

**Norwell Board of Selectmen
Open Meeting Minutes
9/13/17**

TOWN OF NORWELL
TOWN CLERK

2017 NOV 16 PM 3:16

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The meeting was called to order by Chair Jason Brown at 7:40pm.

Mr. Brown stated that the board had been meeting in Executive Session to discuss the resolution of some issues with the Board of Assessors.

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

Citizen Comments – None

BOS Announcements

CPC applications are due 10/16, by 4:15pm.

FYI - Mr. Brown announced that the Town is doing a multiyear project of bylaw reviews, which will produce some proposed revisions Articles at the 2018 Town Meeting.

Town Administrator Announcements – None

Vote for electronic voting machines, purchase and discontinue use of old voting machines.

Town Clerk Pat Anderson updated the board on her research about new voting machines. There will still be a paper ballot similar to the current process. The new machines are more efficient. Ms. Anderson is recommending the DS200 machine, which is currently being used by the town of Braintree. A vote of the BOS is required to approve the use of the new machines.

Motion; made by Alison Demong, seconded by Peter Smellie, that the Board of Selectmen approve the discontinuance of the current Accu-Vote Machines. Unanimously voted

Motion; made by Alison Demong, seconded by Peter Smellie, that the Board of Selectmen approve the purchase of 4 Election Systems & Software's DS200 Optical Scan Voting Machines and 3 bins for the purchase price of \$20,985. Unanimously voted

Warrant opening/dates for Special Town Meeting and Election

Mr. Brown updated all on the main reason for this meeting, plus a few other items to be voted. The Warrant will be opened on 9/20/17, closed on 10/4/17, sent to the printer on 11/2/17, mailed on 11/16/17. The Special Town Meeting will be held on 12/4/17; the election will be held on 12/9/17.

Motion; made by Alison Demong, seconded by Peter Smellie, to approve the Warrant and Special Town Meeting schedule as proposed by Jason Brown. Unanimously voted

Task Tracking software for BOS to use

Mr. Brown updated all on the history of this task project. Mr. Morin has investigated and chosen 2 software packages; Oracle and Project Dude. The software would be used by the BOS, the Town Administrator and his staff. Oracle has a little more facility, budget planning and statistical analysis. Project Dude is easy to use, categorizes items, make comments, but can't gather data or do analysis. Both meet the needs and the pricing is close. Oracle is a little cheaper. Google Docs was also mentioned as a possibility. Discussion ensued about the goals for this software. Ms. Allen reminded all that the board must be careful to ensure data sharing, not opinion

sharing. Mr. Brown added that the end goal is to have due dates and task tracking, but will take care not to violate the open meeting law. Hopefully the new tablets will be deployed soon.

Execute Renewal of Town Administrator Contract

The BOS has come to terms with the contract renewal for the Town Administrator. Mr. Brown gave kudos to Mr. Morin for a job well done, adding that the board has an excellent working relationship with Mr. Morin. Mr. Brown highlighted the proposed contract changes, which were very reasonable. The board reiterated that good talent is very hard to find, and the Town is extremely lucky to have Mr. Morin. The contract renewal was a unanimous vote of the board.

Motion; made by Alison Demong, seconded by Peter Smellie, to approve the contract of employment between the Town and Peter Morin. Unanimously voted

Mr. Morin thanked the board for their speedy decision and kind words. He stated that this is a well-run town and thanked the board for their hard work to achieve this.

FY18 BOS Goals Approval

Ms. Allen and Ellen worked to capture all of the edits made by the board.

Motion; made by Alison Demong, seconded by Peter Smellie, to approve the FY18 BOS goals. Unanimously voted

Vote Bench Donation to the Conservation Commission

Motion; made by Alison Demong, seconded by Peter Smellie, to accept the donation from Jean Mederos Valicenti in the amount of \$1261.19, to be used to purchase two benches honoring Mark C. Mederos. The benches will be placed at Stetson Meadows and the Donovan walking trail. Unanimously voted

Ms. Allen updated all on the committee vacancies list.

Adjournment

Motion; made by Alison Demong, seconded by Peter Smellie, to adjourn at 8:17pm. Unanimously voted



Jason Brown, Chair