

**Norwell Board of Selectmen
Meeting Minutes
November 6, 2013**

Ellen Allen opened the meeting and introduced Jason Brown, Gregg McBride, David DeCoste, Tammie Garner and Town Administrator Jim Boudreau. Agenda amended to add New Business #11 Execute AFSCME Agreement. *MOTION: Jason Brown moved the Board approve the agenda as amended. Seconded and unanimously voted.*

CITIZEN COMMENTS – None

APPROVAL OF MINUTES – *MOTION: David DeCoste moved to approve the following minutes: October 23, 2013 open meeting and September 11, 2013 Executive Session. Seconded and approved 4-0 with Jason Brown abstaining.*

OLD BUSINESS

Committee Liaisons:

David DeCoste: **Conservation Commission** – the docking system has been installed at Jacobs Pond and the bridge to the Island is complete. Licenses for the Fields were executed last evening and will be on our agenda next week. Jason Brown – **Advisory Board Nominating Committee** will meet tomorrow night to discuss the applications and take action on the final appointment.

Simon Hill 40B: Communications from Residents, Vote Letter to Governor – Ellen Allen read the letter drafted by Jim Boudreau. The Board discussed what changes. Ellen suggested that changes be sent to Jim to incorporate and hopefully finalize soon. Ellen Allen invited residents of the area to speak on this issue. Penny Walker-Wilson, 120 Prospect Street, thanked the Selectmen and stressed the safety issues. Susan Powell also spoke, raising many concerns with the legislation and flaws of the law.

Town Hall/Library Committee – The Library Trustees designated Jeanne Hagelstein-Ivas. Jim Boudreau will start as a member, then appoint the new Facilities Manager. Ellen Allen will talk to the PBMC Chair about their member. Ellen would like to make appointments within the next few weeks for its 2-4 at-large members. Ellen Allen asked that any interested residents submit applications.

NEW BUSINESS

One Day License Request from Skills for Living – November 16, 2013

MOTION: Jason Brown moved that the Board approve a request from Skills for Living, LLC, 76 Accord Park Drive, for a one day license to sell Wines & Malts only for a Comedy Fundraiser to be held at 76 Accord Park Drive, Norwell on November 16, 2013 between the hours of 7:00PM to 9:30PM. Seconded and unanimously voted.

Execute P & S for 22 Circuit Street – This was property that the Town voted to purchase for \$10,000 at the STM on 10/7/13. It is a parcel of land from Mr. Martin Jacobs and located between Main Street and Circuit Street, to be used for the Pathways. *MOTION: Jason Brown moved that the Board of Selectmen execute the P&S agreement for 22 Circuit Street in the amount of \$10,000. Seconded and unanimously voted.*

Request for Holiday on the Common – The Norwell VNA had submitted a letter to the Selectmen asking permission for use of the Town Common for the Annual Holiday on the Common on Sunday, December 1, 2013 at the Cushing Center from 2:00 to 4:00 PM followed by the Tree Lighting on the Common at 4:00 PM. The Norwell VNA and Hospice will be running this event in conjunction with the Norwell Men's Club. Also requested was permission to display a Sandwich Board on the Cushing Center lawn starting the day after Thanksgiving, with removal following the event. A Police detail will also be provided. *MOTION: Jason Brown moved that the Board approve the request from the Norwell VNA for the Holiday on the Common and to display a Sandwich Board on the Cushing Center lawn the day after Thanksgiving for the Holiday on the Common. Seconded and unanimously voted.*

Announce new Facilities Manager – Jim Boudreau announced that after reviewing 106 applications, the new Facilities Manager will be David E. Sutton of Abington, with a start date of November 18, 2013.

Police Station Project Signing Authority – Ellen Allen announced that the new Police Station project had begun with a kick-off meeting last week. Two of the key items that need to be addressed are who will sign off on requisitions and change orders. Jim Boudreau made recommendations to the Board. Jason Brown requested monthly updates on the progress of project. *MOTION: As recommended by Jim Boudreau, Jason Brown moved that the Board of Selectmen authorize requisitions to be approved by the Town Administrator or his designee and the PBMC Chair; for Change Orders he moved that the Board approve the following authorizations: \$0 - \$5,000 by the OPM and Architect; \$5,000 - \$25,000 by the OPM, Architect, Chair of PBMC and Town Administrator or designee; and over \$25,000 by vote of the PBMC. Seconded and unanimously voted.*

Police Station Advance in Lieu of Borrowing – *MOTION: Jason Brown moved that pursuant to Mass General Laws Chapter 44 or any other enabling authority, that the Board authorize the Treasurer/Collector to issue an advance of funds in lieu of borrowing in the amount of \$500,000.00. Seconded and unanimously voted.*

National Grid Easement (Police Station) – *MOTION: Jason Brown moved that the Board of Selectmen grant an easement to National Grid for 300 Washington Street. Seconded and unanimously voted.*

Vote Policy on Public Discourse – The name of this policy had been changed to Civil Discourse. Ellen Allen read the policy. *MOTION: Jason Brown moved that Board of Selectmen approve the Policy of Civil Discourse as written. Seconded and unanimously voted.*

Senior Tax Relief Committee – The Board discussed changing the Membership and Mission of the Senior Tax Relief Committee. Ellen Allen suggested that the Council on Aging Director be consulted for input. Tammie Garner will work on drafting a Mission Statement to be placed on a Selectmen's Meeting agenda. *MOTION: Jason Brown moved that the Board of Selectmen change the composition of the Senior Tax Relief Committee to consist of 1 member from the Board of Assessors, 1 Member from the Treasurer/Collector's office and 3-5 at large members appointed by the Selectmen for 3 year staggered terms. Seconded and unanimously voted.*

Committee Application – Jim Boudreau reviewed a revised Committee Interest Application that lists the various Town Boards and Committees. There is an area for administration to track

interviewing and appointing. Jim will make a few changes based on the Board's comments in order to finalize the form. The Board thanked Maria Molla for her input on the application.

CIC Grant Application – Jim Boudreau reported that the Town of Hull is leading a regional grant application for software for Building, Board of Health, and Conservation applications. Norwell had looked at this a few years ago, but was advised to hold off until the town made planned technology changes. With this software, applications could be made and tracked on-line.

Execute AFSCME Agreement – *MOTION was made to execute the MOA Contract for the AFSCME Local 1700 for Highway Tree and Grounds Department. Seconded and unanimously voted.*

UPCOMING MEETINGS:

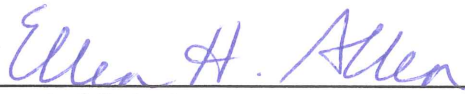
Items for discussions: future of current police station, invitations to Senator Hedlund and Representative Nyman for 40B discussions, Board of Assessors and Council on Aging regarding Senior Tax write off, Facilities Manager and Energy Committee for Green Communities, and Capital Improvement Plan.

ANNOUNCEMENTS:

- Grant Awarded to Norwell from the Massachusetts Department of Environmental Protection Agency. The Town of Norwell will receive up to \$51,300 for Pay-As-You-Throw Start-up Funds and up to \$1,000 for a small scale initiative.
- From Paul Foulsham: National Grid has contracted Asplundh Tree Expert Company to begin tree trimming in Norwell beginning November 7, 2013 and continuing up to 3 months.
- Town of Norwell Veterans will be commemorating Veteran's Day on Monday, November 11, 2013 at 11:00am on the Town Common. Guest Speaker will be Major Hank Naughton, USAR.

EXECUTIVE SESSION – Town Administrator Contract

MOTION: Jason Brown moved the Board enter into Executive Session for the purpose of discussing the Town Administrator Contract and not returning to open session. Seconded and unanimously voted. Chairman Ellen Allen explained that to discuss this in an open meeting may have a detrimental effect on the Town's bargaining or litigating position. Ellen Allen polled the Board. Brown voted yes, McBride voted yes, DeCoste voted yes, Garner voted yes and Allen voted yes.



Board of Selectmen

