

**Norwell Board of Selectmen  
Meeting Minutes  
July 12, 2017**

TOWN OF NORWELL  
TOWN CLERK

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**Present:** Jason Brown, Ellen Allen, Gregg McBride, Alison Demong, Peter Smellie, Peter Morin

**Open Session**

The board discussed committee members' appointments and next steps for the new fiscal year. There was a consensus vote to allow Mr. Morin to carry over additional vacation, which will be documented in a memo to the Accounting Department.

*Motion; made by Alison Demon, seconded by Peter Smellie, to go into Executive Session to discuss personal contracts. Unanimously voted. Mr. Brown polled the board, Mr. McBride voting yes, Ms. Allen voting yes, Ms. Demong voting yes, Mr. Smellie voting yes, Mr. Brown voting yes. Mr. Brown stated that to discuss these contracts in open session before they are agreed upon by both parties would be detrimental to the negotiation process.*

Mr. Morin discussed the proposed contracts, noting changes for the Police Chief's contract. Comments were made about the excellence and working relationship of both the police and fire chiefs, who work very well together. The Deputy Chief would be a well-qualified candidate to take over when Chief Ross gets ready to retire. Mr. Morin summarized the Deputy Chief's contract details with the proposed changes.

The BOS will review these drafts and take a formal vote at its next meeting on July 26<sup>th</sup>. Mr. Morin will make contract changes as noted by the board.

Questions were asked and answered by the board about the contract for the Town Accountant. Questions were asked and answered by the board about the contract for the Human Resources Director.

Both of these contracts will also be approved by vote at the board's next meeting.

Mr. Morin noted that the Town is well served by the strong Police and Fire Departments. He asked board members to let him know if they have any questions when reviewing these contracts before the meeting on July 26<sup>th</sup>.

*Motion; made by Alison Demon, seconded by Peter Smellie, to exit Executive Session, returning to Open Session. Unanimously voted. Mr. Brown polled the board, Mr. McBride voting yes, Ms. Allen voting yes, Ms. Demong voting yes, Mr. Smellie voting yes, Mr. Brown voting yes.*

**Open Session**

The meeting was called to order by Chair Jason Brown.

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

**Citizen comments** – none

**BOS** – none

**Town Administrator Reports** - none

**Town Technology Committee Applicant – Gabriel Ben Yosef**

Mr. Ben Yosef gave a brief summary of his background and reasons for applying to serve on this committee. Discussion ensued about the charge of the committee itself. Perhaps some of the PEG money could assist in helping this committee take the lead in projects such as updating the dark fiber cable at the Town Hall.

*Motion; made by Alison Demong, seconded by Peter Smellie, to appoint Gabriel Ben Yosef to the Town Technology Committee for a term expiring June 30, 2018. Unanimously voted. All thanked Mr. Ben Yosef for volunteering his services.*



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**2017 Committee Reappointments, cont'd.**

*Motion; made by Alison Demong, seconded by Peter Smellie, to appoint Kaitlin Jenkins as a Special Police Officer for a term expiring June 30, 2018. Unanimously voted*

Further discussion ensued about the Town Technology Committee and its composition (jointly appointed with the School Department), description and function. Committee information will be emailed to the board. Mr. Morin and Warren MacCallum from the School Department will meet to discuss this committee and its role going forward. Mr. Morin stated that Town Hall IT Support by the School Department operates with mixed success. Perhaps this committee could review this arrangement to see if it could be improved upon or if another model would function more effectively. Re: work with People GIS software-perhaps there could be a role for this committee to be involved in getting People GIS up and running. This topic will be put on a future agenda for discussion after Mr. Morin and Mr. MacCallum meet. Pending review of the emailed committee information, this topic may be part of the 2018 BOS Goals.

**7:45pm Open Public Hearing for Pita Gyros, CVWM license at 9 Grove Street**

*Motion; made by Alison Demong, seconded by Peter Smellie, to open the public hearing. Unanimously voted. Mr. Brown recused himself from the hearing as a family member works for this business.*

*The notice of public hearing was read by Clerk Peter Smellie.*

Steve Karastamatis summarized his reasons for applying for this license; he would like to serve Greek (and American) wine and beer at the restaurant.

All Town departments responded and have no issues with this application.

Mr. Karastamatis will be keeping the Cedar Café at its current location in the mall at Assinippi Corner. The new mall owner is planning to renovate, hopefully in the not too distant future.

*Motion; made by Alison Demong, seconded by Peter Smellie, to approve the wine and malt license for Pita Gyros for a term expiring 12/31/17. Unanimously voted*

*Motion; made by Alison Demong, seconded by Peter Smellie, to close this public hearing. Unanimously voted*

**Jacobs Farmhouse CPA projects**

The Norwell Historical Commission met on Monday and voted to hire Dan Pallotta as an OPM for the multiple projects in the queue needing RFP's at the Jacobs farmhouse. The goal is to combine all of the separate projects in one large project, then hire a designer to oversee and come up with a plan to make all of these pieces work together for a cohesive and professional end result. This plan will also protect the Town. There will be one contractor in charge of the whole group of projects. Mr. Pallotta will oversee the hiring of a designer (within the next two months), then will hire a contractor to follow the design specs. He will also oversee the RFP process, including the de-leading project. The hope is to be able to have a renter for the renovated unit by next spring. It is hard to know if there will be a cost savings, but this approach would protect the Town and produce a better end product. Everyone is happy with this result.

Mr. McBride asked about other RFP's on the To Do list. Per Mr. Morin, the cable contract was signed by the proposed vendor.

**7:55pm Public Hearing for F and I Outsource at 80 Washington Street**

*Motion; made by Alison Demong, seconded by Peter Smellie, to open the public hearing for a MV Class 2 license for F and I Outsource at 80 Washington Street. Unanimously voted*

*The notice of public hearing was read by Clerk Peter Smellie*

The board welcomed Mike Murray and Joe Murray, business owners of F and I Outsource, and invited them to give an overview of this proposed business. The company will facilitate loans for car purchasers. This a transactional business, not a brick and mortar dealership to sell used cars. This license is required by the banks in order to allow the company to assist dealerships with customer financing. All discussed the nature of the business, and addressed the concerns



of the Town's departments. The company's clients are smaller dealerships who need resources to assist customers in finding auto loans – a "middleman". The company also provides warranty products to different industries. With the approval of this Class 2 license, they will be able to talk directly to banks or lending agencies. Questions were asked and answered by the board and applicants.

*Motion; made by Alison Demong, seconded by Peter Smellie, to approve the MV Class 2 license for F & I Outsource at 80 Washington Square, building Q58, expiring 12/31/17.*

*Unanimously voted*

*Motion; made by Alison Demong, seconded by Peter Smellie, to close the public hearing at 8:04pm. Unanimously voted*

### **Technology Policy**

Mr. Morin gave a quick overview of reasons for updating this policy. He looked at current policies of both the school department and other towns in order to produce a document that combines a basic technology policy and a mobile device policy. He asked the board to vote on the draft of this policy. Questions were asked and answered about the tablets purchased for the board and various Town Hall employees (Mr. Morin oversees the technology budget). There are about 20 tablets for the whole of Town Hall. These are very basic tablets that will run People GIS.

Lynda Allen will be the gatekeeper for these devices.

*Motion; made by Alison Demong, seconded by Peter Smellie, to approve the Technology policies as presented, with the ability to make retroactive changes. Unanimously voted*

**Note:** put topic on the 7/26 agenda to review the policies with suggested changes.

### **Mass Medi Spa Status**

The Town has not received the \$100K payment that is due from this company. Town Counsel has sent a notice of default to the company. Mr. Morin has had multiple conversations with their legal counsel, but the company has not been in contact. Since their check for a portion of the building permit fee didn't clear, all activity has been under a cease and desist order. The project is moving into the default process. This will hurt the company's future license application as the state department of public health will be notified.

### **PILOT Program Update for 40 River Street**

Mr. McBride outlined the issue of taxes on the property since the ZBA is close to issuing a Comprehensive Permit for the development. MetroWest Collaborative Development is a private non-profit development corporation whose mission is to create affordable housing opportunities. As a non-profit, it will not be obligated to pay real estate taxes when it takes ownership of the property. The permit will likely include a condition that a PILOT (Payment In Lieu Of Taxes) be used. MetroWest has suggested that a PILOT would be appropriate but the question is the amount. Based on an income approach, the full taxes would be \$38.5K. Jennifer Van Campen, MetroWest's Director, stated that the development proforma does not work with that amount. Per Mr. McBride, the company would like to pay something, but perhaps the ZBA should not be the middleman. An option might be to have this negotiated by the BOS prior to Town Meeting, with an Article on the Warrant to vote on this issue. Ms. Allen asked about the timing of this issue with the building permit status. All voiced concerns that some amount be paid since it was stated at the 2015 Town Meeting that an affordable housing development on the property would include tax revenue. Questions were asked and answered about the dollar amount of potential tax revenue, the valuation used by the Assessors, and changes from the original proposal.

Mr. McBride summarized the project bid process and the resulting choice of a non-profit organization. A PILOT fee will be forthcoming, probably between \$9K and \$38K. Mr. Brown stated that he expects many questions from residents re: this issue. His question is the viability of this project vs. moving forward with a different format. Discussion ensued about this project and its place in the Town with regard to protection from unfriendly 40B's. Mr. McBride stated

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that there are examples all over the Commonwealth for this model. Further suggestions were made by the board for addressing this PILOT issue.

Next Steps: Town Counsel Bob Galvin is here to update the board; the ZBA voted to approve the project, with conditions to be worked out Friday morning. Now Metro West can go back to DHCD with this permit approval to move the project along. The next step is waiting for DHCD's decision to fund the project or not. If not, then the project is not viable. Per Mr. Morin, a PILOT program could have an escalator clause tied to increase in the rents or built into the fixed PILOT amount. Per Mr. McBride, the Board of Assessors has not been involved in the conversation, but would likely weigh in in the future.

**Future meetings:**

July 26<sup>th</sup>: Facilities manager discussion with Barbara Childs- decisions to be made

Technology policy

SSREC Update

Grange Discussion – Executive Session

Jacobs west barn fee schedule

Senior Tax Relief Committee update

**Adjournment:**

*Motion; made by Alison Demong, seconded by Peter Smellie, to adjourn to Executive Session at 8:38pm to discuss a potential land acquisition, not to return to Open Session. Unanimously voted. Ms. Demong noted that discussing this topic in Open Session would be detrimental to the Town's interest.*

*Mr. Brown polled the board, Ms. Demong voting yes, Ms. Allen voting yes, Mr. McBride voting yes, Mr. Smellie voting yes, Mr. Brown voting yes.*



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Jason Brown, Chair