

**Norwell Board of Selectmen  
Meeting Minutes  
May 25, 2016**

TOWN OF NORWELL  
TOWN CLERK

2016 AUG -1 AM 10: 24

RECEIVED

Mr. Brown opened the meeting at 7:35pm, and introduced Ellen Allen, Jason Brown, Alison Demong and Town Administrator Peter Morin. Peter Smellie was not present.

*Motion; made by Ellen Allen, seconded by Alison Demong, to approve the agenda as written.  
Unanimously voted*

**Citizen Comments**

None

**Announcements**

Ms. Demong announced that the Beautification Committee is seeking donations for a planting project with Road to Responsibility at their group home on Main St. Donations may be sent to the Norwell Beautification Committee, c/o Susan Solis, 32 Satuit Meadow in Norwell.

The Town's new tick education program, with reps from URI, will kick off on Saturday, June 11<sup>th</sup> at 9am with a shoe spraying event in the parking lot of Devine Feed and Pet on Main St. The tick experts will also be there to answer questions. Helpful hint: spraying your shoes with permethrin is the best proactive tick repellent step you can take to deter a tick bite!

**REPORTS**

**Selectmen's Report**

Mr. Brown announced that the school committee elected Kiersten Warrendorf as Chair. The school committee discussed beginning conversations about how to utilize the School Resource Officer and also that he will report to Chief Ross. Ms. Warrendorf and Mr. Brown will begin to have regular monthly meetings on school related matters and the school budget in the fall. Ms. Allen, Rep. DeCoste, and Mr. Brown attended a ribbon cutting for new space opened by Comprehensive Benefit Administrators on Longwater Drive. All gave kudos to Mr. McKenna, CEO of the company.

Chief Ross has arranged a BOS visit to a medical marijuana facility in Brockton in order for the board to have a better understanding of its operations.

**Town Administrator's Report**

The secretary to the Building Inspector will be retiring at the end of this fiscal year, which will leave two important posts in that department open. The job has been posted in various locations, and will be kept open until an appropriate candidate is identified. Mr. Morin expects that the interview process for the post of Building Inspector will begin in the middle of June, with involvement from the ZBA and PBMC. The post of secretary has already received over 60 resumes, which will be screened by Barbara Childs. Mr. Morin added that the new Building Inspector will be involved in the choice of staff, so that hiring process will occur after the Building Inspector is on board.

Mr. Morin met with the Commission on Disabilities about their continued efforts for outreach and awareness to ensure that new projects and accessibility issues include ADA compliance at the beginning. Perhaps sharing an ADA coordinator with another town or two would be a possibility. Mr. Morin will reach out to other town administrators to explore the possibilities. The position of Animal Control officer has been put out to bid. Some candidates for the position have been identified, and the Town is also considering the idea of joining with Hull or Cohasset to see if there is sharing interest. Mr. Morin met with the AB last night to do some Reserve Fund

transfers, and also gave them a heads up that they may be asked for some headcount overlap since there are two new people coming in to replace two experienced people.

Mr. McBride reported that the AB discussed the inefficiencies of the school's audio system at Town Meeting. The BOS also had the same problem, and the suggestion was made to rent a better sound system. Also discussed was the idea of electronic voting. Mr. Morin reminded all that the Town bylaw requires a voice vote, so that bylaw must be changed or a voice vote will have to be done before an electronic vote. The Fire and Police Departments both ratified SEIU contracts today, and they might be ready for signatures by next week.

### **Public Hearing – National Grid Pole Hearing, South and Mill Street**

*Motion; made by Ms. Allen, seconded by Ms. Demong, to open the National Grid pole hearing on South Street and Mill Street. Unanimously voted*

Ms. Allen read the public notice. Simon Young represented the engineer from National Grid, who was unable to attend this meeting. Mr. Young stated that they would like to replace the pole near a bridge that is deteriorating, and will be "re-conductoring" the system behind the Hanover Mall. This process will help the mall businesses and Hanover residents. The pole in the middle of the island is not necessary; the engineers would like to put the new pole on the side of the street. Mr. McBride stated that there is a river, third Herring Brook, right where they want to put the pole, which is not allowable within the Town bylaw. He asked Mr. Young to please direct National Grid to check with the Conservation Commission. Mr. Young stated that he will think about this and go back to review the plan.

South Street resident Ernie Butler stated that he had cleaned up the island in this location. He also wanted to say that the intersection is dangerous and cars go too fast. He would like to move the island a little bit. Traffic signs were discussed with Mr. Foulsham, but nothing was done. Mr. Butler is concerned that people will speed up if the poles are not there. The board will pass Mr. Butler's comments on to the Highway Surveyor. Resident Anna More, 257 South Street, asked if the new pole (pole 44) will be right in front of her yard, and will it have a light? She also seconded Mr. Butler's concerns, stating that this is a horrible intersection! Mr. McBride stated that location of pole 44 needs to be addressed. There have certainly have been power outage issues, perhaps not with this homeowner, but with other locations. The homeowner will look for the stake marking the proposed location. Per Mr. McBride, National Grid should check the exact location and also check with Con Com to make sure it's in the proper place. This hearing will not be closed until the permitting issues discussed have been evaluated. Mr. Young was directed to contact Nancy Hemingway in the Conservation office to discuss these issues. The board will then take this matter under advisement.

*Motion; made by Ms. Allen, seconded by Ms. Demong, to continue this hearing to June 1, 2016 at 7:35pm. Unanimously voted*

### **Town Counsel – Overview of Services to Town, Recall Bylaw Discussion**

The board welcomed Bob Galvin, Town Counsel. Mr. Brown told all that Attorney Galvin attended the BOS Executive Session earlier this evening to talk about pending litigation. The BOS asked him to give an overview of services that he provides to the Town and let residents hear from him. All will then discuss the new recall bylaw. Mr. Galvin gave an overview of his tasks, which include litigation, review and approve contracts (e.g. the new waste removal contract), property acquisitions/title searches, review Warrant for ATM and STM's, etc. He also acts as Counsel for many Town boards as well as other projects, like the new medical marijuana facility proposal. Mr. Galvin serves as Ethics liaison to the board of Ethics for the Town. Litigation in the Town is probably at an all-time low, which is very good and is also saving money. Mr. McBride stated that the board has talked before about streamlining the contract approval process. Mr. Galvin stated that the standard form contract can be used for professional services. There are times when some issues are delayed due to the lack of use of this standard form contract. Mr. Galvin would be happy to "publicize" the standard contract with instructions for smaller activities. Mr. McBride also asked about Mr. Galvin's increasing involvement in other

towns with regard to affecting his ability to respond to Norwell's needs. Mr. Galvin replied that legal matters are not always an emergency, so sometimes routine tasks get postponed. He gave an example of 3 towns needing him at the same time during Norwell's Annual Town Meeting. He had an associate take his place for the short time that he couldn't attend. He also stated that the 3 towns for whom he works are close by and he can coordinate all tasks quite well. Mr. McBride explained that routine legal matters are what he was addressing. He also gave Mr. Galvin kudos for all of the great things he does for the Town and thanked him for his hard work.

Recall bylaw – Mr. Galvin stated that this is a new concept for Norwell, and gave an overview of the bylaw change approved at Town Meeting to the charter to effectuate recall. This came in as a citizen's petition.

Mr. Galvin read the charter change. He gave reasons for a recall to be considered. The bylaw allows a "graceful" exit that would let the offender leave without impairing the ability to get another job, and gave examples. The board discussed the language of the bylaw and inclusion or exclusion choices from the bylaw. Various recall scenarios were explored by the board with Mr. Galvin. The Board of Registrars would review any recall petitions to see if there are enough signatures to go forward, then there would be an election.

1. Grounds – subject to recall, i.e. eligible, submit a notice of intent to the Town Clerk. If recall petition is within 170 days of the end of the term, a recall is not eligible. The BOS does not have a large role in the recall process.

2. Process - A petition is given to person one on the list of 10 registered voters who have submitted a Notice of Intent to the Town Clerk to pursue the recall of a specific official. The petitions must be signed and returned within 60 days. The petitions are public record immediately upon return to the Town Clerk and Board of Registrars. If the recall was instituted purely for harassment, there is legal action that can be taken against the petitioners. The Town Clerk will send the list of signatures on the petition to Town Counsel. The bylaw requires 10% of registered voters, with 100 voters from each precinct as a minimum on the petition. It is then up to the BOS to schedule an election. The election can happen at the next regular Town election and does not have to be a special election. The recalled official is given an opportunity to resign within 5 days.

Paragraph a. item 4 change; Ms. Allen asked about language that addresses "attended less than 50% of meetings", and suggested adding a similar standard of minimal time worked for the Town Clerk and Highway Surveyor. The board discussed adding the two elected officials who are paid. Mr. Galvin could add "excessive absenteeism" to cover this occurrence if on a repeated basis. He stated that he tried to find good language to cover poor performance. Discussion ensued about the definition of benchmarks for these paid elected positions. Absences for "just cause" would cover such things as jury duty, sick leave, vacation, etc. Therefore, strike everything after 'just cause'.

Ms. Demong; per the discussion of items 1 and 2, should they be the same? Leave as is, should be in both or neither, per Mr. Galvin. Strike dishonesty.

Final: Paragraph a. intact, additional ground in #5. A recall will need to have 600 people to petition.

*Motion; made by Ellen Allen, seconded by Alison Demong, to make the change and present to the state legislature for approval the Recall of Elected Officials charter change as presented in Article 47 of the Warrant with the addition of language in Section 3-13, paragraph (a): "or (5) in the case of an elected official not a part of a board, has engaged in excessive absenteeism (repeatedly working less than twenty (20) hours per week without just cause) impacting the proper function and performance of the department." Unanimously voted.*

## **Follow-up of Discussion of BOS Goals and Objectives, New Focus Areas for FY17 – Meeting Notes**

### **#1 Develop New Revenue Sources**

- Meet with EDC to update FY17 Mission for creating new commercial tax revenues; review membership, and recruit new members as needed. Work with consultant re: industrial park revenue. Objectively identify areas for economic development.
- Perform comprehensive review of all local receipts to ensure that the Town is charging an appropriate amount for licenses and fees.
- Explore potential new revenue sources such as passport renewals

### **#2 Promote Cooperation and Coordination Amongst Committees/Boards/Commissions**

- Continue meeting with Departments/Committees/Boards for updates, including discussion of local receipts
- Pursue contract with People GIS
- Appoint Selectmen as members of, or liaisons to, some committees
- Adopt policies to complement the Jacobs farm management plan
- BOS Chair meets monthly with the School Committee

### **#3 Work with Town Administrator on management of Town buildings and capital items**

*Note: Ellen Allen will send rework of this section to Jason Brown for review next week.*

Delete last bullet point re: review and propose strategies, etc.

### **#4 Support Affordable Housing Strategy**

- Explore potential mixed use residential development in industrial parks in conjunction with Economic Development Committee and Planning Board
- Delete point 2
- Consideration of costs and benefits of Safe Harbor/development – all discussed the pros and cons and were divided on whether to include this point
- Include David DeGhetto's direction to the BOS re: the High Street properties

### **#5 (formerly #6) Improve Communications with Residents and Increase Civic Engagement**

- Create a process for regular review and updates of the Town website. BOS member to assist?
- Broadcast Town board and committee meetings, with replay on streaming services like Vimeo or Youtube. (there is currently an equipment and labor issue. More of both is needed to expand the broadcast of other meetings). Per Mr. McBride, the Cable Committee voted to do this at last night's meeting.
- Develop plan for future use of the PEG funds, perhaps they could be used to expand broadcast activities.
- Review and finalize ClearGov information to the Town website to show revenues and expenditures of the Town and schools.
- Recruit volunteers for open positions
- Explore use of electronic voting and improved sound system for Town Meetings. Consider changing layout and seating positions for Town Meeting – current one is too cumbersome.
- Consider offering a budgeting basics seminar to residents. Have the program recorded and rebroadcast often.
- Support Cable Committee in its efforts to better serve the community

#### **#6 (formerly #7) Reducing Expenses & Streamlining Town Government**

- Review with Town Administrator and public safety officials the outcome of his cost/benefit analysis-quality of emergency services using SSRECC.
- Mr. McBride will reword first point about exploring efficiencies in operations and procedures.
- Ask Town Administrator to encourage employees at Town Hall to provide an increased level of customer service to residents, both in person and online (through ease of use bill payment, license fee payment, etc.)
- Explore health insurance costs
- Work with schools to take steps to reduce rate of growth in health insurance costs and OPEB liability

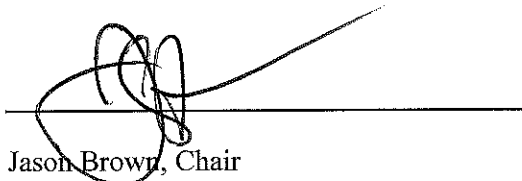
#### **#7 Public Safety**

- Address speeding issues in the Town with Highway Surveyor, Police Department and Fire Department
- Re-convene the Traffic Committee to review speed issues in the Town (note: all discussed speeding issues and possible traffic calming solutions. Ms. Demong would like the Complete Streets Committee to look at dangerous intersections in the Town)

Mr. Brown reviewed the lengthy discussion and minutes notes and will make edits and adjustments for the next meeting where they hopefully will be approved.

#### **Adjournment**

*Motion; made by Ellen Allen, seconded by Alison Demong, to adjourn at 10:00pm. Unanimously voted*



Jason Brown, Chair