



TOWN OF NORTON
BOARD OF SELECTMEN
MUNICIPAL CENTER,
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**Board of Selectmen
Meeting Minutes
September 19, 2019**

I. Call to Order by Chairman

The September 19, 2019 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. Michael Flaherty, Vice-Chairman. Member(s) present: Mr. John Conway, Ms. Mary Steele, and Ms. Renee Deley. Also in attendance: Michael D. Yunits, Town Manager.

II. Appointments/Resignations/Retirements

- a. Appointment of Robert Wood as Full-Time Provisional Fire Captain in the Norton Fire Department.

MOTION was made by Ms. Steele to appoint Robert Wood as Full-Time Provisional Fire Captain in the Norton Fire Department. Seconded by Ms. Deley. Vote: Unanimous. MOTION CARRIES.

- b. Appointment of Robert Crowley as Full-Time Provisional Lieutenant in the Norton Fire Department.

MOTION was made by Ms. Steele to appoint Robert Crowley as Full-Time Provisional Lieutenant in the Norton Fire Department. Seconded by Ms. Deley. Vote: Unanimous. MOTION CARRIES.

III. Licenses and Permits

1. Vote to Approve the Amended License of John M. Freeman d/b/a Freeman's Garage Adding Dorothy A. Freeman as a Co-Owner on the Class II and Class III License.

MOTION was made by Ms. Steele to approve the amended license of John M. Freeman d/b/a Freeman's Garage adding Dorothy A. Freeman as a Co-Owner on the Class II and Class III License. Seconded by Ms. Deley. Vote: Unanimous. MOTION CARRIES.

2. Application of Norton Parks and Recreation for a parade/motorcade permit for the Halloween Parade on Sunday, October 27, 2019 from 12:00 P.M. to 2:00 P.M. to assemble at Fitness 1440, LJ's Carwash, Bedrock Granite, and Oasis parking lot and disbanding at St. Mary's Church and Norton Middle School.

MOTION was made by Mr. Conway to approve the application of Norton Parks and Recreation for a parade/motorcade permit for the Halloween Parade on Sunday, October 27, 2019 from 12:00 P.M. to 2:00 P.M. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

3. Application of Norton Gold Star Committee for a Halloween Hay Ride in conjunction with Norton VFW 8049 on Saturday, October 26, 2019 with a rain date of Sunday, October 27, 2019 from 3:00 P.M. to 8:00 P.M.

MOTION was made by Mr. Conway to approve the application of Norton Gold Star Committee for a Halloween Hay Ride in conjunction with Norton VFW 8049 on Saturday, October 26, 2019 with a rain date of Sunday, October 27, 2019 from 3:00 P.M. to 8:00 P.M. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

4. Application by Kristi Pedro for a One Day Beer and Wine (BYOB) License for a Private Event at Everett Leonard Park on October 5, 2019 from 2:30 P.M. to 6:30 P.M.

MOTION was made by Mr. Conway to approve the application for a One Day Beer and Wine License (BYOB) by Kristi Pedro for a Private Event at Everett Leonard Park on October 5, 2019 from 2:30 P.M. to 6:30 P.M. Seconded by Ms. Steele. Vote: Ms. Deley – Yes; Ms. Steele – Yes; Mr. Conway – Yes; and Mr. Flaherty – Yes. MOTION CARRIES.

5. Application of Tim O’Leary for a One Day Beer and Wine License on October 19, 2019 from 7:00 P.M. to 9:00 P.M. to be utilized at O’Leary’s Gymnastics Center, 350 Old Colony Road, Norton, MA 02766 for a public party.

MOTION was made by Mr. Conway to approve the application for a One Day Beer and Wine License by Tim O’Leary for a Public Event at O’Leary’s Gymnastics Center, 350 Old Colony Road, Norton, MA 02766 on October 19, 2019 from 7:00 P.M. to 9:00 P.M. Seconded by Ms. Steele. Vote: Ms. Deley – Yes; Ms. Steele – Yes; Mr. Conway – Yes; and Mr. Flaherty – Yes. MOTION CARRIES.

IV. Announcements

Mr. Yunits announced the following events for Saturday, September 28th:

1. Open House & Family Fun Walk at 11:00 A.M. at Edith Read Conservation Land, 79 N. Worcester St., Norton, MA.
2. Discovery Workshop for the Norton Master Plan to be held at the Norton Media Center, 184 West Main Street/Route 123 from 9:00 A.M. – 11:30 A.M.
3. Gold Star Committee Holding Its Annual Yard Sale at the Campbell Property (from 9:00 A.M. to 2:00 P.M.).
4. 3rd Annual Walkabout Event at the Capron Park Zoo from 10:00 A.M. – 2:00 P.M.

V. **Business**
A. **New Business**

i. *Vote to Declare the Following Highway Department Items as Surplus: 7 Plows and a Transmission Jack.*

MOTION was made by Ms. Steele to declare 7 plows and a transmission jack from the Highway Department as surplus. Seconded by Mr. Conway. Vote: Unanimous. MOTION CARRIES.

ii. *Vote to Declare Police Vehicle 2008 Dodge Charger VIN 2B3KA43H28H285002 as surplus.*

MOTION was made by Ms. Steele to declare Police Vehicle 2008 Dodge Charger VIN 2B3KA43H28H285002 as surplus. Seconded by Mr. Conway. Vote: Unanimous. MOTION CARRIES.

iii. *Request by Sharon Rice, Parks and Recreation Coordinator for Approval of "No Parking This Side of Street" Signs on Woodward Street for the Vendor Fair at Life Church.*

MOTION was made by Mr. Conway to approve the "No Parking This Side of Street" signs on Woodward Street for the Vendor Fair at Life Church. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

Ms. Steele asked as part of the discussion what the time frame was on the signs. She wanted to make sure that these signs were temporary and would be taken down after the event, which Mr. Yunits confirmed.

iv. *7:15 P.M. - Public hearing on the application for a change of officers/directors/LLC managers, change of stock interest, and change of manager, for the Retail Package Goods Store License to Expose, Keep for Sale, and Sell Wines and Malt Beverages not to be drunk on the premises at 250 East Main Street, Norton, MA from NEHA CORP. d/b/a Quick Stop, Ramanbhati K. Patel, Manager to NEHA Corp. d/b/a Quick Stop, Ekta H. Patel, Manager.*

Attorney Arthur Pearlman came before the Board of Selectmen as the attorney for Ekta Patel and NEHA Corp d/b/a Quick Stop located at 250 East Main Street, Norton, MA 02766. Attorney Pearlman provided an Affidavit to all Selectmen and the Town Manager, which stated that legal notice was given via a publication in the Sun Chronicle. He further explained that they were looking to transfer stock ownership from Ramanbhati K. Patel to Ekta Patel, who will now be 100% shareholder. They are also seeking a change of officers/directors/LLC managers for NEHA Corp. to Ekta Patel and having the manager on the liquor license to be Ekta Patel. Currently, the corporation holds a Wines and Malts Retail Package Storage license. Attorney Pearlman further explained that Ekta Patel will be spending forty hours per week at the store, the hours of the store will remain the same, the layout of the store will remain the same, and that nothing regarding the operation of the business will be changing. He further mentioned that Ms. Patel is familiar with the laws relative to the sale of alcohol and assured the Selectmen that she would uphold all of the statutory laws of the State as well as the rules and regulations of the Town of Norton.

Motion was made by Mr. Conway to close the hearing. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

Motion was made by Mr. Conway to approve the application for a change of officers/directors/LLC managers, change of stock interest, and change of manager. Seconded by Ms. Steele. Vote: Ms. Deley – Yes; Ms. Steele – Yes; Mr. Conway – Yes; and Mr. Flaherty – Yes. MOTION CARRIES.

v. Update on Senior Center by Beth Rossi, Director Human Services/Council on Aging.

Ms. Rossi explained that in the fall she typically gives the Selectmen an update on what is going on at the Senior Center. She stated that one of the biggest changes is the population in town where currently there are 4,379 residents over the age of 60 years old, which is an increase of 959 residents from five years ago. Ms. Rossi continued to provide a list of programs, activities, and entertainment provided at the Senior Center. She added that the Senior Center is running at its capacity and their needs have not changed, such as the need for adequate parking for visitors. Ms. Rossi mentioned that the School Department had offered the Senior Center some of their space, but due to confidentiality reasons she did not believe it would be the best spot and her board agreed. She advised that one way the School Department could support the Senior Center is by removing the garage at the rear of the Senior Center property. Ms. Rossi emphasized that this is due to safety concerns with visitors parking near or behind this garage. She stated that if someone were to fall, she wouldn't be able to see them or know of this happening. She expressed gratitude towards the Board of Selectmen and Permanent Building Committee for their efforts in coming up with potential solutions to the issues of the Senior Center. As part of Human Services, there are 2,250 people that they are assisting as well at the Senior Center, which includes Medicare appointments, SHINE appointments, fuel assistance, and emergency requests.

At this point, Ms. Rossi asked the Selectmen if they had any questions. Mr. Conway pointed out from the handout provided that the Town of Norton was second to last in the State for receiving town-supported services for seniors and emphasized how bad that is. Ms. Rossi replied that really the support from the State that she does get goes towards heat, lights, and repairs to the building and that she has to get creative for the rest. Ms. Rossi added that they do get a formula grant from the State, which helps, but she is only allowed to use this for certain expenditures. They also received a grant from the Massachusetts Council on Aging for \$250 to sponsor a community walk, which will be on September 28th partnered with Conservation and Parks and Recreation. Ms. Rossi informed the Selectmen and residents that they will also be taking names for seniors and/or veterans who will be spending Thanksgiving alone to receive meals. She added that Medicare enrollment also will begin on October 15th and will be open until December 7th. Ms. Rossi stated that there will be an informational session from the Director of SHINE on October 16th from 11:30 A.M. to 12:30 P.M. She advised that the Federal Fuel Assistance Program opens up November 1st. The last thing that Ms. Rossi went over was the CAR Program (Community Access to Rides). The Senior Center and Veteran's Office collaborated to get this program going with grant money to help those who needed to get to medical appointments, court hearings, job interviews, etc. In the past year, 109 people have used the CAR Program. Ms. Rossi mentioned that they are hurting for funding at the moment, so the program has been temporarily suspended. She advised that Cathy Varnum and herself are going to be SNAP Outreach Partners; SNAP is the program formerly known as food stamps.

Mr. Yunits stated that the Town is very lucky to have Ms. Rossi and Ms. Estelle Flett (the Veterans' Agent). Ms. Deley referred back to the CAR Program and stated that according to the information provided, the Senior Center is looking to raise \$35,000 for this program and asked if this was something they were trying to do through local businesses, which Ms. Rossi confirmed. Ms. Rossi stated that they did get a generous donation from Hi-Tech Automotive in town, that she put in a request for a donation to Mansfield Bank, and that there are several other organizations/companies that are trying to get involved and help as well. Ms. Deley then referred back to the land offered by the School Department for a new Senior Center and the privacy issues; she asked that Ms. Rossi elaborate on that. Ms. Rossi stated that as part of the Senior Center the food pantry will also be a part of it, so that would be one issue. She added that also as the Human Services Director, the people she has coming in and out would also create privacy issues if the Senior Center was to be placed on School Department property.

Mr. Conway asked Ms. Rossi about the School Department's garage that is behind the Senior Center currently and if the School Department had been asked to move it. Ms. Rossi answered that they have and that the School Department came up with a figure of \$800,000 to move/build a space metal garage, which they could not understand how they came to this number. Ms. Steele clarified to Ms. Rossi's point that if the garage was not there, that would create more parking for visitors to use, which Ms. Rossi confirmed. Ms. Steele acknowledged the great work Ms. Rossi has done and the impressive improvements made to the Senior Center in the five years she has been there. Ms. Steele suggested at the next joint meeting with the School Committee bringing this up again to them.

vi. Update from the Water/Sewer Superintendent.

Mr. Francis Fournier, III, Water/Sewer Superintendent, explained that he was there to give an update on the new treatment plant, but advised that the Selectmen should really come down to the plant to truly get an idea of what is going on. As part of the update, Mr. Fournier explained that they are steadily moving forward and mentioned that he did change the sequencing of the wells. Originally, they were going to begin with wells 4, 5, and 6. However, well 4 had to go out to cleaning because while the number they got back from the sample was very good for the Town, it is still not enough to meet the minimum requirement without it turning on and off continuously. He advised that well 5, which usually yields their highest production, is currently choked off because of the age and the condition that it is in. So, after speaking with the contractors and the engineers, it was agreed upon that well 5 be cleaned now that the demand for water is significantly lower. Mr. Fournier stated that well 5 will in result be taken offline, the plumbing and pipework will be removed, and the plant will have well 5 going to it rather than back to the distribution system. He advised the Selectmen that at this point they will have a partial start-up and will have what is called "substantial completion" where water can actually be produced to the system even though it is going to be on a limited basis. So, there will be partially treated water going to the system from well 5. Mr. Fournier explained that they will then clean well 4 in hopes that they can develop it further before putting it into the plant. Then, once the two wells are running into the plant, further testing will be required. Lastly, they will go to well 6 for transition to the plant where they will then be running at full capacity. He informed the Selectmen that he has not heard otherwise and that they are still on track for opening in the late fall.

Mr. Flaherty asked Mr. Fournier when they are to expect the plant to be 100% operational. Mr. Fournier answered that he wished he could answer that, but everything is contingent upon the schedule of the company that they have doing the cleaning, the contractors getting in and removing the existing infrastructure that is there, and completing the new infrastructure. Ms. Deley asked what some other potential factors are that could delay the timeframe, which Mr. Fournier answered was staffing. Mr. Conway asked how long the testing being done by DEP will take. Mr. Fournier advised that the way the DEP stipulation is written is a 32-hour pump test (if you have everything going into the well). The Water/Sewer Superintendent explained that because they have a staggered entrance with multiple wells, each new source requires new testing to ensure that the blended system is actually working; so, they are looking at three potential start-ups. Ms. Steele asked if Mr. Fournier could provide a conservative estimate for when the plant will be open, which he explained in further detail would be potentially end of November/early December. Ms. Steele asked when the final completion (where all of the wells would be up and running) would be, and Mr. Fournier said it would most likely be less than a year. Ms. Steele then asked what percentage of the "brown water issues" this well will be resolving. Mr. Fournier explained that once this well and the other three wells are up and running, the water leaving the plant will have levels of manganese in the water that will be unnoticeable. He emphasized that this is fixing just part of the problem that has existed for 60 to 80 years regarding the settling of iron and manganese in the pipes that has been pumped into the system. The other part of the problem is the old pipes that need to be replaced. Mr. Fournier recalled from one of the previous Water/Sewer meetings one of the commissioners mentioned that it would take two full flush cycles (a spring flush and a fall flush) before a major difference is noticed. He added that this was also Mansfield's point of view because they had the same issues in their town.

vii. Discussion with the Permanent Building Committee Regarding the Fall Town Meeting.

Ms. Dinah O'Brien called the Permanent Building Committee to order at 8:12 P.M. Four members were present and one was absent. Ms. O'Brien mentioned that in the letter written by the Permanent Building Committee (PBC) to the Board of Selectmen that Article 11 include the necessary funding to purchase the parcel of land at 68 East Main Street. By purchasing this parcel of land, it would allow for the Town to create a unified "municipal complex" with all of the municipal facilities in one location. At the same time, the PBC would like the article to also include amending DBVW's contract to prepare a conceptual layout of a unified municipal center. In summary, the PBC recommended to the Board of Selectmen to include the cost of the purchase of the property to be negotiated at a later date plus an additional \$70,000 for DBVW's conceptual layout for a unified municipal campus. Ms. O'Brien stated that the other warrant article discussed by the PBC for the Fall Town Meeting was Article 14. The PBC would like the warrant article revised to fund a Site Selection Study for a new Town Hall and Community Center from a portion of the \$1.3 million remaining funds appropriated by the Town for this project. She added that the \$70,000 authorized by the Town for a town-wide building envelope study will be addressed by the PBC this year.

Mr. Flaherty asked Mr. Yunits what the seller is asking for as a selling price, which Mr. Yunits answered was \$1,000,000. Mr. Flaherty asked if any further discussions were had with the seller as far as negotiations. Mr. Yunits replied that the seller was originally asking for \$1.7 million dollars and now they are down to \$1,000,000. During discussions about Article 11 and Article 14, Mr. Yunits clarified (since the article numbers change all of the time) that the \$70,000 of the \$1.3 million available be appropriated for a Site Selection Study for a new

Town Hall and Community Center is an article on the Special Town Meeting warrant. The Town Manager stated that the other article is on for the Annual Town Meeting where it will be moved with no action. Mr. Flaherty asked Ms. O'Brien if this property was one of the sites previously looked at and the architects, which she confirmed. Ms. O'Brien emphasized that the PBC would like the Town to purchase this property for municipal use and then go from there. Ms. Steele asked if this site would accommodate both buildings. Ms. O'Brien informed her that this would because there is enough space behind the current Town Hall for one building and the new site for the other. Ms. Steele expressed that she likes the idea and concept of where the PBC is going, but is hesitant to go any further until seeing specifics from the architect. Ms. Steele asked when the Board of Selectmen would need to vote on this, which Mr. Yunits stated they wouldn't have to until the night of town meeting (October 21, 2019). Ms. Steele asked if this would be too soon to bring conceptual designs, which Ms. O'Brien stated it was, but they did have a feasibility study done so they do have an idea of how the buildings would look. Mr. Flaherty and Ms. Steele both expressed concerns about purchasing this property prior to having confirmation that this will work for the new Town Hall or Community Center because they do not want to invest \$1,000,000 into purchasing the property to find out the Town has no use for it. Ms. Deley agreed and added that she believes residents should be given options to choose from.

Mr. Mark Gershman of the Permanent Building Committee expressed that he understood the Selectmen's concerns. He asked that since the funds allotted for the contract with architect has already been spent, if they could get this funding at town meeting to have a master plan put together for the Town Hall/Community Center at this site location. Mr. Yunits pointed out that if at town meeting it is voted to support buying that property, it does not necessarily mean that the Town has to buy the property.

Mr. Yunits explained that right now there is a Special Town Meeting warrant article for the authorization to expend \$70,000 of the funds appropriated under Article 12 of the October 23, 2017 Town Meeting for the cost of architectural services and all other incidental and related costs for Town Hall and Senior Center. The Selectmen stated that they will continue this discussion at the October 3rd Board of Selectmen meeting. The PBC adjourned their meeting at 8:36 P.M.

viii. Review of October 21, 2019 Special Town Meeting Articles List and Fall Town Meeting.

Mr. Yunits explained that currently there are seven articles on the Special Town Meeting warrant, but one will be getting removed. Mr. Yunits explained that the first article is a bylaw amendment regarding Chapter 5, Administration of Government, Section 5-1 Annual Election. This would be moving town elections to Saturdays. Article 2 is a Bylaw Amendment changing the "Board of Selectmen" to "Select Board". Article 3 is a Charter Amendment so that anywhere it states "Board of Selectmen" it will be changed to "Select Board". Article 4 is also a Charter Amendment, which would change the Industrial Development Commission to Economic Development Commission. Article 5 is regarding collective bargaining agreement(s) and Article 6 would be for the authorization to expend funds appropriated under Article 12 of the October 23, 2017 Town Meeting for the cost of architectural services and all other incidental and related costs for a new Town Hall and Senior Center. Mr. Yunits explained that Article 7 is going to be removed. Ms. Deley asked in regards to Article 6 if the \$70,000 is coming out of the \$1.3 million, which Mr. Yunits stated was correct.

Mr. Yunits informed the Selectmen that they have copies of the draft of the Fall Annual Town Meeting warrant that is still pending town counsel review. Mr. Yunits asked the Selectmen if they would like to vote on any of the articles or if they would like to hold off until a later meeting. Mr. Flaherty suggested waiting until the next meeting and asked when the Town Manager expected to have town counsel's feedback. Mr. Yunits answered most likely the middle of next week. Mr. Flaherty asked that this be put on the next meeting's agenda so they have town counsel's feedback.

B. Old Business

1. Discussion and/or Vote to Authorize the Town Manager to Sign the Solar Purchase Agreement with NextGrid Patriots, LLC.

Mr. Yunits explained that they had spoken about this previously and that Daniel Serber of NextGrid Patriots, LLC was present to answer any questions. The Town Manager explained that this is for the solar facility being built off of Plain Street. Mr. Serber explained the agreement and the discount that low-income residents and the Town would be getting as part of this agreement. Mr. Conway just pointed out that there was a typo on the table of contents that needed to be corrected, but otherwise the agreement seemed very straightforward. Mr. Flaherty expressed that his only concern is the limitation of liability to contract proceeds referenced in Section 13c-ii; he explained that he would rather see that be changed to collectible insurance. Ms. Deley asked if the extra 2.5 cent discount is already in this agreement. Mr. Serber explained that it is 3 cents for their project and then provide a discount of 2.5 cents for everything else the Town uses, but it was not already in the agreement. Mr. Flaherty explained to Ms. Deley that they are authorizing the Town Manager to negotiate the contract (with their suggested changes) and to sign the agreement.

Motion was made by Mr. Conway to authorize the Town Manager to negotiate and sign the Solar Purchase Agreement with NextGrid Patriots, LLC. Seconded by Ms. Steele.

Mr. Serber clarified that NextGrid Patriots, LLC is who owns the land and NextGrid Redwoods, LLC is who owns the project.

Motion was made by Mr. Conway to amend the original motion to authorize the Town Manager to negotiate and sign the Solar Purchase Agreement with NextGrid Redwoods, LLC. Seconded by Ms. Steele. Vote: Unanimous. MOTION CARRIES.

2. Discussion on Remote Participation.

Mr. Flaherty expressed that he is not a big fan of remote participation [for the Board of Selectmen], but would be ok with the idea of other boards and committees deciding if they would like to use it. Ms. Deley responded that the first thing to vote on is whether or not they approve allowing remote participation for the Town. She stated that she had provided information from other towns using remote participation and the policies they have written since. Ms. Deley referred to the updated regulations for remote participation, specifically the reasons why you couldn't have remote participation. She added that one of the items excluded from reasons for remote participation was personal illness. Instead, under "Permissible Reason for Remote Participation" it clarifies that remote participation would be considered allowable "only if physical attendance would be unreasonably difficult". Ms. Deley stated that if they were to allow for remote participation, part of the policy should be addressing applicability as

Hopkinton, Lynnfield, and Northfield did. She expressed that she didn't think it was necessary to really address this in the policy since it is covered under Open Meeting Law. Ms. Deley pointed out that one thing that these towns had in their policies was that if costs were incurred (such as long-distance fees) that the cost would be absorbed by the individual not the town. Mr. Conway expressed that if this were to be adopted that they simply give the other boards and committees the opportunity to choose if they would like to opt-in or opt-out and not make this a mandate.

Mr. Flaherty stated that his company he works for has teleconferences all of the time and they constantly have issues despite spending hundreds of thousands of dollars on this equipment. He agreed that they should allow for other boards/committees to decide on their own if they would like to use remote participation, but that he is fervently against it for the Board of Selectmen. Ms. Deley stated that she has had the exact opposite experience and explained that she works from home and everything she does is virtual.

Mr. William Goveia, Town Moderator, informed the Selectmen that the Massachusetts Moderators Association is currently studying remote participation at town meetings, which he expressed he would not be in favor of. Mr. Goveia stated that he does not so much have a problem with members of boards/committees being able to sit in and listen to a meeting on a conference call, but does have an issue with them voting through remote participation. He added that in his opinion he feels it would be confusing if the Board agreed to remote participation for other boards/committees, but didn't use it for their own meetings. Mr. Flaherty expressed that he agreed with the Moderator and further stated that the Town does not gain enough from remote participation with what you lose from having it.

Ms. Laura Parker came before the Selectmen to reiterate what she expressed in a letter to them. She stated that they have members of the Commission that travel for business and/or don't have normal work hours that with remote participation would have the opportunity to be able to vote. Ms. Steele expressed that she is leaning towards not being for remote participation. Mr. Flaherty asked that Mr. Yunits have remote participation on the agenda for the next meeting to be voted on.

3. Discussion on Host Community Agreement for Retail Marijuana Establishments.

Mr. Yunits informed the Board that he received information on Tuesday from town counsel and asked for the Selectmen to review the feedback given. He added that this is just a draft and everything would have to be negotiated when a company comes in, so nothing would be set from this anyways. Ms. Deley expressed that she thought that town counsel was spot on regarding additional language to cover cultivation and manufacturing. Mr. Conway mentioned that he did receive an e-mail from someone interested in this and asked if this should be forwarded to the IDC and the Town Manager, which Mr. Yunits confirmed.

C. Town Manager's Report

1. Update on EEE Spraying.

Mr. Yunits mentioned that residents thought that there would be spraying for mosquitos, but due to the low temperatures it has been too cold out to spray. The Town Manager stated that the temperature has to be 58 degrees or above in order to spray and added that with the warmer temperatures this weekend, hopefully they will be able to do so.

2. Update on the Community Aggregation Program and Electricity Bills.

Mr. Yunits stated that they do have people that call and come in that do not understand that the Town does not run the program. The Town's only responsibility in the program was at Town Meeting the residents voted to become a part of the Community Aggregation Program. People have the opportunity to opt-in or opt-out of the program, yet they have been coming in with their electrical bills asking the Town about why their bill has been affected. The Town Manager clarified that only the distribution part of residents' electric bills is affected by the Community Aggregation Program; the Town has no say over the other things that National Grid charges. Mr. Yunits added that the distribution charge negotiated by the Town is lower than what National Grid would charge.

3. Capping at the Attleboro Landfill.

He stated that previously they were looking at the method of capping the Attleboro Landfill with Re-Crete, which the DEP has approved. The company doing the work is not ready to start yet, so the Town Manager asked that they let him know when they will be ready. He explained that the Re-Crete will be mixed off-site and then brought in to provide cover. Mr. Yunits mentioned that as part of the original agreement the contractor was going to do redo Union Road for the Town, but the Town couldn't wait and did Union Road itself. However, the contractor has agreed to compensate the Town for what was spent on the work to do Union Road.

4. Update on Reed & Barton.

Mr. Yunits stated that they did receive an Emergency Waiver from the State, so the Town does not have to do another full procurement process. He informed the Selectmen that the EPA will be starting the demolition of Building K on Monday, September 23rd.

5. Report on Free Cash Certification.

Mr. Yunits informed the Selectmen that the Town's free cash has been certified at \$4,181,813 and \$584,346 of that was unused free cash from the previous year. \$982,189 was turn-backs [i.e. money that departments did not use] and \$2,263,969 was from receipts above expectations, most of which was from motor vehicle excise taxes and licenses/permits. Last year in regards to free cash, 3% went to OPEB, 10% to stabilization, 30% to capital, and 10% was unappropriated. The Town Manager emphasized that free cash should be focused on funding one-time expenditures, such as capital projects and snow/ice deficits and to fund unfunded liabilities. He added that the reserves (stabilization, capital, and unused free cash) that the Town should have on hand should be 10%-11%. Mr. Yunits stated that the Enterprise Fund for Water is \$2,188,411 and \$1,893,973 for Sewer.

6. Streetlight Grant Update.

Mr. Yunits explained that as part of the Town's streetlight program, the Town is looking to convert its streetlights to LEDs. In order to do so, the Town is receiving a grant from MAPC (Metropolitan Area Planning Council) in the amount of \$41,159.

7. Municipal Vulnerability Preparedness (MVP) Community Status.

He stated that the Town has now been designated as a municipal vulnerability preparedness community and because of this, the Town will also be receiving funds for engineering work for the culvert on Leonard Street that the Highway Superintendent is working on. Mr. Yunits thanked everyone that volunteered their time attending workshops/conferences in order to get to this status.

8. Massachusetts Clean Water Trust Loan Forgiveness Award.

The Town Manager explained that the Massachusetts Clean Water Trust will be forgiving \$106,769 (or 2.02% of the original amount of the loan) on the West Main Street sewer extension project.

9. Standard and Poors Update.

Mr. Yunits stated that they did have a call with the financial team at Standard and Poors this week, and one of the topics discussed was the need to have a financial management plan. He stated that they do have an extensive plan put together that they have been working on and that they will be getting it out in the near future for the Selectmen to review. This financial plan will essentially outline what percent of funds will go into stabilization, OPEB, etc.

10. Mr. Yunits took the time to thank Carl and Betty Pietro for all of the time and effort they have put in volunteering washing headstones on veterans' graves/government markers and edging all around the graves. He informed the Selectmen that he will be sending them a letter thanking them for all of the work they have done.

V. Selectmen's Report and Mail

Ms. Deley mentioned that a member of the IDC submitted a resignation letter, so if anyone is interested or knows of anyone interested to please reach out.

Mr. Flaherty read a letter from Carol McLaughlin stating that she would be resigning as a permanent member on the Council on Aging (COA). Ms. McLaughlin explained that she will remain as an auxiliary non-voting member. She added that Sharon Stedman and herself will be switching positions on the Council on Aging and that Ms. Stedman will also be assuming the role of Secretary of the Council on Aging once it is voted upon at the next COA meeting.

VI. Meeting Minutes

Ms. Deley mentioned that she did not have time to review the Minutes and asked that the approval of the Minutes from June 27, 2019 (Executive Session); August 29, 2019; and September 5, 2019 be tabled until the next meeting. Mr. Flaherty agreed to do so.

VIII. Warrants

Report of Vice-Chairman, Michael Flaherty, that the following Payroll and Invoice Warrants had had approved:

A. Payroll Warrant PR20-06, for the week ended September 7, 2019, Warrant dated September 12, 2019, in the amount of \$1,371,341.16.

B. Invoice Warrant AP20-11, dated September 12, 2019, in the amount of \$603,842.82.

C. Invoice Warrant AP20-12, dated September 19, 2019, in the amount of \$811,597.48.

IX. **Other Business**

There was no other business to discuss.

X. **Next Meeting's Agenda** – October 3, 2019: Discussion and/or vote on remote participation, approval of Minutes, review and/or vote on Annual Town Meeting and Special Town Meeting Articles, and continued discussion regarding the Permanent Building Committee's presentation on 68 East Main Street.

XI. **Executive Session**

XII. **Adjournment**

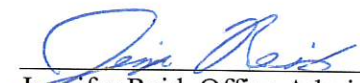
Declaration by the Vice-Chairman, Michael Flaherty, was made as follows:

I declare, under General Laws Chapter 30A, §21A(a)(3), that the purpose of the executive session will be to discuss strategy with respect to collective bargaining concerning AFSCME, AFL-CIO, Council 93, Local 1702, Water/Sewer employees, because a discussion of the strategy in open session could compromise the purpose of the executive session and with the Board to not return to open session at the conclusion of the executive session.

Motion was made at 9:26 P.M. by Mr. Conway to have the Board go into executive session under G.L. c.30A, §21(a)(3) for the purposes and reasons declared by the Chairman and with the Board to not return to open session thereafter. Seconded by Ms. Steele. Vote: Ms. Deley – Yes; Ms. Steele – Yes; Mr. Conway – Yes; and Mr. Flaherty - Yes. MOTION CARRIES.

URL Link: <https://www.youtube.com/watch?v=bO3-1Yly4f4>

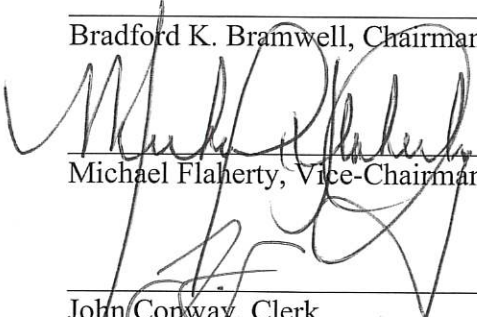
Respectfully Submitted by:



Jennifer Reid, Office Administrator

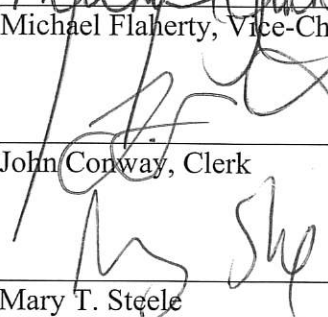
**BOARD OF SELECTMEN
MINUTES OF MEETING
SEPTEMBER 19, 2019**

Bradford K. Bramwell, Chairman



Michael Flaherty, Vice-Chairman

John Conway, Clerk



Mary T. Steele



Renee Deley

Minutes Approved by Board on: February 6, 2020