

72 e 8, 2005

Present was Robert J. Garrity, Scott Bugbee, James C. Lehan, Jack Hathaway, Town Administrator and Susan Jacobson. Marian Harrington, Executive Assistant was not in attendance.

The meeting was held in Room 124, Town Hall. Rob Garrity opened the meeting at 7:00 p.m., and announced that the meeting will be audio and video taped. Jack Hathaway read the agenda contents.

DPW Update:

Bob McGhee and Tom Benedetti attended tonight's meeting to bring the Board up to date on the department's current scheduled projects and concerns. There was general discussion regarding the summer paving schedule, bridge concerns and the Freeman-Kennedy School sidewalk. There was discussion about field maintenance and Memorial Day preparations. Bob said that Rockwood Road at the railroad tracks would be started on June 1, 2013. Seekonk Street is also in dire need of road work.

Chapter 90 Funds:

Jim thought that there was balance that was carried over from last's years Chapter 90 funds. Bob said that there is a balance of about \$400,000.

Jim Lehan moved to approve the Chapter 90 Request for Rockwood Road and Seekonk Street. Scott Bugbee seconded, and it **was so voted**.

Scott Bugbee moved to approve a Chapter 90 Request for primary road intersections per Bob McGhee's recommendation. Jim Lehan seconded, and it **was so voted**.

Bob explained they dug out four sections of the brick so he could write up an RFP. The cobble is the best solution so they will not have to do it again in another five years.

Bob would like to extend the contract that the Town has with Shady Tree Landscaping. By right it can be extended by one year. They would like to extend the contract and sign a one year contract extension.

He has a concern with the Lawrence Street Bridge as it was built in 1910. The concrete is falling apart and the old scaling is falling apart. Something needs to be done about this bridge. He is going to have someone certify the bridge and have it be passable until they can determine what to do. Jim asked if traffic should be stopped now. If there is a risk and a structural engineer tells you to shut it down then he wants it shut down. Bob does not feel that we are at that point. Bob will get the professionals out there as soon as possible.

Bob mentioned new source development for water. The most promising one is Buckley & Mann property if the Planning Board can approve open space cluster development. They are going to go out and drill. They have some reports that it may be promising.

Fern Ridge:

The developer, Wall Street Development, is half way done with the sub-division. The Planning Board has negotiated some off-site responsibilities. Turner Street and Winston Road need to be bonded. The developer has come up with proposals to put up a house lot as collateral. He has to come up with security so the money is there. His proposal is to release six lots. The Planning Board will hold up three lots and he will come up with \$15,000 for DPW for Holbrook Street. Then he will give \$25,000 and go out and work his way down the street. He is going to do the curbing and sidewalks. Jim said follow the bylaws. It gets done or you get fully bonded. The appropriate funding must be there before the lots are released. Bob wants to make sure we have good legal standing. Rob would like to talk about it again. Jack suggested that they go to the Planning Board and see how things are going.

Bob said regarding Lake Street, no one has forgotten Lake Street. There is not much baseline foundation. They had to go into the back yards and finally they have it done.

Bob would like a Lake Street meeting for the final paving plan. Possibly residents could come in to the next meeting.

Library Trustees – Appointment of New Member:

The Board of Library Trustees were present – Kenneth Nelson and Kum Kum Malik. Also present was Glen Hill who is interested in being appointed.

Ken explained that Harvey Bouley has resigned, as he is moving out of state. They would like to fill the remaining year of Mr. Bouley's term and they would like to appoint Mr. Hill. He has lived in Norfolk for close to 20 years. He developed an interest in town government through working with Cathy Elder. Glen said that he was forced to retire due to a tumor on his spine and retirement does not agree with him. Ken said they see him as a big asset to the Library IT and security.

Ken Nelson moved to appoint Glen Hill to the Library Board of Trustees for one year. Jim Lehan seconded, and it was a roll call vote: Ken Nelson, **aye**; Kum Kum Malik, **aye**; Jim Lehan, **aye**; Scott Bugbee, **aye**; and Rob Garrity, **aye**.

ACTION ITEMS:

Jack informed the Board that the Office Supply contract procured through SERSG will be going back to WB Mason as of July 1, 2013. This is a two year contract effective through June 2015.

Jim Lehan moved to award the office supply contract to W.B. Mason for a two year period of July 1, 2013 through June 30, 2015. Scott Bugbee seconded, and it **was so voted**.

Jim Lehan moved to award the paper contract to W.B. Mason for a one year period of July 1, 2013 through June 30, 2014 at costs listed on the attached sheet from SERSG. Mr. Garrity asked if we were making a dent on paper used. Jack said he will get the stats. Scott Bugbee seconded, and it **was so voted**.

Scott Bugbee moved to award the DPW supplies contracts to vendors listed on the attached sheet from SERSG for a one year period of July 1, 2013 through June 30, 2014. Jim Lehan seconded, and it **was so voted**.

Scott Bugbee moved to award the Water and Chemical contracts to vendors listed on the attached sheet from SERSG for a one year period of July 1, 2013 through June 30, 2014. Jim Lehan seconded, and it **was so voted**.

Jim Lehan moved to declare approximately 60 "new" ballards as surplus property to be sold to the Department of Corrections. Scott Bugbee seconded. Rob asked where the money went and Jack said there may be an argument to move it back to the project. Jack and Rob said that it will have to go to the general fund without a town meeting. It **was so voted**.

TOWN ADMINISTRATOR REPORT:

Discussion Items:

BOS Liaisons

The Board discussed their liaison positions to the Committees/Boards for this year. Scott Bugbee traded KP for Norfolk Schools and Rob traded Public Safety for CPC. Jim said traditionally the Capital Outlay Committee typically goes to the chair. Rob is going to take the Capital Outlay Committee. Rob moved the liaison list as amended this evening. Scott Bugbee seconded, and it **was so voted**.

2013/2014 Goals:

The BOS goals from last year will be re-circulated, and a preliminary list for the next meeting will be prepared.

The Board received a request from Daniel Fallon who ran for Constable but was not elected, asking to be appointed a Constable by the Board. He said there is provision in the General Laws to appoint Constables as necessary. The General Law is not crystal clear. Jack said it is either elect or appoint them. Short of there being a critical need, Town Counsel felt that it should be an either or and stick with the elected Constables that we have in place. Jim said he appreciates the request and he would like to stay with the people's vote. Scott would like to keep it as it stands. Rob felt that the statute was very clear. There is a component of past practice that it has always been an elected position and we need to honor the election. Mr. Garrity will call Mr. Fallon.

Re-appointments will not be done this evening. All will be contacted to confirm that they are still interested. Rob said that many of our committees are appointed not elected. The BOS make these appointments. Many are three year terms.

Fire Chief Bushnell has shared the following information regarding the call back program when an ambulance is committed. He would like to come in and discuss this with the BOS. Jack will schedule him to come in during one of the June meetings. He has expressed a concern that he is still having a problem getting people to respond to call backs.

The Board reviewed submission of Warrant Articles to Selectmen by Departments and Committees. Jack and Rob discussed having the zoning articles in the Fall and leaving the financial articles for the

Spring. The Fall Town Meeting timeframe will be fairly short. Rob felt that the loose article drafting needs to be reconsidered. Jim feels that the Planner will make a huge difference. Jim said we need to set the guidelines and stick to the deadline. Jim said they were posted town meeting evening and getting information at 6 pm gives Town Counsel no time to make changes. Marian will be the enforcer of the time frame. Rob suggested that each person contact their liaison. Target date would be November 19th for Fall Town Meeting.

Jim would like Marian to send out the rules of the Warrant with the time frame and send it to the chair of each committee and include the Selectmen.

Scott Bugbee moved to approve the minutes of the April 24, 2013 regular and executive session meeting. Jim Lehan seconded, and it **was so voted**.

Jack gave them a letter from Walter Byron that he dropped off regarding a SWAP meeting he attended. The TIP process concerns the 495 Rt 1A ramp. Jim asked that Jack extend his appreciation for becoming engaged in this project.

Jack met with Jack McFeeley today regarding the Norfolk County Advisory Board. He gave Jack a copy of the budget. They are on better footing their revenues are up because increase of business at the Registry of Deeds is up. He said that Brookline would like to dissolve the county government structure, but there are some holes in Brookline's request. The County, if used properly, can be done and that was a good example of regionalization. He is encouraging us to stay involved with the County and to stick with it.

Jack invited Jim Lehan to join them at the next School Building Committee (SBC) meeting. They are trying to wrap up that project. It has been brewing for some time and it is now coming to a head. The Project Manager is having difficulty wrapping his head around the numbers. The budget change orders have been back ordered and it has created quite a bit tension for the SBC. Worst case scenario is that we come just under the wire. We may still have a surplus but it cannot be guaranteed until all the payments are processed. Jack does not feel that there is a possibility of coming in over budget.

Rob asked if any of the surplus funding would be buying down the debt. Jack said we borrowed all the debt, and Jim said they could reduce that debt. Jack said any surplus of the project Town Meeting could approve to use it for another project or add it to the DE1 (debt exemption for next year). Jim feels that it could be directed to be paid to any debt. All felt that if there was any savings, it should go back to the taxpayer.

Rob thanked Harvey Bouley many years of service to the Library.

At 9:42 p.m., being no further business, Scott Bugbee moved to adjourn the meeting. Jim Lehan seconded, and it **was so voted**.

This is a true and accurate report of the Selectmen's Meeting of May 28, 2013.

James C. Lehan, Clerk