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**TOWN OF NORWELL  
Advisory Board  
Meeting Minutes  
February 7, 2017**

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

**ADMINISTRATIVE MATTERS**

**Acceptance of Minutes** - Roger asked for questions or comments about the January 24, 2017 Meeting Minutes. With no discussion, motion to accept the Minutes from January 24, 2017. *Seconded and passed 8-0.*

**ACTION ITEMS / DISCUSSION**

**Review of Overall Budget Draft for FY 2018** - Peter briefed the AB on Revenues, but there are still a few moving pieces. He will provide a worksheet on current projections at a future meeting. The highlights and structure of the FY 2018 Budget Draft were outlined for the AB. Overall, the majority of the Department increases are attributed to contractual obligations (Police, Fire, SEIU, APSCME) and health insurance. The final Budget, while fluid until approved at Town Meeting, is \$52,444,830 and represents a 3.41% increase over FY 2017. No major changes are anticipated at this time.

1. **General Government** - is up 4.7% due not only to contractual obligations, but the operational budget includes Technology that was previously covered by an Article.
2. **Public Safety** - is up 4.2% due to contractual obligations and an increase to Over Time for the Fire Department which is covering military and health leaves. It is anticipated these issues will be resolved this year.
3. **School Department** - is up 3.49% and South Shore Vocational Technical School is up \$86.
4. **Health and Human Services** - Council on Aging has new employees with lower salaries.
5. **Highway Department and Tree & Grounds, Public Works** - is up 6.4% due to new responsibilities including tending to Cemeteries, Jacobs Farm, Police and Fire Department lawn care which is seasonal employment. Also, briefly discussed the general organization of these two budgets.
6. **Culture and Recreation** - is up 1.4%.
7. **Debt Services** - is down 13% which is helping to offset the increase to Health Insurance. To keep the Town within its policy of total Debt Services between 2-10% of the overall budget, there will be a Warrant Article at Town Meeting asking for a \$1.5M road bond. This is a new & transparent way to support the Highway Department. It is designed to be a more consistent way to pave and maintain Town roads. Debt Service will be 2.2% of the Budget.

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**8. Health Care** - is up 7.3% for total benefits and as discussed throughout the last few months, health insurance through Mayflower Group is up 9.3%.

**Review; Debt: Principal and Interest** - This section of the budget is a financial obligation and must be covered to retain our AAA bond ratings. This new total includes the \$26,250 of interest to be paid in FY 18 in anticipation of the passage of the \$1.5M road bond to be voted at Town Meeting. Motion to accept the Town Administrators updated total of \$3,244,432 for Debt: Principal and Interest. *Seconded and passed 8-0.*

**Warrant Update** - The Warrant closes February 15, 2017. The Town will be considering Articles for Zoning, Conservation, Historical Commission, School Department and CPC.

#### **FUTURE MEETINGS**

Meeting for Thursday February 9, 2017 is cancelled due to forecasted weather. Next meeting will be Monday February 13, Tuesday February 14, and Thursday February 16, 2017 at 7:00pm.

**Adjourn** - Motion made to Adjourn. *Seconded and passed 8-0.*

  
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Roger Hughes, Chairman