

**Norwell Board of Selectmen** 2016 OCT 19 AM 11:39  
**Meeting Minutes**  
**September 21, 2016**

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Mr. Brown opened the meeting at 7:40pm, and introduced Ellen Allen, Gregg McBride, Alison Demong, Peter Smellie and Town Administrator Peter Morin. He stated that the board had been in session since 7pm, discussing various matters of business.

*Motion; made by Ellen Allen, seconded by Peter Smellie, to approve the agenda as amended to allow Gert Daneau to be first on the agenda. Unanimously voted*

**Citation for Gert Daneau**

Mr. Brown introduced long-time resident Gert Daneau, highlighting just a few of her many accomplishments in the Town. He also talked about her book "the ABC's of Norwell", and read "about the author" aloud for all. Ms. Daneau has a long history of exemplary public service in the Town, and has been honored many times for her years of community service, especially the Norwell Cemetery Committee. The board presented a certificate of appreciation from the Town and the BOS.

**Citizen Comments**

None

**Selectmen's report**

Ms. Allen recapped events at the big retirement party for Rosemary O'Connor this afternoon at the Council on Aging. Ms. O'Connor will be very much missed! The BOS sent all good wishes to Rosie as she enjoys her retirement.

Ms. Demong announced a tick walk and talk on Oct. 22<sup>nd</sup> at the Norris reservation, reminding all that the ticks reappear in October. They have been less of a presence because of the drought, but will return! The rain date is October 29<sup>th</sup>.

**Town Administrator's Report**

None

**Recreation Commission Applicant – Jesse Carbone**

Mr. Carbone gave a summary of his background and reasons for applying to the Recreation Commission.

Ms. Demong asked if he would be willing to serve as the Rec. Commission rep to the Pathways Committee. She also asked if he had any interest in other committees. Mr. Carbone would be happy to serve on the Economic Development Committee. All discussed this committee's role in the Town and its upcoming project with the Urban Land Institute.

*Motion; made by Ellen Allen, seconded by Peter Smellie, to appoint Jesse Carbone to a three year term on the Economic Development Committee, expiring June 30, 2019. Unanimously voted*

*Motion; made by Ellen Allen, seconded by Peter Smellie, to appoint Christopher James Madden to the Recreation Commission for a term expiring June 30, 2018. Unanimously voted*

**Conservation Commission Applicant – Justin Ivas**

Mr. Ivas gave a summary of his background and reasons for applying to the Conservation Commission. He has good experience with Con Com's areas of land oversight in the Town. Mr. McBride noted that Mr. Ivas has the technical and practical experience and is a good fit for this

committee. He also gave full disclosure stating that Mr. Ivas works at Mr. McBride's company, GZA.

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#### **Conservation Commission Applicant – Stephen Marsh**

Mr. Marsh gave a summary of his background and reasons for applying. The board asked about his residency in the town of Marshfield, but reminded all that it is not a requirement to live in the Town in order to serve on a committee. Mr. Marsh indicated that he would consider an appointment to the Economic Development Committee as well. All thanked Mr. Marsh for his application.

The board discussed the applicants for the vacancy on the Conservation Commission, and decided to appoint Justin Ivas because of his strong background and experience. Mr. Marsh was asked what he would like to do, and reminded that he could re-apply for a seat on Con Com in June. He stated that he would like to be appointed to the Economic Development Committee.

*Motion; made by Ellen Allen, seconded by Peter Smellie, to appoint Justin Ivas to the Conservation Commission for a term expiring on June 30, 2017. Unanimously voted*

*Motion; made by Ellen Allen, seconded by Peter Smellie, to appoint Stephen Marsh to the Economic Development Committee for a term expiring June 30, 2019. Unanimously voted*

#### **Library Project Update**

Present at the meeting: Scott Brodsky, Jeanne Ivas, Judy McConarty, members of the Library Study Committee

Ms. Allen updated the board on the project status, with the reminder that its schedule is determined by the state library grant schedule. Mr. Brodsky gave an overview of the project to date, with a timeline and completed steps. The grant application must be submitted in January 2017; the state announces their decision in July 2017. Per Mr. Brodsky, it would be cost prohibitive to transition from the old building to the new one using ramps, especially as the current building would not be worth saving. All discussed a temporary location for the library during construction, addressing options and potential problems. Judy McConarty, Town Librarian, stated that the library must remain open during construction to keep its certified library status. A lengthy discussion ensued about this issue and potential solutions. More information on meeting this requirement will be available after the grants are awarded. The board reviewed more steps, including Con Com's agreement with the siting of the new library. The proposed building design, was reviewed and discussed. The committee added that hiring the library consultant was a requirement to qualify for the grant and ensuing design requirements. Once the building design is voted on the work can begin on the cost component. Proposed square footage is around 21,500, on one floor. The design must comply with the state standards of the MBLC in order to be eligible for this grant.

All discussed Next Steps: design and cost estimate, fundraising and grant update. Hopefully the Town's obligation would be in the neighborhood of \$6.645 million, after consideration of the grant and fundraising for a \$13million total project cost.

The committee explained the grant award process and potential award amount. The projected date for this project is 2020. First, the grant application must be approved at the Town Meeting in May 2017. The grant award amount will be available Summer 2017, but the actual receipt of the money would not be until 2020, if awarded. The Town would bond the entire amount and the grant would then be applied, after construction has begun, in five parts (% of completion). All discussed different timeframes to ask the Town for the money (bond). More money would be needed the longer this project is postponed.

The board discussed financing for this project in conjunction with the capital plan being completed by the consultant. Ms. Demong thanked the committee on behalf of the board for all their hard work on this difficult project, which is for a deserving cause.

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### **IT Contract and IT financial policy**

Mr. Morin summarized the purpose of this contract; IT support for Town Hall departments by the school's IT staff. He is recommending renewal in its current form but would tweak it in small identified areas for the next year. Needed edits would be done mainly in service areas, but he is asking for board approval in its present state

*Motion; made by Ellen Allen, seconded by Peter Smellie, to approve and authorize the BOS Chair to sign the contract between the Norwell Public Schools and the Board Of Selectmen. Unanimously voted*

### **IT Finance Policy**

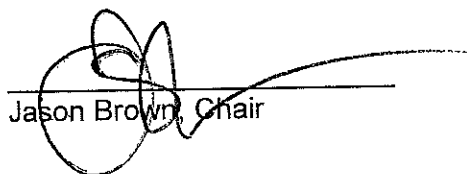
Questions were asked and answered about IT record keeping and finances. Mr. Morin would like to incorporate Best Practices in IT financial records (e.g.; data back-up, offsite storage). He is in the process of ascertaining current practices and looking at other towns, adding that this will help the Town to keep its triple A rating. He will have an update in a couple of weeks to a month.

### **Future Meeting Agendas**

Sept. 28<sup>th</sup> agenda; 1<sup>st</sup> quarter review of BOS and TA Goals, Colliers Facilities Report, quarterly report on finances. Mr. Morin will give the same financial update as that given to the Advisory Board.

### **Adjournment**

*Motion; made by Ellen Allen, seconded by Peter Smellie, to adjourn at 9:02pm. Unanimously voted*



Jason Brown, Chair