

**Norwell Board of Selectmen
Meeting Minutes
May 3, 2017**

TOWN OF NORWELL
TOWN CLERK

2017 MAY 18 PM 3: 18

Present: Jason Brown, Ellen Allen, Gregg McBride, Alison Demong, Peter Smellie, Peter Morin

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Open Session

The meeting was called to order at 7pm by Jason Brown, Chair.

Motion; made by Ellen Allen, seconded by Peter Smellie, to approve the agenda as written. Unanimously voted
All discussed at length the bonfire at the High School, sponsored by the Norwell Boosters with assistance from Glenn Ferguson. Supt. Keegan was also present. The wind was an unexpected complication. The Fire and Police departments were present, but not with enough personnel to do crowd control and organized preparation with adequate barriers. There were "too many kids and too much fire". Mr. Brown's concern is for the liability of both the Town and Schools, which is a real issue. All agreed that if a bonfire event is planned next year it must be brought before the BOS for discussion and approval. Mr. Morin will talk to Supt. Keegan before a future event.

Appointment to the Cemetery Committee and assignment of duties

Motion; made by Ellen Allen, seconded by Peter Smellie, to appoint Wendy Bawabe to the Cemetery Committee for a term ending June 30, 2020. Unanimously voted

Mr. Morin updated the board on the Tree and Grounds job description for maintenance and upkeep of the Town cemeteries. A job description has been written to upgrade a Tree and Grounds staff position to perform the cemetery site work. The administrative duties for the cemetery; recordkeeping, plot sales, witnessing and residents contacts will be handled by the BOS office. The Tree and Grounds employee will be doing the site work of digging, tracking plot status (sales, available plots, etc.) Records will be maintained in both Tree and Grounds and the BOS office. The cemetery records are disorganized and in bad shape.

Brian Kelley will be attending the BOS meeting on 5/17/17 to be interviewed and appointed as an At-Large Cemetery committee member. There is one At-Large seat still open. The plan is for this committee to have a strategic role and set policy. The BOS office will do the majority of the administrative tasks. Mr. McBride asked Mr. Morin to put this information on paper to clarify the roles of all involved.

Ms. Demong would like to see a description of the composition and role of every Town committee on the website.

There is a database for the Washington Street cemetery, probably in Room 3. All of Lynn Rose's materials have been returned to the Town Hall.

Minutes Approval

Motion; made by Ellen Allen, seconded by Peter Smellie to approve the BOS Open Meeting minutes of 3/22/17, 4/5/17, and 4/26/17, and the BOS Executive Meeting minutes of 3/22/17 session 1 and 3/22/17 session 2. Unanimously voted

Committee Appointments

Ms. Allen approached Town resident Robert Monahan to apply for a seat on the Capital Budget Committee. He is currently serving on the Senior Tax Relief Committee.

Peter Bloomfield is applying for the open seat on the Complete Streets Committee.

Open Session, cont'd. at 8:17pm

All discussed hiring additional legal counsel as Attorney Galvin is extremely busy. Mr. Morin has a business relationship with Kopelman and Page and would like to use that firm as a backup.

Other Topics

Re: Town Meeting; if anyone has presentations please get them to Mr. Morin by this Friday. Think "less is more!" All discussed Warrant Articles and possible vote outcomes.

Adjournment

Motion; made by Ellen Allen, seconded by Peter Smellie, to adjourn at 8:26pm. Unanimously voted

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Jason Brown, Chair