

**TOWN OF NORWELL  
Advisory Board  
Meeting Minutes  
March 10, 2015**

TOWN OF NORWELL  
TOWN CLERK

2015 MAR 18 PM 12:42

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The Advisory Board was called to order by Chairman Roger Hughes at 7:00pm. Present were Skip Joseph, Chad Forman, Ralph Gordon, Mark Maiellano, and Karen Reynolds. Jacky McClean was late. David McEachern and Fran Molla were absent. Also present was Interim Town Administrator Peter Hechenbleikner.

**ADMINISTRATIVE MATTERS**

**Acceptance of Minute:** Roger asked AB members if they had questions about the Minutes from February 26, 2015 or March 3, 2015. Motion to accept the meeting Minutes from February 26, 2015 and March 3, 2015. *Seconded and unanimously passed 6-0.*

**Bill:** None

**Transfer Request:** None

**Correspondence:** None

**NEW BUSINESS**

Budget Discussions:

- Conservation Commission - Nancy Hemingway was present to continue discussion on trail maintenance, senior tax relief program and extension program. Concern for workers using chainsaw brought questions about insurance liability and workers compensation. Questions about hourly wages were appeased when compared with professional service compensation. Motion to accept the recommendation of the Town Administrator for the total budget of \$115,008. *Seconded and passed 6-1.*

Annual Town Meeting Articles:

- **Article 15** - This Article seeks to provide the sum of \$15,000 to make initial badly needed repairs to the windows and roof of Donovan's Field Barn. This sum includes purchase and installation of shingles and 3 windows. Questions about requirements for CPA funding or Capital Budget funding. Motion to send this Article to the Capital Budget Committee. *Seconded and unanimously passed 7-0.*
- **Article 16** - This Article seeks to provide the sum of \$30,000 to the Conservation Commission for the purpose of trail repair and widening in places to accommodate access for the gator and for badly needed repair and upkeep of the bridges and boardwalks on trails along with various other repairs. These repairs will be contracted. The AB feels this Article is too broad and revised to be more specific. Concerns about the upkeep of Pathways which is not under Conservation Commission jurisdiction. Motion to accept the revised Article 16. *Seconded and passed 6-1.*
- **Article 17** - This Article seeks \$30,000 for the Highway Surveyor for engineering, installation and or maintenance of Town drainage. After a brief discussion about this standard Article, motion to accept Article 17 as printed in the draft Warrant for \$30,000. *Seconded and unanimously passed 7-0.*

- **Article 18** - This Article seeks \$30,000 for the Highway Surveyor for the purpose of complying with the EPA's 2016 MS4 Stormwater General Permit. Highway Surveyor is currently mapping discharge points and anticipates new regulations to increase quality of waterways. Motion accept Article 18 as printed in the draft Warrant for \$30,000. *Seconded and unanimously passed 7-0.*
- **Article 19** - This Article seeks \$100,000 for the Highway Surveyor for the purpose of debris removal, engineering, stormwater and Highway yard facility rehabilitation. Major progress has been made in recent years in this area. While this will be an ongoing project, Highway Surveyor feels this year will bring the project under control and can concentrate on maintenance in future. Motion to accept Article 19 as printed in the draft Warrant for \$100,000. *Seconded and unanimously passed 7-0.*
- **Article 20** - This Article seeks \$300,000 for the Highway Surveyor for resurfacing and related construction/maintenance. This task is tremendously expensive and important for the Town. Motion to accept Article 20 as printed in the draft Warrant for \$300,000. *Seconded and unanimously passed 7-0.*
- **Article 21** - This Article seeks \$300,000 for the Highway Surveyor for demolishing the existing salt shed, and constructing a new salt shed with all its related expenses. This project will be funded through the sale of the Old Fire Station on Rt. 53. Discussion about contracting out the job and a true cost would not be known until Warrant is finalized. Motion to accept Article 21 as printed in the draft Warrant for \$300,000. *Seconded and passed 5-2.*
- **Article 22** - This housekeeping Article seeks to appropriate \$674,894. in full (100%) reimbursement by the Commonwealth of Massachusetts of Chapter 90. Motion to accept Article 22 as printed in the draft Warrant for \$674,894. *Seconded and unanimously passed 7-0.*

## **OLD BUSINESS**

Reminder: Snow removal continues with deficit spending at \$511089.71. Federal money is likely, but money would be available to the county not Town. It is hopeful all storms will be considered and not just the blizzard. If money is made available, it may be reimbursed in future budget.

### **Budget Discussions:**

- **Board of Selectmen** - This budget was updated to include increased clerical support for the HR and Facilities Departments, SEIU Paya Classification, and Copier lease. A long discussion about clerical support funding from both Facilities and School Department and photocopier lease. Motion to reconsider the amended budget for the Board of Selectmen. *Seconded and passed unanimously.* Motion to accept the revised budget providing for the copier in the amount of \$3,250 increasing the budget to \$355,665. *Seconded and passed 5-1 with 1 abstain.*
- **Central Computer** - In this revised budget, Peter reminded AB that this item is covered by the School Department which made a Capital request for \$45,000 to invest in servers for the Town and will save \$15,000 per year. Motion to reconsider Central Computer budget. *Seconded and passed unanimously 7-0.* Motion to accept the recommendation

of the Town Administrator for the revised budget of \$90,000. *Seconded and passed unanimously 7-0.*

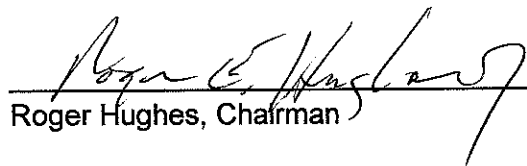
- Facilities - Peter revised this worksheet to include the purchase of tools for \$1,500 and added the expenses of the COA facility. Motion to reconsider Facilities budget. *Seconded and passed unanimously 7-0.* Motion to accept the recommendation of the Town Administrator for the revised budget of \$172,191. *Seconded and passed unanimously 7-0.*
- Emergency Management - Town should be able to communicate to residents during non emergency public safety situations such as a water main break, flushing sewers and rerouting roads. This phone system would be leased for \$7,500 per year. AB discussed other ways for residents to get this information. Motion to reconsider Emergency Management budget. *Seconded and passed 7-0.* Motion to NOT accept the recommendation of the Town Administrator for the revised budget of \$11,500. *Seconded - 4 votes in favor of not revising the budget and 3 votes to accept the revised budget.*
- Building Department - In this budget, the Town Administrator correctly funded sub-code inspectors and added 10 clerical hours per week to this department. Motion to accept the recommendation of the Town Administrator for the total budget of \$218,969. *Seconded and passed 6-0 with 1 abstain.*

#### **FUTURE MEETINGS**

Saturday March 14, 2015

Tuesday March 17, 2015

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

  
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Roger Hughes, Chairman

