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**TOWN OF NORWELL
Advisory Board
Meeting Minutes
July 10, 2018**

RECEIVED

The Advisory Board was called to order by Susan Powell at 7:00 pm. Present were Harry Solis, Amy Koch, Mark Cleveland and Karen Reynolds. Mark Maiellano was absent.

ADMINISTRATIVE MATTERS

A review of the Reserve Fund shows various Departments made requests through FY18. These requests were voted and passed, and they include repairs to the Central Fire Station, liability insurance to the Library, expenses for the Police Department, overtime for the Fire Department, Snow and Ice removal and several smaller requests. At the December 2017 Annual Town Meeting, the Town voted to reimburse the Reserve Fund the cost of the repairs to the Central Fire Station.

This year has an unusual amount of bills due at the end of the year. Peter is concerned about the timing and does not want the unpaid bills held over until next Town Meeting in May.

7/5/2018 Reserve Fund Balance \$136,553

- Conservation Board - has increased costs in the salary line due to illness. Conservation Board requests \$1,474 to cover the salary for the substitute. Motion to transfer \$1,474 to the Conservation Board for salaries. *Seconded and passed 5-0.*
- Fire Department - Chief Andy Reardon was present to discuss the Fire Department's request for \$46,667 to cover settlements of new contracts, and injured & ill firefighters. Motion to transfer \$46,667 to the Fire Department for new contracts and injuries & illness. *Seconded and passed 5-0.*
- Fire Department - a request for \$10,229 for the Fire Department's payroll for June 13-20. Motion to transfer \$10,229 to the Fire Department to cover the costs of payroll during June. *Seconded and passed 5-0.*
- Recreation Department- a request for \$119 for the salary line of the Recreation Department budget. The shortage was due to a salary step increase that was unaccounted. Motion to transfer \$119 to the Recreation Department to cover the cost of the step increase. *Seconded and passed 5-0*
- Police Department - Chief Ted Ross detailed the request for \$9,123 for the Police Department including critical equipment failure, new hire expenses and cruiser maintenance. Motion to transfer \$9,123 to the Police Department to cover multiple costs. *Seconded and passed 5-0.*
- Blue Hills Vocational School - a resident moved to Norwell midway through the 2017-2018 school year and requested to stay at Blue Hills Vocational for remainder of the year to graduate with his class. The Town received the school assessment after Town Meeting. Motion to transfer \$15,279 to the Blue Hills Vocational School. *Seconded and passed 5-0.*

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- Street Lights - it is difficult to budget accurately for utilities. Motion to transfer \$12,314 for Street Lights. *Seconded and passed 5-0.*
- Board of Health - SEMASS - increase in Solid Waste Disposal tonnage due to March storm damage. Waste Management- increased usage at Recycling Center, 21 new homes added in FY18, 50 2nd recycle carts issued, and additional services used to address March storms. Motion to transfer \$9,050 to Board of Health for SEMASS & Waste Management. *Seconded and passed 5-0.*
- Facilities - the Facilities Department repaired a handicap accessible ramp at the Council on Aging. Motion to transfer \$3,598 to the Facilities Department. *Seconded and passed 5-0.*
- School Based Medicaid - This is a housekeeping item. Motion to transfer \$1,466 to School Based Medicaid. *Seconded and passed 5-0.*
- Cemetery Expenses - this unforeseen expense is due to the removal and replacement of a headstone from a work accident involving National Grid. Motion to transfer \$3,578 to the Cemetery Department. *Seconded and passed 5-0.*
- Highway Department - In conjunction with the paving of Rt 53, the Town repaired and paved the entrance to the cemetery. Motion to transfer \$21,104 to the Highway Department. *Seconded and passed 5-0.*
- Tree and Grounds - a request for \$1,345 for the storm related equipment repair. Motion to transfer \$1,345 to the Highway Department. *Seconded and passed 5-0.*


These transfers total \$135,346 leaving the Reserve Fund with a close out balance of \$1,207. At the Annual Town Meeting, the Town voted Article 2 to put \$260,000 into the Reserve Fund for FY19.

Thank you to Fire Chief Andy Reardon and Police Chief Ted Ross for their participation and thorough explanation of their requests.

FUTURE MEETINGS

TBA

Adjourn - Motion made to Adjourn. *Seconded and passed 5-0.*



Susan Powell, Chair