



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

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**Board of Selectmen
Meeting Minutes
September 20, 2018**

I. Call to Order by Chairman

The September 20, 2018 meeting of the Norton Board of Selectmen was held in the Board of Selectmen's Meeting Room and was called to order at 7:00 P.M., by Mr. Robert W. Kimball, Jr., Chairman. Member(s) present: Mr. Robert W. Kimball, Jr., Mr. Robert S. Salvo, Sr., Ms. Mary T. Steele, Mr. Bradford K. Bramwell and Mr. Michael Flaherty. Also in attendance: Mr. Michael D. Yunits, Town Manager and Lauren Goldberg, Town Counsel.

II. Licenses and Permits

A. Motion was made by Mr. Bramwell to approve the application of Tim O'Leary for a one-day beer and wine license on October 20, 2018 from 7:00 P.M. to 9:30 P.M. to be utilized at O'Leary's Gymnastics Center, 350 Old Colony Road, Norton, MA 02766 for a public party. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

B. Motion was made by Mr. Bramwell to approve the application of Norton Gold Star Committee for a Halloween Hay Ride in conjunction with Norton VFW 8049 on October 20, 2018 with a rain date of October 21, 2018 from 5:00 P.M. to 10:00 P.M. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

C. Mr. Frank Speeckaert, Commander of Chapter 56 (Westcott-Houghton) Disabled American Veterans, spoke before the Board of Selectmen to thank the Town of Norton for their support. Mr. Speeckaert went on to explain how the funds are raised for service veterans at the Veterans Administration Medical Centers in Brockton and Providence, and that the funds are strictly for service to veterans and their families, such as rides to the hospital, appointments as well as provide food, clothing, and housing. Mr. Salvo thanked Mr. Speeckaert for his service and for everything he has done for the public for the past several years. Mr. Kimball thanked Mr. Speeckaert as well for his support and efforts.

Motion was made by Mr. Bramwell to approve the request of Joseph A. Costa, Adjutant of Disabled American Veterans for permit for annual Forget-Me-Not Drive to be held on Thursday, October 4, Friday, October 5, Saturday, October 6, and Sunday, October 7, 2018 at Roche Bros. Supermarket, 175 Mansfield

**Avenue, Norton, MA 02766. Seconded by Mr. Flaherty. Vote: Unanimous.
MOTION CARRIES.**

III. **Announcements**

Mr. Kimball took a moment to discuss a tragic incident involving Fogarty Towing, specifically Tom Fogarty, and that their thoughts and prayers go out to Tom Fogarty and his family. Also, tonight we had another incident right outside of Norton at Easton Five Corners where a young man was stabbed down on Boutas Street. The victim was able to find assistance and was taken by ambulance. Mr. Kimball went on to explain that this was the commotion going on near Plain Street for those Norton residents wondering.

IV. **Business**

A. **New Business**

- i. Lauren Goldberg, KP-Law Town Counsel, to discuss revisions to the Town Charter process.

Mr. Kimball introduced Attorney Lauren Goldberg and explained that her reason for attending this meeting was to bring clarity as to how the Town can adopt and/or amend a charter. Right now, they are looking in the year 2020 and any year ending in "0" where they are required to form a charter committee. He stated that there is also a citizens' petition for a charter commission going on right now in Town as an alternative way to do it.

Attorney Goldberg started off by stating there are two ways to amend or adopt a charter. One way is a Special Act Pact. By choosing the Special Act Pact path, any changes can be made to the Town Charter. It requires a warrant article for Town Meeting, a majority vote at Town Meeting, and it is submitted to and acted upon by the general court. There is no statutory or constitutional requirement for a "voter acceptance", so there is no requirement for a ballot question. However, whenever there is a significant change is being made to a form of government, such as to the legislative body or executive branch (Town Manager, Board of Selectmen, Mayor, etc.), those are the types of things when you will see the general court prefer a ballot question.

The second method is the Home Rule Amendment Process; that is a process under General Laws 43B and the other sections of the Home Rule Amendment that allow for two different types of amendments. You can have an elected charter commission, which cannot be placed on ballot by the Board of Selectmen, it gets submitted with verification of enough signatures by at least 15% of the registered voters, and then at that point the Board of Selectmen have 30 days from the date that it has been certified as having enough signatures to order that the question of whether to adopt a charter be placed on that ballot. If the Board does not make that vote within 30 days, then it is within 90 days, it goes automatically onto the next annual election that occurs.

In regards to whether or not a charter commission should be adopted, there are the names of any person that submits in this town, it will be 50 signatures or more that are certified as a candidate for election. It is nonpartisan the same way you would expect town elections to be. So, if voters at that election vote no on the question of an elected charter commission, then the candidates aren't elected. If vote yes, nine candidates are elected to the charter commission. Within 90 days

they have to organize and hold a public hearing. They have sixteen months to come up with Preliminary Charter Report and that would include a preliminary amendment or a preliminary brand-new charter for the town; that needs to be published in a newspaper of general circulation, submitted to the Attorney General's office and your UDHCD. The Attorney General's office has one month to issue opinion on whether or not that proposed charter or charter amendment is consistent with general laws and constitution for MA. Assuming that it is, it comes back and the charter commission has to hold another public meeting and then issue a final report two months after the preliminary report, so this about an eighteen-month process. For a full-fledge elected charter review when elected charter commission is involved, it is typically a two-year process.

Another Chapter 43B option is a Charter Amendment process, which is done by a warrant article at town meeting, a 2/3 vote at town meeting, and it cannot make any "major changes" (such as changing the Board of Selectmen, Town Meeting, or Town Manager). Those are also forwarded to the AG's office, AG has one month to look at it, and once the AG decides on whether it is consistent or not with the general laws and constitution of MA, it goes to the ballot at the next regular election occurring 90 days after submittal to the AG.

In both cases, the ballot question form is set by statute. With the elected charter commission, they write the summary of the changes. With the charter amendment, the Town Council writes the summary of the changes. Both situations the Board of Selectmen are responsible for mailing to all households of registered voters in the town. In the case of the charter commission, a copy of the final report is submitted to the Board of Selectmen along with the final form of any charter or charter amendment; if it is just a charter amendment, the Board has to forward the text of the charter amendment to all voters.

There is no mailing requirement for Special Act and not allowed unless it is addressed in the Special Act. There is no requirement with charter amendment, no hearing process, nothing. It is called a proposed amendment and there is no requirement for the town to appropriate money to support that effort. However, with an elected charter commission, it is required that \$5,000 be made available to the charter commission for their work and support be provided.

Attorney Goldberg then turned her attention to the current charter for the Town of Norton. In the year 2020 and any year ending in a "0" the current Charter requires a Charter Review Committee. The Charter Committee will review the Charter and point out things that may be working or may not be working, may be changes to municipal laws that affect the Charter, etc.

She then opened a discussion on what a charter can do that is different from the general laws. G.L. 43B.20 states what a Chapter 43B Charter can do and is the standard used by general court when looking at what a reasonable thing to do by a charter. Any particular local office shall be elected or appointed except if a town has a Board of Selectmen. The Board always has to be elected and if you have a School Committee, then the members of the School Committee shall be elected. Attorney Goldberg added that in a town with a Town Meeting that is open to all registered voters that the Moderator shall be elected. She emphasized that Charters commonly reflect the attitude of the town. So, you should not just take another municipality's charter out of convenience. Should talk to stakeholders before any changes are made.

Mr. Kimball: My confusion is you take an elected position and appoint them through town meetings/charter changes. How can it be done?

Attorney Goldberg: So, there are two options. One is an elected Charter commission (they go directly from the elected charter commission to the ballot, no Town Meeting required). The second option is a Special Act. A Special Act can make this change as well; there are no content limitations with a Special Act (recommended at Town Meeting with a majority vote). If a significant change was made, such as a change of a member of the Board of Selectmen, then this would be appropriately voted with a voter-accepted piece right in there.

Mr. Kimball: Commission is elected and goes straight to the ballot correct? List of changes need to be decided upon before getting on the ballot? It is going to take a lot of steps and questions in order to get to this point. The committee takes public recommendations.

Attorney Goldberg: Yes, the main difference is the commission goes straight to the ballot. Both commissions and committees require work to educate voters and get them to understand that next level. By the town, the only thing that can be mailed is information.

Mr. Yunits: When you do form the committee, the way it is the Moderator has three appointments, Finance Committee has two, and the Selectmen, School Committee, the Planning Board and the Board of Assessors, each get one vote.

Attorney Goldberg: Yes, that is correct.

Mr. Yunits: Ok, so if the charter commission completes their work, can they piecemeal things in the ballot or is just things that are relevant to information.

Attorney Goldberg: That is a great question. Yes, you can piecemeal it. It could be "let's amend the Charter to do this, let's amend the Charter to do that..."

Attorney Goldberg went on to explain to Mr. Kimball that some towns have chosen to do a Special Town Meeting just for charter purposes. This way, people who just want to talk about the Charter can just come and talk about the Charter.

Mr. Kimball: If we decided today we wanted to put a commission in place, that would be allowed?

Attorney Goldberg: Yes, absolutely. No question.

The Town Moderator, William A. Gouveia, expressed his opinion that if the Town were to appoint a committee, the citizens will still go around to get signatures to form a commission. Mr. Gouveia stated that he has been on a charter review committee before going through the process discussed and being appointed by a Town Moderator, Selectmen, etc. One of the big things about changing a Charter in Norton is the appointment process is difficult. For example, at a Town Meeting in the 1990s, prior to the meeting it was brought up that a set of the Minutes were

missing, and that night at Town Meeting it got brought up and it got sunk prior to even being able to discuss it.

The Moderator explained another scenario in 2004, where Attorney Goldberg helped the Town's Government Study Committee. He said they had suggested to make a change that was put on the ballot at the town election and it passed, but then nothing happened. When they asked what they should do next, the answer they got was that if people really wanted to see this change they would go around and get signatures and start a charter commission. Mr. Gouveia reflected back on Attorney Goldberg's sentiment that a charter reflects the personality of the town, and further emphasized his point by stating that it was his belief that an elected charter commission is more reflective of the personality of the town than an appointed committee. Mr. Gouveia made it a point to explain that the citizens are just collecting signatures to form a charter commission and study the Charter not make any changes. The Moderator stated that we should let the process work. See if 2,300 people want to see this process happen and to accept the enthusiasm and excitement rather than discourage it.

Mr. Kimball replied stating that they are not discouraging citizens from this, but trying to gain understanding. Mr. Kimball said he wants to make it easier, because he knows how much work it is getting those signatures. He went on to state that the reason counsel is here is to bring clarity not to discourage anyone from doing anything. Ultimately, the Board is trying to figure out where to go from here. Mr. Kimball emphasized the necessity to define the separation between the commission and the committee otherwise the people are going to be confused. Another point brought up by Mr. Kimball was about the committee and commission looking at the same documents and coming up with two totally different conclusions on the same Charter. Mr. Kimball concluded that from what has been explained tonight that they should elect nine people to do this and that in accordance with the current charter a committee needs to be formed with guidelines in place.

Attorney Goldberg added that no matter what happens, the Board of Selectmen must follow the current Charter.

Mr. Bramwell interjected to address the remark about "discouraging" citizens. He explained that he thought that forming a charter committee would be an opportunity to encourage rather than discourage people and help get people involved. Mr. Bramwell then stated that maybe it was him being naïve, but his thinking was that he could help people out and make things easier. However, in the end he commented that things then get thrown back in his face.

Ms. Sandy Ollerhead expressed her appreciation for the clarification from town counsel, and mentioned that there is a lot of misinformation of what the process is. She expressed that people are looking for a bigger change, and that the citizens are looking to form a charter commission have looked a lot into the two options, and have decided on what they thought was best. She stated that the disadvantage is the process, but the advantage is putting the decision in the hands of the voters where that it takes a little bit of the control out of the Town's hands and puts it in the hands of the voters.

Mr. Kimball expressed that he thinks as long as there is some dialogue as this group goes through the charter commission process, that there are nine people to decide on the commission's focus, and clarity as to what the focus is that it would go OK. Mr. Kimball pointed out that none of the elected officials can be on that commission because of the positions they currently hold and that the commission does restrict who is going to run for these positions. He concluded by reinstating that he is not trying to discourage anyone from petitions from tonight's meeting, but trying to bring clarity.

ii. Mr. Salvo read from the Proclamation declaring September as National Preparedness Month as of September 2018. Mr. Yunits commented on how this is a good way to remind people that it is time to start thinking about your power going out and having emergency supplies on hand. He went on to further emphasize this by stating that people should not be waiting for their power to go out to see if their generator is working and to be more proactive this season.

B. **Old Business**

There was no old business for discussion.

C. **Town Manager's Report**

Mr. Yunits gave his report and commented on the following:

i. Municipal Vulnerability Program

Mr. Yunits stated that a Municipal Vulnerability Committee has been formed. The committee has met once and has a representative from Alnylam, the National Weather Service, and we are looking for representatives from the utilities. He stated that if anyone on the Board would like to be a part of this, let them know. The committee is going to do some planning and then hold a public meeting either at the Norton Public Library or the Cable Studio, so everyone can attend to tell us what they think is important. Mr. Yunits stated that by working with SERP Ed. and coming up with a plan, the Town will be eligible for grant money. Mr. Bramwell stated that if no one else is interested that he would volunteer.

ii. Energy Aggregation Price Change

Mr. Yunits stated that the Public Power, LLC, the electric supplier for the Community Electricity Aggregation Program the Town of Norton entered into, is increasing the price paid by participants to the Program from 10.122 cents/kWh to 10.430 cents/kWh effective with meter reads after September 15, 2018. This was brought upon by a change in legislation and negotiated amongst the Town of Norton's attorneys and Public Power, LLC. The letter goes on to state that the current rate offered by National Grid is 10.87 cents per kilowatt hour (kWh), and they do expect that to go up during the winter.

Mr. Salvo posed the question if residents could come on this as a household. Mr. Yunits stated that Norton residents, unless they opted out of the program, automatically get this rate.

Mr. Kimball stated that a Norton resident mentioned to him that they never opted out of the program, but they are still paying a higher rate than the Town's agreed upon rate. Mr. Kimball asked if they can still get on the program. Mr. Yunits answered that they could and that they should call the number at the bottom of the letter (844-MASSCEA (627-7232)). Mr. Yunits clarified that this is only the part of your bill categorized as power/supply. The other items provided by National Grid could go up and that the Town has no control over that just the supply.

iii. ALI Update

Mr. Yunits stated that he was going to check in on this, but he knows that ALI has received information on the proponent that wants to cap the landfill and ALI is working with them now. Mr. Yunits said that he will contact them to see if there is something online so they can see what has been submitted, or if it is this going to be after they review it with the individual and then there will be a public comment period.

Mr. Bramwell asked Mr. Yunits if he knew if ALI ever did that test run with the truck. Mr. Yunits stated that he does not know at the moment, but he will check on that too when he calls.

iv. Notification of Free Cash Approval

Mr. Yunits stated that they went over the Free Cash with the Finance Committee the other night. Free Cash in the general fund is \$3,340,583.00; the Enterprise Fund (Water) is \$2,714,075.00; and the Enterprise Fund (Sewer) is \$1,661,261.00. Mr. Yunits went on to point out on page one of the Department of Revenue packet that, "under sound financial policies a community would strive to generate Free Cash in an amount equal to 3-to-5 percent of its annual budget.

Mr. Kimball posed a question commonly raised about whether or not you can use the left over "Free Cash" funds in the spring town meeting that hasn't been used, and the answer to that is no because they don't know what the certification is. Both Mr. Kimball and Mr. Yunits pointed out the big difference in funds between 2017 (\$4,829,333.00) and 2018 (\$3,340,583.00) as an example. This was due to a \$1.5 million permit fee to Alnylam. Mr. Yunits pointed out the sources of Free Cash, which were \$1,794,866.00 in local receipts, \$1,204,926.00 in appropriation returns, and \$316,247.00 in unused prior year Free Cash.

Mr. Yunits went over some of the Turnbacks. Function #7 (referred to in the Budget/Turnbacks packet) is debt/interest, which is a calculation to figure out how much temporary borrowing there is going to be that year. Mr. Kimball asked if this figure is a variable that has to be estimated because they do not know what this is actually going to be. Mr. Yunits stated that this is correct and that the Treasurer is basing this on certain borrowings that may or may not happen as early as she thought they would happen.

Mr. Yunits then pointed out Function #9 [benefits/unemployment/miscellaneous (insurance and gas/fuel)]. The bulk of the \$581,316.61 figure (about \$400,000.00) is in health insurance; \$80,000.00 was other insurance available for the town; and \$23,705.00 was unemployment insurance. When calculating the budget, it is assumed that there will be a 5% increase in all of

our insurances, and if some of them come in lower that is what that difference is. Mr. Kimball commented that again this is an estimated figure because someone could be hired and come in with a single insurance plan and then later down the road needs a family plan, which is much more expensive. Mr. Yunits agreed stating that the treasurer assumes that about 15 employees will convert from a single plan to a family plan, and family plans cost about \$24,000.00 a year for the town.

Mr. Yunits pointed at Function #1 (General Government), and how a bulk of the \$259,374.33 is Fin. Comm. Reserve funds, specifically \$100,714.00. Also, a series of positions and departments that weren't filled all year or people left mid-year, contribute towards these figures. Function #2 (Public Safety) is primarily overtime money and salary money. So, in a situation such as the Fire Department having three people out on injury, the insurance pays their salaries not the town (which we don't know this is going to happen when the year starts out and the same with the police), which is why these reserve funds occur.

Function #4 (Public Works and Facility) in the amount of \$62,429.63 includes snow and street lights. Street lights is \$22,812.00 of that figure, and the main reason for that is the solar program that we have that we get credits for now. The Highway Department salaries is also part of this figure, specifically \$24,266.00, which is just from a lag in hiring. Function #300 is the School Department. They had money that they had encumbered out of the previous fiscal year that wasn't spent, so it automatically gets closed out, which was \$35,839.85.

Mr. Yunits moved on to the revenue portion of the Free Cash Approval packet, and pointed out that there are four main accounts on the revenue, which include motor vehicle excise, licenses and permits, other departmental revenue, and interest that exceeded expectations. The interest exceeded expectations by \$75,000 because this year we went from interest at a rate of 0.03% to 2.00% that we are earning on some of our accounts. The Treasurer has been very active in finding where she can move that money around.

Mr. Kimball referred back to the Turnbacks so people can fully understand. Between Fix and Shared Turnbacks (\$600,710.47) and the General Government Turnbacks (\$501,974.09), there is a combined total of just over \$1.1 million (\$1,102,684.56 to be exact) that is earmarked by department. He went on to point out that if the money is not spent, they have to turn it back. The school system can use the Free Cash and encumber it with no expiration and however they want to spend it unlike the General Government Turnbacks which cannot.

Mr. Yunits exemplified how you can either make your number or exceed your number very quickly by pointing out under "Licenses and Permits" where they exceeded expectations by over \$393,000.00 because \$203,506.14 came in in June right at the end of the fiscal year. A bulk of that being from Wheaton College's permit. He also pointed out under "Other Departmental Revenue" receipt of a school-based Medicaid at the end of June in the amount of \$144,926.43. The one account that "sky-rocketed" according Mr. Yunits is Motor Vehicle Excise. We budgeted for only \$2,010,000.00 as the expectation for owed auto excise tax from the last fiscal year, and for the current fiscal year we have budgeted for \$2,500,000.00, and we should be able to meet that based off of what we have been doing.

Mr. Yunits lastly referred to the Fund Balances for FY19 stating: Certified Free Cash has \$3,340,583.00; Ambulance Reserve \$1,352,087.00; Capital \$270,390.00; Dog Fund \$86,311.00; OPEB \$375,370.00; Stabilization \$1,745,524.00; Water Surplus \$2,714,075.00; and Sewer Surplus \$1,661,261.00.

Mr. Kimball stated that yes, we are coming into Fiscal 2019 with these numbers, but the October Town Meeting is the second phase of our Town Meeting, and a lot of this money is going to get eaten up by the Capital Improvement Committee (I believe about \$900,000.00 request is coming from there). People have to understand that every dollar spent in October, is less money we have at the May Town Meeting.

Mr. Yunits stated that in October a lot of money was added into our various accounts, one of them being OPEB, and you can see the history there. In FY12, the Town started with \$1,000.00 in the account and it has increased in the last year by putting in \$5,000.00 more than the previous year. Mr. Yunits hopes the Town will do the same this year and have \$90,000.00. OPEB is Other Post-Employment Benefits.

Mr. Kimball pointed out that in May the Town did not appropriate money for police and fire overtime in order to save positions, especially on the school side. This money has to come out of this \$3,000,000.00 now in the October Town Meeting because if these funds aren't available for these positions, the Town will have to close a police station again, which was embarrassing.

Mr. Yunits went on to explain the Summary of Stabilization Fund Appropriations. He pointed out that in 2006 the Town took out \$225,000.00; in 2008 \$37,250.00 was taken out in May and another \$75,000 in October; and then another \$1,000.00 was taken out in 2010 equaling out to be \$338,250.00. In FY11, FY12, and FY13, nothing was put in, so when FY14, FY15, and FY16 are added up this account is just back to where it was in 2006. In the meantime, the budgets have been growing. Your stabilization funds should be 5% of your budget, so the account should have \$2.7 million. Last year, \$300,000.00 was put in and Mr. Yunits hopes to put another \$300,000.00 in this year. So, if we do that this year, and do this the next two or three years we will probably be at our 5% and we won't have to be putting as much money into Stabilization each year.

Mr. Kimball asked what our budget is so far this year. Mr. Yunits and Mr. Flaherty clarified that it is roughly \$1.75 million.

Mr. Yunits stated that once we get to that 5% we can hopefully start using this money and stop setting it aside for Stabilization.

Lastly, Mr. Yunits touched upon the Free Cash Expenditures, stating these are ballpark figures and that nothing is set yet. He mentioned that out of the \$3,340,583, if we use \$600,000 for next year's budgeting, if we were to fund the request for the Town Meeting in October of \$700,000; \$90,000 for OPEB; \$900,000 for Capital; \$300,000 for Stabilization; and \$250,000 for snow and ice, we would be down to \$500,583 to carry money into the next year or if we need money for the May Town Meeting.

V. **Selectmen's Report and Mail**

Mr. Kimball reported that the next Town Meeting is October 15, 2018 and the next Board of Selectmen meeting is October 4, 2018. Mr. Kimball stated that we really need to have a joint meeting with the School Committee, and how he thinks it is really important we try to put something together before Town Meeting. The only Board of Selectmen meeting prior to this is the next meeting on October 4, 2018. Mr. Kimball asked Mr. Yunits if he would be able to set something up by then and Mr. Yunits said yes. Mr. Kimball stated then Mr. Yunits could give the Board an overview of the whole process, what the article is going to be, what it is going to cost, etc. Mr. Kimball stated that he thought it was very important that everyone understand what we are truly doing before we move ahead.

Mr. Kimball went on to announce that Norton Village Center is having an open house on Thursday, September 27 (next Thursday) in the Faculty Dining Room in Emerson Hall at Wheaton College from 6:30PM -8PM. It is a family-friendly event, so if you want to talk about the center of town and the vision of it, that is what this is all about. Mr. Kimball mentioned that he is on the committee and that one thing they are looking to do is redirect the traffic flow through the center of town. If you have any questions, you can look that up on www.nortonmavillage.com.

VI. **Meeting Minutes**

MOTION was made by Mr. Bramwell to approve the Minutes of September 21, 2017 and September 6, 2018, as written. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

VII. **Appointments/Resignations/Retirements**

1. Appointment of Zachary Smith as Permanent Full-Time Fire Fighter/Paramedic in the Norton Fire Department. The appointment was made on September 18, 2018 and will be effective on October 3, 2018. Chief Paul Schleicher first started off his announcement by stating that the Bristol County Technical Rescue Team serving in North Carolina to assist with the aftermath of Hurricane Florence and how proud he is of them especially where it is their first deployment out-of-state. He asked the public to please keep them in their thoughts to keep them safe.

Mr. Kimball asked where Mr. Smith currently is employed, and Mr. Smith responded stating he is currently with the Emergency Department at Boston Children's Hospital. Mr. Kimball stated that the Town is excited to get some newly experienced fire fighters in the department and thanked him for joining. Mr. Yunits explained that Mr. Smith is replacing someone that just left the Fire Department. Mr. Smith expressed his gratitude and appreciation for the opportunity.

Chief Schleicher went on to express his frustrations with the civil service process, specifically about the lag time on the Fire Department being able to send new hires to the Fire Academy. He explained this further by stating that Mr. Smith will be working some shifts over the next month or so with paramedic training, but no

actual fire-fighting training. Chief Schleicher stated that due to the civil service process, by the time you get through the process slots are filling up. For example, now that Mr. Smith is through the civil service process, the next available slot for the Fire Academy is April 18, 2019 even though his effective date is October 3, 2018.

Chief Schleicher stated that maybe the Town of Norton should review its hiring process again and maybe follow by example with what the City of Attleboro just adopted, which was hiring basic EMTs with an agreement with the union that within a certain amount of time they need to get their Paramedic or Recruit Training.

MOTION was made by Mr. Salvo to appoint Zachary Smith as Permanent Full-Time Fire Fighter/Paramedic in the Norton Fire Department. Seconded by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

2. Appointment of Roslyn Gantwerk as Part-Time Secretary in the Town Clerk's Office

MOTION was made by Mr. Salvo to appoint Roslyn Gantwerk as Part-Time Secretary in the Town Clerk's Office. Seconded by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

Mr. Kimball made a comment on how Roslyn Gantwerk is just filling a position that would be in the Town Clerk's office, and that this is one of the departments we had actually turned money back on last year. Now we are just a few months into the fiscal year and we are just filling that position. So, some of the money set aside for this job will become Free Cash for next year.

3. Appointment of Pamela C. Luiz as Part-Time Secretary in the Assessor's Office.

MOTION was made by Mr. Salvo to appoint Pamela C. Luiz as Part-Time Secretary in the Assessor's Office. Seconded by Mr. Bramwell. Vote: Unanimous. MOTION CARRIES.

VIII. Warrants

Report of Chairman Robert W. Kimball, Jr. on the following Payroll and Invoice Warrants:

A. Approve Payroll Warrant PR19-06, for the week ended September 8, 2018, Warrant dated September 13, 2018, in the amount of \$1,568,197.84.

MOTION was made by Mr. Bramwell to approve Payroll Warrant PR 19-06, for the week ended September 8, 2018, Warrant dated September 13, 2018, in the

amount of \$1,568,197.84. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

B. Approve Invoice Warrant AP19-11, dated September 13, 2018, in the amount of \$733,816.60.

MOTION was made by Mr. Bramwell to approve Invoice Warrant AP19-11, dated September 13, 2018, in the amount of \$733,816.60. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

C. Approve Invoice Warrant AP19-12, dated September 20, 2018, in the amount of \$745,446.69.

MOTION was made by Mr. Bramwell to approve Invoice Warrant AP19-12, dated September 20, 2018, in the amount of \$745,446.69. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

IX. **Other Business**

Mr. Kimball read an e-mail from Good Samaritan Hospital acknowledging the excellent care and expert communication skills transcribing the case via TWIAGE Application by Norton EMS. The e-mail went on to further describe how the scenario discussed was a perfect pre-hospital STEMI case, and that this emergency situation demonstrated the alertness of the Town of Norton's paramedics and how the technology was being put to its best use.

X. **Next Meeting's Agenda**

The next meeting will be held on October 4, 2018 and will be a joint meeting with the School Committee where we will also discuss the October 15th Town Meeting Articles. Ms. Steele asked if they received their title report back yet from the lawyers regarding the Norton Rail Trail. Mr. Yunits stated not yet, but he will check with the lawyer on that. Kimball mentioned that it was important to stay on top of that because if we have the funds, we want to make sure we have everything lined up. Mr. Kimball asked if there was an article in the warrant to grant an easement if necessary, and Mr. Yunits confirmed this.

XI. **Executive Session**

There was no need for an executive session.

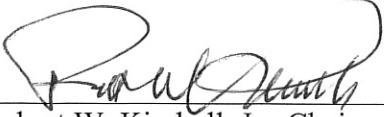
XII. **Adjournment**

MOTION was made by Ms. Steele to adjourn at 9:08 P.M. Seconded by Mr. Flaherty. Vote: Unanimous. MOTION CARRIES.

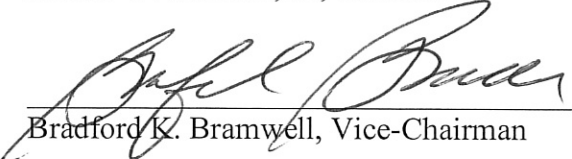
Respectfully Submitted by:


Jennifer Reid, Office Administrator

**BOARD OF SELECTMEN
MINUTES OF MEETING
SEPTEMBER 20, 2018**



Robert W. Kimball, Jr., Chairman

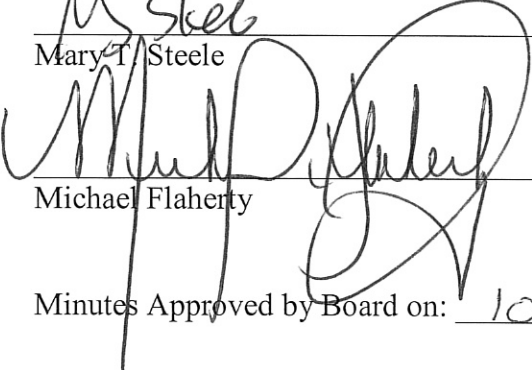


Bradford K. Bramwell, Vice-Chairman

Robert S. Salvo, Sr., Clerk



Mary T. Steele



Michael Flaherty

Minutes Approved by Board on: 10 / 4 / 18