

TOWN OF NORWELL
Advisory Board
Meeting Minutes
February 27, 2018

TOWN OF NORWELL
TOWN CLERK
2018 MAR -7 AM 11:30
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The Advisory Board was called to order by Tim Greene at 7:05pm. Present were Mark Maiellano, Susan Powell, Mark Cleveland, Amy Koch, Harry Solis and Karen Reynolds. Jane Stout was absent. Town Administrator, Peter Morin was also present.

ADMINISTRATIVE MATTERS

Acceptance of Minutes - Tim asked for questions or comments about the Minutes from February 6, February 8 and February 13, 2018. With no discussion, motion made to accept the Minutes from February 6, February 8 and February 13, 2018. *Motion seconded and passed 8-0.*

DEPARTMENT BUDGETS OVERVIEW & MEETING SCHEDULE - FY 2019

Town Clerk - The Town Clerk's Office is responsible for four departments of Town government including Town Clerk, Elections, Board of Registrars and Town Meeting. Patricia Anderson, Town Clerk, presented a brief yet thorough summary of the past year and the upcoming events & elections for this year. FY2018 was quiet due to only one scheduled Town Meeting and Election. After the Library Grant was approved by the State, the Town set a second Special Town Meeting and Election in December to vote for approval to build a new Library. FY19 has three elections and one Town Meeting scheduled. A digital sound system was rented for the Town Meeting in December and because the vocal quality was greatly improved, the Town will rent a digital sound system again. The Electronic Voting Committee is working on a survey for a pilot plan for digital voting at 2019 Town Meeting. They are also working on new Poll Pads that would speed the check in and out process during Town Meeting and Elections.

Total budget for Town Clerk \$175,172

Total budget for Elections \$29,371

Total budget for Board of Registrars \$4,950

Total budget for Town Meeting \$3,935

Recreation - The Director of Recreation, George Gray highlighted another successful year for the Recreation Department. This Department is self supported based on fees for programming. It is always the goal to meet the needs of the community with a wide variety of programs from fitness & wellness to fine arts with offerings for the young to active aging adults. Last year at Town Meeting, management of Garfield Park shifted from Board of Selectmen to the Recreation Department. The budget this year adds two lines, Playground Repairs & Maintenance and General Expenses. These two lines allow the Recreation Department to maintain the investment the Town made in the last two years to upgrade the two parks and achieve ADA compliance for both Gaffield and Reynolds Park.

Total budget for Recreation Department \$93,752

General Discussion - After completing the budget talks scheduled for this evening, AB members and TA discussed an idea for planning a more efficient strategy of examining the Operating Budget. The suggestion is based on forming a subcommittee liaison for the Operating Budget for FY2020. This committee would meet with TA to compare budgets between Departments to find common or uncommon trends. This information could then be used to increase efficiencies throughout the Operating Budget. This is a preliminary idea and will be discussed again in the future.

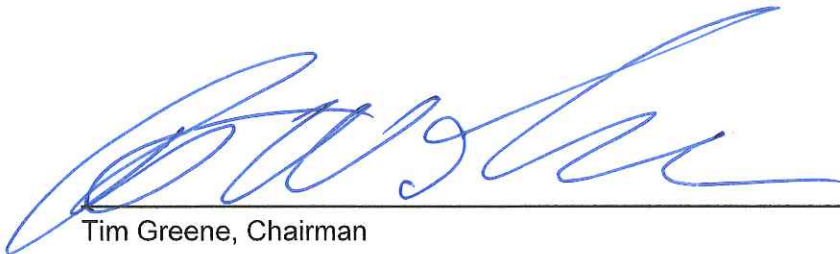
FUTURE MEETINGS

March 1, 2018

March 6, 2018

March 8, 2018

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



Tim Greene, Chairman