

TOWN OF
NORFOLK, MA

ANNUAL
TOWN
REPORTS

1989

START

TOWN CLERK



Norfolk

1989

Town Report



480555-23

**TOWN OF NORFOLK
119 ANNUAL REPORT
YEAR ENDING DECEMBER 1989**

OUR TOWN

SETTLED: 1678
 INCORPORATED: 1870
 POPULATION: 7639
 MCI POPULATION: 2063
 AREA: 15 Square Miles
 LOCATION: 20 miles south of Boston, 22 miles north of Providence
 BOUNDED BY: Foxboro, Franklin, Medfield, Medway, Millis,
 Walpole, and Wrentham
 ELEVATION: 220
 VOTERS: 4265
 TAX RATE: \$9.68 per \$1,000
 VALUATION: \$589,136,821
 SINGLE FAMILY DWELLINGS: 2,350
 MOTOR VEHICLES REGISTERED: 7,731
 FORM OF GOVERNMENT: Board of Selectmen, Open Town Meeting

BUDGET:

General Government	\$863,169.00	.09
Public Safety	1,350,065.00	.15
Health and Sanitation	307,590.00	.033
Highways	719,105.00	.08
Cemetery	31,407.00	.003
Veteran's Service	8,726.00	.0010
Schools:	4,664,966.00	.51
Norfolk Elementary		
\$2,736,504.00		
King Philip Regional		
\$1,828,303.00		
Tri County Regional		
Vocational Technical		
School: \$100,159.00		
Library	164,845.00	.018
Recreation	20,446.00	.003
Debts and Interest	217,932.00	.023
Unclassified	328,875.00	.035
Employee Benefits	482,623.00	.053
	<u>\$9,169,747.00</u>	
Water Dept. Expenses*	691,006.00	
*Transferred from Water		
Revenue/other Sources.		
*Debt & Interest	122,358.00	
Sub Total Water Dept.	814,364.00	
	<u>\$9,984,111.00</u>	TOTAL

PUBLIC SAFETY:

Full Time Police Department	528-3232
Call Fire Department	528-3232
24 Hour Ambulance	528-3232
Full time Highway Department	528-4990

AREA HOSPITALS:

Southwood Community Hospital, Norfolk
 Norwood Hospital, Norwood
 Sturdy Memorial Hospital, Attleborough
 Milford-Whitinsville Regional Hospital, Milford

CHURCHES:

The Federated Church of Norfolk-Interdenominational
 St. Jude's Catholic
 Emmanuel Baptist

LIBRARY: Main Street, 528-3380

ABSENTEE VOTING: All elections

DOG LICENSES:

All licenses expire December 31.
 A dog must be licensed if over 6 month old.
 Fee: Spayed Female & Neutered Male \$6.00
 Female & Male \$10.00
 Penalty for relicensing \$25.00
 Please show evidence of current rabies inoculation

SCHOOLS:

Freeman, K-3
 Centennial, 4-6
 King Philip Regional Junior High School North, 7-8
 King Philip Regional High School, 9-12
 Tri County Vocational Regional Technical School, 9-12
 Norfolk County Agricultural School, 9-12

RECREATION:

Sponsors various preschool, youth and adult programs, Aerobics,
 Volleyball, Basketball, Swimming Lessons, Arts and Crafts, Com-
 munity Day, Senior Citizen Barbecue.

TRANSPORTATION:

Train service daily to Boston.
 One taxi cab company.

SENATORS IN CONGRESS

Edward M. Kennedy Tel:(617) 223-2826
 2400 JFK Building, Boston 02203
 John F. Kerry Tel:(617) 565-3170
 Transportation Bldg - Rm 3220
 10 Park Plaza, Boston 02116

REPRESENTATIVE IN CONGRESS

Joseph D. Early Tel:(508) 752-6718
 3rd Congressional District
 34 Mechanic St, Rm 203 Worcester, MA 01608

STATE SENATOR Tel:(617) 722-1515

David H. Locke - Wellesley,
 Norfolk, Bristol, Middlesex District
 State House - Rm 6 Boston, MA 02133

STATE REPRESENTATIVE Tel: (617) 722-2220

Francis H. Woodward - Walpole 9th Norfolk
 State House - Rm 254, Boston, MA 02133

COUNTY COMMISSIONERS Tel: (617) 461-6100

Mary P. Collins
 James J. Collins
 David C. Ahearn

SHERIFF NORFOLK COUNT Tel: (617) 329-4777

Clifford H. Marshall

DISTRICT ATTORNEY Tel: (617) 329-5440

William D. Delahunt

QUALIFICATIONS FOR REGISTRATION AS VOTERS:

Must be 18 years of age, American born or fully naturalized. Regis-
 tration: Monday through Friday 8:00 A.M. to 3:00 P.M.; Wednesday
 7:00 P.M. to 8:00 P.M., at Town Clerk's office; Special evening sessions
 for registration of voters held by Registrars preceding elections.

TAX BILLS:

Tax Bills are paid semiannually. First payment is due on November
 first, or thirty days from mailing of bill, whichever is latest. If unpaid by
 due date, interest will be added according to law from October first. The
 second payment is due on May 1. If unpaid on May 1, interest will be
 added according to Law from April 1. Motor vehicle excise bills and
 water bills are due thirty days from date of issue.

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Front Cover: Post Office and Depot, Norfolk circa 1930.

MEMORANDUM FOR THE RECORD

MEMORANDUM FOR THE RECORD

DATE: 5/1/54

TO: SAC, NEW YORK

FROM: SAC, NEW YORK

SUBJECT: [Illegible]

RE: [Illegible]

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ELECTED TOWN OFFICERS

OFFICERS	TERM EXPIRES	OFFICERS	TERM EXPIRES
MODERATOR Frank J. Gross <i>5/1</i>	1991 1990	KING PHILIP REGIONAL SCHOOL COMMITTEE	
BOARD OF SELECTMEN <i>5/1</i> Girard L. St. Amand <i>WARRREN MARRIAGE</i>	1993 1990	Marilyn S. Eden	1991
Fred L. Pfischner	1991	James E. McCormack <i>5/1</i>	1990 <i>1993</i>
Frank A. Gaynor, III	1992	*Robert A. Latham	
TOWN CLERK		HOUSING AUTHORITY	
<i>5/1</i> Alice S. Boschen	1990 <i>1993</i>	Russell M. Arnold	1991
TAX COLLECTOR		Bruce A. Simpson	1993
Marlene Craig	1992	Melvin C. Long	1990 <i>1995</i>
TREASURER		James M. Phelan	1992
Thomas P. Crane	1992	***Walter Zagieboylo	1993
BOARD OF ASSESSORS		TREE WARDEN	
M. Maureen Morrison <i>5/16 - new. 1/91</i>	1993	Kenneth E. Tripp	1991
John G. Robbins <i>CH</i>	1991	CONSTABLES	
Donna L. Putt	1992	Nelson R. Hill	1992
BOARD OF HEALTH		Robert L. Smith	1992
<i>5/2</i> Albert G. Andersen <i>LL</i>	1990 <i>1993</i>		
Thomas R. Gilbert <i>CH</i>	1991		
Laurence M. Magner	1992		
LIBRARY TRUSTEES			
Frances M. Holman <i>5/1</i>	1990 <i>1991</i>		
Randi Wilson <i>HARVEY BOULAY 5/1</i>	1991 <i>1993</i>		
Thomas P. Gorman	1992		
WATER COMMISSIONERS			
Donna L. Putt <i>5/1 CH</i>	1990 <i>1993</i>		
George J. Murray <i>5/2</i>	1990 <i>1991</i>		
James F. Leary Jr.	1992		
*Susan S. Mullins	1991		
PLANNING BOARD			
Daniel B. Winslow	1991		
<i>5/1</i> Peter J. Bukun <i>MICHAEL BARAD 5/1</i>	1990 <i>1993</i>		
Susan Caplan <i>CH</i>	1992		
Alexander J. Vispoli	1992		
Michael D. Stygar <i>ROBERT NICODEMUS 5/3</i>	1990 <i>1993</i>		
*Peter R. Boigbender	1990		
*Austin G. Eros	1990		
George Nashawaty			
RECREATION COMMISSION			
Thomas F. Terpstra <i>5/9</i>	1990 <i>1993</i>		
<i>5/9</i> Michael J. Lavalley <i>KURT CZARNOWSKI</i>	1990 <i>1993</i>		
Ann S. Willever	1991		
Michael W. Hurley	1992		
Patricia B. Small	1992		
NORFOLK SCHOOL COMMITTEE			
Jane P. Morris	1991		
Martha J. Donovan <i>5/1</i>	1990 <i>1993</i>		
Rosemarie B. McQuillan <i>5/1</i>	1990 <i>1993</i>		
Adeline M. Bee	1991		
James C. Lehan	1992		
TRI-COUNTRY VOCATIONAL TECHNICAL SCHOOL COMMITTEE			
Melvin C. Long	1990	*Resigned	
		**Retired	
		***Governor's Appointee	

not elected

APPOINTED TOWN OFFICERS

MODERATOR APPOINTMENTS

OFFICERS

TERM EXPIRES

ADVISORY BOARD

Leo F. Fliger 1992
 Robert D. Kelleher 1991
 Marjorie H. Cavanaugh *d. 5/17/90 TOWN CZYZEWSKI* 1991 *7/9*
 Franklin D. Lukowicz *RES 4/19/91* 1991
 Harish A. Patel 1992
 Warren A. Pezold *RES. PATRICIA BREWER* 1992
 Walter Costello *1993* 1990
 *Jeanne Furfari *YAFPA DRATHAN -1993* 1990
 *John Nuhibian *GIRARD ST. AMAND 1993* 1990
 *Frank Cogdell *JOHN CZYZEWSKI 1991* 1990

PERSONNEL BOARD

Spring B. Leonard *RES 8/1/90* 1991 *RES. 10/12*
 *James G. Moses *SUSAN FEINGOLD* 1990
 *Nella M. Hogarth *ELINOR PEARSON 1993* 1991
 *Nicola U. Tritta *STEVEN CLERK 8/1/90* 1990 *1993*
 *George Keets 1992

BY-LAW STUDY COMMITTEE

William R. Treeful 1991
 Elinor H. Pearson 1991
 Donald H. Newhall 1990
 Alice S. Boschen *7/1/90* ~~1990~~ *1993*
GEORGE CRANDALL

BOARD OF HEALTH APPOINTMENTS

BOARD OF HEALTH AGENTS

TERM EXPIRES

William Domey 1990
 Alice S. Boschen 1990
 Janet M. Prevett 1990
BRUCE SIMPSON

SANITARIAN

Robin Chapell 1990

HAZARDOUS WASTE COORDINATOR

Robert Swenson, Jr. 1990

BOARD OF SELECTMEN APPOINTMENTS

Town Administrator EXECUTIVE SECRETARY

Marilyn Morris *6/27/90*

TOWN ACCOUNTANT

Caroline F. Price, C.G.A. *6/29*

ASSISTANT TOWN ACCOUNTANT

Lorraine H. Foley *7/12/90*

ASSISTANT TREASURER

Cheryl A. Kelley *6/28/90*

TOWN COUNSEL

Paul D. Maggioni

POLICE COMMISSIONERS

Girard L. St.Amand
 Fred L. Pfischner
 Frank A. Gaynor, III

CHIEF OF POLICE

William R. Treeful

LIEUTENANT

Charles H. Stone, Jr.

SERGEANTS

John W. Holmes
 Paul J. Murphy

TOWN CLERK APPOINTMENT

ASSISTANT TOWN CLERK

Mary Jane Masty 1990

ASSESSORS' APPOINTMENT

ASSISTANT ASSESSOR

Karen J. Granity 1990

LIBRARY TRUSTEES APPOINTMENTS

LIBRARY DIRECTOR

Jeanne D. Hill

LIBRARY APPOINTMENTS

ADMINISTRATIVE ASSISTANT/TECHNICAL SERVICES

Francena M. Johnson

TECHNICAL SERVICES

Marion T. Graham

CHILDREN'S LIBRARIAN

Merrilee A. Hindman

LIBRARIANS

Ann Ascì Bonnie Durand
 Sarina Bluhm Nancy Sullivan
 Kathryn Doby Judith Swaim

PAGES

Michael Ferraris
 Craig St.Amand
 Valida Croteau

NORFOLK GOVT. STAFF COMM
A. BOSCHEN 7/15 *D. WINSLOW R.*
N. CLEARY *J. NUHIBIAN*
E. DAVEY *J. FULLOR*
P. CHICK

DETECTIVE/INVESTIGATIVE OFFICER

David J. Holt

REGULAR POLICE OFFICERS

Alan F. Washkewits
 Jonathan M. Carroll, Sr.
 Stephen K. Plympton
 Robert J. Shannon
 Joseph T. Destito
 Winslow Karlson III
 Thomas G. Degnim
 Timothy P. Heinz

RESERVE POLICE OFFICERS

William J. Davis *7/5*
 Edward C. Bettencourt
 Michael J. Doran *7/9*
 Leo R. Ethier
 Edward J. Meau
 Janet M. Poirier
 *René A. Neveux
 *Liam J. McBrien
 *Rodney O. Best

PERMANENT INTERMITTENT POLICE OFFICER

A. Bruce Wood

*Resigned

POLICE DEPARTMENT ADMINISTRATIVE ASSISTANT
Helenmarie Diamond

SECRETARY/DATA PROCESSOR/EMT
Patricia L. Diamond

SPECIAL POLICE OFFICERS

Girard L, St.Amand
Fred L. Pfischner
Frank A. Gaynor, III
Albert A. Leverone
George Katapodis 7/6
William F. Kelley
Joy Leonard
J. William Meau 10/25
George J. Murray 7/9
Elisabeth Nichols
Harry L. Sanborn 1/24
Susan A. Fornaciari
Janet M. Poirier
Patricia L. Diamond
Police Chaplain Rev. Robert Langtry
Police Chaplain Rev. Gary Morris
Police Chaplain Rev. Michael Sullivan

Patricia Diamond 7/19
Bruce Fran
RED FIELD
WRENTHAM
Gen Eykel 8/2

Wrentham Police Officers

POLICE MATRONS

Joy Leonard
Janet M. Poirier
Elisabeth Nichols
Susan A. Fornaciari
Patricia L. Diamond
Donna Wolfrum 8/15 - Miller

FIRE DEPARTMENT

CHIEF OF FIRE DEPARTMENT

William F. Kelley

ADMINISTRATIVE ASSISTANT/FIREFIGHTER/EMT

Patricia A. Bixby 7/19

FIRE DEPARTMENT PERSONNEL

Stephen A. Wood, Asst. Fire Chief
A. Roger Callahan, Lieutenant
Joseph W. Nolan, Lieutenant 6/27
Peter J. Petrushik, Lieutenant, FF/EMT
David C. Holmes, Jr., Lieutenant/EMT 9/12
Peter G. Maxon, EMT Coordinator, FF/EMT 8/15
Bruce E. Belcher 10/22
Patricia A. Bixby, FF/EMT 7/19
Wayne E. Burton
Richard F. Clancy, Jr., FF/EMT 7/18
Patricia L. Diamond, EMT 7/19
Timothy L. Dillon
Norman P. Eykel, FF/EMT 7/2
James J. Foley, FF/EMT
Bruce E. Hamlin
Stephen R. Hamlin, FF/EMT
Peter S. Hildebrandt, FF/EMT 7/24
Pamela P. Holmes, FF/EMT
David J. Holt 7/23
David W. Johnston 6/29
Daniel J. Keenan 7/5
Patrick J. Keenan 7/12
David H. Lawry

JAMES F. LEAHY 7/12
Leo E. MacDonald
John Malaney III, FF/EMT 7/12
Jamie J. Masterson, FF/EMT
Frank P. Mortelliti, FF/EMT
Charles H. Stone, Jr.
C. Scott Thayer
Edmund Waitkevich

FOREST WARDEN

William F. Kelley, FF/EMT

FIRE/POLICE COMMUNICATIONS

Joy Leonard Chief Dispatcher
Michael Lavalley
Janet M. Poirier
Edward C. Bettencourt
Glen R. Eykel Part time
Donna Wolfrum Part time
Andrew Corbett Part time
Pamela Holmes Part time
Robert O'Connell Part time
Joseph Collamati, III Part time
*Sarah J. Gallant
*Elisabeth Nichols

HIGHWAY DEPARTMENT

SUPERINTENDENT OF STREETS

~~F. Arthur Woodworth, Jr.~~ *JOHN L. GRADY JR*
7/27/98

HIGHWAY PERSONNEL

Arthur R. Keenan, Foreman
Kenneth Cooper
Stephen Daley
John Haehnel
Kimball Rogers
Kenneth Salisbury
Jake White
Robert Joyce
Joseph Callahan
**Reeve E. Boulter, Jr.
*Markene Burton
*Raymond Harper

CIVIL DEFENSE AGENCY

CIVIL DEFENSE DIRECTOR

George J. Tamer 7/3/20

CIVIL DEFENSE DEPUTY DIRECTOR

John Jones

CIVIL DEFENSE DEPUTY DIRECTOR/RADIO OFFICER C.D.

George Wright ✓ 7/5

ENGINEERING OFFICER C.D.

F. Arthur Woodworth, Jr.

FIRE OFFICER C.D.

William F. Kelly

*Resigned
**Retired

AUXILIARY POLICE

PATROLMEN

Glen Eykel
Richard Kent
Borre R. Larsen

INSPECTION DEPARTMENT

BUILDING COMMISSIONER
Gerald E. Hughes 6/26/90

LOCAL INSPECTOR 6/20/90
James W. Sewell

FENCE VIEWER 6/26/90
Gerald E. Hughes

ASSISTANT FENCE VIEWER
James W. Sewell 6/28/90

INSPECTOR OF WIRES
William R. Bain

DEPUTY INSPECTOR OF WIRES
Jerome W. Carberry 6/29

INSPECTOR OF GAS FITTINGS
Edward G. Forsberg 6/15 - 7/9

PLUMBING INSPECTOR
James K. Murray 6/28/90

INSPECTOR OF ANIMALS
Harry L. Sanborn, Jr.

LOCAL INSPECTOR - SHADE TREE
MANAGEMENT AND PEST CONTROL
Kenneth E. Tripp

DEPUTY TREE WARDEN
Kenneth L. Tripp
David A. Tripp

ANIMAL CONTROL

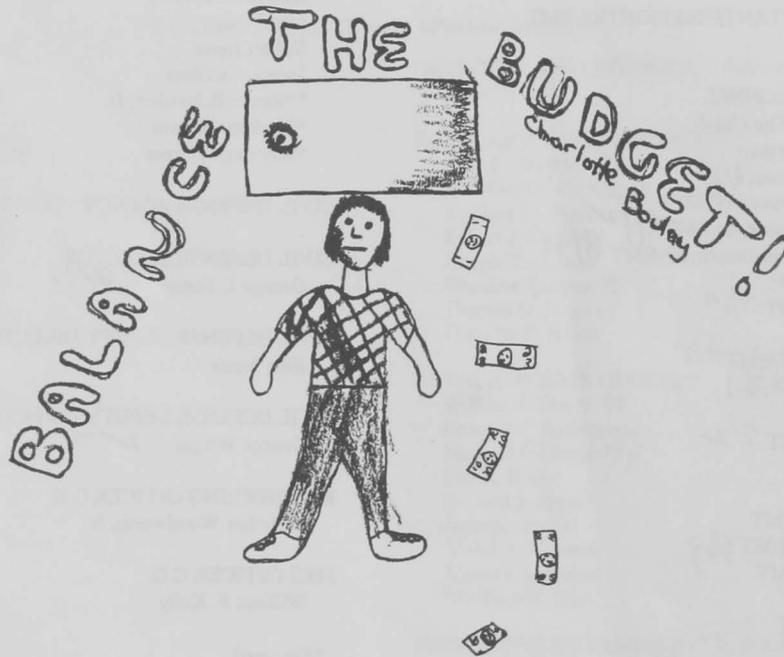
ANIMAL CONTROL OFFICER
Harry L. Sanborn, Jr.

ASSISTANT ANIMAL CONTROL OFFICER
Mary Sanborn

SEALER OF WEIGHTS AND MEASURES
Peter S. Hildebrandt 9/24
ASS'T - ROBERT SHANNON 2/10
ASS'T - T. D. BOB-NUM
VETERAN'S SERVICES

VETERAN SERVICES AGENT
Arthur Sullivan
Arthur R. Keenan 9/2
* RANK CROSS 9/26

CUSTODIAN OF VETERAN'S GRAVES
Arthur R. Keenan



BOARDS - COMMISSIONS - COUNCILS

Authorized by Statute or By-Law

BOARD OF APPEALS - 5 year term

Bruce A. Simpson <i>CA</i>	1991
Glenn G. Coulter Jr. - <i>Assoc. 5/16</i>	1990
Andrew W. Shepard <i>VC</i>	1993
Nancy M. Connors	1992
Linda D. Eckard <i>CAK</i>	1994

ASSOCIATE MEMBER - 1 year term

Steven R. Friedman	1990
Jonathan P. Smith <i>FULL MEMBER 5/16</i>	1990
*Samuel Simeoe	1990
<i>JOSEPH W. NOLAN 6/27/90 R. 4/22</i>	1991
<i>PETER BUKUNT 5/1/91</i>	1991

ARTS COUNCIL - 2 year term

Shirley D. Boulay <i>8/1</i>	1990
Debra L. Sarno	1990
Phyllis E. Bobillo	1990
Joan Kent <i>7/9</i>	1990
Carol Z. Goldstein <i>10/4</i>	1990
Linda N. Keene <i>8/29</i>	1990
Carol Ann Milner	1990
*Annette Hanke	1990
*Susan Walsh	1990
*David Ellis	1990
<i>KRISTEN STASHENKO 10/16/90</i>	1990

CAPITAL OUTLAY COMMITTEE - 2 year term

C. James Morris	1991
John J. McFeeley	1991
Joseph A. King	1990

CEMETERY COMMISSION - 3 year term

Frank J. Gross 1990	1991
Robert L. Kirby	1992
Paul L. Kozak Sr. <i>6/29</i>	1990 93

CHARLES CALLAGHER 10/16/90

CHAPTER 504 COMMITTEE - 1 year term

Judith Sterling	1989
Fred J. Meda	1989
Susan M. MacKinnon	1989
#Robert J. Leonard	1989

COMMUNITY PROBATION ADVISORY COUNCIL - 1 year term

Robert L. Smith	1990
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COMPUTER SYSTEM COMMITTEE - 3 year term

Richard Boule	1992
John Little	1990
Arthur Krueger	1990
David Barry	1992
David Cook	1991
*Alvin Hillman	

ASSOCIATE MEMBERS

Peter d'Anjou	1989
Rita Advani	1989

CONSERVATION COMMISSION - 3 year term

Thomas R. Gilbert	1992 1993
Richard B. Smith <i>MARYANN MAGNER 4/3/91</i>	1990 1991
Kenneth H. Wood <i>9/5 3/29/91</i>	1990 1993
Anthony E. Martucci	1991
Marvin D. Jacobson	1992
Jane M. Dewey	1992
Cynthia C. Andrade	1992

BOARDS AND COMMITTEES

Appointed by Board of Selectmen

BAY CIRCUIT REGIONAL COMMITTEE - 1 year term

Kenneth Wood <i>9/5</i>	1990
Patricia LeBau	1990

NORFOLK CIT. ACTION Comm

CITIZEN ADVISORY COMMITTEE/MWRA

Donald W. Hasselbeck	1990
Alexander J. Vispoli	1990
Chris Pulsone <i>6/27</i>	1990 91
Fred W. Buckline <i>6/29</i>	1990-91
John F. Olivieri, Jr. <i>7/5</i>	1990

*LEESA POWERS 4/2
SUSAN MARTORELL 4/2*

CORRECTIONAL FACILITIES/CITIZEN ADVISORY COMMITTEE - 1 year term

Gail M. Andersen	1990
Richard C. Connors	1990
Edward J. McCormick III	1990
Mary D. Leary	1990
Daniel B. Winslow	1990

INSURANCE ADVISORY COMMITTEE - 1 year term

David Grich <i>8/3</i>	1990
Michael Butcher <i>8/29</i>	1990

MIRROR LAKE ADVISORY COMMITTEE

Virginia L. Graves	1990
Ronald J. Soderberg	1990
Annette D. English	1990
Marilyn Morris - Non-Voting	1990

PEST CONTROL ADVISORY COMMITTEE - 1 year term

Donna L. Putt	1990
Deborah W. Boule	1990
James Leary, Jr.	1990
Mark G. Flynn	1990

RECYCLING

SANITARY LANDFILL COMMITTEE - 1 year term

Charles F. Jerome <i>6/28</i>	1990
Phillip D. Batton <i>6/29</i>	1990
Russell J. Proctors <i>5/19</i>	1990
Peter P. Swinick	1990
F.A. Woodworth, Jr., ex officio	1990
Steven A. Townsley - Associate	1990
Gertrude A. Simpson - Associate	1990
*Robert B. Smith	1990

**DAVID A. PIMENTAL 7/23/90*
***Retired MARY ELLEN GATTONI 1991*
 #Deceased

SIDEWALK STUDY COMMITTEE - 1 year term

Alan J. Small 1990
 Patricia J. Mulcahy 1990
 *Ronald H. Krouk 1990
 *Joann Sueltenfuss 1990
 *Maureen McPike 1990

TOWN LAND ACQUISITION COMMITTEE

E. Kurt Czarnowski 10/2 1990
 Janyce D. Conklin 7/11 1990
 Charles R. DiPompo 7/18 1990
 Robert A. Grant 1990
 Austen G. Smithers 8/21 1990

ZONING BY LAW STUDY COMMITTEE - 1 year term

Linda D. Eckard-Board of Appeals 7/18 CH 1990
 Duane H. Weiss 1990
 Ann S. Willever 7/16/CLERK 1990
 Lois L. Boucher - Board of Health 7/11 VCH 1990
 Richard B. Smith - Conservation Comm. 1990
 Gerald E. Hughes - Building Commissioner 7/23 1990
 Daniel B. Winslow - Planning Board 1990
 Paul D. Maggioni - Town Counsel 1990
 *John Leavitt PETER BUKUNT Vice Clerk 8/29 1990

COUNCIL ON AGING - 3 year term

Melvin C. Long 7/16 1990
 Emily J. Cashen 1992
 Christine Shaw 7/23 1990 1993
 M. Elizabeth Swenson 1992
 Anne G. Cumming 1992
 Kenneth W. Budgell 1992
 Stanley L. Collins 1992
 Margaret Burrows 1992
 Georgia B. Nelson 1991
 Richard E. Prantis 1992
 Helen Munson 1992
 H. Olive Day 1992
 #Ethel Smith 1990
 JOAN GILBERT 7/10

DESIGN REVIEW BOARD

Wayne G. Bredvik —B.O.S. 1992
 Lowell E. Robinson —B.O.S. 1990
 Donald W. Hasselbeck —Planning Board 1991
 Cheryl A. Tracy —Planning Board 1991
 M. Elizabeth Pyne —Historical Comm. 1992
 PAUL P. CHIARA 8/12/91

DEVELOPMENT COMMITTEE

Robert L. Smith 1990
 D. Susan Gott 5/16 1990
 Alan J. Small 1990
 Joseph T. Destito 1990
 NOT REAPPOINT

EARTH REMOVAL ADVISORY COMMITTEE - 1 year term

Anthony E. Martucci 7/23 —Conservation Comm. 1990
 Gerald E. Hughes 7/3/90 —Building Comm. 1990
 Peter J. Bukunt —Planning Board 1990
 James Herget —Selectmen 1990
 LAURENCE MAGNOR —BOK - 91 JOHN ROBBINS Assoc 7/24

ENERTRAC/CITIZENS ADVISORY COMMITTEE - 1 year term

Norman L. Powers 1990
 Ann L. Pfischner 1990
 Christine F. Concannon 1990
 Gary A. Molino 1990
 Michael O'Leary 1990
 *Nancy Connors 1990

FINANCIAL POLICY COMMITTEE - 1 year term

Susan W. Graham 1990
 John J. McFeeley 8/15 1990
 Michael C. Lazdowsky, Jr. RES. 1990
 David B. Kaplan 1990
 Helen P. Cleary 1990

HISTORICAL COMMISSION - 3 year term

Donna R. Beernink 1991
 Emily W. Jacques 1991
 Helena V. Drolette 1992
 Mary Elizabeth Pyne 1992
 Thelma V. Ravinski 1992
 Suzanne E. Burns 1991
 Elna O. Weeber 1992
 MARIE LANGLAIS Assoc. 10/10

ASSOCIATE MEMBERS - 1 year term

Francis D. Faulkner 5/14 1990
 Ellis B. Hayden 1990
 Robert F. Ravinski, Jr. 1990
 Judith S. Nelson 1990
 Dorothy F. Nilsen 11/8 1990
 Marcia A. Johnston 1990
 Marie A. Langlais 1990
 Anne M. Chapin 1990

PERMANENT BUILDING COMMITTEE - 3 year term

Robert P. Lowndes 1990
 Martin R. Moeckel 1990
 Anthony M. Brizzolara 8/29 1992 1990
 Wayne G. Bredvik 1990
 Warnar I. Clifford 1991
 CAROLAN STERLING 8/6 Assoc 1992

REGISTRAR OF VOTERS - 3 year term

R — Janet G. Sievert 1992
 D — William F. Coughlan 8/21 1990
 R — Alice S. Boschen 1990
 D — Jane F. Sullivan 1991
 Town Clerk

VETERANS SERVICES - 3 year term F. Gross 9/26

Arthur T. Sullivan — Veteran's Agent 1991
 Jane F. Sullivan — Clerk 1990

MBTA ADVISORY BOARD REPRESENTATIVE - 1 year term

Denis H. Barrette 12/31/90 1990

METROPOLITAN AREA PLANNING COUNCIL

REPRESENTATIVE - 3 year term
 Alexander J. Vispoli 1991

NORFOLK COUNTY ADVISORY BOARD MEMBER - 1 year term

Girard L. St. Amant JONATHAN SMITH 7/15 1991
 1990

COUNCIL ON AGING — APPOINTED BY COUNCIL ON AGING

ASSOCIATE MEMBERS - 1 year term
 John W. Evans 1990
 Edith M. Seaverns 1990
 +Russell Quist

*Resigned
 #Deceased
 +Silver Haired Legislator

GENERAL GOVERNMENT

ANNUAL REPORT OF THE BOARD OF SELECTMEN

The Board of Selectmen hereby submits the 1989 report of all elected and appointed officials, boards, commissions, councils and committees, in accordance with Town Bylaw Article, Section 1; giving a summary of their activities and a report of the Town's financial transactions.

We dedicate this report to our citizens who volunteer many hours of their time so willingly to the town. Your service on various boards, commissions, councils, and committees is a vital part in the development of your town. Your expertise provides experience and knowledge to the government officials of the community. We sincerely thank you for your assistance; it is deeply appreciated.

The Town of Norfolk will miss our departed town officials: Police Sgt. Hebert Carr, Police Administrative Assistant Jean Ravinski, and Chapter 504 committee member Robert Leonard. These dedicated public officials will long be remembered for their service to our community.

The Town of Norfolk's chief executive officers (Selectmen) are a three member board which is empowered to administer and implement decisions voted at town meeting(s), and to establish policy and guidelines for the coordination of local government operations. The Selectmen serve as Commissioners of the Police and Fire Departments and act as the town's licensing and permitting authority.

We appoint certain town officials and fill vacancies that occur in other elective positions. We also appoint volunteer committees that assist us in many decision making processes. We establish operating and capital budgets in cooperation with all department heads under our jurisdiction. The Selectmen are also responsible for calling elections, drawing up the town meeting warrants and publishing the Norfolk Annual Report. The Selectmen serve on a part time basis, generally meeting once a week to conduct the town's business. We are assisted in our duties by a full time administrator, the Town's Executive Secretary.

We submit the following report of the activities of the Board of Selectmen: 1989 saw the townspeople continuing the fight against the Commonwealth's attempts to site objectionable facilities in or near our town borders. The worst of these proposals, was the proposal by the Massachusetts Water Resources Authority (MWRA) to construct an ash grit screenings and sludge landfill in the neighboring Town of Walpole on Department of Corrections Land. This location is very close to the Town of Norfolk border. If built, this landfill would have an

adverse impact on the Town's environment and jeopardize the drinking water of the Town and towns located downstream from Norfolk. The people of Norfolk and Walpole hired environmental attorneys and experts who proved among other things that the location was within the recharge area of the public wells serving the prison complex. We met with state and federal environmental agency personnel to submit the proof of our findings, only to have our data disputed and ignored. The town filed objections to environmental impact reports prepared by the MWRA and rubber stamped by the environmental agencies which are supposed to protect us. If necessary the Town is prepared to file suit to challenge the sufficiency of those environmental reviews.

Our Citizen Committee which is headed by Donald Hasselbeck, urged the citizens to stay involved in this fight. It is and has been a difficult fight for the Town of Norfolk. While Walpole is in the MWRA District, Norfolk is not, nor does Norfolk contribute to the problems associated with the Boston Harbor cleanup. We will continue this fight during the upcoming year, by legal action and political pressure.

The second issue is the change of Bay State Correctional Center from a minimum security facility to a medium security facility. While we have been assured by the Commissioner of Corrections that this facility will continue to be a place for "model" inmates, the increase in the number of persons housed there as well as the perimeter fence will detract from the look of our community. We are also concerned that increasing pressure for prison space may, in the future, make this assurance difficult to ensure. We meet with the Commissioner and other Department of Corrections personnel on a regular basis to try to resolve the differences between that agency and the town.

The town's grant application for the Chapter 799 funding was finally approved. These funds were committed in 1985 to towns which are impacted by additions to prison facilities. While the town has been approved for \$3.2 million, due to the enlargement of Bay State Correctional Center and the Norfolk Pre-Release Center and we know how the money is to be distributed, no checks have arrived to date.

Some of our other work which requires our attention even while we continue to work on these more inflammatory issues consists of:

In January we performed evaluations of the employees under our aegis and reviewed budgets of departments which report to us. Our weekly meetings for some months involved earth removal permit application hearings. A

pending application involving earth removal off Miller Street has generated a great deal of interest among the residents around Kingsbury Pond and many residents of the Town of Franklin. We have arranged to meet with the Franklin Town Council to discuss mutual concerns regarding this application. The earth removal regulations which were amended at the town meeting in May should assist us with regulating this operation. We continued our joint meetings with our colleagues in Plainville and Wrentham, as well as several other communities, to purchase health insurance on a regional proposal to reduce the cost to the town and to our employees. In November, Blue Cross/Shield threatened to withdraw coverage if the town's enrollment fell below the 30% figure. After the town hired special counsel to fight this threat, particularly the short notice received of the intended withdrawal, Blue Cross/Shield agreed to give the town six months to find an alternative for the employees of the town and the retirees. We continue to work on this problem. The voters at town meeting approved a computer system for the Town Accountant's department, and by October the department had all the data entered and was on-line, giving in-depth reviews of the town budgets.

In December, the Department of Revenue presented us with a revenue and expenditure forecast for the Town. This report only confirmed the bad news that the Town is in financial straits. The cutbacks in our local aid by the Commonwealth forced us to call a special town meeting to reduce the deficit created by the state's financial calamity. At the special town meeting, all existing funds that had not been used or for which the contracts were not awarded were taken to fund the town's operating budget.

Problems with two dangerous intersections in town were resolved this year. The problem at the intersection of Main St. and Rockwood Rd. was resolved by the installation of a four-way stop for all vehicles entering this intersection. It took a little "getting used to" but is working: the long lines of traffic at certain times of the day has been largely resolved, and the number of "fender benders" that occurred at this intersection has decreased. The "Y" intersection at Pine Street and Rte. 115 which was the scene of numerous accidents and near misses has been remedied with the cooperation of the County Commissioners, and the county engineering staff, which assisted our Superintendent of Streets, F. Arthur Woodworth, in the redesign of this intersection. The Town of Norfolk also received the cooperation of the Towns of Fox-

GENERAL GOVERNMENT

borough and Wrentham with this project by approving a land taking to resolve this problem. Solving these two problems was a long time process and we commend our retiring Superintendent of Streets, F. Arthur Woodworth, for the dedicated service he gave to his town and to all of us. "Woody" is going to be sorely missed. We also recognize a problem with drainage in the Town Center and will be working to resolve this matter in the upcoming year.

We continue to have our Departmental Meetings and these meetings have been well attended, not only by our departments but by many departments and other elected officials in order that we might address common concerns in a unified manner. We thank you all for joining

with us.

Two liquor license transfers were approved during this calendar year. The Norfolk Food Mart license was transferred from Alexander Forgan, to Robert Thorsell of Foxborough, and the Provo Discount Liquor License was transferred from Sam Provenzano to Kenneth Domuczicz of North Attleborough. In order to impress upon our license holders the responsibility with which they must exercise these licenses, we met with all license holders prior to renewal time.

We accepted with regret the resignation of Joy Leonard as Chief Dispatcher. Joy will continue to work as a full time dispatcher for the department so we have not lost her valuable

service to the town. We also accepted the resignation of Jim Foley from the fire department. Jim has worked for many years for our community and his resignation is accepted with regret.

We thank all our department heads, volunteer committee members, and the entire staff working for the Town of Norfolk. We commend you all for your loyalty and dedication to our town. In particular we thank Judith Murray, our Clerical Assistant, Judith Booth, our Administrative Secretary, and Marilyn Morris, the Town's Executive Secretary. Without their assistance and dedicated service, the fulfillment of our duties would be most difficult.

ANNUAL REPORT OF THE TOWN CLERK

There were two elections in 1989 — the May 2 Town Election, which was Article 1 of the Annual Town Meeting, and a Special Election on June 20 with two Proposition 2 1/2 override referendum questions. There were three Town Meetings — the May Annual Town Meeting, and Special Town Meetings on March 14 and October 24, 1989. Results of the elections and minutes of the meetings follow.

The October Special Town Meeting was held primarily to deal with problems caused by reduction of local aid from the state. All departments were asked to review their user fees and consider possible increases. As a result, we reluctantly recommended increases in certain fees — certified copies of birth, death, and

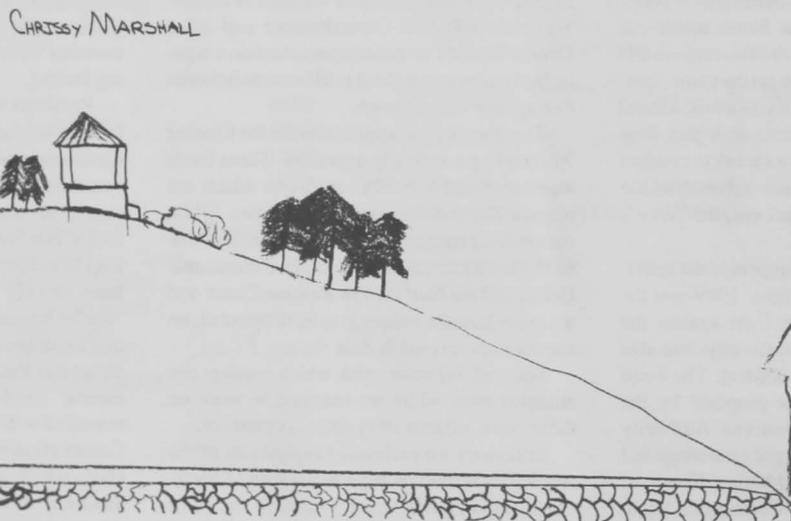
marriage records, marriage intentions, and business filings. The higher fees were approved by the Town and went into effect November 1, 1989. Other fees administered through the office — dog and sporting licenses — are set by the county and state respectively.

The office is currently open 34 hours a week, including one evening for the convenience of the public. Additional hours are announced for specific occasions such as absentee voting prior to elections.

To keep current with new laws and changes in statutes and procedures, during 1989 the Town Clerk attended in-service educational courses offered by the Mass. Town Clerk Association, as well as those offered by the Elections

Division, Department of Revenue, and Bureau of Vital Statistics. In August the Town Clerk received a certificate in recognition of completion of the three-year New England Municipal Clerk's Institute intensive summer course, which fulfills half of the requirements for the designation of Certified Municipal Clerk.

Marlene Craig was hired in January as assistant to the Clerk. She proved to be an able and valued staff member; however, in May she was elected Tax Collector with our best wishes for success in her new position. Mary Jane Masty was hired in May and was formally appointed Assistant Town Clerk the end of July.



GENERAL GOVERNMENT

NAMES OMITTED FROM BIRTHS OF 1988

October			
	6	Ian Matthew	Carolyn A. and Matthew S. Martin
	24	Arthur Warren V	Judith A. and Arthur Warren IV
November			
	24	Christine Marie	Eleanor A. and Alexander J. Vispoli
December			
	9	Meredith Gray	Margaret J. and Christopher L. Lynn
	10	David Joseph, Jr.	Denise L. and David J. Capone

1989 BIRTHS RECORDED IN THE TOWN OF NORFOLK

January			
	1	Caroline Elizabeth	Susan H. and Eric W. Caplan
	13	Meredith Marie	Anne M. and John C. MacKenzie
	16	Austin Lyons	Kathleen A. and Paul F. Flynn
	24	Brian Paul	Anne M. and Paul A. Devico
	26	Karen Lynn	Cynthia C. and Donald A. Chiappisi
	27	Erin Elizabeth	Pamela P. and Ronald A. Holmes
	29	Colette Kristen	Joan E. and Richard E. LaRue
February			
	3	Alexander David	Kathleen A. and David A. Calderone
	7	Trevor James	Tove M. and John C. Stevens
	11	Ryan Andrew	Diane M. and Mark J. Crowley
	13	Paige Michele	Julia P. Chandler-DiGiacomo and Donald P. DiGiacomo
	15	Sean Edward	Sharon L. and William J. Fitzgerald
	17	Gregory Michael	Cheryl and George A. Keches
	25	Rebecca Elisabeth	Jean M. and Robert H. Cain, Jr.
	25	Julia Kearney	Susan D. Kearney and John Murphy
	28	Ryan Thomas	Nancy J. and Robert J. Bowes
March			
	4	Robert Joseph Charles	Irene J. and Douglas R. Savidge
	6	Sara Catherine	Karen B. and Robert J. Morse
	17	Michael Jonathan	Julie L. Kessler and John Griffin
	23	Meghan Elizabeth	Alicia M. and Claude L. Gibson, Jr.
	24	Courtney Ann	Christine F. and Toby Williams
	24	Michael Patrick	Colleen R. and Terrence L. McGowan
	26	John Maurice	Christine M. and Russell M. Foisy
	28	Emily Rose	Leah R. Postman and Stephen M. Voltz
April			
	6	Andrew Thomas	Sandra H. and Stephen F. Litchfield
	7	James Robert	Sandra A. and Christopher Downing
	10	Alexandra Katherine	Valentina and Jonathan D. Ackerly
	11	Courtney Elizabeth	Jacqueline R. and Stephen R. Klotz
	14	Katie Marie	Rosemarie A. and John J. O'Connor
	15	Anne Jaye	Amy L. MacAvery and Samuel S. Gruenbaum
	20	Sean Gerard	Martha J. and Joseph A. King
	22	Meghan Elaine	Gail E. and Donald M. Bernardo
	25	Hayley Michelle	Beth L. and Wayne K. Carloni
May			
	3	Allison Jean	Pam J. and Marvin D. Parramore
	3	Sigmund Anthony, 2nd	Jeanne M. and Glenn C. Capachin

GENERAL GOVERNMENT

	11	Hayley Joy	Kristin S. and Patrick J. Flynn
	16	Sean Joseph	Kathleen A. and John F. O'Donnell
	22	Tyler Jade	Virginia A. and Frederick L. Skinner
June			
	1	Kelsey Leah	Laurie M. and Kent J. Schreiner
	6	Brittany Lynn	Joan L. and Ralph S. Calvanese
	6	Michael David	Joyce A. Shellmer and Dean F. Shaw
	17	Jacqueline Marie	Marie and Dennis Clifford
	19	Massimiliano Vincenzo	Gail A. and Vincenzo Colella
	19	Thomas Joseph	Barbara A. and Kimball W. Rogers
	20	Alexandra Nicole	Janet E. and Steven T. Yavarow
	22	Charles William	Nanci L. and Michael C. Cahalane
	22	David Angelo, Jr.	Deborah S. and David A. Correale
	24	Julia Denman	Clare P. and Edward C. Morris
	24	George Edward, IV	Patricia A. and George E. Prue, III
	25	Alyssa Marie	Diana C. and Robert P. O'Keefe
	26	Amy Lynne	Susan A. and Bruce M. Haber
	27	Melissa Ellen	Christine E. and Edward T. Connor, Jr.
July			
	4	James Edward	Jacquelyn M. and Edward Graham
	6	Paul Vincent, III	Dianne M. Cassiani-Knox and Paul V. Knox, Jr.
	10	Sean Robert Gray	Joyce G. and John Maguire
	15	Andrew Joseph	Deborah S. and Marc V. Waldman
	18	Alyssa Jane	Diane L. and David G. McElwee
	24	Mackenzie Dawn	Cathy L. and Mark F. Walsh
	31	Rebecca Anne	Amy L. and David K. Aha
August			
	1	Garrick Arthur	Maureen L. and Arthur F. Cronin, Jr.
	8	Amanda Jayne	Joanne T. and Jonathan P. Smith
	19	Melissa Lynn	Jean A. and Paul E. Ryan
	20	James Thomas	Sherill A. and Thomas J. Fair
	20	Alison Paige	Sherill A. and Thomas J. Fair
	27	Andrew Mitchell	Susan M. and Thomas A. Woodward
	29	Madilyn Rose	Linda J. and Robert A. Rankin
September			
	1	Kaitlyn Marie	Kathleen A. and Kevin J. O'Brien
	7	Janel	Catherine and Daniel E. O'Connell
	8	Devon Victoria	Teresa V. and Charles J. Bohm, Jr.
	19	Noah Avery	Susan S. and Paul Weisman
	19	Luke	Donna M. and Robert F. Anderson, Jr.
	20	Alex William	Cathleen R. and William B. Granville
	21	Christopher Adam	Michelle Y. and Michael F. Dunn
	23	James Leslie	Diane K. and Gregory L. Quick
	23	Kaylyn Judith	Tami and Brian Chassie
	24	Justin Daniel	Kim A. and James B. Dorsheimer
	24	Carter McLellan	Amy T. and Robin D. Wessman
	24	Hannah Meigs	Virginia M. and George F. Parker
	29	Kathleen Elizabeth	Diane M. and Jerome A. Carlson
October			
	1	Peter Harlan	Kimberly White and John J. Osswald, Jr.
	6	Alexander Feldman	Mary B. Feldman and Richard J. Sotir
	16	Lorraine Ann	Debra M. and James M. Boulter
	19	Lisa Marie	Michelle O. and Michael J. DiNapoli
	19	Allison Marie	Ellen M. Kirsh Rao and Albert L. Rao
	23	Chelsea Lyn	Mary T. and Stephen R. Lynes

GENERAL GOVERNMENT

26	Matthew Aaron	Priscilla A. and Bradley I. Berit
26	Rory Shea	Paula F. and Edward M. Mulherin
November		
19	Andrew Gordon	Patricia J. and Gordon B. Baker
26	Jesse Jacob	Cynthia A. and Dana K. Barnett
27	Patrick Wall	Joanne W. and John H. Clancy, Jr.
27	Sarah Ann	" " " " " " "
December		
1	Kathryn Mikaela	Ruth A. and Bruce M. Lehman
8	David William	Karen L. and David A. Tripp



GENERAL GOVERNMENT

NAMES OMITTED FROM DEATHS OF 1988

	DATE	NAME	AGE
April	12	Lillian A. Rockwood	82
June	18	Irving R. Page	69

DEATHS OF NORFOLK RESIDENTS - 1989

January	4	John Edward Smith, Jr.	55
	5	Frances L. Coughlan	68
	11	Valeria Mae Panetta	90
	12	Herbert Merle Carr, Jr.	70
	15	Donald Forbes Parkinson	58
February	10	Jean Ravinski	65
March	5	Margaret Hill	88
	20	Hermina Elizabeth Tashjian	83
	23	Beatrice Corso	76
April	4	Francis Leo Zimmer	53
	24	Marie Curiale	88
	25	Elizabeth T. Deptula	74
June	23	Ethel May Smith	86
	29	Norman Wagner Hall	84
July	19	Robert Johnson Leonard	62
	20	Heather Len Vinson	18
August	4	Evald N. Swenson	81
	8	Peter Otasevic	39
	18	William J. Cheney, Jr.	59
September	30	Luke Anderson	11 days
	26	Thomas J. Cassidy	62
October	6	Evelyn Benner	74
	10	Richard George Hill	40
December	16	George J. Shor	76
	26	Georgia Diamond	90
	27	Rexford Zelmer Gilbert	75

In addition 128 deaths were recorded of persons who died either at Southwood Community Hospital, the Correctional Institutions or elsewhere in Norfolk.

GENERAL GOVERNMENT

MARRIAGES RECORDED 1989

There were 74 marriages recorded in Norfolk. Of these, 32 were residents of Norfolk, 41 were persons from Correctional Institutions, and 1 was from elsewhere.

74 marriage intentions were filed.

74 marriage certificates were issued.

Three certificates were not returned and have expired without being used.

SPORTING LICENSES 1989

116	Resident Citizen Fishing	@ \$12.50	\$1,362.50
7	Resident Citizen Minor Fishing	6.50	45.50
6	Resident Citizen Fishing (Age 65-69)	6.25	37.50
12	Resident Citizen Fishing (Over 70, Paraplegic Blind, Mentally Retarded)	FREE	NONE
4	Non-Resident Citizen/Alien Fishing	17.50	70.00
2	Non-Resident/Alien 7-Day Fishing	11.50	23.00
1	Resident Citizen Trapping	20.50	20.50
15	Resident Citizen Hunting	12.50	187.50
48	Resident Citizen Sporting	19.50	936.00
6	Resident Citizen Sporting (Age 65-69)	9.75	58.50
<u>16</u>	Resident Citizen Sporting (Over 70)	FREE	NONE
233	Licenses Issued		
26	Archery/Primitive Firearms Stamps	5.10	132.60
25	Massachusetts Waterfowl Stamps	1.25	31.25
	TOTAL		\$2,904.85
Fees Turned Over to Town:			
205	Licenses @ \$.50	\$102.50	
26	Stamp Fees @ \$.10	2.60	
25	Stamp Fees @ \$.25	6.25	
	Total Fees to Town	\$111.35	
	Amount Paid to Division of Fisheries & Wildlife		\$2,893.50
	Number of Licenses issued in 1988	187	
	Number of Licenses issued in 1989	233	

GENERAL GOVERNMENT

DOG LICENSES 1989

195	Males	@ \$ 10.00	\$1,950.00
58	Females	10.00	580.00
654	Neutered Males & Spayed Females	6.00	3,924.00
13	Kennels, 4 Dogs or Less	25.00	325.00
4	Kennels, 5 to 10 Dogs	50.00	200.00
1	Kennel, Over 10 Dogs	100.00	<u>100.00</u>
925	TOTAL LICENSES ISSUED		\$7,079.00
	Fees Turned Over to Town	Various	<u>2,907.50</u>
	Total Paid to Norfolk County		\$4,159.50
	Total Licenses Sold in 1988	869	
	Total Licenses Sold in 1989	925	

REMINDER: All dogs over 6 months old must be licensed. Licenses must be renewed yearly beginning January 1. An additional \$25.00 late fee per license will be charged to owners who fail to relicense until after May 1.

MISCELLANEOUS LICENSES, RECORDALS, CERTIFICATES, ETC. ISSUED IN 1989

	NUMBER ISSUED	UNIT <u>PRICE</u>	AMOUNT PAID TO <u>TOWN</u>
Dog License Fees	925	Varies	\$2,907.50
Fish and Game Fees	205	Varies	111.35
Birth, Marriage, Death and Other Certificates	1,488	Varies	5,276.90
Books and Maps	216	Varies	1,887.35
U.C.C. Recordals, Continuations, Terminations and Research	138	Varies	1,401.25
Pole Location Recordals	20	25.00	500.00
Raffle and Bazaar Permits	6	10.00	60.00
Dog Tag Replacements and Transfers License Holders	9	Varies	6.50
	82	.25	<u>19.00</u>
TOTAL AMOUNT PAID TO TOWN			\$12,169.85

GENERAL GOVERNMENT

MINUTES OF THE SPECIAL TOWN MEETING MARCH 14, 1989 - 7:30 P.M. King Philip Junior High School

The meeting was opened at 8:00 p.m. by Moderator Frank Gross. The Moderator introduced the Town Clerk, Town Accountant, Executive Secretary, Board of Selectmen, Town Counsel, and Advisory Board. There were 504 registered voters attending the meeting.

VOTED to waive the reading of the Warrant and Return of the Warrant.

ARTICLE 1. VOTED BY UNANIMOUS VOICE VOTE to transfer from Surplus Revenue the sum of \$200.00 to increase the expense account of the Historical Commission so that a person experienced in preservation grant funding can be hired for a two week period to complete the grant application for the Grange Hall.

ARTICLE 2. VOTED BY UNANIMOUS VOICE VOTE to transfer from Surplus Revenue the sum of \$4,388.30 to pay litigation expenses and fees incurred in Fiscal Year 1988 for the landfill case, but not sufficiently funded.

ARTICLE 3. VOTED BY UNANIMOUS VOICE VOTE to transfer from Surplus Revenue monies for the current Fiscal Year 1989 which will exceed the Annual Town Meeting appropriation as follows: \$20,230.73 to the Fire Department for Firefighters' Salaries; \$7,456.21 to the Fire Department for Ambulance Salaries; \$5,800.00 to the Fire Department for Apparatus Repair; \$10,000.00 to the Board of Selectmen for Legal Fees; \$7,600.00 to the Permanent Building Committee for Architect Borings Charges; and to transfer from Water Revenue to the Water Department \$6,000.00 for Fuel and Utilities and \$3,000.00 for Expenses.

ARTICLE 4. VOTED BY VOICE VOTE to transfer from Surplus Revenue monies for payment of an unpaid bill of a previous year of \$10,736.00 to the Charles River Pollution Control District.

ARTICLE 4. VOTED BY UNANIMOUS VOICE VOTE to transfer from Surplus Revenue monies for payment of an unpaid bill of a previous year of \$119.77 to the New England Telephone Company.

ARTICLE 5. VOTED BY VOICE VOTE to Indefinitely Postpone Article 5 (for an amount to be transferred to the unfunded pension liability).

ARTICLE 6. VOTED BY VOICE VOTE to transfer from Surplus Revenue the sum of \$50,000.00 to engage the services of an architect to design plans for an elementary school addition or new school building construction for the Norfolk Public School System.

ARTICLE 7. VOTED BY VOICE VOTE to Indefinitely Postpone Article 7 (to change Zoning Bylaws to allow warehousing in a business district by special permit).

The Planning Board Report on Article 7 was read by the Moderator as follows:

The Planning Board held a public hearing on January 10, 1989 as required by Chapter 40A, Section 5 of the Mass. G.L. to discuss the proposed zoning bylaw changes for the March 14, 1989 Special Town Meeting. The Board voted on its recommendations at a regular meeting of the Board held on January 24, 1989

The Planning Board recommendation is as follows:

This proposal would allow for warehousing by Special Permit in all areas zoned Business and Industrial. While we recognize that in certain cases some changes could be appropriate, we do not support the concept of zoning bylaw modifications if it serves the purpose of potentially improving the situation of one area and leaves the Town open to warehousing in all other Business Districts. The Town has only

limited available business zoned land and we encourage better use of it.

The Board recommends the Town consider the creation of an Community Development Commission to assess and make recommendations to the Town for the use of our limited Industrial and Business zoned areas.

In summary, the Planning Board voted not to recommend passage of this zoning bylaw change.

ARTICLE 8. VOTED BY UNANIMOUS VOICE VOTE to transfer from Surplus Revenue the sum of \$980.00 to defray the expenses of this Town Meeting.

ARTICLE 9. MOVED that the Town vote to transfer from Surplus Revenue the sum of \$175,000.00 to oppose the location of the Massachusetts Water Resources Authority ash, grit screenings, sludge landfill, WWLP-08, at MCI Cedar Junction, said funds to be administered by the Board of Selectmen.

VOTED BY VOICE VOTE to amend the motion to transfer the sum of \$200,000.00.

VOTED BY VOICE VOTE to approve the motion as amended to read: "To transfer from Surplus Revenue the sum of \$200,000.00 to oppose the location of the Massachusetts Water Resources Authority ash, grit screenings, sludge landfill, WWLP-08, at MCI Cedar Junction, said funds to be administered by the Board of Selectmen."

VOTED BY VOICE VOTE to dissolve the meeting.

The meeting was dissolved at 9:45 p.m.

Alice S. BOSCHEN
Town Clerk

GENERAL GOVERNMENT

MINUTES OF THE ANNUAL TOWN MEETING ARTICLE 1 - ELECTION MAY 2, 1989

Pursuant to the Warrant for the Annual Town Meeting, the Inhabitants of the Town of Norfolk qualified to vote in town affairs assembled in MacBride Auditorium at the Norfolk Elementary School on Tuesday, May 2, 1989 to act upon Article 1, the Annual Election of Town Officials.

Polls were declared open at 7:00 a.m. The Elections Officials duly sworn in by Warden Elinor Pearson were: Julia Dardi, Clerk; Dorothy

Nilsen, Mary Jane Masty, Christine Shaw, William Lang, Frances Holman, Vivien Herrington, Anne Cumming, Carele Mayer, George Katapodis, Ann Chapin, Theresa Gillis, Maureen Gallant, Jame Wolfgang, William Meau. Checkers and Ballot Box Officers; Stanley Collins and Michael Ferragamo, Telephone Attendants; and thirty four counters and tabulators.

The ballot boxes for all three precincts were

found to be in good working order and registered zero. Instructions to voters and specimen ballots were posted at the entrance to each precinct and within the polling place a corrected voting list was on display.

The polls were closed at 8:00 p.m. The ballot box totals were as follows: Precinct 1 - 243, Precinct 2 - 782, Precinct 3 - 721 for a total of 1,746, or 41% of the eligible voters with the following results:

Moderator for One Year		Water Commissioner for Three Years	
* Frank J. Gross	1,321	* James F. Leary, Jr.	1,289
Board of Selectmen for Three Years		Recreation Commission for Three Years (2)	
* Frank A. Gaynor III	881	* Michael W. Hurley	1,021
Leo F. Fliger	762	* Patricia B. Small	1,139
Collector of Taxes for Three Years		Library Trustee for Three Years	
* Marlene D. Craig	1,196	* Thomas P. Gorman	1,037
George K. Nashawaty	364	Constable for Three Years	
Treasurer for Three Years		* Robert L. Smith	1,168
* Thomas P. Crane	1,333	* Nelson R. Hill (write-in)	139
Board of Assessors for Unexpired Term of One Year		QUESTION 1.	
* Margaret Maureen Morrison	907	Shall the Town of Norfolk be allowed to assess an additional \$700,000 in real estate and personal property taxes for the purpose of:	
Susan L. Younis	595	Norfolk Elementary Schools	\$380,000
Board of Assessors for Three Years		King Philip Regional and	
Michael C. Lazdowsky, Jr.	557	Tri-County Schools	\$130,000
* Donna L. Putt	996	Protection of Persons and Property	
Board of Health for Three Years		(Fire, Police, Communications)	\$130,000
* Laurence M. Magnier	1,227	Insurance and Retirement for the fiscal	
Planning Board for Three Years (2)		year beginning July first, Nineteen	
* Susan M. Caplan	951	Hundred and Eighty-Nine?	\$ 60,000
George K. Nashawaty	531	YES 795	
* Alexander J. Vispoli	1,122	NO 909	
School Committee for Three Years			
Frank J. Gross	629		
* James C. Lehan	1,017		

GENERAL GOVERNMENT

MINUTES OF ADJOURNED ANNUAL TOWN MEETING MAY 23, 24, 30, 31, JUNE 6 & 7, 1989 King Philip Junior High School MAY 23, 1989

The meeting was opened at 7:45 p.m. by Moderator Frank J. Gross with the recitation of the Pledge of Allegiance. The Moderator introduced the Town Clerk, Town Accountant, Executive Secretary, Board of Selectmen, Town Counsel, and the Advisory Board Chairman, who in turn introduced the members of the Advisory Board.

There were 639 voters attending. Due to crowded conditions in the auditorium, the Moderator requested that non-voters move into the cafeteria where they could hear the Town Meeting over the public address system. Parker Chick was sworn in as Assistant Moderator to preside in the cafeteria.

The following non-registered voters were given permission to address the Town Meeting regarding certain Articles: Executive Secretary Marilyn Morris, Town Counsel Paul Maggioni, Town Accountant Caroline Price, Highway Superintendent F. Arthur Woodworth, Tri-County School District Superintendent John Jones, King Philip School District Superintendent William Costa, Dufresne-Henry, Inc. Consulting Engineer Thomas Geagan, King Philip School District Treasurer and Administrative Assistant James Johnson and King Philip School District School Committee Chairman John Barret, Jr.

VOTED BY VOICE VOTE to waive the reading of the Warrant and the Return of the Warrant.

ARTICLE 1. Annual Town Election - completed May 2, 1989.

ARTICLE 2. VOTED BY VOICE VOTE to amend the Personnel Bylaws by changing the Compensation Schedule as printed on page 8 of the Advisory Board Recommendations (Schedule A - 5%). [Page 2 of these Minutes]

ARTICLE 3. VOTED BY VOICE VOTE to amend the Personnel Bylaws by changing the Classification Plan to incorporate new classifications and reclassifications as follows: New Classifications - EMT Coordinator, Grade L; Assistant Foreman-Highway, Grade K; Payroll Administrator, Grade 8. Reclassifications - Lieutenant-Fire Department to Grade L; Highway Foreman to Grade L; Fire-fighter to Grade I, Building Commissioner to Grade 14.

ARTICLE 4. VOTED BY VOICE VOTE to amend the Personnel Bylaws by changing the Probationary Section of the Employee Handbook to read "The first ninety (90) days of consecutive employment will be considered a

probationary period. At the end of the first thirty (30) days, our Department Head will recommend to the secondary level of management whether or not you will be retained, based on your performance. A performance evaluation will be made at 90 consecutive days of employment, and if your performance is satisfactory a permanent appointment will be made by the second management level and notification sent to the Personnel Board. During the probationary period the grievance procedure may not be invoked by the employee."

ARTICLE 5. VOTED BY VOICE VOTE to amend the Personnel Bylaws by changing the Performance Appraisal Program, Section 6.0 to have the Highway Department as the first level of supervision for the Landfill Area and the Board of Selectmen as the second management level.

ARTICLE 6. VOTED BY VOICE VOTE to amend the Personnel Bylaws by changing the Performance Appraisal Program, Section 5.0, paragraph b. to read "The Personnel Board shall maintain the original of all completed Personnel forms."

ARTICLE 7. VOTED BY VOICE VOTE to amend the Personnel Bylaws by adding a new section entitled Application for Employment to read as follows: "All applicants must complete and sign a job application. The Personnel Board shall maintain the original of all completed job applications."

ARTICLE 8. VOTED BY VOICE VOTE to amend the Personnel Bylaws by adding the following paragraph to the section titled Administrative Authority of the Personnel Board as follows: "To ensure a fair and equitable wage system in administration of personnel policy for all present and future employees, the Personnel Board must approve all placement of new and promoted employees within the compensation and classification schedules."

ARTICLE 9. VOTED BY VOICE VOTE to Indefinitely Postpone Article 9. [To consider reclassification requests no sooner than 3 years]

ARTICLE 10. VOTED BY VOICE VOTE to amend the Personnel Bylaws by adding the following new section: "Beginning July 1, 1989, any town employee called back to their position by management for the specific purpose of emergency service to the Town shall receive a minimum of two hours compensation. In this regard emergency service to the Town shall include: snow removal and sanding of roads or

the removal of obstructions (i.e., fallen trees, debris), repair to utility lines or systems, duty at auto accident scene, fire and ambulance calls, any natural disaster or Acts of God.

At 8:00 p.m. the Moderator called a recess to allow for setting chairs up on the stage to accommodate additional voters. The meeting resumed at 8:10 p.m.

ARTICLE 11. VOTED BY VOICE VOTE to fix the salary and compensation of the following elected officers of the Town and authorize any Town Board to employ for additional salary or compensation any of its members and fix the salary or compensation thereof: Moderator \$1.00; Board of Selectmen \$4,366; Town Treasurer \$13,890; Town Clerk \$13,650; Tax Collector \$13,650; Board of Assessors \$5,307; Board of Water Commissioners \$1,105; Planning Board \$4,686; Tree Warden \$190.00; Board of Health \$1,696.

VOTED BY VOICE VOTE [or otherwise as indicated] to raise and appropriate or appropriate from Surplus Revenue or transfer the following to defray departmental and incidental expenses of the Town for the Fiscal Year commencing July 1, 1989:

GENERAL GOVERNMENT

Personnel Chart

COMPENSATION SCHEDULE

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	MIDPOINT	MSSTEP 1	MSSTEP 2	MSSTEP 3	MSSTEP 4	MSSTEP 5
MANAGEMENT											
17	\$28,069	\$29,472	\$30,875	\$32,278	\$33,682	\$35,085	\$36,489	\$37,893	\$39,295	\$40,699	\$42,103
16	\$25,517	\$26,793	\$28,069	\$29,344	\$30,620	\$31,896	\$33,172	\$34,448	\$35,723	\$36,999	\$38,275
15	\$22,966	\$24,115	\$25,263	\$26,411	\$27,560	\$28,708	\$29,856	\$31,005	\$32,153	\$33,301	\$34,450
14	\$20,415	\$21,471	\$22,528	\$23,584	\$24,640	\$25,696	\$26,752	\$27,808	\$28,864	\$29,920	\$30,976
13	\$18,416	\$19,337	\$20,258	\$21,179	\$22,099	\$23,020	\$23,941	\$24,862	\$25,783	\$26,703	\$27,624
12	\$16,742	\$17,579	\$18,416	\$19,253	\$20,090	\$20,928	\$21,765	\$22,602	\$23,439	\$24,276	\$25,113
11	\$15,068	\$15,821	\$16,575	\$17,328	\$18,082	\$18,835	\$19,588	\$20,342	\$21,095	\$21,848	\$22,602
10	\$13,561	\$14,239	\$14,917	\$15,595	\$16,273	\$16,951	\$17,629	\$18,307	\$18,985	\$19,663	\$20,341
ADMINISTRATIVE											
9	\$7.69	\$8.07	\$8.45	\$8.84	\$9.22	\$9.61	\$9.99	\$10.38	\$10.76	\$11.14	\$11.53
8	\$6.90	\$7.24	\$7.59	\$7.93	\$8.28	\$8.62	\$8.97	\$9.31	\$9.65	\$10.00	\$10.34
6	\$6.08	\$6.39	\$6.69	\$7.00	\$7.30	\$7.60	\$7.91	\$8.21	\$8.51	\$8.82	\$9.12
TECH./PROF.											
M	\$11.29	\$11.85	\$12.42	\$12.98	\$13.55	\$14.11	\$14.68	\$15.24	\$15.81	\$16.37	\$16.93
L	\$10.26	\$10.77	\$11.28	\$11.79	\$12.31	\$12.82	\$13.33	\$13.85	\$14.36	\$14.87	\$15.38
K	\$9.32	\$9.79	\$10.26	\$10.72	\$11.19	\$11.66	\$12.12	\$12.59	\$13.05	\$13.52	\$13.99
J	\$8.40	\$8.82	\$9.24	\$9.66	\$10.08	\$10.50	\$10.92	\$11.34	\$11.76	\$12.18	\$12.60
H	\$7.56	\$7.94	\$8.32	\$8.69	\$9.07	\$9.45	\$9.83	\$10.21	\$10.58	\$10.96	\$11.34
G	\$6.87	\$7.21	\$7.56	\$7.90	\$8.25	\$8.59	\$8.93	\$9.28	\$9.62	\$9.96	\$10.31
F	\$6.18	\$6.49	\$6.80	\$7.11	\$7.42	\$7.73	\$8.04	\$8.35	\$8.66	\$8.96	\$9.27
E	\$5.51	\$5.79	\$6.06	\$6.34	\$6.61	\$6.89	\$7.16	\$7.44	\$7.71	\$7.99	\$8.27
D	\$5.24	\$5.50	\$5.77	\$6.03	\$6.29	\$6.55	\$6.81	\$7.08	\$7.34	\$7.60	\$7.86
C	\$4.96	\$5.21	\$5.46	\$5.71	\$5.96	\$6.21	\$6.45	\$6.70	\$6.95	\$7.20	\$7.45
P	\$4.09	\$4.30	\$4.50	\$4.70	\$4.91	\$5.11	\$5.32	\$5.52	\$5.73	\$5.93	\$6.14
A	\$3.28	\$3.45	\$3.61	\$3.78	\$3.94	\$4.11	\$4.27	\$4.43	\$4.60	\$4.76	\$4.93

GENERAL GOVERNMENT

	Raise and Appropriate	Transfer	Water Revenue	Cemetery Revenue
I. GENERAL GOVERNMENT				
A. BOARD OF SELECTMEN				
Salaries	66,489			
Expenses	14,500			
Fuel & Utilities	4,400			
Out of State Travel	1			
Annual Report	7,000			
Committee Fund	600			
B. PERSONNEL BOARD				
Salaries	1,424			
Expenses	2,000			
Out of State Travel	1			
C. BOARD OF ASSESSORS				
Salaries	58,824			
Expenses	13,000			
Out of State Travel, Meetings & Dues	2,500			
D1. TOWN TREASURER				
Salaries	27,582			
Expenses	6,300			
Banking Services	100			
D2. TOWN TREASURER - TAX TITLE				
Salaries	7,644			
Expenses	100			
E. COLLECTOR OF TAXES				
Salaries	39,184			
Expenses	11,797			
Travel, Meetings & Dues	650			
F1. TOWN CLERK - Salaries	26,536			
Expenses	1,900			
Travel, Meetings & Dues	650			
F2. TOWN CLERK - ELECTIONS				
Salaries	1,600			
Expenses	600			
G. TOWN COUNSEL				
Retainer Fees	9,453			
Legal Fees	8,000			
H. TOWN ACCOUNTANT				
Salaries	58,031			
Expenses	2,575			
I. PLANNING BOARD				
Salaries	25,948			
Expenses	3,150			
Engineering Services	37,500			
J. REGISTRARS OF VOTERS				
Salaries	3,950			
Expenses	1,500			
Computer Services	2,100			

GENERAL GOVERNMENT

	Raise and Appropriate	Transfer	Water Revenue	Cemetery Revenue
I. GENERAL GOVERNMENT (cont.)				
K. APPEALS BOARD				
Salaries	5,518			
M. COUNCIL ON AGING				
Salaries	38,078			
Expenses	3,350			
Transportation Expenses	2,000			
Facilities Rental	1,500			
N. ADVISORY BOARD				
Salaries	2,691			
Expenses	3,750			
O. HISTORICAL COMMISSION				
Expenses	640			
P. SEALER OF WEIGHTS & MEASURES				
Salaries	348			
Expenses	50			
Q. CUSTODIAN OF VETERANS GRAVES				
Salaries	116			
Expenses	795			
R. MODERATOR				
Salaries	1			
Expenses	100			
S. PERMANENT BUILDING COMMITTEE				
Salaries	368			
Expenses	1,000			
T. COMPUTER COMMITTEE				
Expenses	8,600			
II. PROTECTION OF PERSONS AND PROPERTY				
A. FIRE DEPARTMENT				
Fuel & Utilities	3,750			
Fire Expense	27,500			
Ambulance Expense	3,200			
Training & Tuition	7,700			
B. BUILDING DEPARTMENT				
Salaries	72,403			
Expenses	3,210			
Fuel & Utilities	2,900			
C1. ANIMAL CONTROL OFFICER				
Salaries	9,575			
Expenses	2,300			
Fuel & Utilities	700			
C2. ANIMAL INSPECTOR				
Salaries	1,514			
Expenses	150			

GENERAL GOVERNMENT

	Raise and Appropriate	Transfer	Water Revenue	Cemetery Revenue
II. PROTECTION OF PERSONS AND PROPERTY (cont.)				
D. POLICE DEPARTMENT				
Salaries	666,000			
Expenses	81,000			
Fuel & Utilities	13,000			
F. TREE DEPARTMENT AND SHADE TREE				
Tree Warden Salary	290			
Tree Warden Expenses	25,042			
Shade Tree Salary	290			
Shade Tree Expenses	8,817			
H. FIRE/POLICE STATION				
Fuel & Utilities	16,400			
Expenses	24,150			
III. HEALTH AND SANITATION				
A. BOARD OF HEALTH				
Salaries	30,361			
Expenses	42,000			
IV. HIGHWAY DEPARTMENT				
A. TOWN HIGHWAYS				
Salaries	318,468			
Expenses	107,000			
C. SANITARY LANDFILL				
Salaries	42,191			
Fuel & Utilities	4,300			
Expenses	39,800			
D. SNOW REMOVAL				
Expenses	84,350			
E. HIGHWAY GARAGE				
Fuel & Utilities	25,000			
VII. NORFOLK LIBRARIES				
Expenses	41,819	2,275		
Fuel & Utilities	9,400			
VIII. RECREATION				
A. RECREATION COMMISSION				
Salaries	17,709			
IX. DEBTS AND INTEREST				
A. ELEMENTARY SCHOOL - BONDS				
Maturing Debt	55,000			
Interest on Debt	4,332			
B. WATER DEPARTMENT BORROWING	80,282		50,526	
Pumping Station #2	50,000			
Maturing Debt	18,400			
Interest on Debt	8,086			
Interest Pump Sta. #2	20,000			
Maturing Note	4,600			
Interest on Note	2,022			
Standpipe Debt	20,000			
Standpipe Interest	7,700			

GENERAL GOVERNMENT

	Raise and Appropriate	Transfer	Water Revenue	Cemetery Revenue
IX. DEBTS AND INTEREST (cont.)				
C. NEW BUILDING BOND				
Maturing Debt	100,000			
Interest on Debt	38,500			
D. STANDPIPE DEBT				
Maturing Debt	30,000			
Interest on Debt	11,550			
F. BOND REGISTRATION				
Maintenance Fee	800			
G. NOTES & BONDS CERTIFICATION				
	300			
X. UNCLASSIFIED				
C. INTEREST - ARTICLE 61				
	2,000			
E. SEPTAGE DISPOSAL ASSESSMENT				
	8,500			
G. STREET LIGHTING FUEL & UTIL				
	24,956			
J. ENGINEERING ASSISTANCE				
	2,000			
XI. EMPLOYEE BENEFITS				
A. STATE & COUNTY RETIREMENT				
	225,000			
B. MEDICAL INSURANCE				
	216,583			
C. LIFE INSURANCE				
	5,827			
D. UNEMPLOYMENT COMPENSATION				
	0			
E. LONGEVITY				
	37,000			
F. MEDICARE				
	20,000			
XII PUBLIC SERVICES				
B. CEMETERY COMMISSION				
Salaries				8,232
Expenses				3,175

ARTICLE 11. VOTED BY VOICE VOTE [or otherwise as indicated] to raise and appropriate or appropriate from Surplus Reve-

ue or transfer the following to defray departmental and incidental expenses of the Town for the Fiscal Year commencing July 1, 1989

[Items which had been held for further discussion]:

	Raise and Appropriate	Transfer	Water Revenue	Cemetery Revenue
I. GENERAL GOVERNMENT				
K. APPEALS BOARD				
Expenses	1,440			
Engineering	1			
L. CONSERVATION COMMISSION				
Salaries	1,250			
Expenses	2,200			
Conservation Fund	0			

VOTED BY VOICE VOTE to move forward VI. SCHOOLS for consideration at this time.

The Moderator had sworn in the following counters in the event that a counted vote might be needed: James Leary, John McFeeley, John Ramsey, Eleanor Vispoli, and

Walter Zagieboyl.

The Advisory Board Moved to Transfer from Overlay Surplus \$170,000 and Raise and Appropriate \$2,330,000 to fund the Norfolk Elementary School Budget for Fiscal 1990.

VOTED BY VOICE VOTE to amend the motion by adding the additional amount of

\$116,929 to be raised and appropriated and added to the total appropriation for the Norfolk Elementary School, said additional amount to be contingent upon and available only after a successful override vote of the levy limit imposed by Proposition 2 1/2, said question to be placed before the voters at a Special Election to

GENERAL GOVERNMENT

be held prior to July 1, 1989.

VOTED BY VOICE VOTE to fund the Norfolk Elementary School Budget for Fiscal 1990 as follows: transfer from Overlay Surplus \$170,000 and Raise and Appropriate \$2,446,929, of which \$116,929 of Raise and Appropriate will be contingent upon and available only after a successful override vote of the levy limit imposed by Proposition 2 1/2, said question to be placed before the voters at a special election to be held prior to July 1, 1989, for a total of \$2,616,929.

DEFEATED BY VOICE VOTE a motion to reconsider the Norfolk Elementary School Fiscal 1990 budget.

VOTED BY VOICE VOTE to reconsider Article 10.

VOTED BY VOICE VOTE to postpone discussion of Article 10 until the next session of Town Meeting, May 24, 1989.

VOTED BY VOICE VOTE to adjourn the Town Meeting until Wednesday, May 24, 1989 at 7:30 p.m. at King Philip Junior High School.

The meeting adjourned at 11:45 p.m.

MAY 24, 1989

The meeting was called to order at 7:40 p.m. with 446 voters attending.

DEFEATED BY VOICE VOTE a motion to Indefinitely Postpone Article 10.

ARTICLE 10. VOTED BY VOICE VOTE to amend the Personnel Bylaws by adding the following new section: "Beginning July 1, 1989, any town employee called back to their position by management for the specific purpose of emergency service to the Town shall receive a minimum of two hours compensation. In this regard emergency service to the Town shall include: snow removal and sanding of roads or the removal of obstructions (i.e., fallen trees, debris) repair to utility lines or systems, duty at auto accident scene, fire and ambulance calls, any natural disaster or Acts of God.

The Town Meeting resumed consideration of Article 11.

The Advisory Board moved to raise and appropriate the sum of \$1,732,460 as Norfolk's share of the Fiscal 1990 budget for the King Philip Regional School District.

VOTED BY VOICE VOTE to allow Michael Mayer, a King Philip student, to address the meeting.

DEFEATED BY VOICE VOTE an amendment to the main motion to add the additional amount of \$95,483.00 to be raised and appropri-

ated to the Norfolk share of the Fiscal 1990 budget for the King Philip Regional School District, said additional amount to be contingent on and available only after a successful override vote to the levy limit imposed by Proposition 2 1/2, this question to be placed before the voters at a special town meeting to be held prior to July 1, 1989.

VOTED BY VOICE VOTE to amend the main motion to read \$1,828,303.

VOTED BY VOICE VOTE to raise and appropriate the sum of \$1,828,303 as Norfolk's share of the Fiscal 1990 budget for the King Philip Regional School District.

DEFEATED BY VOICE VOTE a motion to reconsider Article 11 Section VI, the King Philip Regional School District Fiscal 1990 budget.

ARTICLE 11. VOTED BY VOICE VOTE [or otherwise as indicated] to raise and appropriate or appropriate from Surplus Revenue or transfer the following to defray departmental and incidental expenses of the Town for the Fiscal Year commencing July 1, 1989

	Raise and Appropriate	Transfer	Water Revenue	Cemetery Revenue
II. PROTECTION OF PERSONS AND PROPERTY				
A. FIRE DEPARTMENT				
Salaries - Fire Department	130,533			
Ambulance Salaries	32,920			
B. BUILDING DEPARTMENT				
Rough mileage Allowance	1,000			
E. CIVIL DEFENSE				
Salaries	479			
Expenses	2,035			
F. TREE DEPARTMENT AND SHADE TREE				
Utility Inspection Fees	2,000			
G. FIRE/POLICE COMMUNICATIONS				
Salaries	109,367			
Expenses	2,650			
IV. HIGHWAY DEPARTMENT				
B. SPECIAL PROJECTS	52,000	20,000		
V. VETERANS SERVICES				
A. VETERANS BENEFITS	4,800			
B. VETERANS ADMINISTRATION				
Salaries	2,330			
Expenses	685			

GENERAL GOVERNMENT

	Raise and Appropriate	Transfer	Water Revenue	Cemetery Revenue
VII. NORFOLK LIBRARIES				
Salaries	111,351			
VIII. RECREATION				
A. RECREATION COMMISSION				
Expenses	4,695			
B. RECREATION FOR HANDICAPPED				
Salaries	1			
Expenses	1			
C. RECREATION FIELD MAINTENANCE				
Salaries	3,848			
Expenses	3,000			
X. UNCLASSIFIED				
A. Town Memorial Day	360			
<p>DEFEATED BY VOICE VOTE a motion to bring forward Article 36.</p> <p>DEFEATED BY VOICE VOTE a motion to amend Reserve Fund to \$85,000.</p>				
B. Reserve Fund	100,000			
D. Insurance - General	207,000			
F. Human Services				
Norfolk Mental Health	4,400			
SNCARC	4,400			
Self-Help, Inc.	2,000			
<p>DEFEATED BY VOICE VOTE a motion to amend Norfolk Mental Health and SNCARC to \$3,500.</p>				
I. Right to Know Coordinator	3,000			
XII. PUBLIC SERVICES				
A. WATER DEPARTMENT				
Salaries			96,404	
Expenses			34,323	
Purchase of Water			2,000	
Gasoline & Utilities			24,800	
Acquifer Protection/Land			7,600	
Engineering			14,400	
Out of State Travel			1	

VOTED BY VOICE VOTE: to reconsider IX. B. Water Department Borrowing.

VOTED BY VOICE VOTE: to delete the sum of \$50,000 from Article 11, Section IX. B. Water Department Borrowing - Pumping Station #2 and reduce raise and appropriate by that amount.

VOTED BY VOICE VOTE to adjourn the Town Meeting to Tuesday, May 30, 1989 at 7:30 p.m. at King Philip Junior High School.

The meeting was adjourned at 11:10 p.m.

GENERAL GOVERNMENT

MAY 30, 1989

The Moderator called the meeting to order at 7:35 p.m. There were 233 voters attending.

ARTICLE 12. VOTED BY VOICE VOTE to Indefinitely Postpone Article 12. [Transfer of Water Revenue]

ARTICLE 13. VOTED BY VOICE VOTE to Indefinitely Postpone Article 13. [Fulltime Fire Department Personnel]

ARTICLE 14. VOTED BY VOICE VOTE to transfer from Surplus Revenue the sum of \$15,000 for an independent financial and compliance audit for the Fiscal Year ended June 30, 1989, as well as a financial audit of the Tax Collector's books and records as of the end of the Tax Collector's term of office on May 2, 1989.

ARTICLE 15. VOTED BY VOICE VOTE to authorize the Board of Selectmen to accept and enter into contracts for the expenditures of any funds allotted or to be allotted by the Commonwealth for the construction, reconstruction, or the improvement of roads within the Town.

ARTICLE 16. VOTED BY VOICE VOTE to Indefinitely Postpone Article 16. [Gasoline tax monies]

ARTICLE 17. VOTED BY VOICE VOTE to Indefinitely Postpone Article 17. [Road money from the Commonwealth]

ARTICLE 18. VOTED BY VOICE VOTE to Indefinitely Postpone Article 18. [Dump truck for Highway Department]

ARTICLE 19. VOTED BY VOICE VOTE to transfer from Surplus Revenue the amount of \$25,000 to purchase a used reconditioned Container Transfer Truck for use by the Highway Department at the Sanitary Landfill.

ARTICLE 20. VOTED BY VOICE VOTE to transfer from Surplus Revenue the amount of \$92,900 to expand and develop the Phase II section of the Sanitary Landfill.

ARTICLE 21. VOTED BY VOICE VOTE to transfer from Surplus Revenue the sum of \$4,600 to purchase a copy machine for the Town Hall.

ARTICLE 22. VOTED BY VOICE VOTE to Indefinitely Postpone Article 22. [Fax machine]

ARTICLE 23. VOTED BY UNANIMOUS VOICE VOTE to take by eminent domain or by purchase the parcel or lot of land commonly known as the "Old Creamery Property," together with all improvements thereon, containing three-tenths (0.3) of one acre, situated Northerly from Main Street, on the Northerly side of the Right of Way now or formerly of the New York, New Haven and Hartford Railroad Company and immediately adjoining land now or formerly of Seth A. Armen and Eloise A.

Armen in said Norfolk, in the county of Norfolk, and the Commonwealth of Massachusetts, the same being shown as Lot 21, Block 49 on the Norfolk Assessors' Map 14 and to transfer \$6,500 from the appropriation of Article 25 of the Annual Town Meeting of 1987.

ARTICLE 24. VOTED BY VOICE VOTE to Indefinitely Postpone Article 24. [To accept the Grange Hall]

ARTICLE 25. VOTED BY VOICE VOTE to Indefinitely Postpone Article 25. [Money to refurbish Grange Hall]

The following counters were sworn in by the Moderator: John McFeeley, John Ramsey, Judith Jacobson, Kathleen Dudley.

ARTICLE 26. VOTED BY COUNTED VOTE to transfer \$30,500 from the Stabilization Fund to construct a pedestrian walkway, on the easterly side of North Street, a distance of 2,552 feet plus or minus or any part thereof, in accordance with a plan of this proposal on file in the Town Clerk's office and to plow this walkway as needed. YES 158, NO 44.

DEFEATED BY VOICE VOTE a motion to reconsider Article 26.

ARTICLE 27. VOTED BY VOICE VOTE to transfer \$3,000 from Surplus Revenue to do a preliminary engineering study to construct a pedestrian walkway the full length of Union Street from North Street to North Street.

ARTICLE 28. VOTED BY VOICE VOTE to accept all State and Federal Grants and reimbursements for the Water Department which do not require matching funds from the town or any representative or agency thereof and will not obligate or encumber any resident of the Town of Norfolk without a town meeting vote.

ARTICLE 29. VOTED BY VOICE VOTE to transfer from Water Revenue the sum of \$25,000 to extend the water main a distance of 260 plus or minus feet on Needham Street from the existing 8" main to the existing 8" main at the intersection of North and Pond Streets in accordance with Phase I Improvements of Dufresne-Henry, Inc. 1984 updated Water Distribution System Report, to complete the work of Article 59, 1987 Annual Town Meeting, to apply for and accept any State and Federal grants and reimbursements that become available in accordance therewith.

ARTICLE 30. VOTED BY VOICE VOTE to Indefinitely Postpone Article 30. [Grove Street water]

ARTICLE 31. VOTED BY VOICE VOTE to Indefinitely Postpone Article 31. [Test well]

ARTICLE 32. VOTED BY VOICE VOTE to Indefinitely Postpone Article 32. [North Street water]

The following counters were sworn in by the Moderator: Gary Molino and Susan Younis.

ARTICLE 33. VOTED BY COUNTED VOTE to transfer from the Stabilization Fund the sum of \$11,900 for purchase of portable scales for the Police Department. YES 126, NO 56.

ARTICLE 34. VOTED BY VOICE VOTE to Indefinitely Postpone Article 34. [Police/Fire Copy Machines]

ARTICLE 35. VOTED BY VOICE VOTE to transfer from Surplus Revenue the sum of \$2,400 to allow Emergency Medical Technicians and Police Officers to receive Hepatitis vaccinations.

DEFEATED MOTION to discuss Article 36 after Article 45.

ARTICLE 36. VOTED BY VOICE VOTE to transfer the sum of \$8,600 from Surplus Revenue to purchase several items needed for Fire Department equipment.

ARTICLE 37. DEFEATED BY VOICE VOTE a substitute motion to appropriate from the Stabilization Fund the sum of \$15,389 to purchase a new automobile for the Fire Chief.

ARTICLE 37. VOTED BY VOICE VOTE to Indefinitely Postpone Article 37. [Automobile for Fire Chief]

ARTICLE 38. VOTED BY VOICE VOTE to Indefinitely Postpone Article 38. [Fire Department Four-Wheel Drive Pickup]

ARTICLE 39. VOTED BY COUNTED VOTE that the Town enter into a five-year lease-purchase agreement for a computer system for the Accounting Department and to transfer from surplus revenue \$17,000 for the first year of said lease-purchase agreement. VOTED COUNTED BY MODERATOR, YES 30, NO 7.

VOTED BY UNANIMOUS VOICE VOTE to adjourn the Town Meeting to Wednesday, May 31, 1989 at 7:30 p.m. at King Philip Junior High School.

The meeting adjourned at 11:00 p.m.

GENERAL GOVERNMENT

MAY 31, 1989

The Moderator called the meeting to order at 7:40 p.m. There were 183 voters attending.

ARTICLE 40. VOTED BY VOICE VOTE to Indefinitely Postpone Article 40. [Assessing computer software]

ARTICLE 41. VOTED BY VOICE VOTE to Indefinitely Postpone Article 41. [Computer equipment]

ARTICLE 42. VOTED BY VOICE VOTE to amend the Town of Norfolk Bylaws as follows: by removing Section 7A from Article III, Committees, and inserting that section into Article I, Town Meetings, to be numbered Section 5.

ARTICLE 43. VOTED BY VOICE VOTE to amend the Town of Norfolk Bylaws, Article I, Section 3, by deleting the words "Police Station and Railroad Station" and substituting therefore the words "and in at least one public place in each precinct," so that the first sentence of Article I, Section 3, would now read "The warrants for all town meetings shall be directed to any of the constables of the town, and notice of every meeting shall be given by posting attested copies of the warrant calling the same at the Town Hall and at least one public place in each precinct, not less than seven (7) days before the day appointed for such meeting."

The Moderator noted for the record that Mr. McFeeley was an hour late arriving at the meeting.

ARTICLE 44. VOTED BY VOICE VOTE to transfer from Surplus Revenue the sum of \$6,500 for the installation of backflow devices in the Freeman and Centennial Schools as required by Mass Drinking Water Regulations Section 22-310.

ARTICLE 45. VOTED BY COUNTED VOTE to transfer from Surplus Revenue the sum of \$30,321.00 and transfer from the Stabilization Fund the sum of \$2,379.00 for the replacement of flooring in two classrooms and MacBride Auditorium located in the Freeman School to comply with the regulations of the Federal Asbestos Hazard Emergency Response Act of 1986. COUNTED BY MODERATOR YES 30 NO 7.

ARTICLE 46. VOTED BY VOICE VOTE that the Town raise and appropriate the sum of \$27,967 to pay for Phase I of a town Master Plan (three phase total); said funds are to be available contingent on and only after a Proposition 2 1/2 override referendum for the same is approved by the voters, in an override question listed separately from any other override question.

ARTICLE 47. VOTED BY VOICE VOTE to amend the Bylaws of the Town of Norfolk, Article IV, EARTH REMOVAL, Section 5, by

deleting B.1 in its entirety and adding a new section under Basic Requirements as amended to read as follows:

B(1). No earth shall be moved, stripped, stockpiled, or removed from any parcel of land within the Town to another parcel either within or without the Town except as set forth in paragraph F. Exceptions to this prohibition may be made by the Board of Selectmen by its granting of a Special Permit after finding by the Board of Selectmen that each of the following criteria have been met:

- a. Uses allowed as a matter of right, under the zoning bylaws or granted by a zoning special permit can only be exercised by the granting of an earth removal special permit by the Board of Selectmen.
- b. The proposed earth to be removed is the absolute minimum required to remove a physical hardship.
- c. The removal of earth will not cause a nuisance, or be a detriment to the surrounding areas or along the route of transportation or cause an adverse effect.
- d. The removal of earth will be accomplished as part of the development of an approved overall project, subdivision approval, site plan approval, or building permit.

Grandfather Clause: Special Permits for earth removal granted by the Board of Selectmen prior to June 1, 1989 and which are in the excavation and removal process, may be renewed at the discretion of the Board of Selectmen; further that Section 5.C.5 be amended by deleting the words "five (5) foot contours" and inserting therefore the words "two (2) foot contours,"; further that an addition to section 5.C. to read as follows:

12. Zoning District
13. Plans of the proposed use with the necessary documentation to demonstrate the need for earth removal, and that the proposed removal constitutes the minimum removal required;

and to add a new sentence at the beginning of Section E.2.

"All applications for renewal of a special permit will require a public hearing, as specified in Section C.9 of the earth removal law."

ARTICLE 48. VOTED BY VOICE VOTE to Indefinitely Postpone Article 48. [alternative Earth Removal language]

ARTICLE 49. VOTED BY VOICE VOTE to amend Article IV, Earth Removal, Section 5 of the Town of Norfolk Bylaws, Section B by adding a new paragraph to B.1.c. to read as follows:

An earth removal operation shall be deemed to cause an adverse impact to the Town or to property in the vicinity of the site if it:

- (a) may reasonably be expected to significantly increase surface water flow off the site or to result in any adverse impact on surface water or public or private drinking water wells;
- (b) may produce noise, dust, or other effects that may be detrimental to the amenities, aesthetics or normal use of property in the neighborhood;
- (c) may result in a change in topography and cover that will render development of the site in accordance with the approved site plan more difficult or costly;
- (d) may have an adverse effect on public health or safety or on the health or safety of persons living, working or otherwise present in the neighborhood; or
- (e) may unduly frustrate the long term recreation and open space planning objectives of the Town."

and to add the following new designations in section b(2) by inserting the words "Board of Health" after the words "Board of Assessors"

and in Section B(3) by inserting the words "a member of the Board of Health" after the words "a Conservation Commission member"

and in Section B(4) by inserting the following changes:

- (4) The Building Inspector, the Board of Assessors, the Board of Health and the Earth Removal Advisory Committee shall file written reports of their recommendations on the application, with the Board of Selectmen at the public hearing held under the terms of this bylaw. The Board of Selectmen shall not take final action on any application until it has received said reports or until twenty one (21) days have expired after said Public Hearing and without receipt by the Board of Selectmen of said reports.

ARTICLE 50. VOTED BY VOICE VOTE that the following committees be formed: 9 members of the Arts Council; 2 members of the Bay Circuit Regional Committee; 5 members of the Chapter 504 Committee; 5 members of the Correctional Facilities Citizens Advisory Committee; 5 members of the Enertrac Citizens

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Advisory Committee; 5 members of the Insurance Advisory Committee; 5 members of the Land Acquisition/Management Committee; 5 members of the Massachusetts Water Resources Authority Citizens Action Committee; Mirror Lake Advisory Committee — 4 voting members and Executive Secretary ex-officio and non-voting; Sanitary Landfill Committee — 5 voting members and Highway Superintendent ex-officio and non-voting; 5 members of the Sidewalk Study Committee; 9 members of the Zoning Bylaw Study Committee, three members to be appointed by the Board of Selectmen, and one ex-officio member or designee from the Board of Appeals, Planning Board, Conservation Commission, Board of Health, Building Commissioner, and Town Counsel ex-officio and non-voting.

The Moderator informed the Meeting that under this Article would be heard any report of any Town Committee or any instructions to any Town Committee or officer. There were no reports or instructions.

ARTICLE 51. VOTED BY VOICE VOTE to accept an Equal Educational Opportunity Grant for Fiscal Year 1990 in the amount of \$42,727 or the sum designated by the Department of Education, under provisions of General Laws Chapter 70A, Section 5, as inserted by Chapter 188 of the Acts of 1985. Said Grant shall be expended by the Norfolk School Committee for direct service expenditures.

ARTICLE 52. VOTED BY VOICE VOTE to permit the King Philip Regional School District to accept an Equal Educational Opportunity Grant for Fiscal Year 1990 in the amount of \$5,603 under the provisions of Mass. General Laws Chapter 70A, Section 4, as inserted by Chapter 188 of the Acts of 1985; said grant shall be expended by the King Philip Regional School Committee for direct service expenditures with funds provided solely by the Commonwealth.

ARTICLE 53. VOTED BY VOICE VOTE to accept an Equal Educational Opportunity Grant for Fiscal Year 1990 in the amount of \$105,248 under the provisions of General Laws Chapter 70A, Section 5, as inserted by Chapter 188 of the Acts of 1985. Said grant shall be expended by the Tri-County Regional School District Committee for direct service expenditures.

ARTICLE 54. VOTED BY VOICE VOTE in accordance with the provisions of General Laws Chapter 71, Section 16G-1/2 as inserted by Chapter 225 of the Acts of 1988 to approve the establishment of a Stabilization Fund by the Tri-County Regional Vocational Technical School Committee and in accordance with the terms and limitations of the foregoing provisions of the General Laws.

ARTICLE 55. VOTED BY VOICE VOTE to amend the Rules and Regulations of the Cemetery Commission adopted under the provisions of M.G.L., Chapter 114, Section 22, by adding thereto the following:

DEFINITIONS

VETERAN — Any person who qualifies for veteran's status under the laws of the United States or Commonwealth of Massachusetts.

GENERAL (Section 1)

1-10 — Lots and graves in the Veterans Section are to be sold only to or for the burial of a veteran or his or her spouse.

MONUMENTS (Section 3)

3-17 — Only monuments described as follows will be allowed in the Veterans Section: American light gray granite flat marker - 24 inches long, 12 inches wide, and 4 inches thick.

ARTICLE 56. VOTED BY VOICE VOTE to transfer from available Cemetery funds the sum of \$20,000 to construct a Veterans Memorial on the grounds of the Norfolk Cemetery in accordance with a Plan of Land entitled "Veterans Memorial, Town of Norfolk," by Lowell E. Robinson, Landscape Architect, dated February 10, 1989.

ARTICLE 57. VOTED BY VOICE VOTE to approve Article 57 as printed in the Warrant for this Annual Town Meeting. [See p. 98]

ARTICLE 58. VOTED BY VOICE VOTE to Indefinitely Postpone Article 58. [To transfer expended portions of appropriations from prior town meetings.]

ARTICLE 59. VOTED BY VOICE VOTE to Indefinitely Postpone Article 59. [To pay unpaid bills of previous years]

ARTICLE 60. VOTED BY VOICE VOTE to Indefinitely Postpone Article 60. [Supplemental appropriations for FY 1989]

ARTICLE 61. VOTED BY VOICE VOTE to authorize the Town Treasurer with the approval of the Selectmen to borrow money from time to time in anticipation of the revenue for the financial year beginning July 1, 1989 in accordance with the provisions of General Laws Chapter 44, Section 4, and to issue a note or notes therefore payable within one year and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws Chapter 44, Section 17.

ARTICLE 62. VOTED BY VOICE VOTE to Indefinitely Postpone Article 62. [Unfunded pension liability]

ARTICLE 63. VOTED BY VOICE VOTE to Indefinitely Postpone Article 63. [Stabilization fund]

ARTICLE 64. VOTED BY VOICE VOTE

to accept as a public way, Old Colony Drive, a distance of 1,182 feet plus or minus, as approved by the Board of Selectmen in accordance with the acceptance plan drawn by GLM Engineering Consultants, Inc. Holliston, Mass. dated January 20, 1987, Revised November 16, 1988 and March 16, 1989.

ARTICLE 65. VOTED BY VOICE VOTE to accept as a public way, Laurel Path, a distance of 570 feet plus or minus, as approved by the Board of Selectmen in accordance with the acceptance plan drawn by GLM Engineering Consultants, Inc., Holliston, Mass. dated January 20, 1987, Revised November 16, 1988 and March 16, 1989.

ARTICLE 66. VOTED BY VOICE VOTE to accept as a public way, Foss Road, a distance of 212 feet plus or minus, as approved by the Board of Selectmen in accordance with the acceptance plan drawn by GLM Engineering Consultants, Inc. Holliston, Mass. dated January 20, 1987, Revised November 16, 1988 and March 16, 1989.

ARTICLE 57:

To see if the town will vote to petition the General Court of the Commonwealth of Massachusetts for an Act that would grant the Town of Norfolk the authority to penalize those who abandon motor vehicles, said authority would read as follows:

THE COMMONWEALTH OF MASSACHUSETTS AN ACT GRANTING THE TOWN OF NORFOLK AUTHORITY TO PENALIZE THOSE WHO ABANDON MOTOR VEHICLES

Be it enacted by the Senate and House of Representatives in General Court Assembled, and by the authority of the same, as follows:

SECTION 1

Notwithstanding the provisions of any general or special law to the contrary including without limitation, the provisions of Section 22B of Chapter 90 of the General Laws, the TOWN OF NORFOLK shall be governed by the terms of this act rather than, and as an alternative to, said Section 22B of Chapter 90, in the TOWN OF NORFOLK the following provisions shall apply:

- A. Proceedings under this section shall not be deemed criminal.
- B. There shall be in the Town of Norfolk an abandoned motor vehicle clerk, who may also be the parking clerk or other employee of said town. Said clerk shall report to the Board of Selectmen of the Town who shall supervise and co-ordinate the proceedings of abandoned motor vehicle procedures. The

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Town shall hire or designate such personnel as may be necessary to administer the provisions hereof subject to appropriation. Employment in another governmental or municipal position or other employment of any nature shall not render ineligible any person applying for the office of said clerk provided, nevertheless, that said dual employment shall not constitute a conflict of interest.

SECTION 2 — DEFINITIONS

- A **ABANDONED MOTOR VEHICLE** (vehicle), shall mean any motor vehicle having a value of Five hundred dollars (\$500.00) or less which is lawfully placed in the storage yard of a motor vehicle carrier as herein defined, and remains there for a period of seventy-two (72) hours or more without being claimed by its owner, and which remains unclaimed for a further period of fourteen (14) days after the mailing of the notice hereinafter provided and without compliance with the requirements of said notice.
- B **CARRIER** shall mean any motor vehicle carrier duly certificated by the Department of Public Utilities of the Commonwealth to transport motor vehicles and who lawfully maintains a place of business for the storage of motor vehicles.
- C **ABANDONED MOTOR VEHICLE CLERK** (clerk) shall mean a person or persons appointed by the Town to administer the provisions of this section, including any designee or appointee of said clerk.
- D **OWNER** shall mean the registered owner of a motor vehicle, as last appearing on the records of the Registry of Motor Vehicles, the title holder of a vehicle, including insurers who have taken title to vehicles insured by the owner of a vehicle which has not been registered or titled, and/or the operator or person in possession of a motor vehicle who had custody or control thereof last prior to its abandonment.

SECTION 3 — PROCEEDINGS TO BE NON-CRIMINAL

It shall be a violation of this section to do any act resulting in the production of an abandoned motor vehicle but said violation shall not be deemed criminal unless the person complained against shall so elect.

SECTION 4 — NOTICE; PROCEDURE; FINE; NON-RENEWAL LICENSE AND REGISTRATION.

Whenever a vehicle is lawfully placed in the storage yard of a carrier as herein defined, said carrier, if the vehicle remains unclaimed upon expiration of seventy-two (72) hours or more from the time said vehicle was placed therein,

shall notify the owner of the vehicle, as herein defined, by certified mail, return receipt requested, at the last address of said owner furnished by the police department on request of the carrier, and said notice shall contain a description of the motor vehicle together with the vehicle identification number, and a registration number, if any, together with the carrier's bill for the removal, transportation, storage and, if applicable, disposal of said vehicle, on a form approved by the clerk. A copy of the notice shall at the same time be mailed or delivered to the clerk.

The notice shall contain a demand requiring the owner of the vehicle to claim the vehicle within fourteen days of the mailing of the notice and to pay all lawful charges of the carrier for the removal, transportation, storage and, if applicable, disposal of the vehicle. Upon payment, the carrier shall provide the owner with a receipt therefor, in duplicate, the second copy to be delivered to the clerk by the owner.

The notice shall also contain the following and shall be effective whether or not it is actually received by the owner:

"This notice may be returned by mail, personally or by an authorized person. Failure to comply with the terms of this notice with full payment of all charges as above stated, shall also result in the imposition of a fine of five hundred dollars. A hearing may be obtained upon the written request of the owner filed with the clerk within fourteen (14) days of the mailing of the notice."

Any person notified to appear before the clerk, as provided herein, may appear before such clerk or designee and confess the offense charged either personally or through an agent duly authorized in writing or by mailing to the clerk the notice accompanied by the fine provided herein. The payment should be made only by postal note, money order or check made out to the Town of Norfolk. Payment of the fine, together with payment of the carrier's charges as herein provided, shall constitute a final disposition of the case.

Until the carrier's charges are paid, the vehicle shall be subject to a first possessory lien in favor of the carrier for the charges assessed.

If the owner fails to appear at a hearing, or fails to pay the fine and costs, the parking clerk shall notify the Registrar of Motor Vehicles who shall place the matter on record and not renew the license of such person to operate a motor vehicle, and shall not allow said owner to register a motor vehicle thereafter until proof of compliance with this section is certified by the parking clerk to the registrar. If the motor vehicle is registered in such owner's name or was last registered in his or her name, the Registrar shall

prohibit the registration and/or renewal of registration of any motor vehicle under his or her name. Such notice shall be in a format approved by the Registrar of Motor Vehicles. The sum of Twenty Dollars (\$20.00) of each fine collected by the Town of Norfolk shall be reserved for distribution to the Registrar of Motor Vehicles on a monthly basis. On or before September 1st of each year, the Registrar shall certify the total number of Twenty Dollar (\$20.00) charges to be assessed against the Town of Norfolk. This number shall equal the total number of notifications of actual collections by the Town. The Registrar shall transmit such certified assessments to the State Treasurer who shall include such assessments in the warrants prepared in accordance with Section 20 of Chapter 59 of the General Laws. All such actions taken by the registrar shall remain in effect until notice from the parking clerk is received that the matter has been disposed of in accordance with the law.

SECTION 5 — FINE; ABANDONED MOTOR VEHICLE FUND; MAXIMUM CHARGE

The fine for abandoning a motor vehicle shall be five hundred dollars (\$500.00) and shall be utilized by the Town for the removal, transportation, and disposal of abandoned motor vehicles as herein provided.

All proceeds of fines shall be deposited in a fund called the "abandoned motor vehicle disposal fund" and shall be utilized as aforesaid with the exception of the Twenty Dollars (\$20.00) which shall be paid to the Registrar of Motor Vehicles in those cases in which it is necessary to report violations of this section to the Registrar of Motor Vehicles, otherwise said Twenty Dollars (\$20.00) shall be retained by the Town.

Nothing herein contained shall abridge the right of a carrier to seek recovery from the owner by an action at law without the provisions of this section.

SECTION 6 — LOW VALUE VEHICLES; REFUSE

Notwithstanding any other provisions of this section, whenever the clerk or a person designated or appointed by the clerk, shall deem that an abandoned motor vehicle is worth less than the cost of its removal, transportation and three (3) days storage and expenses incidental to its disposal, said clerk or designee, without incurring any liability on his or her part whatsoever or on the part of the Town or on the part of the carrier, shall direct the carrier to take possession of such motor vehicle and dispose thereof as refuse and a record of said disposal shall be kept in the office of the clerk for a period of two years. The owner of such a vehicle shall be notified as hereinbefore provided and shall pay to the car-

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rier all charges for removal, transportation, storage and disposal of said vehicle within fourteen (14) days after mailing of said notice or shall be subject to the fine herein provided as well as non-renewal of the license to operate and registration of a motor vehicle.

SECTION 7 — HEARING PROCEDURE; APPEAL.

In the event any person notified hereunder to appear and pay the fine designated herein or having appeared desires to avail him/herself of the benefits of the procedure outlined by this section, the clerk shall forthwith schedule the matter for a hearing. The hearing will be conducted before the clerk, or such other person or persons as the clerk may designate. Written notice of the date, time and place of said hearing shall be sent by first class mail to the owner. Said hearing shall be informal, rules of evidence shall not apply, and the decision of the clerk shall be final, subject to judicial review as provided by Section 14 of Chapter 30A.

SECTION 8 — NOTICE; REGISTRAR OF MOTOR VEHICLES.

If any person fails to appear in accordance with said notice or otherwise fails to comply with the provisions of this section, the clerk shall notify the Registrar of Motor Vehicles who shall place the matter on record and shall not renew the license to operate a motor vehicle of an owner of an abandoned vehicle or to allow said owner to lawfully register the same or another vehicle until notice from the clerk that all such matters have been satisfactorily disposed of in accordance with this section.

SECTION 9

Any notice to the Registrar of Motor Vehicles, fine, assessment or penalty of any kind will only occur based on just cause. Any person who wishes to be heard in regard to any adverse action taken against him or her, including the notice forwarded to the Registrar of Motor Vehicles, shall have the right to a hearing in accordance with the provisions of Section 7 provided that such hearing is requested within fourteen (14) days from the date that the individual becomes aware, or should have become aware of the adverse action taken.

SECTION 10

The provisions of this Act shall be deemed severable, and if any of its provisions shall be held unconstitutional by any court of competent jurisdiction, the decision of such court shall not affect or impair any of the remaining provisions.

SECTION 11

This Act shall take effect immediately upon passage.

ARTICLE 67. VOTED BY VOICE VOTE to accept as a public way Shirley Lane, a distance of 975 feet plus or minus, as approved by

the Board of Selectmen in accordance with the acceptance plan drawn by GLM Engineering Consultants, Inc., of Holliston, Mass., dated June 9, 1987.

ARTICLE 68. VOTED BY VOICE VOTE to accept as a public way Briarwood Road, a distance of 1,109 feet plus or minus, as approved by the Board of Selectmen in accordance with the acceptance plan drawn by GLM Engineering Consultants, Inc. of Holliston, Mass. dated June 9, 1987.

ARTICLE 69. VOTED BY VOICE VOTE to accept as a public way Stacey Road, a distance of 1,003 feet plus or minus, as approved by the Board of Selectmen in accordance with the as-built plan as drawn by RIM Engineering Company, Inc. of Mansfield, Mass. dated November 8, 1976.

ARTICLE 70. VOTED BY VOICE VOTE to accept as a public way Old Mill Road, a distance of 1322 feet plus or minus, as approved by the Board of Selectmen in accordance with the acceptance plan drawn by Landmark Engineering of New England, Inc., Norfolk, Mass. dated 21 October 1986 Revised 3 August 1988.

ARTICLE 71. VOTED BY VOICE VOTE to accept as a public way Barrell Place, a distance of 688 feet plus or minus, as approved by the Board of Selectmen in accordance with the acceptance plan drawn by Landmark Engineering of New England, Inc., Norfolk, Mass. dated 21 October 1986.

ARTICLE 72. VOTED BY VOICE VOTE to accept as a public way Strawberry Lane, a distance of 1,152.17 feet plus or minus, as approved by the Board of Selectmen in accordance with the acceptance plan drawn by Francis X. Desimone of Millis, Mass. dated April 6, 1989.

ARTICLE 73. VOTED BY VOICE VOTE to Indefinitely Postpone Article 73. [Knoll Drive]

ARTICLE 74. VOTED BY VOICE VOTE to accept as a public way Oak View Trail, a distance of 500 feet plus or minus, as approved by the Board of Selectmen in accordance with the acceptance plan drawn by Paul Robinson Associates of Millis, Mass. dated September 23, 1987.

ARTICLE 75. VOTED BY VOICE VOTE to accept as a public way Ridge Road, a distance of 894 feet plus or minus, as approved by the Board of Selectmen in accordance with the acceptance plan drawn by Paul Robinson Associates of Millis, Mass. dated September 23, 1987.

ARTICLE 76. VOTED BY VOICE VOTE to Indefinitely Postpone Article 76. [Additional distance, Ridge Road]

ARTICLE 77. VOTED BY VOICE VOTE to accept as a public way Brookside Lane, a

distance of 1,480 feet plus or minus, as approved by the Board of Selectmen in accordance with the acceptance plan drawn by Landmark Engineering of New England, Inc., Norfolk, Mass. dated 13 August, 1987. Revised 22 March, 1989.

ARTICLE 78. VOTED BY VOICE VOTE to Indefinitely Postpone Article 78. [Amending Town Bylaws by adding Aquifer Protection District]

Planning Board Report on Article 78: The Planning Board, in its review and public hearing, has been treating this article as a zoning bylaw proposal and it should be brought forward as such. This article is intended to preserve and protect Norfolk's water supply sources. The Board believes that protection of our aquifers is of utmost concern and additional safeguards need to be in place as growth and development continue.

If the map "Aquifer Protection Areas" is available prior to Town Meeting the Board strongly endorses passage of this Article. If no map is available, the Board recommends Indefinite Postponement and that the Article, with some small editing, be brought forward at the next Town Meeting following the map's availability.

ARTICLE 79. MOVED AND SECONDED by the Advisory Board to Indefinitely Postpone Article 79. [Amending Town Bylaws — Land Use and Resource Protection]

VOTED BY VOICE VOTE to approve the substitute motion of the Planning Board to amend the Bylaws of the Town of Norfolk as printed in Article 79 of the Warrant for this Annual Town Meeting appearing in the Town Report:

To see if the Town will vote to amend the Bylaws of the Town of Norfolk by adding the following wetlands bylaw to read as follows; and that this bylaw be numbered Section VII and that the present Article VII and all articles following be numbered sequentially:

ARTICLE VII LAND USE AND RESOURCE PROTECTION

SECTION 1: Purpose

The purpose of this bylaw is to protect the wetlands, related water resources, and adjoining land areas in this municipality by prior review and control of activities deemed by the Conservation Commission likely to have a significant or cumulative effect upon wetland values, including but not limited to the following: public or private water supply, groundwater, flood control, erosion and sedimentation control, storm damage prevention, water pollution prevention, fisheries, wildlife habitat, recreation,

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aesthetics, agriculture, and aquaculture values (collectively, the "wetland values protected by this bylaw").

SECTION 2: Jurisdiction

Except as permitted by the Conservation Commission (Commission) or as provided in this bylaw, no person shall remove, fill, dredge, build upon, or alter the following:

resource areas within 100 feet of any freshwater wetland, marsh, wet meadow, bog or swamp; within 100 feet of any bank, beach, or flat; any lake, river, pond, stream, estuary, or the ocean; within 100 feet of any lake, river, pond, stream, estuary; any land under said waters; or within 100 feet of any land subject to flooding or inundation by groundwater or surface water.

SECTION 3: Exceptions

The permit and application required by this bylaw shall not be required for maintaining, repairing, or replacing, but not substantially changing or enlarging, an existing and lawfully located structure or facility used in the service of the public to provide electric, gas, water, telephone, telegraph or other telecommunication services, provided that written notice has been given to the Commission prior to commencement of work, and provided that the work conforms to performance standards and design specifications in regulations adopted by the Commission.

The permit and application required by this bylaw shall not be required for work performed for normal maintenance or improvement of land in agricultural use or in aquacultural use, provided that written notice has been given to the Commission prior to commencement of work, and provided that the work conforms to performance standards and design specifications in regulations adopted by the Commission.

The permit and application required by this bylaw shall not apply to emergency projects necessary for the protection of the health or safety of the public, provided that the work is to be performed by or has been ordered to be performed by an agency of the Commonwealth or a political subdivision thereof, provided that advance notice, oral or written, has been given to the Commission prior to commencement of work or within 24 hours after commencement, provided that the Conservation Commission or its agent certifies the work as an emergency project, provided that the work is performed only for the time and place certified by the Conservation Commission for the limited purposes necessary to abate the emergency, and provided that within 21 days of commencement of an emergency project a permit application shall be filed with the Commission for review as provided in this bylaw. Upon failure to meet these and other requirements of the Commis-

sion, the Commission may, after notice and a public hearing, revoke or modify an emergency project approval and order restoration and mitigation measures.

Other than stated in this section the exceptions provided in the Wetlands Protection Act shall not apply under this bylaw.

SECTION 4: Applications for Permits and Requests for Determination

Written application shall be filed with the Commission to perform activities regulated by this bylaw affecting resource areas protected by this bylaw. The application shall include such information and plans as are deemed necessary by the Commission to describe proposed activities and their effects on the environment. No activities shall commence without receiving and complying with a permit issued pursuant to this bylaw.

The Commission in an appropriate case may accept as the application and plans under this bylaw the Notice of Intent and plans filed under the Wetlands Protection Act, G.L. c. 131, Section 40.

Any person desiring to know whether or not proposed activity or an area is subject to this bylaw may in writing request a determination from the Commission. Such a request for determination shall contain data and plans specified by the regulations of the Commission.

At the time of an application or request the applicant shall pay a filing fee specified in the regulations of the Commission. This fee is in addition to that required by the Wetlands Protection Act, G.L. c. 131, Section 40. In addition, the Commission is authorized to require the applicant to pay the costs and expenses of any expert consultant deemed necessary by the Commission to review the application or request up to a maximum of \$2,500.00. The Commission may waive the cost for a request for determination filed by a person having no financial connection with the property which is the subject of the request.

SECTION 5: Notice and Hearings

Any person filing an application or a request for determination with the Commission at the same time shall give written notice thereof, by certified mail (return receipt requested) or hand delivery, to all abutters at their mailing addresses shown on the most recent applicable tax list of the assessors including owners of land directly opposite on any public or private street or way, and abutters to the abutters within 300 feet of the property line of the applicant, including any in another municipality or across a body of water. The notice to abutters shall enclose a copy of the application or request, with plans, or shall state where copies may be examined and obtained by abutters free of charge. An affidavit

of the person providing such notice, with a copy of the notice mailed or delivered, shall be filed with the Commission. When a person requesting a determination is other than the owner, the request, the notice of the hearing and the determination itself shall be sent by the Commission to the owner as well as to the person making the request.

The Commission shall conduct a public hearing on any application or request for determination, with written notice given at the expense of the applicant, five working days prior to the hearing, in a newspaper of general circulation in the municipality.

The Commission shall commence the public hearing within 21 days from receipt of a completed application or request for determination unless an extension is authorized in writing by the applicant.

The Commission shall issue its permit or determination in writing within 21 days of the close of the public hearing thereon unless an extension is authorized in writing by the applicant.

The Commission in an appropriate case may combine its hearing under his bylaw with the hearing conducted under the Wetlands Protection Act, G.L. c. 131, Section 40.

The Commission shall have authority to continue the hearing to a date certain announced at the hearing, for reasons stated at the hearing, which may include receipt of additional information offered by the applicant or others, information and plans required of the applicant, deemed necessary by the Commission in its discretion, or comments and recommendations of boards and officials listed in Section 6. In the event the applicant objects to a continuance or postponement, the hearing shall be closed and the Commission shall take action on such information as is available.

SECTION 6: Coordination With Other Boards

Any person filing a permit application or a request for determination with the Commission shall provide a copy thereof at the same time, by certified mail (return receipt requested) or hand delivery, to the Board of Selectmen, Planning Board, Board of Appeals, Board of Health, and Building Commissioner, Board of Water Commissioners. An affidavit of the person providing such notice, with a copy of the notice mailed or delivered, shall be filed with the Commission. The Commission shall not take final action until such boards and officials have had 14 days from receipt of notice to file written comments and recommendations with the Commission, which the Commission shall take into account but which shall not be binding on the Commission. The applicant shall have the right to receive any

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such comments and recommendations, and to respond to them at a hearing of the Commission, prior to final action.

SECTION 7: Permits, Determinations, and Conditions

If the Commission after a public hearing determines that the activities which are the subject of the application are likely to have a significant or cumulative effect upon the wetland values protected by this bylaw, the Commission, within 21 days of the close of the hearing, shall issue or deny a permit for the activities requested. If it issues a permit, the Commission shall impose conditions which the Commission deems necessary or desirable to protect those values, and all activities shall be done in accordance with those conditions.

The Commission is empowered to deny a permit for failure to meet the requirements of this bylaw; for failure to submit necessary information and plans requested by the Commission; for failure to meet the design specifications, performance standards, and other requirements in regulations of the Commission; for failure to avoid or prevent unacceptable significant or cumulative effects upon the wetland values protected by this bylaw; and where no conditions are adequate to protect those values. Due consideration shall be given to any demonstrated hardship on the applicant by reason of denial, as presented at the public hearing.

A permit shall expire three years from the date of issuance. Notwithstanding the above, the Commission in its discretion may issue a permit expiring five years from the date of issuance for recurring or continuous maintenance work, provided that annual notification of time and location of work is given to the Commission. Any permit may be renewed once for an additional one year period, provided that a request for a renewal is received in writing by the Commission prior to expiration.

For good cause the Commission may revoke or modify a permit issued under this bylaw after notice to the holder of the permit, notice to the public, abutters, and town boards pursuant to Section 5, and a public hearing.

The Commission in an appropriate case may combine the permit or other action on an application issued under this bylaw with the Order of Conditions issued under the Wetlands Protection Act.

No work proposed in any application shall be undertaken until the permit issued by the Commission with respect to such work has been recorded in the registry of deeds or, if the land affected thereby be registered land, in the registry section of the land court for the district wherein the land lies, and until the holder of the permit certifies in writing to the Commission

that the permit has been so recorded.

SECTION 8: Regulations

After public notice and public hearing the Commission shall promulgate rules and regulations to effectuate the purpose of this bylaw. Failure by the Commission to promulgate such rules and regulations or a legal declaration of their invalidity by a court of law shall not act to suspend or invalidate the effect of this bylaw.

At a minimum these regulations shall define key terms in this bylaw not inconsistent with this bylaw.

SECTION 9: Definitions

The following definitions shall apply in the interpretation and implementation of this bylaw.

The term "person" shall include any individual, group of individuals, association, partnership, corporation, company, business organization, trust, estate, the Commonwealth or political subdivision thereof to the extent subject to town bylaws, administrative agency, public or quasi-public corporation or body, this municipality, and any other legal entity, its legal representatives, agents, or assigns.

The term "alter" shall include, without limitation, the following activities when undertaken to, upon, within or affecting resource areas protected by this bylaw:

Removal, excavation or dredging of soil, sand, gravel, or aggregate materials of any kind;

Changing of preexisting drainage characteristics, flushing characteristics, sedimentation patterns, flow patterns, or flood retention characteristics;

Drainage or other disturbance of water level or water table;

Dumping, discharging or filling with any material which may degrade water quality;

Placing of fill, or removal of material, which would alter elevation;

Driving of piles, erection or repair of buildings, or structures of any kind;

Placing of obstructions or objects in water;

Destruction of plant life including cutting of trees;

Changing water temperature, biochemical oxygen demand, or other physical or chemical characteristics of water;

Any activities, changes or work which may cause or tend to contribute to pollution of any body of water or groundwater;

Application of pesticides or herbicides.

Except as otherwise provided in regulations of the Commission, the definitions of terms in this bylaw shall be as set forth in the Wetlands Protection Act, G.L. c. 131, Section 40.

SECTION 10: Security

As part of a permit issued under this bylaw,

in addition to any security required by any other municipal or state board, agency or official, the Commission may require that the performance and observance of the conditions imposed hereunder be secured wholly or in part by one or more of the methods described below:

By a proper bond or deposit of money or negotiable securities or other undertaking of financial responsibility sufficient in the opinion of the Commission, to be released in whole or in part upon issuance of a Certificate of Compliance for work performed pursuant to the permit;

By a conservation restriction, easement or other covenant enforceable in a court of law, executed and duly recorded by the owner of record, running with the land to the benefit of this municipality whereby the permit conditions shall be performed and observed before any lot may be conveyed other than by mortgage deed.

SECTION 11: Enforcement

The Commission, its agents, officers, and employees shall have authority to enter upon privately owned land for the purpose of performing their duties under this bylaw and may make or cause to be made such examinations, surveys or sampling as the Commission deems necessary.

The Commission shall have authority to enforce this bylaw, its regulations, and permits issued thereunder by violation notices, administrative orders, and civil and criminal court actions.

Upon request of the Commission, the Board of Selectmen and the Town Counsel shall take legal action for enforcement under civil law. Upon request of the Commission the Chief of Police shall take legal action for enforcement under criminal law.

Municipal boards and officers, including any police officer or other officer having police powers, shall have authority to assist the Commission in enforcement.

Any person who violates any provision of this bylaw, regulations thereunder, or permits issued thereunder, shall be punished by a fine of not more than \$300.00. Each day or portion thereof during which a violation continues shall constitute a separate offense, and each provision of the bylaw, regulations, or permit violated shall constitute a separate offense.

SECTION 12: Burden of Proof

The applicant for a permit shall have the burden of proving by a preponderance of the credible evidence that the work proposed in the application will not have unacceptable significant or cumulative effect upon the wetland values protected by this bylaw. Failure to provide adequate evidence to the Commission supporting this burden shall be sufficient cause for the

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Commission to deny a permit or grant a permit with conditions.

SECTION 13: Appeals

A decision of the Commission shall be reviewable in the Superior Court in an action filed within 60 days thereof, in accordance with G.L. c. 249, Section 4.

SECTION 14: Relation to the Wetlands Protection Act

This bylaw is adopted under the Home Rule Amendment of the Massachusetts Constitution and the Home Rule statutes, independent of the Wetlands Protection Act, G.L. c. 131, Section 40, and regulations thereunder.

SECTION 15: Severability

The invalidity of any section or provision of this bylaw shall not invalidate any other section or provision thereof, nor shall it invalidate any permit or determination which previously has been issued.

ARTICLE 80. MOVED AND SECONDED by the Advisory Board to Indefinitely Postpone Article 80. [Petition to General Court for Land Bank]

DEFEATED BY COUNTED VOTE a motion by the Planning Board to substitute Article 80 as printed in the Warrant for this Annual Town Meeting appearing in the Town Report. YES 44 NO 73

VOTED BY VOICE VOTE to Indefinitely Postpone Article 80.

VOTED BY VOICE VOTE to adjourn the Town Meeting until Tuesday, June 6, 1989 at 7:30 p.m. at King Philip Junior High School.

The meeting adjourned at 11:00 p.m.

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The meeting was called to order at 7:45 p.m. with 140 voters attending. The Moderator appointed the following counters: John Ramsey, James Leary, Ann Willever, and Richard Connors.

ARTICLE 81. MOVED AND SECONDED by the Advisory Board to Indefinitely Postpone Article 81. [Change Zoning Bylaw - amount of wetland in lot size requirements]

Planning Board Recommendations: Dry Land Requirement - The Board is facing increasing numbers of lot parcels containing wetland and/or flood plain districts. Current zoning allows up to 25% of the minimum area to be wetland or floodplain. This proposed bylaw, especially by requiring all land used for minimum zoning determination to be dry, would protect individuals from the negative impacts of current zoning (i.e. home size, location of accessory structures, pools, septic systems, etc.) and help create lots that have more usable space.

VOTED BY COUNTED VOTE to approve

the substitute motion of the Planning Board to amend the Zoning Bylaw of the Town of Norfolk as printed in Article 81 of the Warrant for this Annual Town Meeting appearing in the Town Report. YES 76 NO 43.

DEFEATED BY COUNTED VOTE the motion to approve Article 81 as printed in the Warrant for this Annual Town Meeting appearing in the Town Report. YES 72 NO 55 (Failed to obtain the required 2/3 vote.)

ARTICLE 82. MOVED AND SECONDED by the Advisory Board to Indefinitely Postpone Article 82. [Amending zoning bylaws to include watershed protection district]

Planning Board Recommendation: Watershed Protection District - The purpose of this article is to give the Town added regulations for the protection and preservation of ponds, rivers, lakes, streams, and other water bodies. As mentioned consistently in this letter, the Planning Board encourages directions to further preserve the environment of Norfolk and its water supply and as such strongly endorses this article.

The Board also recommends deletion of the following words under b.1, the first paragraph, "The district includes — on the Watershed Protection District Maps for the Town of Norfolk," since maps neither exist, nor are necessary.

VOTED BY VOICE VOTE to approve the substitute motion of the Planning Board to amend the Zoning Bylaw of the Town of Norfolk as printed in Article 82 of the Warrant for this Annual Town Meeting appearing in the Town Report.

DEFEATED BY COUNTED VOTE the motion to approve Article 82 as printed in the Warrant for this Annual Town Meeting appearing in the Town Report. YES 84 NO 44 (Failed to obtain required 2/3 vote.)

VOTED BY VOICE VOTE to 2/3 vote recount — Recount YES 83 NO 44. Again failed to obtain.

ARTICLE 83. VOTED BY UNANIMOUS VOICE VOTE to Indefinitely Postpone Article 83. [Amending Zoning Bylaw - use regulations]

Planning Board Recommendation: Site Plan Review Special Permit - The Planning Board recommends approval of this change for improved protection for the Town in reviewing development in Commercial, Industrial, and Health Maintenance and Professional Office zones.

ARTICLE 84. VOTED BY UNANIMOUS VOICE VOTE to Indefinitely Postpone Article 84. [Amending Zoning Bylaw - site plan approval]

Planning Board Recommendation: Language Change - This article coincides with

Article 83, to change the bylaw language to be consistent with Article 83; it should be approved only if 83 passes.

ARTICLE 85. MOVED AND SECONDED by the Advisory Board to Indefinitely Postpone Article 85. [Amending Zoning Bylaw - exceptions to maximum lot coverage and linkage payments]

Planning Board Recommendation: Linkage for Town Improvements - This proposal would allow the Zoning Board of Appeals to require developers, rather than taxpayers, to pay the cost of traffic safety measures and infrastructure improvements caused by development, as a condition of certain special permits. The Planning Board enthusiastically recommends approval.

VOTED BY VOICE VOTE to approve the substitute motion of the Planning Board to amend the Zoning Bylaw of the Town of Norfolk as printed in Article 85 of the Warrant for this Annual Town Meeting appearing in the Town Report.

VOTED BY COUNTED VOTE the motion to approve 85 as printed in the Warrant for this Annual Town Meeting appearing in the Town Report; YES 105 NO 21

ARTICLE 85

To see if the Town will amend the Norfolk Zoning By-laws as follows by adding the following new section:

E.3 Special Permit

The Board of Appeals shall be the Permit Granting Authority, in accordance with Section G.6 of this by-law and G.L. c. 40A, Section 9, for the granting of special permits to increase the Maximum Lot Coverage intensity of use; provided that the petitioner or applicant shall, as a condition for the grant of said permit, provide certain open space, traffic or pedestrian improvements, or other amenities for the town as stated in this section; and further provided that the maximum increase in intensity of use authorized by any such special permit shall be no more than twice the maximum lot coverage permitted as of right for a given parcel; and further provided that no such special permits shall be granted for any use other than business, industry and health maintenance/professional offices.

a. Purpose:

The purpose of this section is to promote the public health, safety and welfare by encouraging the expansion, improvement and upgrading of the town's traffic safety and infrastructure while accommodating the expansion of business, industry, and health maintenance and professional office opportunities in the Town, to mitigate the impacts of commercial and industry development on

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the cost and effectiveness of traffic safety and infrastructure development; to provide a mechanism by which business, industry, and health maintenance and professional office development can contribute in a direct way to increasing traffic safety and infrastructure development in exchange for a greater intensity of development than that permitted as a matter of right; and to establish standards and guidelines for the use of such contributions.

b. Special Permit Guidelines:

Before granting special permits to increase the Maximum Lot Coverage intensity of use for a business, industry zone, or health maintenance/professional offices the Permit Granting Authority shall find that in its judgement all the conditions specified in G.6.b (2) (a) - (f) are met.

c. Linkage Payments

(1) Applicability:

Where a petitioner or applicant chooses to seek obtain a Special Permit pursuant to this section 3, which Special Permit would authorize an increase in the permissible intensity of a particular use in the proposed development, the petitioner or applicant shall be subject to the provisions of this section. Increases in the intensity of use shall include an increase of gross floor area or the addition of uses that result in an increase in intensity of use.

(2) Incentive Contributions:

If the Permit Granting Authority grants a Special Permit for an increase in the Maximum Lot Coverage Intensity of use in a business, industry, or health maintenance and professional office zone, said Authority shall require the applicant to make a contribution into a Traffic Safety and Infrastructure Fund ("Fund"). The rate of contribution shall be three dollars per square foot of gross floor area of a building whose primary use shall be for office or retail space; and the rate of contribution shall be one dollar per square foot of gross floor area of a building whose primary use will be for industrial, manufacturing, warehousing, product and material distributions or similar purposes. The primary use of a building or buildings, for the purpose of this section, shall be deemed to be office or retail use where the total square foot floor area used for office or retail purposes, considered either individually or where both uses are added together, constitutes more than twenty percent (20%) of the entire gross square foot area of the building or buildings in question. Otherwise the primary use of the building or buildings shall be deemed for a use other than office or retail, and the rate of contribution shall be one dollar per square

foot of gross square foot area.

(3) Fund Administration:

Said Traffic Safety and Infrastructure Fund shall be established in the Town Treasury and shall be kept separate and apart from other monies by the Town Treasurer. Any monies in said Fund shall be expended at the direction of the Board of Selectmen, for the purposes mentioned below without further appropriation. All monies which are collected as a result of any contribution to this Fund shall be transferred to the principal of said Fund, and the Town Treasurer shall be custodian of the fund and may deposit the proceeds in a bank or invest the same in such securities as are legal for the investment of funds of savings banks under the laws of the Commonwealth or in Federal Savings and Loan Associations situated in the Commonwealth. Any interest earned thereon shall be credited to and become part of such Fund.

(4) Fund Expenditures:

Any monies in the Fund may be expended only by a majority vote of the entire membership of the Board of Selectmen and shall be appropriated only for the purpose of maintaining and improving traffic safety, and for the purpose of maintaining and improving the infrastructure of the town, which shall include those town services directly involving traffic regulation and control, road improvements (including widening), bridge construction, playground and park development, water supply, sewer services, street lighting, public walkways and other related public works, including new construction where needed. The cost of land takings necessary to accomplish any of the purposes listed herein shall be considered a proper purpose for the expenditure of monies from this Fund. No monies in this Fund shall be used for any purpose not included or directly related to the purpose listed above. To the extent that it is feasible, monies contributed by a certain applicant for a special permit for an increase in intensity of use shall be spent on town services in the geographical area which is most directly impacted by the proposed building or buildings which are the subject of said Special Permit.

(5) Payment Schedule:

The payment of the required contribution shall be made in accordance with the following schedule:

The amount of the initial payment shall be determined by the permit Granting Authority, and the payment of said amount and the delivery of an irrevocable letter of credit for the balance shall be pre-requisite conditions of the issuance of the Building Permit. Thereafter, the Board of Selectmen may

requisition against the letter of credit at any time, but not more frequently than once every 60 days. The balance, if any, shall be paid immediately at the time of, and shall be a pre-requisite condition to, the issuance of the occupancy permit. The petitioner or applicant may, at any time, make a lump sum payment of the entire required contribution, if he so desires.

(6) Escrow Pending Fund Creation:

If said Traffic Safety and Infrastructure Maintenance Fund has not been authorized or created at the time any payment under this section becomes due, the applicant shall make the payment to the Town of Norfolk. The Town of Norfolk shall place any payments received, on account of said Traffic Safety and Infrastructure Maintenance Fund, into an escrow account to be held therein for the benefit of said Fund, until such time as the said Fund is established. Any monies being held in escrow pursuant to this section shall forthwith be transferred to said Fund. Said monies shall be paid by all applicants seeking a special permit for Maximum Lot Coverage increased intensity of use in business, industry, and health maintenance and professional office zones. Furthermore, all contributions shall be paid in full before the granting of an occupancy permit.

(7) Scope:

As used in this section, a Special Permit for an increase in Maximum Lot Coverage intensity of use shall mean a Special Permit where the applicant is requesting permission to build or develop a building, buildings or off-street parking where the gross square footage proposed exceeds the Maximum Lot Coverage percentage allowed in said zone as a matter of right. For the purposes of this section, "as a matter of right" shall mean the right to develop a particular lot or parcel without having to obtain a special permit for such increase in intensity of use.

Except as provided in G.4 of this by-law, any change of use of any building or part of thereof, any increase in the number of buildings or in the square footage of gross floor area size of any individual building, shall require the issuance of a new Special Permit. In exercising its jurisdiction under this section, the Board of Appeals shall conform to all requirements or procedures applicable to a Permit Granting Authority when deciding requests for Special Permits under General Laws, Chapter 40A as amended, including requirements thereof for public notice and hearings.

ARTICLE 86. MOVED AND SECONDED
by the Advisory Board to Indefinitely Postpone
Article 86. [Amend Zoning Bylaw - maximum

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lot coverage]

Planning Board Recommendation: Lot Coverage Reduction - This change closes a loop-hole on commercial and industrial lot coverage regulations, by specifically including parking lots in the lot-coverage calculation. The Planning Board believes this change will help preserve the character of the Town, particularly in the Town center, and recommends approval.

VOTED BY VOICE VOTE to approve the substitute motion of the Planning Board to amend the Zoning Bylaw of the Town of Norfolk as printed in Article 86 of the Warrant for this Annual Town Meeting appearing in the Town Report.

VOTED BY UNANIMOUS VOICE VOTE the motion to approve Article 86 as printed in the Warrant for this Annual Town Meeting appearing in the Town Report:

ARTICLE 86

To see if the Town will vote to amend the Zoning Bylaws by deleting the Maximum Lot Coverage for Business, Industry, and Health Maintenance and Professional Office and inserting in place thereof the following:

Business: 30% of total lot area*; 60% when parking areas are included*;

Industry: 30% of total area*; 60% when parking areas are included*;

Health Maintenance and Professional Office: 30% of total area; 60% when parking areas are included*

* including accessory buildings

and to change all other references to intensity contained in the Zoning Bylaws to reflect the above change.

ARTICLE 87. MOVED AND SECONDED by the Advisory Board to Indefinitely Postpone Article 87. [Amend Zoning Bylaw - prohibit fast food restaurants]

Planning Board Recommendation: Restaurants - This proposed article specifies two new use categories, Fast Food and Take Out Restaurants, each of which is to be prohibited in all districts. These type of restaurants, along with their attendant litter and traffic impacts are undesirable. Since we envision that these types of restaurants will be proposed in the near future, the Town needs to assess the impact of these uses and determine where they fit into the overall long-range development plan of the Town. Until such studies are complete, they should not be encouraged.

The Board notes that any existing restaurant that may be loosely interpreted under these categories are grandfathered and are not affected should this article pass. The Board recommends approval of this article amended to not include drive-up windows which are covered later by Article 104.

VOTED BY VOICE VOTE to approve the substitute motion of the Planning Board to amend the Zoning Bylaw of the Town of Norfolk as printed in Article 87 of the Warrant for this Annual Town Meeting appearing in the Town Report.

VOTED BY COUNTED VOTE the motion to approve Article 87 as printed in the Warrant for this Annual Town Meeting appearing in the Town Report: YES 88 NO 35

ARTICLE 87

To see if the Town will vote to amend the Town of Norfolk Zoning Bylaws by adding to Section D.2.e the following uses to be numbered sequentially

Add to use regulations

	R	HM&PO	B	I
Fast food restau.	No	No	No	No
Take out restau.	No	No	No	No
Restaurant	No	No	Yes	SP

ARTICLE 88. MOVED AND SECONDED by the Advisory Board to Indefinitely Postpone Article 88. [Amend Zoning Bylaw - definitions of fast food and takeout restaurants]

Planning Board Recommendation: Defines Restaurant Types - The Board recommends this article, defining uses in Article 87, be approved whether or not Article 87 passes.

MOVED AND SECONDED by the Planning Board to approve Article 88 as printed in the Warrant for this Annual Town Meeting appearing in the Town Report.

VOTED BY COUNTED VOTE to approve the motion to amend Article 88 to change the definition of "Take Out Restaurant" to read as follows: "An establishment primarily retailing cooked food for consumption off the premises, excluding bakeries," YES 57 NO 42

VOTED BY COUNTED VOTE to amend the Zoning Bylaws of the Town of Norfolk as printed in Article 88 of the Warrant for this Annual Town Meeting appearing in the Town Report, amended to exclude bakeries from the definition of Take Out Restaurants: YES 73 NO 13

ARTICLE 88

To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by adding the following definitions to be added alphabetically into existing Section B:

RESTAURANT - A facility for the serving of food or beverages only to persons inside a completely enclosed building where the food or beverage is consumed.

FAST FOOD RESTAURANT - A public eating establishment where the customer carries the purchased food to a seating area within the premises.

TAKE OUT RESTAURANT - An estab-

lishment primarily retailing cooked food for consumption off the premises, excluding bakeries

VOTED BY VOICE VOTE to adjourn the Town Meeting until Wednesday, June 7, 1989 at 7:30 p.m. at the Centennial School, MacBride Auditorium.

The meeting was adjourned at 11:20 p.m.

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The meeting was called to order at 7:40 p.m. with 153 voters attending. The Moderator appointed the following counters: James Leary, Richard Connors and Ann Willever.

Advisory Board Vice-Chairman Jeanne Furfari informed the meeting that the Advisory Board was rescinding its printed recommendations for Indefinite Postponement on articles proposing amendments to the Zoning Bylaws. The Indefinite Postponement recommendations were basically the result of inadequate time for proper analysis of the articles by the Advisory Board. Positive motions on the remaining articles should be made by the board or commission sponsoring the particular article.

ARTICLE 89. VOTED BY VOICE VOTE to Indefinitely Postpone Article 89 as moved and seconded by the Planning Board. [Amending Zoning Bylaws - parking spaces for fast food and takeout restaurants]

Planning Board Recommendation: Parking Requirement for Fast Food and Take Out Restaurants. In its review process for Site Plans, the Planning Board has recognized the inadequacy in the current bylaws for restaurant parking. This article serves to correct those deficiencies and requires more parking spaces. The Board recommends passage of this article should Article 87 (not allowing these restaurant uses) fail.

ARTICLE 90. DEFEATED BY UNANIMOUS VOICE VOTE the motion of the Planning Board to approve Article 90 as printed in the Warrant for this Annual Town Meeting appearing in the Town Report. [Amend Zoning Bylaws - earth removal in use regulations] The moderator noted for the record that there was no affirmative vote.

Planning Board Recommendation: The Board recognizes that the Board of Selectmen currently maintain jurisdiction regarding earth removal. This article proposes earth removal as a zoning use category only by Special Permit in Business and Industrial Districts and not allowed in residential areas. If passed, earth removal applicants will first be required to go to the Zoning Board of Appeals for a use Special Permit prior to going to the Board of Selectmen,

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assuring a more comprehensive and protective review process.

It should be noted that where zoning bylaws conflict with any other Town bylaw, the more stringent applies. The Board supports passage of this article.

ARTICLE 91. VOTED BY COUNTED VOTE to amend the Zoning Bylaws of the Town of Norfolk as printed in Article 91 of the Warrant for this Annual Town Meeting appearing in the Town Report: Vote Counted by Moderator: YES 27 NO 6

Planning Board Recommendation: This change is long overdue, and will give the Town some input into the aesthetic impact of future commercial and industrial development. We recommend passage.

ARTICLE 91

To see if the Town will vote to amend the Zoning Bylaws by adding a Section F.12 as follows:

F.12 DESIGN REVIEW

a. Purpose

The purpose of this section is to preserve and enhance the Town's cultural, economic, and historical resources by providing for a detailed review of all changes in non-residential land use, the appearance of structures, and the appearance of sites which may affect these resources. The review procedures are intended to:

1. Enhance the social and economic viability of the Town by preserving property values and promoting the attractiveness of the Town as a place to live, visit and shop;
2. Encourage the conservation of buildings and groups of buildings that have aesthetic or historic significance;
3. Prevent alterations that are incompatible with the existing environment or that are of inferior quality or appearance; and
4. Encourage flexibility and variety in future development.

b. Design Review Board

In accordance with the provisions of Chapter 40A of the Massachusetts General Laws, a Design Review Board shall review applications for all actions that are subject to the provisions of this section and shall make recommendations to the Building Inspector, Planning Board or Zoning Board of Appeals, as appropriate, concerning the conformance of the proposed action to the design review standards contained herein.

The Design Review Board shall consist of five residents of the Town of Norfolk. Appointments to the Design Review Board shall be made as follows:

1. Two members shall be appointed by the

Chairperson of the Planning Board, with the concurrence of a majority of said Board;

2. One member shall be appointed by the Chairperson of the Historical Commission, with the concurrence of a majority of said Commission; and
Two members shall be appointed by the Chairperson of the Board of Selectmen, with the concurrence of a majority of said Board.

The terms of all members of the Design Review Board shall be three years, except that when the Board is originally established, the Planning Board shall make two of their appointments for a two year term and one appointment by the Board of Selectmen shall be for a one year term.

c. Reviewable Actions

The following types of actions in the areas specified therein shall be subject to review by the Design Review Board and shall be subject to the design standards contained herein.

1. Exterior actions requiring a Building Permit

All new structures, alterations or additions to existing structures, changes in outdoor land use or changes in site design which require a building permit and which affect the exterior architectural appearance of a building shall be subject to review by the Design Review Board, provided that the action occurs on land which is located in the business, health maintenance/professional offices, or industrial zoning district and is used for non-residential purposes.

2. Actions by Town Government

Any construction, alteration, demolition or removal of a structure or site by the Town of Norfolk shall be subject to review by the Design Review Board. This includes all actions throughout the Town of Norfolk, except those that are considered to be routine maintenance or highway maintenance.

d. Procedures for Review of Actions Subject to Design Review

1. Applications for all actions subject to review by the Design Review Board shall be made by completing an application form and submitting it to the Planning Board. Application forms shall be available from the Planning Board.
2. All applications to the Design Review Board shall include all information required by the rules and regulations of the Design Review Board, as applicable, in addition to any other information that is

required under this by-law as part of an application for a special permit, site plan review, variance or building permit.

3. Upon receipt of an application for design review, the Planning Board shall immediately transmit the application to the Design Review Board. The Design Review Board shall review the application and return its recommendations in writing to the Planning Board within thirty days of the receipt of the application. If the application for design review is associated with application for site plan review, the Design Review Board shall return its recommendation in writing to the Planning Board before the conclusion of the public hearing(s) on the site plan review application. If the application for a variance or a special permit, the Planning Board shall immediately transmit the Design Review Board's recommendations to the Zoning Board of Appeals.

e. Design Review Standards

The standards which are described below are intended to provide a guide to the applicant in the development of site and building design as well as a frame of reference for the design review of proposed actions. These standards shall not be regarded as inflexible requirements and they are not intended to discourage creativity, invention or innovation. The design review standard shall apply to all reviewable actions contained in Section c.

1. General Principles

- a. Every reasonable effort shall be made to preserve the distinguishing original qualities of a building, structure or site and its environment. The removal or alteration of any historic material, architectural features or trees should be avoided when possible.

- b. Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be treated with sensitivity.

- c. Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural or cultural material, and when such design is compatible with the surrounding environment.

2. Design Review Standards

The Design Review Board shall consider, at a minimum, the following standards in the course of the design review of a proposed action.

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- a. Height - the height of any proposed alteration should be compatible with the style and character of the surrounding buildings, within zoning requirements.
- b. Proportions of windows and doors - The proportions and relationships between doors and windows should be compatible with the architectural style and character of the surrounding area.
- c. Relationships of building masses and spaces - The relationship of a structure to the open space between it and adjoining structures should be compatible.
- d. Roof shape - The design of the roof should be compatible with the architectural style and character of the surrounding buildings.
- e. Landscape - The landscape should be compatible with the character and appearance of the surrounding area, and parking areas should be located to the side or rear of buildings where reasonably possible.
- f. Scale - The scale of the structure should be compatible with its architectural style and the character of the surrounding buildings.
- g. Directional expression - Facades shall blend with other structures in the surrounding area with regard to the dominant vertical or horizontal expression.
- h. Architectural details - Architectural details including signs, materials, colors and textures shall be treated so as to be compatible with its original architectural style and to preserve and enhance the character of the surrounding area.

f. Design Submittal

To aid the Design Review Board in making the findings required in Section e., and in preparing its recommendations as provided in Section b., the applicant shall submit the following materials in addition to the usual drawings at the time of application to the Board of Appeals or Planning Board:

1. Model. An inexpensive study model or final presentation model of suitable scale showing the tract, abutting streets, proposed contours, proposed building or buildings, off-street parking, and the massing of abutting buildings. A model shall not be required for additions, alterations, or changes in existing buildings which increase gross floor area by less than 100%. The Design Review Board

may, in its discretion, waive the requirement of a model.

2. Drawing of existing conditions. A drawing showing the location, type, size, or dimension of existing trees, stone walls, and other natural topography with designations as to which features will be retained. All existing trees, stone walls and other natural features shall be retained until a special permit is approved.
 3. Drawing of proposal.
Structure: A drawing including color and type of surface materials showing front and rear elevations, and side elevations where there are not adjoining buildings, and floor plans.
Landscape: A drawing showing the location, dimensions, and arrangements of all open spaces and yards, including type and size of planting materials, color and type of surface materials, methods to be employed for screening, and proposed grades.
 4. Photographs: Photographs showing the proposed building site and surrounding properties, and of the model (if required). Applications for alterations and additions shall depict existing structure to be altered and its relationship to adjacent property.
 5. Impact Statement: Statement by applicant with explanation of how each of the design standards is incorporated into the design of the proposed development. If a particular standard is not applicable, a statement to that effect will suffice.
 6. Plan Revisions. Any plans revised after a formal application has been made to the Design Review Board, which in any way affects or alters the visual appearance of the facade, roof, or other aspects of the site specified in design review, shall be submitted to the Design Review Board for further review in accordance with this by-law.
- g. Special Permit Incorporation
Recommendations of the Design Review Board shall be incorporated by the permit granting authority as follows:
1. Site plan review: The Planning Board shall incorporate the recommendations of the Design Review Board in its conditions for approval under Section F.11.c.1.; and
 2. Special Permits: The recommendations of the Design Review Board shall be incorporated by the Board of Appeal in its conditions pursuant to Section G.6.b.(2)(b)(d)

ARTICLE 92. VOTED BY VOICE VOTE to Indefinitely Postpone Article 92 as moved and seconded by the Planning Board. [Amend Zoning Bylaws - changing minimum lot size]

Planning Board Recommendation: Increases Lot area and frontage requirement for current R-1, Business, Industrial District, and Health Maintenance and Professional Office Districts - This article increases the minimum dimensional zoning requirements for the R-1, Business, Industrial, and Health Maintenance and Professional Office Districts from 30,000 square feet to 43,560 square feet. As our Town grows and development continues, services are strained, house size and related construction grow, and open space concerns are becoming more prevalent. The Town has limited Town water and no sewerage. Increasing minimum lot size is simply adapting zoning to reflect current and future needs of the individual homeowner and preserving our environment. It is noted that currently existing smaller lots are grandfathered and exempt from this article with certain rare exceptions.

The Board recommends passage of this Article and has been supported in this recommendation by the Zoning Board of Appeals, the Zoning Bylaw Study Committee, and the Board of Health.

ARTICLE 93. VOTED BY UNANIMOUS VOICE VOTE to amend the Town of Norfolk Zoning Bylaws by deleting in Section F.11.b "ten (10) copies" and "ten (10) days" and substituting therefore "fifteen (15) copies" and "fifteen (15) days" respectively.

Planning Board Recommendation: Administrative Change, Site Plans - The Planning Board has found the current number of copies of site plans inadequate for proper distribution to reviewers. The article provides for an additional five copies to be submitted. The article also provides for five additional days for plan acceptance for review prior to distribution. The Board recommends approval of this Article.

ARTICLE 94. VOTED BY UNANIMOUS VOICE VOTE to amend the Town of Norfolk Zoning Bylaws by correcting Section D.2.b.22 by deleting the word "of" and substituting therefore the word "or."

Planning Board Recommendation: Clerical Correction - The Planning Board recommends approval of this article correcting a typographical error in the bylaws.

ARTICLE 95. VOTED BY UNANIMOUS VOICE VOTE to amend the Town of Norfolk Zoning Bylaws by inserting after F.7.1. the following new Sections to be numbered sequentially to read:

F.7.m Parking lots and appurtenances thereto shall be constructed in confor-

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mance with the specifications for same in the Rules and Regulations of the Norfolk Planning Board as most recently amended.

F.7.n Each parking space shall be marked with a solid painted line on each side, at the head of, and along the full depth, in a manner specified in the Planning Board Rules and Regulations.

and renumbering the existing Section F.7.m, F.7.o

Planning Board Recommendation: Parking Lot Specifications - This article provides needed regulations for construction standards for parking lots proposed for commercial and industrial projects. In addition, basic requirements for parking stall lining are established. The Board supports passage of this article.

ARTICLE 96. VOTED BY VOICE VOTE to amend Article 96 as follows: for the article to read D.1.a. in all places and add the words "or other activities" required to secure necessary permits."

Planning Board Recommendation: Requires Building and Other Permits prior to working on a lot - This article intends to limit the land clearing etc. of a parcel of land to that absolutely necessary for engineering surveys, permit application, or other preliminary investigations.

The Board recommends passage of this article with the following words added to the end of the article "... or other activities required to secure necessary permits."

The Board believes that E.1.b should correctly read D.1.a. and the article be amended accordingly.

VOTED BY UNANIMOUS VOICE VOTE to amend the Zoning Bylaws of the Town of Norfolk as printed in Article 96 of the Warrant for this Annual Town Meeting appearing in the Town Report with the following changes: for the article to read D.1.a. in all places and to add the words "or other activities required to secure necessary permits."";

Article 96.

To see if the town will vote to amend the Zoning Bylaws by adding to Section D.1.a. a new first paragraph that reads:

Land clearing, excavation, filling, gravel removal, or clear cutting of trees in anticipation of any use permitted or authorized by these Zoning Bylaws, Town Bylaws and regulations of the Town of Norfolk and the Planning Board, or laws of the Commonwealth is prohibited prior to issuance of all required approvals, permits, variances, licenses, and authorizations. Very limited clearing and excavation is permitted to obtain necessary survey and engineering data,

or other activities required to secure necessary permits.

and the existing D.1.a will become a second paragraph to be included as a part of D.1.a.

At 8:55 p.m. the Moderator called a five minutes recess. The meeting resumed at 9:10 p.m.

ARTICLE 97. VOTED BY UNANIMOUS VOICE VOTE to amend Article 97 as printed in the Warrant by removing the words "deleting the existing Section E.1.a. ... new section;" and inserting "adding a new Section E.1.e. as follows:"

Planning Board Recommendation: Irregularly Shaped Lots - This article limits the extent to which irregularly shaped lots can be created. The formula allows for increasing lot layout flexibility as lot sizes increase. The Planning Board encourages passage of this article.

VOTED BY UNANIMOUS VOICE VOTE to amend the Zoning Bylaws of the Town of Norfolk as printed in Article 97 of the Warrant for this Annual Town Meeting appearing in the Town Report, as amended:

Article 97: To see if the Town will vote to amend the Town of Norfolk Zoning Bylaws by adding a new section E.1.e as follows:

$$\frac{\text{Lot Perimeter Squared}}{\text{Actual Lot Area}} \cdot \frac{\text{Actual Lot Area}}{\text{Required Lot Area}}$$

The maximum Build Factor allowed is 20.

ARTICLE 98. VOTED BY UNANIMOUS VOICE VOTE to amend Article 98 by replacing each reference to E.1.d with E.1.c.

Planning Board Recommendation: Redefines lot width, frontage, set back lines and the line - This article provides much improved clarification of the language related to lot frontage, lot width, and set back and also provides uniform standards for frontage determination. The Board recommends approval of this article.

VOTED BY COUNTED VOTE to amend the Zoning Bylaws of the Town of Norfolk as printed in Article 98 of the Warrant for this Annual Town Meeting appearing in the Town Report as amended: COUNTED VOTE YES 82 NO 25

Article 98. To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by changing Section E.1.c by deleting the existing Section E.1.c in its entirety and substituting therefore the following section to be numbered E.1.c.:

E.1.c Lot Width, Frontage, Setback Line

E.1.c.1 Lot Frontage

For the purposes of this Section, frontage shall be the distance from one side lot line to the other measured along the street line.

E.1.c.2 Lot Width

The lot width is the straight line distance between the points of intersection of the side lot lines and the frontage line. The lot width cannot be less than the required frontage. The lot width is measured at the point of intersection of the side lot lines and the setback line of the required front yard and is measured along a continuous straight line connecting points of intersection of the side lot lines with the setback line.

E.1.c.3 Setback Line

The setback line is parallel to the street at a distance equal to the depth of the required front setback.

E.1.c.4

The minimum lot width shall be maintained from the frontage line to the front yard setback line.

E.1.c.5

The front lot line must be located so as to be able to provide primary access to a lot and the access to a lot shall be from where the frontage is measured.

E.1.c.6

Nothing shall prohibit a building from being set back a greater distance from the street, providing that all of the minimum dimensional requirements can be met.

ARTICLE 99. VOTED BY UNANIMOUS VOICE VOTE to amend Article 99 as written in the Warrant by renumbering E.1.e to E.1.d and deleting the words "renumbering Section E.1.d to E.1.e."

Planning Board Recommendation: Clerical Correction - The Board supports this article which corrects an administrative portion of the bylaws.

VOTED BY UNANIMOUS VOICE VOTE to amend the Zoning Bylaws of the Town of Norfolk as printed in the Town Report, as amended:

Article 99. To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by deleting the current heading "Yard - Frontage, Side, Rear" and substituting therefore the following new heading:

E.1.d Yard - Front, Side, Rear

ARTICLE 100. VOTED BY MAJORITY VOICE VOTE to amend Article 100 by deleting illustrative drawing "A" and re-lettering drawing "B" to read as "Drawing A."

Planning Board Recommendations: Deletes Drawings - This article deletes illustrative drawings that are no longer referenced and are not applicable if Article 98 passes. The Board

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supports passage of this article only if Article 98 passes.

VOTED BY UNANIMOUS VOICE VOTE to amend the Zoning Bylaws of the Town of Norfolk as printed in Article 100 of the Warrant for this Annual Town Meeting appearing in the Town Report, as amended:

Article 100. To see if the Town will vote to amend the Town of Norfolk Zoning Bylaws by deleting from the Zoning Bylaws the illustrative Drawing "A" and re-lettering Drawing "B" to read "Drawing A."

ARTICLE 101. VOTED BY UNANIMOUS VOICE VOTE to Indefinitely Postpone Article 101. [Adding word "required"]

Planning Board Recommendation: Clarifies "front yard" - The Planning Board, in its review and public hearing, was unable to arrive at a clear interpretation of the proposed bylaw change. The Board respectfully recommends that this article be Indefinitely Postponed and redrafted in its entirety for the next Town Meeting. Note that the referenced article should correctly read F.5.a and F.5.c in both places in the article.

ARTICLE 102. VOTED BY COUNTED VOTE to Indefinitely Postpone Article 102. [Defining passenger and commercial vehicles] **COUNTED VOTE YES 25 NO 59**

Planning Board Recommendation: Defines passenger and commercial vehicles - This article provides definitions for commercial vehicles and passenger vehicles. The Bylaw does not currently define these making the use regulations difficult to apply and interpret. The Board recommends passage. Note that the word "wagans" should be correctly spelled "wagons."

DEFEATED BY COUNTED VOTE a motion to adjourn. **COUNTED VOTE YES 29 NO 68**

ARTICLE 103. VOTED BY COUNTED VOTE to amend the Zoning Bylaws of the Town of Norfolk as printed in Article 103 of the Warrant for this Annual Town Meeting appearing in the Town Report. **MODERATOR COUNTED VOTE YES 10 NO 1**

Planning Board Recommendation: Prohibits power generating plants - This article strictly prohibits power generating plants in all districts. Current zoning is not definitive in this regard. The Board, as a result of the Wheelabrator proposal from last year, senses the townsmen's opposition to the potential disruption to the harmony and rural character of the Town which a power plant may create. As such, a power plant should not be allowed as a matter of right but rather be brought before a Town Meeting for a 2/3 vote approval. The Board recommends support of this article.

Article 103: To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by adding to Section D.2.b a new use and re-numbering Section D.2 sequentially as follows:

	Districts			
	R	HM&PO	B	I
Power generating plant generating more than 1,500 kilowatts of electricity.	NO	NO	NO	NO

ARTICLE 104. VOTED BY MAJORITY VOICE VOTE to amend Article 104 by changing No to SP under B and I categories and eliminating the word "view" from the definition of Drive-Up Windows.

Planning Board Recommendation: Defines and Prohibits Drive-Up Windows - This article would prohibit future drive-up windows. This article is related in some ways to the fast food restaurant article as well. Drive-up windows compound traffic congestion and safety problems. The Board recommends approval of this article as proposed.

VOTED BY UNANIMOUS VOICE VOTE to amend the Zoning Bylaws of the Town of Norfolk as printed in Article 104 of the Warrant for this annual Town Meeting appearing in the Town Report, as amended:

Article 104: To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by adding to Section D.2.g a new number 46 as follows:

	Districts			
	R	HM&PO	B	I
D.2.g.46) Drive-up Windows	No	No	SP	SP

and to see if the town will vote to amend the Town of Norfolk Zoning Bylaws by adding the following definitions to be added alphabetically into existing Section B:
DRIVE-UP WINDOWS - A premises where persons, while in their cars, are served, purchase, consume as appropriate: banking services, food, goods

ARTICLE 105. VOTED BY UNANIMOUS VOICE VOTE to amend the Town of Norfolk Zoning Bylaws by adding to Section F.8.a the following new paragraph: "In no case shall the required loading space be part of the area used to satisfy the parking requirements of this Bylaw."

ARTICLE 106. VOTED BY UNANIMOUS VOICE VOTE to amend the Town of Norfolk Zoning Bylaws by deleting the words "loading bay" and substituting the words "loading space."

Planning Board Recommendations for Articles 105 and 106. Loading Spaces - The article renames loading bays and provides that loading spaces not be used to meet the parking requirements of the Zoning Bylaws. The Board recommends approval of this article.

ARTICLE 107. VOTED BY UNANIMOUS VOICE VOTE to amend the Town of Norfolk Zoning Bylaws by adding to Section F.11.d Authority of the Board a new paragraph to read as follows: "Site Plan Approval may be revoked by the Board if, after a public hearing, it determines that a site has not been developed or maintained in accordance with the approved site plan."

Planning Board Recommendation. Authorizes revocation of Site Plan Approval - This article gives the Planning Board the specific right to revoke a site plan approval if its construction or maintenance are not in accordance with the approved site plan after due process and public hearing. The Board recommends approval of this article.

ARTICLE 108. VOTED BY UNANIMOUS VOICE VOTE to amend the Town of Norfolk Zoning Bylaws by amending Section D.2.e 40 by deleting the third line which now reads: "dealt with without appointment" and substituting therefore the following new third line to read as follows: "dealt with or without appointment."

Planning Board Recommendation: Clerical Correction - This article addresses a correction and clarification to the bylaws. The Board recommends approval.

ARTICLE 109. VOTED BY UNANIMOUS VOICE VOTE to amend the Town of Norfolk Zoning Bylaws by revising Section D.2.b to read:

	Districts			
	R	HM&PO	B	I
13) Telephone exchange, transformer station, transmission lines, substation, pumping station, other public utility	SP	SP	SP	SP

Planning Board Recommendation: Utility Uses - This article affords the Town added protection by allowing utility uses by Special Permit only. The Planning Board supports this article.

ARTICLE 110. VOTED BY MAJORITY VOICE VOTE to amend Article 110 by adding after "revising Section D.2.e" the words "as per Massachusetts General Law 40A, Section 9"; by changing No to SP under B and I, and deleting the reference to Accessory use for scientific research and development.

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Planning Board Recommendation: Hazardous Waste Treatment Facilities and Accessory Use for Scientific Research - This article serves to prohibit the siting of a hazardous waste treatment facility in all districts and limits scientific research and development. The Board supports the portion of this article dealing with hazardous waste. The Board respectfully suggests that the portion of the article concerning Accessory Use for scientific research be revised to add as follows: "as per M.G.L., Chapter 40A, Section 9" and the "NO" should be changed to "SP" in all districts, other than residential, for the scientific research category.

Article 110: To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by revising Section D.2.e as per Massachusetts General Law 40A, Section 9 to add the following to be numbered sequentially:

	Districts			
	R	HM&PO	B	I
Hazardous waste treatment facility	NO	NO	SP	SP

ARTICLE 111. VOTED BY UNANIMOUS VOICE VOTE to amend the Town of Norfolk Zoning Bylaws as printed in Article 111 of the Warrant for this Annual Town Meeting Appearing in the Town Report.

Planning Board Recommendation: Defines and Places Size Limit of Shopping Malls - The Planning Board recommends approval of this article which defines a shopping mall and requires a Special Permit over a certain size.

Article 111: To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by revising Section D.2.e to add the following to be numbered sequentially:

	Districts			
	R	HM&PO	B	I
Shoppings malls where the ground area covered by buildings exceeds fifteen thousand (15,000) square feet	NO	NO	SP	SP

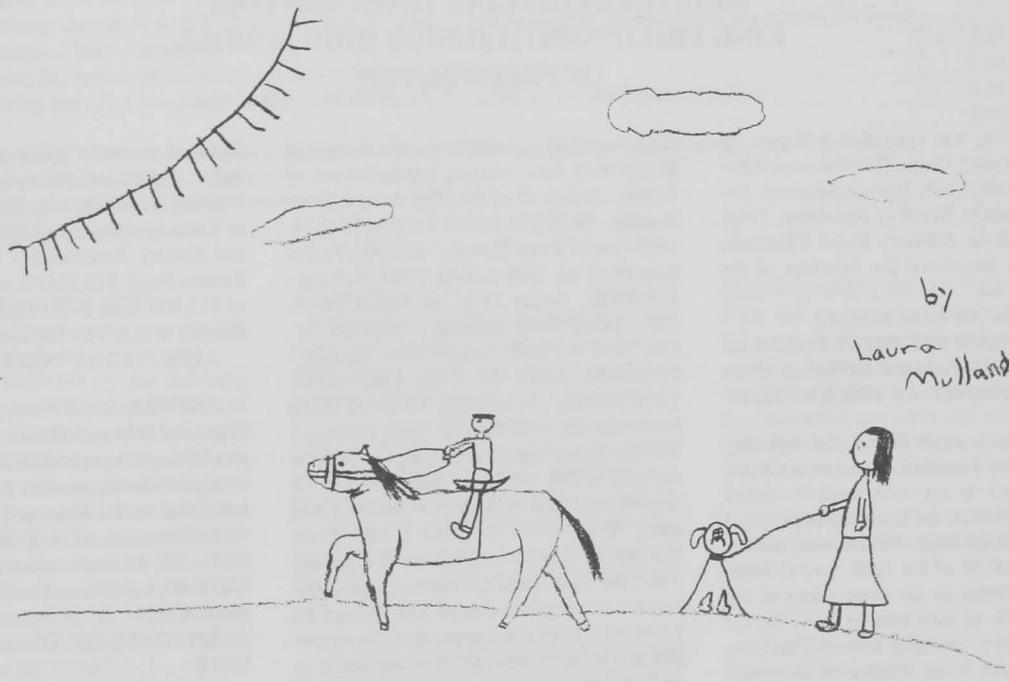
and to add to Section B the following definition:

SHOPPING MALL/MALL - Any group of stores, shops, offices or businesses which deal directly with the public which has been developed according to a common plan.

VOTED BY UNANIMOUS VOICE VOTE to dissolve this Annual Town Meeting sine die.

The meeting was adjourned at 11:40 p.m.

Alice S. BOSCHEN
Town Clerk



GENERAL GOVERNMENT

WARRANT SPECIAL TOWN ELECTION TUESDAY, JUNE 20, 1989

COMMONWEALTH OF MASSACHUSETTS

SPECIAL TOWN ELECTION JUNE 20, 1989

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 Norfolk Public School, MacBride Auditorium, 70 Boardman Street, Norfolk, on Tuesday, the 20th day of June A.D. 1989 at 7:00 o'clock in the a.m. to act on the following question:

The polls were open from 7:00 a.m. to 8:00

p.m. A total of 1,661 voters (app. 39%) cast their ballots as follows:

Question 1

Shall the Town of Norfolk be allowed to assess an additional \$116,929.00 in real estate and personal property taxes for the purpose of the

Norfolk Elementary Schools \$116,929.00

for the fiscal year beginning July first, nineteen hundred and eighty nine?

Yes 875

No 785

Blank 1

Question 2

Shall the Town of Norfolk be allowed to assess an additional \$27,967.00 in real estate and personal property taxes for the purpose of the Planning Board to engage the services of a consultant to do a Master Plan for the Town of Norfolk,

Master Plan \$27,967.00
for the fiscal year beginning July first, nineteen hundred and eighty-nine?

Yes 792

No 866

Blanks 3

MINUTES OF SPECIAL TOWN MEETING KING PHILIP NORTH JUNIOR HIGH SCHOOL OCTOBER 24, 1989

The meeting was opened at 7:45 p.m. by Moderator Frank J. Gross. The Moderator introduced the Town Clerk, Town Accountant, Executive Secretary, Board of Selectmen, Town Counsel, and the Advisory Board Chairman, who in turn introduced the members of the Advisory Board.

There were 204 voters attending.

MOVED AND SECONDED to waive the reading of the Warrant and the Return of the Warrant. APPROVED BY VOICE VOTE.

ARTICLE 1. MOVED by the Advisory Board and duly seconded to instruct the Water Commissioners to set water rates in such a manner that 80% of the total cost of principal and interest of the bond or note issues, authorized by Article 68 of the 1988 Annual Town Meeting, be borne by the water takers of the town and 20% of such cost be borne by the general tax levy, provided however, that this instruction shall in no manner be deemed a limitation of the basic obligation of the Town of Norfolk to repay the aforesaid bond or note issue.

APPROVED BY VOICE VOTE

ARTICLE 2. MOVED by the Advisory

Board and duly seconded to transfer the sum of \$115,678.45 from existing appropriations as follows: Article 45 of the 1989 Annual Town Meeting - \$8,000.00, Article 6 of the March 14, 1989 Special Town Meeting - \$10,000.00, Article 16 of the 1988 Annual Town Meeting - \$25,000.00, Article 22 of the November 19, 1987 Special Town Meeting - \$4,350.00, Article 27 of the 1986 Annual Town Meeting - \$20,000.00; Article 47 of the 1986 Annual Town Meeting - \$45,000.00, Article 10 of the November 25, 1986 Special Town Meeting - \$3,328.45; and transfer from Surplus Revenue the sum of \$69,000.00 to each line item of departmental and incidental expenses voted under Article 11 of the 1989 Annual Town Meeting in direct proportion to the amount which the Town voted to raise and appropriate for each line item bears to the total amount the Town voted to raise and appropriate for all said line items; and reduce each line item voted by the Town to raise and appropriate in Article 11 of the 1989 Annual Town Meeting by the amount transferred to that line item above; and reduce the Article 11, 1989 Annual Town Meeting line items voted by the Town to raise and appropriate which remain as follows: I.A. Board of Selectmen's Salaries - \$585.00, I.C.

Board of Assessors' Salaries - \$1,754.00, II.D. Police Department Salaries - \$6,000.00, III.A. Board of Health Salaries - \$1,125.60, X.I. Right to Know Coordinator - \$3,000.00, XI.A. State and County Retirement - \$38,000.00, X.B. Reserve Fund - \$13,134.95, and transfer the sum of \$15,000 from IV.A. Highway Department Salaries to II.A. Fire Department Salaries.

APPROVED BY VOICE VOTE

ARTICLE 3. MOVED by the Advisory Board and duly seconded to transfer from Surplus Revenue the sum of \$6,381.72 for payment of unpaid bills of a previous year as follows: Fire and Police Station Expense \$2,286.51, Conservation Commission \$14.00, Board of Selectmen \$2.49, FY 89 State and County Retirement \$4,000.00, and Zoning Board of Appeals Salaries \$78.72.

APPROVED BY UNANIMOUS VOICE VOTE

ARTICLE 4. MOVED by the Advisory Board and duly seconded to accept the following changes to Town Clerk fees as authorized by Massachusetts General Laws Chapter 262, Section 34, Clauses 1-79:

GENERAL GOVERNMENT

Clause	Description	
(1)	For filing and indexing assignment for the benefit of creditors.	10.00
(11)	For entering amendment of a record of the birth of a child born out of wedlock subsequently legitimized.	10.00
(12)	For correcting errors in a record of birth.	10.00
(13)	For furnishing certificate of a birth.	5.00
(13A)	For furnishing an abstract copy of a record of birth.	4.00
(14)	For entering delayed record of birth.	10.00
(20)	For filing certificate of a person conducting business under any title other than his real name.	20.00
(21)	For filing by a person conducting business under any title other than his real name of a statement of change of his residence, or of his discontinuance, retirement or withdrawal from, or change of location of, such business.	10.00
(22)	For furnishing certified copy of certificate of person conducting business under any title other than his real name or a statement by such person of his discontinuance, retirement or withdrawal from such business.	5.00
(24)	For recording the name and address, the date and number of the certificate issued to a person registered for the practice of podiatry in the Commonwealth.	20.00
(29)	For correcting errors in a record of death.	10.00
(30)	For furnishing a certificate of death.	5.00
(30A)	For furnishing an abstract copy of a record of death.	4.00
(42)	For entering notice of intention of marriage and issuing certificates thereof.	15.00
(43)	For entering certificate of marriage filed by persons married out of the Commonwealth.	5.00
(44)	For issuing certificate of marriage.	5.00
(44A)	For furnishing an abstract copy of a record of marriage.	4.00
(45)	For correcting errors in a record of marriage.	10.00
(54)	For recording power of attorney.	10.00
(57)	For recording certificate of registration granted to a person engaged in the practice of optometry, or issuing a certified copy thereof.	20.00
(58)	For recording the name of the owner of a certificate of registration as a physician or an osteopath in the Commonwealth.	20.00
(62)	For recording order granting locations of poles, piers, abutments or conduits, alterations or transfers thereof, and increase in number of wires and cable or attachments under the provisions of Sec. 22 of Chapter 166.	40.00 flat rate 10.00 add'l streets
(66)	For examining records or papers relating to birth, marriage or deaths upon the application of any person, the actual expense thereof, but not less than	5.00
(67)	For copying any manuscript or record pertaining to a birth, marriage or death.	5.00 per page
(69)	For receiving and filing a complete inventory of all items to be included in a "closing out sale," etc.,	10.00 1st page 2.00 add'l page
(75)	For filing a copy of written instrument or declaration of trust by trustees of an association or trust, or any amendment thereof as provided by Sec. 2, Chapter 182.	20.00
(78)	For recording deed of lot or plot in a public place of cemetery.	10.00
(79)	Recording any other documents.	10.00 1st page 2.00 add'l pages

APPROVED BY VOICE VOTE

A proposed challenge to the vote was not supported by seven voters.

ARTICLE 5. MOVED by the Advisory Board and duly seconded to amend the Town of Norfolk Bylaws, Article II, Financial Affairs, by adding a new section numbered sequentially - said section to read: "All charges and bills from the Town shall be due and payable within thirty (30) days after the date of mailing. If such charges remain unpaid after said thirty (30) days, interest shall accrue at the rate at which interest may be charged on tax bills under the provisions of Section 57 of Chapter 59 of the Massachusetts General Laws."

APPROVED BY VOICE VOTE

ARTICLE 6. MOVED by the Advisory Board and duly seconded to transfer from Surplus Revenue the sum of \$1,495.32 to defray the expenses of this town meeting.

APPROVED BY VOICE VOTE

ARTICLE 7

Planning Board Recommendation: The Planning Board strongly recommends adoption of this Article which will apply to future construction in the Business zone. The article will discourage strip development and encourage traditional New England townscapes, which emphasize buildings rather than parking lots. The proposed language should be amended to incorporate the definitions of the existing by-laws by adding the word "yard" after the words "front," "side" and "rear," so that the article will read as follows:

"In the Business district, parking areas shall be located to the rear YARD or side YARD of non-residential structures and not in the front YARD of such structures, unless otherwise authorized by special permit issued by the Zoning Board of Appeals."

MOVED by the Advisory Board and duly seconded to amend the Town of Norfolk Zoning

Bylaws by adding the following new section F.7.e and renumbering the existing Section F.7.e and all other sections sequentially:

F.7.e In the Business district parking areas shall be located to the rear yard or side yard of non-residential structures and not in the front yard of such structures, unless otherwise authorized by special permit issued by the Zoning Board of Appeals.

APPROVED BY COUNTED VOTE.
COUNTED BY THE MODERATOR: 50 YES,
11 NO

ARTICLE 8

Planning Board Recommendation: The Planning Board recommends adoption of this Article which will apply to future construction. This Article compliments Article 7, and will provide better use of parcels in the Business district.

MOVED by the Advisory Board and duly seconded to amend to Town of Norfolk Zoning

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Bylaws Section E.1.b by inserting the number 25 in place of the number 50 for Minimum Yard Setback (Front) in the Business District, so that the table with respect to the Business District Minimum Yard Setback shall read:

Minimum Yard Setback (in feet)		
Front	Side	Rear
25	25	25

APPROVED BY COUNTED VOTE.
COUNTED BY THE MODERATOR: 56 YES
6 NO

ARTICLE 9

MOVED by the Advisory Board and duly seconded to Indefinitely Postpone Article 9. [A change to the Town Bylaw]

MOVED by G. St. Amand and duly seconded to substitute a motion for Article 9 as it appears in the warrant for this Special Town Meeting.

DEFEATED BY VOICE VOTE

APPROVED BY VOICE VOTE TO INDEFINITELY POSTPONE ARTICLE 9

ARTICLE 10

Mr. Frank Gross stepped down as Moderator because he has a direct financial interest in Article 10. The Town Clerk presided during the consideration of Article 10.

Planning Board Recommendation: The Planning Board believes that property owners should be required to exhaust all available administrative remedies before changing the town zoning district boundaries. Norfolk will continue to experience rapid growth in coming years, with increased density which will result in future property owners encountering similar circumstances. Therefore, the Board recommends Indefinite Postponement.

MOVED by the Advisory Board and duly seconded to Indefinitely Postpone Article 10. [A change in the zoning map]

MOVED by Carol Gross and duly seconded to substitute the following motion for Article 10: To amend the zoning bylaw and zoning map of the Town of Norfolk by changing from residential R-1 district to business district the following described parcel of land: The land on the western side of Rockwood Road beginning at a point on the base line of the M.B.T.A. rail line 200' west of Rockwood Road, thence NORTHWESTERLY by land of Carol A. Gross, 111 feet; WESTERLY by land of Edward J. Thompson, et ux, 136 feet; NORTHWESTERLY by land of Edward J. Thompson, et ux, 100 feet; EASTERLY by land of Carol A. Gross, 142 feet to the point of beginning. Being shown on a Plan of Land entitled "Plan of Land in Norfolk, MA"

dated November 5, 1987, revised June 21, 1989, filed with the Norfolk Registry of Deeds as Plan number 722 of 1989 in Plan Book 384.

APPROVED BY VOICE VOTE

APPROVED BY COUNTED VOTE.

COUNTED BY TOWN CLERK PRESIDING:
10 YES 2 NO

Mr. Gross resumed his position of Moderator.

ARTICLE 11

Planning Board Recommendation: The Planning Board recommends Indefinite Postponement for the reason that the Board does not yet have any special permit granting authority, and so this proposal is not applicable to Norfolk's current situation. If future amendments to the town's zoning bylaws include such special permit granting authority for the Board, then the proposed article could be reconsidered with minor amendments.

MOVED by the Advisory Board and duly seconded to Indefinitely Postpone Article 11 [Zoning Bylaw change]

APPROVED BY VOICE VOTE TO INDEFINITELY POSTPONE ARTICLE 11

MOVED by Mr. Jerome and duly seconded to dissolve this Special Town Meeting.

APPROVED BY VOICE VOTE.

The Special Town Meeting was dissolved at 9:10 p.m.

Alice S. Boschen

Town Clerk
100 Main Street, Box 216
Norfolk, MA 02056

October 5, 1989

Dear Ms. Boschen:

I enclose the amendments to the general by-laws adopted under articles 42, 43, 47, 49, and 79, and the amendments to the zoning by-laws adopted under articles 85, 86, 87, 88, 91, 93, 94, 95, 96, 97, 98, 99, 100, 103, 104, 105, 106, 107, 108, 109, 110, and 111 of the warrant for the Norfolk Annual Town Meeting that convened May 23, 1989, with the approval of the Attorney General endorsed thereon. The by-law voted under article 79 is approved with the exception that the third sentence of the fourth paragraph in Section 4 is deleted and stricken therefrom.

Article 79 is a general wetlands protection by-law. See generally *Lovequist v. Conservation Commission of Dennis*, 379 Mass. 7 (1979). The by-law contains a severability provision in Section 15.

The stricken wording would have authorized the Conservation Commission to require the applicant to pay the cost and expenses of any consultant deemed necessary by the Commission to review the application or request up to a maximum of \$2,500.00. The nature of the required technical information is not specified in

the by-law, nor is there any specification of the types of consulting services which the Commission may properly require. As written, article 79 leaves complete discretion to the Conservation Commission in determining the expenses which may be changed to the applicant. The by-law contains no standards to guide the action of the Commission.

Even if the Commission may lawfully require applicants to compensate the Commission for reasonable consultant services incurred in considering applications under the by-law, "the attempt which it makes to leave a grant of authority to the unbridled fiat of the [Commission] invalidates it." *Commonwealth v. Pro-tami*, 354 Mass 210, 211 (1968).

The amendment to the zoning by-law adopted under article 85 is approved with the understanding that the revolving account ["Traffic Safety and Infrastructure Fund"] sought to be established thereunder shall not be set in place unless and until appropriate statutory authorization is enacted by the General Court. G.L. c. 44, § 53, states in relevant part that "all moneys received by any ... town ... department, except as otherwise provided for by special acts and except as otherwise provided for by statute, shall be paid ... upon their receipt into the ... town treasury" (general fund). Accordingly, the establishment of a revolving account may not be accomplished by by-law in the absence of enabling legislation.

Very truly yours,

Anthony E. Penski
Assistant Attorney General
617-727-2200 ext. 2078

Alice S. Boschen
Town Clerk
100 Main Street
P.O. Box 216
Norfolk, MA 02056

February 5, 1990

Dear Ms. Boschen:

I enclose the amendment to the general by-laws adopted under article 5, and the amendments to the zoning by-laws adopted under articles 7, 8, and 10 of the warrant for the Norfolk Special Town Meeting held October 24, 1989, with the approval of the Attorney General endorsed thereon, and on the zoning map pertaining to article 10.

Very truly yours,

Anthony E. Penski
Assistant Attorney General
617-727-2200 ext. 2082

GENERAL GOVERNMENT

COMPUTER SYSTEM COMMITTEE

The Computer System Committee re-issued a modified RFP (Request For Proposal) to solicit quotations from vendors in 1989. This new RFP was for a system to support the Town Accountant function only. Six vendors responded with solutions to solve the Town Accountant Departmental needs. All vendors were reviewed thoroughly and their systems were demonstrated to both the computer committee and the Town Accountant. The committee and the Town Accountant jointly selected one system from among the six proposals.

The Annual Town Meeting funded the first year of a five year lease purchase of computer hardware and software for the Accounting Department.

By the first of October an IBM system 36

with two terminals and a printer was delivered, installed, and equipped with the Business Records Corporation software. The software package was the Government Financial System. The work of transforming the accounting records from a totally manual operation to an automated one began immediately.

Employees were trained on the system, and by January 1 the expenditure ledger was up and running with weekly warrants, and monthly statements. Detailed data of expenditures became available to the Board of Selectmen, the Advisory Board, and departments heads. The Accounting Department is now converting the revenue ledger and the general ledger. It has been a year of transition and challenge but clearly there are many benefits being derived

from converting to an automated system.

In addition to the above activities the current NCR system was maintained. This consisted of performing regular backups and working with NCR to repair the system when it was damaged by an electrical power surge during the summer. In addition Planning Board minutes and records were removed from the system to a Personal Computer. The current system will continue to be maintained and supported for general Word Processing and Spreadsheets for another year.

The Computer System Committee also studied options for a system for the office of the Assessors. The committee also looked at cost effective solutions to replace the current NCR system that is used in Town Hall for Word Processing and Spreadsheet applications.

BOARD OF REGISTRAR OF VOTERS

The Board of Registrars of Voters is mandated to register residents of the Town of Norfolk certifying that those registered are qualified to vote in all federal, state and local elections. They are responsible for the enumeration of the persons living in the Town of Norfolk through the Annual Census.

Registration of voters is conducted at Regular and Special Registration Sessions which are held at specified hours in each of the three precincts prior to each election. Town Meeting or Special Town Meeting. Persons may register to vote every business day during business hours at the office of the Town Clerk.

The annual Census begins January 1 of each year, from which a list of residents of the Town (as of January 1) is produced. Data such as name, address, birth date occupation and dog ownership is entered from which the Street List of Residents, and various lists needed by the School Superintendent, Town Clerk, Fire and Police Departments are printed.

The Registrars keep the Registration records, annually making any changes in the voting list when persons have moved, or have changed their names, or died during the year. They are also given the duty to certify signatures on Nomination Papers of candidates for office as well as referenda and initiative petitions.

The board of registrars wishes to thank the townspeople for their cooperation in helping the Census Workers gather the data required for the Census reports. They extend their gratitude to Deborah Boule', Brenda Bowden, Anne Cummins, Julia Dardi, Linda Janes, Carele Mayer,

Lynne Nelson, Christine Shaw and Gwen Woods who, under the direction of Alice Boschen, the Town Clerk, did a particularly fine job on the Census.

Julia Dardi and Dorothy Nilsen, as Assistant Registrars, certified those residents qualified to vote at Town Meetings.

The Board wishes to thank the officials at the Centennial School, Southwood Hospital, and the Library who allowed Registration Sessions to be held in their buildings.

Registrars are appointed for three year terms by the Board of Selectmen, the board is composed of three members plus the Town Clerk, who is a member by statute. Registrars must be registered as either Republican or Democrat and both major political parties must be equally represented on the Board.

Jane Sullivan and William Coughlan are Democrats; Janet G. Sievert and Alice Boschen, Town Clerk, are Republicans.

The Board of Selectmen redrew the Precinct lines in 1989, correcting an imbalance in the number of residents in the three precincts. At the time the original precinct plan was created, Norfolk had to include all the inmates of the Massachusetts Correctional Institutions located in the Town, but a change in the law was voted and this is no longer required therefore a more equitable precinct plan has been approved for Norfolk.

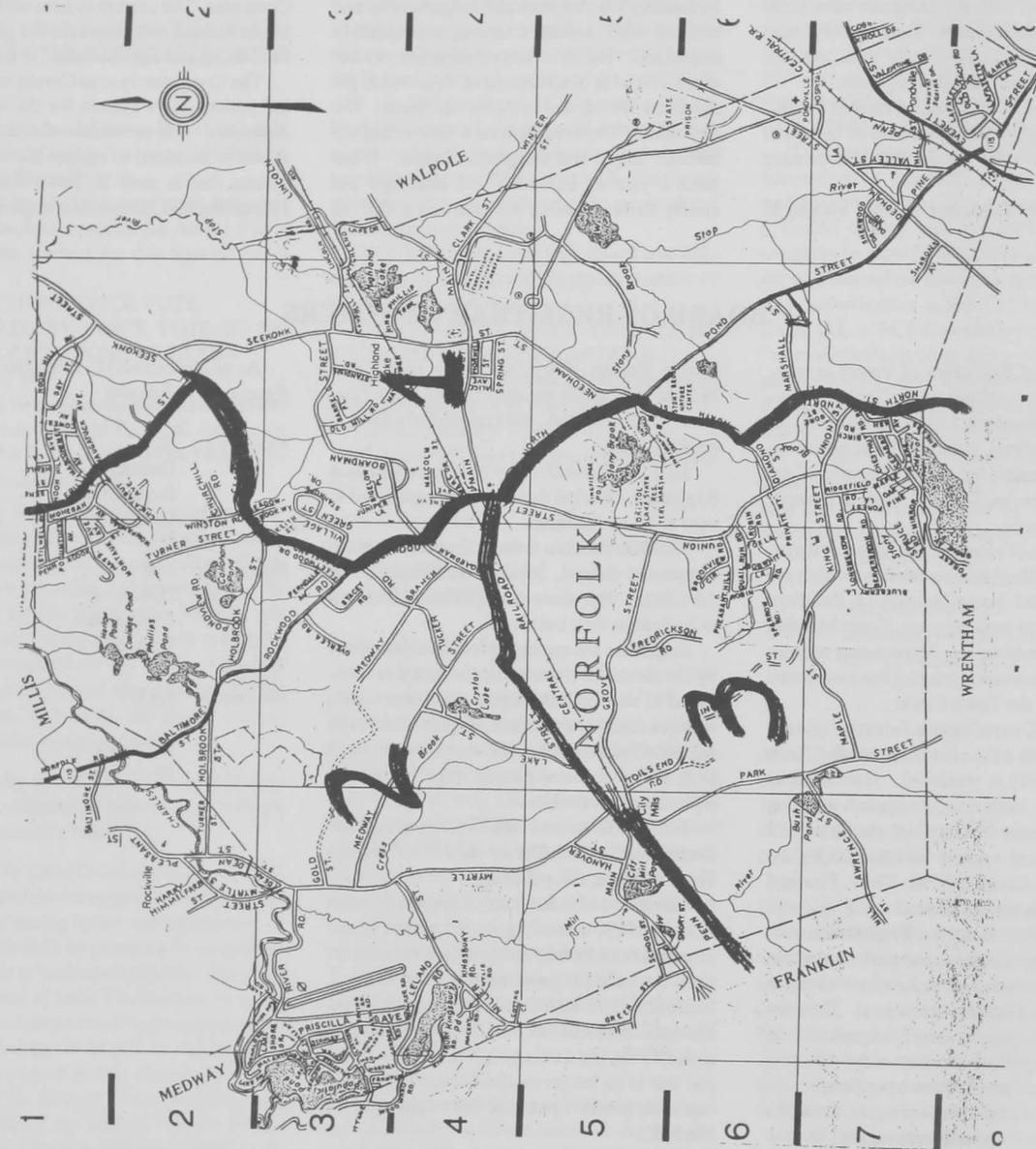
1989 records show that Norfolk has continued to increase in population, but not at the accelerated pace of the early 1980's.

As of December 31, 1989, the Registration figures are as follows:

Precinct 1:	671	
	Democrat:	164
	Republican:	118
	Unenrolled:	389
Precinct 2:	1,667	
	Democrat:	355
	Republican:	426
	Unenrolled:	886
Precinct 3:	1,927	
	Democrat:	418
	Republican:	403

GENERAL GOVERNMENT

Voter Redistricting Map



GENERAL GOVERNMENT

ANNUAL REPORT OF TOWN COUNSEL

During 1989 as Town Counsel, I have rendered forty-six (46) formal opinions to Town Boards, Commissioners and Offices, researched land titles, drawn contracts, rendered informal opinions and met with Selectmen, Assessors, Water Commissioners, Planning Board, Board of Appeals, Conservation Committee and Building Commissioner.

In 1989, the volume of Court Litigation continued to increase. The Landfill Case was

heard on a motion for Summary Judgment in June and Judgment rendered for the Town. The case is now on appeal to the Supreme Judicial Court. Significant Court and Litigation preparation was extended in the Appeal as well as a preliminary effort to enjoin the MWRA. Other continuing litigation matters requiring extensive time were zoning problems on Medway Street, Dedham Street, Everett Street, an earth removal dispute, an handicap discrimination

claim, and an alleged defect on the Park Street bridge.

As in the past, the legal work of the Town has been made easier by the excellent cooperation and assistance of all Department Heads and Officers, particularly the Executive Secretary, without whose assistance this work would be more difficult.

PERSONNEL BOARD

During this year the Board was heavily involved with on-going negotiations to secure adequate compensation for town's Fire Fighters. Although not entirely successful, we were able to improve their pay scale. In this process three of the Board Members resigned. The

Board reviewed and approved numerous Merit Increases, employee policies and benefits. A two hour minimum compensation policy was approved by town meeting for employees in emergency response positions. The Annual Survey of area towns and companies was con-

ducted in February comparing wage scales, cost of living increases and employee benefits. The results of our recommendations to the town are reported in detail in Articles 2 through 10 in the Minutes of Annual Town Meeting - May 1989.

NORFOLK CITIZEN ACTION COMMITTEE

The Norfolk Citizen Action Committee was formed in the fall of 1988, to address the legal and technical issues concerning the proposal by the Massachusetts Water Resource Authority (MWRA) to construct a sludge landfill on the Department of Corrections land in the town of Walpole. This proposed site is very close to the town border of Norfolk.

It was quickly determined that our part time efforts would have be augmented by professional and expert legal and technical assistance. Therefore the town voted funds to hire experts in these fields so that the town could respond to the

many reviews, impact statements, and legal briefs, being generated by the MWRA and which were being endorsed and approved by state and federal agencies concerning this site.

The legal issues, environmental data and technical criteria submitted by the MWRA are seriously flawed, and the town has responded within the allowable comment periods, with conclusive evidence that the studies and impact statements which have been generated are flawed, yet these agencies continue to dismiss the town data cavalierly, even though the town's experts used the MWRA's own data and calcu-

lations to base our conclusions, that indeed there was a Zone II aquifer within the footprint, and the fact that Walpole's experts found an earthquake fault line running through the site.

This evidence has fallen on unresponsive ears, and these agencies continue to say the area will be safe for this landfill. It will be too late to fight once our groundwater is polluted, therefore, there remains one option for the two towns; that option is to litigate these matters in court. As we head into 1990 the briefs are being prepared for filing.

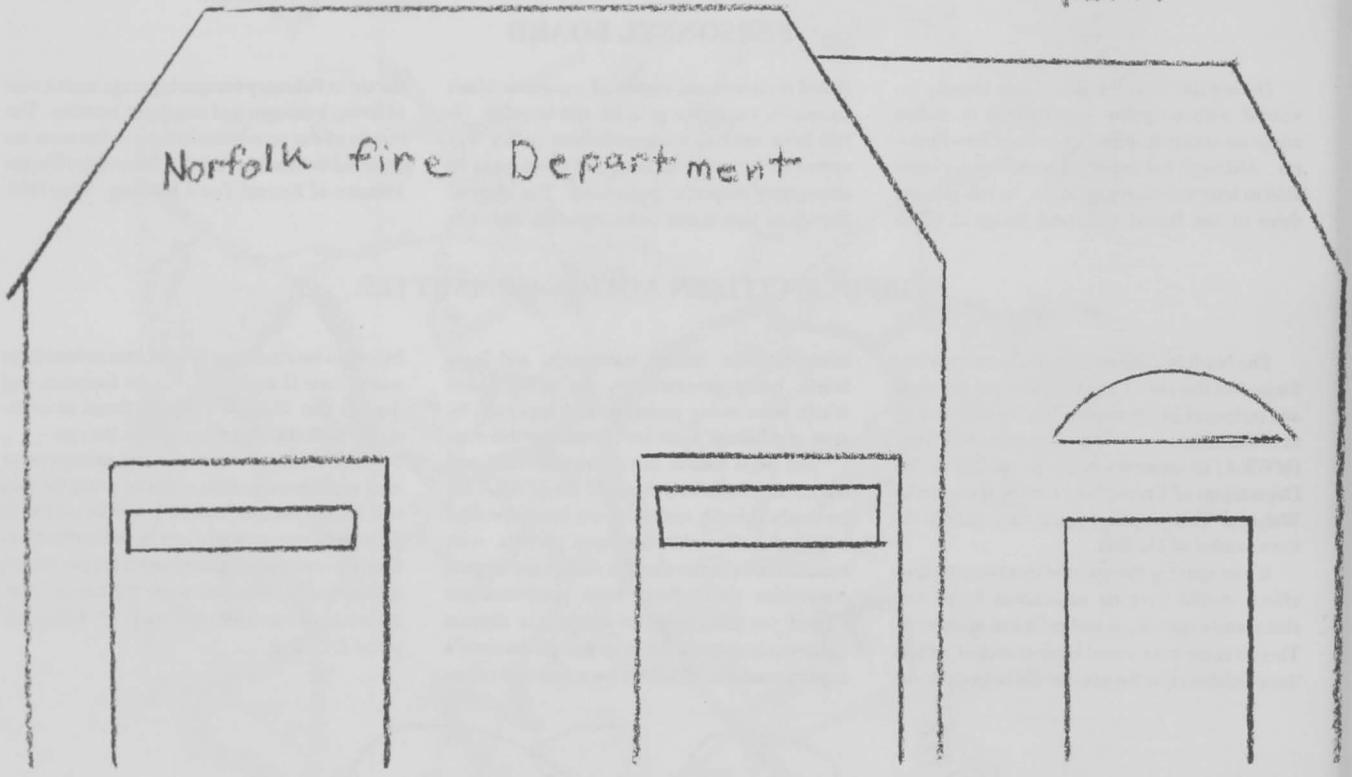


TITLE PAGE

ARTIST'S NAME AND ADDRESS

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PUBLIC SAFETY

POLICE DEPARTMENT ANNUAL REPORT

Highlights of the department this year include the hiring of Officer Timothy P. Heinz; Reserve Officer Rene' Neveux being transferred to Michigan; two officers injured on duty — Joseph Destito during an arrest and Alan Washkewits at a medical emergency; and the commercial vehicle enforcement program. The following courses were attended by Department personnel: mandatory In-Service Training;

Occupant Protection Usage & Enforcement; PR-24 Police Baton certification; Medico-Legal Investigation of Death; Commercial Vehicle Enforcement; Radioactive Materials, and Suicide Prevention. My thanks to the men and women of the Department who continuously excel and maintain a professional attitude in the performance of their duties.

My deepest sympathy to the family and

friends of Sergeant Herbert Carr. "Sarge" was a very special and very dedicated police officer who served the Town of Norfolk. He was loved by all of us. And to the family and friends of Jean Ravinski who also passed away this year. Jean served the Town and Police Department for many dedicated years.

REPORT OF THE POLICE DEPARTMENT

PART I CRIMES	1988	1989		1988	1989	
Murder	0	0	ARRESTS			
Robbery	0	0				
Forcible Rape	1	0		Arrests	228	255
Aggravated Assault	8	11				
Burglary (B & E)	20	33	MEDICAL/EMERGENCY			
Larceny	23	60				
Motor Vehicle Theft	1	5		Emergency Services	7	2
				Ambulance Assists	143	180
			Medical/Mental	29	1	
			Reported Death	7	6	
PART II CRIMES			TRAFFIC SERVICES			
Non-Aggravated Assault	0	0				
Arson and Bombing (includes attempts)	3	1		Motorists Assisted	237	87
Forgery & Counterfeiting	1	0		Traffic Complaint	108	49
Receiving Stolen Property	4	0	Unlawful Operation of M/V	3	8	
Vandalism	81	61	Written Citations	1272	1619	
Weapons Violations	0	1	Written Warnings	1098	1706	
Sex Offenses	4	3	Verbal Warnings	820	1113	
Drug Law Violations	17	7	Abandoned Vehicle	9	4	
Offenses Against Family, Children	7	8	Recreation Vehicle Comp.	25	17	
Operating Under the Influence	24	30	Parking Ticket	50	15	
Violation of Liquor Laws	27	3				
Protective Custody	46	56	TRAFFIC ACCIDENTS			
General Offenses	20	4				
Trespassing	22	19		M.V.A. (leaving scene)	4	4
Civil Complaint	11	16		M.V.A. (Personal Injury)	51	43
Juvenile Offense	11	3	M.V.A. (Property Damage)	124	142	
Attempted B & E	0	4				
Threats	14	15				
Harassment	8	10				
Disorderly Conduct	8	1				
			MISCELLANEOUS			
Local Ordinances/By Laws	3	0		General Services	464	264
Missing Persons	11	19		Officer Wanted	195	129
Missing Property (Lost & Found)	10	6		Building Check/Found Open	147	86
Disturbance (General & Gathering)	85	96	Animal Complaint	39	42	
Disturbance (Family)	48	26	Assist Citizen/Lock Out	107	69	
Child/Youth in Street	5	2	Fire Alarm Assists	114	162	
Noise Complaint	64	60	Burglar Alarms Answered	436	346	
Annoying Phone Calls	26	16	Summons Delivered	71	15	
Suspicious Activity	397	324	Assist other P.D.'s	115	53	

VALUE OF PROPERTY STOLEN

VALUE OF PROPERTY RECOVERED
\$50,022.00

RECOVERY RATE
47%

PUBLIC SAFETY

DETECTIVE DIVISION 1989 ANNUAL REPORT

The Detective Division has been very busy this year because of the growth population of Norfolk. The largest share of the follow-up investigations has been in the area of thefts, house breaks, business and motor vehicles. We have been able to resolve many of these crimes with the assistance and input of the area police departments and citizens of Norfolk. The Detective Division has been involved with other law enforcement task forces such as Tri County Drug Task Force. We were able to make nar-

cotic arrests in Norfolk utilizing this Task Force. We were also involved in an undercover sting operation purchasing stolen property from criminals.

The Detective Division has implemented programs such as Officer Phil Safety Program for the elementary school, Halloween safety program and a drug awareness program for the schools. We also have community awareness programs available to interested parties and organizations within the town, these programs

cover such subjects as home security, neighborhood crime watch, personal security and various safety measures. I would like to thank the residents of the town for their help and cooperation, and thanks to the area police departments without whose cooperation many crimes could go unsolved. I would also like to thank Chief Treeful and Lieutenant Stone for their support and input. I am looking forward to another year of the excellent working relationship we have established in the past.

FIRE DEPARTMENT

In 1989, the Town of Norfolk and its residents experienced exciting advances in the field of Emergency Medical Services. 1989 was the first full year of having full time personnel to staff the ambulance on weekdays between 8 a.m. and 4:30 p.m.. This proved invaluable in terms of patients receiving emergency care and expediting them to the hospital for treatment. The response times were cut down considerably utilizing full time personnel. The average time for receiving emergency medical care is four minutes with full time personnel compared to eight minutes with "call" personnel.

Advanced Life Support (ALS) became more readily available to the Town of Norfolk during 1989. Norwood Hospital's Paramedic Unit now provides 24 hour coverage. Leonard Morse Hospital in Natick placed an Advanced Life Support Unit in service and is available for Norfolk residents. We also utilize Milford Hospital's Advanced Life Support Unit when the need arises. Boston Med-Flight and New England Life Flight are also available to assist our Department if a Level I trauma center is required for emergency patient care. The Fire Department requested Advanced Life Support

for 71 calls during 1989.

Again, in 1989, the Fire Department experienced dramatic increases in emergency calls. All emergency calls increased by 23% from 1988. Ambulance responses were up 18% and fire incidents were up 29%. I expect emergency calls to continue increasing at unpredictable rates during the next few years due to the town's growth.

Training has remained a high priority with the Fire Department. Training allows firefighters to work effectively and efficiently as a team on the fireground. We have, one of the best training programs in the area. Firefighters participated in twenty-six departmental training sessions during 1989. In addition to our own training program, firefighters attended many courses conducted by the Massachusetts Firefighting Academy. These courses included: Pumps & Hydraulics, Large Diameter Hose, Vehicle Extrication, Fire Arson Detection, Interior Fire Attack, Structural Hazards, and Search and Rescue. In accordance with a federal program called SARA III, firefighters are now required to receive twelve hours of hazardous materials training every year. Training will con-

tinue to remain a high priority within the Fire Department.

I would like to remind residents that the town of Norfolk does not have 911 telephone capabilities. I can't emphasize this enough. Every year many emergency responses are needlessly delayed due to calls put through on 911. Dialing 911 places the caller through to Franklin or Wrentham depending on the exchange. The Norfolk emergency number is 528-3232. Telephone stickers are available at Police & Fire Headquarters.

I would like to thank the personnel of the Norfolk Fire Department. Your hard work and effort has made us a respected organization. I would like to thank the other town departments, boards and officials who have supported the Fire Department. I especially thank the residents and businesses of the community for their continued support this year.

The Fire Department provides fire prevention, fire suppression, emergency medical services, and renders assistance to the public for certain non-emergencies. The following is a report covering the activities and responses of the Fire Department for the year 1989:

Emergency Calls

Structure Fire	7
Vehicle Fires	10
Chimney Fires	2
Brush Fires	33
Dumpster Fires	1
Electrical Fires	25
Spills	8
Motor Vehicle Accidents (Engine Response)	19
Smoke Detector Malfunctions	39
Oil Burner Malfunctions	4
Fire Alarm Malfunctions	71
Investigations	55

PUBLIC SAFETY

Miscellaneous	2
Ambulance Calls	374
Public Assistance	17
	667
1989 Total Emergency Responses	667
1988 Total Emergency Responses	544
Emergency Medical Services	
Total Ambulance Calls	374
Emergencies	228
Motor Vehicle Accidents	110
Mutual Aid (Given/Received)	55
Paramedic Responses	71
Fire Prevention	
Smoke Detector Inspections for Home Resale	138
Smoke Detector Inspections for New Homes	74
Oil Burner Inspections	56
Propane Storage Inspections	3
Temporary Heating Inspections	3
Gun Powder Storage Permits	6
Waste Oil Heater Inspections	1
Underground Storage Inspections	9
Building Inspections	9
Fire Drills	7
Open Burning Permits	791
Blasting Permits	15
Monitor Blasting	51
Inspect Tank Trucks	2
Miscellaneous Activities	
Details	347
Departmental Training Sessions	26
Recruit Training Sessions	21
Staff Meetings	21
Recertification Classes	30
Aparatus Status Report	
Engine 1 1976	1,250 G.P.M. Mack Pumper Fair Condition
Engine 4 1967	750 G.P.M. Ford Pumper Poor Condition
Ladder 1 1983	Continental 85' Aerial Ladder Fair Condition
Tank 1 1989	White/GMC 2,500 Gal. Tank Truck Excellent Condition
Squad 5 1968	Dodge Brush Truck Fair Condition
Squad 6 1980	Chevrolet Brush Truck Good Condition
Ambulance 1986	Ford Class 1 Ambulance Good Condition
Chief's Car 1982	Chevrolet Impala Poor Condition
Rescue 1 1963	Ford Econoline Emergency Van Poor Condition

PUBLIC SAFETY

FIRE AND POLICE COMMUNICATIONS

The Fire and Police Communications Department has been busy this year, much like other departments in town that are impacted by the town's growth. There has been a continuing increase in the requests for services, many of which are directed through the Communications Department.

In June of 1989 Sara J. Gallant resigned as a full-time dispatcher. Edward C. Bettencourt of

Norfolk was then appointed as a full-time dispatcher.

In July of 1989 the Selectmen appointed five new part-time dispatchers. Andrew Corbett, Pamela Holmes, and Donna Wolfrum all of Norfolk, Joseph Collamati III of Bellingham, and Robert O'Connell of Wrentham.

Your Communications Department is open 24 hours, seven days a week and available to aid

and assist you, not only with emergency calls, but with general information about services provided by other departments.

We thank all departments, boards, and people of Norfolk for their cooperation and support, and we shall continue to serve you to the best of our ability.

BUILDING DEPARTMENT

The Town of Norfolk Building Department requires all construction in Norfolk to conform to the Commonwealth of Massachusetts State Building Code. The building commissioner and the local inspector enforce all provisions of this code and any other applicable state statutes, rules and regulations, or ordinances and by-laws, and acts on any questions relative to the mode or manner of construction, alteration, repair, demolition, removal, installation of equipment, and the location, use, occupancy, and maintenance of all buildings and structures, including any building or structure owned by

any authority established by the legislature but not owned by the Commonwealth. The building officials receive applications and inspect the premises for which permits have been issued and enforce compliance with the provisions of this code. The building officials issue all necessary notices or orders to remove illegal or unsafe conditions, and require the necessary safeguards during construction, adequate egress to facilities in new and existing building and structures, and insure compliance with all the code requirements for the safety, health, and general welfare of the public.

The Building Commissioner is also the Zoning Officer for the Town of Norfolk and a great deal of time is allotted to zoning problems and enforcement of the Town of Norfolk Zoning By-laws.

Dody Walker who held the position of part-time Administrative Assistant resigned during the year. We appreciate her contribution to this department and wish her well in the future.

Ann Willever was hired to fill this position on October 30, 1989.

The following is a list of permits that have been issued during 1989:

NO. OF PERMITS		EXPLANATION	ESTIMATED VALUE
1988	1989		
64	44	New Building	\$ 5,080,000.00
3	1	New Commercial	150,000.00
137	107	Additions/Alt. - Residences	1,259,600.00
8	5	Additions/Alt. - Commercial	54,427.00
-	-	Additions Municipal	-
27	27	Pools	292,295.00
21	15	Wood/Coal Stoves	5,650.00
-	-	Solar Systems	-
10	2	Signs	-
14	8	Demolitions	10,000.00
7	13	Siding	69,720.00
42	26	Re-roofing	147,285.00
-	12	Miscellaneous	114,200.00
<hr/> 333	<hr/> 260		<hr/> \$ 7,183,177.00

PUBLIC SAFETY

NO. OF PERMITS		EXPLANATION	EST. VALUE
1988	1989	Total Bldg. Permit Fees	
		Forwarded to Treasurer:	\$43,489.25
259	214	Electrical Permits	
		Total Electrical Permit Fees	
		Forwarded to Treasurer:	10,178.00
143	104	Plumbing Permits	
		Total Plumbing Permit Fees	
		Forwarded to Treasurer:	6,732.00
39	31	Gas Permits	
		Gas Permit Fees	
		Forwarded to Treasurer:	371.00

Tree Warden Shade Tree Management and Pest Control Superintendent

There are approximately 60 miles of streets in the town with trees on each side totalling 120 miles of trees.

Removal of dead trees and the pruning of large dead limbs seems to be consistent from year to year. We remove 70 plus dead and dangerous trees every year. Heavy pruning, cutting over hanging branches, clearing road corners and street signs is normal in our overall care for safety in the streets of Norfolk.

I suggest strongly, during this budget crunch, that every home owner plant at least one tree a year on their property.

The Governor of this State had made a

commitment for tree planting and the President of our Country has proposed a massive federal reforestation of trees.

Trees accomplish much for the environment. They remove carbon dioxide and produce oxygen, they shade and keep us cool, provide wind barriers for our homes, build and heat our homes, shade our streets, while making our surroundings pleasing to our eyes. Trees and plants also help to control erosion of soil. There are many benefits with trees, and ultimately the last resting place could very well be a tree.

I have been elected by the people of Norfolk for the past 27 years as Tree Warden and am

committed to the maintenance of street trees in our town 24 hours a day 7 days a week. We are all professionals in the field of arboriculture and belong to the following organizations: Mass. Certified Arborists, National Arborist Assoc., Mass. Tree Warden and Foresters Assoc., and International Society of Arboriculture.

Thank you for your support over the many years.

ANIMAL CONTROL

Calls received and responses made	1224
Complaints received and investigated	138
Dogs handled/ including returns to owners	140

Cats handled	33
Trips to veterinarian	49
Dog bites	14

This year has seen a large increase in complaints not only concerning dogs but other ani-

mals, both tame and wild. Questions about animal control have also increased. Many complaints were received and resolved over the phone. A special thank you is extended to Chief Treeful and his Department for the many assists and backups this office received during the year.

PUBLIC FACILITIES

WATER DEPARTMENT ANNUAL TOWN REPORT

The Water Department had another very active sometimes hectic year. The Town of Norfolk's financial crisis played an important role in determining both the priority and financial commitment that both the Town of Norfolk and the Water Department could make for expansion or upgrading of the water system.

The completion of construction of the 8 inch water main on Needham Street closes an important loop in the distribution system, which will allow an improvement in water flow and pressure.

Acting as agent for the Norfolk Housing Authority, the Water Department oversaw the installation of a water main from North St. at Marshall St. down Marshall to Pond St. (Rte 115). This line, installed at state expense, will provide water and fire protection services for new low-income housing to be built at the junction of Marshall and Pond Sts. Marshall St. residents will be given the opportunity to tie into the Norfolk water system, if they so desire.

Working closely with the Water Department's engineering firm, Dufresne-Henry, Inc., two other projects were completed this past year. The first was the upgrading and replacement of a water main on Mirror Lake Ave. allowing for increased water flow to be

pumped from the new Spruce Rd. Well Site, thus affording better water service and fire protection in the area. The second was the installation of a corrosion control system at the Gold Street Well Site. A similar corrosion control system is being constructed at the Spruce Rd. Well Site. This second well site construction should be completed early next year.

The Water Department instituted its first rate increase in four years. All operational expenses are paid by water revenue. These expenses which continue to grow dramatically each year are impacted as a result of new State Regulations regarding water quality standards and the increased testing requirements imposed by the Department of Environmental Protection (DEP). These testing standards have also impacted a small private water system operating within the Town of Norfolk. The Water Commissioners at the request of the Board of Selectmen are working with Duck Farm Springs to reach a mutually satisfactory agreement with all parties so that quality water can be supplied to all Duck Farm Springs customers.

Private development added approximately 1,070 feet of new water main at no additional water taker's expense. Installations made by both the Water Department and private develop-

ers extended the water system to service 43 new customers in Norfolk.

During the past year, Susan S. Mullins relocated and resigned from the Water Commission Board and George J. Murray was elected to the Board of Water Commissioners.

The Board of Water Commissioners wishes to express gratitude to all of the water customers and to the many voters who have supported the Water Department in an attempt to provide Norfolk with a constantly improving water system. We would also like to thank the Water Department staff for their continued excellence in the management and maintenance of your water supply and distribution systems. The staff consists of Superintendent James A. Martin, III, Foreman Richard A. Watson, Secretary Marilyn A. Ghioni and Water Collector Johanna M. Hayden. Without their dedication, we could not function as effectively as we believe we have and we are most grateful for their efforts.

The Water Department office is open from 9 a.m. to 5 p.m., Monday through Friday. We have a recording service number, 528-1412, available 24 hours a day for your convenience. In an emergency you may call the Police/Fire Dispatcher at 528-3206.

WATER SERVICE INFORMATION

	<u>1989</u>	<u>1988</u>
Miles of water main in service	40.88	40.0
Total water services	1230	1187
Number of services per mile of main	30.09	29.68
Total gallons pumped	102,202,900	118,035,204
Total gallons purchased	956,472	2,051,004
Average gallons pumped per day	280,007	323,384
Average annual gallons used per service	83,869	101,167
Average gallons used per service per day	229	277
Total Water Department Income	\$331,264.36	\$314,473.36

EDUCATION, LIBRARY, ARTS

LIBRARY TRUSTEES

The Norfolk Public Library and its staff continue to serve Norfolk's residents. During the past year, the Library experienced significant increases in circulation, almost doubling that of years past. The Library's meeting room has never been busier, having been put in use for over 600 meetings during the year. The Director's report provides additional details and statistics. Notwithstanding dramatically increased use, the Library, we believe, has maintained its charm and responsiveness, and we are striving to keep pace with the Community's needs. In 1989, the Library agreed to join the Automated Bristol Library Exchange - ABLE - automation network. This program will involve some expense, but will render the Library opera-

tions even more efficient and reliable.

Through the efforts of Merrilee Hindman and the staff, the Library presented a number of programs for families and children, including Tube Buster Week, Hats Off To Young Readers, Twilight Tales For Toddlers and Native Americans, Past and Present, all of which enjoyed great success. The Library also expanded and diversified its collection of books, magazines, cassettes, records, CDs and videos, including many new videos provided by the MacArthur Foundation.

Special thanks go to the Friends of the Library, who paid expenses for the Native Americans program, and for their help throughout the year. The Library also extends its gratitude to

those people who provided financial support or volunteered their services from time to time. Their contributions are much appreciated.

The most significant event to occur was Jeanne Hill's announcement of her retirement as Library Director, effective February 1990. Jeanne's devotion and guiding hand over her seventeen years of service have benefited the Library in ways words cannot express. Anyone who has ever used the meeting room, solved a problem with the Library's reference collection, enjoyed an old movie from the video collection, borrowed a record, or found a favored book - anyone who has ever used the Library at all - owes her a debt of thanks. Continued use and support of the Library helps repay that debt.

NORFOLK PUBLIC LIBRARY

As the Library enters a new decade it is completing a five year plan begun in 1985 as the result of planning by the Trustees and the Director. Goals were set and achieved. Thanks to the continuing local support and the Options-for-Small Libraries grant program we have grown well.

Our reference area and circulating collections were all weeded and expanded. Many new non-print materials such as the videos, books on cassette and compact discs were introduced. In

each area circulation has increased. Not only is the library ready to become a participant in an automated network, but indeed it must. Imagine! The projected circulation for FY90 is 112,000! On an average Saturday in four hours patrons borrow close to 800 items. Automation is needed so that we may continue to serve you well.

Our library is the pulse of the community. In FY89 the meeting rooms were used 610 times. The usage breaks down as follows:

226 - Library Programs 80 - Town Boards
193 - Community Service 111 - Recreation Programs

Our museum passes continue to serve the community well. The passes were borrowed 525 times allowing many families access to wondrous worlds.

For the passes the patron are indebted this year to the:

Arts Council	Museum of Fine Arts
Friends of the Library	Aquarium
.....	Railroad Museum
.....	Boston By Foot
.....	USS Constitution Museum
Garden Club	Garden-in-the-Woods
Lions Club	Children's Museum
NOVA	Museum of Science

EDUCATION, LIBRARY, ARTS

This year the library has received many gifts. Special thanks goes to Rita Hale, Ellis Hayden, Brenda & Philip Lukens and Richard and Ellen Mable. They have made possible new lighting in the display case and many special interest books.

In appreciation of people's support, Sandy Fitzgerald donated books to help us better understand what it means to be hard of hearing along with colorful National Geographic books that Sean enjoyed so much.

The Nova Baby Books Program continues with 24 new picture books this year.

The Art-for-Loan Program continues to brighten many homes thanks to Mary Ann Janosko and Jan Conklin.

There were many donations throughout the

year. Each is a lasting, well-used and greatly appreciated gift

Highlighting the library year was the "Tube Buster Week" managed so aptly by Judith Swaim and Merrilee Hindman. Hundreds of families turned off TV for a week. They read, played games and did all sorts of wonderful things. It was well-done, well-supported and worth repeating.

One of the nicest spots in our library is the display case. It was so "heavily" used we needed Stan Collins talented hands to keep it in repair. Our exhibits ranged from historical valentines, old farm tools and local wildlife to the rocks and gems of Great Britain. Each display has been spectacular and much enjoyed by everyone. Thank you one and all.

The town made a major commitment when it built this new library. Each year with town funds, State grants and people's generosity it has continued to serve and grow.

Grants this Year:

Library Incentive/Municipal	
Equalization Grant	\$7,718.94
Collection Develop./Juvenile	\$5,795.00
MacArthur Foundation	23 documentary videos

For me as Director it has been an honor to have had the opportunity to work for the library.

The library is what it is today because of the support of a hard working staff, a willing Board of Trustees and a town that cares. For all the patrons of today and for those who certainly will come, thank you very much.

ANNUAL STATISTICS JULY 1, 1988 TO JUNE 30, 1989

CIRCULATION

Adult Fiction	\$15,835	Overdue Fines	\$6,359.31
Adult Nonfiction	13,056	(includes lost books)	
Juvenile Fiction	27,872	Out of Town Borrowers	506
Juvenile Nonfiction	7,379	Out of Town Borrower	
Student Resource Fiction	643	Circulation	4,633
Student Resource Nonfiction	227	Interlibrary Loans out	32
Adult Books on Cassette	2,710	Interlibrary Loans in	646
Juvenile Book/Cassette	1,701	Library Borrowers	6,000+
Compact Discs	1,642	Meeting Room Use	610
Adult Cassettes	461	Total	93,729
Juvenile Cassettes	271		
Magazines	4,259		
Puppet Kits	247		
Framed Prints	313		
Video Cassettes	16,023		
Puzzles/Games	105		
Records	408		
Museum Passes	525		

EDUCATION, LIBRARY, ARTS

HISTORICAL COMMISSION

The Historical Commission had an active and productive year in 1989. A plaque was given to the Tashjian family for their home. We had two displays at the library: one in February of old valentines from Emily Jacques' collection and in June, a display of decades of marriages done by Toni Langlais. Repairs were made to the Tramp House and the inmates of M.C.I. Norfolk put on a new roof. We extend our thanks to the Lions, Callahan Disposal and Franklin Lumber for their contributions. The Commission held an Open House at the Tramp

House in October which was well attended.

We are in the process of compiling data from 1880 and 1890 census records onto computer disks for our future use. This information will be available at the library. Work is underway to complete a survey of grave stones at the Seekonk Street Cemetery. Besty Pyne was voted to the Design Review Board. Tony Langlais evaluated and indexed Bertha Fales's *History of Norfolk*. Most of our old films were put on to video tapes and since more have been acquired this year from residents and friends we

plan to do more tapes. We are grateful for all the old pictures and articles donated to us this year. We have received many requests for researching family histories. A four week program is planned in the Spring of 1990 on how to trace your family history at the Library Meeting room. The Commission would like to acknowledge the participation of our associate members who have contributed so much to our work this year.

NORFOLK PUBLIC SCHOOLS

It is with much pleasure that I submit my sixth annual report as Superintendent of Schools.

The funding crises facing school systems across the state continues.

The problems that face public school systems in Massachusetts today are formidable. The most significant problems for Norfolk are the following:

—Possible reduction in state aid, or at best level funding.

—Insufficient state funds for new construction of school facilities.

—Dramatic increase in elementary school-age children.

—Use of storage areas and other sub-standard areas for instructional activities.

—Increased costs for prevention mainte-

nance programs and repairs because of the age of the school buildings.

—Costs to meet new federal and state requirements such as the asbestos abatement and the air quality (radon) programs.

—Cost of salaries. Most of the staff is at the top of the salary schedule.

—Costs for providing special education programs.

Chapter 188 - School Improvement Act of 1985

The EEOG component of the Chapter 188 Grant provided \$42,727 to Norfolk. It enabled Norfolk to hire aides to help the kindergarten teachers conduct their instructional programs and a library aide to assist Mrs. Kaufman in the library. This grant also permitted us to continue to have the school psychologist employed at half-time rather than one-third. The salary for a part-time music teacher was also provided from this grant.

The EEOG component of the Chapter 188 grant will be available for fiscal year 1991. Another component is the establishment of individual School Improvement Councils. These councils are composed of teachers, parents, a member of the community and the school principal. Funds are allocated to each school. The intent of this component of Chapter 188 is to have the School Improvement Council become a vehicle to help create greater dialogue and involvement between the community and the individual schools.

The Horace Mann grant, which is also a part of Chapter 188, was awarded to Mrs. Wolkons for developing diagnostic measurements for proper placement of students in reading and to

Mrs. Kaufman for initiating a computerized program for library book circulation.

In addition to the above, grants for early childhood programs were awarded to Norfolk. These have had a major impact on our early childhood program. The Special Education Department is commended for their effort and expertise in developing grants that enable the school department to offer more services to students.

As of October 1, 1989, the student enrollment was 866. However, the enrollment continues to increase and a proposal has been made for the addition of two classroom teachers, a half-time remedial reading teacher and one more day for the music teachers.

During the fall of 1988 a school/planning committee was established. This committee, not to be confused with the Norfolk Permanent Building Committee, to investigate and make recommendations relative to the following:

—Current inventory and evaluation of all existing facilities.

—Current enrollment projections through 1993.

—Suggest educational specifications that

are in compliance with Chapter 645 as amended.

They completed their investigation and presented a series of recommendations. The school planning committee confirmed that there was a pressing need for additional school facilities.

I am pleased to report again that the Norfolk Schools continues to provide a quality service to all the students. This was confirmed after a careful review of the standardized tests administered in May to all the students, as well as from the test results administered through the Massachusetts Department of Education. We continue a concerted effort to improve our curriculum by conducting workshops, updating our curriculum, but most of all, by taking pride in what we do.

In the fall of 1989 one hundred-two students attended the Bournedale Outdoor Education Program in Bourne, Massachusetts. This science/social living program has added an exciting dimension to the curriculum.

Overseen by Sharon Bartelloni, Audrey Lavertu, and Gladys Zawilinski, and a large number of parent volunteers, this program provided the fourth grade students with a wide

EDUCATION, LIBRARY, ARTS

variety of experiences to help them gain a better understanding of the person who may have a physical or mental handicap. Funds for this program were provided by NOVA, Norfolk Teacher Parent Association, Arts Lottery Council and the Lions Club.

The "Art Alive" program continues to provide an exciting enrichment program for our students. The parent volunteers have added more artists. The Chapter I federally-funded program continues to be very successful. Thirty students in grades 1-6 receive remedial instruction in mathematics on an individual or small group basis.

The remedial reading program continues to serve students in grades 1-6 requiring additional reading services.

This year an artist-in-residence project was approved by the Cultural Education Collaborative Institute for the Arts which is funded in part by the Massachusetts Council on the Arts and Humanities. Ms. Barbara Bejoian was selected as the artist-in-residence. As a professional playwright she worked closely with small groups of students in all grade levels. The students wrote and produced plays.

The physical education program, music program and the art program were expanded this year. Mrs. O'Connell, Mrs. Beard and Quad Five combined the Science Fair, Spring Concert, and the Art Exhibit into one presentation.

The Media/Library Center services continue to expand under the direction of Mrs. Kaufman. With the addition of the library aide, Mrs. Kaufman has been able to spend more of her time teaching the students library science skills and study skills.

The Norfolk Police Department and the Norfolk Fire Department continue to provide instructional programs and guidance in a variety of health-related matters.

A new component to the drug abuse program will be introduced in the spring of 1990 by the Police Department. This is an important step as it brings a new perception to the role of a policeman in the fight against drug abuse.

The health/drug curriculum implemented four years ago continues to meet the needs of the students. A group of Norfolk students presently attending King Philip High School have given presentations to the sixth graders on drug abuse. This peer leadership program has been very successful.

Mrs. McFeeley and Mrs. Pirrong continue to work closely with the staff on all matters related to drug abuse and general health. The sixth grade students are receiving information on the topic AIDS. This information is selective, and at this time, does not include the human sexuality aspect of AIDS.

The Southwood Hospital Consortium on Drug Abuse continues to provide in-service training, materials and their expertise to Norfolk staff. In-service training and staff development continues to be a high priority in the Norfolk School Department. During this year all the staff members have been involved in a variety of workshops and curriculum committees.

The process of the system-wide self-study began in June of 1989. Parents, and the staff have been working together to review all components of the schools and the community.

Good schools are the result of hard work and a cooperative enterprise. It is clear that the energy expended by the staff on promoting high standards and good workmanship brings very positive results. They are commended for their ability to get such results, yet at the same time, be concerned for emotional and social needs of each student.

A very sincere note of appreciation is extended to Mrs. Donna Medeiros, President of

NTPA. I extend to Mrs. Medeiros and to her executive board my appreciation for all the time and energy that they have given to the school community. It is impossible to mention, individually, all the parent volunteers who have given so much of their time as aides, committee chairpersons, room mothers, typists, "Art Alive" teachers, editors and those who made all the fund raisers so successful.

A special note of appreciation is given to the secretarial staff. Mrs. Carson, Mrs. Potter, Mrs. Navickas, Mrs. MacKinnon, Mrs. Olson, and Mrs. Blair. Without their diligence and support, the schools and various departments would not be able to function effectively. The workload is heavy and the pressure is substantial, but these ladies always have a friendly smile for everyone.

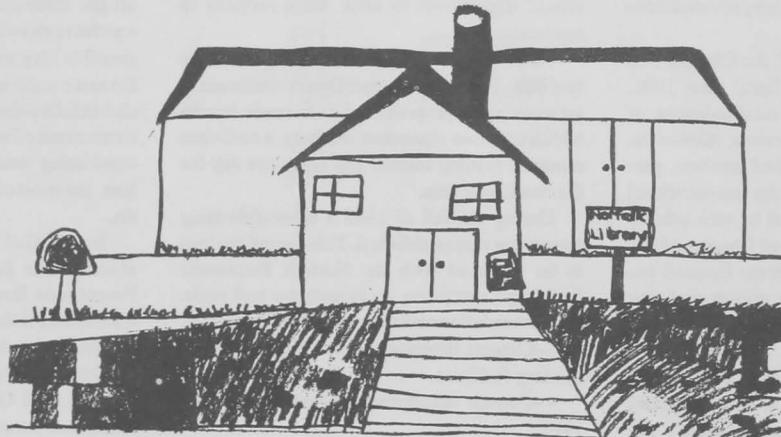
To the students, I wish to thank them for their effort and enthusiasm that they have displayed this year. We are proud of them.

A special thank you is extended to the custodial staff. Mr. Richard Hender, the Supervisor of Maintenance, is a very resourceful person. His expertise has saved the school department several thousand dollars this year.

The cafeteria staff, directed by Mrs. Larkin, continues to provide to the students a menu that exceeds the requirements of State and Federal government.

In closing I express my gratitude to the Norfolk School Committee for their guidance and support of a quality educational program and to the taxpayers for supporting the schools.

Although the entire School Committee has provided assistance during the year I want to note my sincere appreciation to former Chairperson, Frank J. Gross, for his guidance and support. I would also like to thank Jane P. Morris, Chairperson, for her leadership and support.



EDUCATION, LIBRARY, ARTS

REPORT OF THE PRINCIPAL

The quality of education in the A.J. Freeman and Centennial Schools has been highlighted by a positive response by staff and community members to the importance of a collaborative effort to enhance the opportunities for student growth within an exciting learning environment. The addition of several talented teachers new to the system have generated enthusiasm and continued pupil success.

A special thank you is extended to Sharon Ransom, former kindergarten teacher in the A.J. Freeman School. Mrs. Ransom's years of dedicated service to the children will be greatly missed.

The staff and administration wishes to extend their appreciation to the many volunteers in our Kindergarten Modality Program.

The excellent results from the state tests indicates that basic skills in reading, writing, mathematics, and listening activities have been most successful. In addition, all of the grades have been focusing on critical thinking and creative opportunities for students to enrich the school day.

By attending several workshops on "whole language", the primary levels have been generating new emphasis on integrating the reading, writing, speaking, listening, and thinking areas.

A workshop called the "Cooperative Learning" concept was introduced for fourth graders actively involved in promoting this special activity.

Boys and girls in the fourth grade are learn-

ing skills for working cooperatively in groups. Students of mixed abilities assume roles of chairperson, observer, recorder, praiser and checker while working together to learn lessons and solve problems. Group members learn the benefits of positive interdependence and individual accountability.

A special creative cooking class for sixth graders has been graciously given by Mrs. Larkin, cafeteria manager. During the months January-March, eight to ten students joined Mrs. Larkin on Thursday afternoons from 3:00 to 4:30 pm in the kitchen. The menu varied from dessert to a main course with the end results going home for family sampling.

Over the past two years, Mrs. Sabadini, a Pre K worker and school volunteer, has given numerous hours of her own time to assist the classrooms, office and the administration in many educational and community endeavors.

A very important and special school activity occurring again this year is the "Understanding Children with Special Needs" program. This fourth grade program is designed to teach children about disabilities and to educate them to respond openly and naturally to the disabled.

A special thank you is also extended to many volunteers who give their time and efforts for the Norfolk Public School Library.

The School Improvement Council voted unanimously to expend funds, for a portable compact disc player (Music Department), an adjustable, portable basketball hoop for the

Freeman School (Physical Education Department) and teacher.

Many thanks to Mrs. Barad for the time and effort spent in seeing that our Enrichment Program runs smoothly. The Enrichment Program is a very valuable source of cultural enrichment for the children of our community. The Enrichment Program brings to the students of our community very versatile and rewarding exposure to many facets of the arts. The Enrichment Program is totally self-supported.

In summary, my thanks are extended to numerous Norfolk organizations who enrich the school curriculum and have enabled our boys and girls to be better citizens because of their efforts. These organization include, but are not limited to: Norfolk American Legion, Norfolk Police and Fire Departments, Norfolk Public Library, Norfolk Recreation Department, Boy Scouts, Girl Scouts, and the Norfolk Lion's Club.

I sincerely thank our secretaries for their daily efforts. Their many duties and responsibilities are always performed in a friendly manner.

Finally, the TPA commitment and tireless work for the benefit of our children deserves nothing but the highest praise. We have an excellent school and the TPA generously supports the educational and community projects that enhance programs in a most sensitive and worthwhile way.



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EDUCATION, LIBRARY, ARTS

REPORT OF SPECIAL EDUCATION COORDINATOR

The purpose of the Special Needs Department is to provide appropriate educational services for children who have been identified as having special educational needs. Chapter 766, the Massachusetts Special Education law, mandates that each child be provided an appropriate educational program.

The Special Needs Department of the Norfolk Public Schools is comprised of nineteen people. Linda A. Balfour serves as the Special Needs Coordinator. Each of the counselors in this department works three days a week. Our counseling department has increased over the past few years in response to the growing need of our school population for such services.

The success of our Resource Program is dependent upon the high degree of dedication, self-motivation and professionalism exhibited by our teaching support staff.

Over the past several years, the emphasis of our Speech and Language Department has been on early identification of children with speech and language difficulties and the provision of services to those children. This emphasis has resulted in the identification of children at an

earlier age. Thus, we now have more young children (ages 3, 4, and 5) receiving speech and language services.

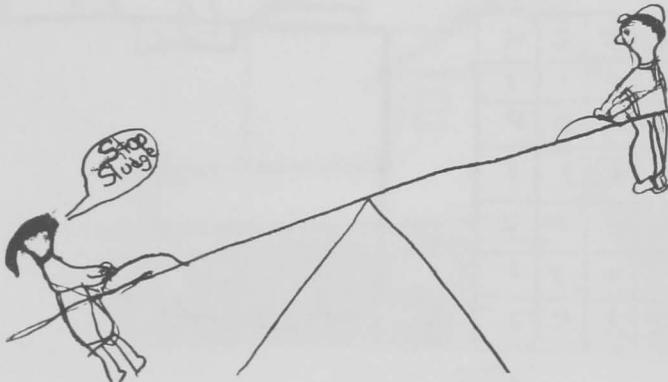
This year marks the third year of our Special Needs Preschool Class.

Last year, the Norfolk Public Schools used much of its Early Childhood Allocation funds to conduct research and lay the groundwork for starting an integrated preschool class. Part of the funds last year were also used to provide in service training for parents and teachers (both regular education and special education) of preschool age children. This program was highly successful. As a result, some of our funding for the current fiscal year has been designated for continuing this in service program. We have also used some of our funding in order to conduct ten in service sessions with private preschool teachers from Norfolk and members of the staff from the Norfolk Public Schools who work with preschool and kindergarten age children. These sessions, with Dr. Steven Rosenzweig as facilitator, will focus on the integration of young children with identified special educational needs into regular education

settings. Another portion of our Early Childhood funds is being used this year to fund a liaison position between the Norfolk Schools and the private preschools and daycare centers. Mrs. Cheryl Seghezzi, who has a great deal of experience working with the preschool population, is serving as our liaison this year.

This is the third year for our Parents Advisory Council for Special Needs. This is a parent-directed group that provides an opportunity for parents to participate in their child's educational programming in a more informed way and aims to develop support systems for families of special needs children and the special education program in the town. The Council Chairperson is Susan MacKinnon. The Council is always looking for new members. If you are interested in obtaining more information about this group or about any of our Special Needs programs, or if you have any questions concerning your child in regard to special education services, please contact the Coordinator at the Centennial School at 528-1266.

PLEASE Stop ~~And~~ think
What your doing to us!



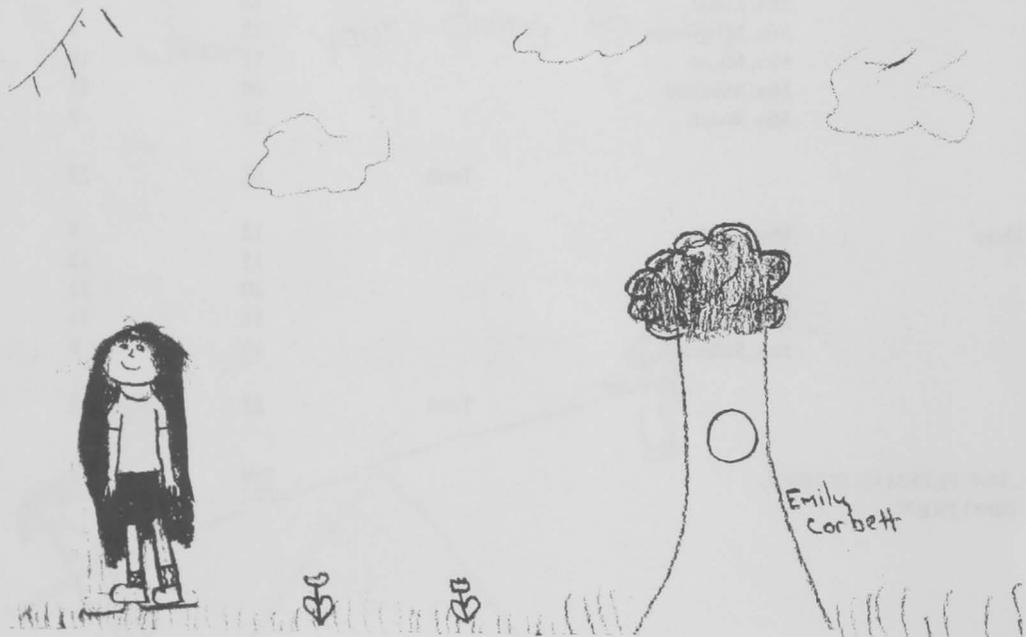
EDUCATION, LIBRARY, ARTS

NORFOLK PUBLIC SCHOOLS NORFOLK, MASSACHUSETTS October 2, 1989

<u>Grade</u>	<u>Freeman School</u>	<u>Girls</u>	<u>Boys</u>	<u>Total</u>
Pre K	Mrs. Versprille		9	9
	Total		9	9
Kindergarten	Mrs. Hooker A.M.	10	14	24
	Mrs. Hooker P.M.	9	10	19
	Mrs. Houle A.M.	11	12	23
	Mrs. Houle P.M.	12	10	22
	Mrs. Odoardi A.M.	9	14	23
	Mrs. Odoardi P.M.	10	11	21
	Total	<u>61</u>	<u>71</u>	<u>132</u>
Grade One	Mrs. Bloom	11	11	22
	Mrs. Christie	13	8	21
	Mrs. Montlack	10	13	23
	Mrs. Peeler	10	11	21
	Mrs. Perkins	9	13	22
	Ms. Ramuglia	9	13	22
	Mrs. Todres	11	11	22
	Total	<u>73</u>	<u>80</u>	<u>153</u>
Grade Two	Mrs. Favaloro	12	9	21
	Mrs. Leone	12	9	21
	Mrs. MacKenzie	12	9	21
	Mrs. Mayer	11	10	21
	Mrs. Stanfield	10	11	21
	Mrs. Welch	11	9	20
	Total	<u>68</u>	<u>57</u>	<u>125</u>
Grade Three	Mrs. Conlin	12	9	21
	Mrs. Gallerani	11	12	23
	Mrs. Matez	10	12	22
	Mrs. Miles	11	11	22
	Mrs. Sullivan	13	9	22
	Total	<u>57</u>	<u>53</u>	<u>110</u>
TOTAL FOR FREEMAN SCHOOL INCLUDING PRE-K		<u>259</u>	<u>270</u>	<u>529</u>

EDUCATION, LIBRARY, ARTS

<u>Grade</u>	<u>Centennial School</u>	<u>Girls</u>	<u>Boys</u>	<u>Total</u>
Grade Four	Mrs. Ayer	11	12	23
	Mrs. Burke	10	13	23
	Mrs. Holt	10	13	23
	Mrs. McVarish	10	13	23
	Mrs. Thibodeau	9	14	23
	Total		<u>50</u>	<u>65</u>
Grade Five	Mrs. Rappa	10	13	23
	Mrs. Grout	11	12	23
	Mrs. Latimer	12	11	23
	Mrs. Longabardi	11	12	23
	Mrs. Pizzi	11	12	23
	Total		<u>55</u>	<u>60</u>
Grade Six	Mrs. Candela	9	13	22
	Mrs. Jones	9	13	22
	Mrs. Luecke	10	12	22
	Mrs. Walkins	9	11	20
	Mrs. Wilson	10	11	21
	Total		<u>47</u>	<u>60</u>
TOTAL FOR CENTENNIAL SCHOOL		<u>152</u>	<u>185</u>	<u>337</u>
TOTAL FOR BOTH SCHOOLS INCLUDING PRE-K		<u>411</u>	<u>455</u>	<u>866</u>



EDUCATION, LIBRARY, ARTS

KING PHILIP REGIONAL SCHOOL DISTRICT

Report of the Superintendent

Thereby submit to the citizens of the District, my annual report as Superintendent of the King Philip Regional School District.

The Massachusetts Legislature and the Commonwealth's Department of Education have continued to add to their mandates in the areas of regular, vocational and special needs education. Through legislation and regulations they have added immeasurably to the burdens confronting the schools in a time of special crisis. Many of the mandates are of value to students while others are of questionable value at best.

Irrespective of their quality, it is abundantly clear that they are expensive and being imposed upon the local communities without compensating state aid. Therein lies the principle problem confronting King Philip. The towns are enduring a decline in local aid while demands for funding increase. The traditional support for the regional schools and other town departments is being eroded by a lack of leadership and will at the state level.

The Commonwealth's stated commitment to

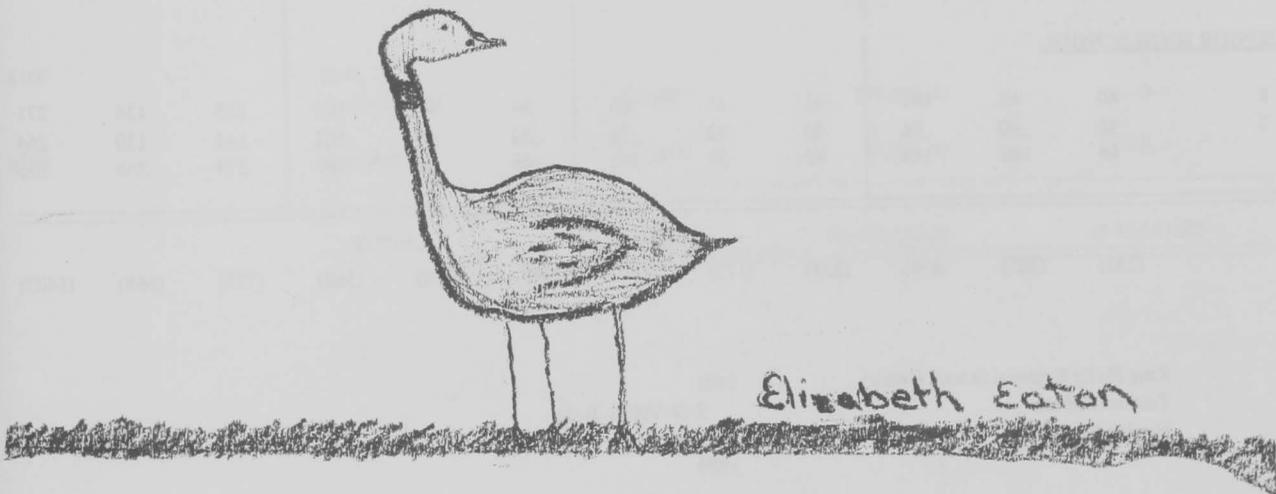
supporting consistently high quality education across the state is empty rhetoric.

Massachusetts has spent relatively less on education than nine other comparison states since 1980. Per pupil expenditures in Massachusetts on public primary and secondary education grew 19 percent between 1980 and 1989, while the national average increased 20 percent. The average increase for nine comparison states was 33 percent. Massachusetts was the only state analyzed in which per capita spending on public education declined between 1980 and 1986. In 1980 spending for public primary and secondary education represented 21 percent of state spending in Massachusetts. By 1986 the figure dropped to only 18 percent of the state's budget. The impact of decreased spending on education was softened by declining student enrollments between 1980 and 1986. Now, the state may no longer be able to take advantage of declining enrollments; the Massachusetts Department of Education estimates that by 1992 the state will have 3 percent more students to educate than it had in 1987.

Paralleling the estimated increase in student population in the Commonwealth, King Philip's student population will begin a moderate increase next year which will accelerate within two years to a substantial increase. The increase will be well beyond the state's 3 percent.

Unless the Legislature takes prompt and effective action the quality education our students presently enjoy will, without question, progress from actuality to dream. That is not what you or I want for our young people, but the threat is real and never closer to reality.

Preparations are being made for the 1992-1993 evaluation (ten year) of the high school's programs by the New England Association of Schools and Colleges and the 1991-1992 evaluation of the vocational division by the Division of Occupational Education. Both of these require tremendous amounts of staff time and the acquisition of data that are very useful in determining curricula directions and the content of our five year plans.



EDUCATION, LIBRARY, ARTS

KING PHILIP REGIONAL SCHOOL DISTRICT October 1, 1989 Enrollment

	<u>NORFOLK</u>			<u>PLAINVILLE</u>			<u>WRENTHAM</u>			<u>BOYS</u>	<u>GIRLS</u>	<u>TOTAL</u>
	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total	Total	Total	Total
<u>VOCATIONAL</u>												
PG	0	1	1	0	1	1	0	1	1	0	3	3
12	10	5	15	15	4	19	11	7	18	36	16	52
11	12	12	24	11	5	16	16	9	25	39	26	65
10	11	1	12	11	4	15	18	0	18	40	5	45
9	<u>5</u>	<u>4</u>	<u>9</u>	<u>15</u>	<u>2</u>	<u>17</u>	<u>17</u>	<u>2</u>	<u>19</u>	<u>37</u>	<u>8</u>	<u>45</u>
	38	23	61	52	16	68	62	19	81	152	58	210
<u>ACADEMIC</u>												
PG	0	0	0	0	0	0	0	0	0	0	0	0
12	32	21	53	17	21	38	31	29	60	80	71	151
11	27	26	53	15	25	40	28	32	60	70	83	153
10	25	24	49	23	27	50	31	46	77	79	97	176
9	<u>23</u>	<u>29</u>	<u>52</u>	<u>22</u>	<u>27</u>	<u>49</u>	<u>30</u>	<u>47</u>	<u>77</u>	<u>75</u>	<u>103</u>	<u>178</u>
	107	100	207	77	100	177	120	154	274	304	354	658
<u>JUNIOR HIGH SCHOOL</u>												
8	40	62	102	41	25	66	54	49	103	135	136	271
7	<u>46</u>	<u>40</u>	<u>86</u>	<u>44</u>	<u>32</u>	<u>76</u>	<u>54</u>	<u>48</u>	<u>102</u>	<u>144</u>	<u>120</u>	<u>264</u>
	86	102	188	85	57	142	108	97	205	279	256	535

(231) (225) (456) (214) (173) (387) (290) (270) (560) (735) (668) (1403)

King Philip Regional School District	1403
Tuition Students	3 (2-VHS/1-JHS)
Foreign Students	<u>3</u>
	1409

EDUCATION, LIBRARY, ARTS

KING PHILIP REGIONAL SCHOOL DISTRICT

June 30, 1989

Budgeted vs. Actual Expenditures

<u>Account No.</u>	<u>Name</u>	<u>Budgeted FY89</u>	<u>Actual Expense</u>	<u>Balance + Over (-) Under</u>
1000	Administration	\$ 249,801	\$ 237,082.39	\$ 12,718.61
2000	Instruction	4,057,132	4,029,464.48	27,667.52
3000	Other School Service	710,914	727,616.53	(16,702.53)
4000	Oper. & Maint. Plant	836,441	893,259.39	(56,818.39)
5000	Fixed Charges	594,544	551,913.51	42,630.49
7000	Acq. of Fixed Assets	36,124	35,213.53	910.47
9000	Tuition to Other Districts	337,872	417,159.01	(79,287.01)
100	Vocational	<u>1,241,556</u>	<u>1,220,230.18</u>	<u>21,325.82</u>
		\$ 8,064,384	\$ 8,111,939.01	(\$ 47,555.02)
8100	Debt Retirement	275,000	275,000.00	—0—
8200	Debt Service	87,000	87,000.00	—0—
	TOTAL	<u>\$ 8,426,384</u>	<u>\$8,473,939.02</u>	<u>(\$ 47,555.02)</u>

EDUCATION, LIBRARY, ARTS

KING PHILIP REGIONAL SCHOOL DISTRICT

Estimated vs. Actual Receipts

June 30, 1989

	<u>Estimated Budgeted</u>	<u>Actual</u>	<u>+ Over Balance (-) Under</u>
Transportation	\$ 347,359.00	\$ 332,348.00	\$ (-15,011.00)
Chapter 70	1,316,318.00	1,316,318.00	—0—
Regional School Aid	1,444,968.00	1,444,967.00	(-1.00)
State Wards	8,016.00	19,353.00	+11,337.00
Spec. Ed. Transportation	35,625.00	27,567	(-8,058.00)
Misc. Receipts	60,000.00	139,305.42	+79,305.42
Athletic Rec.	17,300.00	17,263.64	(-36.36)
School Bldg. Asst.	<u>296,395.00</u>	<u>283,665.40</u>	<u>(-12,729.60)</u>
	\$ 3,525,981.00	\$ 3,580,787.46	\$+54,806.46
 Misc. Local Revenue			
01140	Facility Rentals \$ 2,517.50		
	Interest on Investments 113,550.98		
	Misc. Other Local Rev. <u>23,236.94</u>		
	\$ 139,305.42		
Town Assessment Revenue	\$ 4,900,403.00		

EDUCATION, LIBRARY, ARTS

TRI-COUNTY REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

The School Committee conducts its regularly scheduled meetings on the first and third Wednesdays of each month at 8:00 P.M. in the Committee Meeting Room at the school. From the beginning of November until the end of January, the Budget Sub-Committee meets on the second and fourth Wednesdays specifically for the purpose of budget development. Other sub-committee meetings are scheduled as needed.

Graduation

On June 4, 1989, 158 students were graduated in an impressive afternoon ceremony. Vice-Chairman Charles Mucciarone delivered the Address of Welcome to more than one thousand guests. Music was provided by the South-eastern Massachusetts Community Concert Band.

Mary Fleming, Director of Pupil Personnel Services, presented scholarships and awards totaling more than \$20,000 to deserving senior students. Two students received Commonwealth Scholarships for outstanding achievement: Wendy Smith of Medfield and Lisa Scannell of Medway.

Pupil Personnel Services

In September 1989, Tri-County welcomed approximately 700 students to the new school year. Of that number twenty were Norfolk residents.

The ninth graders embarked on their exploration of eight vocational and technical career areas. This program which truly is the best vocational evaluation known also requires students to explore areas which are nontraditional by gender. It is hoped that more students will select nontraditional areas in that any stigma which may exist for those who do will be lessened by this experience. This year women in nontraditional positions in the work force presented a program on career options for the future.

Because we believe that career decision making is a continuous process, we administered and evaluated with each student the results of the: SRA Achievement Test - Grades 9 through 12, PSAT's - Grades 10 and 11, Armed Services Aptitude Battery Test - Grade 10, and the SAT's - Grades 11 and 12. In October, Tri-County counselors and students and their parents joined with other area towns for a Higher Education Evening with over 200 college representatives. Juniors and seniors continue to use Passport, a commercial computer-operated career guidance system located in the Guidance Office.

In November 1989, Tri-County sponsored two Career Days for its nine member towns. This year Grade 8 students from the sending towns had the opportunity to see and to hear career options centered on eighteen vocational and technical areas and to view the vocational technical component of Norfolk's school system housed at Tri-County.

Academic Programs

The academic programs at Tri-County continue to offer multifaceted options to meet the needs of the students enrolled in the school. In fulfillment of our goal of keeping opportunities opened to students, we offer a college preparatory curriculum to students who may choose to pursue formal postsecondary education. Our other academic courses are fashioned to articulate with the vocational and technical programs. Recent amendments to the Federal Vocational Education Act will mandate this type of applied academic program and Tri-County is well equipped to fulfill the mandate of this law.

During the 1989-90 school year we began the implementation of an academic computer lab as one more teaching tool. One goal in using this lab is the orientation of all students to the operation of computers, conventional peripherals, and laser printers.

Our Science Department this year embarked upon a unique experience for a select group of Tri-County science students — a one-week field trip to the Florida Keys to work with dolphins at Marathon Shores, Florida.

Tri-County in its effort to serve its adult constituency continues to offer programs in conjunction with Massachusetts Bay Community College as well as the University of Massachusetts and Fitchburg State College. These colleges offer evening classes at Tri-County. These credit-granting courses are offered two nights a week and permit adults to pursue an associate or bachelors degree program or to simply partake in enrichment offerings.

Vocational Programs

This year as well as in past years, Tri-County provided numerous services to both individual members of the Tri-County School District as well as the member communities which comprise the Tri-County School District. In addition to service delivery, Tri-County strives to upgrade its curriculum and equipment in an effort to stay abreast of technological advances in the machine, automotive and building trades.

Technical Programs

The Culinary Arts Shop has provided holiday buffets for area residents throughout the year. The dining room and bake shop continue to attract many local patrons. The Culinary Arts Department has this year accommodated two students teachers from Johnson & Wales.

Commercial Art now has multiple desktop publishing computer stations and students are learning updated methods of design on state-of-the-art equipment.

The Child Care Program continues to attract large numbers of toddlers and preschool children into their program to service the developmental needs of younger members of the Tri-County district.

Cosmetology continues to be a popular program for area residents. The clinic is open to the public during the school year. Services offered include hair care, facials and manicures.

Distributive Education (Retailing & Banking) has expanded their program to include legal and medical secretarial skills. These curriculum additions offer expanded avenues of advancement to Tri-County students.

The Electronics Shop has added specialized training and consumer product service to their program of studies. This addition to the curriculum will provide additional jobs for those students interested in this field. Laser technology and computer programming are courses offered to those students going on to two and four year colleges.

Graphic Arts has provided their printing services to town halls, police and fire stations, as well as many nonprofit organizations throughout the Tri-County School District.

Evening School

Approximately six hundred adults are enrolled in our evening school program. Desktop publishing, machine shop and advanced welding have been added to the program due to the increase in interest by area residents. Area adults may obtain the necessary skills and hours to become eligible for a Massachusetts license in cosmetology, manicuring and aesthetics in the evening program.

Athletics

A full range of athletic opportunities are available to Tri-County students. This year sports being offered for the Fall and Winter months are football, volleyball, cross country, soccer, boys and girls basketball, and wrestling. During the Spring baseball, softball, and track will be offered.

PLANNING AND DEVELOPMENT

PLANNING BOARD

The Norfolk Planning Board operates under the authority of Massachusetts General Laws, Chapter 41, Section 81 and Chapter 40A, Section 9. The Board is comprised of five members, each elected for a 3 year term on a staggered year basis, and the Board has statutory responsibility for town planning, administration of the Subdivision Control Law, and as the Site Plan Approval Granting Authority.

The Board's Rules and Regulations (on file at the Library and for sale by the Town Clerk) provide comprehensive guidance to persons wishing to divide tracts of land, build roads, or develop business or commercial establishments.

Our Board will gladly answer questions regarding roads, potential subdivisions or site plans, regulation interpretation, or zoning at no cost. Please contact our Administrative Aide, Lois Boucher, by telephone to set up such a meeting, as appointments are required. Our number at the Town Hall is 528-2961. Our meetings are regularly scheduled every Thursday evening at approximately 7:30 p.m. and are held on the second floor of Town Hall.

By statute, all meetings are posted in the Town Hall on the Town Clerk's Bulletin Board at least 48 hours in advance of the meeting. Legal notices are published in either the *Sun Chronicle* or *Country Gazette* and abutters are notified by certified mail before public hearings. Further, before each public hearing, we leave a copy of the plan or other matter under considera-

tion at the Town Clerk's office for public inspection. Site plans and accompanying applications are available for inspection in the Planning Board Office.

This year culminated nearly ten years of residential development during which Norfolk experienced the highest rate of growth of any town in Norfolk County, and the tenth highest rate of growth of towns with more than 1,000 residents in the Commonwealth of Massachusetts, according to the Massachusetts Institute for Social and Economic Research at the University of Massachusetts. Although the rate of residential growth has slowed, as noted below, the number of continuing residential and commercial growth highlights the need for a "Master Plan," a comprehensive plan for future private and municipal development.

The Planning Board initiated or participated in several changes in the Board's regulations, practices, and the town Zoning Bylaws. The regulation amendments included creation of "Pre-Submission Review" for subdivisions and site plan approval applications, to encourage developers to consider the Board's suggestions and concerns before final plans are established. The pending development of the town center, which is expected to begin sometime in 1990, was among the first to seek pre-submission review. Other regulation changes include efforts to preserve trees and natural topography, improve construction standards, mitigate traffic

and environmental impacts, and to charge application fees which fairly reflect the cost of project review. The Board also implemented the practice of designating individual Board members as "Project Managers" of proposed developments, to assure that projects are given through and timely consideration.

Several Board member changes occurred this year. First, Susan Caplan and Alex Vispoli were elected at the Annual Town Election. Peter Bukunt was re-elected to fill the unexpired term of Peter Beigbender, who resigned to join a local law firm. Mike Stygar was elected to fill the unexpired term of Austin "Gus" Enos, who stepped down from the Board earlier this year. The Board recognizes and appreciates the fine service to the town that both Peter Beigbender and Austin Enos have provided.

We wish to thank all other Town Boards and Commissions for their able assistance throughout the year. Special thanks go out to Building Commissioner Gerald Hughes, the Zoning Board of Appeals, Water Superintendent Jim Martin, Fire Chief William Kelley, and Police Chief William Treeful. We also recognize our Administrative Aide, Lois Boucher for her continued outstanding work. Her efforts and assistance to the Board are invaluable.

The statistics below summarize project activity for 1989:

	<u>No. of Plans</u>	<u>No. of Lots</u>
Definitive Subdivision Plans:		
Approved in 1989	4	23
Filed, not yet approved	1	5
Preliminary Subdivision Plans:		
Approved in 1989	5	40
Filed, not yet approved	1	6
Non-Subdivision Plans Endorsed (81-P)	15	22
Lots Released in Subdivisions		27
Site Plans		
Submitted in 1988, approved in 1989	4	
Submitted in 1989:		
Decided in 1989:	3	
Not yet decided	10	

PLANNING AND DEVELOPMENT

ZONING BOARD OF APPEALS

This Board is appointed by the Board of Selectmen in accordance with Norfolk's Zoning Bylaws and Mass. General Laws, Chapter 40A. Under Norfolk's Zoning Bylaws this Board is also designated the permit granting authority.

The Zoning Board of Appeals is a five member board with two associate members. The Board sits as a quasi-judicial body whose powers are both conferred and limited by statute, Mass. General Laws, Chapter 40A, and the Zoning Bylaws of Norfolk.

During the year the Board enjoyed full membership, excellent attendance, and dedica-

tion from all the Full and Associate Members, providing fairness and consistency in its decisions.

Administrative meetings are posted a minimum of 48 hours in advance in the Town Hall, and are published in the legal notice section of the *Sun Chronicle* two weeks prior to the hearing date. All meetings are open to the public.

During 1989 the Board acted upon nine applications for Variances resulting in four being granted. Of the eleven Special Permit application, eight were granted. There were also three Addendums to Special Permits heard and

granted.

We wish to thank the other Town Boards, and Commissions for their input, comments, and suggestions for our hearings. Your help is much appreciated.

This year our long appreciated Administrative Secretary, Lois Boucher resigned in order to devote her duties to the Planning Board as their full time secretary. Lois' knowledge and input will be sorely missed. The Board welcomes Marie Simpson as our new Administrative Secretary. Marie has proven to be a tireless and very effective aid to the Board.

NORFOLK LAND ACQUISITION COMMITTEE

In 1989 the NLAC completed the study and introduction of objectives for Norfolk town land needs and preservation. Each operating Town group was approached and given the opportunity to inform the NLAC of future requirements for land and their opinions about land conservation. Other relevant Norfolk organizations and individuals were contacted as well to enlist their interest and assistance.

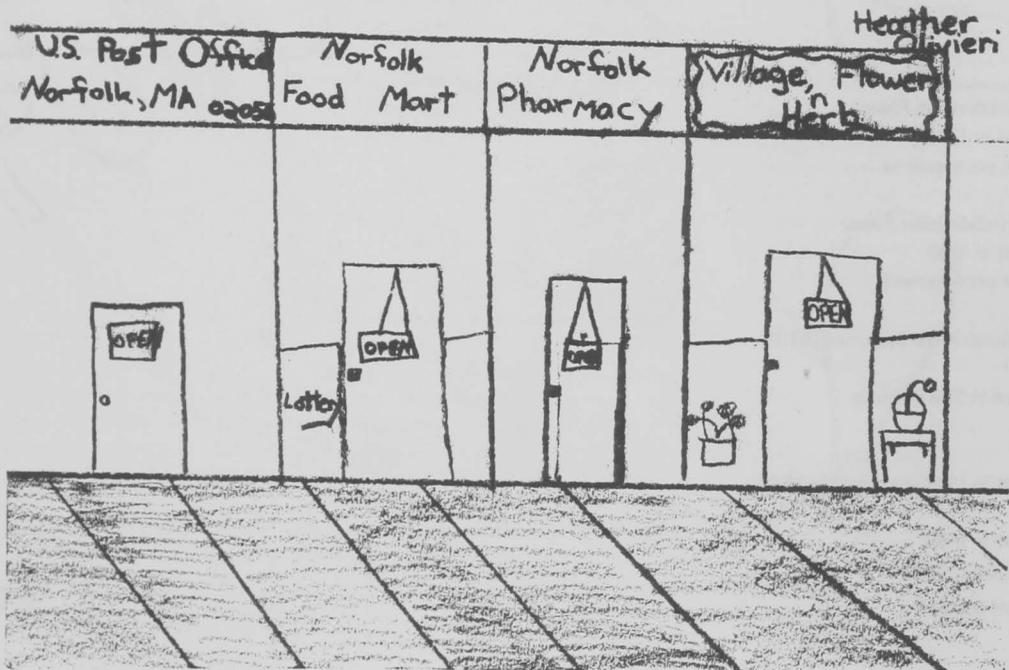
It is even more apparent that an Open Space Plan is necessary to meet present and future recreation needs, to preserve and enhance existing natural resources and to shape positively the

future development of the community.

From the valuable Norfolk Growth Management Study delivered in March of this year a strong recommendation is made to develop a recreation and open space plan. This committee sought and gathered as much collateral data and State prepared material as known, including: the 1989 SCORP Reports, Vol. 1 & 2 from Dept. Environmental Management; MAPC; the Mass. Grant Program Directory; the Norfolk Conservation District; and the meeting of surrounding communities for regional co-op plans for natural resource preservation.

A detailed and physical examination of Norfolk's present land use development was made by this committee. All town owned property was identified, charted, and "walked."

The Conservation Commission "draft" 5/89 was given careful study and analysis and efforts continue to coordinate our purpose with the Conservation Commission Objective — to produce a Norfolk Open Space Plan for presentation to Town Meeting for approval and to fulfill the eligibility requirements of Federal and State Conservation and Self-Help Funds.



HUMAN RESOURCES

BOARD OF HEALTH

Your local Board of Health is charged by the Commonwealth of Massachusetts with "the protection of the public health" at the local level. In order to accomplish its goal, the Board of Health is completely independent in operation and therefore has the ability to take immediate and effective action whenever a health emergency arises.

The Board of Health investigates any and all health matters. The Board oversees what is brought to the landfill, and monitors the quality of our drinking water. The Board also controls septic system design, well construction, restaurant licenses, landfill site assignment, storm drainage proposals and any number of other activities with health-related consequences.

During the past year the Board reviewed plans for several proposed sub-divisions, individual new homes and home improvements. Our Environmental Engineer, has insisted that all sanitation plans meet the strict requirements of the town's health regulations and in those areas, where necessary, regulations were long overdue and new ones were proposed.

Our Sanitarian, has been very busy inspecting all of the town's restaurants, food stores and food handling establishments. The Board seldom receives complaints about our local restaurants and that fact is testimony to Ms. Chapell's behind-the-scenes activity.

In 1989, the Board of Health declared that the water being served to the public from a private water company serving certain food establishments constituted a public health threat and a nuisance. The Board ordered the establishments to discontinue the use of their contaminated water supplies, and to use only bottled water for all human consumption. Shortly thereafter the Department of Environmental Protection issued a similar order insisting that the supplier of the contaminated water, Duck Farm Springs Water Co., Norfolk pay for the bottled water.

In another case, the Board ordered the removal of several truck loads of construction debris that had been dumped at the town landfill in violation of Board of Health regulations.

All in all it was a busy year for the Board of Health and 1990 will probably be no different. Please remember that the Board of Health is your Board. We were elected to serve you, to protect your health. If you have any questions, complaints, concerns, please call us at 528-7747.

THE PERMITS AND LICENSES ISSUED IN 1989 INCLUDE:

PERCOLATION TESTING	92
NEW AND REVISED SEPTIC SYSTEM PERMITS	50
FORM A APPLICATIONS (REVIEW FOR HOME IMPROVEMENT)	130
REPAIR OF SEPTIC SYSTEM PERMITS	15
SUB-DIVISION REVIEW PLANS	6
SITE-PLAN REVIEW PLANS	13
DISPOSAL WORKS INSTALLERS PERMITS	48
SEPTIC REMOVAL PERMITS	15
WELL PERMITS	13
WATER QUALITY AND QUANTITY REVIEW FOR PROPERTY TRANSFERS	15
FOOD ESTABLISHMENT PERMITS	30
MILK AND CREAM LICENSES	23
REFUSE HAULER PERMITS	6
WELL PERMITS	15
GENERAL PERMITS	4
TOTAL	475

COUNCIL ON AGING

The council on aging is comprised of eleven members appointed by the Board of Selectmen and an undesignated number of associates appointed by the council. The function of the council is to identify the needs of the 700+ senior residents in Norfolk, and to seek resources to meet those needs.

Services provided by the council: Outreach-friendly visitors, reassurance calls, congregate meals, frozen meal program, Vial-of-Life, Lifeline, realistic thoughts, insurance assistance, counselling, crisis intervention, Transportation-doctor appointments, grocery shopping, general shopping, outings, special events, Recreation/Social Programs-Drop-in Center (1 Day), walking club, bowling club, swimming, arts & crafts, day trips, parties, Education-Newsletter, speakers and seminars, demonstrations, tax counselling, investment counselling, Health and Social Services- Nutrition counselling, clinics, fuel assistance, commodity distribution, legal aid.

Crafts this year included oil painting classes, a craft swap, stencilling classes, and water color classes. All programs were very successful.

We have a pool of 88 volunteers who assist us with many of our programs, especially individual transportation, meal site programs, home-delivered meals, and preparation of the newsletter for mailing. Each of our volunteers is someone special and we could not function well without them. We thank you all.

Our outreach workers comprise one of the two most important group assistance programs we provide. They visit elders regularly, provide assistance with problems, large and small, offer support, provide information, and follow up on progress.

The second program is transportation. Our mini-bus provides rides to: clinics, drop-in center lunch and other programs, grocery shopping, general shopping, outings, town meetings, voting, and special events. This is an invaluable service to those without cars or those who cannot drive at night. The mini-bus provided 4,342 trips in 1989, volunteer drivers provided 528 trips, 28 of those to Boston.

The Council works cooperatively with the Recreation Department, The Board of Health, The Highway Department, The School Department, The Housing Authority, The Fire Department, and The Walpole Area Visiting Nurse Association, as well as Hessco.

Hessco is our area agency and provides such services as Home makers, Home Health Aides, Respite Care, Protective Services, Wheel Chair Transportation, Home-Delivered Meals, and Site Meals Programs.

Although the Grange offered to Cede their building to the town for \$1.00, the plan presented to the Grange for remodelling and additional space was unacceptable to them and they withdrew the offer. However, the Grange is working hard to remodel the building themselves and will offer it to the council for a 5-Day Drop-in Site. They also plan to rent the building to other groups. This arrangement will give the council the opportunity we have been searching for to finally establish a 5-day site and expand our senior program extensively. We have wonderful ideas just waiting for a place to implement them.

The Friends of the Norfolk council on aging is supporting the lifeline program, providing for special needs, and preparing to furnish whatever is necessary to establish a Drop-in Center. Their support to the council is vital.

HUMAN RESOURCES

Our annual cookout and ice cream social were both very successful.

A grant was awarded by the executive office of elder affairs which is providing mileage to outreach workers, dues to the Massachusetts Association of Councils on Aging, and Conference fees.

We regret the loss of Ethel Smith who had been a good and helpful member of the council since 1982. We shall miss her.

Georgia Nelson is our representative to Hesso, our area agency.

Please call the Council on Aging office with any questions or problems. We also welcome your suggestions. We meet on the third Monday of each month at 9:30 A.M. at the Norfolk Library. All residents are invited to attend.

VETERANS' SERVICES DEPARTMENT

Herewith is my report for the Department of Veteran's Services for the year 1989. This office is operated on a part-time basis in the Town of Norfolk. The function of this office is to assist all Veterans of all wars, their dependents, widows or children who may need financial aid, or have any questions regarding Veterans' Benefits.

Several requests were made for aid but were not approved because of ineligibility. One Veteran was aided for several months. A number of requests were answered regarding GI schooling, pensions, hospital benefits, SSI and disability payments. Veteran's Services are mandated by Massachusetts General Laws, Chapter 115, Section 5 which provides for the payment of aid to eligible, qualified veterans.

The town of Norfolk is reimbursed by the Commonwealth of Massachusetts at a 75% reimbursement rate, for all veteran benefit expenditures.

NORFOLK HOUSING AUTHORITY

The Norfolk Housing Authority is a public corporation providing a service to deliver decent, safe and sanitary housing to people who cannot pay market rents for their living space. It consists of five unpaid members, four of whom are elected by the townspeople and one member is appointed by the Governor. They hold staggered terms of office and possess specified statutory powers. Technically, legally and theoretically, the Authority is independent of the Town, but it should be regarded as an arm or department of the Town. Any decision or action will be that of the Authority (its five members) and the responsibility of answering for that

action will be that of the Authority. People who make up the Board normally are people who are involved in the community, have been involved in politics, are retired from public office or have businesses of their own. They understand the exposure and the publicity. It is the policy of this Authority to see that each individual, regardless of race, color, religion, creed, national origin, sex, age or ancestry shall have equal opportunity in or access to housing or employment with the Authority.

Presently the Authority has a complex of 64 units for elderly and handicapped people of low income which was completed in December 1975. There are at the end of this year a total of 73 people made up of 40 single women, 11 single men and 11 couples whose average age is 76. The average rent paid (determined by income and allowable deductions) is \$147.00 per month.

On April 1, 1986, the Board signed a contract with the Executive Office of Communities and Development for the construction of 24 units of low income family housing to be built on the corner of Marshall and Pond Streets, on a 10 acre site received from the Commonwealth of Massachusetts for the sum of \$1.00. The State then proceeded to bring water to this site, insuring better fire protection and less likelihood of neighborhood wells being affected by construction in the area.

Due to fiscal cutbacks through the State, this project which is to be named Pine Knoll was cut back to 20 units which will consist of 11 three-bedroom, 8 two bedroom and 1 three-bedroom barrier-free unit. Norfolk residents will be given preference. Our tenant selection process will be through as we want to have people at Pine Knoll who are anxious to have a home and will take care of it. A single family theme will be encouraged and the families living here will be a part of Norfolk as are the elderly tenants of Hillcrest Village.

This project goes out to bid in January 1990, ground breaking in March, and it is hoped to be completed and occupied in the spring of 1991.

So many people came forth to help us with large and small acts of mercy and generosity, we wish to thank them all. We are indeed fortunate to be a part of the Town of Norfolk. Applications can be picked up at the Authority Office on Rockwood Road. The Authority meets on the second Thursday of each month at 9:00 A.M.

DESIGN REVIEW BOARD

The Design Review Board was created at Annual Town Meeting in May, 1989. Its purpose is to preserve and enhance the Town's cultural, economic, and historical resources by

providing for a detailed review of all changes in non-residential land use, the appearance of structures and the appearance of sites which may affect those structures.

The review procedures are intended to:

1. Enhance the social and economic viability of the Town by preserving property values and promoting the attractiveness of the Town as a place to live, visit, and shop.
2. Encourage the conservation of buildings and groups of buildings that have aesthetic or historic significance;
3. Prevent alterations that are incompatible with the existing environment or that are of inferior quality or appearance; and
4. Encourage flexibility and variety in future development.

To achieve these objectives, design submittals for all non-residential projects are reviewed according to the following criteria established by Town Meeting: Compatibility of height, Architectural scale and size of windows, Relationship of building masses and spaces, Roof design, Landscaping, Overall building scale, Directional expression, and Architectural details with those of existing buildings, structures, and spaces.

SUMMARY OF ACTIVITIES DURING 1989

The design review board held its first meeting in August to elect committee officers, adopt a charter, and develop an application form for use by all applicants.

The first project reviewed was the Holmes Bus Garage submitted in September by the Holmes Bus Co. off Myrtle Street. The portion of the project closest to Myrtle Street is designed to resemble the existing large colonial style residence occupied by Mr. & Mrs. Walter Holmes. This project, approved on October 3, 1989, was well received by the members of the committee, and could set the standard of expectations for future similar developments.

Also reviewed and approved were two metal buildings to be erected on adjacent sites in the Industrial Park, and a proposed substation control building and screen wall by Boston Edison on Dean Street. All of these projects are expected to incorporate materials which lend themselves well to the surroundings.

During the next year, the committee is expected to review a proposal for developing the currently vacant Musto parcel in downtown Norfolk, opposite the Library. This project will be carefully scrutinized to ensure a project which preserves the "small town" image that is now Norfolk.

HUMAN RESOURCES

SELF HELP, INCORPORATED

Self Help, Inc., is an antipoverty agency dedicated to improving the quality of life of limited-income individuals and families, and making all segments of the community responsive to the needs of the limited-income, disadvantaged and minority.

During the program year ending September 30, 1989, Self Help received a total funding of

\$9.6M and provided direct services to 77,812 limited-income households in the area.

64 Norfolk residents received direct services totaling \$18,413 during the program year 1989.

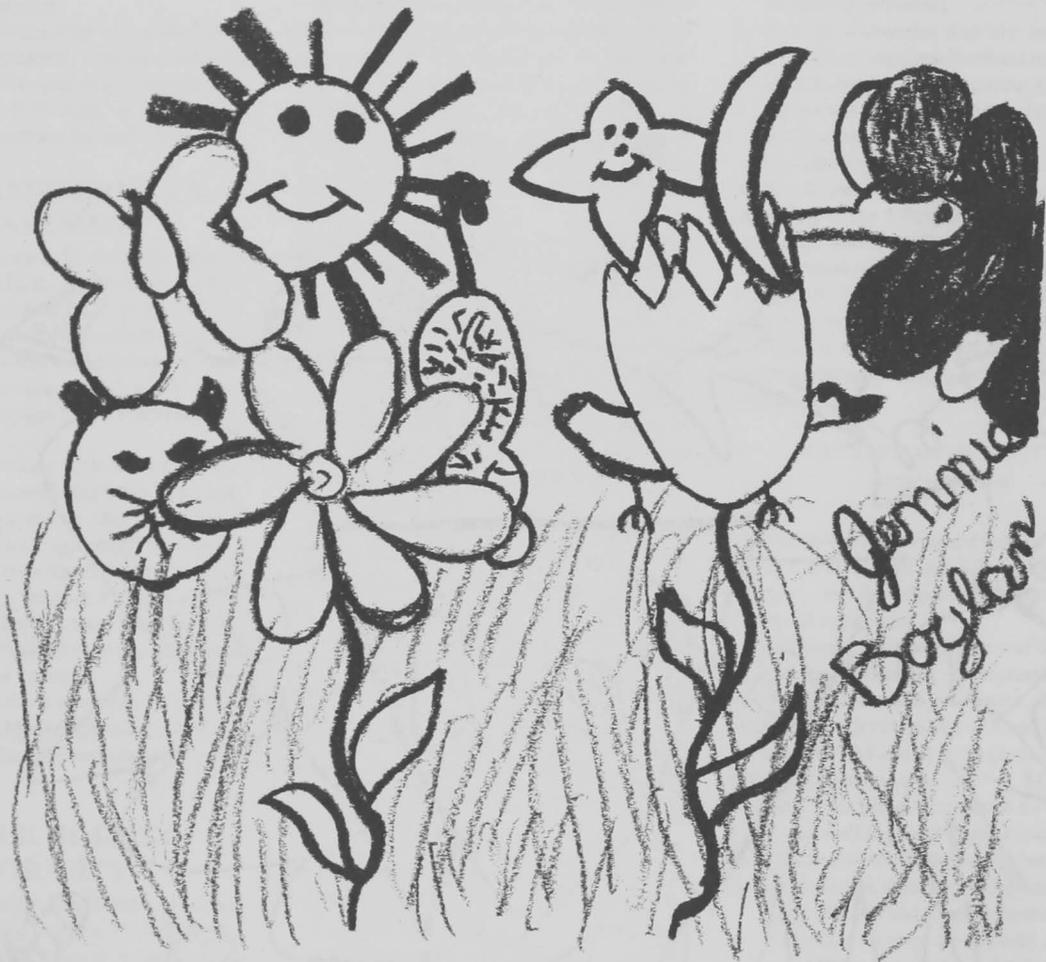
The total funding of \$9,654,308 does not tell the real value of human services delivered to the area as a whole. Self Help's funding enabled us to mobilize an additional \$1,639,542 of other community resources such as Commonwealth Service Corp., contributions from the towns and

volunteers. The gross value of Self Help during the past program year was \$11.3 Million Dollars!

Self Help currently employs approximately 200 individuals, many of whom are of limited income and minorities.

We thank the Board of Selectmen and town volunteers for helping to make our year a success.





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NATURAL RESOURCES AND RECREATION

NORFOLK CONSERVATION COMMISSION

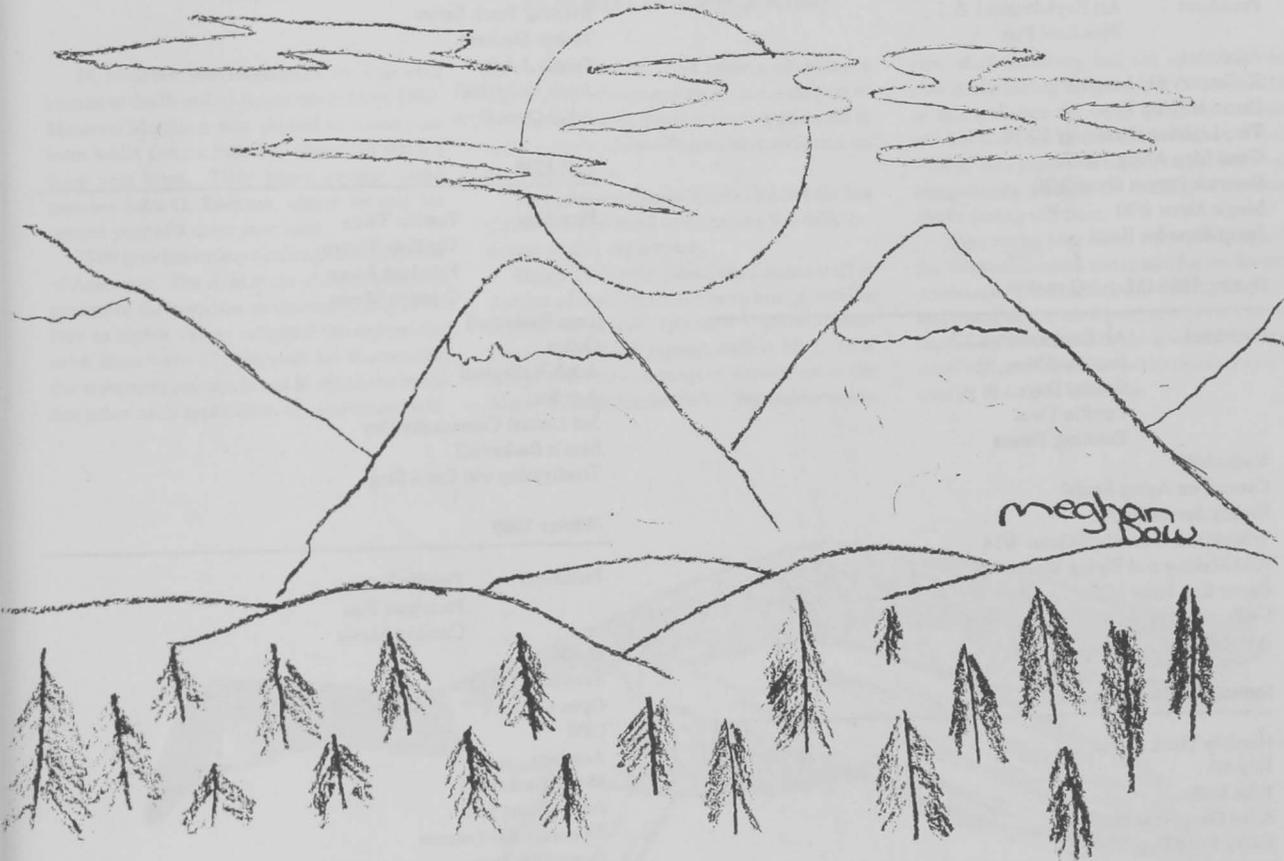
During 1989 enforcement of the Massachusetts Wetlands Protection Act occupied much of the Commission's time. Activity included responding to one (1) request for determination, holding eleven (11) public hearings in response to submitted notices of intent and the issuing of nine (9) orders of conditions. On several occasions the Commission members led by Ken Wood flagged the edge of wetlands when differ-

ences of opinion as to their location developed.

The Commission purchased a 7 acre parcel of open land on River Road during 1989. The land provides extensive access to the Charles River and has the potential of becoming an attractive riverfront park.

Preservation of open space was the motive behind the preparation of a draft Open Space Plan completed during 1989 and submitted to

other Town Boards for their comments. During 1990 the Commission will work with the Land Acquisition Committee in preparing the final edition of the Plan and jointly submit it to the Massachusetts Department of Environmental Protection. Approval by the DEP will mean that Norfolk is qualified for matching funds in future land purchases.



NATURAL RESOURCES AND RECREATION

RECREATION COMMISSION

The Recreation Commission is a five member unpaid elected board with a part-time salaried Director. Our primary duties are providing recreation programs and scheduling the use of the playing fields.

This year the Commission welcomed two members, Pat Small and Mike Hurley. Sue Costanza and Phil Moran did not seek reelection. The Town Pond remained closed this year because of problems encountered last year

due to lack of rainfall. The Commission conducted a telephone survey of the residents who used the facility and it was determined that it would be in the best interest of the town not to open the pond.

The Commission voted to support Kids' Place, a group of parents seeking to build a playground for pre-school to fourth grade age children. The group is a non-profit organization seeking private funds. The proposed location is

on town-owned land off Boardman Street.

The Highway Department repaired the surface of our tennis court, and the fences were also repaired.

The Commissioners would like to thank everyone who helped us to have another successful year. Special thanks to our Director, Laurie Schuder for a job well-done.

A list of our programs and special events follows:

January 1989 — December 1989

Winter 1989 (Nov. '88 - Feb. '89)

Preschool - Art Exploration 1 & 2
Preschool Fun

Adult Art

X-Country Ski Lessons

Down Hill Ski Trip

Tree Lighting Ceremony 12/10

Carol Sing Along 12/22

Gerwick Puppet Show 2/20

Magic Show 2/20

Jump Rope for Heart

Spring 1989 (March-June)

Preschool - Art Exploration 1,2,3
Preschool Fun
Special Days 1,2
Terrific Twos
Thrilling Threes

Volleyball

Council on Aging Social

Family Sports Night

Wheelchair Basketball Game 4/14

Kite Making and Flying Workshop

Easter Egg Hunt 3/25

CPR

Aerobics

Summer 1989 (June-Aug)

Hershey Track Series

July 4th

Bike Rodeo

Kites Over New England

Filthy Field Day

Thursday Night Concerts

Preschool - Theme Weeks 1,2

Fun Weeks 1,2

Terrific Twos

Thrilling Threes

Ice Cream Roll

Theme Thursdays

Arts and Crafts Playground Weeks 1,2

Arts and Crafts Weeks 1,2

Rock Video

Teen Volleyball

Evening Track Series

Tennis-Students

Tennis Adults

Adult Volleyball

Adult Open Gym

Fall 1989

Preschool - Terrific Twos
Thrilling Threes
Fabulous Fours
Creative Music

Teen Basketball

Guitar

Adult Volleyball

Aerobics

3rd Annual Community Day

Men's Basketball

Treelighting and Carol Sing

Winter 1989

Preschool - Terrific Twos
Preschool Fun
Creative Music

Guitar

Teen Basketball

Open Gym

CPR

Aerobics

Men's Basketball

Adult Volleyball

XCountry Ski Lessons

Down Hill Trips

XCountry Demo Day

Gerwick Puppet Show

Basketball Clinic

Winter Snow Festival

Basketball Benefit Game

Jump rope For Heart

FINANCIAL POLICY COMMITTEE

The Financial Policy Committee, formed in October 1989 to recommend guidelines for the Town's resource allocations, consists of five members appointed by the Board of Selectmen. Specifically, the Committee is to propose a multi-year fiscal plan which: (1) Maintains the necessary level of Town services and infrastructure and (2) Identifies available revenues which may be allocated to permit growth in services and/or capital expenditures.

This plan would include: (1) Growth and Revenue forecasts, (2) Expenditure forecasts

for providing level services, (3) Expenditure forecasts for infrastructure maintenance and capital needs, (4) Contingency plans for overly optimistic forecasts, (5) Recommendations on appropriate fees, and (6) Recommendations on ways to increase efficiency.

Current forecasts indicate that the Town will have significant difficulty maintaining the current service levels in light of restricted revenue growth under Proposition 2 1/2. The Committee is currently conducting interviews with all Town Departments, Boards, Committees, and

Employees to elicit ideas and attain an understanding of the breadth and depth of our current level of Town services. In addition, we encourage anyone with ideas on ways the Town could become more efficient or generate additional revenues to please share them with us.

The Financial Policy Committee appreciates all the cooperation it has received to date and hopes to be able to offer positive guidance during these difficult times soon.

BOARD OF ASSESSORS

M. Maureen Morrison and Donna Putt were elected to the Board of Assessors in May, 1989. Maureen Morrison was elected to a one year term while Donna Putt was elected to serve a three year term. They joined current board member John G. Robbins, who is serving his second year of a three year term.

1989 provided many challenges to the Board of Assessors. The final stage of the revaluation process of the town was completed during 1989. Due to higher values reflected throughout the town there were 211 requests for abatements. The abatement process is one in which the board discusses each application for abatement with

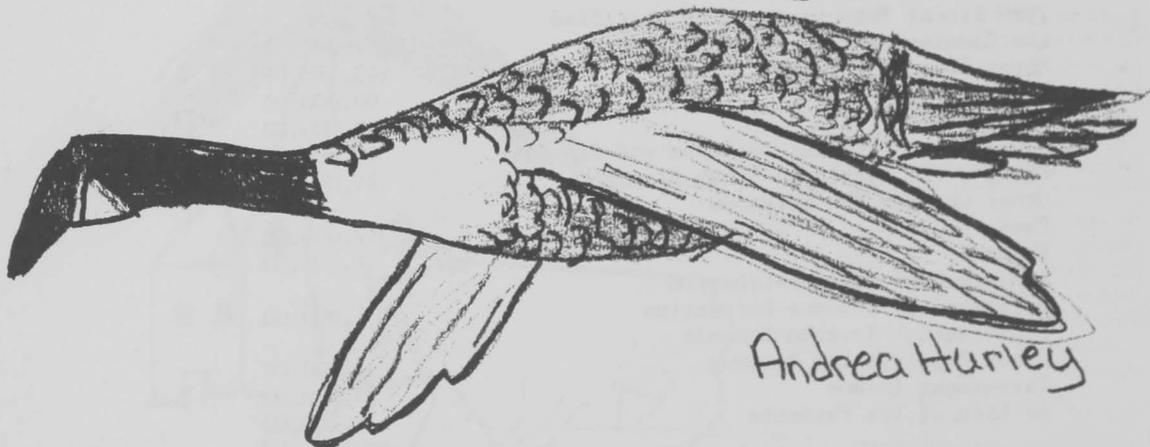
the property owner. This process consumes a vast amount of time and expertise on the part of the members of the board and the support staff in order to reach a fair and equitable conclusion on each application.

Special thanks go to Karen Granito for her continued hard work in managing the daily activities of this department.

Nancy DePetrillo joined our support staff in April as a Data Collector. Nancy brings with her experience in the Appraisal Process. Joan Dooley joined our support staff in May. Joan brings with her two years of experience in the Motor Vehicle Excise field. We welcome our

new staff members and we appreciate their dedication during the past year. We would like to acknowledge the many years of dedicated service that Gini Homer has contributed to this Board. Gini joined our support staff in 1984 and has patiently assisted the training of numerous clerks during this time.

The coming year offers many challenges for the Town of Norfolk and in turn for the Board of Assessors. The likelihood of cuts in aid to cities and towns on the state level is expected to put a burden on the citizens of the town. This department will continue to use all its resources for the overall benefit of the town.



FINANCES

The Assessors of the Town of Norfolk herewith respectfully submit their report for the year ending December 31, 1989.

Total appropriations to be raised by taxation	8,233,347.00
Total appropriations to be taken from available funds	992,398.49
Deficits due to abatements in excess of overlay of prior years	-0-
Total education offsets	57,057.00

	<u>Estimated Fiscal 1990</u>	<u>Underestimates Fiscal 1988</u>	
County Assessments:			
County Tax	\$34,209.00		34,209.00
State Assessments:			
Special Education	-0-		
Motor Vehicle Excise Bills	1,257.00		
State Recreation Areas	-0-		
Mass. Bay Transportation	139,840.00	67.00	
Air Pollution Control dist.	1,619.00		
Met Area Planning Council	1,549.00		
Elderly Governmental Retirees	-0-	44.00	
Mosquito Control Projects	3,107.00		
	<hr/>	<hr/>	<hr/>
Total	181,581.00	111.00	181,692 .00
Overlay of current Year			100,000.00
			<hr/>
Gross Amount to be raised			9,564,494.49

<u>Estimated Receipts and Available Funds</u>	
1989 Fiscal Year receipts as certified	-0-
the Commissioner on the Cherry Sheet	\$ 1,387,094.00
Motor Vehicle & Trailer Excise	543,186.65
Licenses and Permits	90,000.00
Fines and Forfeits	63,000.00
Penalties & Interest on Taxes and Excises	45,000.00
Charges for Services -Trash Disposal	24,000.00
Other Charges for Services	-
Fees	12,000.00
Rentals	1,100.00
Departmental Revenue-Libraries	-
Departmental Revenue-Recreation	1,600.00
Departmental Revenue-Schools	-
Other Departmental Revenue	68,000.00
Investment Income	90,000.00
In Lieu of Tax Payments	3,200.00
	<hr/>
Total	3,328,180.65

FINANCES

REAL ESTATE ASSESSMENTS AND ABATEMENTS

<u>Year</u>	<u>No. of Dwellings</u>	<u>Total Valuation</u>	<u>Total Exemptions Granted Veterans</u>	<u>Total Exemptions Granted Clause 37A, 17C, 18 41A, & 41B</u>	<u>Total AbateMENTS Processed</u>
1989	2350	590,617,491	66	40	84
1988	2320***	574,200,821	64	32	**
1987	2948	291,144,028	65	38	24
1986	2859	250,392,400	66	45	142*
1985	2123	249,966,520	67	44	16
1984	1899	167,199,600	69	58	46
1983	1787	153,135,700	71	48	33
1982	1734	148,583,300	73	47	68
1981	1684	133,260,684	71	43	98
1980	1613	113,288,628	66	50	36

* Due to late mailing of Fiscal 1986 tax bills, this figure includes abatements on taxes from FY 86 and FY 87.

**Due to revaluation for Fy 1989, no abatements have been processed prior to printing.

***Decrease of dwellings due to re-classification of vacant land.

MOTOR VEHICLE ASSESSMENT AND ABATEMENTS

<u>Years</u>	<u>No. of Excise Bills</u>	<u>Motor vehicle Excise Tax Money Committed</u>	<u>Total AbateMENTS Processed</u>	<u>Total Amount Abated</u>	<u>Comm. Value of Vehicles</u>
1989	7731	510,692.49	468	20,655.27	22,140,224
1988	7124	531,365.38	475	18,517.42	22,309,750
1987	7053	442,792.20	727	35,160.39	21,143,510
1986	6845	402,031.07	664	38,276.28	18,892,850
1985	6561	324,192.66	603	20,225.12	15,537,479
1984	5968	255,488.45	593	12,196.10	12,436,588
1983	5679	181,645.16	579	13,019.28	9,169,544
1982	5445	155,285.99	526	12,110.79	7,617,550
1981	5331	143,932.98	544	18,369.81	6,999,850
1980	5155	328,233.43	746	49,250.57	5,978,450

FINANCES

TOWN TREASURER

The Treasurer's Department carried out the following responsibilities and functions:

1. Receives, takes charge of and accounts for all monies belonging to the Town
2. Pays over all monies due in accordance with order from the Town Accountant and Board of Selectmen
3. Maintains cash books reflecting breakdown of all receipts, disbursements and cash balances
4. Negotiates all borrowing
5. Has custody of all Trust Funds
6. Collects Tax Title Accounts, conducts sales of land of low value purchases, for the Town, land not sold for taxes and petitions state land court to establish clear title on tax property
7. Prepares various year-end reports

GENERAL FUND

Balance on Hand, July 1, 1988	1,772,347.24
Treasurer's Receipts 7/1/88 - 6/30/89	<u>11,238,727.06</u>
Total Funds Available	13,011,074.30
Treasurer's Payments 7/1/88 - 6/30/89	
Treasury Warrants # 1-53 - '89 # 54 & 55 - '88	<u>10,866,885.49</u>
Balance on Hand, June 30, 1989	<u>2,144,188.81</u>
Recapitulation by Bank:	
BayBank/Norfolk	404,923.71
Bank of New England - South	1,329,582.34
Boston Safe Deposit & Trust	<u>409,682.76</u>
Balance on Hand, June 30, 1989	<u>2,144,188.81</u>

TOWN OF NORFOLK

TREASURER'S REPORT

TRUST, INVESTMENT AND SPECIAL REVENUE FUNDS

FOR THE YEAR ENDING JUNE 30, 1989

<u>NAME OF FUND</u>	<u>BALANCE</u> <u>7-1-88</u>	<u>ADDITIONS</u>	<u>INVESTMENT</u> <u>INCOME</u>	<u>TRANSFERS</u> <u>IN (OUT)</u>	<u>WITHDRAWALS</u>	<u>BALANCE</u> <u>6-30-89</u>
Josiah Ware Fund	5,324.86		481.69			5,806.55
Maria Mann	7,441.28		673.16			8,114.44
Helen A. Ward Library (Interest credited directly to Library Account)	540.91					540.91
Norfolk Trustee Library Fund	2,388.39		291.08			2,679.47
Planning Board Security Deposit Fund	161.27		14.59			175.86
Stabilization Fund	729,339.51		39,207.66	(454,031.00)		314,516.17
Library Building Fund	64.28		5.82			70.10
King Philip Roof Fund	32,186.19		2,911.62			35,097.81
Norfolk Cemetery - Sale of Lots	17,026.80	16,295.00	2,299.70			35,621.50
Norfolk Cemetery - Perpetual Care	28,603.27	2,300.00	2,696.39			33,599.66
Pondville Cemetery - Operating Acc't.	4,841.06		437.95			5,279.01
Pondville Cemetery - Perpetual Care	19,584.24		1,771.65			21,355.89
State Highway Grant - Chapter 811	97,638.43		8,832.55			106,470.98
State Reimbursement - Chapter 787	88.69		3.63	(92.32)		-0-
Retirement Fund - Unfunded Pension Liability	226,537.12		20,492.96			247,030.08
Federal Revenue Sharing	6,813.91			(6,813.91)		-0-
TOTALS	<u>1,178,580.21</u>	<u>18,595.00</u>	<u>80,120.45</u>	<u>(460,937.23)</u>		<u>816,358.43</u>

FINANCES

REPORT OF THE TOWN ACCOUNTANT

In accordance with the requirements of Chapter 41, Section 61, of the Commonwealth of Massachusetts General Laws, the following financial statements for the Town of Norfolk are submitted for the fiscal year ended June 30, 1989:

1. Balance Sheet.
2. Schedule of Receipts.
3. Recapitulation of Appropriations and Expenditures.
4. Recapitulation of Special Revenue and Agency Funds.
5. Statement of Outstanding Debt and Repayment Schedule.

I express my appreciation to Lorraine Foley, Assistant Town Accountant, and Chester Blakely, Bookkeeper, for their continued support and assistance.

TOWN OF NORFOLK, MASSACHUSETTS
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS
AS OF JUNE 30, 1989

	Governmental Fund Types		Fiduciary Fund Type	Account Group	Combined Total
	General	Special Revenue	Agency, Trusts	Gen.Long-Term Dbt	Memo Only
ASSETS					
Cash and Temporary Investments	\$ 1,704,725	\$ 565,221	\$690,602	-	\$2,960,548
Petty Cash	385	-	-	-	385
Property Taxes Receivable	214,799	-	-	-	214,799
Other Accounts Rec.	-	-	-	-	-
Motor Vehicle Exc. Tax Liens	45,103	-	-	-	45,103
Intergovernmental Water	125,519	57,187	-	-	125,519
Tax Foreclosures	-	15,904	-	-	57,187
Due from Gen. Fund	21,054	-	-	-	15,904
Amount to be Prov. for Long-Term Debt	-	3,150	-	-	21,054
	-	-	-	\$1,143,000	3,150
TOTAL ASSETS	\$ 2,111,585	\$ 641,462	\$690,602	\$1,143,000	\$4,586,649
LIABILITIES					
Warrants Payable	\$ 170,777	128,238	4,554	-	303,569
Payroll Withholdings	54,395	-	-	-	54,395
Reserve for Abate-ments and Exemptions	82,808	-	-	-	82,808
Deferred Revenue	-	-	-	-	-
Real and Personal Property Taxes	131,991	-	-	-	131,991
Tax Liens	125,519	-	-	-	125,519
Motor Vehicle Exc. Tax Foreclosures	45,103	-	-	-	45,103
Intergovernmental Water	21,054	57,187	-	-	21,054
Due to Spec. Rev. Fund	-	15,904	-	-	57,187
Abandoned Property	3,150	-	-	-	15,904
	1,947	-	-	-	3,150
Bonds Payable	-	-	-	\$1,143,000	1,947
	-	-	-	-	\$1,143,000
					1,143,000
FUND BALANCES					
FB Res. for Encumbrances	\$ 600,858	236,478	-	-	\$ 837,336
FB Res. for Expenditures	390,721	-	64,329	-	455,050
FB Res. for Petty Cash	385	-	-	-	385
FB Res. for Endowment	-	-	607,561	-	607,561
Undesignated Fund Balance	482,766	200,505	14,158	-	697,429
FB Over/Under Assess.	111	-	-	-	111
Other Financing Sources	-	3,150	-	-	3,150
TOTAL LIABILITIES AND FUND BALANCES	\$2,111,585	\$641,462	\$690,602	\$1,143,000	\$4,586,649

FINANCES

SCHEDULE OF RECEIPTS July 1, 1988 - June 30, 1989

TAX COLLECTIONS:			
Current Year:			
Real Estate	\$5,224,514.53		
Personal Property	<u>59,727.79</u>	\$5,284,242.32	
Prior Years:			
Real Estate	122,124.97		
Personal Property	<u>4,445.06</u>	<u>126,570.83</u>	\$5,410,813.15
TAX TITLE REDEMPTIONS			
			80,780.60
SPECIAL ASSESSMENTS:			
Motor Vehicle Excise			
Current Year	312,346.98		
Prior Years	<u>247,961.63</u>		560,308.61
IN LIEU OF TAXES			
			3,227.10
USAGE CHARGES:			
Sanitary Landfill			24,286.00
FEES:			
Off Duty Details			
Police	2,633.06		
Fire	<u>18.75</u>		
Cablevision		2,651.81	
Municipal Lein		<u>772.50</u>	
		8,975.00	12,399.31
RENTALS			
			1,170.00
REVENUE FROM TOWN DEPARTMENTS:			
Board of Selectmen		2,008.35	
Accounting		9.54	
Library		703.25	
Assessors		1,218.00	
Town Clerk		11,898.04	
Tax Collector		9,126.21	
Conservation		150.00	
Treasurer		9,304.00	
Board of Appeals		3,000.00	
Planning Board		46,925.50	
Board of Health		126.00	
Police		671.00	
Fire		1,405.00	
Highway		116.56	
Sanitary Landfill		221.57	
Recreation		<u>1,614.00</u>	88,497.02
LICENSES AND PERMITS			
Alcoholic		6,610.00	
Police & Fire		1,120.00	
Class I-II-III		715.00	
Common Vct.		125.00	
Miscellaneous		67.00	
Building		48,991.10	
Wiring		10,089.00	
Plumbing		5,485.50	
Gas		391.50	
Board of Health		30,279.00	
Gasoline		<u>20.00</u>	103,893.10

FINANCES

REVENUE FROM STATE		
Reimbursement for Loss of Taxes Elderly		9,269.00
School Aid		
Chapter 70	1,090,084.00	
Pupil Transportation	63,439.00	
School Construction	<u>32,868.10</u>	1,186,391.10
Aid to Public Library		2,262.00
Police Career Incentive		11,970.00
Highway Aid		91,001.00
Local Aid		57,577.00
Lottery		302,761.00
Miscellaneous State Revenue		50.00
Federal Revenue - Federal Owned Land		215.00
Fines and Forfeits		
Parking Fines	365.00	
Library Fines	5,104.11	
Court Fines	<u>58,405.10</u>	63,874.21
Interfund Transfers		
Federal Revenue Sharing	6,813.91	
Stabilization Fund	<u>218,277.00</u>	225,090.91
Interest		
Investment of Surplus Funds	113,529.11	
Deferred Taxes	27,886.83	
Tax Title Redemption	<u>36,728.60</u>	178,144.54
Miscellaneous Refunds		4,615.91
SCHOOL LUNCH		
Student-Adult-Elderly	61,890.48	
Other	797.86	
State	2,560.75	
State-Elderly	445.95	
Federal	<u>6,655.32</u>	72,350.36
STATE HIGHWAY FUND		
Chapter 811 - Interest		8,832.55
SPECIAL REVENUE		
Ambulance	18,969.71	
Cemetery	19,032.65	
Library Copy Machine	2,675.50	
Library Gifts	10,724.10	
Historical Gift Fund	565.00	
Arts Council Gift Fund	2,229.31	
Revolving Police Details	29,302.44	
Revolving Fire Details	438.58	
Revolving School Lost Book Fund	159.69	
Revolving Recreation Fund	9,317.48	
Premium on Sale of Bonds	<u>138.00</u>	93,552.46
PUBLIC ENTERPRISE		
Water Department		
Use of Water - Well Charges	233,586.76	
Installations	19,000.00	
Other Revenue	<u>5,586.96</u>	258,173.72
FEDERAL AND STATE SCHOOL GRANTS		
Skill Builder II	3,250.00	
Chapter I	11,493.00	
ESEA Title II - Teacher Training	435.00	
Chapter II - Expansion of Computer Prg.	2,343.00	
Project Interface	1,218.00	
Project Mainstream	3,239.00	
Early Childhood Allocation	4,000.00	
Alliance Drug Free Schools	1,834.00	
PL 94-142 Title VI	30,470.00	
Chapter 188 -H. Mann Teacher Inservice Activities	4,979.00	
Chapter 188 School Improvement Council	7,332.00	
Chapter 188 EEOG	<u>42,727.00</u>	113,320.00

FINANCES

OTHER FEDERAL/STATE GRANTS		
Collection Development (Library)	5,795.00	
Incentive Grant/Equalization Grant (Library)	7,718.94	
Chapter 705 - Suicide Prevention (Interest)	3.63	
Extending Polling Hours	1,008.00	
Arts Lottery Funds	1,523.00	
Elder Affairs	<u>1,190.00</u>	17,238.57
TRUST FUND INCOME		72,196.57
AGENCY		
Dog Licenses	4,279.00	
Fish & Game Fees	2,408.50	
Surety Deposits	3,342.00	
Deputy Fees (Tax Collector)	265.18	
Registry Fees (Tax Collector)	80.00	
School	<u>6,013.00</u>	16,387.68
EMPLOYEE WITHHOLDING		
Federal Withholding	464,603.25	
State Withholding	156,325.62	
Retirement Withholding	209,791.81	
Medicare Withholding	15,538.00	
Health Insurance Withholding	130,425.32	
Life Insurance Withholding	5,629.48	
Voluntary Life Insurance Withholding	6,210.39	
Teachers Association Dues Withholding	11,225.54	
Police Association Dues Withholding	386.00	
Credit Union	29,526.00	
Tax Sheltered Annuities	24,629.12	
Employee Accident Insurance	<u>444.00</u>	
		<u>1,054,734.53</u>
		\$10,125,383.00

TOWN OF NORFOLK

RECAPITULATION OF APPROPRIATIONS AND EXPENDITURES

FISCAL PERIOD - JULY 1, 1988 THROUGH JUNE 30, 1989

Account Title	Balance Carried Forward	1988-1989 Appropriation	1988-89 Receipts Adjust. S.T.M.	Reserve Fund Transfers	1988-89 Expended	Return to Revenue	Balance Forward
GENERAL GOVERNMENT							
Town Moderator							
Salary		1.00			1.00		
Expenses		77.00			77.00		
Selectmen							
Salaries		65,333.00			63,686.70	1,646.30	
FLSA Settlement				2,125.46	2,125.46		
Fuel & Utilities		4,720.00			3,838.74	881.26	
Earth Removal Engineering		2,000.00		750.00	2,202.55		547.45
Grange Hall Engineering	10,000.00				3,150.00		6,850.00
Police/Fire Hepatitis Shots	5,921.00				3,812.00		2,109.00
Annual Report		10,000.00			7,984.98	2,015.02	
MWRA Sludge Landfill			199,625.00		69,169.96		130,455.04
General Expense	2,239.18	18,794.00	(1,720.11)		18,631.82	537.25	144.00
Town Clerk Floor		750.00			750.00		
Out of State Travel		1.00					1.00
Town Bldg/Liability Insurance		184,400.00	945.00	4,808.06	189,247.06	906.00	
Special Town Meeting Costs			980.00		784.91	195.09	
Committee Fund		600.00		2,000.00	2,249.52	350.48	
Old Creamery Property Purchase	6,500.00				8,715.00		6,500.00
Copy Machine			8,715.00		8,715.00		
Advisory Board							
Salary		3,190.00			1,565.87	1,614.13	
Expenses		4,400.00	(327.00)		3,857.54	25.45	190.01
Reserve Fund		80,000.00	(80,000.00)				
Accounting Department							
Salaries		54,105.00			54,103.90	1.10	
Expenses	184.05	2,445.00			2,628.82	.23	

FINANCES

	Balance Carried Forward	1988-1989 Appropriation	1988-89 Receipts Adjust. S.T.H.	Reserve Fund Transfers	1988-89 Expended	Return to Revenue	Balance Forward
Assessing Department							
Salaries		56,321.00			51,802.20	4,518.80	
Recertification Expense	27,573.00				27,573.00		
Travel-Meetings-Dues	1,337.77	19,675.00			18,011.05	3,001.72	
Out of State Travel	25.00	2,500.00		190.18	2,675.97	39.21	
		1.00				1.00	
Treasury Department							
Salaries		24,551.00			24,551.00		
Banking Services Expense	310.00	100.00				100.00	254.37
		4,375.00			4,308.46	122.17	
Tax Title							
Salaries		5,166.00			5,166.00		
Expenses	26,809.60	15,000.00			1,932.15		39,877.45
Tax Collector							
Salaries		36,645.00		6,267.74	42,225.92	686.82	
Expense	28.86	10,898.00	25.00	8.47	10,960.60	(.27)	
Travel-Meetings-Dues		650.00			648.32	1.68	
Town Counsel							
Retainer	707.63	9,002.00			9,709.63		
Legal Fees		6,000.00	14,388.30	1,571.79	13,669.49		8,270.60
Personnel Board							
Salaries		1,448.00			1,205.46	242.54	
Expense		1,250.00			1,077.26	97.74	75.00
Out of State Travel		1.00				1.00	
Computer Committee							
Information Service Consultant Expense	1,645.00	15,000.00			6,965.00	9,050.00	630.00
	90.72	9,400.00			6,732.54	2,712.60	45.58
Town Clerk							
Salaries		28,090.00			26,045.23	2,044.77	
Expense		1,900.00	8.60		1,907.34	1.26	
Travel - Meetings - Dues		650.00		23.21	673.21		
Election - Salaries		6,244.00			5,083.50	1,160.42	
Election - Expense		600.00		579.15	1,165.10	14.05	
Registrar of Voters							
Salaries		3,745.00			3,448.94	296.06	
Computer Services Expense	1,025.00	2,000.00			1,930.76	69.24	
		1,335.00			2,247.82	112.18	
Conservation Commission							
Salaries		500.00		1,300.00	910.41	889.59	
Expense		2,220.00			233.74	1,570.26	416.00
Fund	68,944.24				10,000.00		58,944.24
Planning Board							
Salaries		20,332.00		1,300.00	21,573.18	58.82	
Expense	398.24	2,590.00		1,049.00	3,420.72	166.52	450.00
Engineering	8,215.00	40,000.00			33,492.20	22.30	14,700.50
Appeal Board							
Salaries	312.71	5,600.00			5,331.32	581.39	
Expense	70.00	2,241.00	(992.89)		835.82	252.29	230.00
Growth Study Committee	16,919.52				16,919.52		
Permanent Building Committee							
Salaries		350.00				350.00	
Expenses		1,250.00			138.40	1,111.60	
Town Hall Plans	12,500.00		7,600.00		16,904.50		3,195.50
Police/Fire Station Additions	3,040.78						3,040.78
PROTECTION OF PERSONS AND PROPERTY							
Police Department							
Salaries	11,168.00	617,541.00	571.42		622,650.62	5,110.75	1,519.05
Expense		78,995.00	25.06		79,016.74	3.32	
Fuel & Utilities		14,000.00			13,047.16	952.84	
Fire Department							
Salaries		93,941.00	20,230.73	15,436.52	129,608.24	.01	
Expenses	3,629.65	23,150.00		4,068.51	30,748.16	100.00	
Fuel & Utilities		2,900.00			2,852.64	47.36	
Tank Truck Art. #33		141,277.00			141,277.00		
Apparatus Repair			5,800.00		5,517.92	282.08	

FINANCES

	Balance Carried Forward	1988-89 Appropriation	1988-89 Receipts Adjust. S.T.M.	Reserve Fund Transfers	1988-89 Expended	Return to Revenue	Balance Forward
Engine and Water Tank Refurbish Engine #1		62,000.00	585.00		585.00		62,000.00
Pump Repair for Engine No. 4				7,500.00	7,500.00		
Ambulance Salaries		30,858.00	7,456.21	1,730.36	32,552.12	7,492.45	
Ambulance Training and Tuition		7,700.00			7,600.93	99.07	
Ambulance Expense	156.00	1,950.00		52.72	2,157.22	1.50	
Building Department							
Salaries		71,217.00			63,561.61	7,655.39	
Expense	70.00	3,310.00			3,009.80	262.40	107.80
Fuel & Utilities		2,900.00			2,516.32	383.68	
Rough Mileage Allowance		1,000.00			1,000.00		
Sealer of Weights and Measures							
Salaries		331.00			331.00		
Expense		75.00				75.00	
Right to Know Coordinator		3,000.00				3,000.00	
Civil Defense							
Salaries		456.00			377.00	79.00	
Expense		3,535.00			3,318.97	199.53	16.50
King Phillip Emergency Shelter		5,000.00			4,411.62		588.38
Animal Control							
Salaries		9,119.00			9,119.00		
Expense		2,300.00			2,292.40	7.60	
Fuel & Utilities		1,400.00			302.68	1,097.32	
Animal Inspector							
Salaries		1,441.00			1,441.00		
Expense		150.00			150.00		
Tree Warden							
Salaries		276.00			276.00		
Expense		27,042.00			27,039.51	2.49	
Insect Pest Control							
Salaries		276.00			276.00		
Expense		9,817.00			9,800.56	16.44	
Fire and Police Communications							
Salaries		98,910.00		694.79	99,604.79		
Expense		3,400.00		108.00	3,489.94	18.06	
Police/Fire Station							
Expense	1,167.23	23,590.00	119.77	1,696.95	26,284.26	15.23	274.46
Fuel & Utilities		14,800.00		2,930.86	16,847.40		883.46
SCHOOLS							
Elementary School	43,267.86	2,271,048.00	20,714.10	13,031.00	2,308,554.16	7,130.92	40,375.88
School Addition-Architect			50,000.00				50,000.00
King Phillip Regional School		1,703,870.00			1,703,870.00		
Tri-County Voc. Regional		88,830.00			88,829.66	.34	
HIGHWAYS							
Salaries		309,397.00	(8,651.33)		273,242.94	27,502.73	
Fuel & Utilities		20,000.00			19,899.24	100.76	
Expense	13,950.96	114,725.00			128,624.23	44.94	14.79
Special Projects	2,611.58	120,000.00			121,536.58	1,075.00	
Snow & Ice Control		89,350.00	(9,590.49)		70,092.42	9,667.09	
Highway Sander Bodies		15,000.00			13,062.00	1,938.00	
Roads - Gas Tax Funds Art. #10	18,924.37	41,935.00			33,078.33		27,781.04
Reconstruction of Pine Street	9,393.00						9,393.00
Boardman St./Rockwood Road Drainage	4,147.84				819.39		3,328.45
Main Street Improvements	4,338.58						4,338.58
Pine Street Reconstruction	8,073.18						8,073.18
Main Street Bridge over Stop River	20,000.00						20,000.00
Ch. 199-Rockwood Road		9,670.00					9,670.00
Traffic Control System	9,825.68						9,825.68
Septage Disposal Assessment	10,384.20	8,500.00	10,736.00		21,120.00	.20	8,500.00

FINANCES

	Balance Carried Forward	1988-89 Appropriation	1988-89 Receipts Adjust. S.T.M.	Reserve Fund Transfers	1988-89 Expended	Return to Revenue	Balance Forward
Charles River Pollution Control District		25,000.00					25,000.00
Renovation of Ball Fields Art. #10	1,812.50						1,812.50
Sanitary Landfill							
Salaries		39,655.00			39,648.44	6.56	
Expense	21,222.06	53,050.00			57,774.06		16,498.00
Fuel & Utilities		4,300.00			2,659.15	1,640.85	
CEMETERY							
Land Development and Engineering							
Salaries	3,519.05				3,460.00	59.05	
Expense		7,838.00			5,082.10	2,755.90	
		3,275.00			2,940.44	334.56	
Custodian Veterans Graves							
Salaries		110.00			110.00		
Expense		685.00			685.00		
Street Lighting		25,656.00			24,067.02	1,588.98	
HUMAN SERVICES							
Board of Health							
Salaries		28,457.00			28,200.53	256.47	
Hazardous Waste Collection	6,000.00		30.00		5,242.57	787.43	
Expense	413.00	44,823.00	88.50		39,100.34	57.79	6,166.37
Special Programs							
Norfolk Mental Health		3,500.00			3,500.00		
SNARC		3,500.00			3,500.00		
Council on Aging							
Salaries		36,339.00			32,419.58	3,919.42	
Facilities Rental		1,200.00			1,200.00		
Transportation Expense		2,000.00			1,493.81	506.19	
Expense		3,350.00		28.25	3,378.25		
VETERANS							
Salaries		2,219.00			2,218.80	.20	
Expense		685.00			615.24	69.76	
Benefits		7,500.00			1,340.29	6,159.71	
CULTURE AND RECREATION							
Library							
Salaries		103,069.00			96,166.96	6,902.04	
Fuel & Utilities		9,400.00			8,764.21	635.79	
Expenses		42,844.00	18.50	490.00	43,351.18	1.32	
Recreation							
Salaries		24,921.00			21,320.11	3,600.89	
Expense	155.43	7,195.00			5,844.20	1,506.23	
Ball Field Maintenance	1,100.00				1,100.00		
Handicapped							
Salaries		516.00				516.00	
Expenses		1,000.00				1,000.00	
Field Maintenance							
Salaries		3,664.00			3,664.00		
Expense		2,600.00			2,292.38	307.62	
Ball Field Maint.		2,200.00			1,008.00		1,192.00
Tennis Court Repair		2,000.00			2,000.00		
Historical Commission Expense		640.00	201.50		703.33	138.17	
Town Memorial Day		360.00					360.00
DEBT SERVICE							
Debt and Interest		208,619.00					
Temporary Loan Interest		2,000.00		35.00	208,403.75	250.25	
State/County Assessments				9,836.00	11,835.62	.38	
Special Education	(55.00)		55.00				
	3,331.00		(3,331.00)				
EMPLOYEE BENEFITS							
County Tax							
Longevity		35,000.00	27,110.32		27,110.32		
State and County Retirement		182,130.00			34,260.28	739.72	
Medical Insurance		171,301.00	2,223.92	329.95	182,130.00		
					173,854.87		

FINANCES

	Balance Carried Forward	1988-89 Appropriation	1988-89 Receipts Adjust.	Reserve Fund Transfers	1988-89 Expended	Return to Revenue	Balance Forward
Life Insurance		5,300.00	124.20	58.03	5,482.23		
Medicare		20,000.00			15,538.00	4,462.00	
Unemployment Compensation	6,234.70	10,000.00			21.38		16,213.32
WATER							
Salaries		88,738.00			79,943.64	8,794.36	
Purchase of Water	541.02	2,000.00			2,202.10	.19	258.73
Acquifer Protection/Landfill	502.50	7,600.00				8,102.50	
Corrosion Control		30,000.00			5,703.00		24,217.00
Engineering	2,629.75	19,200.00	7,879.50		27,823.15	1,886.10	
Gold Street Well Art. #65-88 ATM		25,000.00					25,000.00
Expense	4,734.43	33,572.00	2,480.00		38,990.11	585.27	1,211.05
Fuel & Utilities	980.41	15,100.00	6,000.00		16,846.02	2,649.74	2,584.65
Out of State Travel		1.00				1.00	
Spruce Street Land Purchase	4,925.83						4,925.83
Tibbets Well Field Art. #67		39,600.00			39,545.00	55.00	
Needham Street Extension	84,760.00				71,215.48		13,544.52
Pumping Station Equipment Art. #60		109,000.00	5,669.30		97,437.39		17,231.91
Myrtle Street Extension	84,929.96				6,599.00		78,330.96
Mayflower Road Extension	6,800.00						6,800.00
Main Street Water Mains	9,030.90				2,337.00		6,693.90
Main Replacement Mirror Lake Avenue		192,000.00			136,320.13		55,679.87
Tibbets Well Site Art. #58	2,751.27				2,617.67	133.60	
Water Debt and Interest		107,606.00			107,606.00		
	\$602,232.24	\$8,715,746.00	\$303,793.11	\$80,000.00	\$8,692,203.36	\$172,231.61	\$837,336.38

GRANTS - GIFTS - STATE AID - PAYROLL DEDUCTIONS

RECEIPTS - EXPENDITURES

FISCAL PERIOD JULY 1, 1988 - JUNE 30, 1989

	Balance Carried Forward	Receipts	Adjustments & Transfers	Expended	Balance Forward
GRANTS					
<u>Library</u>					
Collection Development		\$5,795.00		\$5,255.38	\$539.62
Incentive Grant/Equalization	\$7,177.82	7,718.94		5,397.64	9,499.12
Extending Polling Hours - Elections	480.42	1,008.00		234.22	1,254.20
Arts Lottery Fund	791.77	1,413.00	110.00	568.50	1,746.27
Council on Aging		1,190.00		1,186.92	3.08
<u>School</u>					
Skill Builder II		3,250.00		3,250.00	
Chapter I ECIA		11,493.00		11,428.78	64.22
Teacher Training Math & Science		435.00		435.00	
Expansion of Computer Program		2,343.00		2,343.00	
Project Interface		1,218.00		150.00	1,068.00
Project Mainstream		3,239.00		390.00	2,849.00
Early Childhood Allocation	553.54	4,000.00		4,220.97	332.57
NDEA Title III	118.98			118.98	
ESEA Title IVB	1.72			1.72	
Drug Free Schools	1,484.00	1,834.00		2,977.91	340.09
Educational Technology Grant	.63				.63
Title VI - PL 94-142	1,461.13	30,470.00		28,584.39	3,346.74
Ch 188 - Horace Mann		4,979.00		4,979.00	
Ch 188-School Improvement Council	151.17	7,332.00		7,483.17	
Ch 188 - EEOG	831.05	42,727.00		41,606.68	1,951.37

FINANCES

	Balance Carried Forward	Receipts	Adjustments & Transfers	Expended	Balance Forward
State Aid to Libraries	1,187.52			1,187.52	
Highway Chapter Bill	66,958.87	8,832.55		655.11	75,136.31
Gift Fund					
Library	446.40	10,724.10		10,769.20	401.30
Bicentennial Park	45.44				45.44
School Gifts	33.79				33.79
Historical Gift Fund	610.19	565.00			1,175.19
Arts Council Gift Fund		2,229.31		1,877.05	352.26
Payroll Deductions					
Federal Withholding		464,603.25		464,603.25	
State Withholding		156,325.62		156,325.62	
Retirement Withholding	18,999.46	209,791.81		196,823.37	31,967.90
Medicare Withholding		15,538.00		15,538.00	
Health Insurance	15,515.36	130,425.32		129,148.63	16,792.05
Life Insurance	620.11	5,629.48		5,565.25	684.34
Voluntary Insurance	942.69	6,210.39		6,395.96	757.12
Teachers Association Dues		11,225.54		11,225.54	
Police Association Dues		386.00		386.00	
Credit Union Withholding		29,526.00		29,526.00	
Tax Sheltered Annuities	3,143.10	24,629.12		23,579.12	4,193.10
Accident Insurance		444.00		444.00	
	<u>\$121,555.16</u>	<u>\$1,207,530.43</u>	<u>\$110.00</u>	<u>\$1,174,661.88</u>	<u>\$154,533.71</u>

ADVISORY BOARD

RESERVE FUND TRANSFERS July 1, 1988 to June 30, 1989

11/16/88	Various Salary Accounts - Fair Labor Standards Wages	\$ 2,125.46
11/16/88	Conservation Commission - Salary Account	1,300.00
11/16/88	Treasurer - Interest on Short-Term Borrowing	9,836.00
1/25/89	Treasurer - Fee for Certificate of Notes and Bonds	35.00
1/25/89	Board of Selectmen - Committee Fund (MWR/CAC)	2,000.00
1/25/89	Board of Selectmen - Unclassified General Insurance	3,557.00
2/15/89	Town Clerk - Travel, Meetings and Dues	23.21
2/15/89	Fire Department - Fire Department Salaries	10,528.04
2/15/89	Fire Department - Ambulance Salaries	1,730.36
2/15/89	Fire Department - Repairs for Engine 4	3,500.00
3/15/89	Planning Board - Advertising	300.00
3/15/89	Board of Selectmen - Unclassified Earth Removal Engineering	750.00
4/26/89	Town Clerk - Ballots for Town Election	35.00
4/26/89	Fire Department - Fire Expense	2,900.00
4/26/89	Tax Collector - Salary Account	2,902.74
4/26/89	Communications Department - Training Expense	108.00
6/8/89	Planning Board - Salary Account	1,300.00
6/8/89	Planning Board - Office Supplies	359.00
6/8/89	Planning Board - Advertising	390.00
6/8/89	Public Library - Expenses	490.00
6/8/89	Town Clerk - Expense for Special Election	544.15
6/8/89	Tax Collector - Salary Account	3,365.00
6/8/89	Board of Selectmen - Unclassified General Insurance	1,251.06
6/28/89	Board of Selectmen - Litigation Expense	1,571.79
6/28/89	Board of Assessors - Travel, Meetings and Dues	190.18
6/28/89	Tax Collector - Expense Account	8.47
6/28/89	Accountant - Life Insurance Premium	58.03
6/28/89	Accountant - Medical Insurance Premium	324.45
6/28/89	Fire Department - Balance of Repairs for Engine 4	4,000.00
7/5/89	Communications Department - Salaries	122.19
7/5/89	Fire Department - Salaries	4,908.48
7/5/89	Communications - Salaries	572.60
7/5/89	School Department - Repairs, Additional Kindergarten Bus, Specifications for Asbestos Removal	13,031.00
7/5/89	Council on Aging - Expense Account	28.25
7/5/90	Fire Department - Ambulance Supplies	52.72
7/5/89	Fire Department - Fire Expenses	1,168.51
7/5/90	Fire/Police Station Expense - Fuel	2,930.86
7/5/89	Fire/Police Station Expense - Equipment Repair	1,696.95
	TOTAL	\$79,994.50

In order to conserve space and reduce the expense of producing the Annual Town Report, the Advisory Board report will appear in our Recommendations for the Annual Town Meeting.

THE NORFOLK ADVISORY BOARD

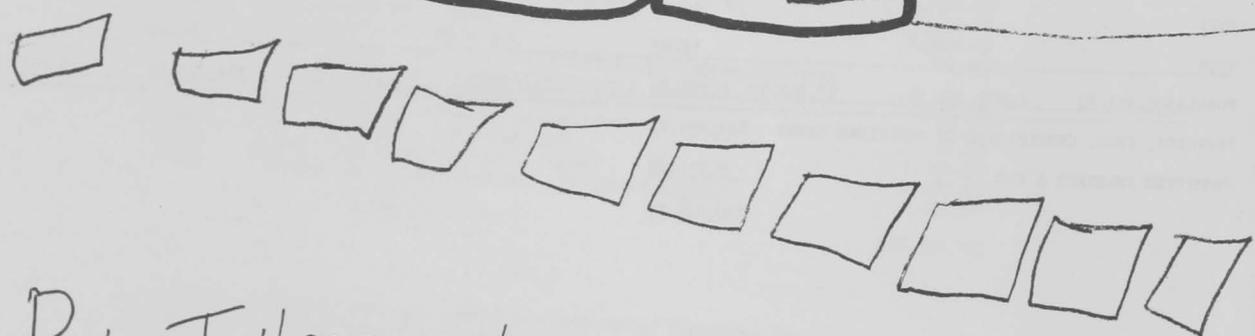
FINANCES

REPORT OF THE TAX COLLECTOR

TO THE RESIDENTS OF NORFOLK

THE FOLLOWING IS A BREAKDOWN OF MONIES COLLECTED AND TURNED OVER TO THE TREASURER FOR FISCAL YEAR 1989

BALANCE AS OF 7-1-88	COMMITTED	REFUNDS	RESCINDED ABATEMENTS	TAX TITLES	ABATED & EXEMPTIONS	COLLECTED	OUTSTANDING 6-30-89	
REAL ESTATE								
1989	5,491,573.70	41,566.48		45,047.50	63,786.08	5,256,623.10	165,683.50	
1988 113,212.53		1,583.62		6,197.79		112,641.77	(4,933.41)	
1987 40,307.88		1,804.54				1,363.95	40,748.47	
1986						210.42	(210.42)	
IN LIEU OF TAX								
1987	921.05					921.05	-0-	
1988	953.75					953.75	-0-	
1989	1,352.30					1,352.30	-0-	
ROLL BACK TAX								
1978/1988	11,297.00					11,297.00	-0-	
PERSONAL PROPERTY								
1989	91,327.43	1,976.87			2,676.84	61,552.40	29,075.06	
1988 5,183.16							5,183.16	
1987 326.84					486.72	210.75	(378.63)	
1986 396.06							396.06	
MOTOR VEHICLE								
1989	356,920.23	1,345.54	76.25		14,050.63	303,475.14	40,816.25	
1988 132,983.95	114,860.19	3,837.82	781.36		9,259.65	215,989.24	27,215.43	
1987 8,473.80	9,735.71	1,273.83	636.56		1,806.75	14,510.35	3,802.80	
1986 1,607.18	72.50		291.53			299.92	1,671.29	
1985	58.75		308.97			530.64	(162.92)	
1984	101.25		131.85			81.27	151.83	
1983	147.50		65.33			135.00	77.83	
1982	66.00		95.34			57.25	104.09	
1981	8.75		18.76				27.51	
1980	6.24						6.24	
1979			36.30			36.30		
1978			14.03			14.03		
TOTAL	\$302,481.40	6,079,402.35	53,388.70	2,456.28	51,235.29	92,065.67	5,984,263.63	310,164.14
INTEREST, FEES, CERTIFICATE OF MUNICIPAL LIENS						\$44,298.15		
COMMITTED INTEREST & FEE						5,751.40		
						\$50,049.55		



By Tyler Shea

ANNUAL TOWN MEETING WARRANT

COMMONWEALTH OF MASSACHUSETTS

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, to assemble in the designated polling places in the Norfolk Public School, MacBride Auditorium, 70 Boardman Street, Norfolk, on Tuesday, the 1st day of May A.D. 1990 at 7:00 o'clock in the a.m. for the election of town officers under Article 1; and thence to meet on Tuesday, May 22, 1990 at the King Philip Junior High School North, King Street, Norfolk, at 7:30 p.m., for the adjourned business session of the Town Meeting, then and there to act on the subsequent articles commencing with Article 2; viz:

ARTICLE 1

To choose by ballot the following officers: viz, one Moderator for a one year term; one Selectmen for a three year term; one Town Clerk for a three year term one Assessor for a three year term; one member of the Board of Health for a three year term; one Library Trustee for an unexpired one year term; one Library Trustee for a three year term; one Water Commissioner for an unexpired one year term; one Water Commissioner for a three year term; two members of the Planning Board, each for a three year term; two members of the Recreation Commission each for a three year term; two members of the Norfolk School Committee each for a three year term; one member of the King Philip School Committee for a three year term; one member of the Norfolk Housing Authority for a five year term.

QUESTION 1

A non binding referendum question:

Should the State return 40% of all money collected in personal income taxes, corporate excise taxes and sales taxes to the cities and towns in unrestricted unearmarked local aid and all lottery revenues to which municipalities are entitled?

YES

NO

ARTICLE 2

Submitted by Personnel Board

To amend the Personnel Bylaw by changing the Compensation Schedule as follows:

or to take any other action relative thereto.

ARTICLE: 3

Submitted by Personnel Board

To amend the Personnel Bylaw by changing the Classification Plan to incorporate new changes as follows:

New Classification:	Assistant Tax Collector	Grade K
Reclassification:	Assistant Town Accountant	Grade K
	Assistant Assessor	Grade K
Revaluation:	Assistant Town Treasurer	Grade K

or to take any other action relative thereto.

ARTICLE 4

Submitted by Personnel Board

To amend the Promotion Section of the Personnel Bylaw as follows:

#2 The promotion formula establishes the minimum compensation to an employee who is promoted to a new position or whose job has been reevaluated. The Personnel Board shall review each position and respective employee on a case by case basis and may approve compensation above the promotion formula. or to take any other action relative thereto.

ARTICLE 5

Submitted by Personnel Board

To amend the Performance Appraisal Program Section (Section 3.0-schedule) of the Personnel Bylaw as follows:

3.0 Schedule

Each employee shall be reviewed annually in January. Employees will also be evaluated at the end of any probationary period, and in addition a performance review may be given at the discretion of the supervisor. An employee may request a performance review at any time; or to take any other action relative thereto.

ANNUAL TOWN MEETING WARRANT

ARTICLE 6 Submitted by Personnel Board
To amend the Evaluators (Section 6.0) of the Personnel Bylaw as follows:

Position	Evaluator	Reviewer
Assessors Dept	Assistant Assessor	Board of Assessors
Assistant Assessor	Board of Assessor	

ARTICLE: 7 Submitted by Personnel Board
To amend the Employees Benefits (B. Vacation Leave) of the Personnel Bylaw as follows:

B. Vacation Leave

The town's vacation plan gives you an opportunity to relax and get away from your job. Vacation time will be earned by all full-time (and permanent part-time employees on a pro-rata basis) at the rates set forth below. We encourage employees to take entitled vacation time. Vacation breaks have long been cited by personnel professionals to be beneficial both physically and mentally.

Because of this, the Town of Norfolk has adopted an exclusive vacation benefit that eliminates mutually exclusive pay categories. In other words, when you use earned vacation time, you will not be expected to, and will not be compensated for, work performed during the term of the benefit. However, if you are necessarily called into work during a vacation period, you will be compensated for the work only at the prevailing rate. The vacation time missed may be taken at a future date.

Under no circumstances will an individual be compensated for more than one pay category for the same period of time.

1. Full time employees with six months of service - 1 week.
After one year of service up to five years - 2 weeks.
After five years of service up to ten years of service - 3 weeks.
Over ten years of service - 4 weeks. Length of service is based on months or years of service from date of hire.
8. If an employee has expended all earned sick days, but has a medical reason to extend her/his absence, the Town of Norfolk has adopted a policy to assist the employee and retain benefits. If the person is eligible to receive vacation benefits, such leave may be deducted proportionally from the amount of vacation leave earned and due for the year in which the absence has occurred. If the employee has already used all earned vacation benefits during the term, the absence may then be chargeable against the next succeeding vacation leave allowance. The maximum number of days that may be charged against current benefit due and future benefit to be earned is thirty (30) days; or to take any other action relative thereto.

ARTICLE 8 Submitted by Personnel Board
To amend the Employee Benefits (E.Funeral or Bereavement Leave) Section of the Personnel By-law as follows:

E. Funeral or Bereavement Leave

For death and or memorial services in the immediate family or household, four (4) days shall be granted during the week following notification of death. Cases involving special circumstances, including travel for extensive periods of time, must be approved by the Department Head.

Definitions of immediate family members include; mother, father, mother-in-law, father-in-law, sister, brother, wife, husband, son, daughter, or grandparents of the employee. For the death of relatives other than the immediate family an absence of up to one full day may be allowed to attend funeral or memorial services; or to take any other action relative thereto.

ARTICLE 9 Submitted by Personnel Board
To amend the Employee Benefits (H. Military Leave) Section of the Personnel Bylaw as follows:

Military Leave

If the employee is in the National Guard or an active reserve unit and is called for temporary duty, the employee will be given military leave without pay. A vacation will not be affected by such duty. the employee may elect to use one week of accumulated vacation time with approval of his/her supervisor; or to take any other action relative thereto.

ANNUAL TOWN MEETING WARRANT

ARTICLE 10
Submitted by Personnel Board
To amend the Employee Benefits (J.Life Insurance) Section of the Personnel Bylaw to read as follows:

J. Life Insurance

Life Insurance in the amount of \$10,000 will be provided to all qualified employees and retirees of the town will receive \$5,000 in life insurance. The town will contribute 50% of the premium. In addition the employee may purchase an additional \$10,000 at his/her own expense. Any increase in the town's share of the premium is subject to the approval of the voters of the Town of Norfolk.

ARTICLE 11
Submitted by Personnel Board
To amend the Employees Benefits (B.Vacation Leave) of the Personnel Bylaw as follows:

B. Vacation Leave

1. A. After fifteen years of service full time employees (permanent part time employees on a pro rata basis) shall accumulate one additional day per year to a maximum of 25 days per year after twenty years of service.

Therefore upon attaining the anniversary service date the following schedule shall apply:

16 years	-	21 days
17 years	-	22 days
18 years	-	23 days
19 years	-	24 days
20 years	-	25 days

ARTICLE 12
Submitted by Personnel Board
To amend the Employees Benefits (A. Sick Leave) of the Personnel Bylaw as follows:

A. Sick Leave

4. Upon retirement full time employees (permanent part time employees employees on a pro rata basis) may use up to sixty days of accumulated sick time for early retirement; but not to exceed the number of accumulated sick days if less than sixty days. These days may only be used within sixty days of date of retirement.

ARTICLE 13
Submitted by 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 to determine whether any town board shall be authorized to employ for additional salary or compensation any of it's members and to fix the salary or compensation thereof; and further to see what sum of money the town will raise and appropriate, transfer from the pension liability fund, or other available funds, or borrow, to defray the departmental and incidental expenses of the town for the fiscal year commencing July 1, 1990 not otherwise provided for.

ARTICLE 14
Submitted by Water Commissioners
To see if the Town will vote to transfer a sum of money from Water Department revenue to Water Department Maintenance and Operating Expenses; or to take any other action relative thereto.

ARTICLE 15
Submitted by Board of Selectmen
To see if the town will vote to accept the provisions of MGL Chapter 32B STA which would allow the town to pay a subsidiary or additional rate of five percent (5%) in addition to the payment of fifty percent of the premium for contributory group life and health insurance for employees in the service of the town and their dependents, and retirees; or to take any other action relative thereto.

ARTICLE 16
Submitted by Board of Selectmen
To see what sum of money the town will vote to transfer from available funds, in addition to the payment of fifty percent of a premium for contributory group life and health insurance for employees in the service of the town and their dependents, and retirees, for the additional premium for the subsidiary percentage rate of five percent (5%); or take any other action relative thereto.

ARTICLE 17
Submitted by Board of Selectmen
To see what sum of money the town will vote to raise and appropriate, or transfer from available funds to fund an "in advance" premium for health insurance, reinsurance costs, and administrative services, in order for the town to join a Group Health Insurance Cooperative, for the Town of Norfolk employees; and to fund alternative insurance for the employees who have or will retire from the Town of Norfolk service; or to take any other action relative thereto.

ANNUAL TOWN MEETING WARRANT

ARTICLE 18 Submitted by Highway Superintendent
To see if the town will vote to authorize the Board of Selectmen to accept and enter into contract for the expenditures of any funds allotted or to be allotted by the Commonwealth for the construction, reconstruction, or the improvements of roads within the town; or to take any other action relative thereto.

ARTICLE 19 Submitted by Highway Superintendent
To see what sum of money the town will raise and appropriate, appropriate from the stabilization fund, or transfer from other available funds, a sum of money for construction of and/or improvements to the town roads as requested by the Board of Selectmen (Gasoline tax monies); or to take any other action relative thereto.

ARTICLE 20 Submitted by Highway Superintendent
To see what sum of money the town will raise and appropriate, appropriate from the stabilization fund, or transfer from other available funds, to be used in conjunction with and in addition to any funds allotted by the Commonwealth for the construction, reconstruction, and/or improvements to streets within the town; or to take any other action relative thereto.

ARTICLE 21 Submitted by Highway Superintendent
To see what sum of money the town will raise and appropriate, appropriate from the stabilization fund, or transfer from other available funds, to purchase an air compressor for the Highway Department; or to take any other action relative thereto.

ARTICLE 22 Submitted by Highway Superintendent
To see what sum of money the town will raise and appropriate, appropriate from the stabilization fund, or transfer from other available funds, to purchase a one-ton 4-wheel drive Dump Truck for the Highway Department; or take any other action relative thereto.

ARTICLE 23 Submitted by the Highway Superintendent
To see what sum of money the town will raise and appropriate, or transfer from available funds for engineering design, and grading, for the commuter parking lot to be located on the "Old Creamery Property"; or to take any other action relative thereto.

ARTICLE 24 Submitted by Board of Selectmen
To see what sum of money the town will raise and appropriate, transfer from the stabilization fund, other available funds or borrow, to cap the present landfill area; or to take any other action relative thereto.

ARTICLE 25 Submitted by the Board of Selectmen
To see what sum of money the town will raise and appropriate, ~~transfer~~ from the stabilization fund, other available funds, or borrow, to design and correct the drainage problem in the town center; or to take any other action relative thereto.

ARTICLE 26 Submitted by the Sidewalk Study Committee
To see what sum of money the town will raise and appropriate, transfer from the stabilization fund, other available funds, or borrow, for engineering services for the laying out of a pedestrian footpath on the southwesterly side of Main St., from North St. to the Park St. bridge, in compliance with the Sidewalk Construction Priority Plan submitted and approved under Article 32 at the 1988 Annual Town Meeting; or to take any other action relative thereto.

ARTICLE 27 Submitted by Police Department
To see if the town will vote a sum of money to be placed in the police detail revolving account, said funds are reimbursable to the town by private firms; or to take any other action relative thereto.

ARTICLE 28 Submitted by Board of Selectmen
To see if the Town will vote to amend the Town of Norfolk Bylaws Article IX by inserting a new section to be numbered sequentially - said section to read:

"No person shall conduct abrasive blasting in the Town of Norfolk without a valid abrasive blasting permit (hereinafter "Permit") issued by the Board of Health, nor shall any person conduct abrasive blasting in violation of any terms or conditions of such permit"; or to take any other action relative thereto.

ARTICLE 29 Submitted by Permanent Building Committee
To see what sum of money the Town will raise and appropriate by borrowing or transfer from available funds for the Permanent Building Committee to contract for design, construction, and furnishing of a new elementary school; or to take any other action relative thereto.

ANNUAL TOWN MEETING WARRANT

ARTICLE 30 Submitted by Board of Selectmen
To see what sum of money the Town will raise and appropriate by borrowing or transfer from available funds for the Permanent Building Committee to contract for design, construction, and furnishing of elementary school facilities; or to take any other action relative thereto.

ARTICLE 31 Submitted by Board of Selectmen
To see if the Town will vote to amend the Town of Norfolk Bylaws Article IV Section 5 Earth Removal: by deleting in section C-9 in the first line of this section the word "original", as well as the second sentence which reads; "No public hearing shall be required on the matter of renewal of an existing permit."; or to take any other action relative thereto.

ARTICLE 32 Submitted by Fire/Police Chiefs
To see what sum of money the town will vote to raise and appropriate, appropriate from the stabilization fund, or transfer from other available funds, or borrow, to repair the leaking roof, replace lighting fixtures, install insulation and replace the ceiling tiles in the apparatus bay area of the Police/Fire Station; or to take any other action relative thereto.

ARTICLE 33 Submitted by Fire Department
To see what sum of money the town will vote to raise and appropriate, appropriate from the stabilization fund, or transfer from other available funds to purchase equipment for the new fire truck (Engine 2), being purchased with the Chapter 799 Grant funds; or to take any other action relative thereto.

ARTICLE 34 Submitted by Fire Department
To see what sum of money the town will vote to raise and appropriate, appropriate from the stabilization fund, or transfer from other available funds to purchase a new automobile for the Fire Chief; or to take any other action relative thereto.

ARTICLE 35 Submitted by Fire Department
To see what sum of money the town will vote to raise and appropriate, appropriate from the stabilization fund, or transfer from other available funds to purchase the following equipment for the ambulance: one semi-automatic defibrillator and one set of MAST trousers; or to take any other action relative thereto.

ARTICLE 36 Submitted by Fire Department
To see what sum of money the town will vote to raise and appropriate, appropriate from the stabilization fund, or transfer from other available funds to replace the "Jaws of Life" rescue tool; or to take any other action relative thereto.

ARTICLE 37 Submitted by Fire Department
To see what sum of money the town will vote to raise and appropriate, appropriate from the stabilization fund, or transfer from other available funds to replace the Fire Department vehicle known as Rescue 1; or to take any other action relative thereto.

ARTICLE 38 Submitted by Fire Department
To see what sum of money the town will vote to raise and appropriate, appropriate from the stabilization fund or transfer from other available funds to purchase hazardous material response equipment for the Fire Department; or to take any other action relative thereto.

ARTICLE 39 Submitted by Treasurer
To see if the town will appropriate a sum of money for constructing, or purchasing, originally equipping and furnishing a Police Station/Town Hall, for remodeling, reconstructing or making extraordinary repairs to the present Police Station, Town Hall and Fire Station; and for purchasing police, fire and highway departmental equipment; to determine whether to raise such appropriation by borrowing or to allow the Board of Selectmen to enter into a contract with a developer for the purchase of a Town Hall Police Station; to provide that any amount authorized to be borrowed hereunder shall be reduced by the amount of any grant of State, Federal or other funds received by the Town for the projects under Chapter 799, the Acts of 1985 or otherwise; or to take any other action relative thereto.

ARTICLE 40 Submitted by Board of Selectmen
To see if the town will choose any committee or to hear or act on the report of any committee or town officer, or to instruct any committee or town officer; or take any other action relative thereto.

ANNUAL TOWN MEETING WARRANT

ARTICLE 41 Submitted by Financial Policy Comm
To see if the town will vote to establish a Norfolk Government Study Committee and that the Moderator appoint a seven member committee to review the organization, the elected and appointed offices, and the administration of town government, and further that a sum of money be appropriated and raised by taxation or transferred from available funds for clerical, legal and technical assistance and said committee shall report back with specific recommendations to the 1991 Annual Town Meeting; or to take any other action relative thereto.

ARTICLE 42 Submitted by Moderator
To see if the town will vote to petition the General Court of the Commonwealth of Massachusetts for an Act which would grant the Town the authority to hold the town meetings of the Town of Norfolk in the Town's Regional School District High School, said authority would read as follows:

THE COMMONWEALTH OF MASSACHUSETTS
AN ACT AUTHORIZING THE TOWN OF NORFOLK TO HOLD TOWN MEETINGS IN THE
KING PHILIP REGIONAL DISTRICT HIGH SCHOOL

Be it enacted by the Senate and House of Representatives in the General Court Assembled, and by the authority of the same, as follows:

Notwithstanding the provisions of any law to the contrary, the Town of Norfolk a member of the King Philip Regional School District, with the approval of the King Philip Regional School Committee, is hereby authorized to hold it's regular and special Town Meetings in the King Philip Regional High School building which is on Route 140 in the Town of Wrentham, provided that any meeting for the election by official ballot of federal, state or other officials, or any referendum ballot question, shall be held within the Town of Norfolk. This act shall take effect upon it's passage.

ARTICLE 43 Submitted by Board of Assessors
To see if the town will vote to appropriate or transfer the sum of \$30,000., to implement the Recertification plan of the Board of Assessors for maintaining and upgrading all real and personal property valuations at full and fair cash value as required by the Commonwealth of Massachusetts and to achieve uniform assessments. Said funds to be used to contract for professional appraisal services by a state approved revaluation company; or to take any other action relative thereto.

ARTICLE 44 Submitted by Board of Assessors
To see what sum of money the town will raise and appropriate, or transfer from available funds to do a town-wide re-list of all properties as required by the Massachusetts Department of Revenue; or to take any other action relative thereto.

ARTICLE 45 Submitted by Tax Collector
To see if the town will vote to raise and appropriate, or transfer from available funds a sum of money for the purchase of computer hardware and software for the Tax Collectors office to implement the provisions and in compliance with Section 46, Chapter 653 of the Acts of 1989; or to take any other action relative thereto.

ARTICLE 46 Submitted by Treasurer
To see if the town will vote to accept the provisions of Section 41 of Chapter 653 of the Acts of 1989 regarding quarterly tax bills, said provisions of this acceptance to be implemented in fiscal year 1992; or take any other action relative thereto.

ARTICLE 47 Submitted by Tax Collector
To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$6,323.20 to employ a part time employee in the Tax Collector's office. This position will be classified by the Personnel Board under the Town's Personnel Classification/Compensation Scale; or to take any other action relative thereto.

ARTICLE 48 Submitted by King Philip School District
That the Town of Norfolk permit the King Philip Regional School District to accept an Equal Educational Opportunity Grant for Fiscal Year 1991, under the provisions of Massachusetts General Laws Chapter 70A, Section 4, as inserted by Chapter 188 of the Acts of 1985. Said Grant shall be expended by the King Philip Regional School District Committee for direct service expenditures with funds provided solely by the Commonwealth, or to take any other action relative thereto.

ANNUAL TOWN MEETING WARRANT

ARTICLE 49 Submitted by Norfolk School Committee
To see if the Town will vote to raise and appropriate, transfer from available funds or appropriate from the Stabilization Fund, the sum of \$62,500 for the removal of Thermal Asbestos Contained Material and Radon, and the replacement of the Asbestos Contained Material with Non-Asbestos Contained material located in A.J. Freeman School to comply with the regulations of the Federal Asbestos Hazard Emergency Response Act of 1986 and EPA guidelines relative to Radon; or to take any other action relative thereto.

ARTICLE 50 Submitted by Norfolk School Committee
To see if the voters of Norfolk will vote to accept an Equal Educational Opportunity Grant for Fiscal Year 1991 in the amount of \$42,727, or the sum designated by the Department of Education, under the provisions of General Laws Chapter 70A, Section 5, as inserted by Chapter 188 of the Acts of 1985. Said Grant shall be expended by the Norfolk School Committee for direct service expenditures; or to take any other action relative thereto.

ARTICLE 51 Submitted by Water Commissioners
To see if the Town will vote to accept all State and Federal Grants and reimbursements for the Water Department which do not require matching funds from the Town or any representative or agency thereof and will not obligate or encumber any resident of the Town of Norfolk without a town meeting; or to take any other action relative thereto.

ARTICLE 52 Submitted by Water Commissioners
To see what sum of money the Town will raise and appropriate or transfer from available funds to complete the work of Article 66, 1988 Annual Town Meeting "replace 8 inch water main in Mirror Lake Avenue" in accordance with Phase I Improvements of Dufresne-Henry, Inc. 1984 updated Water Distribution System Report, to apply for and accept any State and Federal Grants and reimbursements that become available in accordance therewith; or take any other action relative thereto.

ARTICLE 53 Submitted by Water Commissioners
To see if the Town will raise and appropriate or transfer from available funds for test well work for an additional water source(s) site in accordance with Phase II Improvements of Dufresne-Henry, Inc. 1984 updated Water Distribution System Report, to apply for and accept any State and Federal Grants and reimbursements that become available in accordance therewith; or to take any other action relative thereto.

ARTICLE 54 Submitted by Water Commissioners
To see what sum of money the Town will raise and appropriate or transfer from available funds to extend an 8 inch water main a distance of 1250+/- feet on North Street from Diamond Street to the intersection of Marshall Street to complete a loop in accordance with Phase IV Improvements of Dufresne-Henry, Inc. 1984 updated Water Distribution System Report, to apply for and accept any State and Federal Grants and reimbursements that become available in accordance therewith; or to take any other action relative thereto.

ARTICLE 55 Submitted by Water Commissioners
To see what sum of money the Town will raise and appropriate, or transfer from available funds or borrow for the Water Department to extend a 12" water main on Pond Street from Marshall Street to David Road, a distance of 3700+/- feet. To apply for and accept any State and Federal Grants and reimbursements that become available in accordance therewith; or take any other action relative thereto.

ARTICLE 56 Submitted by Petition
To see if the town will vote to authorize the Selectmen or Treasurer to sell, at public auction or public bid, the following described parcel of land:

A parcel of land described on the prior assessors' records as "22,600 s.f. of land on Fruit Street Map 23 Lot 52 Block 54" and now shown as a portion of Map 23 Lot 51 Block 54. Such land is further described in deed from Carrie Smalley, of Norfolk, to Frank Smalley, of Revere, dated July 24, 1931, recorded Norfolk Deeds Book 1938, Pages 589 and 590: "Beginning at a stake on Fruit Street, 75 feet from the intersection of Fruit and Seekonk Streets, and running along Fruit Street 100 feet to a stake of grantor, then turning and running southwest 226 feet along land of grantor to a stake, then turning and running southeast 100 feet to a stake, then turning and running northeast 226 feet to Fruit Street, the point of beginning. All as shown on plan by Frank Smalley, dated July 24th, 1931 and recorded herewith."; any interest in which the Town may have acquired through proceedings based upon the non-payment of taxes to impose upon the property so sold such restrictions, conditions or reservations as shall be deemed expedient, to execute a quit-claim deed or other instruments thereof; or do or act in any way in relation to this matter.

ANNUAL TOWN MEETING WARRANT

ARTICLE 57 Submitted by Town Accountant
 To see if the town will vote to transfer the unexpended portions of certain appropriations made at prior town meetings to unappropriated available funds in the treasury; or to take any other action relative thereto.

ARTICLE 58 Submitted by Town Accountant
 To see what sum of money the town will raise and appropriate for the payment of unpaid bills of previous years; or to take any other action relative thereto.

ARTICLE 59 Submitted by Town Accountant
 To see what sum of money the town will raise and appropriate or transfer from available funds for the current fiscal year FY90 which will supplement the annual town meeting appropriation; or to take any other action relative thereto

ARTICLE 60 Submitted by Treasurer
 To see if the town will vote to authorize the Town Treasurer with the approval of the Selectmen, to borrow money from time to time in anticipation of the revenue for the financial year beginning July 1, 1990 in accordance with the provisions of General Laws, Chapter 44, Section 4, and to issue a note or notes therefore payable within one year and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17; or to take any other action relative thereto.

ARTICLE 61 Submitted by Treasurer
 To see if the town will vote to raise and appropriate or transfer from available funds in the treasury a sum of money to be placed in a separate account and used for the purpose of defraying the cost of the town's unfunded pension liability in accordance with Massachusetts General Laws, Chapter 40, Section 5D; or to take any other action relative thereto.

ARTICLE 62 Submitted by Advisory Board
 To see what sum of money the town will vote to raise and appropriate or transfer from available funds in the treasury, to be added to the Stabilization Fund under the authority of Section 5B of Chapter 40, General Laws; or to take any other action relative thereto.

ARTICLE 63 Submitted by Zoning Bylaw Study Committee
 To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by renumbering Section D.2 in its entirety; or to take any other action relative thereto. *YES*

ARTICLE 64 Submitted by the Planning Board
 To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by deleting the existing Section D.2.h.2.10 and substituting therefor the following new Section D.2.h.2.10 to read as follows: *D.2.h.2.10*

The portion of any lot within the area delineated in Section 5A may not be used to meet the area requirements for the district or districts in which the remainder of the lot is situated; or to take any other action relative thereto. *YES*

ARTICLE 65 Submitted by the Planning Board
 To see if the town will vote to amend the Zoning Bylaw to provide for two associate members of the Planning Board and the procedure for filling such position as authorized by Chapter 239 of the Acts of 1989 and that the town vote to amend Section G.6.a of the Norfolk Zoning Bylaw by renumbering the present Section G.6.a as Section G.6.a.1 and inserting the following new section G.6.a.2: *IP*

G.6.a.2: Planning Board, Associate Member
 In addition to members elected at Town Elections or appointed to fill vacancies in accordance with G.L. C.41, Section 81A, the Planning Board may appoint two associate members to the Planning Board to serve for a term of one (1) year in accordance with the provisions of G.L. C.40A, s.9 as amended by Chapter 239 of the Acts of 1989.

The Associate Member(s) may be designated by the Planning Board Chairman to sit on the Planning Board for purposes of acting on a special permit application in the case of absence, inability to act or conflict of interest on the part of any member of the Planning Board or in the event of a vacancy on the board; or to take any other action relative thereto.

ARTICLE 66 Submitted by Planning Board
 To see if the Town will vote to amend the Zoning Bylaws by deleting the R-1 Zoning District and create a new Zoning District to be called R-1A, to require a minimum lot size of 43,560 square feet, frontage of 200 feet, minimum front setback of 50, side setbacks of 25, and rear setback of 25 feet and by increasing the lot size in the Business, Industry, and Health Maintenance and Professional Office Districts to 43,560 square feet with frontage of 200 feet. or to take any other action relative thereto.

*Language?
 Martin for Terry
 Lois*

amend
NO
YES

13	188
5	19
29	31
	65

YES

10	13
16	17
38	11
64	41

YES
2/3

MANO

13
17
11
41

7/10/ES
NOA
VJDB

ANNUAL TOWN MEETING WARRANT

ARTICLE 67

Submitted by Planning Board

To see if the Town will vote to add to the Zoning Bylaws of the Town of Norfolk the following watershed protection district bylaw to be added to the Zoning Bylaws as a new section, Section D.3 to read as follows:

a. Purpose of District

A Watershed Protection District is established in the Town of Norfolk for the following purposes:

1. To preserve and protect the lakes, ponds, streams, brooks, rills, marshes, swamps, bogs, and other waterbodies and water courses in the Town;
2. To protect, preserve, and maintain the water table and water recharge areas within the Town, so as to preserve present and potential sources of water supply for the public health and safety;
3. To protect the community from the detrimental use and development of land and waters within the watershed protection district; and
4. To conserve the watershed areas of the Town of Norfolk for the health, safety, welfare, and enjoyment of its people.

b. Establishment and Definition of District

1. The intent of the Watershed Protection District is to include lands lying adjacent to water courses and surface water bodies which create the catchment or drainage areas of such water courses and bodies, as part of their natural drainage system. The Watershed Protection District is superimposed over any other Districts established by this bylaw. The Watershed Protection District includes all streams, brooks, rivers, ponds, lakes, and other bodies of water shown on the Town of Norfolk Zoning Map and Assessors' Maps as most recently revised which are on file in the Office of the Town Clerk and includes all land lying within 25 feet from the center line and within 25 feet from the normal high water line and adjacent low, marshy areas, of all brooks, streams, rivers, lakes, ponds, marshes, swamps, and bogs.

The Watershed Protection District is an overlay district and shall be superimposed on the other districts established by this bylaw. No uses not permitted in the portions of the districts so overlaid shall be permitted within the district.

c. Permitted Uses

1. The following uses are permitted within the watershed protection district, subject to Section D.3.d, provided that all necessary permits, orders, or approvals required by local, state, or federal law shall also be obtained:
 - a. Conservation of soil, water, plants, and wildlife;
 - b. Outdoor recreation, nature study, boating, fishing, and hunting where otherwise legally permitted;
 - c. Boat docks, landings, foot, bicycle and/or horse paths and bridges;
 - d. Proper operation and maintenance of existing dams, splash boards, and other water control, supply and conservation devices;
 - e. Residential development, as permitted in the underlying district, ~~with a maximum density of one unit per acre, providing that the average slope of each lot shall not exceed 15%;~~
 - f. Repair, maintenance, and reconstruction of structures and uses lawfully existing prior to adoption hereof may be continued as permitted under the Zoning Act. Existing dwellings may be expanded provided ground coverage is not increased more than 25%; and
 - g. Farming, gardening, nursery, conservation, forestry, harvesting, and grazing.

*Annual
not
normal*

ANNUAL TOWN MEETING WARRANT

d. Prohibited Uses

1. The following uses are prohibited within the watershed protection district:
 - a. The location of landfills and the storage of salt and road de-icing chemicals;
 - b. Any building, structure, land-disturbing activities, or excavations within 25 feet from the normal highwater line of all water bodies and courses within the watershed protection district;
 - c. ~~Any animal feedlots, or pastures, or confinement areas, or storage of manure, or drainage from such activities, within 25 feet from the seasonal highwater line of all water bodies and courses within the watershed protection district;~~
 - d. The disposal of solid waste, other than brush;
 - e. The storage and/or sale of petroleum (or any other refined petroleum product) except within the buildings which it will heat;
 - f. The dumping of snow contaminated by de-icing chemicals which is brought in from outside the district;
 - g. The storage or disposal of hazardous materials, as defined by the Hazardous Waste Regulations promulgated by the Hazardous Waste Board, the Water Resources Commission, and the Division of Water Pollution Control under the provisions of Section 27(3), 52, 57, 58 of Chapter 21 of the General Laws.

e. Special Permit Uses

1. The Zoning Board of Appeals may allow the following uses, subject to Section d, within the Watershed Protection District, upon issuance of a special permit in accordance with Section f hereof and subject to any additional conditions the Zoning Board of Appeals may impose.
 - a. Those commercial and industrial activities permitted in the underlying district, with a site plan review;
 - b. The construction of dams or other water control devices, including the temporary alteration of the water level for emergency or maintenance purposes and periodic cleaning;
 - c. Ponds or pools or other changes in water bodies or courses, created for swimming, fishing, or other recreational uses, agricultural uses, or drainage improvements;
 - d. The application of pesticides for non-agricultural uses in combination with erosion and sedimentation control plans, provided that all necessary precautions shall be taken to prevent hazardous concentrations of pesticides in the water or the land within the watershed protection district as a result of such application. Such precautions include, but are not limited to, erosion control techniques, the control of runoff water (or the use of pesticides having low solubility in water), the prevention of volatilization and redistribution of pesticides and the lateral displacement (i.e. wind drift) of pesticides; and
 - e. The application of fertilizers for non-agricultural uses in combination with erosion and sedimentation control plans provided that such application shall be made in such a manner as to minimize adverse impacts on surface and groundwater due to nutrient transposition and disposition and sedimentation;
 - f. Residential construction upon a lot with an average slope exceeding 15%;
 - g. The excavation of gravel, sand, loam, or other earth material.

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- f. Procedures for Issuance of Special Permit
1. Each application for a Special Permit shall be filed with the Zoning Board of Appeals and shall be accompanied by the proper number of plans.
 2. Said application and a plan shall be prepared in accordance with the data requirements of the proposed development (e.g. site plan review, erosion, sedimentation control plan, etc.).
 3. The Zoning Board of Appeals shall refer copies of the application to the Board of Health, the Conservation Commission, the Highway Department, Board of Water Commissioners, and the Planning Board. These boards/departments shall review, either jointly or separately, the application and shall submit their recommendations.

Failure to make recommendations within 35 days of referral of the application shall be deemed lack of opposition.
 4. The Zoning Board of Appeals shall hold a hearing, in conformity with the provisions of G.L. Chapter 40A, Section 9 within 65 days after the proper filing of the application and after the review of the aforementioned town boards/departments.

The Zoning Board of Appeals shall follow the procedural requirements of Chapter 40A regarding notice, decision, etc.
 5. After notice and public hearing, and after due consideration of the reports and recommendations of the Planning Board, the Board of Health, the Conservation Commission, Board of Water Commissioners, and Highway Superintendent; the Zoning Board of Appeals may grant such a special permit provided that it finds that the proposed use:
 - a. Is in harmony with the purpose and intent of this bylaw and will promote the purpose of the watershed protection district;
 - b. Is appropriate to the natural topography, soils, and other characteristics of the site to be developed;
 - c. Will not, during construction or thereafter, have an adverse environmental impact on any water body or course in the district; and
 - d. Will not adversely affect an existing or potential water supply.

g. Limit of Authority

This district does not limit the existing authority of the Conservation Commission pursuant to Section 40 of Chapter 131 of the General Laws.

h. Development Regulations

All construction and land disturbing activities within the watershed protection district shall be designed or sited to minimize erosion and runoff by minimizing the construction period, slope stabilization, ditch maintenance, filtering, sedimentation basins, and revegetation.

or to take any other action relative thereto.

ARTICLE 68

Submitted by the Planning Board

To see if the Town will vote to amend the Town of Norfolk Zoning Bylaws, Section E.1 by adding a new section to be inserted as Section E.1.f to read as follows:

YES ✓

Continuous Buildable Lot Area

The continuous buildable area of a lot shall be interpreted as the horizontal area of any lot, created after the adoption of this section, exclusive of any area in a street or recorded way open or way proposed to be open to public use. For any lot created after the adoption of this section, at least sixty percent (60%) of the minimum lot area required for zoning compliance shall be contiguous land other than that located within an area identified as Flood Plain - Wetlands as defined by Massachusetts General Law, Chapter 131, Section 40, and/or the Town of Norfolk Wetlands Bylaw. The area shall be identified on the plan with a line entitled "100' Buffer Zone, Flood Plain, Wetland, Vegetative Wetland" as appropriate as determined and delineated by the applicant's engineer and/or botanist and approved by the Conservation Commission and/or Conservation Agent, using standards as outlined in above referenced statutes. The proposed structure must be constructed on said designated contiguous land area; or to any other action relative thereto.

ARTICLE 69

Submitted by Planning Board

To see if the Town will vote to raise and appropriate or transfer from available funds in the Treasury a sum of money to pay for a Master Plan; or to take any other action relative thereto.

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if

ARTICLE 20

Submitted by: Planning Board

To see if the Town will amend the Norfolk Zoning By-laws as follows:

To add a new Section G., Optional Overlay Districts, and renumber the existing sections sequentially.

And further to add the following sections:

G.1. OPTIONAL OVERLAY DISTRICT SPECIAL PERMIT

G.1.a. PROCEDURE FOR APPROVAL:

The optional overlay district plan shall be prepared by a professional architect or landscape architect, and a professional engineer and registered land surveyor, and certified by same by their seal, stamp and signature. Said plan shall be submitted in lieu of a preliminary plan of subdivision, and shall be reviewed in accordance with the terms of this bylaw. The plan shall conform with the Planning Board Regulations regarding preliminary plans of subdivision, as most recently amended, to the extent such regulations do not conflict with the requirements of this bylaw.

Any person desiring approval of an optional overlay district plan under this section shall submit fifteen (15) copies of said plan with an application for approval and appropriate fee therefor directly to the Planning Board. The Board shall, within fifteen (15) days after the receipt thereof, transmit one (1) copy of such plan to the following: Building Inspector, Board of Health, Conservation Commission, Water Commissioners, Police Chief, Fire Chief, Highway Superintendent, Board of Selectmen.

Said agencies shall, at their discretion, review the plan and report in writing their recommendations to the Planning Board.

The Planning Board shall not take final action on such plan until it has received reports from said agencies or until said agencies have allowed thirty-five (35) days to elapse after receipt of such plan without submission of a report thereon. No building permit shall be issued unless the optional overlay district plan has been approved by the Planning Board.

In exercising its jurisdiction under this section, the Planning Board shall conform to all requirements or procedures applicable to a Permit Granting Authority when deciding requests for special permits under General Laws, chapter 40A, as amended, including the requirements thereof for public notice and hearings.

G.1.b. GENERAL CONDITIONS FOR APPROVAL:

In considering an optional overlay district plan under this section, the Planning Board shall assure, to a degree consistent with the intent of the optional overlay district by-law, that:

1. All requirements of the optional overlay district by-law, as well as the Planning Board's regulations regarding preliminary plans of subdivision to the extent such regulations do not conflict with the requirements of said bylaw, have been met;
2. That the proposed use(s) is in harmony with the general purpose and intent of the optional overlay district by-law;
3. That the use(s) is an appropriate location and is not detrimental to the neighborhood;

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4. Adequate and appropriate facilities will be provided for the proper operation of the proposed use(s);
5. The proposed use(s) would not be detrimental or offensive to the adjoining zoning districts and neighboring properties due to the effects of lighting, odors, smoke, noise, sewage, refuse materials, visual or other nuisances;
6. That the proposed use(s) would not cause undue traffic congestion in the immediate area.

G.1.c. AUTHORITY OF THE BOARD:

The Planning Board shall have the power to require that technical data and study results be provided by the applicant to support the proposed optional overlay district plan.

G.2. TRADITIONAL NEIGHBORHOOD DEVELOPMENT ("T.N.D.") OPTIONAL OVERLAY DISTRICT

G.2.a. INTENT

The Town of Norfolk (the Town) recognizes that:

- * land is a non-renewable resource, and it and other natural resources are limited;
- * many societal needs, particularly those of senior citizens and children, are not best served by most current types of real estate development which, in conformance with currently conventional zoning law, excessively separate land uses and result in the requirement of vehicular travel;
- * it should promote forms of development which facilitate the provision and maintenance of adequate public services and infrastructure;
- * it should promote forms of development which facilitate all modes of transportation (including foot traffic) and which regulate the design of public spaces - streets, squares, plazas, greens, parks - for the use and enjoyment of its citizens;
- * it should seek to ensure an adequate supply of housing which is affordable by households at all income levels;
- * it should promote forms of development which foster a strong sense of community identity based on a shared, coherent, functionally efficient physical environment and a shared economic, legal, political, social, and cultural environment;
- * it should adopt policies and bylaws designed to alleviate traffic congestion, conserve energy, provide an alternative means of developing land and otherwise promote public health, safety, and welfare.

The Town further recognizes that many New England towns established between 1690 and 1940 continue to be desirable places for today's population to live, work, shop, and recreate. Such places, developed prior to the intensive use of the automobile and the creation of the interstate highway system, accommodate pedestrians as well as vehicles within their built-up fabric. Essential characteristics of these traditional neighborhoods include:

- * dwellings, shops, and workplaces generally located in proximity to each other;
- * modestly sized buildings fronting on, and aligned with, streets in a disciplined manner, generally uninterrupted by parking lots;
- * generally regular geometric patterns of streets and blocks arranged to provide comprehensible and interesting routes of travel;
- * a hierarchy of streets - some narrow and convenient for a balanced mix of both pedestrians and automobiles, while others wider to carry greater traffic and perhaps serve as the major ceremonial avenue, boulevard, or commercial main street;
- * well configured squares, greens, gardens and parks woven into street and block patterns and dedicated to collective social activity, recreation and visual enjoyment;

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- * civic buildings for assembly, or for other civic purposes, sited to act as visual landmarks and symbols of identity within the community;
- * a recognizable, functionally diverse, visually unified neighborhood or village center, often focused on a major civic space such as a village green or square, frequently also linked to a traditionally important cross-roads;
- * a built-up neighborhood area with an overall size small enough to permit residents and workers, if they so choose, to walk or ride bicycles comfortably rather than being required to drive throughout much of the neighborhood.

The Town recognizes, for the purposes of this section of the zoning bylaw, the desirability of promoting a bylaw and a review process designed to recognize all of that cited above and to explicitly promote:

- * a reduction in the number and length of automobile trips and, consequently, traffic congestion, within a T.N.D.;
- * increased pedestrian travel to increase citizen security, interaction, neighborliness, and sense of community;
- * the physical and social integration of citizens diverse in age, lifestyle and economic status;
- * a diversity in types of housing, shopping, commercial trade, civic facilities, recreation and employment;
- * the orderly patterns of streets and blocks, subdivision lots, open space, automobile parking, pedestrian pathways, building mass and height and lot occupancy, based partly on the natural site conditions of a T.N.D. as well as the existing constructed conditions adjacent to a T.N.D.

It is additionally intended that this section of the Norfolk Zoning Bylaw will allow for and encourage the expansion of opportunities for the development of land in the Town consistent with the goals and objectives of any adopted Master Plan and other requirements of law.

This "Intent" section of the T.N.D. shall be construed as the Constitution of the T.N.D. and any interpretation of the T.N.D. shall be made in accordance with the principles cited herein.

G.2.b. DEFINITIONS

Words and phrases within the T.N.D. shall have ordinary dictionary meanings except as may be otherwise defined hereafter. The general definitions of the Norfolk Zoning Bylaw shall pertain to the T.N.D. unless otherwise defined herein.

b.1. Accessory Use: An incidental and subordinate use customarily associated with the principal use of a Lot or Building located upon the same Lot as the accessory use.

b.2. Active Pedestrian Way: Land area or areas developed for immediate use by Pedestrians, including sidewalks, bicycle paths and Jogging trails.

b.3. Alley: A generally one-way vehicular passageway designed to provide secondary and/or service access to the sides or rear of Lots. Design speed shall not exceed 15 m.p.h.

b.4. Applicant: The owner(s) of record or the legally authorized agent of the owner(s) of record.

b.5. Board: The Town of Norfolk Planning Board.

b.6. Building: Any Structure built for the support, shelter or enclosure of persons, animals, fowl, chattels or property of any kind.

b.7. Building Height: The vertical distance from the average finished ground level of a Building to: the highest point of the coping of a flat roof; or the decline of a mansard roof; or the average of the heights of the eaves and the height of the highest ridgeline for a pitched or hipped roof.

b.8. Build-to Line: A line establishing a location for all, or a portion of, a Structure's facade or vertical face. The build-to line shall be indicated on each Lot in a T.N.D.

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b.9. Church: A Structure or group of Structures providing housing for religious worship, religious education and charitable activities as may be prescribed by the tenets and practices of a particular religious body.

b.10. Civic Building: Any permitted or required civic use Building when located in a Civic Use Area.

b.11. Civic Use Area(s): Land areas designated on the Plan, upon which publicly or privately owned Structures may be erected, and intended for the use, enjoyment and benefit of the Community.

b.12. Commercial: Pertaining to the exchange of cash, goods, services or any other remuneration for goods, services, lodging, meals, entertainment in any form, or the right to occupy space over a period of time.

b.13. Community: The property owners in a T.N.D.

b.14. Enfront: To face each other across a Street.

b.15. Footprint: The horizontal land area occupied by a Building at finished grade, excluding projections and overhangs.

b.16. Frontage: That Lot dimension along a Local Service, neighborhood or Through Street.

b.17. Kennel: Any Lot or premises on which 3 or more dogs over 4 months old are kept for boarding, training or sale.

b.18. Light Industry: Uses serving the needs of the Community for industrial activity which are not offensive to nearby Commercial or residential uses. Light Industry includes manufacturing or assembly processes carried on completely inside a Building. Light Industry shall not produce any of the following adverse impacts, as determined at the boundary of the Light Industry Lot:

noise at a level greater than typical street or traffic noise; hazardous solids, liquids, or gases for emission to the environment; offensive odors or glare; offensive vibration; or any other adverse impact as may be reasonably determined by the Board, based on evidence presented.

b.19. Lot: A separately platted portion of the real estate of a T.N.D. depicted on the Plan.

b.20. Lot Coverage: For a T.N.D. as a whole, as required in section d.3.3, the ratio of the total of all Building Footprints, excluding Civic Buildings' Footprints, divided by the Total Land Area in a T.N.D. For a single Lot, the total building(s) Footprints(s) on the Lot divided by the Lot's area.

b.21. Master Developer: The "developer(s)" named within the submission documents as the developer of record at the time of submission of the T.N.D. to the Board for review, and its successors and assigns.

b.22. Neighborhood: Contiguous land area which may include Alleys, is bounded by Streets and is designated as a Neighborhood on the Plan by the Master Developer.

b.23. Neighborhood Coffee House: A restaurant with not more than 12 seats nor 3 employees, and which is open for business not more than 14 hours per day.

b.24. Neighborhood Lot Coverage: Area of Building Footprint within a Neighborhood, excluding Civic Buildings, if any, divided by the area of the Neighborhood.

b.25. Open Space Areas: Land area or areas within a T.N.D., so designated on the Plan, upon which no privately owned structures may be either erected or placed.

b.26. Outdoor Commercial: Any Commercial use other than a Neighborhood Coffee House or restaurant conducted primarily outside a Building or Structure for more than 5 consecutive days or more than 15 days in any year, excluding uses incidental or Accessory to Commercial uses within Buildings.

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b.27. Outdoor Storage: Placement on a Lot not within a Building or Structure of supplies, materials, goods, products or surplus materials for more than 5 consecutive days or more than 30 days in any year if not fully screened from public view; if fully screened from public (but not necessarily from aerial) view, then not more than 10 consecutive days or more than 60 days in any year.

b.28. Pedestrian: Travel on foot or in a non-motorized vehicle for 5 or fewer persons.

b.29. Pedestrian Circulation Plan: A Plan of a T.N.D. showing all Active Pedestrian Ways and other land areas and routes available for Pedestrian circulation.

b.30. Plan: The Plan which depicts the site submitted to the T.N.D. and the proposed development. The Plan, upon approval by the Board, shall be submitted for approval as a definitive plan of subdivision which will be recorded at the Registry of Deeds.

b.31. Private: That which is neither Public nor Community.

b.32. Private Use Areas: Land area or areas, so designated on the Plan, intended for Private use and ownership.

b.33. Property Owner's Association: A private corporation, association or other legal entity under the laws of the Commonwealth of Massachusetts established by the Master Developer to provide for the ownership, care and maintenance of the Open Space Areas and certain Civic Use Areas and other community area improvements of a T.N.D.

b.34. Public: The general Public at large, including governmental agencies.

b.35. Scrap Yard: An area of land or a Building, within which waste or scrap materials are bought, sold, exchanged, stored or otherwise handled. A Scrap Yard includes, without limitation, an auto wrecking yard and "Junkyard."

b.36. Selectmen: The Norfolk Board of Selectmen.

b.37. Setback Line: A line parallel with Lot and right-of-way boundary lines delimiting the closest a Structure may be erected to the perimeter of a Lot.

b.38. Shared Parking: Any parking spaces intended to be utilized by more than one use, where persons occupying the spaces are unlikely to need the spaces at the same time of day.

b.39. Streetlight: A pole or pedestal mounted luminaire, 10 to 12 feet in height, with a metal halide or other full spectrum bulb.

b.40. Street, Local Service: A street constructed in accordance with the standards of the T.N.D. and which generally services Private Use Areas. Design speed shall not exceed 25 m.p.h.

b.41. Street, Neighborhood: A street constructed in accordance with the standards of the T.N.D., designed generally to provide access between Through Streets and Local Service Street. Design speed shall not exceed 30 m.p.h.

b.42. Street, Through: A street constructed in accordance with the existing Town of Norfolk Primary Street regulations. Through Streets shall provide primary access to and within a T.N.D.

b.43. Structure: Anything constructed or built, an edifice or Building of any kind, constructed of parts joined together in a definite manner and requiring permanent location of the ground.

b.44. T.N.D.: Herein, "the" T.N.D. refers to the Traditional Neighborhood Development Bylaw; "a" T.N.D. is a project proposed under this bylaw.

b.45. Total Land Area: All of the land area comprising a T.N.D. and contained within the perimeter boundaries of the Plan, including Street and utility rights-of-way.

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b.46. Village Green: A landscaped and maintained area of at least one (1) acre with an average slope of no more than 5%, or terraces of at least 75' in width (measured perpendicular to the natural contour of the land), with the terraced areas containing 1 or more acres, excluding slopes. Each terrace, if any, shall have an average slope of not more than 5%. The Village Green shall be for Pedestrian enjoyment and passive recreation and may be comprised of open landscaped areas, maintained woodland areas or combinations thereof.

b.47. Vista Termination: A Lot, Building or monument site generally located at an intersection, or an end, of streets or Active Pedestrian Ways, which is prominently visible from one or more streets, or Ways, approaching said site.

b.48. Warehouse: A Building used exclusively for the storage of goods or merchandise.

G.2.c. DEDICATION AND LOCATION

c.1. The T.N.D. option shall only be available for the development of lands located in the Town zoned Industrial.

c.2. Minimum Tract Areas: Land area submitted to the T.N.D. shall be no less than forty (40) acres.

c.3. Dedication: Because of the special objectives of the T.N.D. and the special considerations allowed under this section of the Norfolk Zoning Bylaw, land may not be removed from a T.N.D., or a T.N.D. amended, except in accordance with Section h hereof.

c.4. Addition of Lands: Land areas of any size contiguous to a T.N.D. may be added to an approved T.N.D. upon application to the Board. An Applicant requesting to add lands shall be required to show how the requirements of Section d herein will be met if the application for addition is approved.

c.5. Re-dedication: Lands dedicated as Open Space Area or Civic Use Area shall not be re-dedicated nor incorporated into the density allocation of any plan other than the originally approved Plan of a T.N.D. except by application to the Board in accordance with Section h hereof.

G.2.d. DESIGN REQUIREMENTS & GENERAL PROVISIONS

In interpreting the T.N.D., a specific requirement shall control over a general requirement.

d.1. Land Use Mix:

d.1.1. While a T.N.D. is expected to address the unique features of its site, it is recognized that for the concept of the T.N.D. to properly function, a general range of land use is required. A proposed T.N.D. shall conform with the following ranges of mixed land use:

USES TABLE

Total T.N.D. Size (acres)	>40 - 100	>100 - 150	>150 - 200
Open Space Areas	20 - 30%	18 - 30%	15 - 30%
Civic Use Areas	03 - 05%	2.5 - 05%	02 - 05%
Private Commercial	37 - 55%	32 - 50%	27 - 45%
Private Residential	30 - 40%	30 - 45%	30 - 50%

d.1.2. Certification: For each percentage computation or the above uses table, the denominator shall be the gross land area of a T.N.D. excluding roadways, and the numerator shall be the lot areas as defined by use type on the Plan. The Applicant shall provide the Board with certificates of compliance with the above use mix table and the maximum density provisions of d.1.5, which certificates shall bear the seal of a land surveyor or professional engineer (civil), licensed by the Commonwealth of Massachusetts.

d.1.3. Maximum Size: A T.N.D. which comprises more than 200 acres shall conform to the use mix in segments, each being no larger than 200 acres. Each segment shall be certified conformance with the above uses tables.

d.1.4. Location of Uses: Similar Building and Use types of similar intensities of use shall generally either abut each other or Enfront. Dissimilar use types shall generally abut along rear property lines and at street intersections.

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d.1.5. Maximum Residential Density: The maximum number of residential dwelling units permitted within a T.N.D. is six (6) residential dwelling units per acre. The maximum number of residential units shall be computed by multiplying the gross land area of T.N.D. times six (6). Except as may otherwise be expressly provided, no more than one residential dwelling unit shall be built on any lot.

d.1.6. Perimeter Buffer: Except between abutting T.N.D. subdivisions, there shall be a generally natural buffer area with a minimum width of 100 feet between any Building proposed within a T.N.D. and the perimeter of a T.N.D.

d.2. Permitted Uses

d.2.1. Intensity of Uses:

(a) In recognition of the evolution likely within a T.N.D., Commercial Private Uses are permitted to change to other Commercial Private Uses of lesser or equal "intensity" of use as defined herein. Residential Private Uses are also permitted to change to other Residential Private Uses of lesser or equal "intensity" of use. For the purposes of determining the "intensity" of a particular use under this section, the following lists of permitted uses are followed by bracketed numbers (i.e., [2]); the greater the number, the more "intense" the use. For example, a Lot with an intensity of "[3]" may change to a use with an intensity of either a "[2]" or a "[1]"; while an intensity of "[2]" may not become a "[3]" without first receiving a special exception (see d.2.7(d)).

(b) The Master Developer shall designate each Lot's intensity of use on the Plan, in keeping with the Intent of the T.N.D. Therefore, there shall be a mix of intensities designated on the Plan, with the higher intensity designations generally clustered nearly the more developed, central portions of a T.N.D., at street corners or where physically practical.

(c) Any proposed change of use from section d.2.5 to d.2.6 or vice-versa shall constitute a T.N.D. Amendment as is addressed in section h of the T.N.D.

d.2.2. Permitted Open Spaces Uses: Open Space Areas may be used solely for parks, Village Greens, squares and natural areas. No enclosed structures shall be built in an Open Space Area.

d.2.3. Permitted Civic Uses: Civic Use Areas may be used for one or more of the following:

- (a) Community or town meeting hall;
- (b) Library;
- (c) Post office;
- (d) Museum;
- (e) Historical and cultural society;
- (f) Day-care center;
- (g) Church or other place of worship;
- (h) Public and Private Schools;
- (i) Art galleries;
- (j) Music centers, symphony halls or other structures for the Community's or Public's enjoyment of musical performances;
- (k) Theatres for the performing arts, both indoor and outdoor;
- (l) Athletic fields;
- (m) Public (non-private membership) athletic clubs;
- (n) Municipal services.

d.2.4. Required Civic Uses:

(a) There shall be a Lot designated for use as a day-care center for a T.N.D. which proposes to create 50 or more residential units. This Lot shall be sized at a minimum of 250 sq. ft. per residential unit.

(b) A Community meeting hall shall be constructed with an enclosed area of no less than 25 sq. ft. for each residential unit.

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(c) There shall be a Lot designated for use as a Municipal Service/Public Safety Lot. This lot shall be sized at the greater of one percent (1%) of the Total Land Area of a T.N.D. or one-half (1/2) acre. This Lot shall be deeded to the Town when funds for the construction of a Municipal Building or structure on such Lot have been appropriated.

d.2.5. Permitted Commercial Private Uses: Commercial Private Use Areas may be used for one or more of the following:

- (a) Single-family residential dwellings, if located within a structure also containing a Commercial use [1];
- (b) Lodging, including hotels [1];
- (c) Retail sales & services [1];
- (d) Offices [1];
- (e) Private clubs [1];
- (f) Restaurants [1];
- (g) Artist studios [1];
- (h) Private swimming pools [1];
- (i) Open Space Use [1];
- (j) Any use permitted in Civic Use Areas [1];
- (k) Recreational building or use [2];
- (l) Medical clinics/facilities [2];
- (m) Elderly care and social care facilities [2];
- (n) Workshop [2];
- (o) Automobile parking lots [2];
- (p) Automobile service station, excluding the dispensing of petroleum-based fuel [2];
- (q) Hospital [3];
- (r) Light Industry if located a minimum of 250' from Private Residential Lots [4].

d.2.6. Permitted Residential Private Uses: Residential Private Use Areas may be used for one or more of the following:

- (a) Single-family residential dwellings [1];
- (b) Artist studio [1];
- (c) Private swimming pools [1];
- (d) Open Space Use [1];
- (e) Retail sales & services as an Accessory Use, or for not more than 3 full-time employees or not more than 8 part-time employees, for a total of not more than 120 hours per week [2];
- (f) Offices, as an Accessory Use, or for not more than 3 full-time employees or not more than 8 part-time employees, for a total of not more than 120 hours per week [2];
- (g) Neighborhood Coffee House [2];
- (h) Recreational building or use [2];
- (i) Any use permitted in Civic Use Areas [3];
- (j) "Bed and Breakfast" lodging of not more than 12 rooms, with each room designated for not more than 2 persons [3].

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d.2.7. Other Uses: Uses which may be approved by special exception within a T.N.D. are as follows:

- (a) Commercial car wash as a Commercial Private Use [4];
- (b) Retail sale of petroleum-based fuel products as a Commercial Private Use [4];
- (c) Commercial use in a Residential Private Use Area which use involves more than 3 full-time employees or more than 8 part-time employees, for a total of more than 120 hours per week; or
- (d) any change of use of a Private Lot within a T.N.D. to a use of greater intensity, as defined herein.

d.2.8. Special Exception: An application for a special exception within a T.N.D. shall be considered by the Zoning Board of Appeals under the provisions of the Special Permit Section H.6. of the Zoning Bylaws of the Town.

d.2.9. Prohibited Uses: The following uses are prohibited in a T.N.D.:

- (a) Chemical manufacturing, storage or distribution, as a primary use;
- (b) Any Commercial use which is primarily directed to patrons who are encouraged by the site layout, or buildings, to remain in their automobile while receiving goods or services except automobile service stations;
- (c) Enameling, planting or painting except artist studios as a primary use;
- (d) Outdoor advertising or billboard as a principal use or any outdoor advertising for a use not in a T.N.D.;
- (e) Foundries, carting, express, moving or hauling terminal or yard, except delivery or pick up of goods or merchandise solely to service businesses in a T.N.D.;
- (f) Prisons, detention centers or "half-way houses" associated with prisons or penitentiaries;
- (g) The manufacture or disposal of hazardous waste materials;
- (h) The manufacture or disposal of radioactive waste;
- (i) Agricultural uses, other than home gardens;
- (j) Scrap Yards;
- (k) Mobile Homes;
- (l) Commercial sand, gravel or other mineral extraction;
- (m) Outdoor Storage;
- (n) Outdoor Commercial;
- (o) Kennels; or
- (p) Any use which produces any of the adverse impacts listed under the definition of "Light Industry".

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d.2.10. Signs

- (a) No sign larger than eight (8) square feet is permitted in a T.N.D.
- (b) The provision of kiosks, or other directional/informational clusters of signs, with each sign of 1.5 square feet or less and which pertain exclusively to Lots within a T.N.D. is encouraged. These kiosks, where provided, shall generally be located on Civic Lots and in other areas designed for Pedestrian gatherings.
- (c) No internally illuminated, flashing, moving or portable signs are permitted within a T.N.D., except that temporary, portable, signs for the sale or rent of real estate within a T.N.D. are permitted.

d.3. Lot Requirements

d.3.1. Lots shall have the following street frontage in accordance with the use of the Lot:

	<u>Maximum</u>	<u>Minimum</u>
Commercial	250 ft.	16 ft.
Single Family Residential	150 ft.	25 ft.
Open Space	None*	None (see below)*
Civic	None*	None*

*No less than 50% of the perimeter of an Open Space Area lot shall abut either a Street, a Pond or an Active Pedestrian Way.

d.3.2. Lot Size: Lots shall be sized to meet the requirements of the Norfolk Board of Health and in accordance with the use of the lot so that maximum Lot coverages are in conformance as follows:

	<u>Maximum Lot Coverage</u>
Mixed Commercial/Residential Use Lot	90%
Commercial Lot	90%
Single-family Residential Lot	60%
Open Space Lot	N/A
Civic Lot	N/A

d.3.3. Lot Coverage: Total Lot Coverage for a T.N.D. shall not exceed 25%.

d.3.4. Neighborhood Lot Coverage: Neighborhood Lot Coverage shall not exceed 65%.

d.4. Building Requirements

d.4.1. Height: No Building Height shall exceed 40 feet.

d.4.2. Structure Height: Measured as for Buildings, no Structures shall exceed 40 feet in height except church steeples, belfries, cupolas, bell towers, look-outs or observation posts or flagpoles.

d.4.3. Location of Main Entrances: The primary building entrances for Commercial establishments shall generally open to the front sidewalk.

d.4.4. Civic/Community Buildings: Buildings located in Civic Use Areas shall be located adjacent to Village Greens, parks, squares or at a Vista Termination.

d.4.5. Setbacks: Except as may otherwise be required by the T.N.D., there shall be no minimum building setbacks within a T.N.D.

d.4.6. Residence Party Walls: Except as may otherwise be expressly provided, no residential dwelling unit may share a party wall with any other residential dwelling unit.

d.5. Street Types and Uses

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d.5.1. Streets shall be designed to ensure the safety of motorists and Pedestrians and shall generally:

- (a) Minimize the alteration of natural site features;
- (b) Improve the view of and the view from Buildings and other prominent vistas;
- (c) Minimize the area devoted to motor vehicle travel;
- (d) Promote Active Pedestrian Way design so that it is generally more convenient and pleasant for most of the Community to walk short distances than to drive;
- (e) Promote the creation of Vista Terminations; and
- (f) Create safe vehicular and Pedestrian passage within a T.N.D.

d.5.2. Identification: The Applicant shall depict on the Plan which streets are proposed to be Through, Neighborhood and Local Service Streets and Alleys. The Plan shall also identify which Street Section type is proposed for each street.

d.5.3. Property Lines Coincident With Right-Of-Way: All property lines of each lot shall be coincident with the public right-of-way for that street which serves as primary access to the lot.

d.5.4. Sidewalk Sizes and Requirements: Sidewalks at least 10' in width shall be provided adjacent to all commercial uses, and sidewalks no less than 5' in width shall generally be provided along one or both sides of all streets within a T.N.D. Sidewalks shall generally be parallel with the streets they adjoin and may be either within the street right-of-way or within an individual lot. The sidewalk's use and maintenance shall be ensured by permanent easement. In the event of mixed commercial/residential uses within 150' of each other, the commercial 10' width sidewalk standard shall control.

d.5.5. Lighting: Streetlights shall be provided along all Active Pedestrian Ways at not less than 100' intervals.

d.5.6. Crossings: Street and pedestrian way design shall be done to minimize pedestrian crossings at Through Streets.

d.5.7. Access: Lot layout and pedestrian way design shall be done to ensure pedestrian access to all lots.

d.5.8. Street Sections: Street Sections proposed for use within a T.N.D. shall be placed on file with and be approved for use within a T.N.D. by the Board or its designated representative (Designated Agency). Street Sections are intended to provide the Designated Agency with sufficient detailed information in both plan and cross section view to enable the Designated Agency to determine how parked and moving vehicles will interact with each other and with pedestrians so that the safety of the Street Section may be evaluated. The file of Street Sections may be added to from time to time either by the Designated Agency or by parties submitting new Street Sections for review and approval by the Designated Agency. The primary review criteria of the Street Sections shall be based upon the Intent of the T.N.D. and the health, safety and welfare of the Community.

d.5.9. Layout: Streets shall be laid out within a T.N.D. so that no occupied Lot is more than 1500' from a Through Street nor more than 450' from a Neighborhood Street. The maximum perimeter of the blocks formed by Streets shall not exceed 2,000'. Median perimeter of the blocks formed by Streets shall be 1000' to 1600'. Average block depth shall be no less than 200'. Street layouts shall be generally rectilinear with "deformations" as may be physically proper to adapt Streets to topographic or other natural conditions and to generally ensure Vista Terminations at Street intersections.

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d.5.10. Construction Requirements: Streets constructed within a T.N.D. shall be constructed in accordance with the Norfolk Subdivision Road Standards in effect at the time of construction. This provision specifically shall not, however, affect the geometric layout of an approved T.N.D., only the actual construction standards of a road.

Through, Neighborhood and Local Service Streets shall comply with the following standards:

Design Requirement	Through Street	Neighborhood Street	Local Service/Street Alley
Minimum R.O.W. Width	MRS	----see tables below----	
Minimum Pavement Width (no median)	MRS	"	"
Minimum Angle of Intersection	MRS	"	"
Minimum Centerline Radius	MRS	"	"
Minimum Tangent Length Between Curves	MRS	"	"
Minimum Shoulder Width	MRS	"	"
Minimum Width of Clearing/Grubbing	MRS	"	"
One-Way Minimum Travel Lane Width	MRS	"	"
Two-Way Minimum Travel Lane Width	MRS	"	"

"MRS", in the previous table, refers to the Town of Norfolk Subdivision Regulations Minimum Road Standards, as most recently amended, regarding Primary Streets.

FOR NEIGHBORHOOD AND LOCAL SERVICE STREETS AND ALLEYS

DESIGN SPEED (M.P.H.)	MINIMUM CURB-TO-CURB						MIN. CURB RADIUS AT INTERSECTION	MINIMUM R.O.W. WIDTH		
	ONE-WAY		TWO-WAY		ONE-WAY					
	NO PKG	1 SIDE	2 SIDE	NO PKG	1 SIDE	2 SIDE		NO PKG	1 SIDE	2 SIDE
15 (Alley)	13'	21'	29'	22'	30'	38'	10'	35'	43'	51'
20	14'	22'	30'	24'	32'	40'	10'	36'	44'	52'
25	14'	23'	31'	24'	32'	40'	15'	36'	45'	53'
30	16'	25'	33'	24'	32'	40'	20'	38'	47'	55'

DESIGN SPEED (M.P.H.)	MINIMUM R.O.W. WIDTH			MIN. TRAVELLED CENTERLINE RADIUS (NO SUPERELEVATION)	TRAVELLED WAY COINCIDENT WITH CENTERLINE
	TWO-WAY		PARALLEL PKG		
	NO PKG	1 SIDE	2 SIDE		
15 (Alley)	44'	52'	60'	50'	NOT REQUIRED
20	46'	54'	62'	90'	NOT REQUIRED
25	46'	54'	62'	200'	NOT REQUIRED
30	46'	54'	62'	275'	REQUIRED

NOTE: "PKG" = Parking

DESIGN SPEED (M.P.H.)	STOPPING SIGHT DISTANCE	INT-X SIGHT DISTANCE	MIN. INT-X SPACING		TWO-WAY CAPACITY ADT/DHV
			C/L INT-X TO C/L INT-X	INT-X	
15 (Alley)	90'	N/A	N/A		<400 / <200
20	125'	200'	200'*		<400 / <200
25	150'	340'	200'*		<800 / <300
30	200'	400'	200'*		<800 / <400

NOTE: "INT-X" = Intersection

* Street intersection spacing shall generally be 200' or more, but may be reduced with the approval of the Board.

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Where curbing is appropriate, only granite or reinforced concrete curbing will be allowed. Where curbing is not appropriate ("open section"), minimum curb-to-curb dimension shall be minimum pavement dimensions; rights-of-way shall include necessary drainage and appurtenances. Alleys shall be for tertiary service and minimal traffic and shall be designed to accommodate the intended traffic as may be demonstrated during the review process.

d.5.11. Street Design Speeds: The Master Developer shall identify Street design speeds on the Plan. Posted speed limits shall not exceed design speeds. To facilitate the balance of pedestrians and vehicles, 20 m.p.h. design speeds are encouraged throughout a T.N.D.

d.6. Parking Requirements

d.6.1. General: Land area(s) for parking shall be reserved in accordance with the following maximum parking requirements within a T.N.D. The Board, in its discretion, may not require the immediate construction of all of a parking area. The following requirements do not necessarily apply if the Shared Parking option is elected.

- | | |
|-----------------|--|
| (a) Office | <u>Three</u> (3.0) parking spaces per 1,000 square feet |
| (b) Retail | <u>Five</u> (5.0) parking spaces per 1,000 square feet |
| (c) Restaurants | <u>Twenty</u> (20.0) spaces per 1,000 square feet |
| (d) Cinemas | <u>Three-tenths</u> (.30) spaces per seat |
| (e) Residential | <u>One and six-tenths</u> (1.60) spaces per dwelling unit |
| (f) Hotel | <u>One and twenty five-hundredths</u> (1.25) spaces per room |
| (g) Other Uses | Parking spaces adequate to accommodate, under normal conditions, the vehicles of occupants, employees, members, customers, clients, and visitors to the premises shall be provided as determined by the Board. |

d.6.2. Streetside Parking: Generally, continuous head-in parking shall be required along streets where commercial uses are predominate. Parallel parking is permitted along all other streets.

d.6.3. Parking Space Allocation: For other than Shared Parking, parking spaces may be considered allocated to a particular Lot, or use, if those spaces are entirely on that Lot or the use of the spaces has been assured by assignment through easement or other legal guaranty. Streetside parking may be allocated to a particular Lot when a particular streetside space abuts a particular Lot. Where streetside spaces abut more than one Lot, a particular parking space may be allocated to a particular Lot only if more than 66% of the space abuts that Lot or the space use has been assured by assignment.

d.6.4. Snow Emergency: The Master Developer shall provide a snow emergency plan of a T.N.D. for the Board's review and consideration prior to final approval of a T.N.D. The snow emergency plan shall show: where vehicles will be stored during snow emergency periods; how and by what methods snow will be removed from the streets and sidewalks within a T.N.D.; and generally, how a T.N.D. will function during and after a snow-storm. The snow emergency plan shall not require the Town to remove snow from private streets, sidewalks or other private property, unless prior responsibility therefor has been assumed by the Town. The Board may seek input from the Norfolk Highway Department Superintendent when considering a snow emergency plan.

d.6.5. Location and Screening of Parking Lots: Parking lots and areas shall be located at the side or rear of all buildings and are prohibited from being located on a corner lot. All parking lots or areas shall be screened to minimize their view from the street.

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d.6.6. Alleys: No parking is permitted on Alleys unless the Alley is constructed to additional width and approved by the Board for such use.

d.7. Shared Parking Option

d.7.1. In order to help minimize the land area used for parking requirements within a T.N.D., the Master Developer shall have the option of electing this "Shared Parking" section of the T.N.D.

d.7.2. The Shared Parking design criteria, methodologies and procedures put forth in the publication, SHARED PARKING: A STUDY CONDUCTED UNDER THE DIRECTION OF THE URBAN LAND INSTITUTE, by Barton Aschman Assoc., Inc. and published 1987 by the Urban Land Institute (International Standard Book #0-87420-9 and Library of Congress Card Catalog Number 83-51648) ("ULI criteria") shall be considered acceptable within a T.N.D. This publication is incorporated herein by reference.

d.7.3. The Master Developer of a T.N.D. wishing to elect the Shared Parking option shall demonstrate a parking program consistent with the ULI criteria, or other criteria as may be established and approved by the Board.

d.7.4. In the event of a mix of uses not readily identifiable by ULI criteria, the Board may require that land areas be set aside as a space allocation for possible parking needs. Any such set aside space shall be eligible for reconsideration for other use by the Board one year following the granting of occupancy permits for the mix of uses potentially needing said space.

d.7.5. Any subsequent change to a T.N.D. containing shared parking shall demonstrate continued conformance with this section or compliance with the non-shared parking requirements.

d.8. Utility Requirements

d.8.1. Utilities and Location: All utilities shall be located underground and shall also generally be located within street rights-of-way or within Alleys. All utility outlets, service entrances, transformers and the like shall generally be centrally clustered in a neat and orderly fashion and shall be screened from view where permitted by building and electrical codes.

d.8.2. Local, State & Federal Standards: Water and Sewerage facilities shall be designed and installed in accordance with applicable Town, State and federal standards.

d.8.2. Town Water: All Buildings and all fire hydrants in a T.N.D. shall be connected to and served by the Town water supply system, as available or as extended at the expense of the Master Developer of a T.N.D.

d.9. T.N.D. Compliance

d.9.1. Local Standards: All proposals for a T.N.D. shall comply with all applicable provisions of this bylaw, the Site Plan Approval bylaw and other pertinent bylaws, regulations and policies of the Town; provided, however, that in the event of conflict between such bylaws, regulations or policies with the T.N.D., the T.N.D. standards shall control.

d.9.2. Design Review: Section F.12 of the Norfolk Zoning By-Laws (Design Review) shall apply to all Buildings in a T.N.D., notwithstanding the residential or non-residential use of such Buildings.

G.2.e. T.N.D. Management

e.1. Property Owners Association(s)

e.1.1. Membership in a Property Owners Association established by the Master Developer shall be mandatory for all property owners within a T.N.D. and shall be made a required covenant in all deeds issued or passed.

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that the Master Developer elects to convey ownership of one or more Open Space Areas before the expiration of the Maximum Ownership Period, then the Master Developer shall offer such Open Space Area(s) to the Town as provided in this subsection e.2.2 except that the time period within which the Town must notify the Master Developer of a willingness to accept ownership shall be six (6) months from written notification.

e.2.3. Upon the expiration of the Extension Period, any Open Space Area not transferred to the Town shall be transferred to the Property Owners Association initially designated by the Master Developer to receive ownership of such Open Space Area in the association documents. Any Open Space Area which has been offered to the Town prior to the expiration of the Maximum Ownership Period, the ownership of which is not accepted by the Town, may, at the Master Developer's option, be retained by the Master Developer until the expiration of the Extension Period or may be transferred to the Property Owners Association initially designated by the Master Developer to receive ownership of such Open Space Area in the association documents.

G.2.f. Procedures and Submission Requirements

The Board may adopt review procedures and submission requirements for a T.N.D. which differ from those for other subdivision and site plan criteria, and which further the purposes of this bylaw.

G.2.g. T.N.D. Post Approval Reporting

One year following an approval of a T.N.D., the Master Developer shall file a report with the Selectmen, with a copy to the Board. This report shall be for informational purposes only and shall be designed to assist the Town in planning for the efficient management, provision and distribution of Public Services and updating the tax map, with the additional benefit of providing to the Town the most accurate and timely information available on an approved T.N.D. Such reports shall be filed by the Master Developer annually until either less than 10 acres of a T.N.D. remains undeveloped, or more than 67% of a T.N.D. is developed.

g.1. Presentation

The annual report shall be filed with the Selectmen's secretary and the Board's secretary 15 days prior to the anniversary date of a T.N.D. approval.

g.2. Content

The Annual Report to the Selectmen and the Board shall be a plan of an approved T.N.D. depicting:

e.1.2. The Master Developer shall prepare Property Owners Association documents for the Property Owners Association(s). The Property Owners Association documents shall provide at a minimum that the association shall accept title to any Open Space Areas which may be deeded by the Master Developer to the Property Owners Association, and shall provide for the maintenance of any common area improvements, private streets, private sidewalks, rights-of-way, utilities and Open Space Area(s) owned by the Property Owners Association. The Property Owners Association documents shall provide voting and use rights, shall provide the Property Owners Association with the authority to acquire a lien upon the property of any of its members in order to secure collection of any amounts due to the Property Owners Association from its members, and may also provide for the charge of dues, levies or assessments to cover expenses which include, but are not limited to, tax liabilities, insurance, maintenance and municipal or State assessments.

e.2. Ownership of Open Space Areas

e.2.1. The Master Developer shall convey ownership of the Open Space Area for monetary consideration not in excess of \$1.00 pursuant to subsections e.2.2 and e.2.3 below on or before the expiration of the "Extension Period". The Extension Period is defined as six (6) months after ninety-five percent (95%) of the Civic Use Areas and the Private Use Areas have been conveyed to persons not affiliated with the Master Developer (the "Maximum Ownership Period"). Provided, however, the Master Developer may convey, at its option, ownership of one or more of the Open Space Areas without monetary consideration at an earlier time to any of the persons and/or governmental entities listed in sections e.2.2 or e.2.3.

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e.2.2. Within thirty (30) days of the beginning of the Extension Period, the Master Developer shall give notice in writing to the Town. Such notice shall contain an offer to convey ownership of one or more of the Open Space Areas. Upon written notification from the Town to the Master Developer within the Extension Period of a willingness to accept ownership, which notification shall also contain a demonstration of the ability to assume the maintenance responsibility for an Open Space Area, the Master Developer shall convey the Open Space Areas. In the event

- (a) The current use mix, as built on and for which building permits have been granted;
- (b) Open Space Areas and Civic Use Areas improved or constructed upon.

G.2.h. Post Approval Amendments and Plan Changes

The plan, once approved, may be amended according to the following standards and provisions:

h.1. The Master Developer of an approved T.N.D. may make an application for amendment to, or removal of land from, a previously approved T.N.D. Plan. An individual owner of a Lot in a T.N.D. may make an application to amend a T.N.D. only to change the use of a Lot from section d.2.5 or d.2.6 or vice-versa.

h.2. An application for amendment to an approved T.N.D. may be made no more frequently than semi-annually.

h.3. An application for amendment to, or removal of land from, an approved T.N.D. Plan shall be completed consistent with the application requirements of the Board. Upon filing of the complete application the Board shall act upon such amendment application consistent with this bylaw, and the applicable standards for subdivision and site plan review.

h.4. The Board shall approve an amendment to a previously approved T.N.D. Plan unless the proposed amendment:

h.4.1. Would result in a lack of compliance with the T.N.D. or the Norfolk Zoning Bylaw;

h.4.2. Proposes to remove land from an approved T.N.D. which would result in a remaining T.N.D. land area of less than 40 acres; or

h.4.3. Would have a substantial adverse impact on any special aspects or features of an approved T.N.D.

G.2.i. Validity

The invalidity of any section or provision of this bylaw shall not invalidate any other section or provision hereof.

And further to amend the second paragraph of the current section G.6.2., to be renumbered appropriately, to read as follows:

The Board of Appeals shall be the Permit Granting Authority under this by-law except for the purposes of section F.11., Site Plan Approval, and section G.1., Optional Overlay District Special Permit, where the Planning Board shall be the Permit Granting Authority.

And further to add the following new section after Section C.1.b.:

c. There shall also be optional overlay districts, in accordance with Section G, by special permit as authorized by G.L. c. 40A, §9.

And further to amend Section D.2 by adding the following new section and numbering sequentially:

- | | | | | | |
|----|--|----|----|-------|----|
| i. | Optional Overlay Districts | R | B | HM&PO | I |
| 1. | Traditional Neighborhood Development (TND) | No | No | No | SP |

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ARTICLE 71

Submitted by: Planning Board

IP

To see if the Town will amend Section G.1 (Optional Overlay District Special Permit) of the Norfolk Zoning By-Laws by adding the following new section:

Paragraph d. INCLUSIONARY ZONING/AFFORDABLE HOUSING:

d.1. AFFORDABLE HOUSING REQUIREMENTS.

d.1.1. Whenever an application is made under this section for a Special Permit from the Planning Board for an Optional Overlay District, the Planning Board may require as a condition of the grant of such Special Permit the provision within the development of affordable residential dwelling units amounting to not more than 25% of the development's total number of residential dwelling units.

d.1.2. The affordable residential dwelling units to be provided shall be compatible with and equivalent in exterior architectural design to other units within the development.

d.1.3. The distribution of unit sizes (i.e., number of bedrooms) and determination of occupancy characteristics (i.e., elderly or family) shall be made by the Planning Board at the time of granting the Special Permit.

d.2. TARGET POPULATION FOR AFFORDABLE RESIDENTIAL DWELLING UNITS.

d.2.1. Affordable residential dwelling units are those which may be purchased by families earning less than 100% of the median income for the Boston Standard Metropolitan Statistical Area, and whose expenditure for housing costs does not exceed 30% of the gross annual income of the owner. Housing costs for affordable residential dwelling units shall be calculated based upon current available mortgage interest rates, a 30-year mortgage term, and either a 5% or 10% downpayment as may be currently available by mortgage lenders. Adjustments must be made according to the number of persons in the household. The maximum sale price for the affordable residential dwelling unit shall be based upon these housing cost calculations.

d.2.2. The median income for the SHSA shall be established by the U.S. Department of Housing and Urban

availability of the unit, immediately after determining the resale price.

d.3.3. Those families so notified shall have exclusive right to contract for the unit, for a period of sixty (60) days.

d.3.4. If no contract has been entered into with any party at the end of sixty (60) days, the owner of the unit may offer the price to the general public at the price determined by the deed restriction.

ARTICLE 72 Submitted by Zoning Bylaw Study Committee

To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by adding the following definition to Section B:

YES ✓

Scoreboard - a board displaying only athletic event information; said board shall not exceed thirty (30) square feet in area. No scoreboard shall be higher than 15 feet from the average finished grade of adjoining ground to the top of the scoreboard. No scoreboard shall be internally illuminated, but may be externally illuminated with white light only, and such lighting shall be shielded and focused not to extend beyond the scoreboard border. A scoreboard shall be located within 50 feet of its respective athletic field; or to take any other action relative thereto.

ARTICLE 73 Submitted by Zoning Bylaw Study Committee

To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by adding the following definition to Section B:

YES ✓

Sign - Any letter, word, symbol, drawing, picture, design, device, article or object that advertises, calls attention to or indicates any premises, persons, products, businesses or activities, or that conveys or is intended to convey any message whatever the nature of the material and manner of composition or construction. (Historical date plaques or markers approved by the Historical Commission, flags and insignia of governmental jurisdictions and scoreboards shall not be considered signs except when displayed for the purpose of commercial promotion.)

YES ✓

ARTICLE 73a

To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by adding the following use to Section D.2.g.:

Scoreboard	R	HM/PO	B	I
or to take any other action relative thereto.	SP	N	SP	SP

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ARTICLE 74 Submitted by Zoning Bylaw Study Committee
 To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by adding the following definition to Section B:
 Athletic court - an area upon which tennis, handball, basketball, racquetball, volleyball, squash or paddle tennis is played; or to take any other action relative thereto.

YES

ARTICLE 75 Submitted by Zoning Bylaw Study Committee
 To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by adding the following use to Section D.2.e.

	R	HM/PO	B	I
Indoor or Outdoor Recreational Facilities operated as a business for gain and limited to swimming pools and athletic courts	N	N	SP	SP

or to take any other action relative thereto.

ARTICLE 76 Submitted by Zoning Bylaw Study Committee
 To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by adding the following use to Section D.2.e.:

	R	HM/PO	B	I
Exercise/aerobics studio	N	N	Y	SP
Dance or Gymnastics school	N	N	Y	SP

or to take any other action relative thereto.

ARTICLE 77 Submitted by Zoning Bylaw Study Committee
 To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by adding the following use to Section D.2.e.

	R	HM/PO	B	I
Filling Station or Garage to	N	N	SP	SP

or to take any other action relative thereto.

ARTICLE 78 Submitted by Zoning Bylaw Study Committee
 To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by adding the following definition to Section B:

Collection station for laundry or dry cleaning A retail service establishment where customers bring and pick up their laundry or dry cleaning. No laundering or dry cleaning is done on the premises. The on-site service may include tailoring and clothing repairs; or to take any other action relative thereto.

ARTICLE 79 Submitted by Zoning Bylaw Study Committee
 To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by adding the following use to Section D.2.e.:

	R	HM/PO	B	I
Any of the following service establishments dealing directly with the consumer: Beauty salon, barber shop, collection center for dry cleaning and laundry, dressmaker or tailor, shoe repair shop, clothing rental establishment, household appliance repair, typewriter or computer repair shop	N	N	Y	N

or to take any other action relative thereto.

ARTICLE 80 Submitted by Zoning Bylaw Study Committee
 To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by adding the following definition to Section B:

Dry cleaning or power laundry - A building where retail/wholesale laundry and/or dry cleaning is done, including on-site commercial cleaning of carpets and rugs; or to take any other action relative thereto.

ARTICLE 81 Submitted by Zoning Bylaw Study Committee
 To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by adding the following to Section D.2.e.:

	R	HM/PO	B	I
Dry cleaning or power laundry	N	N	N	N

or to take any other action relative thereto.

ARTICLE 82 Submitted by Zoning Bylaw Study Committee
 To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by adding the following definition to Section B:

Parking Areas - All areas required to be constructed by Section F7 (Parking Requirements) and Section F8 (Off-Street Loading) of the Norfolk Zoning Bylaws, excluding the driveway(s) necessary to provide access to such areas from the street; or to take any other action relative thereto.

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ARTICLE 83 Submitted by Zoning Bylaw Study Committee
 To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by deleting the current Section F.7.b.20 and inserting a new Section F.7.b.20 as follows:

Permitted Use: Other uses - Parking spaces adequate to accommodate the vehicles of occupants, employees, members, customers, clients, and visitors to the premises shall be provided.

Minimum Number of Spaces: 1 per 50 square feet gross floor area or a lesser number by Special Permit from the Zoning Board of Appeals; or to take any other action relative thereto.

ARTICLE 84 Submitted by Zoning Bylaw Study Committee
 To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by changing Section F.7.e. to read:

"F.7.e. In the Business and Industry districts, parking areas shall be located in the rear yard or side yard of non-residential structures and not in the front yard of such structures, unless otherwise authorized by special permit issued by the Zoning Board of Appeals." or to take any other action relative thereto.

ARTICLE 85 Submitted by Zoning Bylaw Study Committee
 To see if the Town will vote to amend the Town of Norfolk Zoning Bylaws by deleting the existing Section G.1., Enforcement, and adding the following in place thereof:

1. Enforcement

a. Criminal Penalty

This bylaw shall be enforced by the Building Commissioner/Zoning Officer. No building shall be built or altered and no use of land or a building shall be begun or changed without a permit having been issued by the Building Commissioner/Zoning Officer. Any violation of the provisions of this bylaw, the conditions of a permit granted under this bylaw, or any decisions rendered by the Zoning Board of Appeals or Planning Board under this bylaw, shall be liable to a fine of not more than one hundred dollars (\$100.00) for each offense. Each day such violation continues shall be deemed a separate offense.

b. Non-Criminal Disposition

In addition to the procedures for enforcement as described above, the provisions of this bylaw, the conditions of a permit granted under this bylaw, or a decision rendered by the Zoning Board of Appeals or Planning Board under this bylaw, may be enforced by the Building Commissioner/Zoning Officer by non-criminal complaint pursuant to the provisions of General Laws, Chapter 40, Section 21D. The Fine for any violation disposed of through this procedure shall be one hundred dollars (\$100.00) for each offense. Each day such violation continues shall be deemed a separate offense; or to take any other action relative thereto.

ARTICLE 86 Submitted by Zoning Bylaw Study Committee
 To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by adding the following definition to Section B:

Home occupation - The use of a portion of a dwelling or accessory building thereto by a resident of the premises provided that:

- a. The occupation does not employ more than one person who is not a resident of the premises;
- b. The occupation is clearly incidental to the use of the premises for residential purposes and does not occupy more than 25% of the gross floor area of the dwelling;
- c. The occupation does not involve exterior storage or display of material or equipment;
- d. There shall be no sales of merchandise other than that produced on the premises;
- e. There shall be no change in the outside appearance of the building or premises, or other visible evidence of the conduct of such home occupation other than one sign as provided for in Section F.9.b.1.a;
- f. No traffic shall be generated by such home occupation in greater volume than would normally be expected in a residential neighborhood;
- g. No equipment or process shall be used in such home occupation which creates noise, vibration, glare, fumes, odors, or electrical interference detectable to the normal senses off the lot; or to take any other action relative thereto.

ARTICLE 87 Submitted by Zoning Bylaw Study Committee
 To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by changing Section D.2.c.3. to:

	R.	HM/FO	B	I
Home Occupation	Y	N	Y	N

or to take any other action relative thereto.

ANNUAL TOWN MEETING WARRANT

ARTICLE 88 Submitted by Zoning Bylaw Study Committee
 To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by deleting the word "customary" in Section D.2.c.4.; or to take any other action relative thereto.

ARTICLE 89 Submitted by Zoning Bylaw Study Committee
 To see if the town will vote to amend the Town of Norfolk Zoning Bylaws as follows:

Delete the first full sentence of Section D.1.e.3. so that such sentence shall read:

- 3. Lot coverage. For each foot of frontage the lot shall contain 40 square feet of landscaping. This requirement shall not be conditioned to require landscaping of more than 20% of the lot.

And further to delete the first full sentence of Section D.1.f.1, so that it shall read:

- 1. Lot coverage. For each foot of frontage the lot shall contain 40 square feet of landscaping. This requirement shall not be conditioned to require landscaping of more than 20% of the lot.
- or to take any other action relative thereto.

ARTICLE 90 Submitted by Zoning Bylaw Study Committee
 To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by adding the following definition to Section B:

Daycare, Family Home - Any dwelling unit licensed by the Commonwealth of Massachusetts and providing daily care for six or fewer children under the age of six years, where fees are charged.

And further to add the following use to Section D.2.c.

	R	HM/PO	B	I
Daycare, Family Home	Y	Y	Y	Y

or to take any other action relative thereto.

ARTICLE 91 Submitted by the Planning Board
 To see if the Town will accept as a public way, Valentine Drive, a distance of 1,125 feet plus or minus, as approved by the Board of Selectmen in accordance with the Acceptance Plan drawn by Stavinski Engineering Associates, Inc., Wrentham, Mass. dated October 20, 1989, a copy of which is on file in the Town Clerk's Office; or to take any other action relative thereto.

ARTICLE 92 Submitted by the Planning Board
 To see if the Town will accept as a public way, Freedom Trail, a distance of 3,755 feet plus or minus, as approved by the Board of Selectmen in accordance with the Acceptance Plan drawn by Stavinski Engineering Associates, Inc., Wrentham, Mass. dated March 7, 1989, a copy of which is on file in the Town Clerk's Office; or to take any other action relative thereto.

ARTICLE 93 Submitted by the Planning Board
 To see if the Town will accept as a public way, Lafayette Lane, a distance of 535 feet plus or minus, as approved by the Board of Selectmen in accordance with the Acceptance Plan drawn by Stavinski Engineering Associates, Inc., Wrentham, Mass. dated September 21, 1989, a copy of which is on file in the Town Clerk's Office; or to take any other action relative thereto.

ARTICLE 94 Submitted by the Planning Board
 To see if the Town will accept as a public way, Eagle Drive, a distance of 940 feet plus or minus, as approved by the Board of Selectmen in accordance with the Acceptance Plan drawn by GLM Engineering Consultants, Inc. of Holliston, Mass. dated October 27, 1989 and revised _____, a copy of which is on file in the Town Clerk's Office; or to take any other action relative thereto.

ARTICLE 95 Submitted by the Planning Board
 To see if the Town will accept as a public way, Brett's Farm Road, a distance of 2,526 feet plus or minus, as approved by the Board of Selectmen in accordance with the acceptance plan drawn by GLM Engineering Consultants, Inc. of Holliston, Mass. dated June 9, 1987 and revised _____, a copy of which is on file in the Town Clerk's Office; or to take any other action relative thereto.

ARTICLE 96 Submitted by the Planning Board
 To see if the Town will accept as a public way, Leeann Drive, a distance of 510 feet plus or minus, as approved by the Board of Selectmen in accordance with the acceptance plan as drawn by Paul Robinson, Associates of Millis, Mass. dated February 10, 1988 and revised April 12, 1988, a copy of which is on file in the Town Clerk's Office; or to take any other action relative thereto.

ANNUAL TOWN MEETING WARRANT

ARTICLE 97 Submitted by the Planning Board
To see if the Town will accept as a public way, Chickadee Drive, a distance of 326 feet plus or minus, as approved by the Board of Selectmen in accordance with the acceptance plan drawn by Paul Robinson, Millis, Mass. dated April 5, 1986, a copy of which is on file in the Town Clerk's Office; or take any other action relative thereto.

ARTICLE 98 Submitted by the Planning Board
To see if the Town will accept as a public way, Ridge Road, an unaccepted portion, a distance of 459 feet plus or minus, as approved by the Board of Selectmen in accordance with the Acceptance Plan drawn by Paul Robinson, Millis, Mass. dated April 5, 1986, a copy of which is on file in the Town Clerk's Office; or take any other action relative thereto.

ARTICLE 99 Submitted by the Planning Board
To see if the Town will accept as a public way, the unaccepted portion of Longmeadow Road, a distance of 1,650 feet plus or minus, as approved by the Board of Selectmen in accordance with the Acceptance Plan drawn by Bianchi Engineering Co., Inc., Millis, Mass. dated March 30, 1989, and revised a copy of which is on file in the Town Clerk's Office; or to take any other action relative thereto.

ARTICLE 100 Submitted by the Planning Board
To see if the Town will accept as a public way, Blueberry Lane, a distance of 462 feet plus or minus, as approved by the Board of Selectmen in accordance with the Acceptance Plan drawn by Bianchi Engineering Co., Inc., Millis, Mass. dated March 30, 1989 and revised a copy of which is on file in the Town Clerk's Office; or to take any other action relative thereto.

ARTICLE 101 Submitted by the Planning Board
To see if the Town will accept as a public way, Beaverbrook Road, a distance of 1,500 feet plus or minus, as approved by the Board of Selectmen in accordance with the Acceptance Plan drawn by Bianchi Engineering Co., Inc., Millis, Mass. dated March 30, 1989 and revised a copy of which is on file in the Town Clerk's Office; or to take any other action relative thereto.

ARTICLE 102 Submitted by the Planning Board
To see if the Town will accept as a public way, Knoll Drive, a distance of 630 feet plus or minus, as approved by the Board of Selectmen in accordance with the Acceptance Plan drawn by Francis X. Desimone, Millis, Mass., dated April 6, 1989 a copy of which is on file in the Town Clerk's Office; or to take any other action relative thereto.

A true copy, attest:
Constable
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 one or more public places not less than seven days at least before the date of said meeting.

Constable, Town of Norfolk

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.

Constable

Given under our hands and seal of the Town on the 19th day of March 1990 A.D.

NORFOLK BOARD OF SELECTMEN

Girard L. St.Amand
Fred L. Pfischner
Frank A. Gaynor, III

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TOWN DEPARTMENTS

Accountant	528-5686
Animal Control	528-2879
Board of Appeals	528-2961
Assessors	528-1120
Town Clerk	528-1400
Tax Collector	520-0058
Council on Aging	528-4430
Fire Department	528-3207
Board of Health	528-7747
Building Department	528-5088
Highway Department	528-4990
Planning Board	528-2961
Police Department	528-3206
Recreation	520-1315
Schools:	
Centennial	528-1266
Freeman	528-1225
King Philip Regional High School	384-1000
King Philip North Junior High School	384-8945
Tri-County Reg. Vocational High School	528-5400
Norfolk County Agricultural	668-0268
Selectmen	528-1408
Treasurer	528-2478
Veteran's Agent	528-2747
Water Department	528-1412

NO SCHOOL SIGNALS

ALL SCHOOLS
Fire Whistle blows at 6:30 A.M.

ELEMENTARY SCHOOL ONLY
Fire Whistle blows at 7:00 A.M.

SANITARY LANDFILL HOURS

The Disposal Area will be open for Public and Commercial use on the following days: Monday and Saturday from 8:00 a.m. to 4:30 p.m. Wednesday from 11:00 a.m. to 7:30 p.m. (or until dusk in the Winter).

When a holiday falls on Monday, the Landfill will be closed and open to the public the following day: Tuesday, 8:00 a.m. to 4:30 p.m.

Decals for town residents to enter the landfill are available at the Board of Selectmen's Office, Town Hall, 100 Main St. Cost \$5.00 per decal. Two car maximum per family.

NORFOLK FIRE ALARM BOXES

FOR FIRE, POLICE, AMBULANCE OR ANY EMERGENCY DIAL 528-3232

11 Grove	312 Freeman-Centennial Schools
12 Center	313 Seekonk Street
13 Stony Brook	314 Fruit Street
14 Marshall Street	41 Campbell Street
15 Routes 1A and 115	42 Mirror Lake
16 Everett Street	511 Nedham Street
17 Lafayette Estates	512 Alice Avenue, Spring and Norwell Sts.
121 Southwood Hospital	61 King Philip Trail
122 Cedar Junction Prison	62 Ware Dr., Malcolm and Geneva St.
123 Norfolk Prison	63 Union and North - Shear St. end
21 Camger Chemicals	611 Union and King Streets
23 Bush District	612 Junior High School
24 Sudalter Village	711 Noon Hill Street
25 Hanover and Myrtle Streets	712 Corner Main and Seekonk St.
26 Kinsbury Road and Miller St.	5 House Call
221 Priscilla Avenue	2-2-2-2 No School Signals*
223 River Road	
224 Cleveland and Holbrook Streets	
225 Meadow Brook Way	*This signal blown at 6:30 a.m. indicates No School All Schools.
31 Fleetwood Drive and Ferndale Ave.	
32 Village Green	*This same signal blown at 7:00 a.m. indicates No School at the Elementary School only.
34 Boardman Street - East	
35 Boardman Street - West	

TOWN OF
NORFOLK, MA

ANNUAL
TOWN
REPORTS

1989

END