES OF MEETING FOR
JULY 28, 2011**

I. CALL TO ORDER BY CHAIRMAN

The July 28, 2011 Meeting of the Board of Selectmen was called To Order by Mr. Bramwell, Chairman, at 7:00 p.m., in the Municipal Center, first floor Selectmen's Conference Room.

A. Roll Call

Mr. Bradford Bramwell, Chairman of Board of Selectmen; Mr. Timothy Giblin; Mr. Robert Kimball; Mr. Robert Salvo were present. Mrs. Mary Steele, Vice-Chair, was absent.

B. Pledge of Allegiance

II. WARRANTS AND MINUTES

A. Approve bills Warrant #4, dated July 21, 2011, in the amount of \$123,430.28

MOTION was made by Mr. Giblin to Approve bills Warrant #4, dated July 21, 2011, in the amount of \$123,430.28. Second by Mr. Kimball. Vote: Unanimous. MOTION CARRIES.

B. Approve bi-weekly Payroll, for the period ended July 23, 2011, Warrant #5, dated July 28, 2011, in the amount of \$505,715.47

MOTION was made by Mr. Giblin to Approve bi-weekly Payroll, for the period ended July 23, 2011, Warrant #5, dated July 28, 2011, in the amount of \$505,715.47. Second by Mr. Salvo. Vote: Unanimous. MOTION CARRIES.

C. Approve bills Warrant #6, dated July 28, 2011, in the amount of \$2,970,980.71

MOTION was made by Mr. Giblin to Approve bills Warrant #6, dated July 28, 2011, in the amount of \$2,970,980.71. Second by Mr. Salvo. Vote: Unanimous. MOTION CARRIES.

D. Minutes – May 12, 2011 Executive Session

MOTION was made by Mr. Giblin to approve the Board of Selectmen Minutes of Meeting of the Executive Session, dated May 12, 2011, as written. Second by Mr. Kimball. Vote: Unanimous. MOTION CARRIES.

May 19, 2011

MOTION was made by Mr. Giblin to approve the Board of Selectmen Minutes of Meeting, dated May 19, 2011, as written. Second by Mr. Kimball. Vote: Unanimous. MOTION CARRIES.

May 26, 2011

MOTION was made by Mr. Giblin to approve the Board of Selectmen Minutes of Meeting, dated May 26, 2011, as written. Second by Mr. Kimball. Vote: Unanimous. MOTION CARRIES.

May 26, 2011 Executive Session

MOTION was made by Mr. Giblin to approve the Board of Selectmen Minutes of Meeting of the Executive Session, dated May 26, 2011, as written. Second by Mr. Kimball. Vote: Unanimous. MOTION CARRIES.

III. LICENSES AND PERMITS

IV. ANNOUNCEMENTS

Letter received from Norton Library Board of Directors stating library will be open an additional ten hours a week after Labor Day, beginning Sept. 5. New hours to be Mondays and Tuesdays 10 a.m. - 7 p.m.; Wednesdays 10 am – 3 p.m.; Thursdays 1 p.m. - 7 p.m.; and Fridays and Saturdays from 10 a.m. - 2 p.m.

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Congratulations to Charlene Fisk for being awarded a diploma for attainment of the professional designation of Registered Public Safety Leader, dated June 15, 2011.
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Mr. Yunits completed a public contracting seminar; now he is a certified purchasing official.

V. BUSINESS

A. NEW BUSINESS

1. 7:05 P.M. – Richard Leitch, Selectmen's Representative to the GATRA Advisory Board Re: Update - Recent Advisory Board Meeting

Mr. Leitch provided update to Board. From Easton line - Route 123 to center no services and he asked if it could be looked into Norton Medical Center he suggested GATRA could stop at and will look into it. Concern with electric wheelchairs crossing Route 123/across from Hess Gas station and need heavier/brighter paint in crosswalk especially with housing for elderly in that area. He asked if bus could go into elderly housing and was told by GATRA they could walk to stop. He felt the bus should swing around into elderly housing complex.

From Taunton to Myles Standish Industrial Park the bus travels. He asked about

Norton Industrial Park. SRPEDD could not find rep for Norton on list. A grant possibly could be looked into; or maybe school could assist.

Mr. Salvo asked where do they stop and if this info is posted; if a GATRA sign is placed, then people would be aware.

Mr. Leitch responded they will stop if safe for driver and passenger. Mr. Leitch will ask them.

Mr. Bramwell spoke of proper signage and agreed need to make crosswalk safer by Hess/housing for elderly.

Mr. Kimball asked Mr. Yunits to check with Mr. Silver to check with state highway about signage.

Mr. Kimball referenced Mansfield Avenue; construction equipment on boat ramp property. They will work on it. Mass Gas had a GATRA bus stop but no longer exists as bus does not stop in Mansfield.

Mr. Leitch said GATRA does stop in Mansfield now; Mansfield is paying extra.

Mr. Bramwell stated when GATRA started, Wheaton College paid about two-thirds. \$104,000 assessment now and Wheaton assessment has not increased was his belief.

Mr. Yunits spoke of report he located from 2000; universal access to GATRA and Wheaton was paying full cost of \$19,500 and paying that amount since that time. \$104,278 for 2012 is town's assessment. It would be interesting to see figure for Wheaton/free pass.

Mr. Leitch stated he asked for it but has not received it.

GATRA Mansfield/Norton Map distributed by Mr. Leitch.

Mr. Giblin asked about the large increases and what was the reason? He asked Mr. Leitch to keep on top of this.

Mr. Yunits referenced a letter dated April 2007 from GATRA to Norton regarding FY05 and FY06 assessment difference between Norton and Mansfield – MBTA train station.

Mr. Kimball asked that a letter be sent as a Board of Selectmen to GATRA regarding what \$104,000 figure is exactly (inquire about Easton service; Norton Glen and Red Mill Village). Maybe GATRA can help get lines painted by Hess/elderly housing and bus loop into senior housing and industrial park of Norton.

Mr. Bramwell said also a letter to be sent to Wheaton to revisit transportation agreement/costs.

Mr. Salvo said for future stops in Town, it would be beneficial to tell Board roughly where/when stops will be.

Mr. Giblin said possibly could be put on web/online so could be printed out.

Mr. Leitch said his job is to give Board of Selectmen numbers/figures and Board's job

is to do what they will with these figures/numbers, etc.

Mr. Kimball asked for Mr. Leitch to be copied on any correspondence that is sent out by Town Manager or Board of Selectmen, etc.

2. 7:20 P.M. – Rita Kelleher Re: Presentation on Dei.Cura Adult Day Health Facility, 184 West Main Street, recently opened in Norton

Ms. Kelleher introduced herself and explained what Dei.Cura Adult Day Facility has to offer to adults. It is daytime supervision and has clients in early 30's to late 90's years old. There is a full-time registered nurse; all staff are CPR and first-aid certified. Activities include bingo; computer; internet; etc. They accept private pay. Mass Health or Medicaid individuals are free. They have up to 23 clients per day, and provide meals and transportation. She invited the Board to tour the facility. It is the least expensive option compared to most options.

Mr. Kimball thanked Ms. Kelleher for coming in and was glad they were fulfilling a community need.

3. 7:35 P.M. – Victor Rodriguez, Chairman, NCAC and Jason Benjamin, Director
Re: Update and Status of proposed location for Cable Studio

Mr. Rodriguez and Mrs. Gretchen Stalters were present. Mr. Rodriguez referenced 3,000 square feet space at 32 Taunton Avenue. The old setup downstairs in municipal center would not work no matter how much money it was. They have three new interns including a Norton Middle School student. To become larger is what their goal is.

Mrs. Stalters said location behind high school was a poor location and this new location will provide more visibility. They looked at several different options and this space chosen for best location. Location is "best bang for the buck".

Mrs. Stalters referenced cable studio and asking for a parent or kids to call games (www.nortontv.org is website. She believed the sound/audio issue was now fixed.

Mr. Bramwell thanked NCAC for their help at the large town meeting held recently. Also coverage at concerts at library; tricentennial events were all great coverage.

Mr. Rodriguez commended Jason Benjamin and his team.

Mr. Kimball said the conference room at town hall is the most used conference room in Town and they would like other boards/committees to use this room for their meetings also.

Mr. Kimball said Wheaton does a lot for this Town but if cable studio is on Wheaton campus is it less visible and not an ideal location for Town residents.

Mr. Rodriguez said they will have a media storage center for important events, etc. People/residents can also donate footage taken at Tricentennial events, etc.

Mr. Giblin said he will send an e-mail to Dan Rich, regarding this info.

4. 7:50 P.M. – Fire Chief Richard J. Gomes Re: Fire Dept. Overtime

Discussion on fire dept. budget Mr. Kimball said in past fire dept. has maintained budget under Chief Gomes' direction.

Chief Gomes said figure of \$750,000 was allocated from overtime, they did not come back to Town for \$750,000.

Mr. Kimball asked the reason why. Board needs to know to fix it so it does not happen again. He is aware Chief Gomes wanted firefighters added/hired.

Chief Gomes asked why they are not at 28 at fire dept.? He said a hiring freeze was imposed yet Town is still hiring. He said only money they came back for was \$82,000. He is aware \$750,000 is too much money but allocated out of overtime account. Not at their authorized strength of 28.

Chief Gomes said if at their authorized strength, the fire dept. would not have to go to overtime. Usually dept. is at 26 or 27; and one person is just out of academy and one is in academy now. It is an aging fire dept. There has been a resignation; a military training person; personal medical operations with sick leave (4 people) and several out on injury. Amazing the fire dept. only came back for \$82,000. Median person working at fire dept. is 45 years old. Full-time firefighters get full refusal of work. Call firefighters were discussed.

Chief Gomes said Chartley Station will be closed for 15 full weeks. Chief said they always transfer out of expenses if needed for salaries. \$540,000 budgeted for - retroactive for contract settlement; they are at \$15,000 in retroactive. \$18,500 transfer and they went to Finance Committee for \$82,000.

Chief Gomes said total budget last year was \$2.52M.

Mr. Kimball said out of \$2.52M there was \$540,000 set aside for overtime.

Mr. Kimball said there appears to be a need to hire more firefighters; training and put through academies, etc. Need to look for a way to fix this overtime issue. Possibly can look at this at a future town meeting.

At 8:32 p.m. Mr. Salvo left the meeting.

Mr. Kimball clarified there is no hiring freeze presently in place.

Chief Gomes said he would like to fill dept. to 28. Strategy: negotiate with union; authorized strength is 28. They can take 32 positions - back to 28. He said for seven to eight years, he has asked for 5+ people to hire. There will be more people to promote from; employees are exhausted from overtime. Also, they could cut call-back expenses. Call back was \$92,000. More money on overtime because not enough people in dept. and they have an aging dept., etc. Quality people on list; not an easy job and not everyone makes it. Chief Gomes referenced his memo to Town Manager to fill positions to implore FinCom and Town Manager for hiring. Discussion ensued.

Chief Gomes said fire academy is backed up (six to eight months even if they acted right now; it takes a lot of time).

Chief Gomes said now down to about 26 if not 25. If 28 working; \$116,000 deducted off top, and can cover other shifts without as much overtime.

Chief Gomes said if Town goes to 32 - \$200,000 hire for four people; net gain \$116,000. Discussion ensued.

Chief Gomes said max hiring age is 32. With Home Rule Petition, he would not waive 32; people should retire in their 50's.

Mr. Kimball said long range plan needed. Increase call firefighter program. Time to look at it again. The Board is looking for Chief Gomes' direction.

Mr. Kimball referenced "promotional"; he thought one person took test.

Chief Gomes said four or five others took test.

Mr. Kimball said Town is fortunate to have the right qualified person. Mr. Kimball said the Town needs to develop a group of fire personnel that want to advance in department.

Mr. Kimball asked Mr. Yunits to work with FinCom and seriously discuss this issue. He encouraged Mr. Yunits to work with FinCom and find out what benefits will cost, etc.

Chief Gomes said there is a need to start looking at retirement costs also.

Mr. Bramwell thanked Chief Gomes for all his assistance to the Town.

Mr. Giblin recommended to also look at other departments, such as the police dept.

Mr. Bramwell said Mr. Yunits will approach FinCom and report back to Board with figures, etc.

5. Boards, Commissions, Committees Reappointments:

- Christopher F. Baker to the Conservation Commission

MOTION was made by Mr. Giblin to appoint Christopher F. Baker to the Conservation Commission for a three year term. Second by Mr. Kimball. Vote: Unanimous. MOTION CARRIES.

- Keith Silver (Highway Dept. Rep.) to the Town Common Committee

MOTION was made by Mr. Giblin to appoint Mr. Silver (Highway Dept. Rep.) to the Town Common Committee. Second by Mr. Kimball. Vote: Unanimous MOTION CARRIES.

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. Joan Guerrero to the Open Space Committee

MOTION was made by Mr. Giblin to reappoint Joan Guerrero to the Open Space Committee. Second by Mr. Kimball. Vote: Unanimous. MOTION CARRIES.

6. Set Fall Town Meeting Date

Mr. Yunits said they need town meeting to occur before Oct. 15.

MOTION was made by Mr. Kimball to set Fall Town Meeting date to

**October 12, 2011 at H.A. Yelle School at 7 p.m Second by Mr. Giblin.
Vote: Unanimous. MOTION CARRIES.**

7. MSBA Project Funding Agreement

Mr. Yunits said he needed the Board to authorize him, as town manager, to sign document and it was just received.

MOTION was made by Mr. Giblin to authorize Mr. Yunits to sign appropriate document(s)on behalf of Board of Selectmen in regard to the MSBA Project Funding Agreement. Second by Mr. Kimball. Vote: Unanimous MOTION CARRIES.

C. TOWN MANAGER'S REPORT

- Update – School Building Project

Mr. Yunits said there were eight proposals for Construction Manager at Risk and narrowed down to three and will be interviewed soon.

- Regional Dispatch Final Feasibility Report

Mr. Yunits said Feasibility Steering Committee did not recommend this at this time. Possibly 10 to 15 years in future. Study is available if anyone is interested in reviewing it.

- Chartley Fire Station to be closed on Aug. 1, 2011he was informed. Sick leave buybacks this year were discussed.

Highway Superintendent would like State to be contacted and referenced allotment of Ch90 money (about \$558,000) for Norton has not yet been received. There is a short time to work on these roads and he will plan to call State.

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Regarding pool safety/Rec Dept. is having a pool company inspect pool one time per week for quality of water. There are three lifeguards on every day and they are well trained. Board of Health has inspected six times since opening of town pool, and various other pools in Town have been inspected.

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Notice of appointment of Norton Emergency Management (NEM)

MOTION was made by Mr. Kimball to appoint Paul Schleicher as Director of Norton Emergency Management Agency. Second by Mr. Giblin. Vote: Unanimous. MOTION CARRIES.

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Mr. Yunits stated Senator Brown's aide came in to set up hours.

D. APPOINTMENTS/RESIGNATIONS

- Letter of Retirement from Cathleen Bonner, Part-Time Clerk in the Veterans' Services Office, effective July 29, 2011

Mr. Bramwell asked Mr. Yunits to send Ms. Bonner a thank you letter for her service to the Town.

Mr. Yunits stated this position has been posted and also the Veteran's Agent is looking to retire. Possibly a neighboring town can help out such as Mansfield, and this needs to be looked into again.

Mr. Kimball commented that sharing the veteran's agent with Easton had worked out well. It would be great to have a full-time person between Mansfield, Norton, and Easton. Discussion ensued.

Mr. Kimball said there is a temporary clerk in Board of Health's Office; they are using a senior who worked well in past to fill position until permanent clerk returns. Need authorization from Board (Article 4) for temporary clerk in Board of Health office, effective August 1, 2011.

MOTION was made by Mr. Kimball to appoint Anne Silva as part-time temporary account clerk, effective August 1, 2011, in Board of Health office. Second by Mr. Giblin. Vote: Unanimous. MOTION CARRIES.

It was noted the hours are between seven to 15 hours weekly and it is no additional cost to Town.

. Council on Aging Resignation – June Chamillard

It was noted Ms. Chamillard sent a letter of resignation dated July 27, 2011, and resignation due to a family commitment. Mr. Yunits was asked by Board to send her a letter of thanks for her service to the Town.

VI. SELECTMEN'S REPORT AND MAIL

Town Charter Public Hearing and meeting dates were referenced. This Committee will ultimately appear before Board of Selectmen to present changes/updates on August 11, which is the next scheduled Board of Selectmen meeting.

Mr. Bramwell referenced School Building Committee and spoke of replacement of windows and all caulking was tested regarding pcb's, and glad to report that all testing was fine; no problems.

VII. NEXT MEETING'S AGENDA

1. 7:05 P.M. - Deutsche Bank Championship Golf Tournament one-day liquor license applications
2. 7:30 P.M. – Application of McMahon's Countryside Grille, LLC, Manager:
Karyn McMahon, 336 Old Colony Road, Norton, MA 02766 for a Common
Victualler License to Expose, Keep for Sale, and to Sell All Kinds of
Alcoholic Beverages To Be Drunk On the Premises

VIII. EXECUTIVE SESSION

IX. ADJOURNMENT

MOTION was made by Mr. Kimball to Adjourn at 9:15 p.m. Second by Mr. Giblin. Vote: Unanimous. MOTION CARRIES.

Respectfully Submitted by:

Janet A. Sweeney – Board of Selectmen, Recording Secretary

**BOARD OF SELECTMEN
MINUTES OF MEETING OF
JULY 28, 2011**

Bradford K. Bramwell, Chairman

Mary T. Steele, Vice-Chair

Timothy R. Giblin, Clerk

Robert W. Kimball, Jr.

Robert S. Salvo, Sr.

Date Approved:_____

Documents Distributed/Reviewed at July 28, 2011 Board of Selectmen Meeting

- . Document from Norton Public Library listing new hours of operation, effective September 15, 2011

- . Letter dated July 13, 2011 from Commonwealth of Massachusetts Office of Inspector General, stating that Town Manager, Michael Yunits, successfully completed the Public Contracting Overview certification seminar in the Massachusetts Certified Public Purchasing Official (MCPPO) Program

- . Resignation Letter, dated July 27, 2011, from June Chamillard (resignation from Council on Aging)

- . Notice of Retirement Letter, dated July 15, 2011, from Cathleen Bonner, Dept. of Veterans' Services