

**Norwell Board of Selectmen**  
**9/30/20**  
**Open Session – Remote meeting**

TOWN OF NORWELL  
TOWN CLERK  
2020 NOV 13 AM 10:51

**Present:** Ellen Allen, Alison Demong, Jason Brown, Joe Rull, Bruce Graham, Peter Morin, Bob Galvin, Ed Forte, Glenn Ferguson, NHC members, Wendy Bawabe

**Open Session**

The meeting was continued by Chair Ellen Allen at 7:06pm. She reported that the board had been meeting in Executive Session and then announced that all votes will be roll call votes as the meeting participants are using remote access software. The meeting is being recorded and the audio file will be available on the Town website. Ms. Allen noted that this meeting will be conducted pursuant to the Executive Order dated March 12, 2020 suspending certain provisions of the Open Meeting Law, Gen. L. c. 30A §20 et seq. and 940 CMR 29.01 et seq.

**Approval of Agenda**

*Motion; made by Bruce Graham, seconded by Alison Demong, to approve the agenda as presented. Unanimously voted by roll call vote*

**BOS Reports**

The Board thanked Fire Chief Jeff Simpson for putting together the meaningful ceremony to commemorate 9/11.

The Board of Health is holding upcoming flu shot clinics in the Town Hall gym. Please see the Town website for dates and details.

The Open Space and Recreation Committee is having an online forum tomorrow night at 7pm. All are invited to participate; please see the website for details and log in information. They are also hosting an "open space photo contest". Details available on the Town website.

**Town Administrator Report - None**

**Citizen Comments - None**

**Committee Applications**

1. Community Housing Trust – Leanne Walt

Ms. Walt gave a short summary of her background and reasons for applying to serve on this committee.

*Motion; made by Jason Brown, seconded by Bruce Graham, to appoint Leanne Walt to the Community Housing Trust for a 2 year term expiring 6/30/22. Unanimously voted by roll call vote.*

2. Ryan Golemme – various committee interests

Mr. Golemme gave a short summary of his background and reasons for applying to serve on these committees. The board opined on committees that might interest Mr. Golemme, highlighting the Government Study Committee, chaired by Bill Coffey. Mr. Coffey will contact Mr. Golemme for next steps. Mr. Golemme will contact Mr. Morin for additional committee information.

3. Zoning Board of Appeals – Nicholas Dean

Mr. Dean gave a short summary of his background and reasons for applying to serve on this committee.

*Motion; made by Jason Brown, seconded by Bruce Graham, to appoint Nicholas Dean to the Zoning Board of Appeals (ZBA) as an Associate Member for a 3 year term expiring 6/30/23. Unanimously voted by roll call vote.*

4. Community Preservation Committee – Christopher Greeley

Mr. Greeley gave a short summary of his background and reasons for applying to serve on this committee.

*Motion; made by Jason Brown, seconded by Bruce Graham, to appoint Christopher Greeley to the Community Preservation Committee (CPC) for a 3 year term expiring 6/30/23. Unanimously voted by roll call vote.*

5. Norwell Historical Commission

*Motion: made by Jason Brown, seconded by Bruce Graham, to appoint Anne Greene as an At Large member of the Norwell Historical Commission for a 3 year term expiring 6/30/23. Unanimously voted by roll call vote.*

**CPC – Accept Resignation from Rich Levitt**

*Motion; made by Jason Brown, seconded by Bruce Graham, to accept with regret the resignation of Rich Levitt from the CPC. By roll call vote; 4 members voted yes, Joe Rull abstained.*

The board thanked Mr. Levitt for his service to the CPC.

**Approve Contract – Fire Chief Jeffrey Simpson**

Ms. Allen noted three small changes to the contract for Chief Simpson, who concurred with these edits.

*Motion; made by Jason Brown, seconded by Bruce Graham, to approve the 3 year contract between the Town of Norwell and Fire Chief Jeffrey Simpson. Unanimously voted by roll call vote.*

**Deputy Police Chief - DC Carol Brzuszek**

Mr. Morin gave a brief summary of DC Brzuszek's 3 year contract with the Town.

*Motion; made by Jason Brown, seconded by Bruce Graham, to approve the 3 year contract between the Town of Norwell and Deputy Chief Carol Brzuszek. Unanimously voted by roll call vote*

**Jacobs Farm Rehab/repairs project update; discussion and next steps**

Ms. Allen gave a summary of the project status and its ongoing problems. She then invited members of the Norwell Historical Commission (NHC) to share their opinions.

- Janet Watson voiced frustrations with the lack of progress and ability to get the work done.
- Dave DeGhetto would like to get the apartment renovations finished and the apartment rented.

Norwell Historical Society (NHS) member Wendy Bawabe noted that the architectural firm (TBA) was hired for their expertise in these types of historic renovations and opined that their work was "near the finish line" to get documents ready to go out to bid.

Mr. Morin made the following comments about this project:

- He recapped the project history, noting that there is plenty of funding to complete the work.
- Jacobs Farm is a governance nightmare; there are too many parties providing oversight.
- The care of the buildings fall under the NHC, who brought in TBA Architects to coordinate 7 different sub-projects. They have had their own issues, including a change of ownership, so the original timeline was not met.
- After discussing this problem with Ms. Allen, the decision was made to hire consultant Barbara Mello to coordinate various parts of the project and write the bid requests. She has considerable depth of experience and is willing to craft the bid requests for these

projects as well as oversee the work and revised timeline. Mr. Morin added that a sense of urgency to complete the work is a necessary component for success. He also noted that the apartment and its rental are a separate issue that can be addressed once the current project list is completed.

- Once TBA completes its deliverables, Ms. Mello will write the bid requests and administer the project. The NHC can provide high level oversight such as reviewing the bids and contract approval.
- The goal is to have everything in place for Ms. Mello to start writing the bid requests by 10/16/20.

Ms. Allen's comments:

- Would like Ms. Mello to work with TBA, Historic New England (SPNEA) and the Mass Historical Commission (MHC) as the point person.
- Requested that a game plan be created, and that the NHC agree to a hands off perspective and have Mr. Morin hire Ms. Mello to facilitate and oversee the project.

Wendy Bawabe's comments:

- TBA was hired for their expertise with municipal bidding and historic contractors.
- Gave background of TBA's hire process and the list of steps needed before bid requests can go out. Supports TBA to do the rest of the work. Mr. Nichols agreed with Ms. Bawabe.

Alison Demong's comments:

- Hire Ms. Mello to take over the bid process and update the BOS one month from today.

Town Counsel Bob Galvin's comments:

- Stated that accessibility issues should be completed per the original plans. No tenants should be allowed until the work is finished.

The board gave a consensus agreement that Mr. Morin hire Ms. Mello to facilitate this process and move forward.

*Motion; made by Alison Demong, seconded by Jason Brown, to direct the Town Administrator to hire consultant Barbara Mello to manage the bid process and liaise with the Jacobs farm rehab process. By roll call vote; 4-1 in favor of this motion. Motion carried.*

Mr. Morin stated that the BOS consulting budget will cover the cost of hiring Ms. Mello in order to leave the rehab project funds intact.

### **Approve Forte & Assoc. design contract and next steps – Forte, Ferguson**

- Mr. Ferguson updated the board on the progress of this project. Forte & Associates was chosen from a group of 8 candidates. The board has received the 36 page contract to move forward to develop engineering and specs. Mr. Morin added that this was a good contract negotiation and the projected amounts are well within the budget of the 2020 Town Meeting Article; the price and terms are appropriate.
- The goal is to reach the bid phase by the end of April. Questions were asked and answered about the type of contract. Both Mr. Morin and Town Counsel reviewed the contract and consider it to be a very fair agreement for the Town. It conforms to Mr. Morin's expectation with appropriate price caps.
- Mr. Ferguson will act as the OPM (owner project manager).
- Mr. Forte gave a short presentation introducing the project team and reviewing the timeline. The goal is to come back to the BOS sometime in December with the approved schematic design, and by mid-April for the completed project.

*Motion: made by Jason Brown, seconded by Bruce Graham, to approve the contract between the Town of Norwell and Forte & Associates for the design work, construction and administration of the highway barn project. By roll call vote; 4 in favor of this motion, Mr. Graham abstained. Motion carried.*

### **Vote right of first refusal for potential land acquisition**

Ms. Allen updated everyone on the BOS consensus in Executive Session to pass on the right of first refusal to purchase the Kopacz property, noting that all relevant departments were contacted and none wanted to move forward with this purchase option.

*Motion; made by Jason Brown, seconded by Bruce Graham, that the board, after consideration of this property, declines to exercise the BOS right of first refusal on the Kopacz property. Unanimously voted by roll call vote.*

### **Policy on Non-binding Public opinion Advisory Questions (MGL Ch. 53, sec. 18A)**

Ms. Allen gave the background and purpose for this discussion topic. 3 members drafted policies as follows:

1. Bruce Graham – presented the following policy draft motion:  
*I move that that the Board of Selectmen adopt the formal position that it will not act upon any initial Ch. 53, §18A petition prior to the 90 day deadline for doing so prior to a municipal election, to inform any such petitioner of our position upon receiving such a petition, and directing the petitioner to avail themselves of relief provided under the law upon presenting such a petition bearing the signatures of at least ten percent of the registered voters in Norwell. Seconded by Jason Brown.*  
The board gave feedback with pros and cons for this proposal.
2. Alison Demong – suggested a simple proposal; any ballot question should only be approved if it comes from the BOS by majority vote or from a proponent by a unanimous vote. Any proponent may obtain the requisite number of signatures to put the question on the ballot under state statute if the Board declines their request.
3. Joe Rull – discussed and gave reasons to support his proposal that questions should be allowed on the ballot after meeting certain requirements.

The board consensus is that if the proponent of the question feels strongly enough, the proponent should do the work to get the requisite signatures for the question to be placed on the ballot.

*Voted by roll call vote; 4 in favor of the motion in 1. above, Joe Rull voting no. Motion carried.*

### **Approval of BOS meeting minutes**

*Motion; made by Jason Brown, seconded by Bruce Graham, to approve the following Open Meeting minutes of the board; 9/16/20. Voted by roll call vote, 4 in favor, Mr. Rull abstained as he was unable to attend the meeting. Motion carried.*

### **Future meetings:**

**See schedule**

The board discussed creating a peaceful protest policy. Mr. Morin stated that he tries to find a way for people to do this by obtaining the appropriate department approvals. This topic will be on a future agenda.

### **Adjournment**

*Motion; made by Jason Brown, seconded by Bruce Graham, to adjourn at 9:02pm. Unanimously voted by roll call vote.*

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Ellen Allen, Chair