

**TOWN OF NORWELL
Advisory Board
Meeting Minutes
January 17, 2017**

TOWN OF NORWELL
TOWN CLERK

2017 MAR -8 PM 3:47

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The Advisory Board was called to order by Roger Hughes at 7:00pm. Present were Susan Powell, Mark Maiellano, Ralph Gordon and Karen Reynolds. Jacky McClean arrived after Acceptance of Minutes. Jane Stout, Tim Greene and Amy Koch were absent. Also present was Town Administrator Peter Morin.

ADMINISTRATIVE MATTERS

Acceptance of Minutes - Roger asked for questions or comments about the January 10, 2017 Meeting Minutes. With no discussion, motion to accept the Minutes from January 10, 2017. *Seconded and passed 5-0.*

ACTION ITEMS / DISCUSSIONS

The Governor will present his budget and release State Aid to the municipalities of Massachusetts on January 20-21. Budget decisions made tonight are based on projections and may need to be adjusted based on actual State Aid.

Peter presented 12 budgets for the AB to discuss and vote.

1. **Board of Selectmen** - This budget has an increase of 3% due to contractual obligations for the salary of the Town Administrator and Human Resources Manager. It also reflects the need for temporary staff working while a permanent employee recuperates on long term sick leave. This is not anticipated to become a permanent arrangement, and it takes into consideration the overlap of transitioning from temporary employee back to permanent. Peter will present this budget to the BOS in the coming days. AB will take action after BOS approves its budget.
2. **Advisory Board** - This modest budget was presented and a motion was made to accept the Town Administrator's recommendation of the full budget of \$500 for the Advisory Board. *Seconded and passed 6-0.*
3. **Reserve Fund** - The Reserve Fund budget increased by 4%. TA believes the Reserve Fund should grow at same rate as Annual Town Budget. Motion to accept the recommendation of the Town Administrator for the total budget of \$ 260,000 for the Reserve Fund. *Seconded and passed 6-0.*
4. **Legal Services** - This is a level funded line. Town has quality representation for an excellent price. While the last few years has not needed the entire amount in this budget, it is prudent to maintain current level of funding as it is not easy to predict the upcoming legal needs of the Town. Legal fees add up quickly. Motion to accept the recommendation of the Town Administrator for the total budget of \$100,000 for Legal Services. *Seconded and passed 6-0.*
5. **Personnel Board** - This modest budget is level funded from last year. Motion to accept the recommendation of the Town Administrator for the total budget of \$ 500 for the Personnel Board. *Seconded and passed 6-0.*

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6. **Zoning Board of Appeals** - Again a modest budget level funded from last year. Motion to accept the recommendation of the Town Administrator for the total budget of \$ 1,647 for the Zoning Board of Appeals. *Seconded and passed 6-0.*
 7. **Commission on Disabilities** - This group does a great deal of community outreach. They work with other Town Departments to assure accessibility for citizens with disabilities. They advocate planning before building. Motion to accept the recommendation of the Town Administrator for the total budget of \$ 3,000 for the Commission on Disabilities. *Seconded and passed 6-0.*
 8. **Cushing Memorial** - This budget has an increase to cover contractual wage agreements. The AB asked about revenues, prospects and advertising. TA will research these questions. AB will continue discussion at future meetings.
 9. **PBMC** - This committee performs oversight on all new buildings commissioned by the Town. They were indispensable during construction of new Police Station and will be very busy if Town members vote to build a new Library. Motion to accept the recommendation of the Town Administrator for the total budget of \$ 1,500 for the PBMC. *Seconded and passed 6-0.*
 10. **Beautification** - This committee does a lovely job planting a flower garden in Town Center and at various intersections around Town. Motion to accept the recommendation of the Town Administrator for the total budget of \$ 2,000 for the Beautification Committee. *Seconded and passed 6-0.*
 11. **Animal Control** - This is a restructured budget. Norwell, Hull and Cohasset have joined together to share an Animal Control agent. Agent works about 5 hours per week for Norwell. Vehicle expenses are covered by Cohasset and Norwell pays a portion based on use. Motion to accept the recommendation of the Town Administrator for the total budget of \$ 11,200 for Animal Control. *Seconded and passed 6-0.*
 12. **Harbormaster** - This budget is level funded from last year. Motion to accept the recommendation of the Town Administrator for the total budget of \$ 7,048 for the Harbormaster. *Seconded and passed 6-0.*

FUTURE MEETINGS

Next meetings are scheduled for January 24 and 31 at 7pm.

Adjourn - Motion made to Adjourn. *Seconded and passed 6-0.*

