

**TOWN OF NORWELL
Advisory Board
Meeting Minutes
February 5, 2019**

TOWN OF NORWELL
TOWN CLERK
2019 MAR 12 PM 3:35
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The Advisory Board was called to order by Susan Powell at 7:00 pm. Present were Mark Cleveland, Kate Steele, Peter W. Smellie, Brian Greenberg, Julie Sim, Karen Reynolds, and Susan Powell. Mark Maiellano and Harry Solis were absent. Town Administrator, Peter Morin, was also present.

ADMINISTRATIVE MATTERS

All members reviewed the Minutes. Motion made to accept the Minutes from January 22, 2019.
Seconded and passed 6-0-1

Bill(s) -- None

Reserve Fund Transfer Requests -- None

Correspondence/Notices -- None

Department FY20 Budget Presentations:

Library

Judy McConarty, the Director of NPL, presented to the AB. The NPL has been busy over the last year preparing for the construction of the new library. Pre-qualification of contractors is in progress, with bidding to begin by mid March. Judy is optimistic that they should break ground at the end of May or beginning of June. Construction of the new NPL should be completed by late summer, or fall, 2020. Some changes and improvements have been made to the original plans, however, it will remain a one story building with the same square footage. The library has found a temporary space at 1207, Washington Street in Hanover. The move is scheduled for late April, and it is expected that the NPL will operate there for a period of 18 months. The temporary space will adequately house the entire NPL collection, and although it does not have a meeting room, it should accommodate mostly all other needs. Aside from the building project, the NPL staff was busy checking out over 120,000 items last year. Roughly 6,000 attendees of all ages enjoyed a variety of library programs. The NPL FY20 budget request is level service funded. There are no overall increases in general expenses.

*Motion made to accept TA FY20 recommended budget \$652,609. ***Seconded and passed 7-0****

Recreation

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The Director of Recreation, George Grey was present and gave a comprehensive presentation. The Recreation Department supports itself based on fees for programming. Approximately 5,000 people participated in the wide variety of offerings in 2018. George reported that registration has grown 20% over the last three years. The Recreation Department employs about 100 seasonal staff. Some challenges the department encounters is staffing as there is only one other full time employee and one shared support person. Another challenge is that they are often competing for space which hinders the types of programs they are able to offer. The Department does a wonderful job maintaining Gaffield and Reynolds Park. The accessibility and safety modifications at Gaffield Park, as approved at 2017 Town Meeting, are expected to be completed by May 2019.

*Motion made to accept TA FY20 recommended budget \$96,937. **Seconded and passed 7-0***

Department Budgets Previously Discussed - Board Vote

Police Department -- *Motion made to accept TA FY20 recommended budget \$3,086,453.*

Seconded and passed 7-0

Fire Department -- *Motion made to accept TA FY20 recommended budget \$2,601,346.*

Seconded and passed 7-0

Ambulance -- *Motion made to accept TA FY20 recommended budget \$104,500. **Seconded and passed 7-0***

Emergency Management -- *Motion made to accept TA FY20 recommended budget \$12,000. **Seconded and passed 7-0***

Regional Dispatch Services -- *Motion made to accept TA FY20 recommended budget \$515,000. **Seconded and passed 7-0***

Town Report -- *Motion made to accept TA FY20 recommended budget \$3,000. **Seconded and passed 7-0***

Matters Not Anticipated by the Board -- AB reminded that the Conflict of Interest State Law training completion was due on January 30th, 2019.

FUTURE MEETINGS:

February 7th

February 12th

February 26th

March 5th

March 7th

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


Susan Powell, Chair