

**TOWN OF NORWELL  
Advisory Board  
Meeting Minutes  
February 28, 2017**

TOWN OF NORWELL  
TOWN CLERK

2017 MAR -8 PM 3:47

RECEIVED

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

**ADMINISTRATIVE MATTERS**

**Acceptance of Minutes** - Roger asked for questions or comments about the February 14, 2017 Meeting Minutes. With no discussion, motion to accept the Minutes from February 14, 2017. *Seconded and passed 7-0.*

Roger asked for questions or comments about the February 16, 2017 Meeting Minutes. A question about the number of people in the Building Department was confirmed as the Building Inspector, one full time and one part time employee. Another question about the amount of waste now being recycled. This was amended to reflect the accurate number of 40% of waste is now recycled. Motion to accept the amended Minutes of February 16, 2017. *Seconded and passed 7-0.*

**ACTION ITEMS / DISCUSSION**

**WARRANT ARTICLES FOR SPECIAL TOWN MEETING**

**Article 6** - This Article seeks a sum of \$145,000 for the emergency repair of the sewer system at the Highway Facility yard including engineering, necessary permitting and associated upgrade improvements. Glenn Ferguson of Highway Department summarized the substandard facilities used by Town employees. There is one restroom at the Main Street yard. The septic tank is pumped every two weeks because it is not properly connected to the leaching field. There are three options for repair. 1. Connect to the existing and abandoned leaching field at the Middle School Lacrosse field. 2. Connect to the leaching field in front of the Sparrell Building or 3. Connect to the field behind the Town Hall. Discussion included consideration for a facility that is out of compliance with regard to sanitation and gender and concern for the actual expense of the project. The AB asked Glenn for an updated sum needed to complete the project. Motion to accept Article 6 of the Warrant for Special Town Meeting. *Seconded and passed 7-0.*

**Article 3** - This Article seeks to appropriate or transfer funds in the sum of \$250,000 for Snow & Ice Removal and Sanding. This is a housekeeping Article that will be updated as the winter season winds down.

**WARRANT ARTICLES FOR ANNUAL TOWN MEETING**

**Article 17** - This Article seeks to raise a sum of \$15,000 for a concept study to plan to combine/centralize the Highway Department and Tree & Grounds Department as well as

supporting the future growth and needs of the Recycling Department at the existing Highway Yard. The Highway Surveyor seeks to combine the two sites to one in an effort to streamline and cut costs of managing these two Departments. The list of substandard and out of compliance amenities at both locations include plumbing and electric codes, gender compliance and ADA accessibility as well as septic system failures. A debate about the low cost of maintaining the Tree and Grounds Building versus new construction brought out more questions. The Facilities Department is conducting a survey of the needs of Town buildings. What is the overlap? This discussion lead to an objection that this study should be about the most efficient use of Town space and money. Is it more efficient to have two locations or combine the two? Motion to accept Article 17 as amended: *To see if the Town will raise and appropriate or transfer from available funds a sum of \$15,000 to undertake a concept study to plan an update and to combine/centralize the Highway/Tree & Grounds Department as well as supporting the future growth and needs of the Recycling Department at the existing Highway Facility yard. Seconded and passed 6-1.*

**Article 11** - This Article seeks to raise funds in the sum of \$140,000 to be expended under the direction of the Highway Surveyor for engineering, installation and maintenance of Town drainage. TA asked to amend this Article to \$60,000 and was agreed upon with Highway Surveyor. This is a service performed every year and the Town is in the process of slowly adding it to the budget. Motion to accept Article 11 as amended to the sum of \$60,000 for engineering, installation and maintenance of Town drainage. *Seconded and passed 7-0.*

**Article 16** - This Article seeks a sum of \$1,500,000 to be expended under the direction of the Highway Surveyor for resurfacing and related construction/maintenance of Town Ways, or act on anything relative thereto. The Town is taking a new approach to funding the resurfacing of 80 miles of Town roads. The new practice pursues a \$1,500,000 bond with a 10 year payment schedule. The Town plans to ask for a new road resurfacing bond every 2-3 years. This serves two purposes including funding the resurfacing of roads and keeping Town Debt Service within the 2-10% of the Operational Budget which enhances our Bond Rating. The interest incurred in the FY18 is \$26,215. The interest may be imposed in FY19 if the bond is issued later in the year. Motion to accept Article 16 as amended to state The Article seeks a Bond in the sum of \$1,500,000. *Seconded and passed 7-0.*

**Article 13** - This Article seeks a sum of money in anticipation of full (100%) reimbursement by the Commonwealth of Massachusetts of Chapter 90 money. This is a housekeeping Article. Motion to accept Article 13 with the understanding that the total reimbursement will be announced at a later date. *Seconded and passed 7-0.*

**Article 14** - This Article seeks \$20,000 to be expended by the Highway Department for the purpose of complying with the EPA's Stormwater General Permit. Due to the uncertainty of the EPA, it was confirmed that the State DEP mandates this action. Motion to accept Article 14 for the Warrant of the Annual Town Meeting as drafted. *Seconded and passed 7-0.*

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**Article 15** - This Article seeks \$185,000 to be expended by the Highway Department for the purpose of unsuitable debris removal, engineering, stormwater and Highway Facility yard rehabilitation and improvements. Discussion revolved around the commitment from previous years to attend to and solve this issue. Highway Surveyor took the time to stress this is an ever present task. Roads are cleaned, the Water Department and subcontractors dump debris at the Highway Yard. He is taking a new approach to the ongoing task of debris removal. The Highway Yard is now organized to dump contaminated debris into various bins depending on the type contaminate. This eases the cost of removal. This Article also allows for catch basin cleaning, street sweeping, and fence repair among other services. Motion to accept Article 15 for the Warrant of the Annual Town Meeting as drafted. *Seconded and passed 7-0.*

**Article 10** - This Article asks the Town to authorize the Board of Selectmen to transfer the care, custody, maintenance and control of Gaffield Park from the Board of Selectmen to the Recreation Commission and to authorize the Board of Selectmen to request Town Counsel to transfer care to the Commission in a deed. The Recreation Department and Tree and Grounds currently care for and maintain Gaffield Park. Motion to accept Article 10 for the Warrant of the Annual Town Meeting as drafted. *Seconded and passed 7-0.*

**Article 27 & 28** - These Articles ask the Town to vote to authorize the Board of Selectmen to transfer the care, custody, maintenance and control of the following parcel of land identified in Assessor's Records as

- Article 27 - Block 24, Lot 2 on Map 12A in Norwell MA
- Article 28 - Block 51, Parcel 40 on Map 15B on Parker Street
- Article 28 - Block 4, Parcels 4&5 on Map 2B on Mt. Hope Street
- Article 28 - Block 62, Parcels 27&28 on Map 16D on Old Meeting House Lane

These are Housekeeping Articles and places conservation land in control of Conservation Commission. Motion to accept Articles 27 & 28 for the Warrant for the Annual Town Meeting as drafted. *Seconded and passed 7-0.*

#### **FUTURE MEETINGS**

March 2, 2017 and March 7, 2017

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

  
Roger Hughes, Chairman