



ANNUAL TOWN MEETING WARRANT

Including Advisory Committee
Recommendations

MAY 7, 2013
7:00 p.m.

King Philip Middle School
18 King Street
Norfolk, MA 02056

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WARRANT AND RECOMMENDATIONS
ANNUAL TOWN MEETING
MAY 07, 2013

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TO ALL RESIDENTS OF THE TOWN OF NORFOLK

On behalf of the Advisory Committee, I invite you to Norfolk's Spring Town Meeting to be held at 7:00 PM on Tuesday, May 7, 2013 at the King Philip Middle School, 18 King Street, Norfolk. This is the meeting at which the town's budget for the upcoming fiscal year beginning July 1, 2013 and ending June 30, 2014 (FY2014) is determined.

In addition, other topics of importance to the Town, such as zoning, the implementation of the Medical Marijuana law, and community preservation issues are the subject of articles in this year's warrant. Please don't let these decisions be made without your input.

The following is a summary of the major issues that will be discussed and voted upon at Town Meeting. The articles included in the Warrant and the Advisory Committee's article by article discussion and recommendations immediately follow this introduction.

The Budget

The Town's operating revenues for FY2014 are expected to be about \$1,042,000 higher than revenues for the fiscal year ending this June 30 (FY2013). About 90% of this increase is due to increases in property taxes allowed under Proposition 2 ½ and property taxes from new development. The remaining 10% is State aid and increases in other miscellaneous sources in Town income. The Town does receive significant income from sources other than the property tax, such as the excise tax on motor vehicles, but changes in income from these sources cannot reliably be predicted, so the usual assumption for budget purposes is that they will remain flat.

The budget also incorporates the use of some free cash and a transfer of \$98,000 from the Stabilization Fund, so the total increase in the budget that will be presented at Town Meeting (excluding exempt debt), will be a little over \$1,292,000.

The budget proposes to spend this \$1,292,000 increase as follows:

- 1) \$162,000 in fixed costs, most of which is the Tri-County School (\$84,000) and the Norfolk County Retirement System (\$55,000).
- 2) \$349,000 to Norfolk's elementary schools, representing a 3.65% increase.
- 3) \$525,000 to the King Philip Middle and High Schools.
- 4) \$180,000 for public safety, almost all of which is negotiated compensation increases.
- 5) \$68,000 for the Department of Public Works.
- 6) \$8,000 for all other purposes (Human Services, Town Government, Culture and Recreation).

Details of the budget, both revenue and expenses, are included later in this document, along with further explanation from the Advisory Committee.

A good two word summary of this year's budget would be this: status quo. That is, of course, an oversimplification, as there are positives, such as the restoration of a police officer position and the addition of a Town Planner, both budgeted for half a year, and negatives, such as the possibility of yet another round of program cuts at the King Philip Middle and High Schools. Since our town meeting is earlier than those of Plainville and Wrentham, we have to vote what we believe is appropriate for King Philip before their budget process is completed. Our budget may have to be changed if the other two towns agree on contribution level that is different from ours.

Ongoing needs that still cannot be addressed within current budget constraints are adding funds for the roads program above and beyond the Chapter 90 money provided by the State and spending for capital assets except on an emergency basis. The prison mitigation funds that used to be a source funds for capital have been cut or taken away entirely in recent years, and we have no real hope of receiving anything this year, as the budget reflects.

Other Articles

In addition to the budget, there are 26 other articles on the warrant. A few of these do not require a vote at Town Meeting, as they are simply procedural in nature. Many of the others are articles that are typically approved with little or no discussion because they are mandatory, or they enable some of the basic everyday functions of Town government, or they are just noncontroversial.

Articles that fall in the non-routine category for this meeting include:

- Articles 9 through 12 relating to zoning. All zoning articles require a two-thirds approval vote for passage.
- Article 13, which if passed will allow the Town to prohibit the creation of a Medical Marijuana establishment in Norfolk until after June 30, 2014. The intent of this article is to allow the Town time to consider the options available to it with respect to this topic. In view of the lack of guidance and regulations at this point, the Selectmen consider the passage of this article to be a practical necessity, and the Advisory Committee unanimously agrees.
- Article 20, which would allow the Town to sell the property known as the "Old Town Hall".

The complete Warrant, including explanations of the meaning and intent of all the articles and the recommendations of the Advisory Committee, are included in the remainder of this document.

We look forward to seeing you at the KP Middle School on May 7.

Patrick Snead, Advisory Committee Chairman

Committee Members: Marc Waldman, Arlie Sterling, Dave Benton, Arthur Frontczak, Al Butters, Rick Stillman, Lisa Curl and Angela Wayne.

Administrative Assistants: Marian Harrington and Susan Jacobson

NORFOLK, ss.

To either Constable in the Town of Norfolk, in said County:

GREETINGS:

You are required in the name of the Commonwealth of Massachusetts to notify and warn the inhabitants of Norfolk, qualified to vote in Town affairs residing in Precincts 1, 2, and 3 , to assemble in the designated polling places in the Freeman-Kennedy School, 70 Boardman Street, Norfolk, Massachusetts, on Tuesday, April 30, 2013, at 7:00 a.m., for the election of town officers under ARTICLE 1 of the Annual Town Meeting; and thence to meet on Tuesday, May 7, 2013 at 7:00 p.m. at the King Philip Middle School, 18 King Street, Norfolk, Massachusetts 02056, for the adjourned business session of the Annual Town Meeting, then and there to act on the following articles commencing with Article 2, *viz*:

ARTICLE 1

Submitted by Town Clerk

To choose by ballot the following officers: One Moderator for a one year term; one Selectman for a three year term; one Assessor for a three year term; one Constable for a three year term; one Board of Health member 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; one Norfolk School Committee member for a three year term.

No Advisory Committee recommendation is needed for this Article.

ARTICLE 2

Submitted by the Board of Selectmen

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 Chapter 44, Section 64; or take any other action relative thereto.

The Advisory Committee recommends indefinite postponement of this article.

After the close of any fiscal year, no bill incurred in that year can be paid without the approval of Town Meeting. We have been advised that there are no such bills to be considered at this Town Meeting, although our recommendation may change if any such bills are received between the time our recommendation was made and Town Meeting.

ARTICLE 3

Submitted by the Board of Selectmen

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, 2013; or take any other action relative thereto.

The Advisory Committee will make its recommendation at Town Meeting.

Only Town Meeting has the authority to transfer funds between budget appropriations and to add additional funds to existing budget appropriations. The Town Administrator will present a list of those recommended transfers and additions to the Advisory Committee at our meeting immediately prior Town Meeting.

ARTICLE 4

Submitted by the Town Administrator

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, 2013; or take any other action relative thereto.

The Advisory Committee recommends approval of this article.

The 1.5% increase in the Compensation Schedule referenced by this article applies to about 20 Town employees who are not covered by either a union contract or an individual contract. This proposed increase is comparable to the increases that union and contract employees are scheduled to receive this year.

ARTICLE 5

Submitted by the Board of Selectmen

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, 2013; or take any other action relative thereto. (Operating Budget)

The Advisory Committee recommends approval of this article.

The proposed budget (non-excluded budget sources) for the fiscal year ending June 30, 2014 (FY14) reflects an anticipated \$1,042,000 increase in revenues compared to the budget presented at the May 2012 Town Meeting for the current fiscal year (FY13) . The estimates for the sources of this increased revenue are:

- 1) Property taxes - \$932,000, of which \$558,000 is attributable to the increase allowed under Proposition 2 ½ and the remaining \$374,000 is expected from new growth.
- 2) An increase in State aid of approximately \$80,000.
- 3) \$30,000 from other miscellaneous sources.

In addition, the budget reflects an increase in the use of free cash from \$198,000 to \$350,000, an increase of \$152,000, and a withdrawal from the Stabilization Fund of \$98,000, so the total increase in funds available for the budget is \$1,292,000. However, it should be noted that at the special Town Meeting in November 2013, a transfer of \$98,479 was made from free cash to the operating budget, so the actual anticipated increase in the use of free cash in FY14 is \$54,000. The budget proposes to spend this \$1,292,000 increase as follows:

- 1) \$162,000 in fixed costs, most of which is the Tri-County School (\$84,000) and the Norfolk County Retirement System (\$55,000).
- 2) \$349,000 to Norfolk's elementary schools, representing a 3.65% increase.
- 3) \$525,000 to the King Philip Middle and High Schools, an 8% increase in our assessment, which translates into a 3.3% budget increase for King Philip. As always, our actual contribution is contingent upon the funding decisions of Wrentham and Plainville. We believe it is very unlikely that the other two towns will agree on a higher percentage, but it is possible that they may agree on a lower percentage, in which case our contribution would also be lower. For example, if the other two towns decide on a 6% increase, then our increase would be 6% also, reducing our increase to \$394,000 instead of \$525,000.
- 4) \$180,000 for public safety, almost all of which is negotiated compensation increases.
- 5) \$68,000 for the Department of Public Works, of which about \$53,000 is for compensation increases. The DPW also administers a budget item called "Shared Fixed Services", which reflects a net increase of \$2,000 included in this total.
- 6) \$8,000 for all other purposes (Human Services, Town Government, Culture and Recreation).

As in the last few years, what is not in the budget deserves a few comments:

- 1) Once again, we have no roads budget above the approximately \$400,000 that is expected from the State. Our DPW is to be commended for what they have been able to accomplish with this amount, but it is simply not adequate for our needs in the long term.
- 2) This budget includes nothing for the Town's capital needs, which, like the roads, have not been funded to any meaningful extent for several years. At the special Town Meeting held in November 2012, we voted to spend almost \$300,000 for capital purchases, but \$225,000 of that was anticipated prison mitigation funds from the State that subsequently failed to materialize.

As the economic environment improves, and as new growth continues in the Town, it is to be hoped that these ongoing problems can be addressed in the near future.

The details of this year's proposed budget are provided in the pages following this summary.

**Town of NORFOLK
Revenue Budget**

	FY11 Actual	FY12 Budget	FY12 Actual	FY13 Budget	FY14 Budget (House)
Excluded Debt Revenue					
Debt Exclusions					
King Philip (Net SBA)	\$922,491	\$908,408	\$908,145	\$859,734	\$847,759
H.Olive Day School Construction	\$83,597	\$17,757	\$17,757	(\$76,443)	(\$325,302)
Library Expansion	\$232,890	\$225,153	\$225,153	\$219,490	\$212,695
Freeman Centennial	\$22,000	\$1,288,125	\$1,288,125	\$1,587,060	\$1,576,487
Fire Truck	\$20,602	\$0	\$0	\$0	\$0
Total Debt Exclusions	\$1,281,580	\$2,439,442	\$2,439,180	\$2,689,841	\$2,311,639
SBAB Reimbursements (H.O. Day)	\$325,302	\$325,302	\$325,302	\$335,477	\$325,302
Total Revenue for Excluded Debt	\$1,606,882	\$2,764,744	\$2,764,482	\$2,925,318	\$2,636,941
Operating Revenue					
Tax Levy Base (Prior Levy Limit)	\$19,779,062	\$20,604,944	\$20,604,944	\$21,541,873	\$22,476,064
2.5%	\$494,477	\$515,124	\$515,124	\$538,547	\$561,902
New Growth	\$331,405	\$421,805	\$421,805	\$395,644	\$425,000
Reserve for Abatements	(\$147,727)	(\$136,040)	(\$136,040)	(\$106,690)	(\$110,000)
Total Levy Base	\$20,457,217	\$21,405,833	\$21,405,833	\$22,369,374	\$23,362,966
Local Estimated Receipts:					
Motor Vehicle	\$1,305,678	\$1,295,000	\$1,342,347	\$1,350,000	\$1,350,000
Penalties/Interest on Taxes	\$75,068	\$74,000	\$115,932	\$74,000	\$74,000
P.I.L.O.T.	\$63,742	\$63,700	\$65,478	\$63,700	\$63,700
Water Dept - Indirect Costs	\$31,543	\$32,000	\$52,260	\$100,000	\$100,000
Transfer Station Revenue	\$355,846	\$356,000	\$347,383	\$392,020	\$401,672
Fees	\$25,023	\$23,000	\$26,344	\$23,000	\$23,000
Other Dept'l Revenue	\$98,122	\$98,000	\$110,603	\$100,000	\$100,000
Licenses & Permits	\$230,359	\$230,000	\$473,969	\$280,000	\$280,000
Fines & Forfeits	\$18,324	\$18,000	\$24,524	\$18,000	\$18,000
Investment Income	\$16,906	\$5,000	\$12,120	\$5,000	\$5,000
Inspectional Services (DPW)					
Meals Tax		\$55,000	\$51,925	\$60,000	\$60,000
Ambulance Receipts	\$295,000	\$280,000	\$239,694	\$280,000	\$280,000
Miscellaneous	\$123,453	\$158,648	\$261,125	\$185,420	\$218,395
Total Estimated Receipts	\$2,639,064	\$2,688,348	\$3,123,704	\$2,931,140	\$2,973,767
Cherry Sheet:					
School Aid					
Chapter 70		\$3,234,875	\$3,234,875	\$3,270,355	\$3,291,530
Charter School Reimbursement		\$693	\$1,190	\$1,959	\$1,036
Total Education - State Aid	\$0	\$3,235,768	\$3,236,065	\$3,272,314	\$3,292,566
General Government					
Lottery		\$752,484	\$811,132	\$811,132	\$830,305
Additional Aid					\$0
Police Career Incentive					
Exemptions:Vets/Blind/Surviving Spouse		\$34,998	\$44,386	\$42,197	\$58,044
State Owned Land		\$126,248	\$126,248	\$126,289	\$126,381
Total General Government - State Aid	\$0	\$913,730	\$981,766	\$979,618	\$1,014,730
Cherry Sheet Revenue Total	\$0	\$4,149,498	\$4,217,831	\$4,251,932	\$4,307,296
Cherry Sheet Assessments		(\$369,410)	(\$369,410)	(\$394,494)	(\$369,882)
Net Cherry Sheet Total	\$0	\$3,780,088	\$3,848,421	\$3,857,438	\$3,937,414
Total Operating Revenue	\$23,096,280	\$27,874,269	\$28,377,958	\$29,167,952	\$30,264,147
Other Sources:					
Receipts Reserved Cemetery		\$24,000	\$24,000	\$24,000	\$11,000
Ambulance Receipts (Prior Years)					
Prison Mitigation (to pay Capital Debt)			\$88,404		
Medicare Reimbursement			\$35,236		
Stabilization					\$97,916
Free Cash				\$198,000	\$350,000
Total Other Sources	\$0	\$24,000	\$147,640	\$222,000	\$458,916
Total Non-Exclud Budget Sources	\$24,703,162	\$30,663,013	\$31,290,080	\$32,305,270	\$33,360,004
Change					\$1,054,734

TOWN OF NORFOLK - FISCAL 2014 GENERAL FUND BUDGET

4/29/2013

	Department Request				Recommended				
	FY11 Actual Total	FY12 Actual Total	FY13 Budget	FY14	Change	%	FY14	Change	%
Moderator									
Salary Expense Total	\$0	\$0	\$49	\$49	\$0	0.0%	\$49	\$0	0.0%
Selectman/Town Admin.									
Salary Expense Total	\$189,531	\$239,292	\$205,000	\$213,247	\$8,247	3.5%	\$213,247	\$8,247	3.5%
Expense Total	\$24,839	\$20,970	\$29,000	\$29,000	\$0	0.0%	\$29,000	\$0	0.0%
Advisory									
Salary Expense Sub Total	\$5,881	\$6,390	\$6,600	\$7,500	\$900	7.1%	\$7,500	\$900	7.1%
Reserve Fund Advisory Board Total	\$0	\$0	\$50,000	\$50,000	\$900	1.4%	\$50,000	\$900	1.4%
Municipal Finance									
Salary Expense Audit Total	\$442,119	\$472,888	\$500,392	\$524,960	\$36,277	5.4%	\$524,960	\$36,277	5.4%
Recertification Expense Total	\$0	\$0	\$25,000	\$0	\$0	0.0%	\$0	\$0	0.0%
Board of Assessors									
Recertification Expense Total	\$951	\$5,500	\$1,500	\$20,000	(\$6,500)	-24.5%	\$15,500	(\$11,000)	-41.5%
Town Counsel									
Retainer Fees Total	\$95,927	\$97,588	\$80,000	\$80,000	\$0	0.0%	\$80,000	\$0	0.0%
Human Resources									
Salary Expense Total	\$0	\$0	\$60,841	\$85,176	\$26,835	44.1%	\$85,176	\$26,835	44.1%
Information Technology									
Salary Expense Total	\$0	\$0	\$100,000	\$60,000	\$0	0.0%	\$60,000	\$0	0.0%
Tax Title/Foreclosure									
Expense Total	\$3,318	\$10,000	\$10,000	\$10,000	\$0	0.0%	\$10,000	\$0	0.0%

TOWN OF NORFOLK - FISCAL 2014 GENERAL FUND BUDGET

	Department Request				Recommended	
	FY11 Actual Total	FY12 Actual Total	FY13 Budget	FY14	Change	%
Facilities Management						
Salary	\$44,715	\$46,104	\$47,425	\$53,516	\$53,516	
Facilities Management Expense	\$373,104	\$349,092	\$690,150	\$717,900	\$534,745	
Total	\$417,819	\$395,196	\$737,575	\$771,416	\$588,261	(\$149,314) -20.2%
(INFORMATIONAL)						
Expense	\$2,232	\$1,952	\$3,200	\$3,200	\$3,200	\$0 0.0%
Town Hall	\$126,265	\$126,629	\$132,700	\$138,400	\$119,430	(\$13,270) -10.0%
Senior Center	\$41,345	\$34,610	\$42,350	\$46,100	\$38,115	(\$4,235) -10.0%
Old Town Hall & Garage	\$6,621	\$5,555	\$7,850	\$10,050	\$4,000	(\$3,850) -49.0%
P/F Station	\$97,442	\$93,528	\$110,000	\$118,800	\$90,000	(\$20,000) -18.2%
Solar Power Generation	\$0	\$0	\$100,000	\$100,000	\$100,000	\$0 0.0%
Elementary Electricity	\$0	\$0	\$200,000	\$200,000	\$100,000	(\$100,000) -50.0%
Library	\$99,199	\$86,818	\$94,050	\$101,350	\$80,000	(\$14,050) -14.9%
Sub-Total	\$373,104	\$349,092	\$690,150	\$717,900	\$534,745	(\$155,405) -22.5%
Town Clerk						
Salary	\$99,747	\$99,138	\$103,000	\$108,452	\$108,452	\$0 0.0%
Expense	\$27,821	\$16,513	\$35,232	\$35,076	\$36,076	\$36,076 1.2%
Sub-Total	\$127,568	\$115,651	\$138,232	\$143,528	\$144,528	\$6,296 4.6%
Conservation						
Salary	\$10,500	\$10,500	\$12,100	\$12,240	\$12,240	\$0 0.0%
Expense	\$10,500	\$10,500	\$12,100	\$12,240	\$12,240	\$0 0.0%
Sub-Total	\$21,000	\$21,000	\$24,200	\$24,480	\$24,480	\$0 0.0%
Planning Board						
Salary	\$28,465	\$21,515	\$34,560	\$30,000	\$30,000	(\$4,560) -13.2%
Expense	\$28,465	\$21,515	\$34,560	\$30,000	\$30,000	(\$4,560) -13.2%
Sub-Total	\$56,930	\$43,030	\$69,120	\$60,000	\$60,000	(\$9,120) -13.2%
Zoning Board of Appeals						
Salary	\$0	\$0	\$60	\$60	\$60	\$0 0.0%
Expense	\$0	\$0	\$60	\$60	\$60	\$0 0.0%
Sub-Total	\$0	\$0	\$120	\$120	\$120	\$0 0.0%
Planning and Development						
Salary	\$102,380	\$96,776	\$101,629	\$176,722	\$136,722	(\$35,000) -20.0%
Expense	\$11,119	\$11,215	\$16,500	\$16,500	\$16,500	\$0 0.0%
Sub-Total	\$113,499	\$107,991	\$118,129	\$193,222	\$153,222	(\$35,000) -20.0%
Town Reports						
Expense	\$1,976	\$1,855	\$3,300	\$3,300	\$3,300	\$0 0.0%
Sub-Total	\$1,976	\$1,855	\$3,300	\$3,300	\$3,300	\$0 0.0%
GENERAL GOVERNMENT	\$1,687,008	\$1,734,966	\$2,289,889	\$2,465,458	\$1,755,691	(\$709,767) -28.8%

TOWN OF NORFOLK - FISCAL 2014 GENERAL FUND BUDGET

4/29/2013

	Department Request				Recommended				
	FY11 Actual Total	FY12 Actual Total	FY13 Budget	FY14	Change	%	FY14	Change	%
PUBLIC SAFETY									
Police									
Salary	\$1,619,833	\$1,667,836	\$1,856,236	\$1,977,104	\$1,960,000		\$1,960,000		
Expense	\$122,428	\$103,000	\$114,613	\$118,750	\$118,750		\$118,750		
Total	\$1,742,261	\$1,770,836	\$1,970,849	\$2,095,854	\$2,078,750	\$125,005	\$2,078,750	\$107,901	5.5%
Fire & Ambulance									
Salary	\$1,157,588	\$1,151,506	\$1,192,795	\$1,302,056	\$1,232,056		\$1,232,056		
Expense	\$51,532	\$64,793	\$66,185	\$75,575	\$75,575		\$75,575		
Total	\$1,208,920	\$1,216,299	\$1,258,980	\$1,377,631	\$1,307,631	\$118,651	\$1,307,631	\$48,651	3.9%
Ambulance Billing									
Expense	\$13,779	\$14,451	\$16,000	\$16,000	\$16,000	\$0	\$16,000	\$0	0.0%
Total	\$13,779	\$14,451	\$16,000	\$16,000	\$16,000	\$0	\$16,000	\$0	0.0%
Building Dept									
Salary	\$188,279	\$199,500	\$208,550	\$219,419	\$219,419		\$219,419		
Expense	\$4,641	\$4,592	\$6,500	\$6,500	\$6,500		\$6,500		
Total	\$192,920	\$204,092	\$215,050	\$225,919	\$225,919	\$10,889	\$225,919	\$10,889	5.1%
Weights & Measure									
Salary	\$750	\$750	\$850	\$850	\$850	\$0	\$850	\$0	0.0%
Expense	\$750	\$750	\$850	\$850	\$850	\$0	\$850	\$0	0.0%
Total	\$750	\$750	\$850	\$850	\$850	\$0	\$850	\$0	0.0%
Emergency Management									
Salary	\$700	\$700	\$700	\$700	\$700		\$700		
Expense	\$390	\$900	\$900	\$900	\$900		\$900		
Total	\$1,090	\$1,600	\$1,600	\$1,600	\$1,600	\$0	\$1,600	\$0	0.0%
Animal Inspector									
Salary	\$2,194	\$2,194	\$2,315	\$2,350	\$2,350		\$2,350		
Expense	\$0	\$0	\$200	\$200	\$200		\$200		
Total	\$2,194	\$2,194	\$2,515	\$2,550	\$2,550	\$35	\$2,550	\$35	1.4%
Animal Control									
Salary	\$0	\$0	\$45,500	\$47,694	\$47,694		\$47,694		
Expense	\$42,622	\$43,869	\$4,000	\$6,000	\$6,000		\$6,000		
Total	\$42,622	\$43,869	\$49,500	\$53,694	\$53,694	\$4,194	\$53,694	\$4,194	8.5%
Fire/Police Comm									
Salary	\$215,854	\$210,629	\$231,600	\$240,229	\$240,229		\$240,229		
Expense	\$6,149	\$6,149	\$6,500	\$6,500	\$6,500		\$6,500		
Total	\$222,003	\$216,778	\$238,100	\$246,729	\$246,729	\$8,629	\$246,729	\$8,629	3.6%
Total Public Safety	\$3,430,534	\$3,474,832	\$3,753,424	\$4,020,827	\$3,933,723	267,403	\$3,933,723	180,299	4.8%

TOWN OF NORFOLK - FISCAL 2014 GENERAL FUND BUDGET

4/29/2013

	Department Request				Recommended				
	FY11 Actual Total	FY12 Actual Total	FY13 Budget	FY14 FY14	Change	%	FY14 FY14	Change	%
EDUCATION									
Norfolk Elementary	\$9,599,247	\$9,402,889	\$9,557,341	\$9,968,339	\$410,998	4.3%	\$9,906,184	\$348,843	3.7%
King Philip Regional (Operating)	\$5,913,832	\$6,143,323	\$6,568,365	\$7,125,031	\$1,156,666	17.6%	\$7,093,834	\$525,469	8.0%
Norfolk Agricultural School	\$6,000	\$10,000	\$6,000	\$10,000	\$4,000	66.7%	\$10,000	\$4,000	66.7%
Tri-County	\$377,756	\$444,604	\$505,246	\$589,226	\$83,980	16.6%	\$589,226	\$83,980	16.6%
Total Education	\$15,896,835	\$16,000,816	\$16,636,952	\$18,292,596	1,655,644	10.0%	\$17,592,944	962,292	5.8%
PUBLIC WORKS									
DPW Administration									
Highway	Salary \$160,224	\$121,111	\$126,223	\$131,675	\$7,852	4.0%	\$131,675	\$7,852	4.0%
	Expense \$71,035	\$138,668	\$72,500	\$74,900			\$74,900		
	Total \$231,259	\$259,779	\$198,723	\$206,575	\$7,852	4.0%	\$206,575	\$7,852	4.0%
Vehicle Maintenance	Salary \$132,290	\$166,431	\$190,732	\$213,396	\$21,396	7.8%	\$213,396	\$21,396	7.8%
	Expense \$85,720	\$89,731	\$99,731	\$99,731			\$99,731		
	Total \$218,010	\$256,162	\$290,463	\$313,127	\$22,664	7.8%	\$313,127	\$22,664	7.8%
Grounds Municipal	Salary \$118,587	\$144,477	\$159,191	\$176,366	\$17,366	12.6%	\$176,366	\$17,366	12.6%
	Expense \$56,281	\$54,281	\$56,281	\$66,281	\$10,000	18.0%	\$66,281	\$10,000	18.0%
	Total \$174,868	\$198,758	\$215,472	\$242,647	\$27,175	12.6%	\$242,647	\$27,175	12.6%
Grounds - Cemetery	Salary \$13,393	\$14,321	\$15,531	\$15,279	(\$10,252)	-32.9%	\$15,279	(\$10,252)	-32.9%
	Expense \$15,612	\$15,588	\$15,613	\$5,613			\$5,613		
	Total \$29,005	\$29,909	\$31,144	\$20,892	(\$10,252)	-32.9%	\$20,892	(\$10,252)	-32.9%
Custodian of Veteran Graves	Salary \$700	\$700	\$700	\$700			\$700		
	Expense \$1,496	\$1,303	\$1,500	\$1,500			\$1,500		
	Total \$2,196	\$2,003	\$2,200	\$2,200	\$0	0.0%	\$2,200	\$0	0.0%
Tree Warden	Salary \$0	\$0	\$0	\$0			\$0		
	Expense \$0	\$0	\$0	\$0			\$0		
	Total \$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
Shade Tree	Expense \$0	\$0	\$0	\$0			\$0		
	Total \$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
Total Public Works	\$864,673	\$1,009,035	\$963,549	\$1,029,824	\$66,275	6.9%	\$1,029,824	\$66,275	6.9%

TOWN OF NORFOLK - FISCAL 2014 GENERAL FUND BUDGET

Road Program	Department Request				Recommended				
	FY11		FY12		FY13		FY14		
	Actual Total	Actual Total	Budget	FY14	Change	%	FY14	Change	
Non - Appropriated Funds Road Program (Chapter 90)			\$392,510						
Road Program	Total	\$0	\$0	\$1	\$1	\$0	\$1	\$0	0.0%
Landfill	Expense	\$89,535	\$73,625	\$90,605	\$90,605	\$0	\$90,605	\$0	0.0%
	Total	\$89,535	\$73,625	\$90,605	\$90,605	\$0	\$90,605	\$0	0.0%
Snow & Ice	Expense	\$473,622	\$195,848	\$125,000	\$125,000	\$0	\$150,000	\$25,000	20.0%
	Total	\$473,622	\$195,848	\$125,000	\$125,000	\$0	\$150,000	\$25,000	20.0%
Street Lighting	Expense	\$35,858	\$37,347	\$40,578	\$40,578	\$0	\$40,578	\$0	0.0%
	Total	\$35,858	\$37,347	\$40,578	\$40,578	\$0	\$40,578	\$0	0.0%
Town Vehicle Fuel	Expense	\$91,386	\$96,110	\$100,984	\$100,984	\$0	\$100,984	\$0	0.0%
	Total	\$91,386	\$96,110	\$100,984	\$100,984	\$0	\$100,984	\$0	0.0%
Total Shared/Fixed Costs		\$690,401	\$402,930	\$357,168	\$357,168	\$0	\$382,168	\$25,000	7.0%
Transfer Station	Salary	\$172,605	\$180,235	\$200,807	\$213,145	(\$22,858)	\$213,145	(\$22,858)	-8.8%
	Expense	\$151,959	\$150,563	\$191,213	\$156,017	(\$369,162)	\$156,017	(\$369,162)	-8.8%
	Total	\$324,564	\$330,798	\$392,020	\$369,162	(\$22,858)	\$369,162	(\$22,858)	-8.8%
Total Transfer Station		\$324,564	\$330,798	\$392,020	\$369,162	(\$22,858)	\$369,162	(\$22,858)	-8.8%
HUMAN SERVICES									
Board of Health									
	Salary	\$20,825	\$16,047	\$17,600	\$17,600	\$0	\$17,600	\$0	0.0%
	Expense	\$20,825	\$16,047	\$17,600	\$17,600	\$0	\$17,600	\$0	0.0%
	Total	\$20,825	\$16,047	\$17,600	\$17,600	\$0	\$17,600	\$0	0.0%
Special Programs									
	SNCARC	\$4,025	\$4,025	\$4,025	\$4,025	\$0	\$4,025	\$0	0.0%
	Total	\$4,025	\$4,025	\$4,025	\$4,025	\$0	\$4,025	\$0	0.0%
Council on Aging									
	Salary	\$103,755	\$106,643	\$110,310	\$118,211	\$7,901	\$118,211	\$7,901	6.8%
	Expense	\$5,262	\$5,113	\$5,281	\$5,281	\$0	\$5,281	\$0	0.0%
	Total	\$109,017	\$111,756	\$115,591	\$123,492	\$7,901	\$123,492	\$7,901	6.8%

TOWN OF NORFOLK - FISCAL 2014 GENERAL FUND BUDGET

	Department Request				Recommended	
	FY11 Actual Total	FY12 Actual Total	FY13 Budget	FY14	Change	%
Veteran's Services						
Salary	\$5,700	\$5,700	\$5,700	\$5,700		
Expense	\$9,894	\$12,956	\$15,000	\$15,000		
Total	\$15,594	\$18,656	\$20,700	\$20,700	\$0	0.0%
Total Human Services	\$149,461	\$150,484	\$157,916	\$165,817	7,901	5.0%

CULTURE AND RECREATION						
	FY11 Actual Total	FY12 Actual Total	FY13 Budget	FY14	Change	%
Library						
Salary	\$318,964	\$330,778	\$352,060	\$374,538		
Expense	\$112,178	\$112,178	\$118,000	\$128,598		
Total	\$431,142	\$442,956	\$470,060	\$503,136	\$33,076	7.0%
Recreation						
Salary	\$73,334	\$77,000	\$80,000	\$83,200		
Expense	\$300	\$300	\$300	\$500		
Total	\$73,634	\$77,300	\$80,300	\$83,700	\$3,400	4.2%
Historical Commission						
Expense	\$236	\$225	\$250	\$250		
Total	\$236	\$225	\$250	\$250	\$0	0.0%
Memorial Day						
Expense	\$600	\$594	\$600	\$600		
Total	\$600	\$594	\$600	\$600	\$0	0.0%
Total Culture & Rec	\$505,612	\$521,075	\$551,210	\$587,686	36,476	6.6%

FIXED COSTS						
	FY11 Actual Total	FY12 Actual Total	FY13 Budget	FY14	Change	%
Employee Benefits	\$3,062,387	\$3,110,285	\$3,485,408	\$3,740,485	\$255,077	7.3%
Building/Liability Insurance	\$244,042	\$249,956	\$285,000	\$315,000	\$30,000	10.5%
Total Fixed Costs	\$3,306,429	\$3,360,241	\$3,770,408	\$4,055,485	\$285,077	7.6%
Sub Total	\$26,855,517	\$26,985,177	\$28,872,536	\$28,872,536	\$0	0.0%

DEBT SERVICE (KP not included)						
	FY11 Actual Total	FY12 Actual Total	FY13 Budget	FY14	Change	%
Exempt Debt	\$662,391	\$1,856,336	\$2,065,584	\$1,789,182	(\$276,402)	-13.4%
King Philip Exempt Debt	\$922,491	\$908,144	\$859,734	\$847,759	(\$11,975)	-1.4%
Non - Exempt Debt Service	\$452,878	\$527,649	\$574,303	\$573,000	(\$1,303)	-0.2%
Total Local Debt Service	\$2,037,760	\$3,292,129	\$3,499,621	\$3,209,941	(289,680)	-8.3%
TOTAL OPERATING BUDGET	\$ 28,893,277	\$ 30,277,306	\$ 32,372,157	\$ 4,553,964	2,181,807	6.7%

REVENUES						
	FY11 Actual Total	FY12 Actual Total	FY13 Budget	FY14	Change	%
Municipal Tax Revenue	\$23,552,966	\$23,552,966	\$23,552,966	\$23,552,966		
Local Receipts	\$2,973,767	\$2,973,767	\$2,973,767	\$2,973,767		
State Aid	\$3,937,414	\$3,937,414	\$3,937,414	\$3,937,414		
Overtime	\$0	\$0	\$0	\$0		
General Fund Excluded Revenue & SBAB Funding	\$458,916	\$458,916	\$458,916	\$458,916		
Other Sources	\$458,916	\$458,916	\$458,916	\$458,916		
Total Operating Budget Sources	\$33,360,004	\$33,360,004	\$33,360,004	\$33,360,004	\$0	0.0%

Surplus / (Deficit)						
	FY11 Actual Total	FY12 Actual Total	FY13 Budget	FY14	Change	%
Surplus / (Deficit)	(\$1,193,960)	\$0	\$0	\$0		

ARTICLE 6

Submitted by the Board of Selectmen

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. (Water Enterprise Operating Budget)

The Advisory Committee recommends approval of this article.

This year’s budget of \$1.54 million for the Water Division of the Norfolk Department of Public Works is about \$50,000 lower than last year’s budget. This decrease is the net of increases in salaries of about \$60,000 and decreases in expenses and debt service of approximately \$28,000 and \$82,000, respectively. Of the total budget, about \$484,000 is debt service, and the rest is operating expenses.

This budget is voted separately because it is funded by revenues collected from users of Town water and is completely independent of the Town’s operating budget.

ARTICLE 7

Submitted by the Board of Selectmen

To see if the Town will vote to amend the Town of Norfolk General Bylaws, Article I, Section 7.D.2 by deleting the words “(a) no person shall speak more than twice on any motion except to correct a mistake or misstatement, or to answer a question, or to raise a Point of Order;” and to renumber the following sentences “(a)”, “(b)” and “(c)” so that the paragraph now reads:

“Unless otherwise approved by the Moderator, (a) no person shall speak more than five minutes the first time they speak on any article and more than three minutes the second or subsequent time they speak on that article; (b) no person may yield their speaking time to another person; and (c) except to answer a question or to raise a Point of Order, no person shall speak for a second time on any motion until all persons wishing to speak for a first time on that motion have been recognized. Any persons who desire to make lengthy presentations or use audio-visual aids are strongly encouraged to attend the Organizational Meeting and disclose such intentions to the Moderator.”

or take any other action relative thereto.

The Advisory Committee recommends indefinite postponement of this article.

The article proposes lifting the “two times at the microphone maximum” rule for speaking about any one article under consideration. This change could allow individuals -- particularly those with extensive information or experience -- to add more information to debates as they unfold.

This article was proposed because concerns have been expressed that the current rules unduly limit debate on articles that may be controversial and/or complicated. Despite sharing these concerns to varying degrees, the Advisor Committee unanimously agreed that the current rules should remain in place because mechanisms already exist to handle these situations. Anyone at Town Meeting may request a “point of order” with the Moderator to correct a specific factual

inaccuracy, or request that the rules on speaking limits be waived in a particular situation. Additionally anyone may attend the Organizational Meeting prior to Town Meeting to request that different speaking rules apply to a particular warrant discussion.

The Committee felt that relying on the judgment of the Moderator to manage these circumstances is reasonable and preferable to changing the bylaw. We believe the bylaw as it now stands protects the “discussion” character of Town Meeting while preventing protracted and potentially repetitious debates.

ARTICLE 8 **Submitted by the King Philip School Committee**

To see if the Town of Norfolk will vote to authorize the King Philip Regional School District to establish, to the extent permitted by the Laws of the Commonwealth of Massachusetts, a capital account for purposes of receiving donations and other funds for purposes of constructing an artificial turf field at the King Philip Regional High School; or take any other action relative thereto.

The Advisory Committee recommends approval of this article.

The current athletic field at the King Philip High School can only be used on a limited basis because it is in very poor condition, and even to maintain it for the very limited usage it gets is expensive. Because there is no chance that a new field can be funded through the school’s operating budget, the school is actively seeking donations – with considerable success so far – for this purpose. An account is needed in which to accumulate these funds, and this article, if approved, will give Norfolk’s approval for the creation of that account.

ARTICLE 9 **Submitted by Zoning Bylaw Study Committee**

To see if the Town will vote to amend the Norfolk Zoning Bylaw, by deleting Sections J.4.a.4, J.4.a.4.B, J.4.a.4.C, J.4.a.4.D, J.4.a.5, J.4.a.6. and J.4.a.6.a in their entirety, and to insert a new Section J.4.a.4 as follows:

J.4.a.4. Location of Drives and Streets that Intersect Rt 1A or Rt 115. Proposed drives and STREET entrances to Rt 1A or Rt 115 shall not be located within 250 feet of another such entrance or intersection unless they are aligned directly across from an existing drive or STREET, or where practicable as determined by the Planning Board. Unless access to an individual lot is denied, other drives and STREETS shall be staggered across Rt 1A or Rt 115 by distances of 250 feet or more from centerline to centerline, or where practicable as determined by the Planning Board.

and further to amend Section J.4.a.8 to add “by right or 46 feet in height by Special Permit from the Planning Board” after the word “height” so as to read, with the amended text shown underlined:

J.4.a.8. Buildings shall not be more than 40 feet in height by right or 46 feet in height by Special Permit from the Planning Board.

or take any other action relative thereto.

The Advisory Committee recommends approval of this article.

The section being deleted required businesses in the affected area to access Route 1A and/or Route 115 via what is known as a “frontage road”. The idea was that multiple businesses would provide access to and egress from one of these roads rather than directly to Routes 1A and 115, thereby reducing or eliminating potential traffic problems.

This requirement has caused some problems for existing businesses in this area and also in meeting the needs of new businesses that are interested in building in this area. The proposed new section would allow businesses direct access to these two roads, subject to limitations on how close together the driveways can be.

ARTICLE 10

Submitted by Zoning Bylaw Study Committee

To see if the Town will vote to amend Section J, C-1 DISTRICT (ROUTES 1A/115), of the Norfolk Zoning Bylaws; by amending Section J.3, District Boundaries, so as to read as follows, with additions shown underlined below and deletions shown as stricken:

The C-1 District is further divided into two areas: (1) On-Highway, which consists of that portion of the C-1 District which is located within 300 feet of the FRONTAGE line of Route 1A or 115, and (2) Off-Highway, which consists of that portion of the C-1 District which is located greater than 300 feet from the FRONTAGE line of Route 1A and 115. The Off-Highway District shall be further divided into the following four subareas: C-1a shall include that portion of the Off-Highway district in the southwest quadrant of the Route 1A/115 intersection; C-1b shall include that portion of the Off-Highway district in the northwest quadrant of the Route 1A/115 intersection; C-1-c shall include that portion of the Off-Highway district in the northeast quadrant of the Route 1A/115 intersection; and C-1d shall include that portion of the Off-Highway district in the southeast quadrant of the Route 1A/115 intersection. Within the C-1c Off Highway District there shall be an Adult Business Overlay District and a Medical Marijuana Treatment Center Overlay District, which shall be comprised of the following lots: Assessors’ Map 19 Block 72, Lots 36, 37-1, 38, 39.

And further to insert new sections, J.7.a.2.D and J.7.a.2.E as follows:

J.7.a.2.D Special Permit Uses by Zoning Board of Appeals in Off-Highway C-1b

AUTO FREIGHT STORAGE FACILITY located on a site that is fully screened by an opaque fence at 6’ 0” high.

J.7.a.2.E Special Permit Uses by the Planning Board in Off-Highway C-1d

Residential DWELLINGS at a density of not less than 4 units per 30,000 square foot or greater lot and not more than 1 unit per 5000 square feet of land.

And further to delete from the Appendix to the Norfolk Zoning Bylaws the current Example I, which depicts the C-1 District, and current Example Ia, which depicts the Adult Zoning Overlay District and replace them with a new Example I, which depicts the C-1 District Map, including districts C-1a, C-1b, C-1c, and C-1d, and a new Example 1a, which depicts the Adult Business Overlay District and Medical Marijuana Treatment Center Overlay District, as shown on the attached maps.

And further to amend Section B, Definitions, to add the following definitions for Auto Freight Storage and Medical Marijuana Treatment Centers:

AUTO FREIGHT STORAGE: a facility provides for the short-term storage of up to 150 motor vehicles per business that are (a) in operating condition; (b) for which an order has been placed to transport the vehicle to or from another location by means of a car carrier or store for an owner for up to 9 months and for which service of on-site stored motor vehicles only is allowed and no on-site sale of motor vehicles is permitted except as may be authorized by state law for abandoned vehicles or nonpayment for services rendered.

MEDICAL MARIJUANA TREATMENT CENTER: a not-for-profit entity, as defined by and registered under Massachusetts law only, that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers.

or take any other action relative thereto.

The Advisory Committee recommends approval of this article.

This article has two purposes:

- 1) To specifically limit the purposes for which the affected parcels can be used to their current use, and
- 2) To define a location in which a Medical Marijuana Treatment Center could be located.

The medical marijuana issue is analogous to our reason for having an area zoned for adult entertainment. Although regulations regarding medical marijuana have not yet been issued, the expectation is that like adult entertainment, a medical marijuana establishment could be located anywhere in the Town unless we specify where it would be allowed and where it would not be allowed.

ARTICLE 11

Submitted by Zoning Bylaw Study Committee

To see if the Town will vote to amend the Norfolk Zoning Map by adding the following parcel to the B-1 – Outside the Business Core district:

Map 14, Block 49, Lot 11

As shown on attached map

or take any other action relative thereto.

The Advisory Committee recommends approval of this article.

The Advisory Committee approves the inclusion of this lot in the B-1 "Outside the Business Core" zone. This special zoning was created to increase the density of businesses and residents at the center of town. Adding this lot furthers this goal and grows revenue opportunities for the Town. This recommendation was not unanimous.

Concerns were expressed over expanding the zone while other B-1 lots remain undeveloped. The minority belief was that the Town does not yet fully understand -- and surrounding residents and community do not yet fully feel -- the impact higher density development will have, particularly on traffic. At least one member of the Committee felt that the will of the Town had been expressed by its rejection of this article at the last Town Meeting and was reluctant to vote for it a second time for that reason.

However, the majority still believe that this change is appropriate for the same reasons that were given previously:

- the lot is almost entirely surrounded by town –owned land and other B-1 lots
- it directly abuts the Commuter Rail train tracks, and
- denser development would provide an economic benefit to the Town

ARTICLE 12

Submitted by Zoning Bylaw Study Committee

To see if the Town will vote to amend Section I.4.a.11 Residential Density of the Norfolk Zoning Bylaws by deleting the words "sixteen" and replacing with "thirty-two" so that it reads as follows:

I.4.a.11 Residential Density. Residential Dwelling Units, except Assisted Living Facilities, shall not have more than 2 bedrooms per unit. Residential densities, except for Assisted Living Facilities, shall not exceed a ratio of ~~sixteen~~ Thirty-two bedrooms for any single lot (Lot size at 30,000 square feet or greater) except by special permit. Residential densities for Assisted Living Facilities shall not exceed a ratio of 16 bedrooms per acre for any single Lot (Lot size at 30,000 square feet or greater) except by Special Permit by the Zoning Board of Appeals.

or take any other action relative thereto.

The Advisory Committee recommends approval of this article.

This is another article that was not passed at the previous Town Meeting, and it too met with some concerns about the “if at first you don’t succeed....” approach that has us reconsidering the article at this Town Meeting. However, the Zoning Bylaw Study Committee and the Planning Board believe this article should be passed, and a majority of the Advisory Committee agrees.

The higher density this article would allow will make development of some of these properties more attractive, although it may be the case that the maximum density allowed cannot be achieved for other reasons such as wetlands constraints and limited sewer capacity.

ARTICLE 13

Submitted by Zoning Bylaw Study Committee

To see if the Town will vote to amend the Town’s Zoning Bylaw by adding a new Section F.14, TEMPORARY MORATORIUM ON MEDICAL MARIJUANA TREATMENT CENTERS, that would provide as follows, and further to amend the Table of Contents to add Section F.14, “Temporary Moratorium on Medical Marijuana Treatment Centers:”

F.14.a. PURPOSE

By vote at the State election on November 6, 2012, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for medical purposes. The law provides that it is effective on January 1, 2013 and the State Department of Public Health is required to issue regulations regarding implementation within 120 days of the law’s effective date. Currently under the Zoning Bylaw, a Medical Marijuana Treatment Center is not a permitted use in the Town and any regulations promulgated by the State Department of Public Health are expected to provide guidance to the Town in regulating medical marijuana, including Medical Marijuana Treatment Centers. The regulation of medical marijuana raises novel and complex legal, planning, and public safety issues and the Town needs time to study and consider the regulation of Medical Marijuana Treatment Centers and address such novel and complex issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of medical marijuana treatment centers and other uses related to the regulation of medical marijuana. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Medical Marijuana Treatment Centers so as to allow the Town sufficient time to engage in a planning process to address the effects of such structures and uses in the Town and to enact bylaws in a manner consistent with sound land use planning goals and objectives.

F.14.b. DEFINITION

“Medical Marijuana Treatment Center” shall mean a “not-for-profit entity, as defined by Massachusetts law only, registered by the Department of Public Health, that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils or ointments), transfers, transports, sells, distributes, dispenses, or

ARTICLE 16

Submitted by the Board of Selectmen

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 2013 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.

The Advisory Committee recommends approval of this article.

This is a standard article authorizing the continuation of various revolving funds for the next fiscal year. Each of the revolving fund limits is unchanged from previous years.

The purpose of these funds is to allow various Town boards and departments to collect revenue from sources such as program fees and mitigation funds and to pay expenses associated with the activities necessary for the collection of those fees. These sources of revenue are often relatively small, unpredictable and variable. As such, they are best handled through a revolving fund rather than through the general fund and the regular budget process. To avoid excess accumulation of funds outside of the regular budget process, balance limits are established on the amounts for each revolving fund. Any amounts received that would cause the fund balance to exceed the limit are added to the general receipts of the Town.

ARTICLE 17

Submitted by the Board of Selectmen

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.

The Advisory Committee recommends approval of this article.

ARTICLE 18

Submitted by the Board of Selectmen

To see if the Town will vote to accept all State and Federal Grants and reimbursements for the Department of Public Works Water Division which do not require matching funds from the Town or any representative agency thereof, and will not obligate any resident of the Town of Norfolk without a town meeting; or take any other action relative thereto.

The Advisory Committee recommends approval of this article.

ARTICLE 19

Submitted by Community Preservation Committee

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, \$350,000, with \$35,000 from Open Space Reserves, and \$315,000 from Undesignated Reserves, for the rehabilitation of the playground area at H. Olive Day School, 232 Main Street, including the replacement of equipment and reconstruction of the play field; or take any other action relative thereto.

The Advisory Committee recommends approval of this article.

The H. Olive Day School playground located in front of the school at 232 Main Street was constructed 16 years ago. As a result of the aging equipment and grounds, the School Administration has requested funds to rehabilitate the playground for a total cost of \$450,000. The school has raised \$100,000 through grants, but an additional \$350,000 is needed to replace the equipment and reconstruct the grounds. Work on this project will begin this summer.

ARTICLE 20

Submitted by the Board of Selectmen

To see if the Town will vote to transfer the custody of the parcels described below from the board or officer having custody thereof for the purpose for which it is currently held to the Board of Selectmen for the purpose of conveyance, and to authorize the Board of Selectmen to convey, on such terms and conditions as it may deem in the best interests of the Town, all or a portion of the property known as "Old Town Hall", located at 100 Main Street, shown as Assessors Map 14, Block 56, Lot 33 and the adjoining town owned parcel, shown on Assessors Map 14, Block 56, Lot 32, subject to the Town reserving an easement for access to "Town Pond"; or take any other action relative thereto.

The Advisory Committee recommends approval of this article.

Since the sale of the Old Town Hall was first proposed in 2011, the programs that were located there at that time have been relocated to the Freeman-Kennedy School. The Board of Selectman

is now requesting approval from the Town to sell the property, as it is no longer useful for any Town purpose and is potentially a hazard that could result in liability for the Town.

ARTICLE 21 **Submitted by the Community Preservation Committee**

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 44B, Section 5, to appropriate the sum of \$35,000 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.

The Advisory Committee recommends approval of this article.

This is a standard article requiring annual approval by the Town to transfer funds in the amount of \$35,000 from the Community Preservation Fund to the Community Preservation Committee's Administrative and Operating Budget.

ARTICLE 22 **Submitted by the Community Preservation Committee**

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 FY2013 Community Preservation Fund revenues for the future appropriation of Open Space creations, acquisition and preservation; 10% from FY2013 Community Preservation Fund revenues for the future appropriation of Affordable Housing creations, preservation and support; and 10% from FY2013 Community Preservation Fund revenues for the future appropriation towards the acquisition, preservation, rehabilitation and restoration of Historic Resources; or take any other action relative thereto.

The Advisory Committee recommends approval of this article.

This is a standard article requiring annual approval by the Town to reserve funds from Community Preservation Fund revenues equal to the state-mandated minimums of 10% for Open Space, 10% for Affordable Housing, and 10% for Historic Resources.

ARTICLE 23 **Submitted by the Board of Selectmen**

To see if the Town will vote to authorize the Board of Selectmen to advertise in a local newspaper and sell at public sale from time to time, as it may deem in the best interests of the Town, any and all lands or portions thereof which the Town has acquired or may acquire as Tax Title land, so called, such sales to be made on behalf of the inhabitants of the Town of Norfolk, and to authorize the Selectmen to expend from the proceeds of such sale the necessary costs of recording fees, documentary stamps and auctioneer's fees, if required; or take any other action relative thereto.

The Advisory Committee recommends approval of this article.

ARTICLE 24

Submitted by the Board of Selectmen

To see if the Town will 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.

The Advisory Committee recommends approval of this article.

ARTICLE 25

Submitted by the Board of Selectmen

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.

The Advisory Committee recommends approval of this article.

ARTICLE 26

Submitted by the Town Clerk

To see if the Town will vote to authorize a revolving fund, pursuant to M.G.L. Ch. 44, Section 53E 1/2, to be known as the "Town Clerk's Record Preservation Fund", to which shall be credited departmental fees and receipts received from certified vital copies, which fund may be expended by the Town Clerk, without further appropriation, to pay for the reasonable costs and expenses, including supplies, services and administrative costs as deemed necessary by the Office of the Town Clerk, to aid in the preservation, restoration and documentation of the permanent records of the Town of Norfolk, and to establish a spending limit of \$5,000 for Fiscal Year 2014 for said fund; or take any other action relative thereto.

The Advisory Committee recommends indefinite postponement of this article.

Last year the Town moved to digital storage of records that the Town is required to keep under state law. As anticipated, there are ongoing expenses associated with the maintenance and updating of the system, including a small annual software license fee and the cost of adding new records to the system. The Town Clerk suggested using fees collected when people request copies of records to fund these ongoing expenses, to be accomplished by means of this fund.

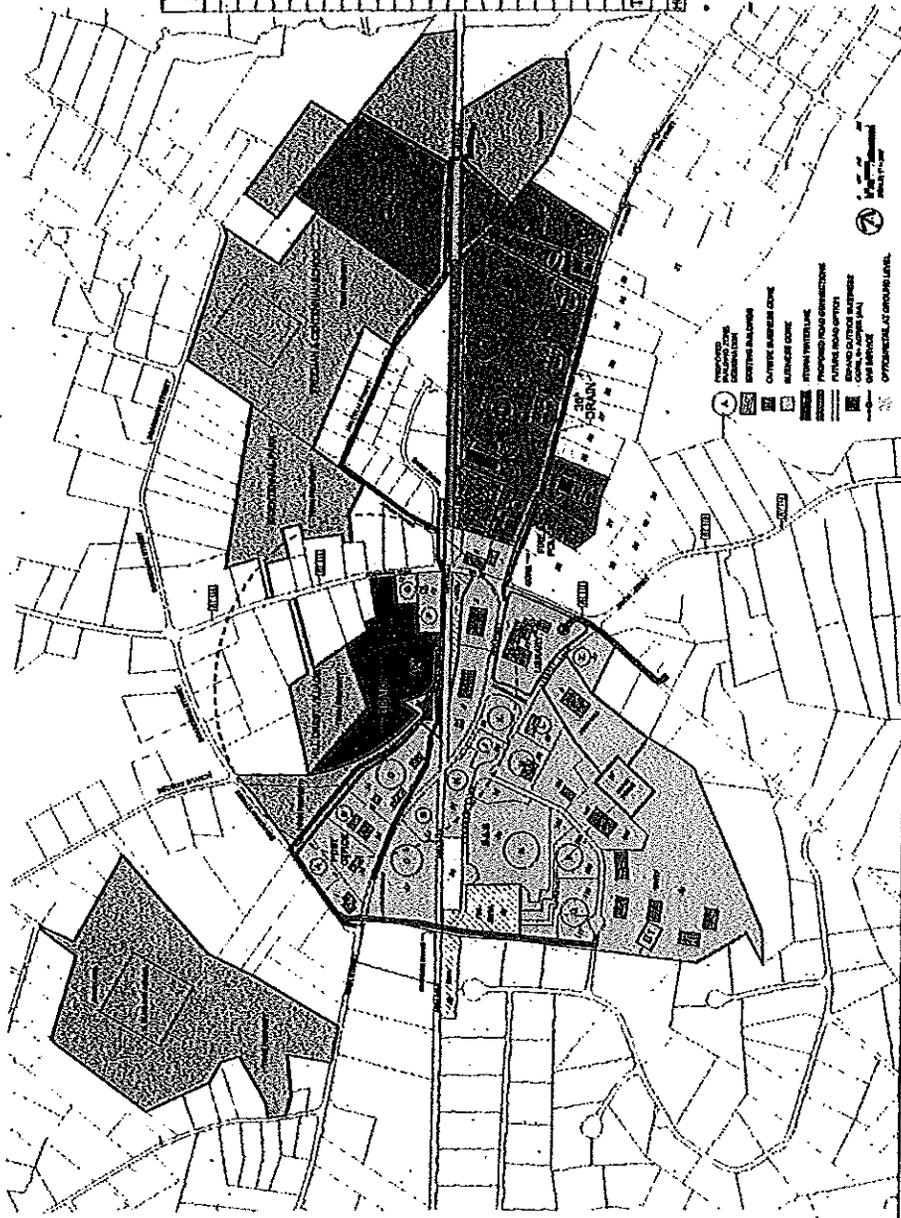
However, while we appreciated the Town Clerk's desire to have the system "pay for itself", it was our feeling that this is just a usual and necessary expense for us to meet our obligations under state law, and that the estimated expense should simply be added to the Town Clerk's budget. This recommendation was made to the Selectmen, and they have included an amount in the Town Clerk's budget for this purpose.

ARTICLE 27**Submitted by the Board of Selectmen**

To see if the Town will vote to authorize the Board of Selectmen to convey, and to ratify the conveyance of, for affordable housing purposes, the parcels of land located at 25 Boardman Street, 6 Medway Branch, and 18 Medway Branch, which parcels are portions of the Gump's Farm property acquired by the Town by deed recorded with the Norfolk Registry of Deeds in Book 28624, Page 515, on such terms and conditions as the Board of Selectmen deems appropriate, and to authorize the Board of Selectmen to accept affordable housing restrictions on said parcels, and, further, to authorize the Board of Selectmen to enter into and execute such agreements and other documents, including regulatory agreements, as may be necessary or appropriate to effectuate the foregoing transactions; or take any other action relative thereto.

The Advisory Committee recommends approval of this article.

When the Gump's Farm property was acquired by the Town, the intent was to use part of the property for affordable housing. At the time of purchase, the specific lots to be used for affordable housing had not been designated, and the purpose of this article is to specify the three parcels to be used for affordable housing. In addition it allows the Selectmen to accept affordable housing restrictions on these parcels and to take whatever additional steps are necessary to accomplish the Town's intentions with respect to these parcels.



POTENTIAL NEW BUILD-OUT AREA	
A	5,000 SF
B	5,000 SF
C	42,000 SF
D	32,000 SF
E	8,000 SF
F	14,000 SF
G	5,000 SF
H	5,000 SF
I	5,000 SF
J	5,000 SF
K	10,000 SF
L	12,000 SF
M	10,000 SF
N	55,000 SF
P	10,000 SF
Q	10,000 SF
R	10,000 SF
S	33,000 SF
T	23,000 SF
U	20,000 SF
V	20,000 SF
W	40,000 SF
X	53,000 SF
Y	10,000 SF
Z	5,000 SF
TOTAL	471,000 SF
AA	50,000 SF
POSSIBLE	250 UNITS

* USE EXISTING
 WWFT - 87,000 SF
 40 B (INCLUDING) - 20,000 SF
 P/P 40,000 SF
 h = Healing Option

- PROPOSED BUILDING FOOTPRINT
- EXISTING BUILDING
- EXISTING PARKING
- EXISTING DRIVEWAY
- EXISTING DRIVE
- EXISTING SIDEWALK
- PROPOSED PARKING
- PROPOSED DRIVEWAY
- PROPOSED DRIVE
- PROPOSED SIDEWALK
- PROPOSED UTILITY
- PROPOSED FUTURE DEVELOPMENT
- PROPOSED OFFICIAL/PLANNING LEVEL

Bergmeyer
 Planning & Architecture, Inc.
 1000 Main Street
 Norfolk, MA 01901

NORFOLK TOWN CENTER
 Norfolk Strategic Plan, Norfolk, MA

FUTURE DEVELOPMENT
 APRIL 3, 2013

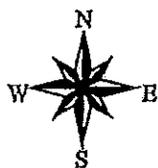
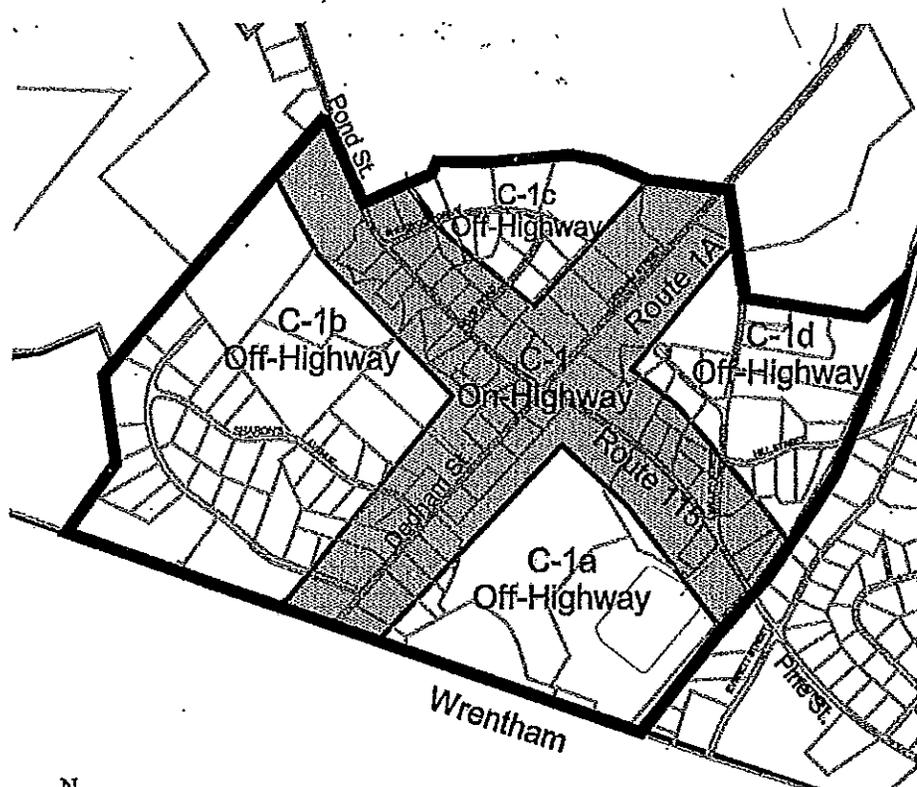
C-1 District (Route 1A/115)

On-Highway and
Off-Highway Sub-districts



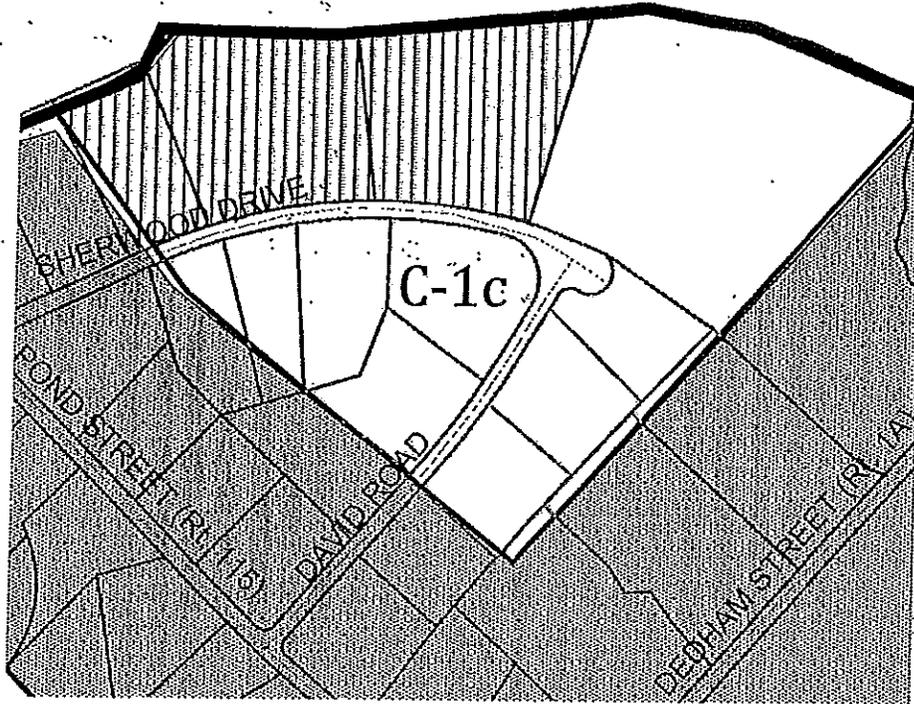
Locus

 On-Highway



Example I

Adult Business and Medical Marijuana Overlay District (C-1c Sub-district)



Adult Business and Medical Marijuana Overlay District

Example Ia

Hereof, fail not, but make due return of this warrant, with your doings thereon to the Town Clerk, on or before the hour of said meeting. Given under our hands and seal of the Town of Norfolk on the 9th day of April, 2013 A.D.

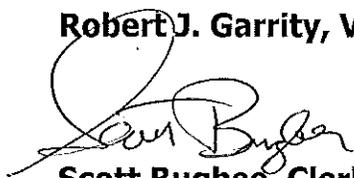
NORFOLK BOARD OF SELECTMEN



James C. Lehan, Chairman



Robert J. Garrity, Vice Chairman



Scott Bugbee, Clerk

A true copy, attest:
Town of Norfolk
Norfolk, ss

By virtue of this Warrant, I have notified and warned the legal voters of the Town of Norfolk aforesaid to meet at the time and place and for the purposes specified in said Warrant, by posting true and attested copies thereof in the Town Hall, and in at least one public place in each of the three (3) precincts, not less than seven (7) days at least before the date of said meeting.

Constable

Date

TOWN OF NORFOLK
NORFOLK ADVISORY COMMITTEE
ONE LIBERTY LANE
NORFOLK, MA 02056

U.S. POSTAGE
PAID
Norfolk, MA
02056
Permit #12
PRSTD-STD
ECRWSS



POSTAL PATRON
NORFOLK, MA 02056

MAY 7, 2013
ANNUAL TOWN MEETING
WARRANT

KING PHILIP MIDDLE SCHOOL
NORFOLK, MA 02056

PLEASE ATTEND.

YOUR VOTE IS IMPORTANT.