

**Norwell Board of Selectmen  
Meeting Minutes  
July 1, 2015**

TOWN OF NORWELL  
TOWN CLERK  
2015 AUG -4 AM 10:25

RECEIVED

Gregg McBride opened the meeting and introduced Ellen Allen, Jason Brown, Alison Demong, Peter Smellie and Town Administrator Peter Morin. *MOTION: Ellen Allen moved the Board approve the agenda as written. Seconded by Peter Smellie and unanimously voted.*

**4. REPORTS**

**a) Citizen Comments – None**

**b) Selectmen's Report and Announcements - None**

**c) Town Administrator's Report**

The Town was unsuccessful in their appellate state tax court appeal for property tax imposed at 141 Longwater Drive. The Town must pay \$90,178 in abatement and interest to Aramark Uniform and Career Apparel, LLC. Subsequent tax years related to this property (which has changed owners) are also under appeal, with overlay funds reserved to address these appeals if the Town has to pay. (these amounts are currently under negotiation).

The Advisory Board approved the transfer of specific amounts for several Town departments. There are small requests from some departments that need to be processed between now and July 15, 2015. The remaining balance of \$33,291 in the Reserve Fund is adequate to cover these transfers.

Lyndsey Nash has been promoted to Deputy Collector. Her former position in the Treasurer-Collector's office will now be posted.

Town Hall will be closed on Friday, July 3rd, with the exception of the Recreation Department for the Kinder Scene program.

Mr. Brown questioned the funds for the abatement settlement for Aramark and the mechanics of paying the balance plus interest. Discussion ensued about the flexibility for settlement amounts which would determine the amount of overlay needed. The Assessors had set aside the applicants assessed value, which is larger than the whole amount applied for by the taxpayer.

**5a) Committee Interviews**

**Stacey Minihane** –Con Com applicant. Ms. Minihane gave an overview of her background and reasons for wanting to join the board. Mr. McBride asked if the board had questions. As there were none, he thanked her for applying. There are two applicants for Con Com, and two to be reappointed, or four applicants total.

*Motion: made by Alison Demong, seconded by Peter Smellie, to appoint Stacey Minihane for a 3 year term ending June 30, 2018. Unanimously voted*

**Joan Osborne** – CPC applicant. Ms. Osborne was the BOA representative on the CPC. She stated her reasons for wanting to remain on the board. Ms. Demong stated that she was a catalyst to change the BOA seat to an At Large seat, and she is very glad that Ms. Osborne has reapplied.

**Sally Turner** – ZBA review committee. Ms. Turner summarized her distinguished history of service on Town Boards. She has great interest in this area of the town's development, stating that this area of rules needs to be easy for both residents and businesses to use. Ms. Allen led a discussion of areas of the bylaws that need updating, especially as some updates' formats are

not consistent with the rest of the bylaws. There is a great need to make changes in the format across the whole catalog of bylaws. The Bylaw committee will take a look at all of it, and come up with a scope of work to make substantive changes. The land use attorney did a revision about 15 years ago that might be a good place to start. Ms. Allen restated that the decision should be made regarding the format as the first item of business. This will be a multi-year project. *Motion: made by Ellen Allen, seconded by Peter Smellie, to appoint Sally Turner to the Zoning Bylaw Review Committee (ad hoc committee) for a term ending June 30, 2016. Unanimously voted*

**John Mariano** – CPC applicant for reappointment. Mr. Mariano gave the board an overview of projects being funded by the CPC and the status of the long range planning being done by the committee. Mr. Mariano and the BOS discussed fund use and priority of project funding. They also discussed the need for a more proactive plan of action with accompanying guidelines for funding.

**Peter Kulka** – CPC applicant for reappointment. Mr. Kulka completed the remainder of a term on the CPC and served for one year. He gave an overview of reasons for wanting to remain on the board. Because there are more applicants than available seats on the board, Ms. Allen asked if Mr. Kulka had any interest in serving on another board. Mr. Kulka is not interested in a board other than the CPC.

**d) Mooring Committee Directive – Bob Molla.** - Review and revise the mooring bylaw. Mr. McBride discussed the need for this revision with Mr. Molla. The Harbormaster's duties have gone beyond the scope of the bylaw, which indicates the need for change. The Town adopted only certain parts of the state regulations. The Harbormaster was present at the meeting, ascertaining that the changes are needed to the actual bylaw, not the rules and regulations that are made by the Harbormaster. The rules and regulations may need updating based on the bylaw changes. Rules and regulations are done by the board and bylaw changes are voted at Town Meeting. Mr. McBride would like to start with a full complement of members on the committee. Ms. Allen led a discussion about whether the Harbormaster should be a voting or nonvoting member of the Mooring Committee. The Mooring bylaw has been around since 2009, so it is time to conduct a review and make changes if needed. Mr. McBride asked Mr. Molla to arrange for the Mooring Committee to meet with the BOS after they have one meeting, at which time they will contact the BOS office to set up a meeting date. There are no changes to be made this evening to the Mooring Committee's mission.

**a) Interviews, Continued:**

**David Turner – Mooring Committee.** Mr. Turner gave an overview of his marine background and reasons for the importance of this committee. If changes to the bylaw are needed they will be made, if not, then the bylaw will be status quo. *Motion: made by Ellen Allen, seconded by Peter Smellie, to appoint David Turner to the Mooring Bylaw Committee for its duration. Unanimously voted*

**b) Hawker and Peddler license request – Michael Craig.** Mr. Craig is an employee of Anderson Windows and Doors, who has applied for a license for door-to-door advertisement and in-home free estimates for new windows and doors. He is a sales manager who would bring a team of salesmen to the neighborhood to solicit door to door. Mr. Morin stated that there are six applicants who would all need to be licensed. Mr. McBride stated that there is not a lot of history for this activity in Norwell, and this type of license has only been granted once or twice as the town has valued residents' privacy. This team is currently licensed in Hanover, and last year in Scituate and Cohasset. Mr. Craig gave a short overview of his sales presentation. The team receives a few weeks of training, and solicits only on Saturday and Sunday from 11-3 or so. Mr. Brown stated that the BOS members represent the residents of Norwell, and are very reluctant to add salesmen bothering residents. There is no benefit to Town residents if the board grants this license, and in fact it could open the door to other applicants which would not be

beneficial. Ms. Demong asked Mr. Morin if there is a financial benefit to the Town – the answer is no, just a small fee. Mr. Craig and the board discussed any potential benefits vs. drawbacks to granting the license, highlighting the difficulty of selling door-to-door in a rural community like Norwell and the general dislike of this activity in the town. Per Mr. McBride, there have been only two individuals in the past five years, with no complaints. But this license would be for Mr. Craig and 6 non-employees, and would have to be approved by the BOS. The bylaw was reviewed and read aloud. Mr. McBride stated that this is the only permit available for this type of activity. *Motion: made by Ms. Allen, seconded by Mr. Smellie, to deny Mr. Craig a Hawker and Peddler license for Anderson Renewal, etc. Unanimously voted*

**c) Cravings Café, 9 Grove Street; change of franchise owner.**

Mr. Chochrek gave a summary of the history of this business and his experience in the field.

*Motion: made by Ms. Allen, seconded by Mr. Smellie, to approve the transfer of the Common Victuallers' license for Cravings Café to Mr. Evan Chochrek. Unanimously voted*

The board wished him the best of luck. Mr. Chochrek needs an actual license (paper copy) for the landlord and will call Mr. Morin to get the license tomorrow.

**NOTE:** The BOS meeting on July 29<sup>th</sup> will include the Mooring Committee, to continue the discussion from tonight's meeting.

**a) Committee reappointments, cont'd.**

**Community Preservation Committee** – there are five applicants for three At-Large seats.

The board discussed the strengths of each candidate.

Ms. Demong - in favor of a lawyer on the board, and also stated that Mr. Mariano would be good because of his depth of knowledge.

Mr. Brown – while institutional knowledge is good, fresh eyes and new blood might be good for this board, so perhaps one new and two experienced appointments.

Ms. Allen – Mr. Mariano has good experience and runs a good meeting. There is benefit to an attorney, and Ms. Osborne has the second most experience. Perhaps Natalie DiCecca would be interested in the Economic Development Committee since she lives on High Street.

Mr. McBride – agrees with comments about Mr. Mariano, and stated that Ms. DiCecca may be open to other committees.

Mr. Smellie – Mr. Mariano should be reappointed.

*Motion; made by Ms. Allen, seconded by Mr. Smellie, to appoint John Mariano to a three year term on the Community Preservation Committee, ending June 30, 2018. Unanimously voted*

*Motion: made by Jason Brown, seconded by Ellen Allen, to appoint Joan Osborne to a three year term ending June 30, 2018. Unanimously voted*

The board discussed the pros and cons of an appointment for Mr. Kulka. A CPC plan is important, and the board restated the difficulty of having to proactively plan and be a reactive committee at the same time.

Mr. Brown – the board now has appointed two experienced members and would like a fresh face. The Economic Development Committee needs someone with a stake on High Street like Ms. DiCecca, who would be a great help to the committee with her financial background. The board would need to expand that committee and create two more seats.

The board is in general agreement to appoint Julie Gillis to the CPC as her legal expertise will benefit the committee.

*Motion: made by Ms. Allen, seconded by Mr. Smellie, to appoint Julie Gillis to the Community Preservation Committee for a three year term ending June 30, 2018. 4 members voting Yes, Mr. Smellie did not vote as one of the applicants is a relative. Motion carried*

The board hopes that another board seat of equal interest will be found for Mr. Kulka. Mr. Smellie will contact Ms. DiCecca about accepting a seat on the Economic Development Committee.

There are still two open seats on Con Com. With two applicants to be reappointed, the applicants are Gary Osborne, Ron Mott and Bruce Humphrey. Mr. Osborne is currently serving on the PBMC. The board will reappoint the two current members.

*Motion; made by Mr. Brown, seconded by Mr. Smellie, to appoint Ron Mott and Bruce Humphrey each to a three year term on the Conservation Committee, ending June 30, 2018. Unanimously voted*

Mr. McBride listed the remaining openings on other committees; the Advisory Board has openings. Skip Joseph resigned last evening, and the board thanked him for his years of service. Additional candidates are needed, and there are two members for reappointment. The board will discuss this at a future meeting.

**e) 2016 Focus Areas** – Mr. McBride led the discussion and review of revised list.

#1: 40B development impact on town and revenue was discussed. The topic is currently in two sections of this list. There is a benefit as well as a cost to a large 40B development. The topic will be removed from Economic Development list item.

Ms. Allen and Ms. Demong would like to list potential areas to develop new revenues – billboard, medical marijuana, lodging tax, etc. The board should review all town fees, building, etc. The next meeting agenda should include the expansion of the Economic Development Committee.

#2. Task Mr. Morin and Lynda Allen to have relevant committees come in to the BOS meetings on a more regular basis. The BOS should be more proactive on some issues that didn't pass at Town Meeting, such as the American Legion finding a home in the Town. The BOS offered to help them with this project, and will reach out to them to see if there is interest.

Mr. Brown would like to proactively engage certain groups such as the Pathway committee to prevent lack of communication. The Complete Streets Committee will help with this type of interaction. Ms. Demong will take a leadership role and get started with Town Planner Chris Dilorio to organize a committee meeting.

A working plan for the Jacobs Farm should be included in this item.

#3. Mr. McBride reviewed this with the board, giving the Town Administrator's role (ombudsman) in the number one item.

Make Green Community application for \$200,000. The board will ask the PBMC to a BOS meeting in the next two meetings. They will invite the PBMC to same meeting as Town Hall/Lib. Committee to interact at the July 15<sup>th</sup> meeting.

Mr. Brown would like to coordinate the Cable TV Committee with the Library/Town Hall Study Committee. The PBMC purpose was discussed, and they actually have a seat on the Library/Town Hall Study Committee that is currently vacant. The hope is to get it filled and the two committees working together.

Dave Sutton should be involved with number 3 of #3. This has been done several times, and the under-utilized buildings should be re-reviewed, keeping in mind that the American Legion is searching for a permanent home in the Town.

#4 The board needs to continue the dialogue with DHCD, and needs to come to grips with the whole 40B issue. They should develop a plan and a safe harbor, although they are not sure this would work in Norwell. Mr. McBride stated the need to have a public conversation on this topic.



#5 falls to the Town Administrator  
Fallback plan will be deleted.  
OPEB planning.

#6 Mr. Morin will send the BOS some screens from the website changes, and more information when more progress is made. Mr. McBride has asked Jon Grabowski to address the board on July 15<sup>th</sup> re: cable contracts/development plans. Some BOS members may go to Marshfield to see the studio. Mr. Grabowski would demonstrate options that are available if the town allies itself with Marshfield.

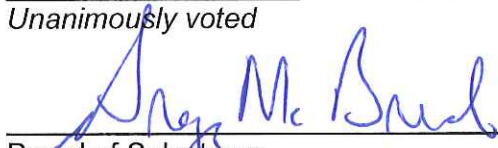
Visgov would be better than Citizen Centric report. Simplify financial report. Arlington uses Visgov.

Recruiting for Town Boards should be advertised in the Mariner to broaden the application pool in a month or so, as well as putting a blurb on Norwell Social. Mr. Morin included a list for potential positions, a large part of which have been filled. He asked the board to please prioritize the list for the ad and let him know.

Mr. Brown would like to put the discussion of Meadow Farm Way back on the agenda.

Mr. McBride asked the board to please send additional comments with the hope to finalize this list next meeting.

**9:40 ADJOURNMENT** – *Motion, made by Ms. Allen, seconded by Mr. Smellie to adjourn.*  
*Unanimously voted*

  
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Board of Selectmen

**Future list of Tasks:**

1. Invite Mooring Committee to the BOS meeting on July 29<sup>th</sup> to continue the bylaw review discussion. Consider future changes to the Committee.
2. Review additional comments on the Focus Areas list for FY 2016 for final edits.
3. Place an ad in the Mariner for available committee positions based on priority list from the BOS.
4. Put Mr. Grabowski on the July 15<sup>th</sup> BOS agenda to discuss cable issues
5. Mr. Morin will send the BOS some screens from the new website designs.
6. Include the expansion of the Economic Development Committee on the July 15<sup>th</sup> BOS agenda.
7. Include the PBMC and the Library/Town Hall Study Committee on the same agenda to interact, and also include both at a future meeting to interact with the Cable Committee.
8. Include topic of Meadow Farm Way on a future agenda.
9. Have Mr. Morin and Lynda Allen schedule relevant committees and the American Legion to attend future BOS meetings on a regular basis to promote good communication.
10. Ms. Demong will set up a meeting with the Town Planner to discuss the Complete Streets Committee.
11. Public conversation about 40B Development in the Town.



## FY16 Board of Selectmen Focus Areas

Draft 7/1/15

### **#1: Promote Economic Development to Create New Non-Residential Tax Revenues**

#### Tasks/Agenda Items:

- Meet with EDC to Update Mission for FY16 & recruit new members
- Work with Planning Board/Zoning Bylaw Committee on updating zoning by-laws
- Improve Communication with Residents regarding need for Revenue and Strategy
- Develop Strategy regarding 40B development and effect on Revenue/Costs

### **#2: Promote Cooperation and Coordination Amongst Committees/Boards**

#### Commissions

#### Tasks/Agenda Items:

- Continue meetings with Departments/Committees/Boards for updates
- Appoint Complete Streets Committee to facilitate interaction among groups looking at changes to Town Center and transportation/recreation of pathways and street pathwalks  
Planning Board, Community Housing Trust, Pathways Committee, Sidewalk Advocates.
- Home for American Legion
- Appoint Selectmen as members of, or liaisons to, some committees

### **#3: Provide Leadership to management of Town buildings and capital items**

#### Tasks/Agenda Items:

- Monitor TA activities, Re: Comprehensive Capital Spending & Funding Plan
- Assist the Library/TH Study Committee in preparing proposals for May 2016 TM
- Review & propose strategies for unused or underutilized town property

### **#4: Develop Town 40B Strategy**

#### Tasks/Agenda Items:

- Continue dialogue with DHCD- Revisions to law
- Review legal strategy for pending 40Bs  
Consideration of costs and benefits of new development- it is feasible/desireable for Norwell to attempt "Safe Harbor."

**#5: Develop long range plans for employee contracts overseen by the Selectmen**  
Tasks/Agenda Items:

Task TA to develop goals and strategies for future contract negotiations  
Annual review of Town Counsels' services  
Succession planning for the TA position

**#6: Improve Communication with Residents and Increase Civic Engagement**  
Tasks/Agenda Items:

Monitor Task Force efforts on Update to Town website. Process for regular review and updates of the town website  
Develop Comprehensive Plan for future of Cable operation in Town- Need a plan prior to Comcast/Version Contract Negotiation  
Re-establish Cable TV Committee  
Role of Marshfield Community TV  
  
Create a Citizen Centric Report  
  
Recruit volunteers for open positions