

**BOARD OF SELECTMEN
MINUTES OF MEETING
MARCH 27, 2014**

I. CALL TO ORDER BY CHAIRMAN

The March 27, 2014, Meeting of the Board of Selectmen was called to Order by Mr. Kimball, Chairman, at 7:00 p.m., held in the First Floor Selectmen's Conference Room.

A. ROLL CALL: Mr. Robert W. Kimball, Jr., Chairman; Mr. Bradford K. Bramwell, Clerk; Mr. Timothy R. Giblin; and Mr. Robert S. Salvo, Sr. were present. Absent: Mrs. Mary Steele, Vice-Chair. 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 March 15, 2014, Warrant #56, dated March 20, 2014, in the amount of \$1,085,395.75

MOTION was made by Mr. Bramwell to Approve bi-weekly payroll for the period ended March 15, 2014, Warrant #56, dated March 20, 2014, in the amount of \$1,085,395.75. Second by Mr. Giblin. Vote: Unanimous. MOTION CARRIES.

B. Approve bills Warrant #57, dated March 20, 2014, in the amount of \$1,678,350.41
MOTION was made by Mr. Bramwell to Approve bills Warrant #57, dated March 20, 2014, in the amount of \$1,678,350.41. Second by Mr. Giblin. Vote: Unanimous.
MOTION CARRIES.

C. Approve Bills Warrant #58, dated March 27, 2014, in the amount of \$1,055,794.23
MOTION was made by Mr. Bramwell to Approve Bills Warrant #58, dated March 27, 2014, in the amount of \$1,055,794.23. Second by Mr. Giblin. Vote: Unanimous.
MOTION CARRIES.

D. Approve Minutes – December 5, 2013
December 12, 2013
January 9, 2014

MOTION was made by Mr. Giblin to Approve the Board of Selectmen Minutes of Meeting, dated December 5, 2013, as written. Second by Mr. Bramwell. Vote: Unanimous.
MOTION CARRIES.

MOTION was made by Mr. Giblin to Approve the Board of Selectmen Minutes of Meeting, dated December 12, 2013, as written. Second by Mr. Bramwell. Vote: Unanimous.
MOTION CARRIES.

MOTION was made by Mr. Giblin to Approve the Board of Selectmen Minutes of Meeting, dated January 9, 2014, as written. Second by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

III. LICENSES AND PERMITS

1. Application of Wheaton College, Jackie Michalowski, Assistant Director, Public Safety Department, for a 5K Road Race/Walk, in Memory of John Mitchell, to be held Sunday, April 27, 2014

It was noted the applicant needs to contact the Chief of Police regarding this application.

Mr. Bramwell commented he thought this had already been voted on at a previous meeting.

MOTION was made by Mr. Bramwell to approve application of Wheaton College, Jackie Michalowski, Assistant Director, Public Safety Department, for a 5K Road Race/Walk, in Memory of John Mitchell, to be held Sunday, April 27, 2014, with stipulation to contact

Police Department for possible police detail(s) as necessary. Vote: Unanimous. MOTION CARRIES.

2. Application of Mary Beauchamp, for a one-day All Alcohol License, to be held at the Everett Leonard Park, Sunday, August 24, 2014, 12:00 – 4:30 P.M., for a private party.

MOTION was made by Mr. Bramwell to approve Application of Mary Beauchamp, for a one-day All Alcohol License, to be held at the Everett Leonard Park, Sunday, August 24, 2014, 12:00 – 4:30 P.M., for a private party, with no police detail required. Second by Mr. Giblin. Vote: Unanimous. MOTION CARRIES.

IV. ANNOUNCEMENTS

V. BUSINESS

A. NEW BUSINESS

1. 7:05 P.M. – Luis G. Lopes, Ed.S., Superintendent, Southeastern Regional School District Re: Presentation of FY'15 Budget

Mark P. Morris, Business Manager, was present. He said the school renovations were complete and would be happy to give the Board of Selectmen a tour.

Certified budget and anticipated budgets were referenced; on March 11, at the last School Committee meeting, the School Committee did vote on the budget thus it is “certified”. Anticipated numbers will be voted at next School Committee meeting on April 8. He referenced a booklet which was distributed to Board and discussed key points. He spoke of state aid and budget figures.

Mr. Kimball referenced enrollment and said the Town of Norton’s population has decreased from 2008. There are 117 Norton students, but the population has decreased; but other communities have increased, and Norton’s cost is still high.

Mr. Kimball asked Mr. Morris to please bring message back to Southeastern Regional to try to “hold the line” with the numbers.

It was explained the wealth of the community and ability to pay determines what towns/cities pay to Southeastern Regional.

Mr. Morris said he had a letter from the school to set up a stabilization fund. The School Committee voted unanimously to set up fund, then it is placed on nine town meeting warrants.

Mr. Yunits said this is on the Town of Norton Special Town Meeting warrant.

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Mr. Morris said it is a prudent way to keep up with Southeastern's renovations for future and keep renovations intact, and their (Southeastern Regional's) recommendation would be to fund it by E and D (they could ask towns to help fund, but it would need to be voted by town voters/town meeting).

Mr. Kimball congratulated Mr. Morris and his staff for keeping costs down, etc.

Mr. Bramwell stated he was impressed by Southeastern Regional, especially with their adding of programs and said it was an excellent institution.

Mr. Yunits noted if Southeastern Regional has the account, why is there a need for a stabilization account?

Mr. Morris responded it would allow them to put a higher amount aside and earmark for capital projects (an E & D is limiting).

Mr. Yunits noted an E & D is used to lower assessments currently.

Mr. Morris responded he did not feel it will stop helping those towns/communities.

2. Request from Pro-Home, Inc. for a letter of support to be included in the Agent's application to HUD for a Housing Counseling Grant

Mr. Yunits explained this to Board. A first time homebuyer training class needed to be attended by homeowners before they purchase. Also housing rehab money available to upgrade electric, roof, windows, etc. It is an income-based program.

MOTION was made by Mr. Bramwell to support the Request from Pro-Home, Inc. for a letter of support to be included in the Agent's application to HUD for a Housing Counseling Grant. Second by Mr. Giblin. Vote: Unanimous. MOTION CARRIES.

3. Notification from the Massachusetts State Lottery Commission of its intent to send an application and agreement to sell the KENO To Go product to Norton Liquors, 92 Mansfield Avenue, Norton, MA 02766

Mr. Yunits said any person in Town can send a letter to State (Lottery Commission), if they choose to do so, to indicate they are not in favor of this.

B. OLD BUSINESS

1. Review and/or vote Town Meeting Warrant Articles

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Mr. Yunits asked Board to review articles and he provided explanation of Articles.

Article 9: \$10K for Board of Health staffing purposes.

**MOTION was made by Mr. Bramwell to support Article 9. Second by Mr. Giblin. Vote: Unanimous.
MOTION CARRIES.**

Article 10: Request for appropriation of \$10,000 for Household Hazardous Waste Day.

**MOTION was made by Mr. Bramwell to support Article 10. Second by Mr. Giblin. Vote: Unanimous.
MOTION CARRIES.**

Article 11: To see if Town will vote to continue the standard revolving funds-237 Mansfield Avenue (forestry revolving fund, home composting bin, etc.).

**MOTION was made by Mr. Bramwell to support Article 11. Second by Mr. Giblin. Vote: Unanimous.
MOTION CARRIES.**

Article 12: \$55,000 for Assessor's Revaluation funding and spread out throughout the years so Town is not hit with \$110,000 in one year.

**MOTION was made by Mr. Bramwell to support Article 12. Second by Giblin. Vote: Unanimous.
MOTION CARRIES.**

Article 13: Mr. Yunits said technically the Board has already voted on this. Finance Committee voted on this recently (Ch40B expenses).

Mr. Bramwell explained this is not money to fight Ch40B's; it is more so to oversee the process, etc.

**MOTION was made by Mr. Bramwell to support Article 13. Second by Mr. Giblin. Vote: Unanimous.
MOTION CARRIES**

Article 17: Capital Plan

Mr. Yunits referred to sheet entitled, "Capital Funding/Budget" and reviewed figures with Board. Capital items are for a pumper, sweeper and dump truck, and Town is already committed to payments. Also, plan for data processing in highway garage, sonic wall and barracuda system that is security for all the Town's internet to be updated: \$17,000. Three vehicles for Police Department: \$102,000 with Finance Committee recommending two vehicles. Police also recommended tasers at \$17,850, but need to hold off on this expense at this time. Also need to hold off on the Coplogic System at \$10,500 at this time.

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Under Fire Department, amount would be \$240,000 for replacements. Ladder 1 refurbishing at \$20,000 out of capital. Squad 1 replacement at \$75,000, which is an annual payment. Diver dry suits at \$14,400 out of Ambulance Fund. Town could not move forward with sedan replacement at this time.

Fire alarm system: \$24,000; and two-way radio system is having some issues and losing communications so need to replace modules and this would be all out of capital.

Regarding "Schools", need to pave area near track (\$40,000 price). The Highway Superintendent, Mr. Silver, was asked to look at this and he said his department could do it for \$25,000 (to be taken out of capital). Schools also need to replace some classroom doors and door handles and locks. Systemwide it is \$50,000 and capital proposing \$25,000 right now to do half of the program.

Highway Department: all payments on existing payments-\$28,037 for front end loader; Mr. Yunits further discussed sweeper, etc., and taken out of capital.

Water & Sewer Dept.: Mr. Yunits described/explained; \$196,000 out of water surplus.

MOTION was made by Mr. Bramwell to support Article 17. Second by Mr. Giblin. Vote: Unanimous. MOTION CARRIES.

C. TOWN MANAGER'S REPORT

. FY '15 Budget Update

Mr. Yunits provided update. Town would be in deficit of \$1,276,805 if all department requests were submitted. Mr. Yunits stated he has been reviewing budgets (making cuts with Town budgets) and looking at Town's and School's 3% increase. Therefore, with cuts thus far, he is at a \$423,503 deficit, so still cutting to get a balanced budget. It will be a difficult year, and there is some debt Town is taking on; increases in health insurance. Free cash certification was \$1.2M. \$160,000 to be used for snow and ice. He said they are doing all they can to give the School Department and Town a reasonable budget.

Mr. Kimball said Town is asking for 15 hours (approximately \$7,000 annually) for a new person for Parks & Recreation; other than that there are no other positions being requested. He said Town has to fund and keep their budgets intact. It was noted the Town's school population has dropped about 500 students within the last ten years. 70/30 split was discussed. Mr. Kimball said it will be necessary to remodel the Town Hall at some point.

. Inter-Municipal Agreement (IMA) Update:

On March 17 there was a vote of 6:0 (unanimous) to approve the IMA District Agreement, so it is now agreed upon. This is good news.

. Eastern Poker Tour Update:

Mr. Yunits stated there was a travelling poker operation that was operating out of one of the restaurants in Town, and the Chief of Police sent a couple of detectives to this establishment, and the establishment had stated everything they were doing was legal, however, restaurant has now ended/stopped this.

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Mr. Yunits attended a meeting "Economic Assistance Council" dealing with the economic development program and Penske and Omni Life Science were both approved yesterday so it will be great to get shovels in the ground.

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SHI count: Town received Notice and it was sent by Mr. Yunits to all Town departments to see what could possibly be added. Group homes are considered in the count and Norton has a number of group homes in Town. Mr. Yunits said he will check on those group homes and get an update for that. Mr. Yunits said he asked Town Counsel regarding 274 East Main Street, which will be a zero until it is built.

Mr. Kimball said in his opinion, the North Cottage across the street should be counted also.

Mr. Kimball asked Mr. Yunits to obtain actual numbers on these projects. It is possible Town will be 5% over.

Mr. Yunits stated he will contact Norton Glen as he thought they came off list in 2013, but would think they would have resubmitted.

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Mr. Yunits communicated that he received a Notice from Executive Office and Fire Chief has completed the Fire Chief Credentialing Program.

D. APPOINTMENTS/RESIGNATIONS

1. Appointment – Board of Health Agent

Mr. Christian Zahner was present this evening and the start date of this position would be April 14, 2014, and he will work for the outgoing Board of health agent, Mr. Dumont, for a couple of weeks. Mr. Zahner's qualifications include approximately 21 years of experience in the septic field and he has also been a Title V Inspector since 1997. He has septic installation, septic pumping, sewer connections, and water line connections experience. There will also be some new job duties to learn, but he is willing to take on the challenge. Mr. Dumont has also enrolled him in two courses which will be helpful to him (one of these courses will be a soil evaluator's course).

Mr. Yunits noted Mr. Zahner does have all of the necessary qualifications.

Mr. Kimball commented Mr. Dumont has done a very good job for the Town for many years.

MOTION was made by Mr. Giblin to appoint Christian Zahner, IV, as Board of Health Agent, with an effective start date of April 14, 2014. Second by Mr. Bramwell. Vote: All in Favor, except for Mr. Salvo voting "Present". MOTION CARRIES.

VI. SELECTMEN'S REPORT AND MAIL

Open house and ribbon cutting/tours to be held at the Norton High School on Saturday, March 29 at 1 p.m. There will also be a dedication to the late former teacher, Mr. Leddy.

It was noted in honor of the late Master Sgt. Trent, the flag which was flown in Afghanistan is in a shadow box at Norton High School along with a cluster of his medals and photographs.

Mr. Bramwell said Mr. Yunits and he both served on this Committee and it was one of the better committees he served on. It was a good group and everyone got along well and he thanked the entire Committee.

Mr. Kimball thanked Mr. Bramwell for his efforts and for representing the Board and for the many meetings he needed to attend.

Mr. Giblin said he wanted to reiterate congratulations to Norton High School and everyone on that Committee and hoped this Open House is well attended. He said on the previous Monday evening he attended a meeting with others for some students visiting from China, who are staying with some Norton families. It was a nice ceremony and Superintendent Baeta did a very good job with this project and looking to do other types of things like this, and he thanked the families for hosting these students.

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Mr. Kimball wanted to take a moment to send the Board of Selectmen's condolences to the city of Boston for the recent loss of two firefighters. It was such a tragedy for the families and friends/colleagues.

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Last year Mr. Morton Morin, Service Officer, appeared before the Board regarding the Annual Forget-Me-Not drive, and Norton's Veterans' Agent, Estelle Flett, and he had a long conversation, they both worked and learned from each other. There were ten in that Chapter and were assisted in filing claims. Mr. Kimball thanked Estelle Flett for having conversation with Mr. Morin, and a thank you to Mr. Morin for spending the time he does to help American Veterans in the area.

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Mr. Salvo spoke of the incident of two weeks ago at 120 West Main Street, and he thanked the people who assisted with this fire, including, but not limited to, Norton Fire Department, the wire inspector, plumbing inspector, etc. Ten people were displaced into hotels, however with all the help and meetings, everyone, except one person, has been placed back in their units.

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FYI: Mass Highway will be street sweeping on March 31.

VII. NEXT MEETING'S AGENDA

1. 7:05 P.M. – Joint meeting with Norton School Committee Re: Financial and Budgetary Updates

VIII. EXECUTIVE SESSION

IX. ADJOURNMENT

MOTION was made by Mr. Giblin to Adjourn at 8:20 P.M. Second by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

Respectfully Submitted by:

Janet A. Sweeney
Board of Selectmen – Recording Secretary

BOARD OF SELECTMEN

MINUTES OF MEETING OF

MARCH 27, 2014

ROBERT W. KIMBALL, JR., CHAIRMAN

MARY T. STEELE, VICE-CHAIR

BRADFORD K. BRAMWELL, CLERK

TIMOTHY R. GIBLIN

ROBERT S. SALVO, SR.

Dated: _____

Documents Distributed/Reviewed at March 27, 2014, Board of Selectmen Meeting

- . Draft Board of Selectmen Minutes of Meeting, dated December 5, 2013; December 12, 2013; and January 9, 2014
- . Request for Parade/Motorcade Permit for John Mitchell Memorial 5K Road Race/Walk on Sunday, April 27, 2014, at Wheaton College (applicant: Jackie Michalowski, Assistant Director, Public Safety Department, Wheaton College)
- . Application of Mary Beauchamp, for a one-day All Alcohol License, to be held at the Everett Leonard Park, Sunday, August 24, 2014, 12:00 – 4:30 P.M., for a private party
- . Memorandum dated March 25, 2014, addressed to Board of Selectmen, from Michael D. Yunits, Town Manager, Re: Notice of Appointment of Health Agent
- . Letter dated March 13, 2014, addressed to Town of Norton-Board of Selectmen, from Beth Bresnahan, Executive Director, Massachusetts State Lottery Commission, Braintree, MA, Re: Notification from the Massachusetts State Lottery Commission of its intent to send an application and agreement to sell the KENO To Go product to Norton Liquors, 92 Mansfield Avenue, Norton, MA 02766
- . Letter/Request from Bettina Carroll, Housing Counselor, Pro-Home, Inc., Taunton, MA, to the Town of Norton, for a letter of support to be included in the Agency's application to HUD for a Housing Counseling Grant
- . Letter dated March 25, 2014, addressed to Mr. Michael D. Yunits, Town Manager, Town of Norton, from The Commonwealth of Massachusetts, Executive Office of Public Safety and Security, Massachusetts Fire Service Commission, Stow, MA, providing Notice that Fire Chief Paul Schleicher has voluntarily participated in a Fire Chief Credentialing Process administered by the Massachusetts Fire Service Commission
- . Town of Norton Warrant for the Annual Town Meeting, Monday, May 12, 2014 (Draft dated 3/19/14)
- . "Proposed FY15 Capital Budget", "Capital Funding", "Free Cash Funding", "FY15 Estimated Operating Revenues and Expenditures" informational documents
- . Southeastern Regional School District "Anticipated FY15 Budget (dated 3/18/14)" and "Certified Budget FY2015 (dated 3/18/14)"

. Letter dated March 12, 2014, addressed to Mr. Robert Kimball, Jr., Chairman, Board of Selectmen, Town of Norton, from Luis G. Lopes, Ed.S., Superintendent, Southeastern Regional School District, Re: establishment of a Stabilization Fund