

NORFOLK, ss.

ANNUAL TOWN MEETING MINUTES – MAY 10, 2016

On Tuesday, the 10th day of May 2016, at 7:07 p.m. Moderator Jason Talerman called the Annual Town Meeting to order. This meeting was held at the King Philip Middle School, 18 King Street, Norfolk, MA 02056. Norfolk Boy Scout Troup 80 led the audience in the Pledge of Allegiance. Mr. Moderator called for a moment of silence for residents Marjorie Cribby and Vi Ingraham, who had passed away during the previous year and were being remembered for their service to the town. This was followed by introductions of the Town Clerk – Carol Greene, Assistant Town Clerk – Anthony Turi, the Board of Selectmen – Scott Bugbee, James Lehan and Jeffrey Palumbo, Town Administrator – Jack Hathaway, Town Counsel – David DeLuca from Murphy Hesse Toomey and Lehane LLP, the Advisory Board: Patrick Snead, David Benton, James Tomaszewski, Jonathan Hurwitz, Arthur Frontczak, Arlie Sterling, Steven McDonough, Margaret Drisko, Lisa Keating and Advisory Board Administrative Assistant Susan Jacobson.

Mr. Moderator waived the reading of the warrant and instructed the citizens in attendance on the rules of Town Meeting. There were 122 registered voters in attendance.

Selectman James Lehan and Selectman Jeffrey Palumbo announced the 2 newest additions to the recognition plaque for residents who have been of great service to the Town of Norfolk, – Walter Holmes and Thomas Gilbert.

ARTICLE 1 - No Motion Required

To choose by ballot, the following Town officers: One Moderator for a three year term; one Selectman for a three year term; one Assessor for a three year term; one Board of Health member for a three year term; one Constable for a three year term; one member of the Housing Authority for a five year term; one Library Trustee for a three year term; two Planning Board members for three year terms; two Recreation Commission members for three year terms; and one Norfolk School Committee member for a three year term.

ARTICLE 2 - IP – no unpaid bills

Motion Made and Supported by Dave Benton

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to pay unpaid bills of a prior year pursuant to Massachusetts General Laws

MR. MODERATOR,

I MOVE TO INDEFINITELY POSTPONE ARTICLE 2.

ARTICLE 3 - approved unanimous

Motion Made and Supported by Dave Benton

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to be added to departmental budgets and appropriations for the fiscal year ending on June 30, 2016; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE THE TRANSFERS AS DISPLAYED ON THE SCREEN AND PROVIDED IN THE HANDOUT.

ARTICLE 3, May 10, 2016

Transfers

General Fund

Account	Description	From Amount	To Amount
011322-578000	Reserve Fund	\$20,000	
011551-511000	IT Salaries	\$8,000	
011582-578000	Tax Title Foreclosures	\$10,000	
011611-511000	Town Clerk Salaries	\$15,000	
011621-511000	Elections Salaries	\$2,500	
012101-511000	Police Salaries	\$20,000	
014201-511000	Highway Salaries	\$2,200	
014221-511000	Grounds Div. Salary	\$17,500	
014251-511000	Vehicle Maintenance Salaries	\$5,000	
014262-578000	Town Vehicle Fuel	\$26,800	
014331-511000	Transfer Station Salaries	\$17,000	
014911-511000	Cemetery Salaries	\$1,000	
016101-511000	Librarian Salaries	\$20,000	
017152-592000	Other Debt Costs	\$5,000	
-----	Free Cash	<u>\$33,000</u>	
		\$203,000	
011301-511000	Finance Salaries		\$7,000
011512-530400	Town Counsel		\$30,000
011622-578000	Election Expenses		\$2,500
011701-511000	Land Use Salaries		\$300
012201-511000	Fire Salaries		\$20,000
012312-578000	Ambulance Billing		\$3,000
012921-511000	Animal Control Salaries		\$600
014101-511000	DPW Admin Salaries		\$2,000
014232-511000	Snow & Ice		\$100,600
015432-578000	Veterans Benefits		\$2,000
016301-511000	Recreation Salaries		\$2,000
0201-capital	Personal Protective Equip. Gear Dryer (Fire)		\$14,000
0201-capital	ABI-Infield Groomer		<u>\$19,000</u>
			\$203,000

Inter Account Transfers

2101-595000	Snow & Ice Revolving Fund	\$16,150	
014232-511000	Snow & Ice		\$16,150
		\$16,150	\$16,150

ARTICLE 4 - approved unanimous

Motion Made and Supported by Dave Benton

To see if the Town will vote to amend the Town of Norfolk Board of Selectmen's Human Resource Policy, Schedule B. COMPENSATION SCHEDULE by applying a general increase of 1.5% to all Steps on the COMPENSATION SCHEDULE effective July 1, 2016; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO AMEND THE TOWN OF NORFOLK PERSONNEL BYLAWS SCHEDULE B. COMPENSATION SCHEDULE BY APPLYING A GENERAL INCREASE OF 1.5% TO ALL STEPS ON THE COMPENSATION SCHEDULE EFFECTIVE JULY 1, 2016.

ARTICLE 5 – approved unanimous

Motion Made and Supported by Dave Benton

To see if the Town will vote to fix the salary and compensation of all elected officers of the Town as provided for by Massachusetts General Laws, Chapter 41, Section 108; and further to see what sum of money the Town will raise and appropriate, transfer from any available source of funds, borrow or bond, to defray the departmental and incidental expenses of the Town not otherwise provided for, for the fiscal year commencing on July 1, 2016; or take any other action relative thereto.

MR. MODERATOR,

I MOVE THAT THE TOWN FIX THE SALARY AND COMPENSATION OF THE ELECTED POSITION OF TOWN CLERK AT \$69,046.06 AS PROVIDED FOR BY MASSACHUSETTS GENERAL LAWS, CHAPTER 41, SECTION 108 FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2016, AND FURTHER TO RAISE AND APPROPRIATE \$37,625,024 TO DEFRAY THE DEPARTMENTAL AND INCIDENTAL EXPENSES OF THE TOWN NOT OTHERWISE PROVIDED FOR, FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2016.

TOWN OF NORFOLK - FISCAL 2017 GENERAL FUND BUDGET

		FY16 Adjusted Budget	FY17	Change	%
Facilities Management	Salary	\$57,609	\$58,806		
	Facilities Management Expense	\$521,150	\$459,500		
	Total	\$578,759	\$518,306	(\$60,453)	-10.4%
(INFORMATIONAL)	Expense	\$3,700	\$4,700	\$1,000	27.0%
	Town Hall	\$95,400	\$88,900	(\$6,500)	-6.8%
	Senior Center	\$41,850	\$41,850	\$0	0.0%
	Old Town Hall & Garage	\$2,850	\$2,850	\$0	0.0%
	P/F Station	\$73,700	\$70,550	(\$3,150)	-4.3%
	Solar Power Generation	\$110,000	\$110,000	\$0	0.0%
	Elementary Electricity	\$50,000	\$50,000	\$0	0.0%
	Library	\$68,650	\$65,650	(\$3,000)	-4.4%
	Major Maintenance	\$75,000	\$25,000	(\$50,000)	-66.7%
	Sub-Total	\$521,150	\$459,500	(\$61,650)	-11.8%
Town Clerk	Salary	\$120,141	\$103,484		
Elections	Expense	\$24,900	\$34,360		
Voter Registration	Total	\$145,041	\$137,844	(\$7,197)	-5.0%
Conservation	Salary	\$26,353			
	Expense	\$678			
	Total	\$27,031	\$0	(\$27,031)	-100.0%
Planning Board	Salary				
	Expense	\$47,100	\$15,000		
	Total	\$47,100	\$15,000	(\$32,100)	-68.2%
Zoning Board of Appeals	Salary				
	Expense	\$60			
	Total	\$60	\$0	(\$60)	-100.0%
Land Use Department	Salary	\$162,943	\$214,275		
	Expense	\$16,500	\$30,700		
	Total	\$179,443	\$244,975	\$65,532	36.5%
Town Reports	Expense	\$3,300	\$3,300		
	Total	\$3,300	\$3,300	\$0	0.0%
GENERAL GOVERNMENT		\$2,464,985	\$2,387,197	(\$77,788)	-3.2%
PUBLIC SAFETY					
Police	Salary	\$2,200,864	\$2,292,051		
	Expense	\$142,850	\$130,000		
	Total	\$2,343,714	\$2,422,051	\$78,337	3.3%
Fire & Ambulance	Salary	\$1,470,240	\$1,545,479		
	Expense	\$107,182	\$100,332		
	Total	\$1,577,422	\$1,645,811	\$68,389	4.3%
Ambulance Billing	Expense	\$16,000	\$19,000		
	Total	\$16,000	\$19,000	\$3,000	18.8%
Building Dept	Salary	\$261,077	\$274,517		
	Expense	\$11,100	\$10,000		
	Total	\$272,177	\$284,517	\$12,340	4.5%
Weights & Measure					

TOWN OF NORFOLK - FISCAL 2017 GENERAL FUND BUDGET

		FY16 Adjusted Budget	FY17	<u>Change</u>	<u>%</u>
GENERAL GOVERNMENT					
Moderator					
	Salary				
	Expense	\$49	\$49		
	Total	\$49	\$49	\$0	0.0%
Selectmen/Town Admin.					
	Salary	\$235,222	\$244,224		
	Expense	\$30,000	\$32,500		
	Total	\$265,222	\$276,724	\$11,502	4.3%
Advisory					
	Salary	\$7,500	\$7,500		
	Expense	\$7,650	\$7,650		
	Sub Total	\$15,150	\$15,150	\$0	0.0%
	Reserve Fund	\$50,000	\$25,000		
	Advisory Board Total	\$65,150	\$40,150	(\$25,000)	-38.4%
Municipal Finance					
	Salary	\$596,000	\$596,835		
	Expense	\$149,310	\$159,039		
	Audit	\$44,000	\$44,000		
	Total	\$789,310	\$799,874	\$10,564	1.3%
Board of Assessors					
	Salary				
	Recertification	\$27,000	\$14,500		
	Expense	\$1,500			
	Total	\$28,500	\$14,500	(\$14,000)	-49.1%
Town Counsel					
	Retainer Fees	\$80,000	\$80,000		
	Total	\$80,000	\$80,000	\$0	0.0%
Human Resources					
	Salary	\$92,920	\$93,083		
	Expense	\$2,500	\$2,500		
	Total	\$95,420	\$95,583	\$163	0.2%
Information Technology					
	Salary	\$65,600	\$72,892		
	Expenses	\$70,000	\$70,000		
	Total	\$135,600	\$142,892	\$7,292	5.4%
Tax Title/Foreclosure					
	Expense	\$25,000	\$18,000		
	Total	\$25,000	\$18,000	(\$7,000)	-28.0%

TOWN OF NORFOLK - FISCAL 2017 GENERAL FUND BUDGET

	FY16 Adjusted Budget	FY17	Change	%	
Emergency Management	Salary Expense Total	\$1,000 \$1,000 \$1,000	\$1,000 \$1,000 \$0	0.0%	
Animal Inspector	Salary Expense Total	\$700 \$900 \$1,600	\$700 \$900 \$0	0.0%	
Animal Control	Salary Expense Total	\$2,350 \$200 \$2,550	\$2,420 \$200 \$2,620	2.7%	
Fire/Police Comm	Salary Regional Expense Total	\$51,168 \$6,000 \$57,168	\$53,474 \$6,000 \$59,474	4.0%	
	Salary Regional Expense Total	\$268,082 \$25,000 \$11,100 \$304,182	\$278,828 \$36,000 \$11,100 \$325,928	7.1%	
Total Public Safety		\$4,575,813	\$4,762,001	\$186,188	4.1%
EDUCATION					
Norfolk Elementary		\$10,876,598	\$11,310,977	\$434,379	4.0%
King Philip Regional (Operating)		\$7,709,800	\$7,830,731	\$120,931	1.6%
Capital Assessment			\$0		
Turf Assessment			\$12,850	\$12,850	100.0%
Norfolk Agricultural School		\$20,548	\$21,571	\$1,023	5.0%
Tri-County		\$633,187	\$530,374	(\$102,813)	-16.2%
Total Education		\$19,240,133	\$19,706,503	\$466,370	2.4%
PUBLIC WORKS					
DPW Administration	Salary Expense Total	\$144,976 \$86,526 \$231,502	\$155,816 \$79,538 \$235,354	\$3,852	1.7%
Highway	Salary Expense Total	\$233,535 \$123,000 \$356,535	\$241,663 \$144,000 \$385,663	\$29,128	8.2%
Vehicle Maintenance	Salary Expense Total	\$144,849 \$147,315 \$292,164	\$148,689 \$159,948 \$308,637	\$16,473	5.6%
Grounds Municipal	Salary Expense Total	\$252,749 \$36,241 \$288,990	\$254,239 \$45,720 \$299,959	\$10,969	3.8%
Grounds - Cemetery	Salary Expense Total	\$17,869 \$6,800 \$24,669	\$18,519 \$16,800 \$35,319	\$10,650	43.2%
Custodian of Veteran Graves	Salary Expense Total	\$4,018 \$4,018 \$4,018	\$4,018 \$4,018 \$4,018	\$0	0.0%
Tree Warden					

TOWN OF NORFOLK - FISCAL 2017 GENERAL FUND BUDGET

		FY16 Adjusted Budget	FY17	Change	%
Shade Tree	Salary Expense Total	\$0	\$0	\$0	0.0%
	Expense Total	\$0	\$0	\$0	0.0%
Total Public Works		\$1,197,878	\$1,268,950	\$71,072	5.9%
SHARED/FIXED COSTS (Administered by DPW)					
Road Program	Total	\$1	\$1	\$0	0.0%
Non - Appropriated Funds Road Program (Chapter 90)		\$391,048	\$392,833		
Landfill	Expense Total	\$91,676	\$91,676	\$0	0.0%
	Expense Total	\$200,000	\$200,000	\$0	0.0%
Snow & Ice	Expense Total	\$200,000	\$200,000	\$0	0.0%
	Expense Total	\$11,378	\$5,700	(\$5,678)	-49.9%
Street Lighting	Expense Total	\$11,378	\$5,700	(\$5,678)	-49.9%
	Expense Total	\$103,018	\$87,046	(\$15,972)	-15.5%
Town Vehicle Fuel	Expense Total	\$103,018	\$87,046	(\$15,972)	-15.5%
	Total Shared / Fixed Costs		\$406,073	\$384,423	(\$21,650)
Transfer Station					
Transfer Station	Salary	\$230,696	\$235,595		
	Expense	\$159,245	\$159,738		
	Total	\$389,941	\$395,333	\$5,392	1.4%
Total Transfer Station		\$389,941	\$395,333	\$5,392	1.4%
HUMAN SERVICES					
Board of Health	Salary Expense Total	\$17,600	\$17,450	(\$150)	-0.9%
	SNCARC Total	\$4,025	\$4,025	\$0	0.0%
	Expense Total	\$128,295	\$131,889	\$3,594	2.7%
Council on Aging	Expense Total	\$5,281	\$5,281		
	Expense Total	\$30,871	\$33,048	\$2,177	7.1%
Veteran's Services	Expense Total	\$30,871	\$33,048	\$2,177	7.1%
	Total Human Services		\$186,072	\$191,693	\$5,621
CULTURE AND RECREATION					
Library					

TOWN OF NORFOLK - FISCAL 2017 GENERAL FUND BUDGET

	FY16 Adjusted Budget	FY17	Change	%
Salary	\$420,857	\$404,803		
Expense	\$145,928	\$161,350		
Total	\$566,785	\$566,153	(\$632)	-0.1%
Recreation				
Salary	\$95,000	\$102,978		
Expense	\$1,500	\$1,610		
Total	\$96,500	\$104,588	\$8,088	8.4%
Historical Commission				
Expense	\$250	\$250		
Total	\$250	\$250	\$0	0.0%
Memorial Day				
Expense	\$750	\$750		
Total	\$750	\$750	\$0	0.0%
Total Culture & Rec.	\$664,285	\$671,741	\$7,456	1.1%
FIXED COSTS				
Employee Benefits	\$4,094,704	\$4,394,352	\$299,648	7.3%
Building/Liability Insurance	\$325,000	\$350,000	\$25,000	7.7%
Total Fixed Costs	\$4,419,704	\$4,744,352	\$324,648	7.3%
Sub Total	\$33,544,884	\$34,512,193	\$967,309	2.9%
DEBT SERVICE				
Water Department				
Exempt Debt				
King Philip Exempt Debt				
Non - Exempt Debt Service				
	\$545,402	\$692,532	\$147,130	27.0%
Total Local Debt Service	\$545,402	\$692,532	\$147,130	27.0%
TOTAL OPERATING BUDGET WITHOUT EXEMPT DE	\$ 34,090,286	\$ 35,204,725	\$ 1,114,439	3.3%
	\$0	\$0	\$0	
TOTAL OPERATING BUDGET	\$34,090,286	\$35,204,725	\$ 1,114,439	3.5%
	Local	\$1,702,766		
	King Philip	\$717,534		
	Total - Exempt Debt	\$2,420,300		
	Grand Total	\$37,625,025		
REVENUES				
Municipal Tax Revenue		\$27,313,388		
Local Receipts		\$3,469,941		
State Aid		\$4,060,597		
Deby Exclusion		\$2,420,300		
General Fund Excluded Revenue & SBAB Funding		\$0		
Other Sources		\$360,799		
Total Operating Budget Sources		\$37,625,024		
Surplus / (Deficit)		(\$0)		

**Town of Norfolk
Proposed Employee Benefits**

	<u>FY14</u>	<u>FY14 Act</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>Change</u>	<u>%</u>
Medical Insurance	\$1,800,000	\$1,687,362	\$1,926,032	\$2,115,235	\$2,225,342	\$110,107	5.21%
Life Insurance	\$15,000	\$9,777	\$13,000	\$13,000	\$12,000	(\$1,000)	-7.69%
Longevity	\$82,000	\$81,984	\$84,460	\$90,000	\$94,000	\$4,000	4.44%
Medicare	\$178,000	\$185,938	\$182,000	\$188,000	\$210,000	\$22,000	11.70%
Unemployment Comp.	\$100,000	\$11,000	\$20,000	\$30,000	\$30,000	\$0	0.00%
State/County Retirement	\$1,363,285	\$1,315,890	\$1,421,572	\$1,645,469	\$1,810,010	\$164,541	10.00%
Contractual Benefits	\$5,200	\$4,192	\$11,000	\$13,000	\$13,000	\$0	0.00%
	<u>\$3,543,485</u>	<u>\$3,296,143</u>	<u>\$3,658,064</u>	<u>\$4,094,704</u>	<u>\$4,394,352</u>	<u>\$299,648</u>	<u>7.32%</u>

**ARTICLE 6 – approved majority
Motion Made and Supported by Lisa Keating**

To see what sum of money the Town will vote to transfer from Department of Public Works Water Division revenues to fund the Water Division maintenance and operating expenses; or take any other action relative thereto.

MR, MODERATOR,

I MOVE TO ADOPT THE FISCAL YEAR 2017 BUDGET FOR THE WATER DIVISION IN THE AMOUNT OF \$1,587,718 AS SHOWN ON THE SCREEN.

WATER DIVISION	FY 2016 APPROPRIATION	FY 2017 REQUEST	INCREASE/ (DECREASE)
Salaries	331,986	338,759	6,773
EXPENSES			
	145,471	134,986	(10,485)
Engineering & Contract Services:	323,594	315,080	(8,514)
Water Purchase:	33,662	33,662	0
Fuel & Utilities:	92,035	92,035	0
Indirect Costs:	121,582	129,042	7,460
Unforeseen Expenses:	50,000	50,000	0
Sub Total (Salaries & Expenses)	1,098,330	1,093,564	(4,766)
DEBT SERVICE	499,690	494,154	(5,536)
TOTAL (including Debt)	1,598,020	1,587,718	(10,302)

**ARTICLE 7 - approved unanimous
Motion Made and Supported by Lisa Keating**

To see what sum of money the Town will vote to transfer from Department of Public Works Sewer Division revenues to fund the Sewer Division maintenance and operating expenses; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO ADOPT THE FISCAL YEAR 2017 BUDGET FOR THE SEWER DIVISION IN THE AMOUNT OF \$105,000 AS SHOWN ON THE SCREEN.

WASTE WATER DIVISION FY-2017

May 10, 2016

Waste Water Treatment Facility - Town Center

	FY - 2016 PROPOSED	FY - 2017 PROPOSED	INCREASE (DECREASE)	COMMENTS
SALARIES			0	
DPW Division Superintendent - Sewer	4,579	4,579	0	
DPW Division Foreman - Sewer	2,141	2,141	0	
Executive Assistant	1,024	1,024	0	
Overtime	2,256	2,256	0	
TOTAL SALARIES	10,000	10,000	0	
EXPENSES				
Waste Water Treatment (Whitewater)	16,250	\$ 35,000	18,750	
Utilities	12,500	\$ 10,000	(2,500)	
Equipment & System Maintenance	8,000	\$ 20,000	12,000	
Legal	3,000	\$ 5,000	2,000	
Building & Grounds	12,000	\$ 10,000	(2,000)	
Budget Unforeseen Expenses	35,000	\$ 15,000	(20,000)	
TOTAL EXPENSES	86,750	95,000	8,250	
TOTAL SALARIES & EXPENSES	96,750	105,000	8,250	

**ARTICLE 8 - approved majority
Motion Made and Supported by Lisa Keating**

To see if the Town will vote to rescind the following amount that was authorized to be borrowed, but which is no longer needed for the purpose for which it was initially approved; or take any other action relative thereto:

Date of Vote	Warrant Article	Unissued Amount	Purpose
5/12/2015	#9	\$235,000	Ambulance

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 8 AS PRINTED IN THE WARRANT.

**ARTICLE 9 - approved unanimous
Motion Made and Supported by Jim Tomaszewski**

To see if the Town will vote to authorize the expenditure of a sum of \$63,182 by the King Philip Regional School District from the District's own funds, being whatever source, including its excess and deficiency fund, as being the Town's share (constituting 34.62 percent) of the total cost of the FY 2017 Capital Plan for repairs to the HVAC systems and security systems, said total cost being approximately \$182,500, at the King Philip Middle School and King Philip High School within the King Philip Regional school District, of which the Town of Norfolk is a member, said amount to be expended at the direction of the King Philip Regional School District School Committee; or take any other action relative thereto.

MR. MODERATOR,

I MOVE THAT THE TOWN OF NORFOLK AUTHORIZE THE EXPENDITURE OF A SUM OF \$63,182 BY THE KING PHILIP REGIONAL DISTRICT SCHOOL COMMITTEE FROM THE DISTRICT'S OWN FUNDS, BEING WHATEVER SOURCE, INCLUDING ITS EXCESS AND DEFICIENCY FUND, AS BEING THE TOWN'S SHARE, CONSTITUTING 34.62 PERCENT, OF THE FISCAL 2017 CAPITAL PLAN FOR REPAIRS TO THE HVAC SYSTEMS AND SECURITY SYSTEMS, SAID COST BEING APPROXIMATELY \$182,500, AT THE KING PHILIP MIDDLE AND HIGH SCHOOLS WITHIN THE KING PHILIP REGIONAL SCHOOL DISTRICT, OF WHICH THE TOWN OF NORFOLK IS A MEMBER, SAID AMOUNTS EACH TO BE EXPENDED AT THE DIRECTION OF THE KING PHILIP REGIONAL DISTRICT SCHOOL COMMITTEE.

**ARTICLE 10 - approved declared 2/3
Motion Made and Supported by Jim Tomaszewski**

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, borrow or bond pursuant to any applicable statute a sum of money to fund capital and other

MR. MODERATOR,

I MOVE TO APPROPRIATE THE SUM OF \$300,000 FOR THE PURPOSE OF PAYING FOR THE COST OF REPLACING THE OIL TANK AND THE H. OILIVE DAY SCHOOL, INCLUDING THE PAYMENT OF ALL OTHER COSTS INCIDENTAL AND RELATED THERE TO, AND THAT TO MEET THIS APPROPRIATION, THE TOWN TREASURER, WITH THE APPROVAL OF THE SELECTMEN IS HEREBY AUTHORIZED TO BORROW \$250,000 UNDER AND PURSUANT TO CHAPTER 44, SECTION 7(9) OF THE GENERAL LAWS, OR ANY OTHER ENABLING AUTHORITY, AND TO ISSUE BONDS OR NOTES OF THE TOWN THEREFORE.

ARTICLE 11 – IP unanimous

Motion Made and Supported by Jim Tomaszewski

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, borrow or bond pursuant to any applicable statute a sum of money to fund capital and other expense items; or take any other action relative thereto. (Capital Budget – Debt Funded, Road Projects)

MR. MODERATOR,

I MOVE TO INDEFINITELY POSTPONE ARTICLE 11.

ARTICLE 12

No Motion Required

To see if the Town will vote to appoint any committee, or hear or act on the report of any committee or town officer, or instruct any committee or town officer; or take any other action relative thereto.

Fire Chief Coleman Bushnell updated on the Regional Dispatch Center. Bill Crump updated on Affordable Housing Trust. Shawn Dooley updated on state of the State.

ARTICLE 13 - approved unanimous

Motion Made and Supported by Arlie Sterling

To see if the Town will vote to accept and authorize the Board of Selectmen to enter into contracts for the expenditure of Chapter 90 funds allocated by the Commonwealth for the construction, reconstruction, or improvements of public roads and other improvements within the

Town, as requested by the Selectmen, and to authorize the Treasurer to borrow or bond, pursuant to any applicable statute in anticipation of reimbursement; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 13 AS PRINTED IN THE WARRANT.

ARTICLE 14 - approved unanimous

Motion Made and Supported by Arlie Sterling

To see if the Town will vote, pursuant to Massachusetts General Laws, Chapter 44, §53 E ½, to reauthorize the following revolving funds for Fiscal Year 2017 at the limits set forth below:

(1) The revolving fund for the purpose of paying expenses related to the collection of parking ticket violations; said fund to be credited with parking ticket receipts and expended under the direction of the Board of Selectmen (limit \$1,000); or take any other action relative thereto.

(2) A revolving fund for the purpose of paying the expenses of snow removal, including maintenance and replacement of equipment, from private property to include the King Philip Regional School and subdivision roads as required by the Planning Board rules and regulations; said fund to be credited with receipt of fees charged for this service and expended under the authority and direction of the Board of Selectmen (limit: \$20,000); or take any other action relative thereto.

(3) A revolving fund for the purpose of paying the expenses of Recreational Field Maintenance, including materials, replacement and rental of equipment and contract labor; said fund to be credited with receipt of fees charged for this service and expended under the authority and direction of the Recreation Commission (limit: \$50,000.); or take any other action relative thereto.

(4) A Conservation Management Revolving Fund to be credited with monies from timber harvesting on Conservation Land and expended under the direction of the Conservation Commission to develop and oversee management activities and projects on Town-owned conservation land (limit: \$5,000); or take any other action relative thereto.

(5) A revolving fund to receive wetland hearing application fees to be expended under the direction of the Conservation Commission for payment of legal advertisements for such hearings (limit: \$5,000); or take any other action relative thereto.

(6) A Planning Board Revolving Fund to receive subdivision performance inspection fees, as established by the Planning Board, to be expended under the direction of the Planning Board for services related to the inspection and approval of subdivisions (limit: \$5,000); or take any other action relative thereto.

(7) A Planning Board Revolving Fund to receive mitigation funds required by the Planning Board under the Shade Tree Act and Scenic Roads Act, to be expended under the direction of the Planning Board for the purchase and planting of replacement trees (limit: \$10,000), or take any other action relative thereto.

(8) A Planning Board Revolving Fund to receive mitigation funds required by the Planning Board relative to off-site improvements due to the approval of subdivisions and site plans to be expended under the direction of the Planning Board for such off-site improvements (limit: \$91,000); or take any other action relative thereto.

(9) A Planning Board Revolving Fund to receive funds required by the Planning Board relative to the cleaning and maintenance of unaccepted subdivision roadways and drainage structures as may be required by the Planning Board for subdivision approvals, to be expended under the direction of the Planning Board for such cleaning and maintenance (limit: \$30,000); or take any other action relative thereto.

(10) A revolving fund for the Board of Assessors to receive funds required by the Board of Assessors for the processing of abutters lists to be expended under the direction of the Board of Assessors for expenditures associated with generating such lists, including the acquisition, operation and maintenance of technologies used for preparing and issuing abutters lists and mapping (limit: \$2,000); or take any other action relative thereto.

(11) A revolving fund for the Board of Library Trustees to receive funds required by the Board of Library Trustees to replace or repair lost or damaged library materials, to be expended under the direction of the Board of Library Trustees to replace or repair such lost or damaged materials (limit: \$7,500); or take any other action relative thereto.

(12) A revolving fund for the Public Library to receive funds remitted for the processing of passports, to be expended under the direction of the Board of Library Trustees for fees and expenses associated with processing of passports and other related purposes deemed appropriate by the Trustees (limit: \$5,000); or take any other action relative thereto.

(13) A revolving fund to be credited with receipts collected from charges to private parties or entities for police details involving the use of a police vehicle at construction sites, to be expended for the express purpose of vehicle replacement within the Police Department, under the authority of the Police Chief of the Town of Norfolk (limit: \$50,000); or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 14 AS PRINTED IN THE WARRANT.

**ARTICLE 15 - approved unanimous
Motion Made and Supported by Arlie Sterling**

To see if the Town will vote to authorize the Board of Selectmen to accept any monies received through grants applied for by various Town Departments or Boards; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 15 AS PRINTED IN THE WARRANT.

**ARTICLE 16 - approved unanimous
Motion Made and Supported by Arlie Sterling**

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase or otherwise, such easements as may be necessary for drainage purposes and the laying out of public ways, and to raise and appropriate or transfer from any available source of funds, a sum of money for said purposes; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 16 AS PRINTED IN THE WARRANT.

**ARTICLE 17 - approved majority
Motion Made and Supported by Arlie Sterling**

To see if the Town will vote to grant the Board of Selectmen permission to sell surplus property of the Town, exclusive of buildings and land, no longer needed by the Town; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 17 AS PRINTED IN THE WARRANT.

ARTICLE 18 – approved majority Motion Made and Supported by Arthur Frontczak

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 44B, Section 5, to appropriate and transfer the sum of \$20,000 from the annual revenues in the Community Preservation Fund for the purpose of funding the Administrative and Operating Budget for the Community Preservation Committee; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 18 AS PRINTED IN THE WARRANT.

**ARTICLE 19 - approved unanimous
Motion Made and Supported by Arthur Frontczak**

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 44B, to reserve a sum of money equal to the state-mandated minimum amount of 10% from FY2017 Community Preservation Fund revenues for the future appropriation of Open Space creations, acquisition and preservation; 10% from FY2017 Community Preservation Fund revenues for the future appropriation of Affordable Housing creations, acquisition and support; and 10% from FY2017 Community Preservation Fund revenues for future appropriation towards the acquisition, preservation, rehabilitation and restoration of Historic Resources; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 19 AS PRINTED IN THE WARRANT.

**ARTICLE 20 - unanimous
Motion Made and Supported by Arthur Frontczak**

To see if the Town will vote to allocate from the Community Preservation Fund, \$25,000 from the Undesignated Reserves to be transferred to the Norfolk Conservation Fund, to be used exclusively to pay for due diligence expenses related to land acquisition, including but not limited to appraisal fees, wetlands flagging, and legal fees. Said money can only be expended at the request of the Norfolk Community Preservation Committee (CPC), and expended at the direction of the Norfolk CPC, and is subject to the rules of the Community Preservation Act. This money is to be kept separately from any other deposits in the Conservation Fund and any requests for money by the CPC may not be denied by the Conservation Commission; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 20 AS PRINTED IN THE WARRANT.

**ARTICLE 21 – approved majority
Motion Made and Supported by Arthur Frontczak**

To see if the Town will vote to appropriate from the Community Preservation Fund, \$28,000 from the Affordable Housing Reserve and \$372,000 from Undesignated Reserves, to be transferred to the Norfolk Affordable Housing Trust Fund, to be used to create affordable housing in the Town of Norfolk; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 21 AS PRINTED IN THE WARRANT.

**ARTICLE 22 – approved declared 2/3
Motion Made and Supported by Stephen McDonough**

To see if the Town will vote to:

- (a) authorize the Board of Selectmen to acquire, by gift, purchase, or eminent domain, a parcel of land containing approximately 18 acres, identified as Assessors Map 2 Lot 3-1, and known as 387 Main Street, for the purposes of open space, passive recreation, and/or active recreation, as such terms are defined in G.L.c. 44B, Section 1, to be within the custody of the Recreation Commission for active recreation purposes, and of the Conservation Commission for open space and passive recreation purposes;
- (b) vote to appropriate and transfer a total of \$277,000 with \$69,000 coming from the Community Preservation Fund Open Space Reserves and \$208,000 from the Undesignated Reserves for said purchase at \$230,000 and any costs and fees incidental thereto up to \$47,000;
- (c) authorize the Board of Selectmen and/or such other boards as may be appropriate to file on behalf of the Town any and all applications for funds in any way connected with the scope of this acquisition, and
- (d) further authorize the Board of Selectmen, Conservation Commission, and/or Recreation Commission to convey restrictions in the portions of the parcels to be acquired by the Town for open space, and passive and active recreational purposes; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 22 AS PRINTED IN THE WARRANT.

**ARTICLE 23 – approved majority
Motion Made and Supported by Stephen McDonough**

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, Open Space Reserves, \$61,500 for the creation of a combination baseball and softball field to be located at the Freeman Kennedy School complex in conformance with the Town of Norfolk's Athletic Field Master Plan including all associated procurement and construction related costs; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 23 AS PRINTED IN THE WARRANT.

Article 23

Submitted by the Community Preservation Committee

“ To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, Open Space Reserves, \$61,500 for the creation of a combination baseball and softball field to be located at the Freeman Kennedy School complex in conformance with the Town of Norfolk’s Athletic Master Field Plan including all associated procurement and construction related costs: or take any other action relative hereto.

Town Administrator’s Comment: *Recommend*; **The Advisory Committee:** *Recommends*

Rationale:

- This convertible will better utilize our field space and better serve both Norfolk Baseball and Norfolk Softball.
- This field will give Softball a safe 2nd field to be used for games; it will also allow Softball to practice on a softball field rather than the baseball field currently being used.
- This field will give Baseball an intermediate size field (70’ base paths) to help 11-12 year olds better transition from Little League size field (60’ base paths) to the Babe Ruth size field (90 ’ base paths). We want to keep kids playing!
- This field is in line with Norfolk Recreation's Master Plan for fields.

Baseball Registrations:

2014: 350
 2015: 362
 2016: 379

Softball Registrations:

2014: 131
 2015: 132
 2016: 145

Both programs are trending upward at younger ages and the increased numbers will increase demand for field time in coming years.

Field Conversion:

- The field targeted field for this conversion is currently the least used field.
- The infield will be stripped of grass and old infield mix.
- Field will be graded to proper slope. Drainage sand will be added first and then additional infield mix will be added along with 2 new sets of bases and softball pitching rubber. Any infield mix first removed from the field that is clear of debris will be reused.
- The location of this field is next to a parking lot so three 40' poles with netting will be installed to protect cars.
- A portable mound will be used for baseball. This mound will be transferred to and from the field by the tractor that is owned and shared by Norfolk Baseball and Norfolk Softball and located at Freeman Kennedy School.

Softball Contribution in FY 2016 toward field repairs & equipment *in addition to Field User Fees:*

- \$6000 toward field equipment and repair of field 4.

Baseball Contribution in FY 2016 toward field repairs & equipment *in addition to Field User Fees:*

- \$7,700 for field improvements at Pond Street and Freeman facilities
- \$8900 for new field maintenance equipment and storage sheds.
- \$13,000 for new batting cages at Pond Street and improved cages at Freeman fields.

**ARTICLE 24 - approved unanimous
Motion Made and Supported by Stephen McDonough**

To see if the Town will vote to create a revolving fund for the use of the Board of Selectmen to accept revenue from lot rental fees at the Community Gardens, which shall be used to purchase goods, tools and services, including water resources, for the use of the gardeners at the Community Gardens, with a limit of \$5,000; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 24 AS PRINTED IN THE WARRANT.

ARTICLE 25 - approved unanimous

Motion Made and Supported by Pat Snead

To see if the Town will vote to authorize the Board of Selectmen to negotiate and enter into a Payment In Lieu Of Tax (“PILOT”) Agreement pursuant to Massachusetts General Laws Chapter 59, Section 38H with one or more renewable energy generation companies operating one or more community solar systems, including the installations at 42 Pine Street and 33 Medway Branch; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO AUTHORIZE THE BOARD OF SELECTMEN TO NEGOTIATE AND ENTER INTO A PAYMENT IN LIEU OF TAX, OR PILOT, AGREEMENT PURSUANT TO MASSACHUSETTS GENERAL LAWS CHAPTER 59, SECTION 38H, OR ANY OTHER ENABLING LAW OR SUCCESSOR STATUTE AND/OR REGULATION, WITH ONE OR MORE RENEWABLE ENERGY GENERATION COMPANIES OPERATING ONE OR MORE COMMUNITY SOLAR SYSTEMS, INCLUDING, BUT NOT LIMITED TO, THE INSTALLATION AT 42 PINE STREET AND 33 MEDWAY BRANCH.

Motion made and seconded to dissolve Town Meeting 9:45 PM

**Respectfully submitted
Carol Greene
Town Clerk**