

**Norwell Board of Selectmen
Meeting Minutes
May 11, 2016**

TOWN OF NORWELL
TOWN CLERK

2016 JUN -6 AM 11:02

RECEIVED

Mr. McBride opened the meeting at 7:35pm, and introduced Ellen Allen, Jason Brown, Alison Demong, Peter Smellie and Town Administrator Peter Morin.

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

Unanimously voted

Citizen Comments

None

REPORTS

Selectmen's Report

Ms. Allen attended the MMA meeting, and reported that the State is running about \$1million behind on revenue collections to date.

Town Administrator's Report

Mr. Morin announced that the union position of Building Inspector has been posted at Town Hall. He has received bids for work at the Stetson Cemetery for the driveway and staging area. He has also received bids for the concrete anchors for the graves. The awards will be made shortly for this work.

Election Results from Tuesday, May 10th.

1. Board of Selectmen – Jason Brown, Gregg McBride
2. Board of Assessors - Joan Osborne
3. Board of Health – John Litchfield
4. Highway Supervisor - Glenn Ferguson
5. Water Department – Fred St. Ours
6. Planning Board - Scott Fitzgerald, write in - Don Mauch

Other election results can be viewed on the Town website

Reorganization of the Board of Selectmen

Motion; made by Ellen Allen, to nominate Jason Brown for the position of Board Chair, seconded by Peter Smellie. Mr. McBride asked for any other nominations; there were none. Unanimously voted

Mr. McBride handed the meeting over to Mr. Brown, who thanked him for his hard work and excellent job as Chair. Mr. Brown asked for nominations for the position of Vice Chair. Ellen Allen was nominated by Alison Demong. Mr. Brown asked for other nominations. There were none.

Motion; made by Ms. Demong, to nominate Ellen Allen for the position of Vice Chair, seconded by Mr. Smellie. Unanimously voted

Mr. Brown asked for nominations for the position of Clerk. Ms. Demong nominated Peter Smellie. There were no other nominations.

Motion; made by Ms. Demong, seconded by Ms. Allen, to nominate Mr. Smellie for the position of Clerk. Unanimously voted

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7:45 EA, Public Hearing - Sidewalks, Main Street Town Line to South Street

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Mr. Smellie read the legal notice aloud. Mr. Morin stated that this hearing is required under the Town bylaws; prior to construction of the sidewalk, abutters must be notified. The construction needs official BOS approval. All residents/abutters will have the opportunity to be heard to the extent necessary. Mr. Brown asked Glenn Ferguson, elected Highway Surveyor, if he had anything to add. Mr. Ferguson reported that he met with the head engineer and had no comments at this time. Mr. Brown opened the hearing for comments from residents.

1. David DeGhetto, River Street, asked for the precise location of the starting point, which will be done in cooperation with the Town of Hanover. Mr. Ziad Kary, highway engineer, stated that the sidewalk will stop at the Woodworth field entrance per the request he received to accommodate parking at the fields. He is not aware of Hanover's plans at this time. Ms. Allen asked about the decision not to go to the Town Line, and proposed that no curb be installed, but slope the sidewalk down to accommodate kids and cars going to the fields. Discussion ensued about altering the sidewalk to suit the parking at the fields. Mr. Kary said this could be done. The Town should work with Hanover to finish the sidewalk. Mr. Kary will call and talk to the Hanover Highway Superintendent. When asked about the stone walls that are in place on Main St. in conjunction with the planned sidewalk, he stated that they would not be disturbed.
2. Resident at 100 Main Street – asked about the stakes marking the construction, and what will happen with driveways, etc. Mr. Kary detailed the measurements for the entire road project, and stated that mailboxes will be relocated if necessary. They will be reinstalled perpendicular to the road and in the sidewalk. Mailbox placement was discussed. Per Mr. Kary, only drainage work starts on Monday, with sidewalk construction beginning about 6 weeks after the start date for the project. The roadwork will take place in the summer and finish hopefully before Labor Day. Per Mr. McBride, mailboxes will be moved as part of the construction. Perhaps the construction company could talk to the homeowner to coordinate the placement of the mailbox. Residents may call the Highway Department to start the conversation. There will be typical construction traffic flows and interruptions.

Schedule – Monday, May 16th, drainage work starts and will take about 4 weeks.

Sidewalk construction – immediately following completion of the drainage work and will take about 6 weeks

Before Labor Day – milling and repaving, which will take about 2-3 weeks

3. Resident at 78 Main Street – Main Street safety concerns. 3 accidents have occurred in the last 3 weeks. Per Mr. Kary, safety issues will arise no matter what, as this is just a reality due to the speed of the traffic. Mr. Brown made a suggestion to address traffic calming suggestions again. Ms. Demong stated that the Complete Streets Committee has received a grant to develop a plan for pedestrian enhancement, and the Highway Surveyor will be on the committee. The board will address highway safety.
4. Resident at 88 Main Street – voiced speeding/safety concerns, and asked Mr. Kary about the design of the driveways. She also asked about mailbox placement and irrigation systems. Per Mr. Kary, it is the homeowner's responsibility to ensure that the irrigation system is clear of the sidewalk marker.

Motion; made by Ms. Allen, seconded by Mr. Smellie, to close the public hearing at 8:04pm. Unanimously voted

Motion; made by Ms. Allen, seconded by Mr. Smellie, to authorize the construction of the sidewalks to move ahead as planned. Unanimously voted

Introduction of Highway Surveyor/Director of Land and Natural Resources

Mr. Brown introduced Glenn Ferguson, newly elected Highway Surveyor. Mr. McBride asked him to come to this BOS meeting to share his thoughts and planning ideas. Mr. Ferguson reported that he will be doing a lot of assessments, will be attending Mr. Morin's meetings and getting to know his Highway Department employees and other Town personnel in the first 90 days. He restated the need to start projects ASAP in order to take advantage of the seasonal window. Mr. Brown reminded all that a road study was approved at Town Meeting, which will be a key tool in assessing much needed road repairs. Mr. Morin will put together an RFP to get bids ASAP in order to get this study conducted over the summer. Per Mr. Morin, the survey assessment of the roads will be done and all roads will be graded into 3 categories. A priority plan will then be formulated to finance and repair the roads. Ms. Allen reminded all that keeping the roads in good condition *before* you need to spend a lot more money is key to the success of the plan. Mr. McBride asked about projects that have been funded, such as the improvements for the safety at intersections like Prospect and Grove. He would like to get that moving, as well as other scheduled projects. He requested that Mr. Ferguson please take a good look at them and make a list! Mr. Ferguson will work with Mr. Kary on the scheduled projects list. Ms. Allen also reminded him that \$300K has already been approved to buy a new salt shed, so please touch base with Facilities Manager Dave Sutton. Mr. Ferguson will also need to address the highway barn, stormwater issues vis a vis the Conservation Commission and other issues. The BOS wished Mr. Ferguson all the best in his new position.

Recall Bylaw Process Discussion

Mr. Morin discussed the process to make this part of the Town bylaws. The board can amend any section or substance of the proposed bylaw. He asked all board members to read the proposed bylaw draft, which was reviewed by Town Counsel, who suggested amendments and addressed legal concerns that were adopted by the petitioner. Mr. Galvin suggested deleting "pled to sufficient facts" as a suggestion. This is not a technical "guilty plea", but an acknowledgement that there may be enough evidence for a recall, so the board may want to take this out. Mr. Morin will give the BOS an annotated version of the proposed bylaw. Mr. McBride stated that it should be difficult to do a recall. All discussed topics such as the need for elected officials to attend 50% of meetings/work days. The Town has two salaried elected officials – should the bylaw address job attendance as well? Discussion ensued about recall options. Mr. McBride asked Mr. Morin to discuss these issues with Mr. Galvin and make recommendations, to be discussed at the BOS meeting in two weeks. After the amendments are agreed upon, the bylaw would then be sent to the State House for approval, and it will become law. It may have to go on the ballot.

Vote Order of Taking - Fieldstone Way

Mr. Morin stated that this is the next step for the acceptance as a public way and the Order of Taking has been prepared by Mr. Galvin.

Motion; made by Ms. Allen, seconded by Mr. Smellie, to approve the order of taking of Fieldstone Way as a public way. Unanimously voted

Once the taking is recorded the road will become a public way.

Approval of Minutes

This will be moved to the next meeting. Ellen will send the drafts to Ms. Allen for review.

Future agenda items

Mr. Brown would like to review performance metrics against the Fiscal Year plan. This will be done at a future meeting, after the new Free Cash number is available in August. Mr. Morin could provide an update for the first 3 quarters of this fiscal year.

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For the new fiscal year the BOS will review some of the items that didn't succeed and decide which items to pursue.

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BOS Focus Areas – Mr. McBride will send the approved FY2016 final version to all for review and discussion at the next meeting.

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Summer meeting schedule – Mr. Brown asked board members to get their summer schedules to him for meeting planning over the summer months.

Ms. Allen stated that she would like to start on the capital plan. A scope of work has been drafted that Mr. Morin has reviewed, and she would like to wrap it up. She would like to pick a consultant from the list of names provided to use the \$30K grant received by the Town. Road work and public works are really part of the same pots of money. Hopefully this consulting work can be scheduled in the next couple weeks.

Mr. McBride asked all board members to sign the purchase and sale for the Spence Property that was purchased by the Water Department.

Adjournment

Motion; made by Ms. Allen, seconded by Mr. Smellie, to adjourn at 8:25pm. Unanimously voted



Board of Selectmen