

**Norwell Board of Selectmen
Meeting Minutes
April 13, 2016**

TOWN OF NORWELL
TOWN CLERK

2016 JUN -6 AM 11:01

RECEIVED

Mr. McBride opened the meeting at 7:30pm, and introduced Ellen Allen, Jason Brown, Peter Smellie and Town Administrator Peter Morin.

Mr. McBride reminded all that this meeting will be re-broadcast on the local cable channel.

Motion; made by Ellen Allen, seconded by Peter Smellie, to approve the agenda as written.

Unanimously voted

Citizen Comments

None

7:35pm Swearing in Ceremony – Sergeant John McDevitt

Chief Ross introduced Sgt. McDevitt, offering congratulations on his promotion and highlighting his exemplary job performance and interaction with personnel in the Town's Police Department. Sgt. McDevitt has also served as the school liaison officer and as a detective with the department. Joined by family and friends for the ceremony, he was sworn in by Town Clerk Pat Anderson. He was congratulated by the board, who wished him well in his new job.

REPORTS

Selectmen's Report

Ms. Allen updated the board on recent MMA meetings in Boston. The state legislature has lifted the cap on metering credits, and the Town will now wait to hear which level of credit they will receive. The MS4 storm water regulations were released, which will now be a huge expensive problem for the new Highway Surveyor.

Town Administrator's Report

Mr. Morin gave a recap of the cherry sheet for the Town. The House Ways and Means Committee provided the Town with the same amount of unrestricted aid, which followed the governor's recommendation of a 4% increase. Additional State aid was increased by \$75 K, which is good news. In other "not so good news", Linda Murphy has decided that she cannot fill the Interim Highway Surveyor job any longer. Her performance has been exemplary, but the position's demands are too much for her. She will be resuming her regular position in the Highway Department next week. The BOS will discuss this vacancy at the next meeting. Ms. Murphy is concerned about the upcoming construction conflict from Assinippi Corner to South Street. Mr. Morin has hired the retired Braintree DPW head to consult on this conflict. He has a great deal of experience with this type of conflict resolution, and will meet with the department next week. Road construction activities have begun to ramp up.

Building Inspector Tim Fitzgerald has submitted his resignation, effective June 30, 2016, which gives the Town time to plan for his successor.

7:45 Public Hearing –RPW&M License, Alteration of Premises, Quik Pik, 690 Main Street

Motion; made by Ms. Allen, seconded by Mr. Smellie, to open the public hearing for Quik Pik, alteration of premises. Unanimously voted

Mr. Smellie read the public notice. Attorney Walter Sullivan and Mr. Patel were present. Mr. Sullivan presented all with pictures of the new cooler, which is located on the left side of the store and which required a bigger space. It has been installed and approved by the BOH and Building Inspector (for new wiring only). The store is not currently using the extra space, and has waited to ask for permission from the BOS. The new cooler has increased the store's storage space by 30%. The cooler will store beer and wine only; all grocery products will be stored in the cooler on the right side of the store. Ms. Allen stated that the Building Inspector

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received no permit applications except for a wiring permit, and asked about the building permit for this new addition. Per Mr. Sullivan, Mr. Fitzgerald will do the building permit inspection tomorrow. The Fire Chief asked Mr. Patel to make sure that egress is still the same, and was assured that customers have the same amount of space for entrance and exit.

Motion; made by Ms. Allen, seconded by Mr. Smellie, to approve the alteration request by Quik Pik to increase storage from a 6 door to a 9 door cooler, subject to Mr. Fitzgerald's inspection and approval. Unanimously voted

Motion: made by Ms. Allen, seconded by Mr. Smellie, to close the public hearing at 7:52pm. Unanimously voted

2016 Junk License Renewals

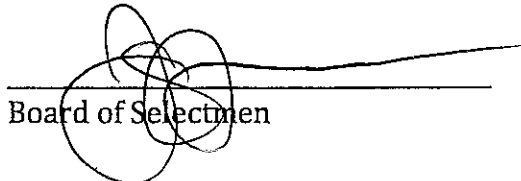
Motion; made by Ms. Allen, seconded by Mr. Smellie, to renew the two annual junk collector licenses, expiring April 30, 2017, for Stone House Antiques and Willson Hill Antiques. Unanimously voted

Job Description – Highway Surveyor/Director of Land and Natural Resources

Discussion ensued about the 1986 job description for this position, which needs updating. Even though Ms. Childs will be here tonight, this topic will still need to be on the agenda for the next meeting. Mr. McBride asked Mr. Morin for highlights of the new description. Ms. Childs obtained job descriptions from other towns for comparison purposes. She also obtained Head of DPW descriptions that larger towns would have. Mr. Brown asked about combining departmental budgets. Per Mr. Morin, the charter gives him the authority to combine and reorganize these two departments. Ms. Childs asked the board to give her some direction on priorities for this position. Mr. McBride asked if the Town could combine Mr. Foulsham's two positions into one job description, adding that the change from an elected to an appointed position will require more substance in the description. The board will also talk to the Interim Director about details to be included in the description. Ms. Childs will email copies of other towns' job descriptions to the board in addition to handing out hard copies. Ms. Childs asked for a timeline; per Mr. McBride, a working job description should be ready in time for the next interim or permanent appointee. All agreed that the draft will need to include technical requirements, education, etc. Ms. Childs will make a "chart" of all requirements. In answer to Mr. Brown's question about when these two departments were merged, Mr. Smellie gave a recap of the budget issues and background for the 1980 merger. Ms. Childs will contact board members as needed for questions or comments.

Adjournment

Motion; made by Ellen Allen, seconded by Peter Smellie, to adjourn at 8:10pm. Unanimously voted


Board of Selectmen