

TOWN OF NORWELL

Advisory Board Meeting Minutes January 10, 2013

The Advisory Board was called to order by Chairman Tim Greene at 7:00 p.m. Present were: Mary Ellen Coffey, Gary Thomas, Ralph Gordon, Megan Collins, George Jamieson, Jason Brown, Skip Joseph and Tim Greene. Also present: Town Administrator James Boudreau and Selectwomen Ellen Allen. Not Present: Jacky McClean.

ADMINISTRATIVE MATTERS

Acceptance of Minute – September 27, 2012. MOTION was made to accept the Advisory Board Meeting Minutes for September 27, 2012. Seconded and passed. Ralph Gordon and Jason Brown abstained.

Bill – Reimbursement to Jacquelyn McClean for her attendance to the ATFC Annual Meeting for \$45.00. MOTION was made to approve and sign a reimbursement bill from Jacquelyn McClean in the amount of \$45.00. Seconded and unanimously passed.

Transfer Request – Medicaid for \$298.00 – MOTION was made to transfer from the Reserve Fund in the amount of \$298.00 to Fund 1, Department 135, Schedule 0201, Account 05690 to pay for School based Medicaid services per quarter ended 3/31/12 and 6/30/12. Seconded and unanimously passed.

Transfer Request – Norfolk County Agricultural High School for \$7,908.39 – MOTION was made to transfer from the Reserve Fund in the amount of \$7,908.39 to Fund 1, Department 390, Schedule 0201, Account 05691 to pay for partial year tuition for one student to attend Norfolk Agricultural HS. This was unforeseen prior to FY13 budget approval. Seconded and unanimously passed.

NEW BUSINESS

Officer Election – Chairman is Tim Greene, Vice Chair Gary Thomas, and Secretary Mary Ellen Coffey. MOTION was made to maintain the current officers to the Advisory Board. Seconded and unanimously passed.

Capital Budget Committee (CBC) Rep. – Megan Collins resigned as the Rep. and Skip Joseph has volunteered to be the CBC Advisory Board Rep. Jason Brown updated the Advisory Board on the status of the CBC. MOTION was made to accept the resignation with regret from Megan Collins as the Advisory Board Rep. to the Capital Budget Committee. Seconded and unanimously passed. MOTION was made to appoint Skip Joseph as the Advisory Board Rep. to the Capital Budget Committee. Seconded and unanimously passed.

Discussion of Budget Process – Jim Boudreau explained how the Town charter changes will affect the budget process, and how the budget will be presented to the Advisory Board. The Budget will be presented to the Board of Selectmen on January 23, 2013. When the budgets are presented to the AB, Jim Boudreau explained that he will schedule the large departments to attend that evening. At any point, the AB can request the presence of any department heads. The Advisory Board will continue to make recommendations on the final budgets. The School Committee will need to present their budget to the Advisory Board because Jim is not responsible for the School budget.

Schedule of Hearings – Hearings will begin in February.

Updates on possible Warrant Articles – Jim Boudreau explained that the Warrant will be opened January 16, 2013 for 2 weeks with a closing date of February 13, 2013. The Board discussed potential Warrant Articles, including a discussion on the Police Station.

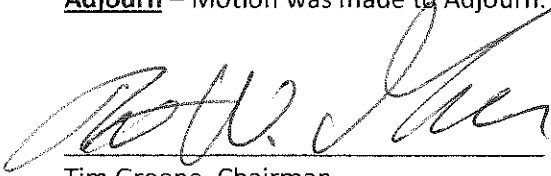
Correspondence/Notices (if any)

Memo – 2012-2013 – CPC Pre-Application Form

Town Clerk – State Mandatory On-Line Ethics Training

PUBLIC COMMENTS – None

Adjourn – Motion was made to Adjourn. Seconded and unanimously passed.

A handwritten signature in black ink, appearing to read 'Tim Greene', is written over a horizontal line.

Tim Greene, Chairman