

**TOWN OF NORWELL
Advisory Board
Meeting Minutes
September 20, 2016**

TOWN OF NORWELL
TOWN CLERK

2016 NOV -2 AM 10:43

RECEIVED

The Advisory Board was called to order by Roger Hughes at 7:00pm. Present were Susan Powell, Jane Stout, Ralph Gordon, Mark Maiellano, Amy Koch and Karen Reynolds. Tim Greene and Jacky McClean were absent. Also present was Town Administrator Peter Morin.

ADMINISTRATIVE MATTERS

Acceptance of Minutes - Roger asked for questions or comments about the August 9, 2016 Meeting Minutes. With no discussion, motion to accept the Minutes from August 9, 2016. *Seconded and passed 7-0.*

ACTION ITEMS / DISCUSSIONS

Town Financial Status Update - Town revenues are generated through three sources Property Taxes, Local Receipts and State Aid. Local receipts include motor vehicle excise taxes, licenses and permit fees along with departmental revenue and other miscellaneous fees. All Local Receipts are higher than anticipated which sets the groundwork for a strong working budget. Free Cash was certified by DOR for a total of \$2,259,358. State Aid is determined after the State Budget is established usually by end of January. Overall Norwell is entering the budget season in good shape.

Preparing for 2017 Special and Annual Town Meeting

- Open Special and Annual Town Meeting in early January 2017
- Budget review by AB beginning early January
- Close Warrant about a month after opening, early February
- AB complete review of Warrant Articles by March 30
- Warrant due to printers April 4
- Town Meeting May 1

This timeline will provide AB approximately three weeks more than last year to review and make well informed recommendations for the Warrant.

Reorganization of the AB - Short discussion about process of choosing Board Officers.

Roger announced that he will step down from the AB at the end of his term in June. He asked for AB members to consider the Chairmanship this year. He is eager to mentor a

new appointee. Tim and Jacky were absent and no action was taken. Board will continue to discuss at next meeting.

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Matters not anticipated by the Board - Peter continues to investigate new avenues to strong benefit Insurance Plans for Town employees. Discussions with Mass Interlocal Insurance Association for more stable premiums. Looking to establish joint purchasing with other groups with similar needs to decrease administrative costs and structure premiums for cost effective coverage. If Norwell is going to leave Mayflower, must give notice by 12/31/2016, coverage will end 6/30/2017 and will begin coverage with new company 7/1/2017.

FUTURE MEETINGS - TBD

Adjourn - Motion made to Adjourn. *Seconded and passed 7-0.*



Roger Hughes, Chairman