

**TOWN OF NORWELL
Advisory Board
Meeting Minutes
February 26, 2019**

TOWN OF NORWELL
TOWN CLERK
2019 MAR 22 AM 8:06
RECEIVED

The Advisory Board was called to order by Susan Powell at 7:00 pm. Present were Kate Steele, Peter W. Smellie, Julie Sim, Karen Reynolds, Susan Powell, Mark Maiellano, Harry Solis, and Brian Greenburg. Mark Cleveland was not in attendance. Town Administrator, Peter Morin, was also present.

ADMINISTRATIVE MATTERS

Minutes --

- (1) All members reviewed the minutes from 1/24/19. *Motion made to accept the minutes from January 24, 2019. **Seconded and passed 5-0-3***
- (2) All members reviewed the minutes from 1/29/19. *Motion made to accept the minutes from January 29, 2019. **Seconded and passed 8-0***
- (3) All members reviewed the Minutes from 2/5/19. *Motion made to accept the Minutes from February 5, 2019, 2019. **Seconded and passed 6-0-2***

Bill(s) -- None

Reserve Fund Transfer Requests -- None

Correspondence/Notices -- None

DEPARTMENT FY20 BUDGET & ARTICLE PRESENTATIONS:

Street Lighting Budget & Article

Budget - This is a level funded budget at \$60,000 for FY20. The Town benefits from green energy initiatives and solar credits to offset this budget.

*Motion made to accept TA FY20 recommended budget \$60,000.
Seconded and passed 8-0*

Article - The BOS is requesting \$30,000 to conduct an inventory and study of streetlights within the Town. The goal is to purchase the streetlights from National Grid and to replace the current bulbs with more energy efficient LED bulbs. It is estimated that the Town will realize the initial cost outlay over a period of 3 - 5 years. Other local municipalities have successfully implemented similar projects with cost saving results. The AB requested a more detailed cost breakdown for this study.

AB discussion is scheduled to continue March 21.

Cushing Center - Budget & Article

Budget - Representing the Cushing Center was Jef Fitzgerald who reviewed the past year to the AB. The Cushing Center is utilized in a variety of ways, including office space and function hall rentals. Rates to rent the hall have increased over the last year. The Cushing Center rental offices are currently fully occupied.

The building remains in good condition. There had been some concerns regarding the condition of the roof, but it has been successfully mitigated for the time being.

Cushing Center -- Motion made to accept TA FY20 recommended budget \$66,144.

Seconded and passed 8-0

Article - Establish a Revolving Fund for the Maintenance and Repair of Cushing Center

To see if the Town will vote pursuant to MGL Chapter 44 section 53E 1/2 to establish a revolving fund into which not more than \$25,000 of the rental receipts of the Cushing Center shall be deposited and may be expended under the direction of the Cushing Memorial Center Board of Directors for the general and extraordinary maintenance and repair of the Cushing Memorial Center, or take any other action related thereto.

*Motion made to accept Article Establishing a Revolving Fund for the Maintenance and Repair of the Cushing Center. **Seconded and passed 8-0***

Historical Commission - Budget

Bob Norris, Historical Commission updated the AB. The Commission's budget is level funded for FY20. Bob explained that it has been difficult making progress on both the Stetson House, and the Jacobs Farmhouse properties, specifically deleading and upgrading the latter to meet disability compliance. The Historical Commission members are all volunteers with limited time and resources to tackle the very complex bidding process, and to navigate state and federal laws. Every effort is being made to make substantial progress this spring.

Historical Commission -- Motion made to accept TA FY20 recommended budget \$4,000.

Seconded and passed 8-0

Beautification Committee - Budget

The Beautification Committee budget is level funded for FY20. Peg Norris, Beautification Committee Chair, reported to the AB that recent storms and the expansive road construction project on River Street has damaged many of the Town's gardens and beds. The Beautification Committee is planning to gradually rebuild these gardens, but lack of any additional funding makes this task difficult. The Highway Department is also helping to repair the damage.

Beautification Committee -- Motion made to accept TA FY20 recommended budget \$2,500.

Seconded and passed 8-0

Personnel - Budget & Articles

TOWN OF NORWELL
TOWN CLERK

2019 MAR 22 AM 8:06

RECEIVED

Articles - Barbara Childs, Human Resources Manager, and Adrienne Vavpetic, Personnel Board, presented a number of proposed Articles to the AB, including: compensation obligations; grade increase for the Administrative Asst. to the TA/BOS; personnel contract for a new Deputy Fire Chief position; minimum wage obligations; amendments to the Personnel bylaws. The details of these are still under review. It was therefore agreed that these Articles would be deferred for further discussion on April 2.

Personnel -- *Motion made to accept TA FY20 recommended budget \$500.*
Seconded and passed 8-0

FUTURE MEETINGS:

February 28th

March 5th

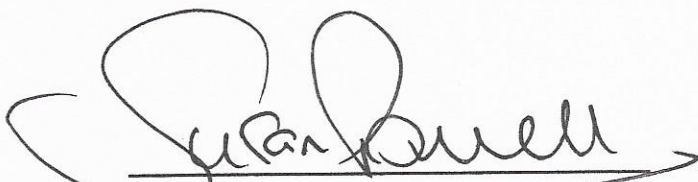
March 7th

March 12th

March 14th

March 19th

Adjourn - Motion made to Adjourn. **Seconded and passed 8-0**



Susan Powell, Chair