

**BOARD OF SELECTMEN
MINUTES OF MEETING
JANUARY 10, 2013**

I. CALL TO ORDER BY CHAIRMAN

The January 10, 2013, Meeting of the Board of Selectmen was called to Order by Mr. Giblin, Chairman, at 7:00 p.m., held in the First Floor Selectmen's Conference Room.

A. ROLL CALL: Mr. Timothy R. Giblin, Chairman; Mr. Robert W. Kimball, Jr., Vice-Chair; Mr. Bradford K. Bramwell; and Mrs. Mary T. Steele were present. Absent: Mr. Robert S. Salvo, Sr., Clerk. Mr. Michael Yunits Town Manager, was also present.

B. Pledge of Allegiance

II. WARRANTS AND MINUTES

A. Approve bi-weekly payroll for the period ended December 22, 2012, Warrant #38, dated December 27, 2012, in the amount of \$1,076,963.88

MOTION was made by Mr. Kimball to Approve bi-weekly payroll for the period ended December 22, 2012, Warrant #38, dated December 27, 2012, in the amount of \$1,076,963.88. Second by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

B. Approve bills Warrant #39, dated December 27, 2012, in the amount of \$51,630.36

MOTION was made by Mr. Kimball to Approve bills Warrant #39, dated December 27, 2012, in the amount of \$51,630.36. Second by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

C. Approve bills Warrant #40, dated January 03, 2013, in the amount of \$341,267.55

MOTION was made by Mr. Kimball to Approve bills Warrant #40, dated January 03, 2013, in the amount of \$341,267.55. Second by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

D. Approve bi-weekly payroll for the period ended January 05, 2013, Warrant #41, dated January 10, 2013, in the amount of \$992,080.20

MOTION was made by Mr. Kimball to Approve bi-weekly payroll for the period ended January 05, 2013, Warrant #41, dated January 10, 2013, in the amount of \$992,080.20 Second by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

- E. Approve bills Warrant #42, dated January 10, 2013, in the amount of \$425,693.96

MOTION was made by Mr. Kimball to Approve bills Warrant #42, dated January 10, 2013, in the amount of \$425,693.96. Second by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

- F. Approve Minutes –

There were no Minutes reviewed/approved.

III. LICENSES AND PERMITS

1. 2013 License Renewals/New

It was noted no paperwork was received as yet, therefore, will move this agenda item to a future meeting.

IV. ANNOUNCEMENTS

Annual Town Census forms must be signed and returned to the Town Clerk's Office within ten days of receipt.

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Dog licenses for 2013 are now available and must be completed by March 1st to avoid late fees. Residents are encouraged to take advantage of the online licensing system which can be accessed from the homepage of the Town's website.

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Annual Town Election-Nomination papers for this Election will be available at the Town Clerks Office beginning Monday, January 28, 2013. The last day to obtain nomination papers is Friday, March 8th at 5:00 p.m. The Annual Town Election will be held on Tuesday, April 30th. A full calendar of candidate deadlines as well as additional information for potential candidates is available on the Town's website at **www.nortonma.org**

V. BUSINESS

A. NEW BUSINESS

1. 7:05 p.m. – Wheaton College President Ronald A. Crutcher Re: Wheaton Update

Mr. Giblin said they usually meet for an update one time per year; possibly can meet again mid-year.

Dr. Crutcher provided update. Some interesting things to note: some students are in South Africa in the "Study Abroad Program", and some students are in France. 480 first year students were welcomed to Wheaton College and chosen from over 4,000 of an applicant pool. Full Bright Award was referenced. Ninety-seven percent (97%) enrollment is very important and more revenue ideas planned and more info when he visits next time. College will plan to be open 12 months with summer events planned.

Science Center was finished two years ago. In October the groundbreaking of a new state-of-the-art artificial athletic turf field for lacrosse, rugby, and field hockey teams. In future will plan to build a new residence hall depending on enrollment.

Mr. Giblin congratulated Dr. Crutcher, college staff, and students on its educational program of such an excellent institution.

Mr. Kimball said Dr. Crutcher provided an excellent update and important to people in Norton that a lot of positive things happening between the Town and Wheaton. College has a very extensive library available to the public and as an abutter Wheaton has been a good neighbor and is a quiet campus. Discussion ensued.

Mr. Bramwell referenced sewerage project.

Dr. Crutcher responded they are making progress and appear to be on track.

Mr. Bramwell said it will be beneficial to College and Town.

Mr. Yunits thanked the students for dropping off the Wheaton newspapers at Town Hall.

The Board and Mr. Yunits thanked Dr. Crutcher for this update.

2. Ralph Steffanelli Re: Request to be appointed the Board of Selectmen's representative on the SRPEDD (Southeastern Regional Planning & Economic Development District) Commission

Mr. Steffanelli said he was a former member of Planning Board and Zoning Board of Appeals, so he had involvement with SRPEDD at that time. SRPEDD is a great facility in which to reach out to. He stated he was retired and concerned with the Ch40B affordable housing projects. Town does not currently have a SRPEDD rep so he is volunteering. He knows his way around SRPEDD and staff at SRPEDD doesn't change much, and they are good people. They have a vested interest in the region. Impact at infrastructure needs to be looked at/traffic studies/impacts on public safety/schools. Discussion ensued.

Mr. Giblin said it has been a couple of years since Norton has had a rep. Key word is "planning". Another part of SRPEDD is looking for a commissioner, therefore, if anyone is interested, contact Town Hall.

Mrs. Steele appreciated Mr. Stefanelli's enthusiasm.

MOTION was made by Mrs. Steele to appoint Ralph Stefanelli as the Board of Selectmen's representative on the SRPEDD (Southeastern Regional Planning & Economic Development District) Commission. Second by Mr. Kimball. Vote: Unanimous. MOTION CARRIES.

3. Discussion and Vote to designate the Board of Selectmen's representative to Vote at the Massachusetts Municipal Association Annual Business Meeting, Saturday, January 26, 2013

Mr. Giblin said he will be present at meeting so no reason to vote.

Mrs. Steele said if Mr. Giblin is not able to attend for some reason, can they vote an alternate?

Mr. Kimball will be alternate in the event Mr. Giblin cannot attend.

MOTION was made by Mr. Bramwell to nominate Mr. Kimball as the alternate as the Board of Selectmen's representative to Vote at the Massachusetts Municipal Association Annual Business Meeting, Saturday, January 26, 2013. Second by Mrs. Steele. Vote: Unanimous. MOTION CARRIES.

4. Discussion – Thorndike/Campanelli 40B Project, 274 East Main Street

Mr. Kimball indicated there was a letter sent by Mr. Yunits previously, but he believed the Board of Selectmen needs to send another letter regarding their concerns.

Some concerns include but are not limited to: The White family home issue, water / sewer lines should extend to commercial district; sidewalks extending all way back to Route 495; the road straightened out; telephone poles will need to be moved, and Town should not have to pay for this. In near future another phase of improvements on East Main Street so anything developer does in this area must be taken into account. Mr. Kimball was asking for another traffic study to be done because other study was done a while ago. Also, to include final buildout of Red Mill Village and discussion of Easton Shopping Plaza (where Target is located-off Route 106). Must also take into account, Turtle Crossing; signalization at Route 495 (on both sides it is difficult to see). It is difficult to do improvements in this area due to Canoe River. Realignment of this area with sidewalks, etc., was referenced. A natural buffer should be created between Red Mill Village and proposed development. Total height of any building cannot go over 35' as it is residential. Turning radius should be designed for emergency equipment/vehicles access. Also no more than one or two bedrooms units allowed (a strong stand needs to be taken with this—no three bedroom units). Protection of cemetery near this location is needed; an impact study for future enrollment numbers for school system; and rent for at least 12 months at a time because of Wheaton College (do not want to have units being used for seven months, etc.).

Mr. Bramwell referenced sewer line and tying into it and must make residents aware of it.

Mr. Kimball stated, as a Town, “we” are obligated to sewer this entire area.

Mr. Giblin spoke of certain language stating water/sewer line to be positioned to benefit the abutters.

Mr. Yunits said he would finalize the letter tomorrow and it was unanimously decided Chairman would sign it.

Mr. Stefanelli, from audience, spoke of perpetuity, as market changes -- they don’t become Section 8. If builder goes bankrupt or similar, and State buys it, there could be another path this takes. Important to give veterans first choice. Norton owns the eligibility of who resides there (military, etc.). Also, some of those apartments should be handicap accessible units. It was done at Jacobs Way and they fought for it. So in letter, he suggested to add in veterans/ honorable discharges; “our” community members. He said Town should have control of their share of those apartments and feel that is very important to note in letter. Also, taxpayers of this Town need to know every phase of what is happening with that project.

Mr. Kimball said in last two projects, the Board requested perpetuity. Mr. Giblin said they will add that into letter. Discussion ensued on Section 8 housing (if cannot rent out market value units, they can become Section 8).

Mr. Seagull, resident of Red Mill Village (28 Coddling Road) noticed in plan, 2 and 3 bedrooms and dens. Could they limit to related parties? He believed there was a restriction made with Turtle Crossing. Mr. Giblin and Mr. Kimball agreed they can add it to the list.

MOTION was made by Mr. Bramwell to send a letter to ZBA with bullets indicated and to allow the Chairman of Board of Selectmen to sign document on behalf of Board of Selectmen. Second by Mr. Kimball. Vote: Unanimous. MOTION CARRIES.

5. Town Manager Evaluation and Timeline

Mr. Giblin provided explanation to Board. This was the same format and timeline in e-mail from March 10, 2012 to year end and would like Mr. Yunits to provide a self-evaluation also. Mr. Giblin asked would Board to complete your evaluation by February 7, 2013. Then by February 28, he and Vice-Chair will plan to do a consensus evaluation; by march 7 or 13 they will review evaluation. This needs to be done by March 21st.

C. TOWN MANAGER’S REPORT

. Update – School Superintendent Search

Mr. Yunits said two superintendents are being interviewed, so process could be done as soon as this evening as they are meeting tonight.

. Waterbodies Treatment IFB Update

Mr. Yunits said Ms. Carlino is doing a great job on working on RFP and cannot send out until money is appropriated. As part of that, a price proposal and a non-price proposal, and a committee will need to be formed (a member from Conservation; Water Bodies Committee; and Board of Selectmen).

Mr. Kimball spoke of recent legislation that may come through on certain money available. Also, possibly some money for dams. So need to stay up-to-date on this. This will be done in two phases; will do RFP and then what it will cost to treat it. A study needs to be done, and done for all water bodies (four water bodies). Mr. Kimball said he would be glad to volunteer for this.

. Everett Leonard Pool Complex RFP Update

Mr. Yunits communicated another RFP to go out for work on roof, painting, lighting, railings, etc. at Everett Leonard Complex, and will be sent out shortly. The cameras at the pool complex have now been tied into the Town's Communication Center, so cameras will be watched on a regular basis to prevent vandalism. Discussion ensued.

Mr. Kimball said a shed is needed also, so possibly some Eagle Scouts may have an interest in this project.

. Waste Management Project Update

Mr. Yunits said this is progressing. He heard gas line went to town line and then stopped, therefore, he will check on that. This will probably be in operation by spring 2013.

Horizon Beverage Project Update

Mr. Yunits did not have info on Horizon Beverage. Building is occupied and it is an amazing operation. New employees were hired and at least two employees are from Norton.

. Water & Sewer Superintendent notification of intent to retire and Job Posting

Mr. Yunits said letter was received from Water & Sewer Superintendent, Mr. Knapp, with intention to retire. Mr. Yunits is working on job description and advertisement to be placed In newspaper, etc. Mr. Yunits stated Mr. Knapp has been helpful in keeping him informed of what is going on in Water & Sewer Dept. Mr. Giblin said Mr. Knapp had many years of service for Town of Norton. Mr. Kimball credited Mr. Knapp and his department for improvements with infrastructure in Town.

. Flu Update

Mr. Yunits spoke of an emergency in Boston with number of flu cases. Please take precautions necessary (hand sanitizing; flu shot, etc.). Board of Health does have a few more doses of flue vaccine available so please contact them if interested.

D. APPOINTMENTS/RESIGNATIONS

. Resignation of Laura Dean (Garden Club Representative) on the Town Common Committee, effective December 27, 2012

Mr. Giblin said possibly someone else from the Garden Club may be interested in being on this Committee, or if anyone else is interested, please contact office of the Board of Selectmen. Ms. Dean was thanked for her time and the work that she has done.

VI. SELECTMEN'S REPORT AND MAIL

Town of Norton Employment Opportunity: Part-time Assistant Animal Control Officer. Applications must be submitted no later than 4:00 P.M. on January 22, 2013.

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Mr. Bramwell said he and his wife wanted to thank the Board for their concern with the recent passing of his Father-in-Law.

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Mr. Kimball said painting was done by Sheriff's Office and now Town Hall is ready for carpeting. Existing carpet is from 1979.

VII. NEXT MEETING'S AGENDA

. 2013 License Renewals/New

. Norton Community Task Force "Keep Norton Beautiful" Re: 2013 Cleanup

VIII. EXECUTIVE SESSION

1. To discuss strategy with respect to litigation;
2. To discuss strategy with respect to collective bargaining;

3. To consider the purchase, exchange, taking, lease, or value of real property

IX. ADJOURNMENT

Chairman's Declaration:

Declaration of the Chairman at 8:34 p.m.: Under G.L. c30A, Section 21(b)(3) and (4), the purpose of the executive session will be to discuss strategy with respect to litigation; strategy with respect to collective bargaining, and strategy to consider the purchase, exchange, taking, lease, or value of real property as a discussion of these strategies in open session could compromise the purpose for the executive session; and the Board shall not return to open session at the conclusion of the executive session.

Motion to Convene Executive Session:

MOTION was made by Mr. Kimball at 8:36 p.m. that the Board of Selectmen go into executive session, under G.L. c.30A, Section 21(a)(3), regarding discussion of strategy with respect to litigation; strategy with respect to collective bargaining; and strategy to consider the purchase, exchange, taking, lease, or value of real property. Second by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

Respectfully Submitted by:

Janet A. Sweeney
Board of Selectmen – Recording Secretary

Documents Distributed/Reviewed at January 10, 2013, Board of Selectmen Meeting

- . Communication dated December 29, 2012, To Board of Selectmen from Mr. Ralph Stefanelli regarding interest in representing the Town of Norton as its representative to SRPEDD (Southeastern Regional Planning & Economic Development District)

- . Letter dated January 7, 2013, to Michael D. Yunits, Town Manager, from Duane M. Knapp, Superintendent of Water and Sewer-Town of Norton, Re: Official notice of intent to retire from the position of Water and Sewer Superintendent for the Town of Norton, effective July 1, 2013

- . Town of Norton Employment Opportunity – Part-Time Assistant Animal Control Officer

- . Memo dated December 27, 2012 from Town Clerk, Danielle Sicard, to Board of Selectmen, regarding Resignation of Laura Dean (Garden Club Representative) to Town Common Committee (effective December 27, 2012; Term Expires June 30, 2015)

BOARD OF SELECTMEN

MINUTES OF MEETING OF

JANUARY 10, 2013

TIMOTHY R. GIBLIN, CHAIRMAN

ROBERT W. KIMBALL, Jr., VICE-CHAIR

ROBERT S. SALVO, SR., CLERK

MARY T. STEELE

BRADFORD K. BRAMWELL

Dated: _____