

Norfolk 1992 Town Report

**TOWN OF NORFOLK
122nd ANNUAL REPORT
YEAR ENDING DECEMBER 1992**

OUR TOWN

SETTLED: 1678
 INCORPORATED: 1870
 POPULATION: 8,450
 MCI POPULATION: 2,548
 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 feet
 VOTERS: 4,898
 TAX RATE: \$14.25 per \$1,000
 VALUATION: \$538,652,177.00
 SINGLE FAMILY DWELLINGS: 2,532
 FORM OF GOVERNMENT: Board of Selectmen, Open Town Meeting
 PAVED ROAD MILES: 75 miles

BUDGET:

General Government	\$759,124	7.36
Public Safety	1,400,391	13.57
Health and Sanitation	284,775	2.76
Highways	917,286	8.89
Cemetery	13,183	.13
Veteran's Services	5,024	.05
Water	335,743	3.25
Schools:		
Norfolk Elementary		
*\$3,358,413	32.55	
} King Philip Regional	\$5,163,94	50.05
*\$1,670,565	16.19	
} Tri County Regional		
} Vocation Technical School		
*\$ 154,966	1.31	
Council on Aging	47,003	.45
Library	191,304	1.85
Recreation	23,601	.23
Debts and Interest	526,423	5.10
Employee Benefits	651,375	6.31
	\$10,319,176	100.00%
* Water Dept. Expenses		
* Transferred from Water Revenue / other sources	335,743	
Debt & Interest	128,757	
Total	\$464,500	

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 months old.
 Fee: Spayed female and neutered male \$6.00
 Female & male \$10.00
 Late Fee After May 1 \$25.00
 Please show evidence of current rabies inoculation

SCHOOLS:

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

RECREATION:

Sponsors various preschool, youth and adult programs. Aerobic volleyball, basketball, swimming lessons, arts & crafts, Community Day, Senior Citizens Barbecue.

TRANSPORTATION: Train service daily to Boston, one taxi cab company
SENATORS IN CONGRESS:

Edward M. Kennedy, 2400 JFK Federal Building, Government Center Boston, MA 02203 Tel. (617) 565-3170

John F. Kerry, One Bowdoin Square, 10th Floor, Boston, MA 02114 (617) 565-8519

REPRESENTATIVE IN CONGRESS:

Barney Frank - 4th Congressional District
 2404 Rayburn Building, Washington DC 20515
 District Office - 437 Cherry St., Newton, MA 02165
 Tel. (617) 332-3920

STATE SENATOR:

Cheryl Jacques - Norfolk, Bristol, Middlesex District
 State House, Room 213C, Boston, MA 02133
 Tel. (617) 722-1555

STATE REPRESENTATIVE:

JoAnn Sprague - Walpole 9th Norfolk District
 State House, Boston, MA 02133
 Tel. (617) 722-2800 ex. 7307

COUNTY COMMISSIONERS:

William P. O'Donnell
 Bruce D. Olsen
 John M. Gillis
 Tel. (617) 461-6105

SHERIFF NORFOLK COUNTY:

Clifford H. Marshall
 Tel. (617) 329-6730

DISTRICT ATTORNEY:

William D. Delahunt
 Tel. (617) 329-5440

QUALIFICATIONS FOR REGISTRATION AS VOTERS:

Must be 18 years of age, American born or naturalized. Register Monday through Thursday 8:00 a.m. to 3:00 p.m.; Wednesday p.m. to 8:00 p.m., at Town Clerk's office. Special evening session registration of voters held by Registrars preceding elections.

TAX BILLS:

Tax bills are paid quarterly. First payment is due on August second payment is due on November first, third payment is due February first and the fourth payment is due May first or thirty from mailing of bill. If unpaid by due date, interest will be added at rate of 14% per annum according to Mass. General Law. Motor vehicle excise bills and water bills are due thirty days from date of issue.

The 1992 Town Report is dedicated
to
H. OLIVE DAY



Born to Hattie and Preston Day in 1918 in Norfolk.

Educated for eight years in the Norfolk school system, attended Walpole High School and continued her education at Bridgewater College, graduating with a degree in education.

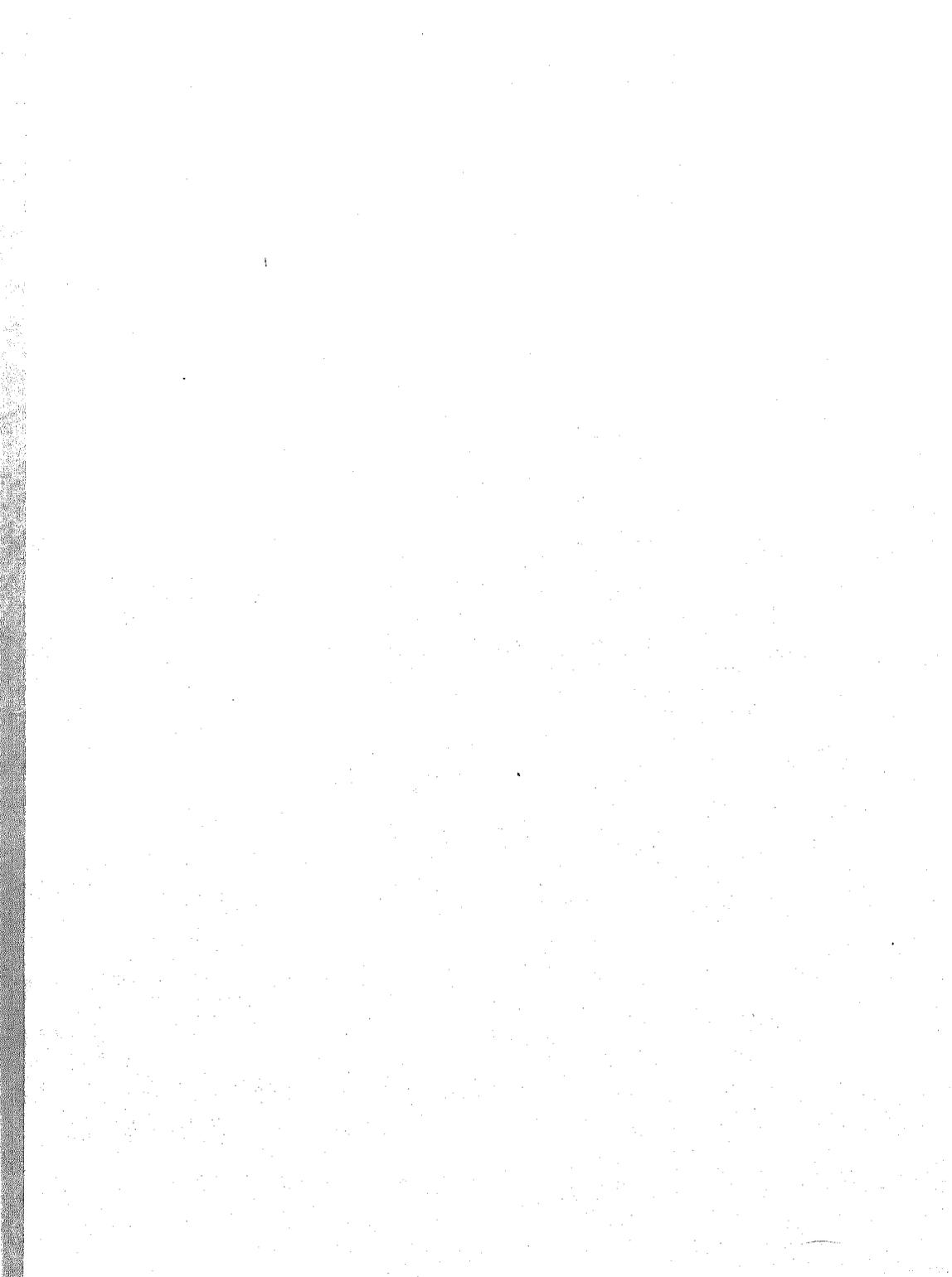
She taught in Islington before returning to teach in Norfolk at the Center School in 1940.

In 1949 when the building which presently houses the Alvin S. Freeman School and the Centennial School was constructed, she taught there and became principal in 1959. She served for forty-eight years as an educator.

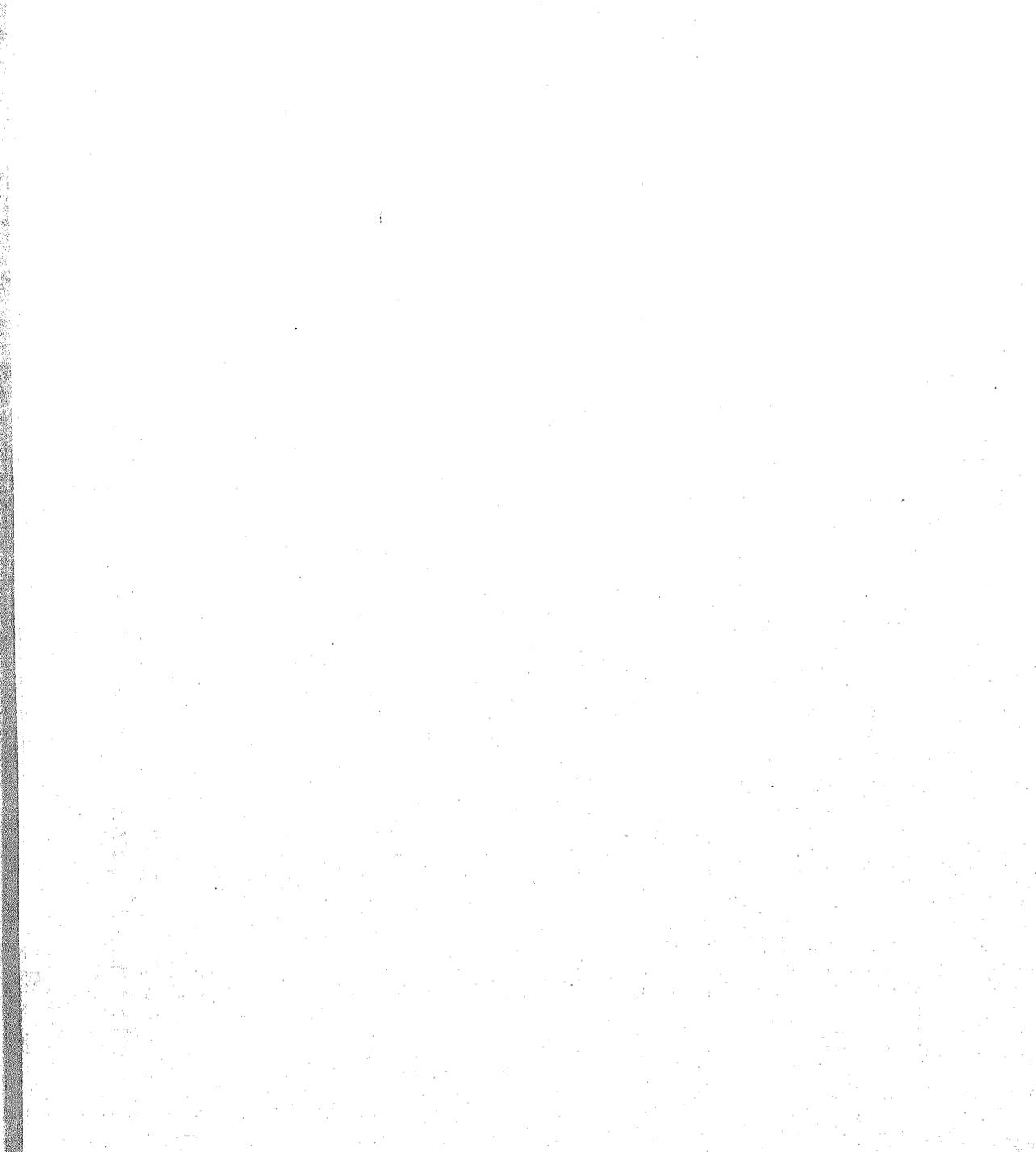
She composed a song for the Walpole High School football team and coached the boys (Norfolk) baseball team when no physical education director was hired. She started 4-H clubs and created a girl's softball team league and a Girl Scout troop. She started a spelling bee contest which included other towns and was instrumental in organizing the town's Memorial Day services.

She often drove children, who needed transportation, all over town to attend meetings and then back to their homes.

For 55 years she was a member of the Norfolk Grange and became it's Master for many years until her death in 1992.



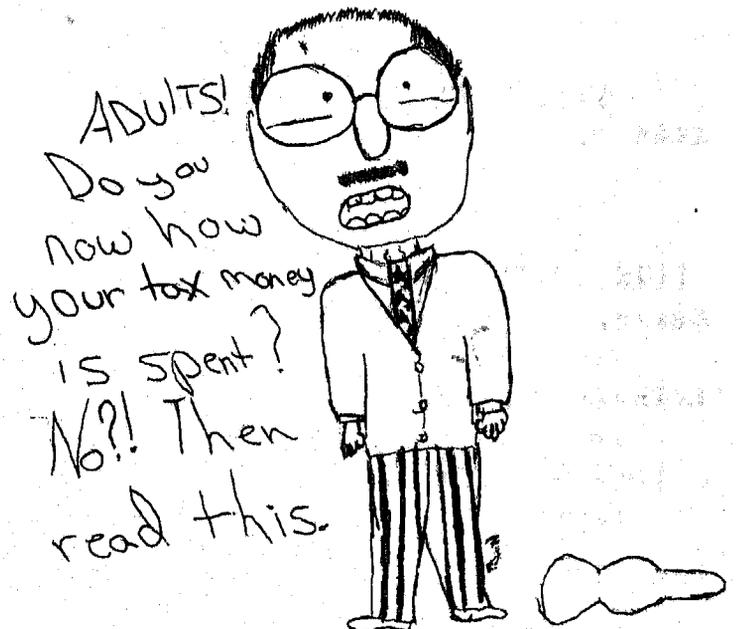
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GENERAL GOVERNMENT

OFFICERS	TERM EXPIRES	OFFICERS	TERM EXPIRES
MODERATOR		NORFOLK SCHOOL COMMITTEE	
Frank J. Gross	1993	Martha J. Donovan	1993
BOARD OF SELECTMEN		Rosemarie B. McQuillan	1993
Maureen McPike	1993	Jonathan Smith	1994
Leo F. Fliger	1994	George J. Cronin, Jr.	1994
Girard St. Amand	1995	James C. Lehan	1995
TOWN CLERK		TRI-COUNTY VOCATIONAL TECHNICAL SCHOOL COMMITTEE	
Alice S. Boschen	1993	Melvin C. Long	1995
TAX COLLECTOR		KING PHILIP REGIONAL SCHOOL COMMITTEE	
Marlene D. Craig	1995	James C. Lehan	1995
TREASURER		*James E. McCormick	1993
Thomas P. Crane	1995	Maureen P. Howard	1994
BOARD OF ASSESSORS		Jane P. Morris	1993
Fred Pfishner	1993	HOUSING AUTHORITY	
John G. Robbins	1994	Walter Zagieboylo, State Appointee	1993
Donna L. Putt	1995	Scott Dittrich	1996
BOARD OF HEALTH		Melvin C. Long	1997
Albert G. Andersen	1993	James M. Phelan	1997
Thomas R. Gilbert	1994	Bruce A. Simpson	1993
Laurence M. Magner	1995	TREE WARDEN	
LIBRARY TRUSTEES		Kenneth E. Tripp	1994
Frances M. Holman	1994	CONSTABLES	
Harvey R. Boulay	1993	Robert L. Smith	1995
Kenneth W. Nelson	1995	E. Christopher Bettencourt	1995
WATER COMMISSIONERS			
Donna L. Putt	1993		
Stephen Geanocopoulos	1994		
David Johnston	1995		
PLANNING BOARD			
Robert E. Nicodemus	1993		
Michael S. Barad	1993		
Alexander J. Vispoli	1995		
Daniel B. Winslow	1994		
Austen G. Smithers	1995		
Susan H. Caplan	1993		
RECREATION COMMISSION			
E. Kurt Czarnowski	1993		
Joyce E. Terrio	1995		
Debora K. DeBello	1994		
Michael W. Hurley	1995		
Thomas F. Terpstra	1993		

* resigned



GENERAL GOVERNMENT

APPOINTED TOWN OFFICERS

MODERATOR APPOINTMENTS

ADVISORY BOARD

Yaffa M. Dratman	1993
John Czyzewski	1994
Patricia Brewer	1995
J. Douglas Dixon	1993
Robert Kelliher	1995
John Lavin	1994
Richard H. Moore	1993
Kaz Stasukevicius	1994
Marc V. Waldman	1995
*Mark S. Good	
*Girard L. St.Amand	

PERSONNEL BOARD

Robert G. Boucher	1995
Elinor H. Pearson	1993
Robert Anzenberger	1994
Eleanor Rose	1994
*James Markan	1993

BYLAW STUDY COMMITTEE

Alice S. Boschen	1993
Elinor H. Pearson	1994
Donald H. Newhall	1993
George T. Cronin Jr.	1995
Vida E. Holmes	1995
Paul D. Maggioni, Town Counsel Ex-Officio	

BOARD OF HEALTH APPOINTMENTS

BOARD OF HEALTH AGENTS

William R. Domey	1993
Alice S. Boschen	1993
Janet M. Prevett	1993

SANITARIAN

Robin Chapell	1993
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ASSESSORS' APPOINTMENT

ASSISTANT ASSESSOR

Deborah J. Robbins
*Karen Granito

LIBRARY TRUSTEES APPOINTMENTS

LIBRARY DIRECTOR

Robin A. Glasser

ASSOCIATE DIRECTOR OF LIBRARY SERVICES

Francena M. Johnson

CHILDREN'S LIBRARIAN

Sarina Bluhm

TECHNICAL SERVICES

Marion T. Graham

CIRCULATION LIBRARIANS

Judith Swaim
Nancy Sullivan
Bonnie Durand
Ann Asci
Valida Croteau
Marie Martorano
Marie Langlais

LIBRARY PAGES

Louisa Zagieboylo

SCHOOL CHILDREN'S LIBRARIANS

Mary Moody
Marjorie Lowry

SCHOOL ASSOCIATE LIBRARIANS

Christine Schwartz
Judith Swaim
Bonnie Durand

TREE WARDEN APPOINTMENTS

DEPUTY WARDEN

Kenneth L. Tripp
David A. Tripp

TOWN CLERK APPOINTMENT

ASSISTANT TOWN CLERK

Mary Jane Masty

BOARD OF SELECTMEN APPOINTMENTS

TOWN ADMINISTRATOR

Marilyn Morris

TOWN ACCOUNTANT

Caroline F. Price, C.G.A.

ASSISTANT TOWN ACCOUNTANT

Lorraine H. Foley

ASSISTANT TREASURER

Cheryl A. Kelley

TOWN COUNSEL

Paul D. Maggioni

POLICE DEPARTMENT

POLICE COMMISSIONERS

Maureen McPike
Leo F. Fliger
Girard St.Amand

* resigned

GENERAL GOVERNMENT

CHIEF OF POLICE

William R. Treeful

LIEUTENANT

Charles H. Stone, Jr.

SERGEANTS

John W. Holmes
Paul J. Murphy
David R. McConnell
Jonathan M. Carroll, Sr.

DETECTIVE/INVESTIGATIVE OFFICER

David J. Holt

REGULAR POLICE OFFICERS

Alan F. Washkewits
Stephen K. Plympton
Robert J. Shannon
Winslow Karlson, III
Thomas G. Degnim
Timothy P. Heinz
Leo R. Ethier, Jr.

RESERVE POLICE OFFICERS

William J. Davis
Edward C. Bettencourt
Janet M. Poirier
Glen Eykel

ADMINISTRATIVE ASSISTANT

Helenmarie Diamond

SECRETARY/DATA PROCESSOR/EMT

Pamela P. Holmes

POLICE/FIRE COMMUNICATIONS

Joy Leonard
Michael J. LaValley
Janet M. Poirier
Glen R. Eykel
Edward C. Bettencourt Part time
Pamela P. Holmes Part time
Robert B. O'Connell, Jr. Part time
Donna M. Wolfrum Part time

SPECIAL POLICE OFFICERS

Maureen McPike
Leo F. Fliger
Girard St. Amand
Albert A. Leverone
Charles E. Ray
J. William Meau
William F. Kelley
George J. Murray
Harry L. Sanborn
Joy Leonard
Janet M. Poirier
Patricia L. Diamond
Pamela P. Holmes
Donna M. Wolfrum
George Katapodis (deceased)

* resigned

Police Chaplain Rev. Robert Connor
Police Chaplain Rev. Gary Morris
Police Chaplain Rev. Rand Peabody

POLICE MATRONS

Joy Leonard
Janet Poirier
Pamela P. Holmes
Donna M. Wolfrum

FIRE DEPARTMENT

CHIEF OF FIRE DEPARTMENT

William F. Kelley

FIRE DEPARTMENT PERSONNEL

Stephen A. Wood, *Deputy Chief*
A. Roger Callahan, *Lieutenant*
David C. Holmes, Jr., *Lieutenant/EMT*
Joseph W. Nolan, *Lieutenant*
Peter J. Petruchik, *Lieutenant/EMT/Full Time FF*
* Peter G. Maxon, *EMT Coordinator/FF*
Stephen R. Hamlin, *FF Acting Coordinator/EMT*
Bruce E. Belcher, *FF/EMT*
Patricia A. Bixby, *Adm. Asst./EMT/FF*
Wayne E. Burton, *FF*
Richard F. Clancy, Jr., *FF/EMT*
* Patricia L. Diamond, *EMT*
Norman P. Eykel, *FF/EMT*
Bruce E. Hamlin, *FF*
Peter S. Hildebrandt, *FF/EMT*
Pamela P. Holmes, *FF/EMT*
David W. Johnston, *FF*
Daniel J. Keenan, *FF/EMT*
Patrick J. Keenan, *FF*
James F. Leary, Jr., *FF*
Leo E. MacDonald, *FF/EMT*
John M. Malaney, III, *FF/EMT*
Jamie J. Masterson, *FF/EMT*
Frank P. Mortelliti, *FF/EMT*
Charles H. Stone, Jr., *FF*
C. Scott Thayer, *FF/EMT*

ADMINISTRATIVE ASSISTANT

Patricia A. Bixby, *Admin. Asst./EMT/FF*

FOREST WARDEN

William F. Kelley, *FF/Chief*

HIGHWAY DEPARTMENT

SUPERINTENDENT OF STREETS

John L. Grady, Jr. P.E.

HIGHWAY PERSONNEL

Kenneth Salisbury, *Foreman*
John Haehnel, *Assistant Foreman*
Kimball Rogers, *Mechanic*
Stephen Daley
Kenneth Cooper
Jake White
Robert Joyce

Edward F. Deighan, Jr.
 Alan F. Washkewits, Jr.
 Gordon P. Bourque

LOCAL INSPECTOR - SHADE TREE MANAGER AND PEST CONTROL

Kenneth E. Tripp

ADMINISTRATIVE ASSISTANT

Hazel M. Grayson

MONITOR - LANDFILL

Charles McCarthy

INSPECTION DEPARTMENT

PLANNING COMMISSIONER

Gerald E. Hughes

SEWER INSPECTOR

Paul DiChiara

SEWER VIEWER

Gerald E. Hughes

SEWER FENCE VIEWER

Paul DiChiara

INSPECTOR OF WIRES

William R. Bain

UTILITY INSPECTOR OF WIRES

Jerome W. Carberry

INSPECTOR OF GAS FITTINGS

Edward J. Forsberg

PLUMBING INSPECTOR

James K. Murray

INSPECTOR OF ANIMALS

Harry L. Sanborn, Jr.

ANIMAL CONTROL

ANIMAL CONTROL OFFICER

Harry L. Sanborn, Jr.

ASSISTANT ANIMAL CONTROL OFFICER

Mary Sanborn

SEALER OF WEIGHTS AND MEASURES

Peter S. Hildebrandt

ASSISTANT SEALERS OF WEIGHTS & MEASUREMENTS

Robert J. Shannon
 Thomas G. Degnim

CUSTODIAN OF VETERANS' GRAVES

Arthur R. Keenan

CIVIL DEFENSE

CIVIL DEFENSE DIRECTOR

George J. Tamer

CIVIL DEFENSE DEPUTY DIRECTOR/ RADIO OFFICER C.D.

John Nuhibian

ENGINEERING OFFICER C.D.

John L. Grady, Jr., P.E.

FIRE OFFICER C.D.

William F. Kelley

BOARDS - COMMISSIONS - COUNCILS

Authorized by Statute or Bylaw

	TERM EXPIRES	ARTS COUNCIL - 2 year term	TERM EXPIRES
BOARD OF APPEALS - 5 year term			
Andrew W. Shepard	1993	Shirley D. Boulay	1993
Linda Eckard	1994	Kristen Stashenko	1994
Bruce A. Simpson	1996	Carol Z. Goldstein	1996
Peter J. Bukunt	1997	Carol A. Milner	1997
Susan H. Caplan	1995	Charles Gallagher	1995
*Nancy Connors	1995		
Jonathan P. Smith		CEMETERY COMMISSION - 3 year term	
		Frank J. Gross	1993
ASSOCIATE MEMBER - 1 year term		Robert L. Kirby	1994
Susan M. Martucci	1993	Paul L. Kozak, Sr.	1993
John Burke	1994	CHARTER COMMISSION - 1 year term	
		Helen Cleary	1993
COMPLIANCE COMMITTEE - 1 year term		Maureen McPike	1994
Mary Nuhibian	1993	Robert Smith	1995
Judith Sterling	1993	Marie Simpson	1996
Thomas Terpstra	1993	James A. Martin, III	1997
Harry Callaghan	1993	Ramesh Advani	1998
Marilyn Morris, Town Administrator			

GENERAL GOVERNMENT

	Term Expires		Expires
*Daniel B. Winslow	1993	Georgia Nelson	1993
Robert E. Nicodemus	1993	John Evans	1993
Adeline M. Bee	1993	Robert Nicodemus	1993
Elizabeth Maitland	1993	Bruce Simpson	1993
COMPUTER SYSTEM COMMITTEE - 3 year term		Carolyn Shepard	1993
David Barry	1995	Albert Andersen	1993
Richard Boule	1995	Lowell Robinson	1993
Peter d'Anjou	1995	Michelle Tapsell	1993
Arthur Krueger	1996	HISTORICAL COMMISSION - 3 year term	
David Cook	1994	Mary Elizabeth Pyne	1995
William Donovan	1996	Donna R. Beernink	1994
CONSERVATION COMMISSION - 3 year term		Emily W. Jacques	1993
Maryann T. Magner	1993	Dorothy F. Nilsen	1995
Cynthia C. Andrade	1994	Thelma V. Ravinski	1995
Marvin D. Jacobson	1993	Suzanne E. Burns	1994
Kenneth H. Wood	1995	Elna O. Weeber	1993
Jane M. Dewey	1995	PERMANENT BUILDING COMMITTEE - 3 year term	
Thomas R. Gilbert	1995	Robert P. Lowndes	1993
*Leesa Powers	1994	Martin R. Moeckel	1993
Frank A. Gaynor, III	1994	Anthony M. Brizzolara	1993
COUNCIL ON AGING - 3 year term		Wayne G. Bredvik	1995
John Evans	1993	Winsor Bowden	1994
Carolyn Shepard	1995	Laurence Cheever, Associate	
Christine Shaw	1993	Graham Sterling, Associate	
Richard Prantis	1995	REGISTRAR OF VOTERS	
Betty Swenson	1995	R - Charles Burnett	3 year term 1995
Nancy Seitz	1995	D - William F. Coughlan	1993
Donald Payne	1995	R - Alice S. Boschen	Town Clerk
Mary Pelletier	1995	D - John J. McFeeley	1994
Joan Gilbert	1995	VETERANS' SERVICES	
Kenneth Budgell, Legislative Liaison	1995	Frank J. Gross, Veteran's Agent	3 year term 1993
Georgia Nelson, Representative to HESSCO	1993	MBTA ADVISORY BOARD	
DESIGN REVIEW BOARD - 3 year term		REPRESENTATIVE -	1 year term
Wayne G. Bredvik, Selectmen Appointment	1995	Denis H. Barrette	1993
Paul R. Di Chiara, Selectmen Appointment	1993	METROPOLITAN AREA PLANNING COUNCIL	
Cheryl A. Tracy, Planning Board Appt.	1994	REPRESENTATIVE	1 year term
M. Elizabeth Pyne, Historical Comm. Appt.	1992	Austen G. Smithers	1993
Ronald Wenzel, Planning Board	1994	NORFOLK COUNTY	
EARTH REMOVAL ADVISORY COMMITTEE - 1 year term		ADVISORY BOARD MEMBER	1 year term
Michael S. Barad, Planning Board	1993	Jonathan P. Smith	1993
Gerald E. Hughes, Building Comm.	1993	* resigned	
Fred L. Pfischner, Board of Assessors	1993		
Thomas R. Gilbert, Board of Health	1993		
Marvin D. Jacobson, Conservation Comm.	1993		
	Term		

BOARDS AND COMMITTEES

APPOINTED BY BOARD OF SELECTMEN

MASTER PLAN COMMITTEE

Robert Nicodemus	1992	Lois Boucher	1992
Michael Barad	1992	Peter Bukunt	1992
Alexander Vispoli	1992	Ann Willever	1992
Daniel Winslow	1992		
Austen Smithers	1992		
Susan Caplan	1992		
Nancy Connors	1992		
Arthur Spruch	1992		
Grace Garcia	1992		

GENERAL GOVERNMENT

MIRROR LAKE ADVISORY COMMITTEE

Robert Lillis
 Gary Small
 Nancy LaLiberti
 Virginia L. Graves
 Ronald J. Soderberg
 Ivan Apsit
 Fred Prischner
 Marilyn Morris, Ex Officio - non voting
 John Midwood, Ex Officio - non voting

1993
 1993
 1993
 1993
 1993
 1993
 1993

NORFOLK CITIZEN ADVISORY COMMITTEE -

John F. Olivieri, Jr.
 Alexander J. Vispoli
 Chris Pulsone
 Susan Martucci
 Frank A. Gaynor, III
 James Giebfried
 Nancy Seitz

1 year term
 1993
 1993
 1993
 1993
 1993
 1993

RECYCLING/SANITARY LANDFILL COMMITTEE -

Glenn Capachin
 Charles F. Jerome
 Lois Barbour
 Maryellen Gattoni
 Frank A. Gaynor, III
 Amy Aha

1 year term
 1993
 1993
 1993
 1993
 1993

TOWN HILL STUDY COMMITTEE - 1 year term

Elaine Bauer
 Donna Shaw
 Suzanne Burns
 Nancy Seitz
 Thelma Ravinski

1993
 1993
 1993
 1993
 1993

ZONING BYLAW STUDY COMMITTEE -

Peter J. Bukunt - Board of Appeals
 Sarah P. Dewey - Conservation Commission
 Lois L. Boucher - Board of Health
 Gerald E. Hughes - Building Commissioner
 Susan H. Caplan - Planning Board
 Robert E. Nicodemus - Board of Selectmen
 H. Roy Hamlin - Board of Selectmen
 Austen G. Smithers
 Paul D. Maggioni, Town Counsel,
 Ex Officio - non voting

1 year term
 19
 19
 19
 19
 19
 19
 19

COUNCIL ON AGING ASSOCIATE MEMBERS

Appointed by Council on Aging -
 Stan Collins
 Dorothy Bent
 Michael Ferragamo, Friends President

1 year term
 19
 19

HISTORICAL COMMISSION ASSOCIATE MEMBERS -

Appointed by Historical Commission
 Robert F. Ravinski, Jr.
 Judith S. Nelson
 Steven Klotz
 Ellis D. Hayden
 Marcia Johnston
 Marie A. Langlais
 James Hazlett
 William Lang

1 year term
 19
 19
 19
 19
 19
 19
 19



ANNUAL REPORT OF THE BOARD OF SELECTMEN

Article V, Section 1, of the Norfolk Bylaws requires the Selectmen to submit annually a report of all elected and appointed officials, boards, commissions, councils, and committees and to give a summary of their activities and a report of the Town's financial transactions. This is our Town Report for 1992.

The three Selectmen are the Town's chief executive officers. We are empowered to administer and implement decisions voted at Town Meeting, and to establish policy for and coordinate Town Government operations. The Selectmen also serve as the commissioners of the police and fire department, and act as the Town's licensing and permitting authority. The Board is assisted by our full-time Town Administrator, one full-time secretary and a part-time clerk.

In Memoriam

H. Olive Day: Teacher in Norfolk Schools 1940 to 1959 - Principal of Norfolk Public Schools 1960 - 1988

George Katapodis: Interim and Auxiliary Police Officer 1957 to 1972 - Regular Police Officer 1973 - 1985 Special Police Officer 1986 - 1992 Constable 1983 - 1985 Elections Officer

Katherine E. Chamberlain: Library Trustee 1970 - 1975 Elections Officer

We all miss these dedicated people who gave so much of themselves and left a positive influence on our community.

The Selectmen work on a variety of issues throughout the year, many of which may seem mundane as the years progress. Yet to all the residents who are affected by such matters, these concerns are important, it is our responsibility to hear, consider, and act upon all issues presented to us.

Although we meet with other Boards and Committees and each of us attends many other hearings, we met 50 times for our regular weekly meetings during 1992. The Town center drainage problem dominated discussions at many of our meetings throughout the year. A special Saturday afternoon meeting, on April 11th, was held in order to allow better citizen participation on this subject. We outlined a proposal to disperse the drainage which is currently all going down Main Street toward the Town Hall area. The new proposal will allow the stormwater

flow from the hill opposite the Library and west side of Main Street to drain into the wetlands along Union Street. This would also disperse the water over several areas rather than flooding out one section of Town. There was wide participation in this discussion, with the Planning Board, Board of Health, Conservation Commission, Highway Department, area residents, and Stony Brook Nature Center personnel represented. With consensus achieved, a grant application was drafted for submission to the Executive Office of Communities & Development (EOCD) for funding. We held another meeting on September 10th to further explain alternatives for drainage in the center of Town, before submitting the grant application. Unfortunately the Town's grant application to fund the drainage proposal was denied this year by EOCD. We are currently pursuing alternatives to resolve this issue.

Another problem facing the Town is finding adequate recreational field space. The Recreation Commission and directors of all the sports programs in Town met with us during January to discuss this need. Several areas were considered including the 20-acre parcel off Pond Street which the Town will receive from the Department of Corrections, and possibly a parcel of land on the grounds of the Wrentham State School will be discussed with State Officials. King Philip Jr. High School fields are being used for soccer and softball programs on weekends, but these fields must be shared with the Town of Wrentham. Since there are so many children trying to get into athletic programs, the Recreation Commission did a projection of the number of participants as well as the fields needed to accommodate these programs and submitted this report to us in June.

January was also busy for the Board as we reviewed all budgets of the different Town departments. The Board supported the efforts of our Council on Aging to enlarge the drop-in center program from one day to five days - phasing this program in over the next year by opening two to three days at first. Eventually the Town hopes to have a 5 day a week drop-in center.

One of the issues that impacted the Town early this year, was the closing of the landfill. In February

the landfill was closed forever, and the transfer station opened. Funding for the disposal of trash is now a direct cost to each resident. They purchase a decal for entrance to the transfer station, and each bag of trash must also have a "sticker". The Town is in the process of closing and capping procedures for the landfill, and many sessions/meetings were held with the Department of Environmental Protection (DEP) to determine what regulations are required. As a cost saving procedure, the Town cut back from three days to two, the number of days the Transfer Station was open. This has not caused any significant inconvenience for the residents.

Robert Hall, Treasurer of Norfolk County, visited us in February, and outlined several areas where County Government facilities could assist the communities of Norfolk County. We also learned in February that the owner of the land in the center of Town, the proposed commercial development known as Norfolk Commons, intended to liquidate his holdings in Town. Since this developer had promised the Town land in this area for a Town Hall and Police Station we had to reassess where these buildings could be located. A proposal was put forth, by the Chairman of the Planning Board, Robert Nicodemus, to exchange Town owned land with the Conservation Commission for a parcel of dry land behind the present Town Hall Site. After review and discussion, the Conservation Commission and Board of Selectmen placed an article on the October Town Meeting warrant for approval by the voters for this land swap. The voters did approve the proposal and we filed legislation with Senator Locke's office to have the State Legislature approve this land swap. Our Town Administrator and Board of Selectmen Chair appeared before the Local Affairs Committee to outline the Town's proposal on December 8th and on December 14th the public hearing with the Executive Office of Environmental Affairs (EOEA) and Massachusetts Historical Commission was held in Norfolk. No decision has been sent from the State as yet on this land swap.

A disappointment keenly felt in the community was the continuing issue of a new post office. Promised to the town for many years

GENERAL GOVERNMENT

now, it seems perpetually to be bogged down in administrative and environmental red tape. We remain hopeful that this matter can be resolved. Perhaps we can get our new Congressman to assist the Town in gaining this facility. Because of redistricting this year, Norfolk was moved into Congressman Barney Frank's district. Congressman Frank has a fine record of constituent service and the Town of Norfolk will be well served.

Norfolk also has a new state senator and representative. Our former Representative, Frank Woodward, was appointed to serve as a Judge in the Industrial Labor Court, and Jo Ann Sprague of Walpole was elected to the position. Also in November, the voters denied Senator Locke another term, and he was replaced by Cheryl Jacques. We expect to work closely with these new officials over the coming years.

Millis Recycling Consortium updates were on our agenda during February through March and April. We also reviewed and approved Earth Removal Permits and held a hearing to grant a liquor license for Eagle Brook Emporium. In October we transferred the Wine and Malt package license at Norfolk Wine and Malt Shop to new owners who plan to make this a gift and gourmet shop.

The Town used the services of a personnel professional to assist with surveys of salaries and classifications of our Town employees in order to address equity in compensating Town employees.

In May, all meetings at Town Hall were stopped. All meetings of boards, commissions, committees, and town departments, with the exception of group meetings which are small in number and can be accommodated downstairs in the Council on Aging Office, are now held in handicapped accessible locations. Your Board of Selectmen meets weekly at the Norfolk Public Library. We had the Highway Department install a ramp to the meeting room door - there is still a need to install a handicapped parking space and railing in proximity to this new ramp.

In May, we said thank you to Frank Gaynor for his years of service as a Selectmen, and for his work for our community in the appointed positions he served in the past, as well as the current service he is giving the town. Frank is a great help to this Board, especially in all Department of Environmental Protection

(DEP) and the anti Massachusetts Water Resources Authority (MWRA) matters. The Norfolk Citizen Action Committee, the Conservation Commission, and Recycling/Solid Waste Committee, is where Frank will continue his service to Norfolk.

We welcomed, Girard St. Amand, a former Selectman with experience in several areas of Town Government, six years as a Selectman, three years as a Board of Health member and several years of experience on the Zoning Board of Appeals, and most recently for his two years on the Advisory Board.. Girard St. Amand has been as asset to the Board of Selectmen in the past and has assisted the Board with research and ideas to help solve the Town's problems since returning to the Board.

During May negotiations for employment agreements and contracts began, with the Police Department, Lieutenant, Police Chief; Highway Superintendent and Fire Chief. These contracts were resolved by year's end.

Janet Sievert retired as a Registrar of Voters after 12 years of efficient and dedicated service to this Board. We were very sorry to accept this retirement as Jan served the Town and the voters with devoted service through all her years on the Board of Registrars.

In June discussion on town improvements to the roadway at the entrance to the new school began with the Highway Superintendent, Permanent Building Committee and School personnel. A new design will have to be developed, approved and the entrance area changed in order to ensure a safe approach to enter the new school site.

Major changes are in the offing for Norfolk as the Government Study Committee report, evolved by Town Meeting vote, into a Charter Committee. This Charter Committee will study all aspects of Town Government to determine the best and most cost effective way to provide Town services. During July and August the summer schedule was followed with the Selectmen meeting every other week. The number of hearings for citizen complaints about dogs lead to the formation of groups interested in adding a leash law to the Town Bylaws. We also met with the State's Secretary of Environmental Affairs, Susan Tierney along with the Town of Walpole to ask that alternative sites be consid-

ered for locating the proposed MWRA sludge landfill. The meeting was positive and several out-of-state facilities are interested in taking these materials. Governor We has been helpful to the Towns Walpole and Norfolk as we struggled through 8 years of opposition the MWRA. As the year ended looked as if the research that Towns supplied through all the years was in fact verified by MWRA engineering firms there confirming the actual and potential dangers of the proposed sludge landfill.

A Revocation/Rescission Hearing for Eagle Brook Emporium was held in November to determine why this license should be allowed to continue since the business was not operating. The owner's attorney was not able to assure us that the could open for business. The license was rescinded.

In December the Town began offerings on \$8.9 million of bonds to build a new elementary school and for a water project, voted by the town. The Town secured financing at a favorable average rate of 5% for the 20 year issue. The impact on the tax rate will be felt in future years, but there is an acknowledged need for a new school for our growing community.

Marilyn Morris announced her retirement as Town Administrator having served the town for 15 years. A screening committee was formed to review applicants for the Town Administrator position.

We wish to thank Marilyn for her efficient and capable support throughout the year and in years past. We would also like to thank Judy Murray and Betsey Powell who serve both this Board and the general public pleasantly and helpfully all year.

Finally, we must note that one of our finest traditions is the involvement of many citizens who freely give of their time and experience to help make our Town government work. As our problems become more challenging and complex, it is reassuring to find that the quantity and quality of our volunteers have grown to meet the need. We sincerely appreciate the dedication of all of you who help make our Town the special place that it is.

Maureen McPike, Chair
Leo F. Fliger, Chair
Girard St. Amand, Member

ANNUAL REPORT OF THE TOWN CLERK - 1992



Supervision of elections is the most important of the many duties of the Town Clerk. It is especially true every fourth year when there is a presidential election - and our office is especially busy. During 1992 there were four scheduled elections the presidential primary in March, the town election in May, the state primary in September, and the general/presidential election in November. In addition, the Selectmen called a Special Election in June, which was followed by a recount of one of the questions that was on the Special election ballot.

The average voter, when they participate, enters the polling place, marks the ballot, and departs, total-

ly unaware of the effort that goes into a smoothly-run election cycle: following the state-mandated schedule of registration sessions to be held before each type of election, providing for absentee voting, scheduling election officers, carrying out the various other procedures mandated by Massachusetts Law, making sure all required materials are prepared and transported to the polls, arranging for meals for workers, following up after the election with payroll and reports to appropriate state department.

Although the Town Clerk is responsible for the entire operation of an election, many people assist in the process - the Board of Registrars, highway personnel who put up and subsequently take down the voting booths, school administrators, personnel, and teachers, with their cooperation and patience despite the disruption elections cause, and police officers assigned to the polls and who direct traffic. Above all, there is a faithful group of election officers who do the basic work of staffing the precincts through a

long day, which is either extremely busy or terribly slow; the evening telephone attendant; and the counters and tabulators who complete their own daily routine and then do the all-important work of determining the results of the day's voting. To everyone, my deepest gratitude.

The following reports of the results make note of the percent of registered voters that participate. Norfolk's percentage ranged from 26% in the September primary to 91% in the presidential. The election of town officers brought out only 31% and the Special Election 33.7%. The lack of participation and apathy on the part of residents is difficult to understand. Although local elections may lack the excitement and publicity involved in electing a president, the choice of officers at the municipal level impact directly on conditions of daily living, and override votes are "pocketbook issues."

VITAL STATISTICS

We no longer print the names of Norfolk citizens who died, or of babies born during the past year. This decision is to protect the privacy of the families involved. Specific information on births, deaths, and marriages, is available in the Town Clerk's Office.

Births

There were 85 births recorded to Norfolk residents through mid-December 1992. The certificates for births taking place late in the year

or in Boston often do not reach this office until April or May. For comparative purposes, there were 149 births recorded in 1988, 107 in 1989, 146 in 1990, and 112 in 1991.

Deaths

There were 143 deaths recorded in 1992. Thirty-four were of Norfolk residents; the additional 109 were residents of other communities who died at Southwood Community Hospital, the Correctional Institutions, or elsewhere in Norfolk.

Marriages and Intentions

Fifty-four marriage intentions were filed in Norfolk in 1992. Fifty-one were issued and marriages performed; 3 were not returned and expired without being used. There were 52 marriages recorded (one from a 1991 intention): in 28 marriages one or both parties were Norfolk residents, there were two couples from elsewhere, and 18 were performed at a Correctional Institution.

GENERAL GOVERNMENT

MINUTES OF THE ANNUAL TOWN MEETING

ARTICLE- 1 - ELECTION - MAY 5, 1992

Pursuant to the Warrant for the Annual Town Meeting, the inhabitants of the Town of Norfolk qualified vote in town affairs assembled in MacBride Auditorium at the Norfolk public elementary school on Tuesday May 5, 1992 to act upon Article 1, the Annual Election of Town Officials.

Polls were declared open at 7:00 a.m. Election Officials were duly sworn in by Warden Elinor Pearson. The ballot boxes for all three precincts were found to be in good working order and registered zero. Instructions voters and specimen ballots were posted at the entrance to each precinct and within the polling place a correct voting list was on display.

The polls were closed at 8:00 p.m. a total of 1370, or 31% of eligible voters in the town, cast their ballots with the following results:

Moderator for One Year

* Frank J. Gross 1,125

Board of Selectmen for Three Years

Frank A. Gaynor III 570
* Girard L. St. Amand 768

Tax Collector for Three Years

* Marlene D. Cralg 1,009
Gail E. Bernardo 264

Treasurer for Three Years

* Thomas P. Crane 1,027

Board of Assessors for Three Years

* Donna L. Putt 978

Board of Health for Three Years

Robert L. Smith 522
* Laurence M. Magner 918

Planning Board - Two for Three Years

* Alexander Vispoli 874
* Austen G. Smithers 718
Michael D. Stygar 442

Water Commissioner for Three Years

David W. Johnston 978

* Declared elected

Library Trustee for Three Years

* Kenneth W. Nelson 401
John F. Olivieri, Jr. 367
Frederick A. Simon 280

Recreation Comm. Two for Three Years

* Michael W. Hurley 709
Eugene J. Orsogna 460
* Joyce E. Terrio 741

Norfolk School Committee for Three Years

* James C. Lehan 939

Housing Authority for Five Years

* James M. Phelan 967

Constable Two for Three Years

* Edward C. Bettencourt 869
Donald M. Bernardo 220
Colin M. O'Brien, Jr. 484

Question 1. Shall the Town of Norfolk be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for a bond issued in order to fund the closure of the Norfolk Landfill in accordance with the regulations of the Department of Environmental Protection?
Yes 576 No 618 Blank 176

At 8:00 p.m. it was moved, seconded and approved by voice vote to adjourn this Town Meeting to May 1992 at 7:30 p.m. at King Philip High School.

GENERAL GOVERNMENT
MINUTES OF ADJOURNED ANNUAL TOWN MEETING
MAY 26, 27, and JUNE 2, 1992
KING PHILIP HIGH SCHOOL, WRENTHAM, MA.
TUESDAY, MAY 26, 1992

The meeting was called to order at 7:30 p.m. by Moderator Frank J. Gross, followed by the recitation of the Pledge of Allegiance. The Moderator introduced the Town Clerk, Town Accountant, Town Administrator, Board of Selectmen, Town Counsel, and the Advisory Board Chairperson, who in turn introduced the members of the Advisory Board.

There were 259 voters attending. Moderator Gross administered the oath to counters John Ramsey, John McFeeley and Elinor Pearson.

The following non-registered voters or non-residents were given permission to address the Town Meeting regarding certain articles: Town Counsel Paul Maggioni; Town Administrator Marilyn Morris; Highway and Cemetery Superintendent John Grady; Consulting Engineers Thomas Mahanna and Mark Wetzel from Du-Fresne-Henry, Inc. Norfolk Elementary School Superintendent Lorraine S. Young; King Philip Superintendent William Costa; Tri-County Superintendent John Jones; School Building Architect Taylor Dueker; and Town Accountant Caroline Price.

APPROVED BY VOICE VOTE to waive the Reading of the Warrant and the Return of the Warrant. Board of Selectmen Chairperson Mauren McPike made the following proclamation:

WHEREAS; Nancy M. Connors has dedicated twelve years of exemplary service to the Zoning Board of Appeals; and WHEREAS; Nancy M. Connors always reviews, investigates and inspects all matters coming before the Zoning Board of Appeals; and WHEREAS; Nancy M. Connors is an active and inquiring voter at all Town Meetings; and WHEREAS; Nancy M. Connors served in other civic and social capacities in order to make the Town of Norfolk a better place to live; and WHEREAS; The Town of Norfolk is justifiably proud of our own Nancy Connors who has represented herself, her civic associations, and the people of Norfolk in a manner which brings pride to our Community.

NOW THEREFORE; We, the Norfolk Board of Selectmen, do hereby proclaim TUESDAY, MAY 26, 1992 NANCY M. CONNORS DAY IN NORFOLK and do hereby request that all residents of our Community pay fitting tribute to Nancy Connors on May 26, 1992, and they thank Nancy Connors for the years of dedicated service she has given the Town of Norfolk. In witness thereof:
Maureen McPike, Chairwoman; Leo F. Fliker, Clerk; and Girard L. St. Amand

THE PROCLAMATION WAS ENDORSED BY VOICE VOTE.

ARTICLE 1. was the Annual Town Election which was completed on May 5, 1992.

ARTICLE 2. APPROVED BY VOICE VOTE to Raise and Appropriate the sum of \$39,306.00 and to transfer from Water Revenue the sum of \$3,854.00 to fund the amendment of the Compensation Schedule as printed in the Addendum to the Advisory Board Recommendations under the supervision of the Town Accountant.

GENERAL GOVERNMENT

ARTICLE 2. COMPENSATION SCHEDULE

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	MIDPOINT	MSTEP 1	MSTEP 2	MSTEP 3	MSTEP 4	MSTEP 5
MANAGEMENT											
.17	\$31,266.92	\$32,829.17	\$34,393.05	\$35,955.90	\$37,519.79	\$39,082.64	\$40,645.49	\$42,209.37	\$43,772.22	\$45,336.11	\$46,898.96
.16	\$29,423.17	\$29,844.23	\$31,265.28	\$32,687.37	\$34,108.43	\$35,529.48	\$36,950.54	\$38,371.59	\$39,793.68	\$41,214.74	\$42,635.79
.15	\$25,563.13	\$26,862.39	\$28,141.65	\$29,419.88	\$30,699.14	\$31,978.40	\$33,257.66	\$34,536.92	\$35,815.14	\$37,094.40	\$38,373.66
.14	\$22,566.11	\$23,694.26	\$24,822.41	\$25,951.59	\$27,079.74	\$28,207.89	\$29,336.04	\$30,464.19	\$31,593.38	\$32,721.53	\$33,849.68
.13	\$20,513.70	\$21,539.39	\$22,565.07	\$23,590.76	\$24,616.44	\$25,642.13	\$26,667.81	\$27,693.50	\$28,719.18	\$29,744.87	\$30,770.55
.12	\$18,648.63	\$19,581.17	\$20,513.70	\$21,446.24	\$22,378.77	\$23,311.31	\$24,243.84	\$25,176.38	\$26,108.91	\$27,041.45	\$27,973.98
.11	\$16,784.60	\$17,623.98	\$18,463.37	\$19,301.72	\$20,141.10	\$20,980.49	\$21,819.87	\$22,659.26	\$23,497.61	\$24,336.99	\$25,176.38
.10	\$15,105.83	\$15,961.36	\$16,816.93	\$17,671.44	\$18,526.99	\$18,882.54	\$19,638.09	\$20,393.64	\$21,148.16	\$21,903.71	\$22,659.26
CLERICAL (HOURLY)											
9	\$8.82	\$9.26	\$9.70	\$10.14	\$10.58	\$11.02	\$11.47	\$11.90	\$12.35	\$12.78	\$13.23
8	\$7.91	\$8.30	\$8.69	\$9.10	\$9.49	\$9.88	\$10.28	\$10.67	\$11.07	\$11.47	\$11.86
6	\$6.96	\$7.33	\$7.68	\$8.02	\$8.37	\$8.73	\$9.08	\$9.43	\$9.77	\$10.12	\$10.47
TECHNICAL/PROFESSIONAL (HOURLY)											
M	\$12.58	\$13.21	\$13.84	\$14.46	\$15.09	\$15.72	\$16.35	\$16.98	\$17.61	\$18.24	\$18.87
L	\$11.43	\$12.00	\$12.56	\$13.14	\$13.71	\$14.28	\$14.85	\$15.42	\$16.00	\$16.57	\$17.14
K	\$10.39	\$10.91	\$11.43	\$11.95	\$12.47	\$12.99	\$13.51	\$14.02	\$14.55	\$15.07	\$15.59
I	\$9.37	\$9.83	\$10.30	\$10.77	\$11.24	\$11.71	\$12.17	\$12.64	\$13.11	\$13.58	\$14.04
H	\$8.42	\$8.85	\$9.28	\$9.69	\$10.10	\$10.53	\$10.95	\$11.36	\$11.79	\$12.20	\$12.63
G	\$7.66	\$8.04	\$8.42	\$8.81	\$9.19	\$9.57	\$9.96	\$10.34	\$10.72	\$11.11	\$11.49
F	\$6.89	\$7.23	\$7.58	\$7.93	\$8.27	\$8.61	\$8.95	\$9.29	\$9.65	\$9.99	\$10.33
E	\$6.14	\$6.45	\$6.75	\$7.06	\$7.36	\$7.67	\$7.98	\$8.28	\$8.59	\$8.89	\$9.20
D	\$5.84	\$6.13	\$6.42	\$6.72	\$7.01	\$7.30	\$7.59	\$7.88	\$8.18	\$8.47	\$8.76
C	\$5.53	\$5.81	\$6.09	\$6.35	\$6.63	\$6.91	\$7.19	\$7.47	\$7.74	\$8.02	\$8.30
B	\$4.55	\$4.78	\$5.01	\$5.24	\$5.46	\$5.69	\$5.92	\$6.15	\$6.38	\$6.60	\$6.83
A	\$3.66	\$3.85	\$4.04	\$4.21	\$4.40	\$4.59	\$4.77	\$4.96	\$5.13	\$5.32	\$5.51

GENERAL GOVERNMENT

ARTICLE 3. APPROVED BY VOICE 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 authorize any Town Board to employ for additional salary or compensation any of its members and to fix the salary or compensation thereof: Moderator \$1,00; Board of Selectmen \$4,366.00; Town Treasurer \$16,550.00; Town Clerk \$16,550.00; Collector of Taxes \$16,550.00; Board of Assessors \$5,307.00; Board of Water Commissioners \$1,105.00; Planning Board \$4,686.00; Board of Health \$1,696.00; and Tree Warden \$309.00 plus utility inspection fees.

APPROVED BY VOICE VOTE to Raise and Appropriate, Transfer from the Pension Liability Fund, Stabilization Fund, or other available funds, borrow or bond, to defray the departmental and incidental expenses of the Town, not otherwise provided for, for the Fiscal Year commencing July 1, 1992.

I. GENERAL GOVERNMENT

A.	Town Moderator		
	Salary	1.00	
	Expense	85.00	
	RAISE AND APPROPRIATE		86.00
B.	Board of Selectmen		
	Salary	70,434.00	
	Expense	17,200.00	
	Fuel & Utilities	4,750.00	
	Committee Fund	1.00	
	Town Report	5,500.00	
	Out of State Travel	1.00	
	RAISE AND APPROPRIATE		97,886.00
C.	Advisory Board		
	Salary	2,000.00	
	Expense	5,010.00	
	Reserve Fund	20,000.00	
	RAISE AND APPROPRIATE		27,010.00
D.	Town Accountant		
	Salary	73,167.00	
	Expense	7,855.00	
	RAISE AND APPROPRIATE		81,022.00
E.	Board of Assessors		
	Salary	61,805.00	
	Expense	11,167.00	
	Out of State Travel	1.00	
	RAISE AND APPROPRIATE		72,973.00
F.	Treasurer		
	Salary	32,915.00	
	Expense	9,950.00	
	Banking Services	3,600.00	
	RAISE AND APPROPRIATE		46,465.00
G.	Collector of Taxes		
	Salary	52,105.00	
	Expense	13,537.00	
	RAISE AND APPROPRIATE		65,642.00
H.	Town Counsel		
	Retainer Fees	10,173.00	
	Legal Fees	15,000.00	
	RAISE AND APPROPRIATE		25,173.00

GENERAL GOVERNMENT

I.	Personnel Board			
	Salary	500.00		
	Expense	1,500.00		
	Out of State Travel	1.00		2,001.00
	RAISE AND APPROPRIATE			
J.	Computer Systems Committee		97.00	
	Expense			97.00
	RAISE AND APPROPRIATE			
K.	Tax Title		9,135.00	
	Salary		95.00	
	Expense			9,230.00
	RAISE AND APPROPRIATE			
L.	Town Clerk - Office		28,841.00	
	Salary		1,600.00	
	Expense			31,441.00
	RAISE AND APPROPRIATE			
	Town Clerk - Elections		4,875.00	
	Salary		2,538.00	
	Expense			7,405.00
	RAISE AND APPROPRIATE			
M.	Board of Registrars of Voters		4,425.00	
	Salary		1,350.00	
	Expense		2,850.00	
	Computer Services			8,425.00
	RAISE AND APPROPRIATE			
N.	Conservation Commission		4,469.00	
	Salary		352.00	
	Expense			4,821.00
	RAISE AND APPROPRIATE			
O.	Planning Board		29,939.00	
	Salary		2,950.00	
	Expense		10,474.00	
	Engineering			43,363.00
	RAISE AND APPROPRIATE			
P.	Zoning Board of Appeals		9,794.00	
	Salary		2,270.00	
	Expense		1.00	
	Engineering/Consulting			12,065.00
	RAISE AND APPROPRIATE			
Q.	Engineering Assistance		1,500.00	
	Expense			1,500.00
	RAISE AND APPROPRIATE			
R.	Permanent Building Committee			
	Salary		1.00	
	Expense		475.00	
	RAISE AND APPROPRIATE			476.00
S.	Insurance - General		187,749.00	
	RAISE AND APPROPRIATE			187,749.00

II. PUBLIC SAFETY

A.	Police Department		745,312.00	
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GENERAL GOVERNMENT

Expenses		46,135.00	
Fuel & Utilities		16,500.00	
Cruiser Replacement		30,000.00	
RAISE AND APPROPRIATE			837,947.00
B. Fire Department			
Fire Salary		177,473.00	
Ambulance Salary		47,287.00	
Fuel & Utilities		3,750.00	
Fire Expense		27,850.00	
Ambulance Expense		3,800.00	
Tuition and Training		12,000.00	
TRANSFER FROM AMBULANCE ACCOUNT			26,800.00
RAISE AND APPROPRIATE			245,360.00
C. Building Department			
Salary		76,807.00	
Expense		2,950.00	
Fuel & Utilities		2,500.00	
Rough Mileage Allowance		1,000.00	
RAISE AND APPROPRIATE			83,257.00
D. Sealer of Weights & Measures			
Salary		333.00	
Expense		31.00	
RAISE AND APPROPRIATE			364.00
E. Civil Defense			
Salary		517.00	
Expense		1,800.00	
RAISE AND APPROPRIATE			2,317.00
F. Animal Control Officer			
Salary		9,585.00	
Expense		1,500.00	
Fuel & Utilities		500.00	
RAISE AND APPROPRIATE			11,585.00
G. Animal Inspector			
Salary		1,514.00	
Expense		150.00	
RAISE AND APPROPRIATE			1,664.00
H. Tree Dept. and Shade Tree/Pest Control			
Tree Salary		309.00	
Tree Expense		22,481.00	
Utility Inspection Fees		500.00	
STMPC Salary		308.00	
STMPC Expense		7,915.00	
RAISE AND APPROPRIATE			31,513.00
I. Fire/Police Communications			
Salary		109,813.00	
Expense		3,918.00	
RAISE AND APPROPRIATE			113,731.00
J. Fire/Police Station			
Expense		12,000.00	
Fuel & Utilities		19,447.00	
RAISE AND APPROPRIATE			31,447.00

III. EDUCATION

A. Norfolk Elementary Schools			3,174,451.00
(FOR FINAL APPROPRIATION SEE LATER ACTION)			

GENERAL GOVERNMENT

B. King Philip Regional - Norfolk Share		1,670,565.00
RAISE AND APPROPRIATE		
C. Tri-County Regional - Norfolk Share		134,966.00
RAISE AND APPROPRIATE		

IV. PUBLIC WORKS

A. Town Highway	274,521.00	
Salary	89,500.00	
Expense		364,021.00
RAISE AND APPROPRIATE		
B. Special Projects	0.00	
C. Recreation Field Work	8,596.00	8,596.00
Expense		
RAISE AND APPROPRIATE		
D. Highway Garage	31,400.00	31,400.00
Fuel & Utilities		
RAISE AND APPROPRIATE		
E. Snow Removal	80,300.00	80,300.00
Expense		
RAISE AND APPROPRIATE		
F. Transfer Station/Recycling Center	36,806.00	
Salary	133,443.00	
Expense	7,860.00	
Fuel & Utilities		178,109.00
RAISE AND APPROPRIATE		
(FOR FINAL APPROPRIATION SEE LATER ACTION)		
G. Septage Disposal Assessment	2,300.00	2,300.00
Solid Waste Disposal		
RAISE AND APPROPRIATE		
H. Cemetery Commission	9,500.00	
Salary	2,780.00	
Expense		12,280.00
TRANSFER FROM CEMETERY-REVENUE		
I. Custodian of Veterans' Graves	125.00	
Salary	440.00	
Expense		565.00
RAISE AND APPROPRIATE		
J. Street Lighting Expense	21,000.00	21,000.00
RAISE AND APPROPRIATE		

V. HUMAN SERVICES

A. Board of Health	33,021.00	
Salary	34,445.00	
Expense		67,466.00
RAISE AND APPROPRIATE		
B. Human Services	3,500.00	
Norfolk Mental Health		

GENERAL GOVERNMENT

S.N.C.A.R.C. RAISE AND APPROPRIATE	3,500.00	
		7,000.00
C. Council on Aging		
Salary	36,379.00	
Expense	3,350.00	
Facilities	4,000.00	
Transportation	3,000.00	
RAISE AND APPROPRIATE		45,729.00
D. Veterans' Services		
Salary	2,501.00	
Expense	435.00	
Veterans' Benefits	2,000.00	
RAISE AND APPROPRIATE		4,936.00

VI. CULTURE AND RECREATION

A. Public Library		
Salary	121,534.00	
Expense	47,485.00	
Fuel and Utilities	9,000.00	
TRANSFER FROM LIBRARY COPIER FUND		1,500.00
RAISE AND APPROPRIATE		176,519.00
(FOR FINAL APPROPRIATION SEE LATER ACTION)		
B. Recreation Commission		
Salary	19,263.00	
Expense	3,661.00	
RAISE AND APPROPRIATE		22,924.00
C. Recreation for Handicapped		
Salary	1.00	
Expense	1.00	
RAISE AND APPROPRIATE		2.00
D. Rec. Field Maintenance - See Public Works		
E. Historical Commission		
Expense	323.00	
RAISE AND APPROPRIATE		323.00
F. Town Memorial Day Expense	340.00	
RAISE AND APPROPRIATE		340.00

VIII. DEBT SERVICE

A. Elementary School Bonds	-0-	
B. Water Dept. Borrowing		
Pumping Station #2	40,000.00	
Int. Pumping Station #2	6,950.00	
Maturing Note	4,600.00	
Interest on Note	973.00	
Standpipe Debt	20,000.00	
Standpipe Interest	3,500.00	
Pond St. Temp. Interest	9,000.00	
Grove St. Temp. Interest	1,200.00	
Miller St. Temp. Interest	3,000.00	
Noon Hill Temp. Interest	39,534.00	
TRANSFER FROM WATER REVENUE		128,757.00
C. Fire/Police/Library Bond		
Maturing Debt	100,000.00	
Interest on Debt	17,500.00	
RAISE AND APPROPRIATE		117,500.00

GENERAL GOVERNMENT

D. Town Share Water Bonds	30,000.00	
Standpipe Debt	-0	
Noon Hill Debt	2,466.00	
Noon Hill Temp. Interest	18,400.00	
Well #1 Debt	3,891.00	
Well #1 Interest	10,000.00	
Well #2 Debt	1,738.00	
Well #2 Interest - RAISE AND APPROPRIATE		71,745.00
E. Treasurer Borrowing	15,000.00	
RAISE AND APPROPRIATE		15,000.00
F. Bond Registration	500.00	
RAISE AND APPROPRIATE		500.00
G. Notes and Bond Certification	300.00	
RAISE AND APPROPRIATE		300.00
H. Accountant's Computer		
Computer Lease Purchase	10,171.00	
RAISE AND APPROPRIATE		10,171.00
I. Collector Computer	-0	
J. Front End Loader		
Loader Lease Purchase	29,000.00	
RAISE AND APPROPRIATE		29,000.00
K. Tub Grinder		
Grinder Lease Purchase	13,384.00	
RAISE AND APPROPRIATE		13,384.00
L. Elementary School Land		
Debt		
Temp. Interest	12,600.00	
RAISE AND APPROPRIATE		12,600.00
M. Elementary School Roof		
Debt		
Temp. Interest	7,800.00	
RAISE AND APPROPRIATE		7,800.00
N. Elementary School Building		
Debt		
Temp. Interest	150,000.00	
RAISE AND APPROPRIATE		150,000.00
O. Landfill Closure Bond		
Debt		
Temp. Interest	12,000.00	
RAISE AND APPROPRIATE		12,000.00
IX. EMPLOYEE BENEFITS		
A. State and County Retirement	320,575.00	
B. Medical Insurance	255,800.00	
C. Life Insurance	6,000.00	
D. Unemployment Compensation	10,000.00	
E. Longevity	37,000.00	
F. Medicare	22,000.00	
G. Med/ Security Trust Fund	-0	
H. Social Security	-0	
RAISE AND APPROPRIATE		493,465.00
TRANSFER FROM OVERLAY SURPLUS		40,000.00
TRANSFER FROM FISCAL 1992 ACCOUNTS;		
5913.1710	HEALTH INSURANCE	55,000.00
5423.4010	SNOW AND ICE REMOVAL	20,000.00

GENERAL GOVERNMENT

5423.8540	SANDER BODY	4,173.00
5543.7700	VETERANS BENEFITS	4,000.00
5710.9168	LANDFILL TEMP. INT.	2,000.00
5302.9120	KP ROOF TEMP. INT.	24,737.00
5420.3050	SIDEWALK ENGINEERING	3,000.00
5431,4800	LANDFILL FUEL & UTIL	5,000.00

MOVED AND SECONDED to amend III. A. NORFOLK ELEMENTARY SCHOOLS to Raise and Appropriate the sum of \$3,318,913.00, of which \$144,462.00 will be contingent upon and available only after a successful over ride vote of proposition two and a half. AMENDMENT APPROVED BY VOICE VOTE AMENDED APPROPRIATION APPROVED AS MAIN MOTION BY VOICE VOTE

MOVED AND SECONDED to amend IV. F. TRANSFER STATION/RECYCLING CENTER as follows:

F. Transfer Station/Recycling Center		
Salary		41,926.00
Expense		113,569.00
Fuel & Utilities		7,744.00
RAISE AND APPROPRIATE		163,239.00

AMENDMENT APPROVED BY VOICE VOTE

AMENDED APPROPRIATION APPROVED AS MAIN MOTION BY VOICE VOTE

MOVED AND SECONDED to amend IV.A. PUBLIC LIBRARY as follows;

A. Public Library		
Salary		130,746.00
Expense		47,495.00
Fuel & Utilities		9,000.00

for a total of \$187,231.00 to be funded as follows - Transfer from the Library Copier Fund \$1,500.00 and Raise and Appropriate \$176,519.00 of which \$9,212.00 will be contingent upon a successful override vote of the proposition 2 and 1/2 levy limit at a special election.

AMENDMENT APPROVED BY VOICE VOTE

AMENDED APPROPRIATION APPROVED AS MAIN MOTION BY VOICE VOTE

ARTICLE 3 APPROVED BY VOICE VOTE IN ITS ENTIRETY.

ARTICLE 4

APPROVED BY VOICE VOTE to transfer the sum of \$245,889.00 from Water Department Revenue to fund the Water Department Maintenance and Operating Expenses.

ARTICLE 5

APPROVED 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 6

APPROVED BY VOICE VOTE to transfer the sum of \$45,000.00 from Water Department Revenue for test well work pursuant to locating an additional water supply for the Town within the state Safe Water Drinking Act guidelines..

ARTICLE 7

APPROVED BY VOICE VOTE to transfer the sum of \$41,000.00 from Water Department Revenue for improvement to the Spruce street Pump station in conformance with the Safe Water Drinking Act, 310 CMR and related studies.

ARTICLE 8

1. INDEFINITELY POSTPONED BY VOICE VOTE [Purchase of a 4 wheel drive dump truck].
2. APPROVED BY VOICE VOTE to Raise and Appropriate the sum of \$15,000.00 to fund an NPDES (pollution discharge) permit study.
3. INDEFINITELY POSTPONED BY VOICE VOTE [Purchase of sander body] .
4. INDEFINITELY POSTPONED BY VOICE VOTE [Funding for - Norfolk Government Study Committee]. Amended motion to Raise and Appropriate \$2,000.00 to fund expenses and consultations for the study of Norfolk's form of government was Defeated by Voice Vote .

GENERAL GOVERNMENT

5. APPROVED BY VOICE VOTE to transfer from Free Cash the sum of \$3,900.00 to purchase computer software and equipment for the Office of the Tax Collector.

6. APPROVED BY VOICE VOTE to transfer from Free Cash the sum of \$11,075.00 to fund continued membership in the Automated Bristol Library Exchange.

7. Moved to Indefinitely Postpone. Substitute motion to transfer from the Stabilization Fund the sum of \$7,950.00 to purchase a copy machine for Town Hall was approved by counted vote Yes 124 to No 53. Second substitute motion to Raise and Appropriate \$7,950.00 to purchase a copy machine for the Town Hall died in a flurry of discussion.

FIRST SUBSTITUTE MOTION APPROVED BY COUNTED VOTE YES 125 TO NO 35. MOVED AND SECONDED TO TABLE NO. 8-7 UNTIL AFTER ARTICLE 3 6. APPROVED BY VOICE VOTE.

APPROVED BY VOICE VOTE A MOTION TO RECONSIDER 8.2. ARTICLE 8.2 INDEFINITELY POSTPONED BY VOICE VOTE.

8. 8 APPROVED BY VOICE VOTE to transfer from Free Cash the sum of \$4,500.00 to fund Phase III of the Master Plan.

APPROVED BY VOICE VOTE the Motion to Adjourn this Town Meeting until Wednesday May 27, 1992 at 7:30 p.m. at the King Philip High School Auditorium. The Meeting Adjourned at 11:15 p.m.

WEDNESDAY, MAY 27, 1992

The second session of the 1992 Annual Town Meeting was called to order at 7:50 p.m. There were 130 voters in attendance throughout the session.

BY UNANIMOUS VOICE VOTE the following Resolution from the Massachusetts Selectmens Association was passed:

"Resolved that the Town of Norfolk calls upon the Legislature to annually appropriate and fully distribute the legally required 15% of gas tax receipts to cities and towns, for the construction, maintenance, and policing of local roads."

Town Administrator Marilyn Morris explained compliance with the Americans with Disabilities Act and noted that because the Town Hall is not properly handicapped accessible, that public meetings can no longer be held on the second floor of Town Hall.

ARTICLE 9.

APPROVED BY VOICE VOTE that the following Committees be appointed: Arts Council, 9 members; Bay Circuit Regional, 2 members; Chapter 504/ADA Compliance Committee, 5 members; Insurance Advisory Committee, 5 members; Norfolk Citizens Action Committee, 5 members; Mirror Lake Advisory Committee, 4 voters members and Town Administrator ex-officio and non-voting; Recycling/Solid Waste Committee, 7 voters members and Highway Superintendent ex-officio and non-voting; Sidewalk Study Committee, 5 members; Zoning Bylaw Study Committee, 9 members - three 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; Grange Hall Study Committee, 5 members.

APPROVED BY VOICE VOTE to create a 5 member committee to be appointed by the Moderator to research salaries and benefits of elected officials to report to the 1992 Fall Town Meeting and recommend on the advisability of continuing such salaries and benefits and their appropriate levels.

APPROVED BY VOICE VOTE to instruct the Permanent Building Committee to investigate the feasibility of construction of a multifunctional Community Center to serve the needs of the Senior Citizens, Recreation Department and other Town Departments.

APPROVED BY VOICE VOTE the creation of a five-member committee appointed by the Board of Selectmen to study proposed changes to Town Hill and report to the Fall 1992 Town Meeting.

Selectman Chairperson Maureen McPike read the following Proclamation:

GENERAL GOVERNMENT

WHEREAS: Charles F. Jerome has devoted most of his time and energy over the years to improving conditions at the landfill; and WHEREAS: Charles F. Jerome has addressed this Town Meeting every year seeking assistance or funds for improvements at the landfill; and WHEREAS; Charles F. Jerome was able with Town Meeting assistance to design and obtain engineering work which ultimately led to the Transfer Station construction; and WHEREAS; Charles F. Jerome has tirelessly served the Town on the Landfill Committee, the Recycling/Solid Waste Committee and several other civic projects including a school building committee; now therefore Let it be known that the Board of Selectmen and the Town Meeting do hereby officially designate and proclaim the Town of Norfolk Transfer Station will henceforth be officially called THE CHARLES F. JEROME TRANSFER STATION AND RECYCLING CENTER In witness thereof, we the Norfolk Board of Selectmen set our hand and seal of the Town of Norfolk on this document on the Fourteenth day of May in the year of our Lord Nineteen Hundred and Ninety-two. By The Norfolk Board of Selectmen, Maureen McPike, Chairwoman, Leo F. Fliger, Clerk, Girard St. Amand.

THE PROCLAMATION WAS ENDORSED BY VOICE VOTE

Selectman Chairperson McPike announced that the Board of Selectmen had voted to call a Special Town Election to be held on June 23, 1992 to vote on the questions of an override to fund the Norfolk Public School budget, an override to fund the Norfolk Public Library budget, and a debt exclusion for a bond issue to fund the Norfolk Sanitary Landfill Closure.

The report of the Norfolk Government Study Committee was presented. Moved and Seconded that the Moderator appoint a committee of nine members to draft a Charter for the Town of Norfolk, said Charter requiring approval by the Great and General Court of Massachusetts, and to present the Charter to the Annual Town Meeting in 1993; the membership of said committee to be as follows: one elected official, one appointed official, one present or former selectman, one member of the Master Plan Committee, one town employee, and four citizens at large. APPROVED BY VOICE VOTE.

Robert Nicodemus, reported on the status of the Master Plan.

MOTION MADE AND SECONDED to correct the number of members on the Norfolk Citizens Action Committee to 7.
APPROVED BY VOICE VOTE.

MOTION MADE AND SECONDED AND APPROVED BY VOICE VOTE TO RECONSIDER THE VOTE ON THE MOTION TO ESTABLISH A CHARTER COMMITTEE.

Following a brief recess, the following amendment was moved and seconded: to add the following language provided that public hearings be held in the process of developing the charter, a copy of the Charter to be available to residents prior to the 1993 Town Meeting, an analysis of the financial impact of the proposed Charter be available to residents prior to the 1993 Town Meeting and a majority vote of the Town at a regular Town election be required for final ratification of the Charter.

AMENDMENT TO ORIGINAL MOTION APPROVED BY VOICE VOTE. MAIN MOTION AS AMENDED APPROVED BY VOICE VOTE.

ARTICLE 10. INDEFINITE POSTPONEMENT BY VOICE VOTE 20 year contract with Millis Consortium.

ARTICLE 11

MOVED and seconded that the Town transfer from the Stabilization Fund the sum of \$80,000.00 and transfer from Free Cash the sum of \$8,000.00, a total of \$88,000.00 for the design and reconstruction of the Town Center Drainage System. Said appropriation to be expended by and under the supervision of the Board of Selectmen. -An amendment affecting the funding was made and withdrawn. The Moderator, upon his own motion, tabled Article 11 to allow language for an amendment to be prepared.

ARTICLE 12

APPROVED BY VOICE VOTE to authorize the Board of Selectmen to accept and enter into contracts for the expenditure of any funds allotted, or to be allotted, by the Commonwealth for the construction, reconstruction, or the improvements of public roads within the Town.

ARTICLE 13

APPROVED BY VOICE VOTE to allow the Treasurer to borrow or bond for the construction or the reconstruction of public roads in anticipation of reimbursement by the Commonwealth.

ARTICLE 14

APPROVED BY VOICE VOTE to transfer from available funds the sum of \$127,890.00, pursuant to the provisions of Chapter 15 of the Acts of 1988 (Transportation Bond) and to Raise and appropriate the sum of \$42,630.00 and authorize the Board of Selectmen to accept and enter into contracts for the expenditure of funds for the construction or reconstruction of roads.

GENERAL GOVERNMENT

ARTICLE 15

APPROVED BY VOICE VOTE to transfer from available funds the sum of \$144,551.00 pursuant to the provisions of Chapter 33 of the Acts of 1991 (Transportation Bond) and authorize the Board of Selectmen to accept and enter into contract for the expenditure of funds for the construction and reconstruction of roads.

ARTICLE 16. INDEFINITELY POSTPONED BY VOICE VOTE [Gasoline tax monies].

ARTICLE 17. INDEFINITELY POSTPONED BY VOICE VOTE [Money for street construction].

ARTICLE 11 was returned to the floor with the following-amendment moved and seconded: to add immediately following the words "and said appropriation shall be contingent upon receipt of not less than \$125,000.00 from the Commonwealth of Massachusetts for this project, and the Town will apply for and accept any state or federal grants or reimbursements that become available."

AMENDMENT APPROVED BY VOICE VOTE.

ORIGINAL MOTION AS AMENDED APPROVED BY COUNTED VOTE. VOTE COUNTED BY THE MODERATOR AS YES 10 NO 1.

ARTICLE 18.

MOVED and seconded to Indefinitely Postpone Article 18 [roadway on land]

SUBSTITUTE MOTION moved and seconded that the Town purchase or take by eminent domain a parcel of land located on Main and North streets shown on Assessors Map 14, Block 41, Lot 1, specifically that portion consisting of approximately 4 acres located at the base of the water tower - a plan of which is on file with the Town Clerk, and to raise and appropriate \$200,000.00 for payment for this land, contingent upon and subject to a successful Capital Expenditure Exclusion under the provisions of proposition 2 and 1/2 so called.

SUBSTITUTE MOTION DEFEATED BY VOICE VOTE

ARTICLE 18. INDEFINITELY POSTPONED BY VOTE.

Motion made, seconded and approved by voice vote to adjourn this Town Meeting until Tuesday, June 2, 1992 at 7:30 p.m. at the King Philip High School.

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

TUESDAY, JUNE 2, 1992

The meeting was called to order at 7:32 p.m. There were 106 registered voters in attendance.

Selectman Chairperson Maureen McPike read the following WHEREAS: Francis H. Woodward has served as State Representative for the Ninth Norfolk Representative District; and WHEREAS Francis H. Woodward served the Town of Norfolk for 16 years with true dedication to the needs of our residents; and WHEREAS Francis H. Woodward has worked on Beacon Hill to ensure the Town of Norfolk was heard on all issues; and WHEREAS Francis H. Woodward has honored all residents of the Town of Norfolk by his conscientious service to the Community and has won the respect of all persons with whom he has come in contact by giving generously his time and committing himself to our needs; now therefore be it resolved that the Norfolk Board of Selectmen and all citizens of the community extend their congratulations to Francis H. Woodward on his appointment as Administrative Law Judge at the Labor Bureau and do hereby proclaim TUESDAY, JUNE 2, 1992 FRANCIS H. WOODWARD DAY IN THE TOWN OF NORFOLK and we urge all citizens to join us in thanking Francis H. Woodward and in wishing him great success in his new venture. Given under our hand this 27th day of May the year of our Lord one thousand nine hundred ninety two. Norfolk Board of Selectmen - Maureen McPike, Chairman, Leo F. Fliger, Clerk and Girard St. Amand.

THE ABOVE PROCLAMATION WAS ENDORSED BY VOICE VOTE.

ARTICLE 20

MOVED and seconded to amend the bylaws of the Town ARTICLE VI. CONTRACTS, by adding a new section to be numbered sequentially to read: Section-No contract for equipment, goods, services, or a labor agreement shall be signed until the contract has been reviewed by the Town Accountant.

AMENDMENT MOVED and Seconded to add the following words "such review shall be expeditious and unreasonably withheld."

AMENDMENT APPROVED BY VOICE VOTE

MAIN MOTION AS AMENDED APPROVED BY COUNTED VOTE YES 50 NO 33

ARTICLE 21. INDEFINITELY POSTPONED BY VOICE VOTE [lower Town Hill]

ARTICLE 22. INDEFINITELY POSTPONED BY VOICE VOTE [community Center]

ARTICLE 23. INDEFINITELY POSTPONED [Senior Drop-In Center]

GENERAL GOVERNMENT

ARTICLE 24

APPROVED BY VOICE VOTE to transfer from Free Cash the sum of \$8,000.00 to conduct an independent financial audit for the Fiscal Year ending June 30, 1992, and a three year compliance audit under the Single Audit Act.

ARTICLE 25. INDEFINITELY POSTPONED BY VOICE VOTE [Water Main on Old Populatic Road].

ARTICLE 26

APPROVED BY VOICE VOTE to permit the Norfolk Public School to accept an Equal Opportunity Grant for fiscal year 1993 in the amount of \$41,028 or the sum designated by the Department of Education under the provisions of Massachusetts General Laws Chapter 70A, Section 4, as inserted by Chapter 188 of the Acts of 1985, said grant to be expended by the Norfolk Public School Committee for direct service expenditures with funds provided by the Commonwealth.

ARTICLE 27

27-1. APPROVED BY VOICE VOTE to Raise and Appropriate \$6,102.00 and transfer from Free Cash the sum of \$3,398.00 for a total of \$9,500.00 for the replacement of the Kindergarten wing floor at the Freeman/Centennial 1 Schools.

27-2 APPROVED BY VOICE VOTE to Raise and Appropriate the sum of \$15,000 to modify the intercom system at the Freeman/Centennial School.

27-3. APPROVED BY VOICE VOTE to Raise and Appropriate the sum of \$3,000 and transfer from FEMA funds the sum of \$1,200, for a total of \$15,000 for termite control at the Freeman/Centennial School.

ARTICLE 27-4. INDEFINITELY POSTPONED BY VOICE VOTE [Clock Repair]

ARTICLE 27-5 INDEFINITELY POSTPONED BY VOICE VOTE [Motion Detector]

ARTICLE 27-6 INDEFINITELY POSTPONED BY VOICE VOTE [Blacktop walkway]

27-7. MOVED and seconded to Indefinitely Postpone Article 27-7

SUBSTITUTE MOTION MOVED and seconded to transfer from FEMA funds the sum of \$9000, to repair a freezer door.

SUBSTITUTE MOTION DEFEATED BY VOICE VOTE

ARTICLE 27-7, INDEFINITELY POSTPONED BY VOICE VOTE [Refrigerator door]

ARTICLE 27-8. INDEFINITELY POSTPONED BY VOICE VOTE [Refurbish boys' lavatory].

ARTICLE 28

APPROVED BY VOICE VOTE to permit the King Philip Regional School District to accept an Equal Opportunity Grant for Fiscal Year 1993 in the amount of \$5,379.00 or other sum designated by the Department of Education under the provisions of Mass. General Laws Chapter 70A, Sec. 4, as inserted by Chapter 188 of the Acts of 1985, said grant to be expended by the King Philip Regional School District Committee for direct service expenditures with funds provided by the Commonwealth.

ARTICLE 29.

ACCEPTED BY VOICE VOTE to permit the Tri-County Regional Vocational Technical School District to accept an Equal Educational Opportunity Grant for Fiscal Year 1993 in the amount of \$101,062.00 or the sum designated by the Department of Education under provisions of Mass. General Laws Chapter 70A, Section 4, as inserted by Chapter 188 of the Acts of 1985, said a grant to be expended by the Tri-County Regional Vocational Technical School District Committee for direct service expenditures with funds provided by the Commonwealth.

ARTICLE 30

APPROVED BY UNANIMOUS VOICE VOTE to authorize the Board of Selectmen to advertise in a local paper and to sell at public sale from time to time, as it may deem in the best interest of the Town, any and all lands or portions thereof which the Town has acquired or may acquire as Tax Title land, so-called, such sales to be made on behalf of the inhabitants of the Town of Norfolk, and to authorize the Selectmen to expend from the proceeds of such sale the necessary costs of recording fees, documentary stamps and auctioneer's fees.

ARTICLE 31

APPROVED BY VOICE VOTE to grant the Board of Selectmen permission to sell surplus property of the Town, exclusive of buildings and land, no longer needed by the Town.

GENERAL GOVERNMENT

ARTICLE 32
APPROVED BY UNANIMOUS VOICE VOTE to transfer from FEMA Hurricane Bob funds the sum of \$50 to General Insurance Account to pay an unpaid bill of a previous year for a bond premium.

ARTICLE 33. INDEFINITELY POSTPONED BY VOICE VOTE [unexpended portions of appropriations].

ARTICLE 34
APPROVED BY VOICE VOTE to Raise and Appropriate 9,000 and transfer \$3,900 from the FEMA Hurricane Fund to supplement the FY 92 appropriation for the Town Counsel litigation account.
APPROVED BY VOICE VOTE to transfer the sum of \$200.00 from Planning Board Expense to the Planning Board Salary account.

ARTICLE 35
APPROVED 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, 1992, in accordance with the provisions of Mass. General Laws, Chapter 44, Section 4, and to issue a note or notes therefor 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 Mass. General Laws, Chapter 44, Section 17.

ARTICLE 36. INDEFINITELY POSTPONED BY VOICE VOTE [deposit into the Stabilization Fund].

ARTICLE 8.7, WHICH HAD BEEN TABLED TO THE END OF THE WARRANT, WAS RECALLED.
The motion on the floor was to transfer the sum of \$7,950.00 from the Stabilization Fund to pay for a new copy machine for Town Hall.

MOVED AND SECONDED TO AMEND the motion to Raise and Appropriate \$7,950.00 to pay for a new copy machine for Town Hall.

MOVED AND SECONDED A SECOND AMENDMENT to transfer \$3,971.00 from the Hurricane Bob FE account; transfer \$1,939 from the FY 92 appropriation for the Annual Town Report, transfer \$512.00 from the 91 Board of Selectmen unencumbered salary account, and transfer \$1,628.00 from the Board of Health unencumbered expense account for a total of \$7,950.00 to purchase a new copy machine for Town Hall.

SECOND AMENDMENT APPROVED BY VOICE VOTE FIRST AMENDMENT DEFEATED BY VOICE VOTE
SECOND AMENDMENT AS NEW MAIN MOTION APPROVED BY VOICE VOTE

Selectmen Chairperson McPike informed the meeting that the Board of Selectmen was considering establishing a committee to study the siting of Town Hall.

MOTION TO DISSOLVE THIS TOWN MEETING SECONDED AND APPROVED BY VOICE VOTE. THIS TOWN MEETING WAS DISSOLVED AT 8:58 PM.

A TRUE COPY. ATTEST;

Alice S. Boschén, Town Clerk

ATTORNEY GENERAL APPROVAL:
September 10, 1992

I enclose the amendment to the general bylaws adopted under article 20 of the warrant for the Norfolk Annual Town Meeting that convened May 26, 1992, with the approval of this Office endorsed thereon.

ARTICLE VI
CONTRACTS, by adding a new section to be numbered sequentially to read: Section 5 No contract for equipment, goods, services, or a labor agreement shall be signed until the contract has been reviewed by the Town Accountant, such review shall be expeditious and not unreasonably withheld."

Anthony E. Perini
Assistant Attorney General

SPECIAL TOWN ELECTION TUESDAY, JUNE 23, 1992

Pursuant to the duly posted and distributed Warrant for a Special Town Election, the inhabitants of the Town of Norfolk qualified to vote in town affairs assembled in MacBride Auditorium in the Norfolk Elementary School on Tuesday, June 23, 1992. The polls were open from 7:00 a.m. to 8:00 p.m. A total of 1,505 (app. 33.7% of registered voters) votes were cast as follows:

GENERAL GOVERNMENT

Question 1 Shall the Town of Norfolk be allowed to assess an additional \$144,462.00 in real estate and personal property taxes for the purpose of funding the Norfolk Public School budget for the fiscal year beginning July first, nineteen hundred ninety two?
 Yes 837 No 667 Blank 1

Question 2 Shall the Town of Norfolk be allowed to assess an additional \$9,212.00 in real estate and personal property taxes for the purpose of funding the Norfolk Public Library budget for the fiscal year beginning July first, nineteen hundred ninety two?
 Yes 749 No 756 Blank 0

Question 3 Shall the Town of Norfolk be allowed to exempt from the provisions of proposition two and one half so-called, the amount required to pay for the bond issued in order to fund the Norfolk Sanitary Landfill Closure?
 Yes 691 No 794 Blank 20

RECOUNT JULY 7, 1992

Upon petition by the Board of Library Trustees, a recount was held of the vote for Question 2 of the June 23, 1992 Special Election. Under the supervision of the Board of Registrars of Voters, the recount took place on Tuesday, July 7, 1992 at 7:00 p.m. at the MacBride Auditorium in the Freeman Elementary School. Those present were: the Library Trustees, the Board of Registrars, nine counters and runners (three per precinct), and observers for the Library Trustees as allowed by M.G.L. Ch. 54, Sec. 135.

The Board of Registrars certified that the number of votes cast on Question 2 as determined by the recount was 749 Yes and 756 No, and further certified that question 2 was defeated.

STATE PRIMARY ELECTION SEPTEMBER 15, 1992

Pursuant to the Warrant for the State Primary, the inhabitants of the Town of Norfolk qualified to vote assembled at MacBride Auditorium at the Norfolk public elementary school on Tuesday, September 15, 1992 to cast their votes for the election of candidates of political parties for the following offices: Representative in Congress, Fourth District; Councillor, Second District; Senator in General Court for the Norfolk, Bristol & Middlesex District; Representative in General Court in the Ninth Norfolk District; Sheriff in Norfolk County; and County Commissioner in Norfolk County.

Polls were declared open at 7:00 a.m. The election officials were duly sworn in by Warden Elinor Pearson. 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 in each precinct, party enrollment change cards were available to voters, and within the polling place a corrected voting list was on display as required by law.

The polls were closed at 8:00 p.m. There was a total of 1209 voters (26 of those registered) 342 Democrats, 567 Republicans and 0 Independent Voters Party. The results were as follows-

DEMOCRATIC PARTY

<u>Representative in Congress</u>	
Barney Frank	666
Blanks	176
<u>Councillor</u>	
Edward P. Foley	262
Howard M. Kahalas	192
Joseph M. Mahaney	128
<u>Senator in General Court</u>	
Paula Childs	434
Cheryl A. Jacques	262
J. Joseph Lydon	72
Blanks	73
Miscellaneous	1
<u>Representative in General Court</u>	
J. Joseph Lydon	72
Blanks	73
Miscellaneous	
<u>Representative in Gen. Court</u>	
Adeline Bee	538

REPUBLICAN PARTY

<u>Representative in Congress</u>	
Edward J. McCormick III	329
Blanks	38
<u>Councillor</u>	
Michael M. Murphy	199
Jerrald M. Vengrow	121
Blanks	47
<u>Senator in General Court</u>	
David H. Locke	31
Blanks	50
<u>Councillor</u>	
Michael M. Murphy	199
Jerrald M. Vengrow	121
Blanks	47
<u>Representative in General Court</u>	
Jo Ann Sprague	
Blanks	23
<u>Sheriff</u>	
Paul F. Kelly	309
Blanks	58

GENERAL GOVERNMENT

Joanne F. Damish	141
William T. Hamilton	91
Thomas D. Hickey	11
Gavin Viano	42
Blanks	19
<u>Sheriff</u>	
Clifford H. Marshall	533
Blanks	309

<u>County Commissioner</u>	
Peter H. Collins	181
John Gillis	119
William P. O'Donnell	488
John F. Youngclaus	142
Blanks	754
<u>County Commissioners</u>	
Robert A. Frazier	250
James G. Mullen, Jr.	234
Blanks	250

MINUTES OF THE FALL SESSION OF THE 1992 ANNUAL TOWN MEETING OCTOBER 27 and 28, 1992 TUESDAY, OCTOBER 27, 1992

The meeting was called to order at 7 30 p.m. at King Philip North Junior High School by Moderator Frank Gross. The meeting was attended by 183 registered voters. The Moderator administered an oath to the following counters: J. Ramsey, J. Martin, J. McFeeley, and R. Connors. The following non-registered voters or non-residents were given permission to address the Town Meeting regarding certain articles: Town Counsel Paul Maggioni, Town Administrator Marilyn Morris, Town Accountant Caroline Price and Highway Superintendent John Grady.

The motion was made, seconded, and voted to waive the reading of the Warrant and return of the Warrant.

ARTICLE 1

APPROVED BY VOICE VOTE to correct a typographical error in the printing of the Personnel Bylaws by changing the voted grade level of the Communications Department Dispatcher from Technical/Professional Grade E to Technical/Professional Grade G.

ARTICLE 2

APPROVED BY VOICE VOTE to amend the Personnel Bylaws by changing the title on the Compensation Scale currently reading CLERICAL-HOURLY to ADMINISTRATIVE-CLERICAL-HOURLY.

ARTICLE 3

APPROVED BY VOICE VOTE to amend the Personnel Bylaw under 3. HOLIDAYS a., by inserting the word "President Day" and removing the words "Washington's Birthday."

ARTICLE 4

APPROVED BY VOICE VOTE to amend the Personnel Bylaws by renaming, and reclassifying the following positions: Registrar/Secretary, Water Dept., Grade 8 to Administrative Secretary, Water Dept., Grade 9; Maintenance Operator, Water Dept., Grade I to Maintenance Operator, Water Dept., Grade K; Collector, Water Department, Grade 9 to Collector, Water Dept., Grade 8.

ARTICLE 5

DEFEATED BY VOICE VOTE the motion to accept the provision of M.G.L. Chapter 40, Section 22F allowing municipal boards and officers to fix reasonable fees for licenses, permits, or certificates issued pursuant to statutes regulations and charges for services rendered, the entire proceeds therefrom to remain with the Town of Norfolk.

ARTICLE 6

APPROVED BY VOICE VOTE the sum of \$4,000.00 for the purchase of a computer for the Town Administration by transferring \$269.00 from the Board of Selectmen's encumbered General Expense, #5122.4011, transfer \$481.00 from the computer committee's encumbered General Expense, #5155/4011. and \$3,250.00 from Free Cash.

ARTICLE 7

APPROVED BY VOICE VOTE to accept \$94,400.00 in additional school aid on a per pupil Education Aid basis as approved by the Massachusetts Legislature.

ARTICLE 8

APPROVED BY VOICE VOTE to transfer from Free Cash for the current year, FY 93, to supplement the vote Town Meeting appropriation as follows:
a) the sum of \$5,000.00 to the Board of Selectmen's Committee Fund, Account #5122.7820 to pay the expense of the Charter commission;

GENERAL GOVERNMENT

0 to the Board of Selectmen Expense Account, #5122.3202 to fund Hepatitis B

vaccinations for Norfolk fire fighters;

c) the sum of \$4,215.60 to the Fire Department Salaries Account, #5220.3090 to pay compensation incurred by an injured fire fighter; d) the sum of \$5,382.25 to the Town Litigation Account, #5151.3090, to pay medical bills incurred by an injured fire fighter;

e) transfer from Article 12 of the October 1991 Town Meeting, account #5122.3211, the sum of \$250.00 to the Board of Selectmen's Committee Fund #5122.7820 to fund a study of salary and benefits of elected officials.

APPROVED, SECONDED, AND APPROVED BY VOICE VOTE to defer discussion of Article 9 until after Article 15.

ARTICLE 10

Moved and seconded by Advisory Board to Indefinitely Postpone Article 10.

Substitute motion moved and seconded by the Library Trustees to transfer from Free Cash \$7,885.91 to restore hours of operation at the Norfolk Public Library on Mondays and restore Saturday hours of operation by two hours.

SUBSTITUTE MOTION APPROVED BY COUNTED VOTE; YES 86 NO 41 NEW MAIN MOTION APPROVED BY VOICE VOTE.

ARTICLE 11

APPROVED BY VOICE VOTE to transfer from Free Cash the sum of \$2,628.00 for additional hours for the Children's librarian at the Norfolk Public Library as part of a match of funds provided by the Mass. Department of Education to fund the Norfolk Education Partnership.

ARTICLE 12. - INDEFINITELY POSTPONED BY VOICE VOTE (Establish position of Chief Assessor)

ARTICLE 13

APPROVED BY UNANIMOUS VOICE VOTE to transfer from Free Cash to the Board of Selectmen Expense Account for payment of unpaid bills of a prior year as follows: the sum of \$90.00 to the country Gazette and \$252.10 to R. A. Cataldo for engineering services.

ARTICLE 14. - INDEFINITELY POSTPONED BY VOICE VOTE [Use of unexpended appropriations].

ARTICLE 15: INDEFINITELY POSTPONED BY VOICE VOTE [Purchase of Wiklund property].

ARTICLE 9

APPROVED BY VOICE VOTE to transfer from Free Cash the sum of \$160,000.00 to pay back the School Department/Teachers' Summer Pay Deferral for FY 1992.

ARTICLE 16

APPROVED BY VOICE VOTE to transfer from the Prison Mitigation Distribution the amount of \$179,589.11 to be added to the Stabilization Fund under the authority of Section 5 B of Chapter 40A Mass. General Laws.

ARTICLE 17. INDEFINITELY POSTPONED BY VOICE VOTE [Land gift on Frederickson Road].

ARTICLE 18. — INDEFINITELY POSTPONED BY VOICE VOTE [Abandon cul-de sacs on Fleetwood Rd. and Ferndale Ave.]

ARTICLE 19

APPROVED BY UNANIMOUS VOICE VOTE to transfer the management and control of 1.55 acres more or less of town-owned conservation land shown as Parcel A, being a portion of the land described in a plan of land recorded with the Norfolk County Registry of Deeds Book 4278, Page 597 on a Plan of land by Landmark Engineering company dated October 27, 1992 to the control and management of the Board of Selectmen for Town Hall purposes, and further to transfer 1.55 acres plus or minus of town-owned municipal land shown as Parcel B on the same Landmark Plan, being a portion of lots 1 and 2 of Plan 3783D recorded in the Norfolk Registry District of the Land Court to the control and management of the Conservation Commission under the provision of General Laws Chapter 40 Section 8C and to authorize the Selectmen to submit legislation to the General Court for transfer of the conservation land if required.

ARTICLE 20

APPROVED BY VOICE VOTE to amend the Bylaws of the Town of Norfolk, ARTICLE I. TOWN MEETINGS AND ELECTIONS Section 4 by deleting the words "fourth Tuesday in October" from the first sentence and substituting therefor the words "third Tuesday of November" so that the first sentence of Section 4 will begin as follows: "The voters shall meet annually on the third Tuesday of November to consider and act upon matters. . . ."

ARTICLE 21

Moved and seconded to Indefinitely Postpone Article 21.

Substitute Motion made and seconded to see if the Town will vote to amend the Town of Norfolk Bylaws

GENERAL GOVERNMENT

ARTICLE III. COMMITTEES Section 6-D Permanent Building Committee, by inserting the words, "with the approval of the Board of Selectmen" after the words "The Permanent Building Committee," in the first sentence of the section, so that Section 6D will now read

D. The Permanent Building Committee, with the approval of the Board of Selectmen, following Town Meeting approval and appropriation any construction, reconstruction or addition to Town buildings or facilities, may award such contract in the name of the Town as may be necessary to accomplish the vote of the Town Meeting and will have general supervision and review of construction and completion of any construction project for which the Town Meeting has made an appropriation.

Amendment to the Substitute Motion was made and seconded to move the words "with the approval of the Board of Selection" to appear between the words "such contracts . . ." and "in the name of the Town" AMENDMENT

DEFEATED BY VOICE VOTE
SUBSTITUTE MOTION DEFEATED BY VOICE VOTE
INDEFINITELY POSTPONED ARTICLE 21 BY VOICE VOTE.

ARTICLE 22
APPROVED BY VOICE VOTE to amend the Town of Norfolk Bylaws, ARTICLE X. POLICE REGULATIONS by adding a new Section Burglar Alarm Systems, to be numbered sequentially and to read as printed in Article 22 of the warrant for this Town Meeting. (Language reprinted below.)

Section __. Burglar Alarm Systems

A. Definitions

1. The term "Burglar Alarm System" means an assembly of equipment and devices of a single device such as a solid state unit which plugs directly into a 110 volt AC line arranged to signal the presence of a hazard requiring urgent attention and to which police are expected to respond. The provisions of Section C of this bylaw shall apply to all users. Fire Alarm Systems and alarm systems which monitor temperature, smoke, humidity and any other condition not directly related to the detection of an unauthorized intrusion into a premises or an attempted robbery at a premises are specifically excluded from the provisions of this bylaw.

2. The term "False Alarm" means (a) the activation of an alarm system through mechanical failure, malfunction, improper installation, or negligence of the user of an alarm system or his employees or agents; (b) any signal or automatic dialing device transmitted to the Police Department requesting or requiring a response resulting in a response on the part of the Police Department when in fact there has been no unauthorized intrusion, robbery or burglary, or attempted threat. For the purposes of this definition activation of alarm systems for the purposes of testing with prior approval by the Police Department, or by act of God including but not limited to, lightning, power outages, hurricanes, tornadoes, earthquakes, and similar weather or atmospheric disturbances shall not be deemed to be a false alarm.

3. The term "Automatic Dialing Device" refers to an alarm system which automatically sends over regular telephone lines, by direct connection or otherwise a prerecorded voice message or coded signal indicating the existence of the emergency situation which the alarm system is designated to detect.

B. Control and Curtailment of Signals Emitted by Alarm Systems

1. Every alarm user shall submit to the Police Chief the alarm user's name, address and telephone number, and the names and telephone numbers of at least two other persons who are authorized to respond after notification by the Police Department, to an emergency signal transmitted by an alarm system and who can open the premises wherein the alarm system is installed. It shall be incumbent upon the owner/alarm user of said premises to immediately notify the Norfolk Police Department of any changes in the list of employees or other persons authorized to respond to alarms.

2. All alarm systems installed after the effective date of this bylaw which use an audible horn or bell shall be equipped with a device which will shut off such bell or horn within (15) minutes after activation of the alarm system. All existing alarms within the Town of Norfolk must have a shut-off device installed within six (6) months of the passage of this bylaw.

3. Any alarm system emitting a continuous and uninterrupted signal for more than fifteen (15) minutes between 7 p.m. and 6 a.m. which cannot be shut off or otherwise curtailed due to the absence or unavailability of the alarm user or those persons designated under paragraph (1) of this section, and which disturbs the peace, comfort or repose of a community, a neighborhood or a considerable number of inhabitants of the area where the alarm system is located, shall constitute a public nuisance. Upon receiving complaints regarding such a continued and uninterrupted signal, the Police Department shall endeavor to contact the alarm user, or members of the alarm users family, or those persons designated by the alarm user under paragraph (1) of this section in an effort to abate the nuisance. The Police Chief shall cause to be recorded the names and addresses of all complainants and the time each complaint was made.

4. No alarm system which is designated to transmit emergency messages or signals to the Police Department shall be tested until the Police Department has been notified.

5. The provisions of the bylaw shall not apply to premises owned or controlled by the Town nor to alarm devices installed in a motor vehicle or trailer.

C. Penalties

1. The alarm user shall be assessed fifty dollars (\$50) as a false alarm service fee for each false alarm in excess of three (3) occurring within a calendar year. The Police Chief shall notify the alarm user either by certified mail or by service in hand by a police officer of such violation and said alarm user shall submit payment within fifteen (15) days of said notice to the Town Treasurer for deposit to the General Fund.

GENERAL GOVERNMENT

2. The owner/ alarm user of a system which occasions six (6) or more false alarms within a calendar year or fails to pay the fine after said notice may be ordered to disconnect and otherwise discontinue the use of the same by the Board of Selectmen after a public hearing.

ARTICLE 23

APPROVED BY VOICE VOTE to direct the Board of Selectmen to petition the General Court requesting the enactment of legislation entitled A Special Act to establish the Procedure for Assessment of Water Betterments in the Town of Norfolk, such procedure to read as printed in Article 23 of the Warrant for this Town Meeting, except that the date January 1, 1993 be substituted for January 1, 1991. (Printed below.)

A Special Act to establish the Procedure for Assessment of Water Betterments in the town of Norfolk. Notwithstanding any law, bylaw or town meeting vote to the contrary, the Water Commissioners for the Town of Norfolk may assess betterments for the construction and connection of water mains and services constructed subsequent to January 12, 1991, by a uniform unit method which shall be based upon the common main construction costs divided among the total number of existing and potential water units to be served after having allocated the town contribution, if any, and after having proportioned the cost of special (specific unit) and general benefit facilities. Each water unit shall be equal to a single family residence. Potential water units shall be calculated on the basis of zoning in effect at the date of assessment. Existing and potentially multifamily, commercial, industrial and semi-public uses shall be converted into water units on the basis of residential equivalents.

- A. If the rates and charges due to the Town of Norfolk on a specific water main which is accepted by the Town Meeting and by its clerk, files a certificate of such acceptance in the Norfolk Registry of Deeds for supplying or providing for a water main or rendering service or furnishing materials in connection therewith to or for any real estate at the request of the owner or tenant are not paid on or before their due date as established by local regulations, bylaws, or special legislation, which due date shall be established as to require payments at least as often as annually, such rates and charges, together with interest thereon and costs relative thereto, shall be a lien upon such real estate as provided herein. The register of deeds shall record the certificate of acceptance.
- B. Such lien shall take effect by operation of law on the day immediately following the due date of such rate or charge and unless dissolved by payment, deferral by the Water Commissioners, or abatement shall continue until such rate or charge has been added to or committed as a tax as further provided herein.
- C. If a rate or charge for which a lien is in effect as provided above has not been added to or committed as a tax and remains unpaid when the Assessors are preparing a real estate tax list and warrant to be committed by them under section fifty-three of Chapter fifty-nine, the Water Commissioners shall certify such rate or charge to the Assessors, who shall forthwith add such rate or charge to the tax on the property to which it relates and commit it with their warrant to the Collector of Taxes as part of such tax. If the property to which such rate or charge relates is tax exempt, such rate or charge shall be committed as the tax.
- D. Except as otherwise provided, the provisions of Chapters fifty-nine and sixty of the General Laws shall apply so far as pertinent, to all rates and charges certified to the Assessors. Without limiting the generality of the foregoing, upon commitment as a tax or part of a tax, all such rates and charges shall be subject the provisions of law relative to interest on the taxes of which they become, or, if the property were not tax exempt would become a part; and the collector of Taxes shall have the same powers and be subject to the same duties with respect to such rates and charges as in the case of annual taxes upon real estate; and the provisions of law relative to the collection of such annual taxes, the sale or taking of land for the nonpayment thereof and the redemption of land so sold or taken shall, except as otherwise provided, apply to such rates and charges.
- E. An owner of real estate aggrieved by a charge imposed thereon, may apply for an abatement thereof by filing a petition with the Water Commissioners within the time allowed by law for filing an application for abatement of the tax of which such charge is, or if the property were not tax exempt, would have been, a part, and if the Commissioners find that such charge is more than is properly due, a reasonable abatement shall be made, and except as otherwise provided herein, the provisions of Chapter fifty-nine of the General Laws relative to the abatement of taxes by Assessors shall apply, so far as applicable, to abatements hereunder. If such petition is denied in whole or in part, the petitioner may appeal to the Appellate Tax Board upon the same terms and conditions as a person aggrieved by the refusal of the Assessors of a town to abate a tax.
- F. An owner of real estate who, in order to prevent the imposition of a lien thereon, or to discharge the same, has paid charges for water main or service connections furnished to a tenant or other person, who was bound to pay the same, may recover from such tenant or other person in an action of contract the amount of the charges so paid with all incidental costs and expenses.
- G. The Water Commissioners shall upon application from the owner of the real property not immediately benefited by the water main defer charges for the construction of the water main and shall thereafter notify the Assessors of any deferral granted under the provisions of this section until application is received for connection of the water main to the said owner's property at which time the accrued charges and interest shall become due and payable;

MOVED AND SECONDED TO ADJOURN THIS TOWN MEETING TO WEDNESDAY, OCTOBER 28, 1992
AT 7:30 PM AT KING PHILIP NORTH JUNIOR HIGH SCHOOL AUDITORIUM.
THE MEETING ADJOURNED AT 11:05 PM.

GENERAL GOVERNMENT

WEDNESDAY, OCTOBER 28, 1992

The Moderator called the meeting to order at 7:30 PM. There were 103 registered voters present. Counts: J. Martin, J. Ramsey and R. Connors were sworn in.

ARTICLE 24

Moved and seconded to refer Article 24 to the Bylaw Committee for consideration and report to the next annual Town Meeting.

Amendment made and seconded to require a Leash Law article on the Warrant for the next Annual Town Meeting.

Amendment made and seconded to approve the Leash Law in Article 24 of the Warrant for this Town Meeting.

Second amendment defeated by voice vote.

First amendment defeated by voice vote.

MAIN AMENDMENT APPROVED BY COUNTED VOTE YES 54 NO 24

ARTICLE 25

APPROVED BY VOICE VOTE to amend the Bylaws of the Town of Norfolk ARTICLE III. COMMITTEES, Section 5A Bylaw Committee by adding to the end of the second sentence of A. the words "and the Town Counsel, ex-officio and non-voting," so the sentence will now read "Such committee shall consist of five (5) members appointed by the Moderator, and the Town Counsel ex-officio and non-voting."

ARTICLE 26

APPROVED BY VOICE VOTE to amend the Bylaws of the Town of Norfolk ARTICLE XV. REPEAL AND PUNISHMENT, Section 2, Enforcement, Paragraph B., Non-Criminal Disposition by adding to the end of the first sentence the words "as amended." so the sentence will now read as follows: "Whoever violates any provision of these bylaws, the violation of which is subject to a specific penalty, may be penalized by a non-criminal disposition as provided in General Laws, Chapter 40, Section 21D, as amended."

ARTICLE 27

APPROVED BY VOICE VOTE to amend the Town of Norfolk Bylaws, ARTICLE VII. LAND USE AND RESOURCE PROTECTION, Section 2, Wetlands Protection, D. by adding to D. applications for Permits and Requests for Determination the language printed in Article 27 of the Warrant for this Town Meeting.
(PRINTED BELOW)

Upon receipt of a permit application or request for determination, the Commission is authorized to require an applicant to pay a fee for the reasonable costs and expenses borne by the Commission for specific engineering and other consultant services deemed necessary by the Commission to come to a final decision on the application. This fee is called the consultant fee. The specific consultant services may include but are not limited to resource area survey and delineation, analysis or resource area values, including wildlife habitat evaluations, hydrogeologic and drainage analysis, and environmental or land use law.

The Commission may require the payment of the consultant fee at any point in its deliberations prior to final decision. The applicant shall pay the fee to the Town to be put into a consultant services account of the Commission which may be drawn upon by the Commission for specific consultant services approved by the Commission at one of its public meetings.

The exercise of discretion by the Commission in making its determination to require the payment of a fee shall be based upon its reasonable finding that additional information acquirable only through outside consultants would be necessary for the making of an objective decision.

The Commission shall return any unused portion of the consultant fee to the applicant unless the Commission decides at a public meeting that other action is necessary. Any applicant aggrieved by the imposition of, or size of, the consultant fee, or any act related thereto, may appeal according to the provisions of the Massachusetts General Laws.

The maximum consultant fee charged to reimburse the Commission for reasonable costs and expenses shall be according to the following schedule:

PROJECT COSTS		MAXIMUM FEE
Up to \$100,000		NO FEE
\$100,001 -	\$500,000	\$2,500
\$500,001 -	\$1,000,000	\$5,000
\$1,000,001 -	\$1,500,000	\$7,500
\$1,500,001 -	\$2,000,000	\$10,000

Each additional \$500,000 project cost increment (over \$2,000,000) shall be charged at an additional \$2,500 maximum fee per increment.

GENERAL GOVERNMENT

The project cost means the estimated, entire cost of the project including, but not limited to, building construction, site preparation, landscaping and all site improvements. The consultant fee shall be paid pro rata for that portion of the project cost applicable to those activities within resource areas protected by this bylaw. The project shall not be segmented to avoid being subject to the consultant fee. The applicant shall submit estimated project costs at the Commission's request, but the lack of such estimated project costs shall not avoid the payment of the consultant fee.

The Town hereby accepts G.L.c.44, sec. 53G for purposes of administering jointly the filing fee and professional service conservation account provisions of this bylaw.

ARTICLE 28

APPROVED BY VOICE VOTE to transfer \$1,183.00 from the Wetland Protection Fund to the Conservation Commission Wetland Account, #5171.3021.

ARTICLE 29

APPROVED BY VOICE VOTE to amend the Town of Norfolk Bylaws ARTICLE VII. LAND USE AND RESOURCE PROTECTION, Section 2, Wetlands Protection, K., Enforcement, by adding the following sentence to the last paragraph of K: "As an alternative to criminal prosecution in a specific case, the Commission may issue citations under the non-criminal disposition procedure set forth in M.G.L. Chapter 40, Sec. 21D, as amended, and adopted by the Town as a general bylaw.

ARTICLE 30

Planning Board Recommendation: This amendment will make the Zoning Map date reference current. The Planning Board recommends approval.

APPROVED BY UNANIMOUS VOICE VOTE to amend the Norfolk Zoning Bylaws, Section C. ESTABLISHMENT OF DISTRICTS by striking the phrase "dated June 24, 1968" in Section C..a. and inserting in place thereof "dated May, 1983 as most recently amended."

Planning Board and Master Plan Committee Chairman Robert Nicodemus requested that Article 38 be moved forward for consideration.

ARTICLE 38

APPROVED BY VOICE VOTE to endorse the Master Plan for the Town of Norfolk as most recently adopted by the Planning Board.

ARTICLE 31

Planning Board Recommendation: This proposal will retitle the Business and Commercial zoning districts without affecting the uses currently allowed or excluded from the Commercial or Business zones. "Our current zoning creates three Residential Districts (R-1, R-2, and R-3) which permit Town Meeting voters to tailor zoning at the specific requirements of a residential area. No such distinction now exists for the Business or Commercial districts, which impedes efforts to address different needs in different areas. The State Prison Colony is state-owned land which is exempt from local zoning, and the proposed amendment for that area is a name change only which will have no current effect on uses allowed in that area but will permit the Town to take advantage of any future opportunities. This article is an important first step in implementing the new Master Plan. The Planning Board unanimously recommends approval.

APPROVED BY UNANIMOUS VOICE VOTE to amend the Town of Norfolk Zoning Map by changing the titles of the existing districts as follows:

- (a) the Commercial district which includes the intersection of Routes 1A and 115 shall be titled "Commercial 1";
- (b) the Commercial district which includes the district bounded in part by Lawrence Street shall be titled "Commercial 2";
- (c) the Commercial district which includes the district bounded in part by Main Street shall be titled "Commercial 3";
- (d) the Commercial district which is bounded in part by Route 115 and Holbrook Street shall be titled "Commercial 4";
- (e) the portion of the Residential zone which includes the area commonly known as the State Prison Colony, as referenced on Assessors' Map 19, Block 72, Lot 3 shall be titled "Commercial 5";
- (f) the Business district which includes the intersection of Main Street and Route 115 shall be titled "Business 1";
- (g) the Business district which is bounded in part by River Road shall be titled "Business 2";
- (h) the Business district which is bounded in part by Dean Street shall be titled "Business 3";
- (i) the Business district which includes the area shown as Assessors' Map 22, Block 76, Lot 19 shall be titled "Business 4".

ARTICLE 32

Planning Board Recommendation This article is to formally adopt a revised zoning map to reflect the zoning

GENERAL GOVERNMENT

changes adopted in Article 31. The Planning Board recommends approval.
APPROVED BY UNANIMOUS VOICE VOTE to accept a revised Norfolk Zoning Map, dated May 1983, revised February 22, 1985, December 2, 1985, August 24, 1988, November 6, 1990, and October 28, 1992.

ARTICLE 33

Planning Board Recommendation: This amendment will conform the language of the Zoning Bylaw to the Zoning Map changes which were made in Article 31. The Planning Board recommends approval consistent with the vote on Article 31.

APPROVED BY UNANIMOUS VOICE VOTE to amend the Norfolk Zoning Bylaws as follows:

- (a) change all references to "Commercial" throughout the zoning bylaw to read "Commercial 1", "Commercial 2", "Commercial 3", "Commercial 4", and "Commercial 5";
- (b) change all references to "C" district designations throughout the zoning bylaws to read "C1", "C2", "C3", "C4", "C5" district designations;
- (c) change all references to business throughout the zoning bylaw to read "Business 1", "Business 2", "Business 3", and "Business 4";
- (d) change all references to "B" district designations throughout the zoning bylaw to read "B1", "B2", "B3", and "B4" district designations.

ARTICLE 34

Planning Board Recommendation: This amendment would complete recent changes that the Planning Board proposed and Town Meeting voters have approved to encourage traditional New England layout of commercial buildings in Norfolk rather than strip development. The proposal would permit commercial property owners (except industrial uses) to locate buildings closer to the road, which would (a) increase the buildable area of each lot and ease existing restrictions on commercial growth; (b) enhance pedestrian activity between commercial uses; and (c) make it easier for new commercial development to screen parking areas to the rear or side of buildings. This concept has already been implemented in Norfolk's Business Districts and approval of the article would extend similar treatment to the Commercial Districts. The Planning Board strongly supports this concept which is consistent with the community vision expressed in the Master Plan. The Zoning Bylaw Study Committee and the Zoning Board of Appeals have requested further study of this article. In deference to their request, the Planning Board recommends Indefinite Postponement at this time.

INDEFINITE POSTPONEMENT OF ARTICLE 34 BY VOICE VOTE.

ARTICLE 35

Planning Board Recommendation: This amendment simply changes the order of existing zoning bylaws for ease of reference and does not make any substantive change in the law. The Planning Board unanimously recommends approval.

APPROVED BY UNANIMOUS VOICE VOTE to amend the Town of Norfolk Zoning Bylaw by moving the existing Section F.13 (Open Space Preservation) and the existing Section E.3 (Maximum Lot Coverage Special Permit) to a new Section H, entitled OPTION ZONING, and renumber these sections sequentially, and further to change all references to Sections F.13 and E.3 in the Zoning Bylaw to reflect the respective new section numbers.

ARTICLE 36

Planning Board Recommendation: The petitioners have withdrawn this article and so the Planning Board recommends Indefinite Postponement.

INDEFINITELY POSTPONED ARTICLE 36 BY VOICE VOTE [Fast food restaurants]

ARTICLE 37

Planning Board Recommendation: The zoning bylaws and Massachusetts state law require 4/5 approval of the Planning Board, which is a five-member Board, for certain projects. Any member who misses a hearing, is an abutter to a proposed project, or is elected after a project has been submitted for approval is disqualified from voting to approve a project. The amendment, which is similar to a practice already in effect for the Zoning Board of Appeals, would cut unnecessary red tape for commercial development. A majority of the Planning Board recommends approval, with an amendment to the article to provide for joint appointment of Associate Members by the Planning Board and Board of Selectmen.

APPROVED BY UNANIMOUS VOICE VOTE to amend the Zoning Bylaws to provide for one associate member of the Planning Board and the procedure for filling such position as authorized by Chapter 239 of the Acts-of 1989 and 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:

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. 40A, Section 81A, the Planning Board and Board of Selectmen may appoint one associate member 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.

ARTICLE 39

APPROVED BY UNANIMOUS VOICE VOTE to accept as a public way, Suffolk Street, a distance of 431 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., of Norfolk, Mass. Dated 22 December 1988 and revised 29 September 1989 and 10 December 1990.

ARTICLE 40

APPROVED BY VOICE VOTE to accept as a public way Worcester Road, a distance of 1000 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. of Norfolk, Mass. dated 22 December 1988 and revised September 1989.

ARTICLE 41

Planning Board Recommendation: For protection of present and future water supplies and for the Town to comply with Federal and State laws, the Planning Board recommends approval of this article.

APPROVED BY UNANIMOUS VOICE VOTE to amend the Town of Norfolk Zoning Bylaws by adding a new section D.4 after Section D.3.H., language as printed in Article 41 of the Warrant for this Meeting, and amend the table of contents accordingly.

APPROVED BY UNANIMOUS VOICE VOTE to amend the Town of Norfolk Zoning Bylaws by adding a new Section D.4 after Section D.3.H, language as printed in Article 41 of the Warrant for this Meeting, and amend the table of contents accordingly.
(LANGUAGE AS FOLLOWS)

D.4. AQUIFER AND WATER SUPPLY AND INTERIM WELLHEAD PROTECTION DISTRICTS

D.4.a. Purpose of Districts

This bylaw is established for the following purposes:

- D.4.a.1. To protect the public health, safety and welfare of the residents, institutions, and businesses of the Town of Norfolk, Massachusetts from contamination of existing and future public groundwater and surface water resources.
- D.4.a.2. To protect, preserve and maintain the aquifers and recharge areas of existing and potential groundwater supplies within the Town as sources of public water.
- D.4.a.3. To conserve the natural resources of the Town.
- D.4.a.4. To prevent temporary and permanent contamination of the environment.
- D.4.a.5. To comply with Federal and State laws including, but not limited to the Federal Water Pollution Control Act, Safe Drinking Water Act Amendments and the Massachusetts Source Approval Regulations.

D.4.b. Scope of Authority

The Water Supply Protection Districts are an overlay district and shall be superimposed on the other districts established by this Bylaw. All regulation of the Town of Norfolk Zoning Bylaws applicable to such underlying districts shall remain in effect, except that where the Water Supply Protection District imposes additional regulations, such regulations shall prevail.

D.4.c. Definitions

- D.4.c.1. **Aquifer:** A geologic formation composed of rock or saturated material that contains significant amounts of potentially recoverable water.
- D.4.c.2. **Aquifer Recharge Area Primary:** Areas which are underlain by surficial geologic deposits including glaciofluvial or lacustrine stratified drift deposits or alluvium or swamp deposits, and in which the prevailing direction or groundwater flow is toward the area of influence of water supply wells.
- D.4.c.3. **Aquifer Recharge Area Secondary:** Areas which are underlain by surficial geologic deposits including till or bedrock, and in which the prevailing direction of surface water flow is toward public water supply wells or potential sites for such wells.
- D.4.c.4. **Governing Water Protection District:** The person or persons responsible for the daily operation and maintenance of the town water supplies, being under the jurisdiction of the Norfolk Water Department.
- D.4.c.5. **Groundwater:** All water found beneath the surface of the ground, including, without limitation, the

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slowly moving subsurface water present in aquifers and recharge areas.

D.4.c.6. Hazardous Wastes: A waste, or combination of wastes, which because of its quantity, or concentration, or physical, chemical or infectious characteristics may cause, or significantly contribute to an increase in serious or incapacitating illness or pose a substantial present or potential hazard to human health, safety, or welfare or to the environment when improperly treated, stored, transported, used or disposed of, or otherwise managed. These wastes shall include, but not be limited to, any wastes which fall within the definitions of hazardous wastes under 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(8), 52, 57, and 58 of Chapter 21, of the General Laws.

D.4.c.7. Impervious Surface: Natural or man-made materials or structures, on, above, or below the ground which do not allow surface water or precipitation to infiltrate the underlying soil.

D.4.c.8. Interim Wellhead Protection Area: A one-half mile radius of a public supply well in the absence of a defined Zone II.

D.4.c.9. Mining of Land: The removal or relocation of geological materials, such as topsoil, sand and gravel, metallic ores, or bedrock.

D.4.c.10. Outdoor Storage: Any storage which is not in a structure with roof, floor and at least three sides, all of which are impervious material.

D.4.c.11. Process Wastewater: Non-domestic, non-toxic, non-hazardous liquid waste associated with the manufacture or preparation of a product, including but not limited to, hardware, dry goods, food stuffs, and printed material.

D.4.c.11. Public Well: A well providing potable water to at least 15 services connections or serving on a regular basis at least 25 people.

D.4.c.12. Recharge: The process by which water is added to the saturated zone of any aquifer either by direct infiltration of precipitation or by indirect inputs from surface sources or from adjoining subsurface sources and either by reason of natural flow or by reason of pumping from a present or future public well.

D.4.c.13. Recharge Areas: Any area which collects precipitation or surface water and carries it to aquifers. Recharge areas include areas designated in 310 CMR 22.00 as Zone I, Zone II, and Zone III.

D.4.c.14. Saturated Zone: The thickness of permeable soil or bedrock actually saturated with water under normal conditions of temperature and pressure.

D.4.c.15. Solid Waste: For the purposes of this section, solid waste shall mean any unwanted or discarded solid material as defined in 310 CMR 19, with the exception of brush, yard trimmings and grass clippings.

D.4.c.16. Surface Water: All surface water bodies and wetlands protected under Massachusetts General Laws Chapter 131, Section 40.

D.4.c.17. Toxic or Hazardous Materials: Any substance or mixture of such physical, chemical, or infectious characteristics as to pose a significant, actual, or potential hazard to water supplies, environmental quality, or to human health, if such substance or mixture were discharged to land or waters of the Town. Toxic or hazardous materials include, without limitation, petroleum products, heavy metals, radioactive materials, pathogenic infectious wastes, solvents, thinners, and other materials which are listed as toxic, hazardous or a priority pollutant by the United States Environmental Protection Agency under any of the following laws: (1) Toxic Substances Control Act 15 U.S.C.S.2601 et seq.; (2) Federal Insecticide, Fungicide, and Rodenticide Act 7 U.S.C.S. 136 et seq.; (3) Resource Conservation and Recovery Act of 1976 42 U.S.C.S.6901 et seq.; (4) Comprehensive Environmental Response, Compensation and Liability Act of 1980 U.S.C. S9601 et seq.; and (5) Federal Water Pollution Control Act 33 U.S.C. S 1251 et seq.

Any substance deemed a "hazardous waste" in Massachusetts General Laws Chapters 21C and 21E, and 310 CMR 30.00 as amended, shall also be deemed a hazardous material for purposes of this bylaw.

D.4.c.18. Trucking Terminal: Business which services or repairs commercial trucks which are not owned by the business.

D.4.c.19. Water Supply: A groundwater aquifer and surface water recharge to a groundwater aquifer, which is a present or potential future drinking water supply source for the Town of Norfolk.

D.4.c.20. Water Supply Protection District: The total area of the well aquifer defined in total as including Zone I, Zone II and interim wellhead protection area which is intended to be protected under this bylaw.

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D.4.c.21. Zone I: Wellhead Protection Area: The area within a 400 foot radius of an existing public well as defined in 310 CMR 22.00.

D.4.c.22 Zone II Primary Recharge Protection Area: The area of an aquifer which contributes water to a well under the most severe pumping and recharge conditions which can be realistically anticipated (180 days of pumping at safe yield with no recharge from precipitation), as defined in 310 CMR 22.00.

D.4.c.23. Zone III: Aquifer or Secondary Protection Area: The land area beyond the area of Zone II from which surface water and groundwater drain into Zone I, as defined in 310 CMR 22.00.

D.4.d. Description of Zones.

D.4.d.1. Certain Groundwater and Surface Water Protection Zones are hereby established within the Town. These Zones contain aquifers and/or aquifer recharge areas and surface water areas as determined by standard geologic and hydrogeologic investigations which have included observations wells, existing boring data, geophysical techniques, pump tests, water samples and geologic maps. These Zones have been modified in accordance with the provisions of Section D.4.d.3.

D.4.d.2. The boundaries of the Water Supply Protection District are delineated on a map at a scale of 1-inch = 800 feet. This map, as it may be amended from time to time, is entitled, "Aquifer and Water Resource Protection Map - Town of Norfolk, MA," is dated July, 1991, is on file in the office of the Town Clerk, and is hereby made a part of this Bylaw. These boundaries reflect the best hydrogeologic information available as of the date of the maps. In the event of a discrepancy between the map and the criteria that follow, the criteria shall govern.

D.4.d.3. The boundaries of the Water Supply Protection District Zones have been adjusted to include wetlands and bodies of surface water surrounded by or adjacent to recharge areas and to follow property lines or street lines or identifiable physical feature to facilitate locating them on the ground.

D.4.d.4. The Groundwater and Water Supply Protection Zones shall include interim wellhead protection area, Zone I, and Zone II.

D.4.d.5. Water Supply Protection District Boundary Disputes.

D.4.d.5.a. If the location of the Water Supply Protection District Boundary in relation to a particular parcel is in doubt, resolution of boundary disputes shall be through a Special Permit application to the Special Permit Granting Authority (SPGA) as defined in Section D.4.f. - Procedures for Issuance of Special Permit.

D.4.d.5.b. The burden of proof shall be upon the owner(s) of the land in question to show where the bounds should properly be located. At the request of the owner(s), the town may engage a professional engineer (civil or sanitary), hydrologist, geologist, hydrogeologist, or soil scientist to determine more accurately the boundaries of the district with respect to individual parcels of land, and may charge the owner(s) for all or part of the cost of the investigation. The determination of the location and extend of Zone II shall be in conformance with the criteria set forth in 310 CMR 22.00 and in the DEP's Guidelines and Policies for Public Water Systems.

D.4.e. Use Regulation

In no event shall any use be permitted in Zone I, other than the preservation of natural resources, or for the facilities related to the drinking water supplies.

In the Water Supply Protection District the following regulations shall apply:

D.4.e.1. Permitted Uses

The following uses are permitted within the Water Supply Protection District, provided that all necessary permits, orders, or approvals required by local, state, or federal law are also obtained:

D.4.e.1.a. conservation of soil, water, plants, and wildlife;

D.4.e.1.b. outdoor recreation, nature study, boating, fishing, and hunting where otherwise legally permitted;

D.4.e.1.c. foot, bicycle and/or horse paths, and bridges;

D.4.e.1.d. normal operation and maintenance of existing water bodies and dams, splash boards, and other water control, supply and conservation devices;

D.4.e.1.e. maintenance, repair, and enlargement of any existing structure, subject to Section D.4.e.2. (prohibited uses) and Section D.4.e.3. (uses and activities requiring a special permit);

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D.4.e.1.f. residential development, subject to Section D.4.e.2;

D.4.e.1.g. farming, gardening, nursery, conservation, forestry, harvesting, and grazing, subject to Section D.4.e.2. (prohibited uses) and Section D.4.e.3. (uses and activities requiring a special permit);

D.4.e.1.h. construction, maintenance, repair, and enlargement of drinking water supply related facilities such as, but not limited to, wells, pipelines, aqueducts, and tunnels (see D.4.e.3.g.);

D.4.e.1.i. Where the premises are partially outside of the Water Supply Protection District, such potential pollution sources as on-site waste disposal systems shall, to the degree feasible, be located outside the District.

D.4.e.2. Prohibited Uses.

The following uses are prohibited within the Water Supply Protection District except where they comply with specified regulations:

D.4.e.2.a. landfills and open dumps as defined in 310 CMR 19.006 as of November 1, 1992;

D.4.e.2.b. storage of liquid petroleum products of any kind, except for the following;

D.4.e.2.b.1. normal household use, outdoor maintenance, and heating of a structure;

D.4.e.2.b.2. waste oil retention facilities required by statute, rule or regulation;

D.4.e.2.b.3. emergency generators required by statute, rule or regulation;

D.4.e.2.b.4. high application of roadway salt;

D.4.e.2.b.5. treatment works approved under 314 CMR 5.00 for treatment of ground or surface waters; provided that storage, listed in Sections D.4.e.2.b.1., D.4.e.2.b.2., and D.4.e.2.b.3. above, is in free-standing containers within buildings or above ground with secondary containment adequate to contain a spill 150 percent of the container's total storage capacity.

Provided that such storage shall be in free standing, above ground container, within an enclosed structure, and provided that the storage tank and piping comply with all applicable provisions of 527 DMR 9.00 Massachusetts Board of Fire Prevention regulations.

Replacement of all storage tanks, except those for gasoline, which existed at the time of the adoption of this bylaw shall be installed above ground.

D.4.e.2.c. landfilling of sludge or septage as defined in 310 CMR 32.05;

D.4.e.2.d. storage of sludge and septage, unless such storage is in compliance with 310 CMR 32.30 and 310 CMR 32.31

D.4.e.2.e. individual sewage disposal systems that are designed in accordance with 310 CMR 15.00 to receive more than 110 gallons of sewage per quarter acre under one ownership per day, or 440 gallons of sewage on one acre under one ownership per day, whichever is greater, except the replacement of repair of an existing system which will not result in an increase in design capacity above the original design;

D.4.e.2.f. storage of deicing chemicals unless such storage, including loading areas, is within a structure designed to prevent the generation and escape of contaminated runoff or leachate;

D.4.e.2.g. all new permanent animal manure storage areas unless covered and/or contained to prevent the generation and escape of contaminated run-off of leachate.

D.4.e.2.h. earth removal, consisting of the removal of soil, loam sand, gravel, or any other earth material (including mining activities) to within 10 feet of historical high groundwater as determined from monitoring wells and historical water table fluctuation data compiled by the United States Geological Survey, except for excavations for building foundations, roads, or utility works;

D.4.e.2.i. facilities that generate, treat, store, or dispose of hazardous waste subject to MGL 21C and 310 CMR 30.00, except the following:

D.4.e.2.i.1. very small quantity generators as defined under 310 CMR 30.00, which generate less than ten kilograms or 6 gallons of hazardous waste per month may be allowed by Special Permit in accordance with Section 4.3.3 of this Bylaw;

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- D.4.e.2.i.2. household hazardous waste collection centers and events under 310 CMR 30.390^d
- D.4.e.2.i.3. waste oil retention facilities required by MGL C 21 s. 52A;
- D.4.e.2.i.4. water remediation treatment works approved by 314 CMR 5.00;
- D.4.e.2.j. automobile graveyards and junk yards, as defined in MGL c.140B. s.1;
- D.4.e.2.k. treatment works which are subject to 314 CMR 5.00 including privately owned sewage treatment facilities, except the following:
- D.4.e.2.k.1. the replacement or repair of an existing treatment works which will not result in a design capacity greater than the design capacity of the existing treatment works;
- D.4.e.2.k.2. the replacement of existing subsurface sewage disposal system(s) with waste water treatment works which will not result in a design capacity greater than the design capacity of the existing system(s);
- D.4.e.2.k.3. treatment works approved by the Massachusetts Department of Environmental Protection designed for the treatment of contaminated groundwater;
- D.4.e.2.l. storage of liquid hazardous materials, as defined in MGL C. 21E, unless in a free standing container within a building or above ground with secondary containment adequate to contain a spill 150 percent of the container's total storage capacity;
- D.4.e.2.m. industrial and commercial uses, which discharge process wastewater on-site;
- D.4.e.2.n. stockpiling and disposal of snow and ice containing deicing chemicals if brought in from outside the district;
- D.4.e.2.o. storage of commercial fertilizers and soil conditioners, as defined in MGL c. 128 s. 64 unless such storage is within a structure designated to prevent the generation and escape of contaminated runoff or leachate;
- D.4.e.2.p. fertilizers, pesticides, herbicides, lawn care chemicals, or other leachable materials unless used in accordance with the Massachusetts Soil Conservation Services and the Lawn Care Regulations of the Massachusetts Pesticide Board, 333 CMR 10.03 (30, 31), amended, and according to manufacturer's label instructions and all other necessary precautions to minimize adverse impacts on surface and groundwater.
- D.4.e.2.q. the use of septic system cleaners which contain toxic or hazardous chemicals.
- D.4.e.2.r. trucking terminals, bus terminals, car washes, motor vehicle gasoline sales, automotive service and repair shops, commercial fuel storage and sales.

D.4.e.3. Uses and Activities Requiring a Special Permit

The following uses and activities are permitted only upon the issuance of a Special Permit by the Special Permit Granting Authority (SPGA) under such conditions as they may require:

- D.4.e.3.a. enlargement or alteration of existing uses which do not conform to the Water Supply Protection District;
- D.4.e.3.b. The application of pesticides, including herbicide, insecticides, fungicides, and rodenticide, for non-domestic or non-agricultural uses in accordance with state and federal standards which have a greater adverse impact. The special permit shall be granted if such standards are met. If applicable, the applicant should provide documentation of compliance with the Yearly Operating Plan (YOP) for vegetation management operations under 333 CMR 11.00 or a Department of Food and Agriculture approved Pesticide management Plan or Integrated Pest Management (IPM) program under 333 CMR 12.00;
- D.4.e.3.c. the application of fertilizers for non-domestic or non-agricultural uses which gave a greater adverse impact. Such applications shall be made in a manner so as to minimize adverse impacts on groundwater due to nutrients transport, deposition, and sedimentation;
- D.4.e.3.d. those activities that involve the handling of toxic or hazardous materials in quantities greater than those associated with normal household use, permitted in the underlying zoning district (except as prohibited under Section D.4.3.1 - Prohibited Uses). Such activities shall require a special permit to prevent contamination of groundwater;
- D.4.e.3.e. the construction of dams or other water control devices, ponds, pools or other changes in waterbodies of courses, created for swimming, fishing, or other recreational uses, agricultural uses, or drainage improvements. Such activities shall not adversely affect water quality or quantity;

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D.4.e.3.f. any use which will render impervious more than 15% or 2,500 square feet of any lot, whichever is greater. A system for groundwater recharge must be provided which does not degrade groundwater quality. For non-residential uses, recharge shall be by stormwater infiltration basins or similar system covered with native vegetation, and dry wells shall be used only where other methods are not feasible. For all non-residential uses, all such basins and wells shall be preceded by oil, grease, and sediment traps to facilitate removal of contamination. Any and all recharge areas shall be permanently maintained in full working order by the owner.

D.4.e.3.g. Underground water storage tanks related to the activities listed in Section D.4.e.1.h. shall apply for special permit from the SPGA.

D.4.f. Determination of Applicability

D.4.f.1. The submission of all applications and/or uses within the scope of this article such as applications for building permits, package treatment plants, and septic systems shall be transmitted (within 24 hours) to the Building Commissioner for review for applicability under this bylaw.

D.4.f.2. The Building Commissioner shall review the application and shall make a finding as to applicability within fourteen (14) days of receipt. The Building Commissioner may consult with a Committee to be named the Aquifer Protection Advisory Committee for its input as to the applicability of any and all applications and uses.

D.4.f.3. The Aquifer Protection Advisory Committee shall act as an advisor to the Building Commissioner. The Committee membership shall consist of three members. One member or representative thereof shall be appointed from the Board of Water Commissioners, Conservation Commission, Board of Health and all shall be appointed by the Board of Selectmen for a term of one year.

D.4.f.4. The Aquifer Protection Advisory Committee shall, within ten (10) days of receipt of an inquiry by the Building Commissioner, submit a written recommendation to the Building Commissioner.

D.4.f.5. The Building Commissioner shall review the recommendation of the Aquifer Protection Advisory Committee and shall then render his written decision to the applicant as to the applicability of the bylaw and whether a Special Permit or other action is required.

D.4.f.6. The applicant shall be notified, in writing, as to the applicability of the Aquifer Protection Bylaw and shall proceed accordingly.

D.4.g. Procedures for Issuance of Special Permit

D.4.g.1. The Special Permit Granting Authority (SPGA) under this Bylaw shall be the Zoning Board of Appeals. Such special permit shall be granted if the SPGA determines, that the intent of this Bylaw, as well as its special criteria are met. The SPGA shall not grant a special permit under this section unless the petitioner's application materials include, in the SPGA's opinion, sufficiently detailed, definite, and credible information to support positive findings in relation to the standards given in this section. The SPGA shall document the basis for its departures from the recommendations of the other town boards or agencies in its decision.

D.4.g.2. Upon receipt of the special permit application, the SPGA shall transmit one copy to the Board of Health, the Conservation Commission, Building Commissioner, Fire Chief and Board of Water Commissioners for their written recommendations. The SPGA shall not take final action on such special permit application until it has received written recommendations from said agencies or until said agencies have allowed thirty-five (35) days to elapse after receipt of such special permit application without submission of a report thereon. No special permit shall be issued unless the special permit application has been approved by the SPGA or the statutory time limit for approval has lapsed. No special permit shall be issued unless all requirements of the special permit application have been completed.

D.4.g.3. The SPGA may grant the required special permit only upon finding that the proposed use meets the following standards, those specified in Section D.4.e. (Use Regulation) of this bylaw, and any regulations and guidelines adopted by the SPGA. The SPGA shall retain qualified experts, upon notice to and at the reasonable expense of the applicant, if necessary in order to evaluate the application. The proposed use must demonstrate that the boundaries of the premises, the ground water quality resulting from on-site waste disposal, other site operations, natural recharge, and background water quality will not fall below the standards established by DEP in Drinking Water Standards of Massachusetts, as most recently revised, or for parameters where no standard exists, below current EPA criteria as published in the Federal Register or, where no such criteria exist, below standards established by the Board of Health in consultation with the Board of Water Commissioners, where existing groundwater quality is already below those standards, upon determination that the proposed activity will result in no further degradation.

D.4.g.4. The applicant shall file 15 copies of a site plan and attachments. The site plan shall be drawn at a professional scale as determined by the SPGA and be stamped by a professional engineer. All additional submittals shall

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prepared by qualified professionals. The site plan and its attachments shall at a minimum include the following information where pertinent:

D.4.g.a. a complete list of chemicals, pesticides, herbicides, fertilizers, fuels, and other potentially hazardous materials to be used or stored on the premises in quantities greater than those associated with normal household use;

D.4.g.4.b. for those activities using or storing such hazardous materials, a hazardous materials management plan shall be prepared and filed with the Hazardous Materials Coordinator, Fire Chief, and Board of Health. The plan shall include:

D.4.g.4.b.1. provisions to protect against the discharge of hazardous materials or wastes to the environment due to spillage, accidental damage, erosion, leakage, or vandalism including spill containment and clean-up procedures;

D.4.g.4.b.2. provisions for indoor, secured storage of hazardous materials and wastes with impervious floor surfaces;

D.4.g.4.b.3. evidence of compliance with the Regulation of the Massachusetts Hazardous Waste Management Act 310 CMR 30.00, including obtaining an EPA identification number from the Massachusetts Department of Environmental Protection.

D.4.g.4.c. proposed down-gradient location(s) for groundwater monitoring well(s), should the SPGA deem the activity a potential groundwater threat.

D.4.g.5. The SPGA shall hold a hearing, in conformity with the provision of MGL ch 40A, S. 9, within 55 days after the filing of the application and after the review by the Town Boards, Departments and Commissioners.

Notice of the public hearing shall be given by publication and posting and by first-class mailings to "parties of interest" as defined in MGL c. 40A, s.11. The decision of the SPGA and any extension, modification, or renewal thereof shall be filed with the SPGA and Town Clerk within 90 days following the closing of the public hearing. Failure of the SPGA to act within 90 days shall be deemed as a granting of the permit. However, no work shall commence until a certification is recorded as required by said s.11.

As prescribed herein, the Zoning Board of Appeals may grant such a special permit provided that it finds that the proposed use:

1. Is in harmony with the purposes and intent of this bylaw and will promote the purposes of the aquifer protection district;
2. Is appropriate to the natural topography, soils, and other characteristics of the site to the developed;
3. Will not, during construction or thereafter, have an adverse environmental impact of the aquifer or recharge area; and
4. Will not adversely affect the quality or quantity of an existing or potential water supply.

D.4.g.6. Written notice of any violations of this Section shall be given by the Building Commissioner or his agent to the responsible person as soon as possible after the detection of a violation or a continuing violation. Notice to the assessed owner of the property shall be deemed notice to the responsible person. Such notice shall specify the requirement or restriction violated and the nature of the violation, and may also identify the actions necessary to remove or remedy the violations and preventive measures required for avoiding future violations and a schedule of compliance. A copy of such notice shall be submitted to the Building Commissioner, the Board of Health, Conservation Commission, Fire Chief and Water Commissioners. The cost of containment, clean-up, or other action of compliance shall borne by the owner and operator of the premises.

For situations that require remedial action to prevent adverse impact to the water resources within the Water Supply Protection District, the Town of Norfolk, the Building Commissioner, the Board of Health, the Fire Chief, or any of their agents may order the owner or operator of the premises to remedy the violation. If said owner and/or operator does not comply with said order, the Town of Norfolk, the Building Commissioner, the Board of Health the Fire Chief, or any of their agents, if authorized to enter upon such premises under the terms of the special permit or otherwise, may act to remedy the violation. The remediation cost shall be the responsibility of the owner and operator of the premises.

D.4.h. Severability

D.4.h.1. a determination that any portion or provision of this overlay protection district is invalid shall not invalidate any other portion or provision thereof, nor shall it invalidate any special permit previously issued thereunder.

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D.4.i. Change of Use

D.4.i.1. Change in activity on premises initiated after adoption of this bylaw, if resulting in or exceeding the limitations established in a special permit or crossing the thresholds of Section D.4.e. (Use Regulation), shall constitute a change of use. Such change of use may be allowed, but only upon application to the Building commissioner who may require an application for a special permit.

D.4.j. Non-Conforming Use

Non-conforming uses which were lawfully existing, begun or in receipt of a building or special permit prior to the first publication of notice of public hearing for this bylaw may be continued. Such non-conforming uses may be extended or altered, as specified in M.G.L. Ch. 40a, Sec 6, provided that there is a finding by the SPGA that such change does not increase the danger of surface or groundwater pollution from such use.

STATE ELECTION NOVEMBER 3, 1992

Pursuant to the warrant for the state Election, the inhabitants of the Town of Norfolk qualified to vote assembled at MacBride Auditorium at the Norfolk public elementary school on Tuesday, November 3, 1992 to cast their votes for the election of Electors of President and Vice President, Representative in Congress from the Fourth District; Councillor from the Second District; Senator in General Court from the Norfolk, Bristol and Middlesex District; Representative in General Court from the Ninth Norfolk District; Sheriff of Norfolk County; Ten County Commissioners for Norfolk County; and Norfolk County Charter Commission from the Fifteenth Norfolk District; if such Charter is approved.

Polls were declared open at 7:00 a.m. The elections officials were duly sworn in by Warden Elinor Pearson. All 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 in each precinct and within the polling place a corrected voting list was on display as required by law.

The polls were closed at 8:00 p.m. There was a total of 4,439 (91%) votes cast as follows:

<u>Electors of President</u>		<u>Representative in General Court</u>	
Bush and Quayle	1,781	Joanne F. Damish	1,470
Clinton and Gore	1,402	Jo Ann Sprague	2,680
Fulani and Munoz	1	Blanks	289
Hagelin and Tompkins		<u>Sheriff</u>	
LaRouche and Bevel	1	Clifford Marshall	1,469
Perot and Stockdale	1,220	Paul F. Kelly	2,445
Phillips and Knight	0	Blanks	525
Blanks	25	<u>County Commissioner</u>	
<u>Representative in Congress</u>		Robert A. Frazier	1,700
Barney Frank	1,841	John Gillis	851
Luke Lumina	101	James G. Mullen, Jr.	1,378
Edward J. McCormick III	2,362	William P. O'Donnell	1,375
Dennis J. Ingalls	11	James B. Geary	190
Blanks	124	Paul R. Seaman	814
<u>Councillor</u>		Blanks	2,570
Michael M. Murphy	2,309	<u>Norfolk County Charter Comm</u>	
Edward P. Foley	1,512	Blanks	487
Blanks	618	Adeline Bee (sticker)	172
<u>Senator in General Court</u>		Miscellaneous	80
David H. Locke	2,225		
Cheryl A. Jacques	1,993		
Blanks	221		

GENERAL GOVERNMENT

<u>Question 1.</u> Increase excise tax on cigarettes and smokeless tobacco.	Yes	2,684
	No	1,673
	Blanks	82
<u>Question 2.</u> Require new reports of certain financial institutions.	Yes	2,319
	No	1,738
	Blanks	382
<u>Question 3.</u> Reduction in packaging	Yes	1,886
	No	2,474
	Blanks	79
<u>Question 4.</u> Excise tax on oil and toxic chemicals	Yes	1,859
	No	2,405
	Blanks	175
Question 5. Creation of a Charter Commission for Norfolk County.	Yes	1,930
	No	2,094
	Blanks	415

BOARD OF REGISTRARS OF VOTERS

Under Massachusetts General Laws, the Board of Registrars of Voters is mandated to register residents of the Town, enumerate Norfolk residents as of January 1 of each year by a town-wide census, and keep and certify a voting list of all registered residents over seventeen years of age.

Special Registration sessions are held in each of the three precincts before every election at the Federal, State and Local levels, as required by State law, to provide an opportunity for all eligible persons to become voters, if they are unable to register to vote during the office hours of the Town Clerk.

On January 1 of each year, the Census Takers begin the enumeration of persons living in Norfolk. In 1992 Deborah Boule' directed the efforts of Christine Shaw, Brenda Bowden, Anne Cumming, Lynne Nelson, and Linda Janes in gathering the required data. The Board appreciates the many hours of dedicated service given by these ladies in tracking down new residents, as well as ensuring the accuracy of the information they gather.

The Board contracts with a computer service to provide several needs of the Town from this data, including the Street Listing and the Jury List. For the School Department it establishes a list of the names of all children living in Norfolk, for the Council on Aging it provides a

list of all elder citizens in the Town, and for the Town Clerk and Animal Control Officer it determines all households with dogs.

The data collected by the Annual Census also provides us with the following statistics:

	No. of <u>Households</u>	<u>Population</u>
January 1, 1989	2512	7638
January 1, 1990	2541	1856
January 1, 1991	2608	7922
January 1, 1992	2624	8109

These statistics show a continuation of the slowing in the rate of growth-in the Town of Norfolk in recent years.

Assistant Registrars serve at each Town Meeting and Special Town Meetings, checking those attending against a list of registered voters eligible to take part in town government. Dorothy Nilsen and Julia Dardi have served ably at all our Town Meeting sessions in 1992, and we wish to take this opportunity to publicly thank them for their faithful service to the Town.

For many years George Katapodis was responsible for seating non-voters and keeping order in general at all of our Town Meetings. George passed away in 1992, and we are going to miss his faithful and courteous assistance.

Janet Sievert, who has served faithfully for many years, including a number of years as Chairperson of the Board of Registrars, preferred not to be reappointed at the expiration of her term in 1992. Charles Burnett was appointed by the Selectmen to fill the Republican position.

The membership of the present Board appointed by the Board of Selectmen is William F. Coughlan, Democrat term expires 1993), John J. McFeeley, Democrat (term expires 1994), and Charles Burnett, Republican (term expires 1995). Alice Boschen, our Town Clerk, serves by mandate of Massachusetts law.

Voter registration figures as of December 31, 1992 are

Republican	988
Democrats	876
Unenrolled	3034
Total	4898

GENERAL GOVERNMENT

REPORT OF THE BYLAW COMMITTEE

The Bylaw Committee was established in 1975 for two major purposes: to maintain a record of amendments to the Town Bylaws, statutes accepted by the Town, and special legislative acts affecting the Town; and to make periodic reviews of the Town Bylaws to determine whether any amendments or revisions might be needed, and if so, to prepare such changes for Town Meeting approval. The Committee

also has been requested from time to time to review bylaws suggested by citizens or other Town Departments for recommendations on suitability and language.

At the Fall 1992 Session of the Annual Town Meeting two especially significant actions were taken. First, Town Counsel was approved as an ex-officio, nonvoting member of this Committee, and we are already benefitting from his assis-

tance. Also, the Warrant contains a proposed "Leash Law," which was not accepted, but the Town Meeting voted to have the Bylaw Committee write a Dog Control Bylaw for presentation at the Spring 1993 Town Meeting. We are currently preparing this, utilizing input from citizens and studying dog bylaws of other towns.

DEMOCRATIC TOWN COMMITTEE

The Norfolk Democratic Town Committee promotes the objectives of the Democratic Party and encourages interest in the Democratic Party in all partisan elections. Members of the Committee are elected by ballot every four years, with other members being appointed by the Committee during the interim. The group is nonsectarian, non-racial and non-sexist. Any registered Democrat is eligible for membership. All meetings are open and any Democrat or Unenrolled person is always welcome to attend.

Meetings are held at least six times a year and include meetings with elected officials and members of the community. During 1992, guests of the Committee were: Congressman Barney Frank, Norfolk

County Sheriff Cliff Marshall, then state representative now Judge Frank Woodward, Sen. Cheryl Jacques, Mr. Bill O'Donnell - Norfolk County Commissioner, Mr. Francis Kelley - Wrentham State School Superintendent, Mr. Robert Smith - Democratic State Committeeman and numerous candidates for public office.

Delegates and alternates to the May 30th Democratic state Convention are elected in February. Delegates in 1992 were: Adeline Bee, Donna Bentley, James Giebfried and Shawn Brown. Alternates were Peter O'Loughlin and John Mc McFeeley.

The Democratic Town Committee is currently working on a "Local

Government" project with school students.

Officers of the Committee:
Adeline M. Bee, *Chairperson*
Jack McFeeley, *Vice-Chairperson*
Rita Pelletier, *Secretary*
Donna Bentley, *Treasurer*

For more information on the Democratic Town Committee, please contact the Chairperson or one of its officers.

REPUBLICAN TOWN COMMITTEE

The Norfolk Republican Town Committee, a non-profit organization, is comprised of residents who actively participate in community, regional, state and national campaigns. Our organization's goals are designed to foster, develop and support Norfolk's community interests by voicing the concerns of our citizens to our elected representatives.

In addition to the concerns of Norfolk citizens, the Norfolk Republican Town Committee is dedicated to improving the quality of life in Norfolk through interaction with our public officials.

The Norfolk Republican Town Committee's elected officials are Charles Burnett, Chairman and Kazimieras V. Stasiukevicius, Treasurer.

All those interested in information regarding membership of Committee activities, are encouraged to contact Kazimieras V. Stasiukevicius, Treasurer, Norfolk Republican Town Committee.

COMPUTER SYSTEMS COMMITTEE

Over the past two years, the town has moved into the 1990's by automation of several departments. We believe this trend should continue with great concern given to prudent use of our tax dollars. The first department computerized was the Town's Accounting system which is now fully implemented..

The Committee worked with the Tax Collector to find, purchase and install a new system to replace the old manual Auto Excise Tax Billing system. Without the new system, the town would have lost money because the manual system could

not keep up with the increased volume of transactions from the Registry of Motor Vehicles. A further enhancement was made to the Tax Collector system to handle the Property Tax Bills. This improvement gave the Town the ability to bill and account for all of the Quarterly Property Tax Bills.

Gradually, we have replaced all but one station of the old NCR computer system with "386" personal computers. We hope that by the time you read this report, the old system will be turned off for the last time.

The committee is currently working with several departments to identify and recommend new computer systems and hardware to further automate them. Our goal is to improve accuracy, productivity and availability data in a more timely and cost efficient manner to serve the employees and citizens of the Town of Norfolk.

David Barry, *Chairperson*

GENERAL GOVERNMENT

ANNUAL REPORT OF TOWN COUNSEL

During 1992, as Town Counsel, I have rendered 49 formal opinions to Town Boards, Commissioners and Officers, researched land titles, drafted contracts, rendered informal opinions and met with the Selectmen, Assessors, Water Commissioners, Planning Board, Board of Appeals, Personnel Board, Conservation Commission and Building Commissioner.

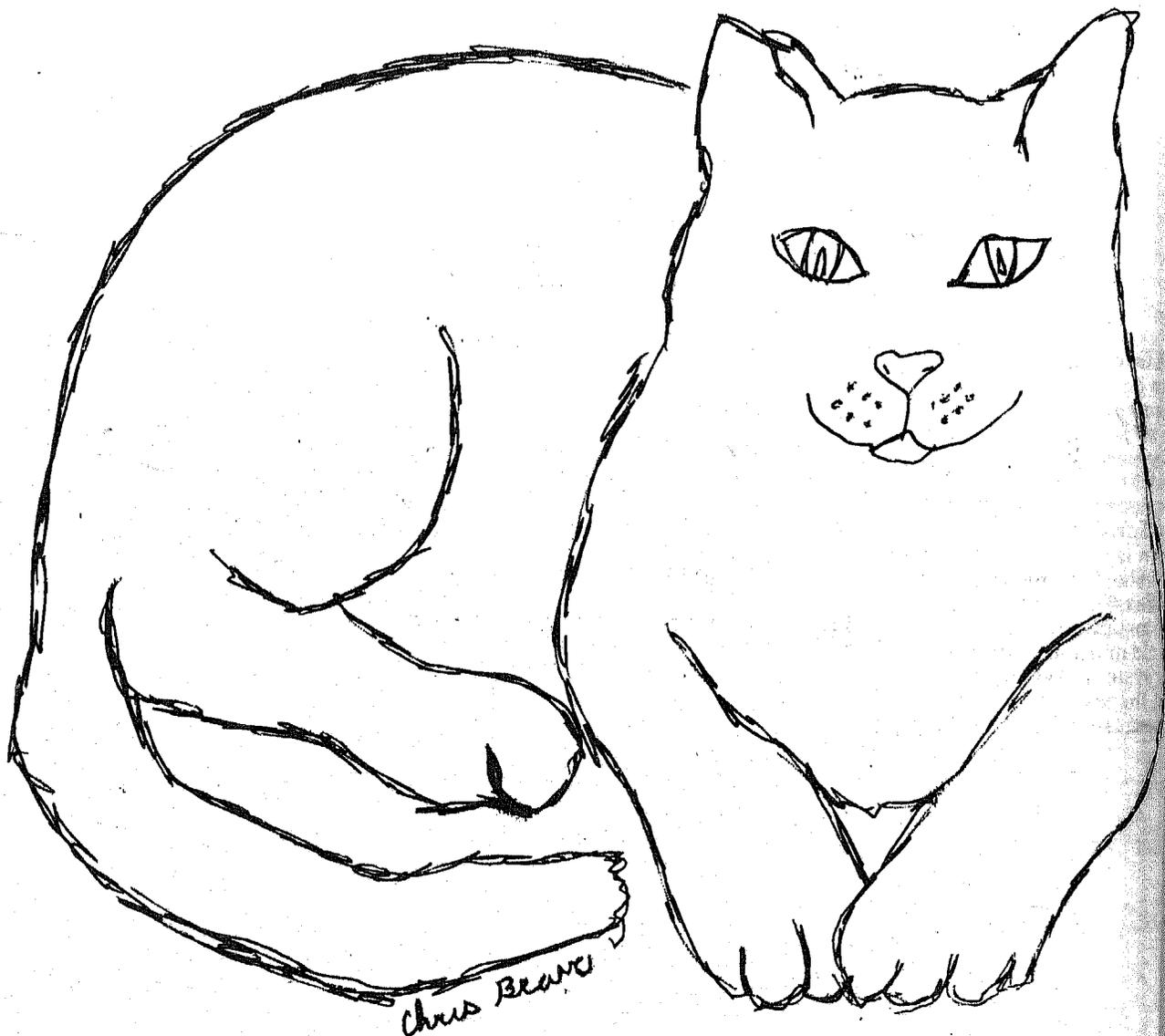
Litigation in 1992 continued at

an accelerated pace. Several subdivision appeals, school land acquisition, drainage problems and Zoning Board matters claimed the major portion of my litigation time, many appeals were made to the Appellate Tax Board and a significant portion of them were settled by the assessors.

There remain claims of significant consequence which will be resolved, it is hoped by alternatives to

litigation, but if necessary by litigation at least possible expense to Town. I am grateful for the cooperation received from the Town Administrator and all Boards and Commissions, especially the Planning Board, the Board of Appeals, Highway Superintendent and Board of Health Engineer.

Paul D. Maggioni, *Town Counsel*



PROTECTION OF PERSONS & PROPERTY

POLICE DEPARTMENT

Highlighting 1992 would be the beginning of the D.A.R.E. Program in our elementary school. The Dare Officer, Patrolman Stephen Plympton, has done a tremendous job in getting the program started and it has been met with excitement by parents, teachers and students. Its results will be seen in years to come as our children learn how to cope with alcohol, drugs and peer pressure.

The installation of our new computer system was also a big step into the future as our department continues to professionalize and find ways to serve the public more effectively. We also look forward to and await the results on the study to regionalize certain services provided by the Police Department. May I also ask for your thoughts and prayers for our dear friend, George

Katapodis, who passed away in 1992. "Katman" was a dedicated police officer and a good friend to the community, and we remember him for all he was to us. A special thanks to all of my officers and civilian employees for their continued commitment to serving our town.

William R. Treeful
Chief of Police

DETECTIVE DIVISION ANNUAL REPORT

The Detective Division spent a significant amount of time on follow up investigations into criminal activities. As in past years much of the time was spent on house breaks, although our house breaks are below the average in this area. Fortunately we have been able to solve a large percentage of these breaks and recover the stolen property.

Citizen information has been a factor in solving many of the crimes we investigate in Norfolk. We encourage you to

call the Police Department if you see or hear anybody or notice anything suspicious, no matter how unimportant you think it may be. Your information could be the missing piece of evidence we need to solve a past or present crime.

As in past years, this division has been working with state, local, and federal agencies in investigating and prosecuting offenders.

Many Norfolk citizens were taken advantage of this year by the video

scam, I am happy to inform all of you that the person involved has been introduced to our judicial system. If you were caught in this scam and have not reported that you were a victim, please give us a call.

I would like to thank the citizens of Norfolk, Chief Treeful, Lt Stone, and the officers of the Norfolk Police Department for their help and support.

David J. Holt
Detective

REPORT OF THE POLICE DEPARTMENT

As Chief of Police, I herewith submit my eighth annual report of the activities of the Police Department for 1992.

	<u>1991</u>	<u>1992</u>		<u>1991</u>	<u>1992</u>
CRIMES			ARRESTS		
Murder	0	0	Arrests	169	135
Robbery		0			
Forcible Rape	1	0	MEDICAL/EMERGENCY		
Aggravated Assault	8	5	Emergency Services	10	2
Burglary (B & E)	32	28	Ambulance Assists	181	165
Motor Vehicle (B & E)	6	35	Reported Death	2	4
Larceny	67	47	TRAFFIC SERVICES		
Motor Vehicle Theft	6	0	Motorists Assisted	3	11
Fraud	0	18	Traffic Complaints	14	67
Non-Aggravated Assault	0	0	Unlawful Oper. of M/V	3	3
Arson & Bombing	5	2	Written Citations	726	427
Forgery & Counterfeiting	0	1	Written Warnings	698	352
Receiving Stolen Property	1	2			

PROTECTION OF PERSONS & PROPERTY

	1991	1992		1991	1992
Vandalism	103	74	Verbal Warnings	441	593
Weapons Violations	2	6	Abandoned Vehicle	4	3
Sex Offenses	0	2	Recreation Vehicle Comp.	11	8
Drug Law Violations	3	0	Parking Ticket	1	3
Offenses Against Family, Children	34	47			
Operating Under the Influence	20	22	<u>TRAFFIC ACCIDENTS</u>		
Violation of Liquor Laws	0	0	M.V.A. Personal Injury		
Protective Custody	48	32	M.V.A. Property Damage	47	36
General Offenses	10	7	M. V. A. Fatal	0	0
Civil Complaint	3	8			
Juvenile Offense	7	2			
Attempted B & E	18	6			
Threats	14	9			
Harassment	10				
Disorderly Conduct	0	0			

MISCELLANEOUS

Missing Persons	12	7	Officer Wanted	136	150
Missing Property (Lost & Found)	5	11	Bldg. Check (Found Open)	65	88
Disturbance (General & Gathering)	140	77	Animal Complaint	52	33
Disturbance (Family)	33	31	Assist Citizen/Lock Out	10	36
Noise Complaint	44	53	Burglar Alarms Answered	334	306
Annoying Phone Calls	42	52	Fire Alarm Assists	115	95
Suspicious Activity	253	261	Assist other P.D.s	42	43
General Services	58	85	Summons Delivered	4	40
Stolen Vehicles Recovered	2	3	Stolen Property Recovered	5	5

FIRE DEPARTMENT

ROLES AND RESPONSIBILITIES OF THE FIRE DEPARTMENT

1. Fire Suppression: Fire Suppression is the fundamental responsibility of the fire service. The priorities involved are to save lives, to control the fire and limit its spread, and to protect property from fire and related hazards. The most important aspect of fire suppression is to maintain a highly trained and motivated group of firefighters.

2. Rescue and Emergency Medical Services: The fire department is the pri-

mary provider of emergency medical services. This involves the delivery of basic and advanced life support that are directed towards saving lives.

3. Fire Prevention and Risk Reduction: Fire prevention is the attempt to prevent the outbreak of fires in the community and to limit the danger to persons and the damage to property caused by those fires that do occur. In a modern day society that is surrounded by com-

bustibles, this aspect of the fire department's activities encompass a variety of approaches, including inspections, enforcement of fire codes, review of plans for new construction projects, and public education.

4. Hazardous Materials: The fire department has primary responsibility for the management of hazardous materials emergencies.

1992 IN REVIEW

1. Activity: Total fire emergency incidents increased once again in 1992. Fire and ambulance calls increased 11% in comparison to 1991. Tragically, one resident died from burns and two resi-

dents were seriously burned, all in separate incidents. Firefighters responded to 13 serious structure fires and were kept busy by mother nature as well.

In August, lightning ignited a house fire and in December, the fire department responded to 147 incidents during a two day blizzard.

PROTECTION OF PERSONS & PROPERTY

1992 MAJOR INCIDENTS AND FIRE LOSS ASSESSMENTS

- 1992
593
3
8
3
36
0
150
88
33
36
306
95
43
40
5
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- January 16: Kitchen Fire - Maple Street, women seriously burned
- January 22: Mutual Aid to Town of Medway, structure fire elderly housing complex
- January 26: Structure Fire - Beaverbrook Road
- February 15: Serious motor vehicle accident - Park Street
- February 26: Structure/Electrical Fire - Dedham Street
- March 9: Structure Fire - Southwood Community Hospital, vacant 4-story building
- March 19: Serious motor vehicle accident - Grove Street
- March 19: Serious motor vehicle accident - Pond Street
- March 30: Structure Fire - Old Campbell Street
- April 6: Structure Fire - Cleveland Street
- May 1: Structure Fire - Priscilla Avenue
- May 5: Mutual Aid to Town of Wrentham - structure fire, Anvil Restaurant, Shears Street
- May 11: Structure Fire - Medway Street
- May 30: Mutual Aid to Town of Foxboro - large brush fire, State Forest
- July 30: Plane Crash - Norfolk Airport
- August 8: Mutual Aid to Town of Medfield - structure fire, Wichita Road
- August 11: Structure Fire - King Street
- September 22: Structure Fire - Hunter Avenue, women seriously burned flown to Brigham & Womens Hospital by Boston Med Flight helicopter
- December 6: Serious motor vehicle accident - Rockwood Road, injured women flown to Mass. General Hospital by Boston Med Flight helicopter
- December 11: Women seriously burned transported to Brigham & Womens Hospital.
- December 12: Blizzard - 147 incidents responded to by fire department

Total Estimated Fire Loss in Norfolk: \$362,000.00

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Civilian Deaths:	1
Civilian Injuries:	2
Firefighter Injuries:	0

PROTECTION OF PERSONS & PROPERTY

FIRE DEPARTMENT ACTIVITY FOR 1992

Emergency Incidents:

Structure Fires	13
Vehicle Fires	10
Chimney Fires	7
Electrical Fires	77
Brush Fires	25
Dumpster Fires.....	1
Motor Vehicle Accidents (Engine Response).....	19
Hazardous Materials Incidents.....	10
Smoke Detector Activated	38
Oil Burner Malfunction.....	8
Fire Alarm Activated.....	43
Malicious False Alarm	8
Public Assistance	11
Line Box Coverage.....	9
Investigations	53
Bomb Threat	1
Miscellaneous	75
Assist Ambulance	24
Ambulance Trips	406
1992 Total Emergency Incidents	838
1991 Total Emergency Incidents	749

Emergency Medical Services:

Total Ambulance Trips	406
Medical	191
Motor Vehicle Accidents (Ambulance Response)	79
Mutual Aid (Given/Received)	62
Paramedic Responses	157

Fire Prevention:

Smoke Detector Inspections for Home Resale.....	199
Smoke Detector Inspections for New Homes.....	66
Oil Burner Inspections	65
Propane Storage Inspections	5
Building Inspections.....	10
Gun Powder Storage Permits	9
Underground Storage Inspections	20
Tank Truck Inspections	8
Fire Drills	7
Blasting Permits	11
Monitor Blasting	23
Open Burning Permits	901
Miscellaneous	6

Miscellaneous Activities:

Details	390
Meetings	30
Departmental Training	28
Recertification Training	11

PROTECTION OF PERSONS & PROPERTY

2. Equipment: The Ambulance completed its first year in service with compliments on design and functionality still being received from residents, area fire departments and medical workers.

In March, Engine 1, a 1976 Mack Pumper was placed back into service after four months of renovation work by EJ Murphy Co., of Woodville, MA. The much needed refurbishment of this truck will keep it in service for another 10-15 years and was one-third the cost of a new pumper. Total cost of the project was \$75,000.00 and was paid for out of prison expansion money.

Through generous donations in memory of Michael and Jeffrey Gaguin, the department was able to purchase two cold water rescue suits and an ice/water rescue sled. This equipment has made the job of ice/water rescue more effective and much safer for fire personnel.

3. Training: The Training Division is responsible for planning, content, delivery, and evaluation of the fire department personnel. Training allows firefighters to perform instinctively, efficiently, effectively, and as a team during emergency incidents. 28 departmental training sessions were held during 1992. Two live fire training exercises were held, which consists of acquiring an abandoned structure scheduled for demolition, setting individual room fires under a controlled situation, then allowing groups of firefighters to enter

the building and extinguish the fires.

In conjunction with the Massachusetts Firefighting Academy, our department hosted two training programs, Hazardous Materials 1st Responder Operational and Fire Pumps And Hydraulics. In May, 23 firefighters achieved the level of Firefighter I. This was an extensive training program designed by the Massachusetts Firefighting Academy and delivered by our training division.

The Emergency Medical Technicians must be recertified by the state of Massachusetts every two years. This recertification involves a 24 hour refresher course, 28 hours of continuing education classes and a CPR refresher class each year. EMT's also must be recertified quarterly with the semi-automatic defibrillator.

4. Personnel: The fire department employs 25 personnel. A full-time Chief, two full-time Firefighter/EMT's and 23 "on call" personnel. The full-time personnel are on duty Monday through Friday, 8:00AM-4:00PM, which is statistically the busiest time of the week. This coverage allows emergency medical and fire incidents to be answered immediately. Incidents on weeknights and on weekends are responded to by dedicated "on call" personnel.

In 1992 Peter Maxon and Patricia Diamond left the department to pursue employment outside the state. We thank

them for their service and wish them much luck.

5. Fire Prevention: In 1992, smoke detector inspections for home re-sale increased as did inspections for new homes. The fire prevention division continued to inspect public buildings to ensure the safety of the occupants as well as the public. We worked with the Permanent Building Committee and the architect of the new school complex on Main Street to ensure the highest degree of safety for the children of Norfolk, and the best possible protection for the building itself.

Once again as reminder to all residents, Norfolk does not have a 911 telephone capabilities. **The emergency number for fire, ambulance, police is 528-3232.** The fire business number is 528-3207. Telephone stickers are available at the Fire - Police Station.

6. Acknowledgments: The fire department would like to thank the other town departments, boards, and officials for their support and assistance during the year. Thank you to the residents and businesses of Norfolk for your continued support. Most importantly thank you to the personnel of the Norfolk Fire Department, your dedication and commitment are truly impressive.

William F. Kelley,
Fire Chief
Peter J. Petruchik,
Lieutenant

APPARATUS STATUS REPORT

Engine 2	1991 Pierce 1,250 GPM Pumper	Excellent Condition
Engine 1	1976 Mack 1,250 GPM Pumper (Refurbished 1992)	Excellent Condition
Ladder 1	1983 Continental 85' Aerial Ladder	Fair Condition
Engine 4	1967 Ford 750 GPM Pumper	Poor Condition
Tank 1	1989 White GMC 2,500 Gal. Tank Truck	Excellent Condition
Squad 5	1968 Dodge Brush Truck	Poor Condition
Squad 6	1980 Chevrolet Brush Truck	Fair Condition
Ambulance	1992 Ford Class 3 Ambulance	Excellent Condition
Chief's Car	1990 Ford LTD	Excellent Condition
Rescue 1	1963 Ford Econoline Van	Very Poor Condition

PROTECTION OF PERSONS & PROPERTY

FIRE AND POLICE COMMUNICATIONS

The Fire and Police Communications Department was busy during 1992 trying to keep up with the Town's growth and the increasing demand for police, fire, ambulance, and other services that are handled by this department. The Communications Department directs calls to other town department personnel at home if they are not in their office, or not working because it is after hours or closed for the weekend.

Communications is open 24 hours a day, seven days a week and available to assist you, not only with emergency calls, but general information about services provided by other departments.

The Police Department implemented a new computer aided dispatch system in December of 1992, that will greatly improve the documentation of incidents which occur in the town. Your communications specialists who receive the calls, and enter the information that you give them, are the key to the success of this system. We ask you to be patient while they learn the new system by giving them all the information they are requesting~ when you call for assistance.

The Town of Norfolk still does not

have E-911 and does not expect to have it before 1994, but we are currently working with the phone company providing information that will make up the database, including correct house numbers and street names that are the key to its success.

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

Lt. Charles H. Stone,

BUILDING DEPARTMENT

The Town of Norfolk Building Department conforms 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, regulations, Town bylaws. The Building Department acts on any questions relative to the manner of construction, alteration, repair, demolition, removal, installation of equipment, 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 of Massachusetts. The building officials receive applications and inspect the premises

for which permits have been issued and enforce compliance with the provisions of the Building Code. This Department oversees all necessary safeguards during construction, requires adequate egress facilities in all new and existing buildings and structures, and insures compliance with all the code requirements for the safety, health and general welfare of the public.

The Building Commissioner carried out the State-mandated duties of inspecting and certifying all schools, places of assembly, public halls, and places of worship. The Building Commissioner is also the Zoning Officer for the Town of Norfolk and much of his time is devoted to zoning problems and en-

forcement of the Town of Norfolk Zoning Bylaws.

Ann Willever 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.

Karen Turi was hired to fill this position on September 9, 1992.

I would like to take this opportunity to thank all Town Boards and Commissioners for their cooperation and assistance they have given to the Building Department during 1992.

Gerald E. Hughes
Building Commissioner

The following is a list of permits that have been issued during 1992:

NO. OF PERMITS		EXPLANATION	EST. VALUE
1991	1992		
37	47	New Dwelling	\$ 5,962,600.00
-	-	New Commercial	
107	122	Additions/Alt. - Res.	1,024,848.00
3	5	Additions/ALT. - Comm	79,000.00
-	1	New Municipal	5,200,000.00
16	15	Pools	169,300.00
11	14	Wood/Coal Stoves	4,295.00

PROTECTION OF PERSONS & PROPERTY

-	-	Solar Systems	
7	1	Signs	2,000.00
6	6	Demolitions	8,600.00
7	9	Siding	37,993.00
23	12	Re-roofing	14,550.00
-	-	Miscellaneous	

Total	217	232		\$ 12,503,186.00
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		Total Bldg. Permit Fees	
		Forwarded to Treasurer:	\$ 44,013.76
162	219	Electrical Permits	
		Total Electrical Fees	
		Forwarded to Treasurer:	\$ 10,177.00
93	128	Plumbing Permits	
		Total Plumbing Permit Fees	
		Forwarded to Treasurer:	\$ 7,368.00
45	45	Gas Permits	
		Total Gas Permit Fees	
		Forwarded to Treasurer:	\$ 778.00

HIGHWAY DEPARTMENT

1992 was a busy year for this department. Among our many field projects were:

- (1) Conversion of the Landfill into a Transfer Station.
- (2) Final grading of the active area in the Landfill.
- (3) Construction of North Street Side walk.
- (4) Construction of a shelter for Norfolk Police Department Radio repeater station.
- (5) Removal and restoration of playground equipment for Little League field expansion.
- (6) Reorientation and construction of Minor League Field.
- (7) Installation of new conduit and cables for the Town Center flashing lights.
- (8) Storm debris removal after Hurricane Bob of '92.

ized in a database format. Planning and design of roadway improvements for the entrance to the new H. Olive Day school was started. Several streets were overlaid with 1.5 inches of bituminous asphalt concrete using Chapter 90 monies They were Valley St, North St. (Needham to Union), Main St., 2 sections (Rte 115 to Clark and Park St. to the Franklin line), Clark St, a portion of Needham St and Grove St (Union to Strawberry Lane). Work was also begun on rewording the Street Opening permit applications more in line with Towns in the surrounding environs. Three bridges in Town, Lawrence St., Miller St and Main St by the prison were evaluated by a team from Massachusetts Highway Department and the Norfolk Highway Department for replacement using Federal and/or State

Aid. Currently we are trying to upgrade the department's computer capabilities with respect to Pavement/Roadside management and Geographic Information Systems compatibility, especially with Massachusetts Highway Department. Several other departments have expressed interest in this project.

Finally, the department's communication problems were alleviated with the kind donation of radios from the Norfolk Police Department. A base station was installed and New England Telephone donated a pole for the antenna mast. Station WNYD320 went on the air in late June of 1992.

John Grady, P.E.,
Superintendent of Streets

On the administrative side, all Transfer Station car decals were computer-

PROTECTION OF PERSONS & PROPERTY

FIRE AND POLICE COMMUNICATIONS

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The Town of Norfolk still does not

have E-911 and does not expect to have it before 1994, but we are currently working with the phone company providing information that will make up the database, including correct phone numbers and street names that are the key to its success.

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

Lt. Charles H. Stone,

BUILDING DEPARTMENT

The Town of Norfolk Building Department conforms 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, regulations, Town bylaws. The Building Department acts on any questions relative to the manner of construction, alteration, repair, demolition, removal, installation of equipment, 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 of Massachusetts. The building officials receive applications and inspect the premises

for which permits have been issued and enforce compliance with the provisions of the Building Code. This Department oversees all necessary safeguards during construction, requires adequate egress facilities in all new and existing buildings and structures, and insures compliance with all the code requirements for the safety, health and general welfare of the public.

The Building Commissioner carried out the State-mandated duties of inspecting and certifying all schools, places of assembly, public halls, and places of worship. The Building Commissioner is also the Zoning Officer for the Town of Norfolk and much of his time is devoted to zoning problems and en-

forcement of the Town of Norfolk Zoning Bylaws.

Ann Willever 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.

Karen Turi was hired to fill this position on September 9, 1992.

I would like to take this opportunity to thank all Town Boards and Commissioners for their cooperation and assistance they have given to the Building Department during 1992.

Gerald E. Hughes
Building Commissioner

The following is a list of permits that have been issued during 1992:

NO. OF PERMITS		EXPLANATION	EST. VALUE
1991	1992		
37	47	New Dwelling	\$ 5,962,600.00
-	-	New Commercial	
107	122	Additions/Alt. - Res.	1,024,848.00
3	5	Additions/ALT. - Comm	79,000.00
-	1	New Municipal	5,200,000.00
16	15	Pools	169,300.00
11	14	Wood/Coal Stoves	4,295.00

PROTECTION OF PERSONS & PROPERTY

	-	-	Solar Systems	
	7	1	Signs	2,000.00
	6	6	Demolitions	8,600.00
	7	9	Siding	37,993.00
	23	12	Re-roofing	14,550.00
	-	-	Miscellaneous	

Total	217	232		\$ 12,503,186.00
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			Total Bldg. Permit Fees	
			Forwarded to Treasurer:	\$ 44,013.76
162	219		Electrical Permits	
			Total Electrical Fees	
			Forwarded to Treasurer:	\$ 10,177.00
93	128		Plumbing Permits	
			Total Plumbing Permit Fees	
			Forwarded to Treasurer:	\$ 7,368.00
45	45		Gas Permits	
			Total Gas Permit Fees	
			Forwarded to Treasurer:	\$ 778.00

HIGHWAY DEPARTMENT

1992 was a busy year for this department. Among our many field projects were:

- (1) Conversion of the Landfill into a Transfer Station.
- (2) Final grading of the active area in the Landfill.
- (3) Construction of North Street Side walk.
- (4) Construction of a shelter for Norfolk Police Department Radio repeater station.
- (5) Removal and restoration of playground equipment for Little League field expansion.
- (6) Reorientation and construction of Minor League Field.
- (7) Installation of new conduit and cables for the Town Center flashing lights.
- (8) Storm debris removal after Hurricane Bob of '92.

ized in a database format. Planning and design of roadway improvements for the entrance to the new H. Olive Day school was started. Several streets were overlaid with 1.5 inches of bituminous asphalt concrete using Chapter 90 monies They were Valley St, North St. (Needham to Union), Main St., 2 sections (Rte 115 to Clark and Park St. to the Franklin line), Clark St, a portion of Needham St and Grove St (Union to Strawberry Lane). Work was also begun on rewording the Street Opening permit applications more in line with Towns in the surrounding environs. Three bridges in Town, Lawrence St., Miller St and Main St by the prison were evaluated by a team from Massachusetts Highway Department and the Norfolk Highway Department for replacement using Federal and/or State

Aid. Currently we are trying to upgrade the department's computer capabilities with respect to Pavement/Roadside management and Geographic Information Systems compatibility, especially with Massachusetts Highway Department. Several other departments have expressed interest in this project.

Finally, the department's communication problems were alleviated with the kind donation of radios from the Norfolk Police Department. A base station was installed and New England Telephone donated a pole for the antenna mast. Station WNYD320 went on the air in late June of 1992.

John Grady, P.E.,
Superintendent of Streets

On the administrative side, all Transfer Station car decals were computer-

PROTECTION OF PERSONS & PROPERTY

TREE WARDEN AND SHADE TREE MANAGEMENT AND PEST CONTROL

According to my records, "Hurricane Bob" threatened Norfolk at approximately 7 A.M. on August 19, 1992. At the beginning of a storm, you remove DOWNED TREES blocking STREETS which are located by cruising the ways of the Town and taking calls

from the Police, Fire and Highway Departments. In addition to working on various streets at the height of the storm, my records show a total of approximately 26 streets with storm damaged trees. Our department cleared these streets. The work was completed on

September 27, 1992—a total of 19 working tree crew days.

General Tree Work was done on approximately 29 streets consisting of removal of trees and dead wood and clearance for road signs and sight distance.

Kenneth E. Triple
Tree Warden

ANIMAL CONTROL DEPARTMENT

The annual report of the Animal Control Department is as follows:

This year the information calls have increased mainly because of the raccoon rabies threat. As yet no infected animals have been found in our area.

We receive many calls each year and this year 922 calls came to my home for lost, found, complaints and information.

I. Licensed dogs returned to owners 122.

II. Unlicensed dogs picked up 73.

III. Most unlicensed dogs are returned to their owners or new homes were found for them.

IV. Our department also answers calls on lost cats and as Animal Control Officer we do pick up stray cats also. 33 cats were picked up this year and homes were found for all. It will be difficult finding homes for stray cats after this year because of the rabies scare.

V. 39 trips were made to area veterinarians.

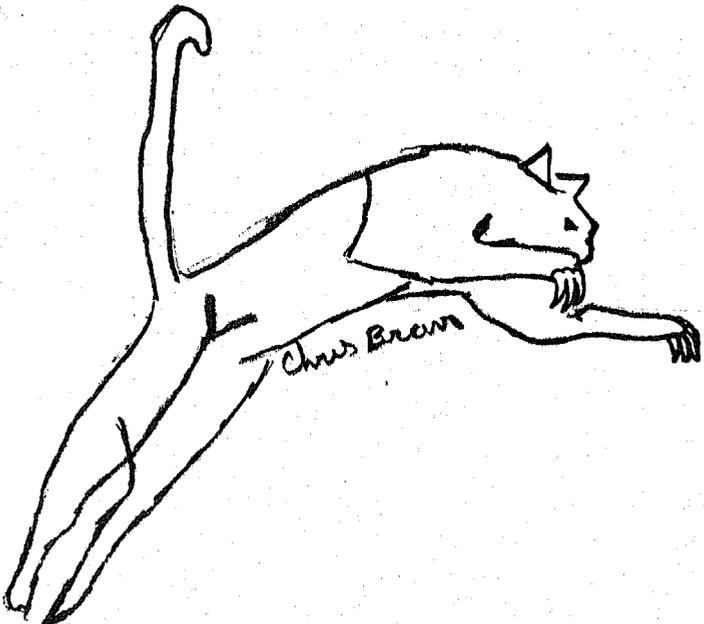
VI. Wild animals taken care of 48.

There were 7 reported animal bites.

Again I ask you to have your pet inoculated. Rabies shots must be kept up-to-date, in particular your cats as they have closer contact with wild animals. It is also important that I want you: Stay Away From All Wild Animals.

Call Your Animal Control Officer at 528-2879.

Harry Sanborn
Animal Control Officer



NORFOLK PUBLIC SCHOOLS

REPORT OF THE SUPERINTENDENT OF SCHOOLS

Norfolk has not disappointed me in my four hundred and six days as your Superintendent of Schools. During this year I learned that Norfolk embodies the "small town" characteristics that enable community members to know one another and to care for each other. A town where a healthy interest in community activities pervades and a place where the individual can still make a difference.

The Public Schools have been enriched greatly through the efforts of those individuals, an example, "Facelift" Committee. This group identified ways to improve the appearance of the Freeman and Centennial schools. Both buildings are valued and serve our educational needs well. Both buildings needed "facelifts" that were achieved with cooperation and dedication of those with the interest and the specific skills to accomplish a given project. The group called for community members to get together to paint and paint they did. Some people contributed paint; some people painted, some baked coffee cake, some cleaned up and some encouraged. Everyone who participated left with that good feeling of having made a gift, a useful contribution.

Another example of individuals making a difference was seen in the Bicentennial Park Committee. This group of community members and school representatives worked together to finish creating a sanctuary for the community. The endeavor was to make the Park a place where children can learn about the environment in which they live while at the same time helping to create a place of beauty to be shared with others. This planning group put aside "old complaints" by creating a newly planted buffer zone which separates the school playing fields from the residences. They were also responsible for bringing representatives of different parts of the community (recreation, school, retired folks, naturalists, landscapers, scouts) together to work on a project that contributes to the entire community of Norfolk. Each individual contributed in his or her own special way to make the Park be-

come a real place. A sign has been installed, multiple plantings have been completed and general clean-ups were coordinated by the members of the committee. A rededication (really a celebration) of the Park was held in the spring and was shared in by students and townspeople.

In addition to these groups there is a very active group of senior citizens, coordinated by two very enthusiastic parents, who work directly with teachers and children in our instructional program. Whether it be to assist an individual child in an art class, work with a small group on math concepts, or teach a class about local history senior citizens make significant and valuable contribution. They greatly enrich our children's educational experience by giving the gift of their time, enthusiasm and knowledge.

Another contribution to our school system comes in the form of the development of the "Norfolk Slate". An enterprising parent with experience in print media asked how she could help the schools and the "Norfolk Slate" was "born" out of this discussion. The editor has been charged by the School Committee to provide fair and even coverage of issues and to be self supporting. The schools welcome a way to share information about its programs, problems and the promise of the system. The community, as well must welcome the fact that it now has a single vehicle through which to communicate notices, meetings, workshops, and program

This year marks the addition of "Music Alive" to the already successful "Art Alive" component of the arts curriculum. Both Music and Art Alive programs were developed to supplement the existing music curriculum and art curriculum Both programs contribute a Depth and extension of study that would not otherwise be possible. Each program capitalizes on the special talents and knowledge of willing community members. All children benefit from and enjoy this effort.

I need not remind you of the efforts of our outstanding TPA. They are one of the most active and in-

involved groups of parents in existence. Untiring, creative, cooperative, organized, resourceful are only some of the words that come to mind when I think of TPA. The TPA conducted its first auction as the principal fund-raiser this year. Its rewards were measured in a profit exceeding \$13,000 and an evening of pleasant social interaction among many community members.. Throughout the year the TPA is "on duty" helping to make the school experience more enriched and enjoyable for students and teachers alike. This group always takes the time and makes the effort to "make things nice".

Again one parent volunteered to coordinate and facilitate the numerous volunteer functions that serves our children. This is critical to the success of our program and is no small task. Hundreds of people contribute thousands of hours to the schools in clerical, instructional, supervisory, organizational and managerial tasks. This parent undertook the effort with enthusiasm and sensitivity bringing community members, faculty and students together.

In the endless list of contributions made to our schools I find the Library-School relationship to be rewarding. There is now a bridge between the two organizations and new ways of interrelating are being discovered. Shared grants, resources and planning occur regularly. Students see their library 'friends' in both the school and town library settings. A connection is made. Library Trustees and School Committee members have worked hard to develop a successful operation and remain sensitive to the needs to adjust and readjust.

Other community departments participate the effort to provide the best for our children. Our Town Clerk annually explains the election process to future voters. Mr. Grady serves on the Facelift Committee. Our police and fire departments volunteer regularly to teach health and safety procedures the students. Our DARE program is popular with students and parents alike and represents community concern for the

EDUCATION, LIBRARY, ARTS

future well being of our students.

Community support is evidenced in the construction of the multi-million dollar elementary school. Many difficult decisions have been negotiated to reach the point where groundbreaking took place on September 27, 1992. Permanent Building Committee members, Town Department officers, and School Committee members will all experience a sense of pride and accomplishment for leading our community to the opening of the H. Olive Day Elementary School in the winter of 1994.

With the school organization we attempt daily to achieve the goals we determined after interviewing parents, School Committee members, faculty, administrators, staff and community members and after reviewing the initial report of the NEASC. Those goals are:

To develop human potential; students, teachers, parents, community, administrators, School Committee.

To develop structures, policies, procedures, processes which allow the organization to operate efficiently.

To communicate through the use of cable television, newspaper and by being available to the public.

As your principal will explain our students progress is at expected levels. The area of reading has been identified as a focus area and steps are being taken to improve our development of readings skills. The faculty has begun the process of formalizing curriculum and is writing the first draft of the science curriculum. The faculty, staff and adminis-

trators continue to take advantage of opportunities to develop new strategies and to improve and enhance their current function.

The contributions we as a school district receive are endless and yet we must continue to ask for continued and increased financial support from the community. As we do so we guarantee to reach for even higher standards of achievement and efficiency of operation. The School Committee, the administration, the faculty, the staff and the students of the Norfolk Public Schools extend their thanks for that continued support and the caring attitudes exhibited by our citizens..

Lorraine S. Young, Ed.

REPORT OF THE PRINCIPAL

I take pleasure in presenting my third annual report to the Norfolk Community. Two major accomplishments have highlighted this year. The first has been the accreditation of the Freeman/Centennial School by the New England Association of Schools and Colleges, (NEASC), Elementary Division. The second has been the beginning of construction on the new H. Olive Day Elementary School. When construction is completed this new building will house grades pre-k through grade 2. The Freeman/Centennial School will service the educational needs of children in grades 3 through 6. Clearly, everyone in the community can collectively be proud of these two achievements.

NEASC Accreditation

After a three year process and under the guidance of the New England Association of Schools and College, Elementary Division, the entire staff and school community worked together with Mrs. Dena Kaufman, teacher and Steering

Committee Chairperson, to produce a report that would describe what was occurring at the Freeman/Centennial School. It was apparent to the visiting team from NEASC in November of 1991 that the Freeman/Centennial School was an excellent elementary school. However, the visiting team identified five areas that needed more attention. When a follow-up visit was scheduled for October of 1992, the staff and school community were hopeful that our renewed efforts would meet the high standards which NEASC requires. We were not disappointed. The school and community's efforts culminated in accreditation being granted. The Freeman/Centennial School received that formal approval on December 4, 1992 in Boston, MA at the Annual meeting of the New Association of Schools and Colleges. Mrs. Kaufman and I had the honor of representing the Freeman/Centennial School in Boston to receive this most prestigious award. The accreditation plaque is proudly displayed in the front foyer of the Freeman/Centennial School.

H.Olive Day Elementary School

The second major accomplishment this year has been the construction work on the H. Olive Day School. Bonding was approved and construction began in September 1992. It is my opinion that the community can be proud of its efforts to join together on behalf of the children of Norfolk with their financial support for this new building. The project completion date was originally on a "fast track" for September of 1993. However, the opening of the school may be decided as a result of weather conditions during the construction period. Whether it is September of 1993 or December of 1993, this new facility will provide the Norfolk community with the necessary space for its increasing student population.

Enrollment Figures of 1992-93 and 93-94

October 1, 1992 enrollment figures recorded 977 students in attendance at the Freeman/Centennial School. This figure represents an in-

crease of 36 students from the previous Year. Every available space in the Freeman/Centennial School is presently scheduled for students. Projections for the 1993-1994 school year of an estimated 1025-1030 student enrollment for the fall, indicate the need for an additional three classrooms. When the new building is occupied, it will resolve the crowded conditions which presently exist in the Norfolk Public Schools.

Curriculum/Program Changes

The professional staff at the Freeman/Centennial School has continued to prepare themselves in providing your children with the most innovative teaching techniques and strategies in education by attending numerous professional seminars and workshops. Many of these courses continue to be taken at individual teacher expense.

The staff continues to emphasize integrating techniques and strategies, learned through in-service workshops on "cooperative teaching and learning", math manipulatives, "writing process" and the "whole language" approach, into their daily lesson plans. Additionally, a multi-sensory program entitled WON WAY provides children in grades 1 and 2 with phonics, language arts, spelling and writing content for the Language Arts Program. Also, one of our third grade classrooms is "piloting this program, as well. An evaluation by the staff will determine whether this program will be continued in the future.

The "early release days this year have been used for Science Curriculum development. This area has become a priority as a result of the NEASC visit. Our work this year, along with what is produced in future years, will provide the District with a written curriculum for each of the content areas. Our five Year plan calls for work on science this year with math, reading, social stud-

ies and Language Arts to follow. Additionally, our music, art, physical education and library personnel have been developing curricula in their specialty areas at this time. Finally, an AIDS curriculum component, added to our Comprehensive Health Curriculum, will be presented to the School Committee for their approval this year. The work of the teaching staff during these released days has allowed them the time necessary to accomplish this project. Your continued support of this plan is required to complete the job.

TPA Activities/Programs

The Freeman/Centennial TPA has done another outstanding job in planning, coordinating and financing enrichment programs and activities for the school children. Mrs. Cheri Barad, President, Mrs. Margie Lee Vice-President, and their Advisory Board, along with a multitude of volunteers, deserve the school community's highest regards and respect for their outstanding efforts. A sincere thank you to each one of them from me.

This year a new volunteer program with approximately 200 volunteers, including between 6-8 "senior" citizens, have assisted students and teachers in the classrooms. Our "hats" are off to the volunteers and Mrs. Lois Barbour and Mrs. Carolyn Shepard for their leadership. Another new program this year is "Music Alive", coordinated by Mrs. Claire Morris. Again, the TPA and parent support continues to be an asset to our school.

Assessment Results

Each year the curriculum and the students are evaluated using state and local assessment instruments. The children can be proud of the results they achieved on the Metropolitan Achievement Tests (MATs).

Grade 1 - Average grade equivalency of 2.1 for 148 students. The

typical student in Grade 1 scored as well or better than 81% of the grade 1 pupils in the country.

Grade 2 - Average grade equivalency of 4.3 for 138 students. The typical student in Grade 2 scored as well or better than 89% of the grade 2 pupils in the country.

Grade 3 - Average grade equivalency of 5.3 for 145 students. The typical student in Grade 3 scored as well or better than 80% of the grade 3 pupils in the country.

Grade 4 - Average grade equivalency of 6.8 for 127 students. The typical student in Grade 4 scored as well or better than 82% of the grade 4 pupils in the country.

Grade 5 - Average grade equivalency of 7.5 for 101 students. The typical student in Grade 5 scored as well or better than 78% of the grade 5 pupils in the country.

Grade 6 - Average grade equivalency of 10.0 for 113 students. The typical student in Grade 6 scores as well or better than 84% of the grade 6 pupils in the country.

Clearly the entire staff, students, administration and parents can be exceptionally proud of these results. We have continued to maintain and, in fact, improved the scores significantly in grades 2 and 4 this past year.

In conclusion, it is my sincere feeling that the children and staff are enjoying the learning and activities that are on-going at the Freeman/Centennial School this year. I hope that the parents and the community as a whole are feeling this same pride about what is "happening" at the Freeman/Centennial School. Be assured, I will continue to give you my best effort each day.

Robert P. Smith, *Principal*

EDUCATION, LIBRARY, ARTS

REPORT OF THE SPECIAL EDUCATION COORDINATOR

It is with pleasure that I submit this annual report from the Special Needs Department.

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. Our department evaluates children (from age three to grade six) who are referred due to concern that they may have special educational needs. If a child is identified as requiring specialized services, an individualized educational plan is written for the child and all services necessary to implement the program are provided.

The past year was a busy and productive year for the Special Education Department of the Freeman/Centennial School. Working within space and budget constraints is always challenging. It certainly has engendered a spirit of cooperation as everyone has worked together to synchronize work schedules and room availability. We like to think that the situation has heightened our sense of resourcefulness.

The spirit of cooperation among the staff extended into the classroom as the idea of "inclusion" (educating children with special needs with their peers in a regular education setting with appropriate supports and modifications has been incorporated into the Freeman/Centennial programs as much as possible with the present school population and staffing patterns. "Project Together", our integrated early childhood program, is in its second very successful year. This preschool program provides a developmentally appropriate program for children with and without special educational needs. Staff and Parents assessed the program as being very effective during its first year of operation. So many parents expressed an interest in enrolling their children in the program, a lottery was held to select the non-special needs students who would participate in

the program for the current school year. We have been very pleased with the success of our integrated Preschool. It has been well accepted and supported by the community. We believe that this is due to the high quality of the education that the program provides. Our department spent several years planning for the establishment of the program. Even a change in key staff people for the program has not lessened the quality of programming. This year, we welcomed Ms. Julie Gallagher as teacher of the preschool during the maternity leave of Mrs. Ellen Versprille. Mrs. Versprille has taken the year to spend with her baby daughter, Ann, who surprised everyone by arriving a few weeks earlier than expected last May. Ms. Gallagher came to us with a wealth of experience as a preschool and special needs teacher. Another very important person in our preschool program, Mrs. Cheryl Seghezzi, a speech and language pathologist has also taken a maternity leave to spend a year with her new son, Kevin, who joined the Seghezzi family in late August. Mrs. Susanne Domineau has been serving the Norfolk Schools while Mrs. Seghezzi is on leave. Mrs. Domineau has many years of experience as a speech/language pathologist at preschool and elementary levels.

Preschool is not the only level at which inclusion has been an integral part of our special education program. We have continued to attempt to develop programs in which students can participate with their peers in regular education programs to the greatest degree possible. This has been possible only with the full support of the classroom teachers who have shown their support of the inclusion initiative by modifying their classroom environments, their teaching strategies and their programs as necessary in order to accommodate the individualized needs of the students within their classes. An outstanding example of the classroom teachers' commitment to meeting the needs of all students is the success of the Norfolk Educators' Support Team (NEST). With funding from a grant, this Team was

established as a support for classroom teachers in their attempt to meet the educational needs of many students as possible within the regular classroom setting.

Any teacher may refer a child who is having difficulty functioning successfully in the classroom to the Team for consideration. Using a Team approach, suggestions were made concerning strategies or materials that the teacher should try in the classroom. The teacher reports back to the Team concerning the success or failure of the suggestions. We are optimistic that NEST will help us to be even more successful in meeting the needs of all students in the regular education setting.

Over the past few years we have been fortunate to keep special needs students within the classroom by assigning classroom aides to facilitate the children's program when appropriate. In order to continue our progress toward the goal of an inclusion model, the Special Needs Department will continue to investigate innovative ways to provide high quality programs in the least restrictive setting for all students. We look forward to the continued support of the community in terms of providing appropriate staffing and materials to reach this goal.

The Special Needs Department provides comprehensive services for those students whose educational needs require specialized services. The Special Needs Department consists of 18 people. Linda Balfour continues in her role as Assistant Principal and Special Needs Coordinator. Dr. Steven Rosenzweig is in his 21st year as our School Psychologist. Carol Goldstein and Elaine Sharron continue to provide individual and group counseling services to students identified as having such needs in their roles as our School Adjustment Counselors. Our Resource rooms are staffed by three teachers. Holli Merritt and Margaret Driscoll have each been with the Norfolk Schools for several years. Jean Lurie joined us in September after Lise Reilly and her family relocated to California. Mrs. Lurie has

EDUCATION, LIBRARY, ARTS

been a Special Needs Teacher for several years. Again this year we have four part-time speech and language therapists. Noreen Lilja and Kathleen Hammond are our returning "veterans", while Judy Manoo-gian and Susanne Domineau have been welcome additions to our staff. Jean Croll continues to serve us well as our part-time Occupational Therapist, providing services for students who require specialized programs in order to develop motor skills and consulting with classroom teachers in order to have students included in the regular education program to the greatest possible degree. Our department could not function as well as it does without the assistance of our secretary. Our department welcomed Elaine Chamberland as our new secretary in August after Suellen Blair moved to Florida after serving us well for a number of years. Perhaps the real "unsung heroes" of our department are the teacher aides. Without their dedication and loyalty, our programs could not function as efficiently as they do. Diane Faford, Mary Ann Young and Janet Curran have continued in their roles in the preschool, primary resource room and intermediate resource room respectively. Rita Boyd has been a welcome addition in the primary resource room after Vivian Teague left to pursue other educational activities.

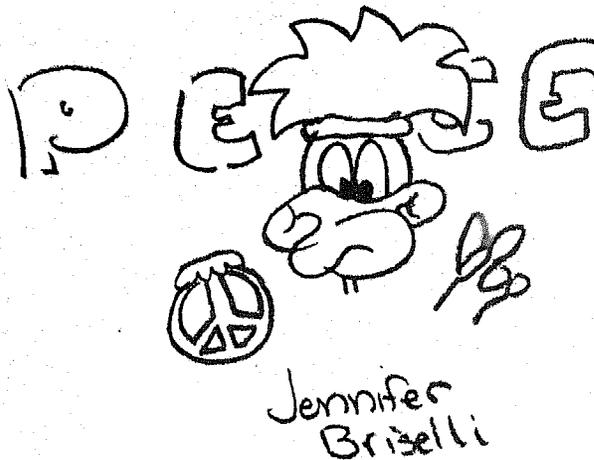
Under the mandate of Chapter 766, the Special Needs Department conducts screenings of preschool children by request. Based on the success we have encountered through the identification of young children with special needs and the provision of services for these children, we remain committed to the concept of early identification of children with special needs. In addition to screening preschool students, all children entering kindergarten participate in Kindergarten Screening. In 1992, this screening was held on June 10, 11, 12, 15, and 16, 1992. One hundred fifty-one children went through the screening process. Prior to this, an informational meeting was held on June 4, 1992, for the parents of children registered to enter kindergarten. The purpose of this meeting was to thoroughly explain the Kindergarten Screening and Preschool screening process and to provide parents an opportunity to ask questions about the process.

We are fortunate to have the "Understanding Children with Special Needs" Program in the fourth grade. This program is staffed by some very generous community volunteers under the direction of Mrs. Sharon Bartelloni, Mrs. Audrey Lavertu and Mrs. Gladys Zawilinski. The purpose of this valuable program is to both educate and sensitize students in regard to Special Needs. This program, which complements the services provided by

the staff of the Special Needs Department in a special way, has become an important part of our school's curriculum. We thank the volunteers who participate in this program.

As indicated earlier, many of the activities of the Special Needs Department have been focussed on moving us steadily toward a full inclusion mode. During the 1991-1992 school year, we applied for and received \$5,010 through the Massachusetts Department of Education's Strengthening Prereferral and Integration Grant (SPRIG). These funds were used to purchase Language Arts materials (Won-Way Phonics) whose use benefits all students in the regular classroom and decreases the need to have students leave the classroom. For the current school year we have received \$5,500 to use to provide more in-service training for our teachers in the area of fine motor skills.

The Special Needs Department appreciates the high degree of support it has received from the staff and the community. We look forward to adapting and creating programs to continue to meet the special educational needs of our students in the least restrictive environment. If you would like more information about any of our programs or you have any questions concerning your child in regard to special education services, please contact the Special Needs Coordinator.

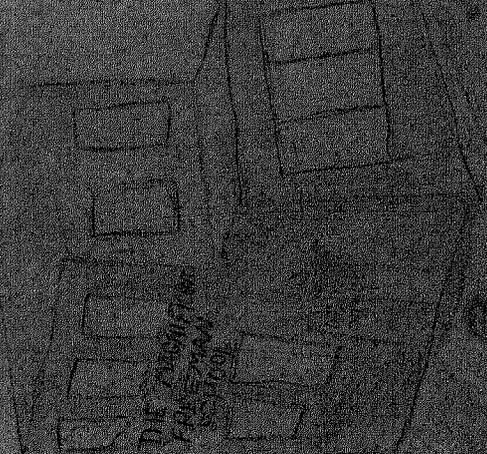




THE
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THE
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W. O. M. A. O. C. C. O. S. S. P. A. N. I. A. S.



THE
MAYFIELD
CENTRAL
SCHOOL



EDUCATION, LIBRARY, ARTS KING PHILIP REGIONAL SCHOOL DISTRICT REPORT

SUPERINTENDENT'S REPORT

On behalf of Mrs. Suzanne Neske, Chairperson of the King Philip Regional School Committee and members, Dr. Richard Grady, Mrs. Pauline Chute, Ms. Mary Ann Gallimore, Mrs. Maureen Howard, Mrs. Theresa Hubbard, Mr. James Lehan, Mrs. Jane Morris and Mr. Fred Paul, III, allow me to extend my personal thanks to the King Philip Regional administration, teachers, parents, students, elected officials of the member towns, and all who helped to support public education. I hereby submit to the citizens of the King Philip Regional School District the Superintendent's annual report for 1992.

RECOGNITION

MR. WILLIAM J. COSTA

July 1, 1992 saw the passing of an era, Mr. William J. Costa, Superintendent of King Philip Regional School District retired.

Mr. Costa came to King Philip in July of 1968 as Principal of King Philip - North. In 1971 he succeeded Mr. Charles Manos as Superintendent of the District, a position he was to hold for twenty-one years. Throughout his years of service, Mr. Costa saw many changes, most significantly the expansion of the High School into a truly comprehensive program with a full vocational component which provided students with the ability to cross areas when developing their annual programs. Then in 1990, with severe fiscal constraints placed upon education throughout the State, he also witnessed the dismantling of the vocational programs.

A graduate of Provincetown High School and Harvard College, Mr. Costa served for four years as a naval officer aboard a mine sweeper in the Atlantic. Upon his discharge in 1955, he entered the field of education when he was appointed as a high school science teacher in Mattapoisett. Mr. Costa accepted his first administrative position as an elementary principal at Provincetown in 1959 at which time he also earned his Master's Degree from Bridgewater State College. He then came to Millis as an elementary principal where he remained until he

accepted the principalship of King Philip - North in 1968.

During his tenure in the District, Mr. Costa also served as High School Principal and Vocational Director. All of us who know him, could not help but be aware of his true love of young people. Although he could have chosen many other professions, he chose education out of a deep love and belief in our youth. His focus was always the students and his commitment to education stemmed from that faith. We wish him many happy and healthy years in retirement.

QUALITY EDUCATION

The School Committee, Superintendent, Administration, Faculty Staff, Students, Parents and members of the communities in Norfolk, Plainville and Wrentham should expect that the King Philip Regional School District will provide a quality education for all students.

The challenge of a quality education is for all interested parties to work cooperatively to meet this goal. Public education is a public commitment to help all children master the knowledge and skills needed to achieve their full potential and succeed in the twentyfirst century.

During difficult economic times, quality education should not be compromised. The global economy demands that students have mastery of critical thinking, problem solving and cooperative work experiences. Mastery of the basic skills of reading, writing and mathematics are not enough to compete in the information age.

If the goal of quality education is to be maintained, additional resources will need to be developed to support the students at King Philip.

CAPITAL IMPROVEMENTS

During this year, many capital improvements were completed. At the Senior High School a new roof

was installed, along with: new exterior doors, ceiling tiles and classroom lights, resurfacing of the parking lot and driveways, and repairs to the heating system. At the Junior High School, several exterior doors were replaced and repairs were made to the roof and heating system. All of the capital projects were completed using funds approved in the bond issue.

STAFF DEVELOPMENT

Due to budgetary reductions, King Philip had to curtail staff development programs. The major staff development project at the High School was the completion of the self-evaluation reports for the school's ten year accreditation review. The accreditation is conducted under the guidelines of the New England Association of Schools and Colleges. This review began with a revision of the schools philosophy and goals and a school community study. Both the philosophy and school and community reports were approved by the faculty and accepted by the School Committee. Extra early dismissal days were approved by the School Committee to allow teacher committees to conduct a self-assessment study according to the NEASC standards in such areas as facilities, curriculum and instruction, library and media services, student and program assessment, and personnel and student services. In addition, a number of committee meetings were scheduled after school.

At King Philip-North the teachers and administrators worked cooperatively on a school-wide curriculum council. The major focus of their efforts was to change to a middle school philosophy with more emphasis on interdisciplinary instruction.

GRANTS

The King Philip Regional School was successful in securing several grants to help support our educational efforts. The following is a list of the grants received for the 91-92 school year.

EDUCATION, LIBRARY, ARTS

Chapter I, ECIA	\$39,474
Chapter II, ECIA	4,437
DDE Math/Science Title II	2,688
Drug Free Schools	6,364
Total	\$52,963

SCHOOL REPORTS

The administrators have prepared the following reports for the Senior High, Junior High and Pupil Personnel Service.

Senior High School

Mr. Winston Fairfield Jr. Principal

King Philip Regional High School is accredited by the New England Association of Schools and Colleges. The high school faculty has completed the process of self-evaluation and was visited by fellow educators in November of 1992 to review the standards for continued accreditation.

Our major student accomplishments continue to be a high percentage of our graduates who are prepared upon graduation for college or to enter their chosen career path; one of the highest daily attendance rates in the state; and a very low dropout rate.

The flexible scheduling process has allowed continuation of student involvement in local college programs and exchange time with other colleges and universities. During the summer of 1992 a number of enrichment and remedial courses were offered during a five-week program.

The high school welcomed one foreign exchange student in September of 1992 from Italy. The foreign exchange policy allows three students to attend each year hosted by families in our district.

The Peer Leadership program has continued to assist our students in their total development with awareness of adolescent concerns with training sessions being provided. The students then present programs on substance abuse, peer

pressure, smoking, and school related concerns at the Junior High and district sixth grade classes. "Kids Helping Kids" has received state recognition for an outstanding program.

This year the Parents' Network has been very supportive in continuing a goal to improve the communication between the home and school as well as increase awareness of the high school opportunities available to our young adults. Their concern and involvement has been greatly appreciated by the administration and faculty. They have sponsored the "All Night Graduation Party", "Battle of the Bands", and in the fall of 1992 organized the second Father/Daughter Dance. They also have recognized educational leaders and outstanding students as well as hosting a teacher recognition luncheon.

LANGUAGE ARTS

The Language Arts Department continued to emphasize both reading and writing skills in its curriculum. Courses designed to accommodate various abilities ranged from advanced placement for those students capable of doing college work to reading and writing labs for those with specific deficiencies. The curriculum was augmented by providing the opportunity for students to attend professional theater during the year.

MATHEMATICS

The Mathematics Department in preparing our students for life in the 21st century, has implemented the standards of the National Council of Teachers of Mathematics. Our goals are:

1. To encourage students to value mathematics
2. To teach students to reason mathematically
3. To instruct students to communicate mathematically
4. To help students become mathematical problem solvers
5. To have students become confident in their own mathematical abilities.

The department sees educational technology as playing an important role in the study of mathematics. To this end the uses of appropriate calculators and computers are included in the curriculum.

Also, students have access to over ninety IBM computers, twenty-six of which are networked to facilitate the teaching of computer applications and the languages BASIC, FORTRAN, Pascal, and COBOL. Through the introduction of computer courses, all students gain exposure to the capabilities of using computers.

SOCIAL STUDIES

The Social Studies Department has continued to be involved with the political issues of the day as well as the Hugh O'Brian Youth Leadership Seminars, State Government Day, and class elections. Students continued to be involved with field trips to the Wrentham Courthouse, Law Day, and the Hockmock League Model Senate. A greater number of students became involved this year in History Day activities with some continuing to be displayed at the district and state level.

SCIENCE

The Science Department continues to offer a sound curriculum in their area with courses ranging from Human Biology to Advanced Placement Biology, College Biology, Chemistry, Physics, as well as Anatomy and Physiology and Environmental Science. The laser disc technology is being utilized in the Biology, Earth Science, and Physical Science courses.

MEDIA CENTER

Students have access to a quality collection of resources in the Media Center. Materials are chosen to reflect what is being taught in the curriculum, and students should be able to find the necessary research and report materials as required for class assignments. Computers, electronic encyclopedia, microfiche, and

EDUCATION, LIBRARY, ARTS

video cassettes and disks are available; and students are encouraged to take advantage of the latest in educational technology to facilitate their search for information. The Media Center has extended its services to students, faculty, and communities with the addition of Massachusetts Corporation for Educational Telecommunications (MCET) and Whittle Communications news and education channel.

PHYSICAL EDUCATION

The Physical Education Department continues with the development of carry-over activities, and the adventure wall climbing course with the giant swing and Burma loops. All sophomores are presented with the "Driving and You" program offered by the Massachusetts Safety Council. The Physical Education Internship Program has met the needs of students furthering their education in the Health/Physical Education field.

BUSINESS

The Business Department continues to offer a complete program to prepare our students to enter the world of business. There has been an expansion in the use of computers in the accounting program and with a word processing software package to obtain entry-level or personal use skill. The business and marketing internship programs continue to provide work experience and bridge the classroom activities with the business community.

TECHNOLOGY EDUCATION

The technological courses are designed to give all students the opportunity to learn some job-related skills at some point in their high school program. These courses are designed for students interested in becoming technically aware of state-of-the-art design and engineering techniques.

CO-CURRICULAR

High school interscholastic athletics, school clubs, and activities continue with high student participation. The communities and parents should be very proud of the accomplishments of our young adults in their educational preparation.

FOREIGN LANGUAGE

The Foreign Language Department offers a five year sequence in French and Spanish starting in Grade 7 and a two year sequence in German and Latin starting in Grade 9. Advanced placement courses are offered at the upper levels in which students are allowed to work for college credit while at the high school level.

Foreign language courses concentrate on developing skills in listening, speaking, reading and writing with the ultimate goal of communicative competence, the ability to understand and be understood with ease in the target language.

Foreign language festivals, foreign speakers, field trips, language competitions, and travel to foreignspeaking countries have been and continue to be ancillary activities for language development and cultural awareness.

FINE & PERFORMING ARTS

ART DEPARTMENT

The Art Department continues to expand offerings for greater student involvement. The Art Department now offers the following courses: Foundation Design, Graphic Design, Art History and Appreciation, Fashion Design and Textiles, Ceramics, Drawing and Painting, Art for NonMajors, and Advanced Art I and II. Our students have participated very successfully in the Globe Scholastic Art Contest and other local and state contests.

MUSIC DEPARTMENT

The Music Department continues to build a sound curriculum with increased student enrollment. The marching band continues to be successful and captured the Division II Marching Band Championship of the New England Scholastic Band Association in the fall of 1992. Students were honored by selection to the MMEA Southeast District Festival and recommended for All-State auditions.

Junior High School

Mr. Ronald Marino. Principal

The 1992 school year at King Philip - North saw the development of a school-wide curriculum council. The council, comprised of seven staff members, was initiated to establish educational goals and objectives for both students and staff for the 90's.

Student and parent orientation activities were highlighted by a very well attended sixth grade parent orientation where our seventh grade staff spoke with parents about student programs, group structure and curriculum. A special thanks to Mrs. Calkins, reading teacher, Mr. Doherty, Guidance Counselor and the many seventh graders who created an outstanding video production of our Junior High School's many and varied activities. The video played a paramount role in the orientation program for both students and parents throughout the regional school district.

In July, we welcomed Dr. Perry Davis as our Superintendent of Schools. Under his support and guidance we were able to develop state grant proposals to acquire funding to create a new program for our students called Consumer Education and Life Skills.

Our parent group continues to be active with monthly meetings scheduled to address a wide range of topics. The group is to be commended for their development of our first "assignment notebook". All students were presented with the notebook on the first day of school.

EDUCATION, LIBRARY, ARTS

King Philip - North Parent Group was also instrumental in developing closer ties with the High School Parent Network. We look forward to coordinating more activities on a grade seven to twelve basis.

Special thanks to our staff under the direction of Mrs. Jeanne Poulin for the creation of both our "Bridge" and "Spirit Week" programs. Throughout the year our students were afforded the opportunity to see how classroom studies related to the working world.

Congratulations to the outstanding achievement of those students who received recognition at our annual Academic Awards Ceremony in June. One hundred and twenty-five seventh and eighth graders were presented achievement awards for earning "Honors" during all four marking periods.

We wish to thank the many parents and friends who participated in our annual fund raiser. You continue to be a tremendous help in supporting our student activities and programs.

Pupil Personnel

Mr. Joseph P. Lojko, Director

Although we have been extremely busy on a day-to-day basis, this has been a relatively quiet year for both the Special Needs and Guid-

ance programs as far as significant changes are concerned. Staff levels in both areas remain unchanged from the previous year. However, in October 1992, increased special needs requirements at the Junior High School necessitated the transfer of one special education teacher from the High School to King Philip North. This increasing student population will be affecting the Senior High School in 1993-1994 and that will have implications for future staffing plans.

The guidance department has initiated the daily broadcasting of a college video tape to all classrooms. These videos supplied free to the High School by the colleges provide the students with an opportunity to familiarize themselves with the many program differences and opportunities that are available to them after graduation. These videos are also available for independent viewing from either the guidance office or media center.

Another new offering by the Guidance Department is a second Financial Aid workshop presented the last week in January. This is not a repeat of the December workshop which focuses on the preparation of the F.A.F. (Financial Aid Form) but rather a follow up to that program with discussion and material on how to interpret the different Financial Aid Packages which families will be offered.

The special needs program was fortunate to complete its goal of pur-

chasing one computer for each of the resource classrooms. This has been a project of several years' duration resulting in IBM personal computers at the High School and Apple computers at the Junior High School.

We are now looking forward to the future. Education is changing rapidly and many new opportunities will present themselves. We have only to keep our minds open and seize the occasion.

SUMMARY

The success of the students at King Philip should be a source of pride for all who have contributed their time, talents and financial support. In these difficult financial times all of our efforts must be focused on the needs of children. Benjamin Disraeli said it best, "Upon the education of the people of this country the fate of this country depends". The twenty first century is only eight years away and the world is a very different place today than it was even last year. It is my sincere hope that we can continue to offer the students at King Philip the highest quality education.

Respectfully submitted,

Perry P. Davis, Ed.D.

Superintendent of Schools

EDUCATION, LIBRARY, ARTS

KING PHILIP REGIONAL SCHOOL DISTRICT

October 1, 1992 Enrollment

SHS	NORFOLK			PLAINVILLE			WRENTAM			DISTRICT		
	BOYS	GIRLS	TOTAL	BOYS	GIRLS	TOTAL	BOYS	GIRLS	TOTAL	BOYS	GIRLS	TOTAL
PG	0	0	0	0	0	0	0	0	0	0	0	0
12	28	34	62	34	34	68	45	49	94	107	117	224
11	28	37	65	26	19	45	34	33	67	88	89	177
10	17	25	42	35	28	63	52	41	93	104	94	198
9	32	25	57	38	31	69	39	49	88	109	105	214
TOTAL	105	121	226	133	112	245	170	172	342	408	405	813
JHS	61	48	109	36	44	80	67	75	142	164	165	329
7	59	52	111	33	38	71	60	59	119	152	149	301
TOTAL	120	98	218	69	82	151	127	134	261	316	314	630

KING PHILIP REGIONAL SCHOOL DISTRICT

YEAR END REPORT

Reconstruction of Excess & Deficiency Account

June 30, 1992

Balance 7/1/92		\$77,985.48
Less:		
Amount Budget to		
Revenue for FY91-92	\$76,775.00	
Net over-estimated		
balance in revenue		
account-see attached		
Year End Statement	29,075.81	(105,850.81)
Sub Total		(\$27,865.33)

EDUCATION, LIBRARY, ARTS

Plus:

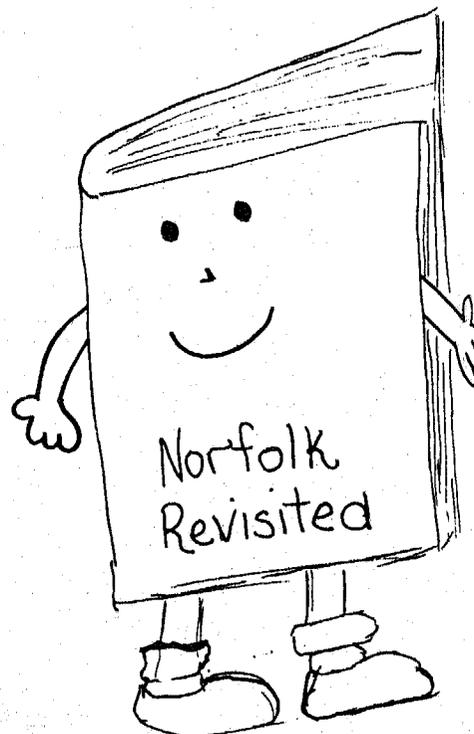
Close out of all Inactive

Revolving Funds	\$11,800.26	
Net balance in Operating		
Accounts-see attached		
Year End Expenditure Statement	39,408.09	51,208.35

Balance 6/30/92 \$23,343.02 *

Unrestricted Funds:

*Balance 6/30/92	\$23,343.02
Budgeted to Revenue(FY92-93)	(35,000.00)
	(\$11,656.98)
Music Receipts Due from FY91-92	15,000.00
Unrestricted Funds	\$3,343.02



**EDUCATION, LIBRARY, ARTS
KING PHILIP REGIONAL SCHOOL DISTRICT**

June 30, 1992

Budgeted vs. Actual Expenditures

Account No.	Name	Budgeted FY92	Actual Expense	Balance + Over (-) Under
1000	Administration	\$295,420.00	\$304,915.23	(\$9,495.23)
2000	Instruction	4,357,393.00	4,414,494.06	(57,101.06)
3000	Other School Service	711,319.00	716,550.25	(5,231.25)
4000	Oper. & Maint. Plant	901,026.00	896,885.24	4,140.76
5000	Fixed Charges	896,765.00	812,970.06	83,794.94
7000	Acq. of Fixed Assets	5,401.00	4,073.78	1,327.22
9000	Tuition to Other Districts	550,000.00	538,767.83	11,232.17
100	Vocational	437,567.00	426,826.46	10,740.54
		\$8,154,891.00	\$8,115,482.91	\$39,408.09
8100	Debt Retirement	225,000.00	225,000.00	0.00
8200	Debt Service	38,100.00	38,100.00	0.00
	TOTAL	\$8,417,991.00	\$8,378,582.91	\$39,408.09

EDUCATION, LIBRARY, ARTS

KING PHILIP REGIONAL SCHOOL DISTRICT

Year End Reports 1991-1992

June 30, 1992

	Debt Accounts
Net Fixed Debts	\$500,000.00
Serial Loans R.H.S. Add.	\$500,000.00
Scholarship Trust Funds in Treasurer's Custody	20,212.85
Scholarship fund - Mrs. Leanna Johnson	\$39.30
Scholarship fund - Mr. John Warren	63.94
Scholarship fund - Mr. Peter LaPierre	190.99
Scholarship fund - Mr. Lawrence Perkins	1,837.69
Scholarship fund - Mrs. Lillian Audrey	1,573.88
Scholarship fund - Mrs. Louise Spier	984.72
Scholarship fund - George B. Swan Memorial	13,532.48
Scholarship fund - Class of 1987	1,552.24
Scholarship fund - John Perry Memorial	437.61
Blue Cross/Blue Shield Trust Fund	\$79,317.70

**EDUCATION, LIBRARY, ARTS
KING PHILIP REGIONAL SCHOOL DISTRICT**

Estimated vs. Actual Receipts

June 30, 1992

	Estimated Budgeted	Actual	+ Over Balance (-) Under
Transportation	\$253,008.00	\$240,122.00	(\$12,886.00)
Chapter 70	1,263,665.00	1,263,665.00	\$0.00
Regional School Aid	1,221,226.00	1,366,327.00	\$145,101.00
State Wards	0.00	0.00	\$0.00
Spec. Education	32,549.00	20,385.00	(\$12,164.00)
Transportation			
Misc. Receipts	80,000.00	96,401.70 *	\$16,401.70
Athletic Receipts	83,500.00	78,072.49	(\$5,427.51)
Excess & Deficiency Fund	76,775.00	76,775.00	\$0.00
Music Receipts	30,000.00	15,000.00	(\$15,000.00)
Sale of Voc. Equipment	78,000.00	78,000.00	\$0.00
School Bldg. Asst.	272,573.00	272,573.00	\$0.00
	\$3,391,296.00	\$3,507,321.19	\$116,025.19
Town Assessment Rev.	5,026,695.00	4,881,594.00	(\$145,101.00)
Misc. Local Rev.	\$8,417,991.00	\$8,388,915.19	(\$29,075.81)
* Misc. Receipts:			
Facility Rentals		\$3,107.00	
Interest on Investments		76,414.27	
Misc. Other Local Rev.		16,764.03	
Tailings		116.40	
		\$96,401.70	

EDUCATION, LIBRARY, ARTS

KING PHILIP REGIONAL SCHOOL DISTRICT

Balance Sheet - June 30, 1992

Assets

Cash In Banks		\$817,898.48
Petty Cash		
Supt's Office	\$100.00	
H.S. Principal Off.	50.00	
J.H.S. Principal Off.	50.00	
School Cafeteria	150.00	
		350.00
		\$818,248.48

Liabilities

Outstanding FY91	\$146,348.44	
Voucher Due	0.00	
Payroll Ded.	74,545.99	
Tailings Unclaimed Check	0.00	
		\$220,894.43

Reserved Appropriations

Petty Cash	\$350.00	
Blue Cross/Blue Shield	254,300.87	
Reserve for sale		
Sale of Vocational Equ	3,198.80	
Reserve for S.H.S. Roof	310,357.86	
		568,207.53

Federal Grant Balances

\$1,968.09

Revolving Accounts

Cafeteria (\$12,026.14)		
DECA	9,266.99	
Music Dept.	(\$894.77)	
Graphic Arts	\$1,586.59	
Summer School	\$6,913.93	
Adult Ed. Eve. School	(\$2,221.07)	
Athletic Concession	\$1,209.88	
		3,835.41

Excess and Deficiency

23,343.02

\$818,248.48

TRI-COUNTY REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

In July 1992 the School Committee reorganized and elected the following officers: William Vellante (Millis) Chairman, Janice Young (Walpole) Vice-Chairman, and Charles Mucciarone (Franklin) Secretary.

The School Committee conduct its regularly scheduled meetings on the first and third Wednesday 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 meet on the second and fourth Wednesdays specifically for the purpose of budget development. Other sub-committee meetings are scheduled as needed.

Graduation

On May 31, 1992, 159 students were graduated in an impressive afternoon ceremony. William Vellante, Chairman of the School Committee, delivered the welcome address to more than one thousand guests. Music was provided by the Millis High School band.

Mary Fleming, Director of Pupil Personnel Services, presented scholarships and awards totaling more than \$35,000 to deserving senior students.

Pupil Personnel Services

In September 1992 Tri-County welcomed approximately 735 students to the new school year. Of that number, 31 were Norfolk residents.

Because of the Co-operative Employment Program at Tri-County forty-two students started early employment in industry. By June of 1992, 95% of the graduating class was employed. 70% of the students were working in their vocational area. Approximately 30% of the class will attend colleges. Among the colleges they have enrolled in are: Worcester Polytechnic Institute,

University of Massachusetts Amherst, University of Massachusetts Dartmouth, Northeastern University, Wentworth University, Johnson & Wales University, and Springfield College.

Tri-County administered the PSAT's for the College Board. Additional achievement testing was administered for all Grade 9 students by the Guidance Department. Tri-County counselors, parents and students joined other area towns for a Higher Education Evening in Walpole with over 200 college co-op/vocational counselors to work with them on job placement, co-op, and for college.

The Pupil Personnel Department developed evening programs for 1991-92 centered around the theme of "Adjusting to School". The Guidance Department continued its Peer Helpers program to assist with school adjustment and to introduce Vocational Education to junior high students in the community. The department continued its programs for parents on Financial Aid, College Selection and Special Needs. Tri-County hosted Open Houses for Grade 9 students and their parents on November 24 and February 23 and continued to hold guided tours at the school on Tuesday for the public. Hundreds of parents took the opportunity to tour their vocational technical high school.

In November 1992, Tri-County sponsored two Career Days for its 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 the Norfolk School System housed at Tri-County.

Academic Programs

During the 1991-92 school year the teachers at Tri-County began work on a refocusing of our academic curriculum in order to make certain courses more applicable to

our students' learning strengths. While we have always coordinated our vocational/technical programs with our academic programs, it is now necessary for us to expand this in order to ensure that necessary academic instruction is incorporated in vocational and technical courses.

It is also evident that more and more of our students are choosing to enter college directly after high school and we must therefore make sure that the academics are not merely limited to basic studies or directly related applications.

While implementing an applied academic program we are still emphasizing thinking and reasoning skills as well as the study of those academic subjects necessary for further education.

Vocational Programs

Tri-County's vocational programs continue to provide numerous services to both individual and community members of the Tri-County School District.

The Auto Shop is responsible for maintaining, repairing and servicing all of our school vehicles. We also provide services and repairs to the people who reside in Tri-County's district towns. The Auto Repair program has received ASE Master Certification from the National Automotive Technicians Education Foundation, Inc. (NATEF). This certification is nationally recognized and considered to be the highest achievement known in the Automotive Industry. The Master Certification was awarded to the following areas of Automotive service: Automatic Transmission and Trans Axle, Brakes, Electrical Systems, Engine Performance, Engine Repair, Heating and Air Conditioning, Manual Drive Train and Axles and Suspension and Steering.

Since the addition of Tri-County's new "Down Draft Spray Booth", our complete paint jobs have been rated as equal to that of any first

EDUCATION, LIBRARY, ARTS

Auto Body Repair Shop. Student placement rates remain high in this much needed profession.

The Machine Shop curriculum is designed to meet the needs of industry. Industry is seeking students with vertical and horizontal milling machine experience. Industry is also desirous of hiring graduate students that have experience setting up and operating computer numerical control machines. Tri-County graduates have experienced 100% job placement over the past several years.

The Metal Fabrication/Industrial Technology program trains our graduates in all phases of welding and cutting. Students are able to be tested and receive Welding Certification that will help them to gain employment after completing school. Industrial Technology students are trained to do residential and commercial wiring and perform small engine repair. Industrial Technology trains some of our select students to become "Equipment Technicians" and to gain employment with Texas Instruments at its highest salary level. This successful program that has been in operation for three years.

The Plumbing program continues to provide students with the necessary skills and habits to become licensed journeymen. In the Plumbing Shop there are simulated house and apartment mock-ups where our future plumbers are trained in all aspects of the plumbing trade.

The simulated shop job activities and the correlated theory program within our Electrical program prepare our graduate students for the state journeymen examination.

Both the Carpentry and Masonry shops prepare our student graduates for the construction trades. Many of our graduates are employed doing carpentry and masonry work in the building industry. Many of our Tri-County Alumni operate their own businesses.

Our construction trade programs are again in 1992 working with the Town of Franklin to con-

struct a low and moderate income housing unit.

Technical Programs

The new playground structure became a reality for the Tri-County Child Care program this past spring. With the start of a new school year the preschool children enrolled in the nursery school program are anxiously awaiting their turn to explore on this challenging, fun piece of equipment.

The Commercial Art shop includes Desktop Publishing as part of their curriculum. Students learn computer layout, design, and graphics.

Due to the increased demand for well-trained licensed cosmetologists, Tri-County has expanded its cosmetology program. With the addition of another certified cosmetology teacher and the opening of an ultra-modern salon-shop area featuring the latest in equipment, the cosmetology program is now accepting more students.

This expansion has allowed the restructuring of the cosmetology course 80 that one salon-shop area is used to introduce the program to 9th grade students and also provide basic education to 10th grade students who choose to major in the subject. The larger salon-clinic area offers sufficient space for the 11th and 12th grade students to work from individual stations when performing services. A separate clinic room has been created away from the main hair-care salon to offer private skin care treatments such as facials, waxing, and make-up.

Culinary Arts has added a new computer to their program. The students are learning to operate and program the new point of purchase computer at Tri-County's student-operated restaurant, Gerry's Place. Gerry's Place and Bake Shop are open to the public for lunch during the school year.

The Electronics Technology program prepares students for entry level positions in the electronic

and computer industry. The course includes instruction in basic AC/DC circuits, solid state technology and digital circuits. Consumer product service has recently been added to the Electronics curriculum.

Graphic Arts continues to provide its printing services to many nonprofit organizations throughout the Tri-County district while preparing students for entry level employment in the field.

The students in the Marketing Office Technology program have expanded their word processing skills by mastering computerized accounting, data based management, spreadsheets, personal filing system, and lotus 1-2-3. Students taking the marketing and banking track receive hands on training by working at the Dean Cooperative Bank located at Tri-County. The Bank is open to the public during the school year for all banking services.

The Medical Careers program continues to grow as it enters its second full year. Students in all grades receive training in order to take the new state exam to become certified Nursing Assistants. We are currently affiliating with three area nursing homes where students can apply skills of patient care and recreational activity. Students also receive basic health care knowledge which enable them to pursue career choices such as EMT, Medical Assistant, and Nursing.

Adult Education

The Adult Education Program has enrolled approximately 700 students for the 1992-93 school year. Courses include Nursing Assistant, Introduction to Computers, Low Fat Cooking, and Baking & Cake Decorating have been added to the program due to increased interest by the residents of the district. The Adult Education program of studies will continue to include Carpentry, Cosmetology, Electrical Code, Esthetic, HVAC&R, Introduction to CAD, Welding, and Woodworking. The Mandatory Code Review Course for licensed electricians will be held

EDUCATION, LIBRARY, ARTS

selected Saturdays throughout the year.

The Adult Education Division has expanded the cosmetology program by offering the opportunity for area residents to attend during the school day. A separate salon has been constructed to accommodate adult residents of the community for this 1000 hours of instruction.

Athletics

The Fall season saw the soccer team make its first post-season play in many years, losing to Division II Rockland. Cross country and volleyball finished strong seasons with much to look forward to in 1992.

The Winter season was most impressive during 1991-92. The girls and boys basketball teams both made it to the state tournament. Meanwhile, the wrestling team finished with a 14 and 4 record, with six wrestlers qualifying as sectional place winners. The cheerleaders continued their support for the Fall and Winter.

In the Spring season the baseball team went to the second round of the state tournament, losing to a strong Abington. Softball and track & field had an increase in participation with young teams coming up the line.

The new Hall of Fame had its first induction of five former athletes and one past coach. Over one hundred people attended the induction ceremony. This induction marks the first of a new Tri-County tradition.

Student Activities

Tri-County has an active Student Council that sponsored two dances and a teacher appreciation breakfast. The Student Council also contributes time and donations to various community projects, including an annual blood drive.

In the Fall of 1991 and Spring of 1992, Tri-County was involved in a cultural and technical exchange program with the Rene Cassin Technical School located outside of Paris, France. Potential future exchange

es are being explored with schools in Ireland and Germany.

Tri-County has an active VICA Chapter (Vocational Industrial Clubs of America). Over ninety students participated at the local, state and national levels.

Summary

As we move into 1993 and continue to provide for the educational needs of our students, we wish to thank the District residents for their support and cooperation. We intend to maintain in the future the high educational standards that have earned Tri-County that support in the past.

William A. Vellante, Chairman

Melvin C. Long, Norfolk

REPORT OF THE LIBRARY TRUSTEES AND LIBRARY DIRECTOR

1992 was a significant year for the Norfolk Public Library. A new director was hired. A cooperative program with the Norfolk Public Schools began operation. Our automated link with the A.B.L.E. network became fully operational and use of the public library by the citizens of Norfolk continued to grow.

The position of Library Director had been vacant since Jeanne Hill's retirement in February, 1990. After two years of searching the Library Trustees selected Robin Glasser as Director. Mrs. Glasser, formerly Director of the Norton Public Library, brings impressive credential and experience in both library and science and in education to the position. The Trustees wish to thank Mrs. Francena Johnson, who ably served as Interim Director for many months longer than was planned.

Mrs. Johnson is now Associate Library Director.

The new director's position includes responsibilities in the public schools as well as the public library. In May, the Trustees and the School Committee concluded a three-year agreement under which the Public Library will coordinate library services and instruction in the Norfolk Public Schools. This program, the first of its kind in the state, has resulted in cost savings for the School Department and creation of lively and relevant library experiences for our school children. We look forward to continuing cooperation with the schools in the years ahead.

The Town has supported a three-year effort to link the public

library with the eleven other towns in the A.B.L.E. system. In 1992 the full system began running, including three Patron Access Terminals where library users can search from among over 750,000 unique items, reserving selections which are delivered in a day or two. The collection of our library is thus expanded many times over.

Library circulation topped 126,000 at the end of fiscal 1992, making our library one of the most used small libraries in Massachusetts. Additionally, the library remains a major or community meeting center, with more than 700 meetings in the Jeanne D. Hill Room during 1992. All of this activity has strained our resources, especially in the face of recent budget cuts. A five percent cut proposed at the Annual Town meeting would have seriously limited hours of operation and the Trustees

EDUCATION, LIBRARY, ARTS

asked for an override to restore some of the funds. This failed by five votes in the June special election. Some additional funds were voted at the Autumn Town Meeting allowing the library to resume operation on Mondays and on Saturdays until 4:00 p.m.

Mr. Thomas P. Gorman served as Trustee from 1989 until this year

and the Board gratefully acknowledges his many contributions to the library.

In November, the staff and Trustees began a major long range plan. This will help chart the library's course in years to come. Despite the many changes that have occurred this year, one constant remains: our fellow citizens see their

library as a source of literacy, civility and community and we thank those who have worked to preserve and enhance these special qualities.

Frances M. Holman, *Chair*
Harvey Boulay, *Chair*
Kenneth Nelson, *Member*
Robin A. Glasser, *Director*

NORFOLK HOUSING AUTHORITY

In 1992, the Norfolk Housing Authority made a commitment to seek parcels of land from the Commonwealth of Massachusetts for the purpose of constructing Group Homes. We are committed to providing housing for those in need of low moderate-income housing.

At our elderly housing compound, Hillcrest Village, the tenants took to recycling at the beginning of the year and are familiar with the need to recycle. We have 72 people housed in our 64 units designated for elderly over age 62 and

handicapped over age 18. There are 12 handicapped under age 62 housed presently. The average rent paid is \$197.00 per month. All utilities but telephone are included in the rent. There are about 10 elderly/handicapped people on a waiting list.

Pine Knoll is the development for low-income families. We have over 100 on our waiting list for this type of housing which convinces the Housing Authority that this type of housing is desperately needed in Norfolk. There are 12 three-bedroom

units and 8 two-bedroom units, with a total of 71 people living there. The average rent paid at Pine Knoll is \$366.00 and these tenants pay their own utilities except for water.

Applications for both Hillcrest Village for elderly/handicapped and Pine Knoll for families are available at the Hillcrest Village office at 33 Rockwood Road or by telephone at 508-528-4800.

Bruce Simpson, *Chair*
Maureen Buck, *Director*

NORFOLK HISTORICAL COMMISSION

During 1992, the Historical Commission continued to care for our collection of historical materials, particularly documents, films and photographs. Suzanne Burns cleaned hats and dresses and preserved them in acid free boxes at the "Tramp House." Joe MacDougald of the Wrentham Historical Society continues to send us on a regular basis research on our common history with Wrentham, rare photos and other data.

We received a donation of approximately one hundred documents from Dorothy Nelson Cheever. The collection of wills, deeds, letters and other records had belonged to Pamela Ware Fay and her husband Francis Fay. Evaluating the collection, forming a cataloging

method and beginning the process of preserving the documents has been an enormous task for the commission.

We have completed transcription of 20 oral histories which include conversations with Malcolm Green, Franny Faulkner, Dot Campbell, Fran Donovan, Olive Day and several other long time Norfolk residents. These transcriptions will be available at the library by the end of summer, 1993. The Commission is in the process of editing them for eventual publication in book form, hopefully in 1994.

In the Fall of 1992, Thelma Ravinski began teaching Norfolk history to the 4th grade at the Centennial School as part of a program called Seniors Encouraging Educa-

tion in Norfolk (SEEN). Our commission has desired to bring Norfolk history into the local schools for several years. We are proud of this advancement for Norfolk local history and thank the teachers and parents who helped make it possible.

Betsy Pyne, *Chair*

PLANNING BOARD

Nineteen ninety-two was a slow year for development, but a momentous one for planning. The economy in New England and its associated effects on building and development caused a major reduction in the volume of subdivision-related activities for the Planning Board. However, the respite in this area was well-utilized with a major push in the area of planning. This year saw the culmination of our two year effort to re-draft Norfolk's Master Plan. A Master Plan symbolizes and expresses a town's vision of how it wants to grow in the future. The previous Master Plan for Norfolk had been written for the nineteen-seventies and reflected an emphasis on residential growth. Our new Master Plan envisions a community with a need to control residential growth and balance it with fiscal responsibility and broadened commercial tax base.

This Planning Board has a strong sense that Norfolk can and should modify both procedural and perceptual "messages" it presents to potential developers in order to encourage the type of development and growth which will be good for the future of our town. The Master Plan, as a public document, is a first major step in this direction. In addition, the Planning Board, via an EOCD (Massachusetts Executive Office of Communities and Development) grant, will contract for professional planning and consulting services from a professional planning firm aimed at translating the vision of the Master Plan into a revised set of zoning bylaw recommendations consistent with Norfolk's overall development strategy. It is anticipated that the results of this grant-funded project will be ready for presentation to Town Meeting during the upcoming year. This will represent a major milestone in which all Board members can take pride.

During 1992, the Board also reviewed several development projects including the new H. Olive Day elementary school, a proposed new post office site on Main Street, renewed interest by Boston Edison in a proposed sub-station, and the ongoing Norfolk Commons proposal. Due to the slow economic climate, only the school project has moved into the construction phase. Our Board has also been actively pursuing resolution with FDIC and others of incomplete subdivisions where both the developer and their financial institutions have "failed" due to eco-

nomical circumstances. This is an area of uncharted water, however as we enter 1993 we see signs of optimism for positive outcomes in these cases.

We offer sincere thanks to all other Boards and Committees for their help and input throughout the year. The Planning Board works closely with many town departments and officials in carrying out its functions. We especially wish to thank the volunteers serving on the Master Plan Committee who provided endless hours of dedication and hard work in producing a first rate Master Plan for the town. The degree of professionalism and thoroughness these volunteers provided free-of-charge could not have been matched even with thousands of dollars worth of paid resources. The town owes them each a debt of gratitude.

Particular thanks go to Lois Boucher our intrepid Planning Administrator. Lois provides a sense of continuity, perspective, balance and energy to this Board which is unswerving. There are no questions or issues for which Lois has not been able to provide direction and insight. She is a true asset to our Board and this town. We also wish to specifically thank Building Commissioner Gerald Hughes for his on-going generous cooperation and assistance; Highway Superintendent John Grady for his many hours of engineering support and expertise both at meetings and in the field; Town Counsel Paul Maggioni for his advice on a wide range of issues; the members of the Design Review Board, the Zoning Board of Appeals and the Selectmen for their suggestions and cooperation.

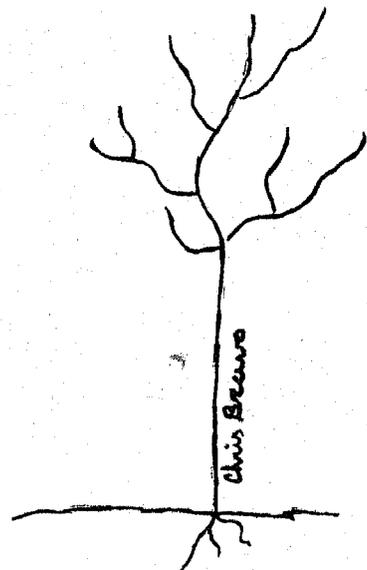
The Norfolk Planning Board operates under authority of Massachusetts General Laws, Chapter 41, Section 81 and Chapter 40A Section 9. The Board is comprised of five members, each elected on a staggered basis, serving for a 3 year term. At the May election, Alex Vispoli was reelected to the board, and Austen Smithers was elected. For 1992, the members of the Board were Robert Nicodemus (Chairperson), Michael Barad (Vice Chair), Alexander Vispoli (Clerk), Daniel Winslow, and newly elected Austen Smithers. Susan Caplan completed her three year term on the board during 1992. He thank Susan for her outstanding contributions and all her hard work, particularly for her participation in the production of the town's first fully computerized parcel map - a

vital component of the successfully completed Master Plan.

The Planning Board has statutory responsibility for town planning, administration of the Subdivision Control Law, and as the Site Plan Approval Granting authority for the town of Norfolk. The Board's Rules and Regulations provide comprehensive guidance to parties wishing to divide tract of land, build roadways, establish residential subdivisions, or develop business or commercial projects.

Planning Board members are available to answer questions regarding roads, potential development projects or site plans. We invite and encourage potential applicants to participate in an informal "pre-submission review" session with our members as an efficient and time-saving way to establish parameters, in advance, for getting a project submitted and approved expeditiously. The Board meets regularly (at least weekly during 1992) at posted public meetings.

By statute, all Planning Board meetings are posted in the Town Hall on the Town Clerk's Bulletin Board at least 48 hours in advance. Legal notices, when required, are published in newspapers. Direct abutters to definitive subdivisions are notified by certified mail before public hearings. In addition, a copy of the relevant plan or submission under consideration is made available at the Town Clerk's office for public inspections, all Site Plans and accompanying applications are available for public inspection in the Planning Board office.



PLANNING AND DEVELOPMENT

No. of Lots		No. of Plans
Definitive Subdivision Plans:		
Approved in 1992	1	10
Filed, not yet approved	0	0
Preliminary Subdivision Plans:		
Approved in 1991	0	0
Filed, not yet approved	0	0
Non-Subdivision Plans Endorsed (81-P)	20	52
Lots Released in Subdivisions		0
Release of lots rescinded		0
Site Plans Submitted in 1992	4	
Approved in 1992	4	

MASTER PLAN COMMITTEE

This Committee has now completed the basic Master Plan Document which establishes our Town's growth guidelines and recommendations for physical changes over the next 7 to 10 years. The work included in this final document inventories our Town's conditions, forecasts future desired growth patterns and analyzes physical and fiscal impacts of these potential growth patterns. The Master Plan had two public hearings in June and September and was unanimously endorsed at the Fall Town Meeting.

The major work now underway as a result of the Master Plan is the implementation of its recommendations for zoning change. At the Fall Town Meeting a new zoning district map was approved creating new district titles for all existing business and commercial zoning districts. Town center, for example, is now zoning district B1, Route 1A/115 is now zoning district C1. There were four (4) areas of Town formerly titled Commercial and they are now C1, C1, C, and C4. There were four (4) areas titled Business Districts and they are now titled B1, B2, B3, and B4. There was also one area of Town in which a zoning district was changed from Residential to Commercial - the prison land. This area is now titled C5. While State land is not now controlled by Town zoning, the State has begun to consider some private sale of excess land which, if developed, should ideally become non-residential.

The Master Plan program recommends numerous changes to our

Town's potential land uses. Implementation of these changes is largely focused in zoning changes and to this end there is a special "zoning" Town Meeting planned for Spring, 1993 as well as the regular Fall Town Meeting which is dedicated principally to zoning changes and other non-fiscal issues. The Master Plan Committee has become an ad hoc focus group which is working with a number of other groups to structure a new zoning bylaw document. There is a Strategic Planning Team funded by a \$19,000 State EOCD (Executive Office of Communities and Development) grant which is developing a new zoning package for Route 1A-115 (District C1) and for the Town Center (District B1). Norfolk's Tri-Planner grant with Franklin and Wrentham is providing professional support on a number of zoning changes such as intensity regulations and performance regulations.

The current Master Plan will guide all of these future changes. It is the intent of the Committee to distribute their talents and interests into other working groups recommended by the Master Plan. These groups include Economic Development, Open Space Planning, and Sub-Regional Sewer District Study. These groups, in concert with the Planning Board, will monitor and critique the proposed zoning changes and relate them to conformance with the Master Plan.

All of these planning efforts and interactive presentations have allowed the Master Plan Committee to identify a community vision for Norfolk. Listed

below are the three most prominent vision elements documented in the Master Plan.

(1) The residents of Norfolk have expressed a strong desire to maintain their community's semi-rural, New England, residential character which includes roadway images of farms, pastures, forests, stream, and ponds.

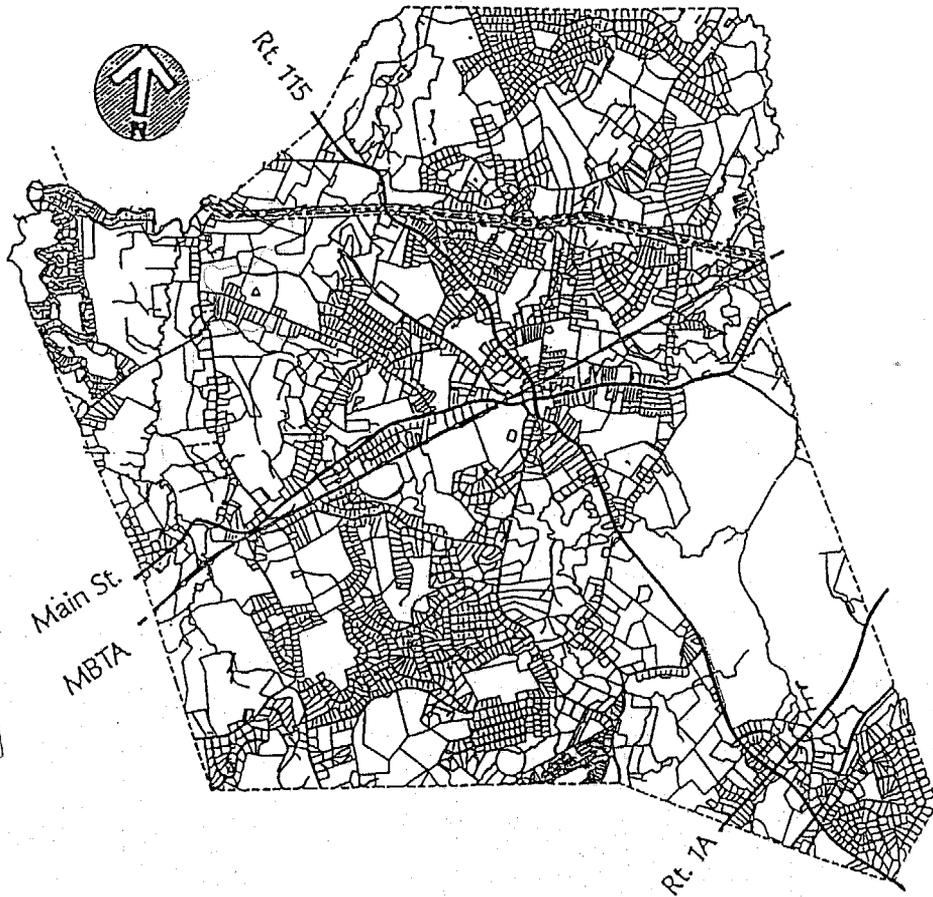
(2) Norfolk's citizens would like to see a Town center develop as a Traditional Village with an atmosphere that provides retail shops, recreation activities, and social and cultural interaction in this centralized area of Norfolk.

(3) The community envisioned needed commercial development occurring at both Route 1A-Route 115 and Route 115-Holbrook Street which would compliment the services and atmosphere which they desire for their Town center.

The Master Plan also documents the serious problems of fiscal balance facing Norfolk during this decade. The Master Plan's primary economic development goal is probably the major element needing to be constantly correlated with each Town zoning change considered. Norfolk must encourage desirable, non-residential land uses including business, commercial, agricultural, and open space. The development of more single family homes must be balanced by a nearly equal dollar value development of non-residential land use.

TOWN OF NORFOLK

MASTER PLAN



October, 1992

PLANNING AND DEVELOPMENT

INFORMATION AND DATA SOURCES

Extensive Field Surveys - Master Plan Committee Research Teams
Selective use of 1990 Census Data
Norfolk Town Government
Norfolk Growth Management Study, January 1989
Norfolk Master Plan, 1965 and Data Supplement, 1984
Conservation Open Space Study (Draft), 1988
Citizen Survey; April-1991
Town Wide Citizen Forum, October 1991
Citizen Survey; May-1992
Citizen Forums, December 1991-March 1992
Property Owners Forums - March 1992
Public Hearings; June-1992, September-1992
Other Listed Sources

CONSULTANTS UTILIZED

Parcel Map - HPA Design, Sharon, MA: Henry Arnaudo
Data Analysis - Municipal Trends, Sandwich, M: Nelda Hoxie
Traffic Analysis - McDonough and Scully, Inc.: William scully

MASTER PLAN INDEX

October, 1992

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Section 6 - Future Land Development Scenarios

PART B Master Plan Elements

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Section 2 - Town Center

Section 3 - Housing,

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Section 7 - Facilities and Services

Section 8 - Circulation Systems

Section 9 - Regional Impacts

Section 10 - Implementation

Section 11 - Schedule

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MASTER PLAN COMMITTEE

Phase 2 Committee Members: 1991 - 1992

Bob Nicodemus (Project Manager)
Mike Barad
Alex Vispoli
Daniel Winslow
Austen Smithers
Susan Caplan

Nancy Connors
Arthur Spruch
Grace Garcia
Lois Boucher
Peter Bukunt
Ann Willever

Phase 1 Committee Members: 1990 - 1991

Bob Nicodemus (Project Manager)
Mike Barad
Alex Vispoli
Daniel Winslow
Austen Smithers
Susan Caplan
Geoff Chick
Bob Martucci
Dave Richardson
Charles DiPompo

Arthur Spruch
Grace Garcia
Lois Boucher
Peter Bukunt
Ann Willever
Nancy Chick
Russ Merriam
Stanley White
Ed Davey

PART A - SUMMARY DOCUMENT

INTRODUCTION

This **MASTER PLAN** is only a guideline for Norfolk's future changes. This is a short-range plan, intended to guide and manage development through this 1990 decade. A Master Plan is a continuously evolving process involving new data analysis and evaluation of goals and objectives. This Master Plan's intent is to establish clear policy for future decisions on land use, housing, economic/fiscal planning, natural resources, open space and recreation, municipal facilities/utilities/services, and vehicle and pedestrian circulation. The Master Plan's ultimate purpose is to inspire IMPLEMENTATION of those goals and objectives which best meet the community's Vision of Norfolk through the year 2000. Such IMPLEMENTATION will require voter approval of new or modified zoning bylaws at Town Meeting.

This Master Plan has been structured into three documents: a Summary Document, Master Plan Elements and Master Plan Details. This Summary Document (Part A) represents the Master Plan Committee's sense of existing conditions, community vision and primary recommendation for management and change. The Master Plan Elements (Part B) is the rationale, goals, and recommendations for future physical changes to Norfolk. The Master Plan Details Document (Part C) is the resource library and data base which provides the technical support, resources, statistics, diagrams, and critical details that are conceptually presented in the Master Plan Elements (Part B).

This Master Plan was presented in draft form at a public hearing on September 22, 1992. Comments were solicited from citizens and municipal leaders. These comments, were, in substance, incorporated in this final document. This Master Plan has the endorsement of the Planning Board and has received the support of Norfolk's municipal Leadership. This Master Plan Document was formally endorsed by Norfolk's Citizens at the October, 28, 1992 Town Meeting.

MASTER PLAN PROCESS: This Master Plan was created by a group consisting of over twenty (20) volunteers organized in September of 1990 under the direction of the Planning Board. The Committee initiated a community information program to both educate and inform its citizens of the master planning process. The Committee's first year (Phase 1) accomplishments included a "Citizen Survey" issued in April of 1991 and a "Citizen Report" issued in June of 1991 as informational products. This survey and report was mailed to each of Norfolk's 2845 property owners.

In the fall of 1991, the Committee began a unique citizen participation program to further inform Norfolk's residents of its planning agenda and to collect needed citizen input and support on a variety of master planning concerns. With the Growth Study Report of 1988 as a data base and its 1990-91 existing conditions inventory, the Master Plan Committee prepared and presented five (5) neighborhood forums and conducted two (2) forums for business leaders and property owners. Using planning workshops, round table discussions, and the assistance of several resource consultants for mapping, traffic analysis, and growth projecting, the Committee began to understand its options, citizen priorities, and future impacts.

A full analysis of this information was compiled into a twenty-five page Municipal Report in March, 1992. This report was issued to those Town Boards, Commissions, Authorities, Departments, and Committees most affected and/or responsible for growth/impact planning during this decade. The Committee then chaired two round tables to discuss and prioritize goals and objectives of this master plan. In April, 1992 a second survey was issued to all of Norfolk's citizens/

PLANNING AND DEVELOPMENT

property owners. On June 30, 1992, the Master Plan Committee presented the preliminary results of its second "Citizen Survey" and draft recommendations for the master plan at a public hearing.

The final master plan has been completed and includes revisions to the computer generated parcel map created by Henry Arnaudo of HPA Design of Franklin, Mass. There is a final traffic analysis-impacts developed by William Scully of McDonough Scully of Framingham, Massachusetts. Master Plan growth options/planning guidelines were critiqued by Nelda Hoxie of Municipal Trends of Sandwich, Massachusetts.

PART A

SECTION I - EXECUTIVE SUMMARY

The executive summary presented below is a listing of the major goals of this Master Plan which are described in detail in PART B of this document.

A. **ECONOMIC DEVELOPMENT - OBJECTIVES/GOALS:** Economic development in Norfolk during this decade of the 1990's must respect its semi-rural, residential character and diversify its future land development. Norfolk must inspire desirable, non-residential land uses including business, commercial, agricultural and open space. The development of more single family homes must be balanced by a nearly equal dollar value development of non-residential land use. This objective is critical to ensure that Norfolk continues to be a fiscally stable community that provides continued, high quality Town services. It is also critical for Norfolk to provide more social vitality, retail services and employment opportunities as part of its future development.

Goal 1: Encourage development within Business/Commercial zones of Town and encourage this development to fit the retail, commercial, and employment needs of the Town.

Policy: The non-residential zoning districts should be retitled to permit greater refinement of permitted uses, to take into account the differences between areas currently assigned the same zoning district title. Encourage more uses in these specified, retitled zones, which would be allowed as a matter of right by reducing the need for special permit from the use tables.

B. **TOWN CENTER - OBJECTIVES/GOALS:** There is a real desire by Norfolk citizens to see their Town center area attain a Village center atmosphere. A variety of retail services is needed and a recent survey has accented a desire for retail stores and shops such as a bakery, restaurants, general merchandise, retailing, and a better circulation system to these stores. In addition, the Town would like more vitality and activity to engender social interaction and a sharing of cultural and recreation experiences.

Goal: Inspire a village center retail shopping complex in lieu of the "moon scape" and MBTA access road.

Policy: Work pro-actively to assist private enterprises to complete the development of this "blighted" area. This may include an understanding of critical mixed uses needed to encourage a fully developable program and a public/private partnership of infrastructure improvements such as drainage) to expand the viability of this area's full growth potential.

C. **HOUSING - OBJECTIVES/GOALS:** The primary objective for Norfolk's future housing is to achieve a balance between currently zoned residential land uses, housing opportunities that provides for a broader citizen base and protection of our natural resources (especially water supply).

Goal: Create several residential development areas within existing zoning districts that would permit a higher density of housing units of smaller unit size to better satisfy the needs of both elderly and youthful life styles and incomes.

Policy: Construct a zoning bylaw that would allow older citizens (55+ years) to occupy restrictive higher density housing on large sites that provide sensitive buffers and is consistent with nearby housing character. Determine areas appropriate for a limited quantity of very small apartment type units (perhaps near business or adjacent to commercial districts), to begin accommodating younger citizens. Study the impact of adopting a bylaw to allow, by special permit, a specific number of such buildings in these designated areas.

PART A Executive Summary

D. **NATURAL RESOURCES - OBJECTIVES/GOALS:** Norfolk's most precious natural resources are its unique land characteristics of streams, pond, wetlands and wildlife habitats. These should be preserved whenever possible. Norfolk also has a significant resource in its groundwater supply for municipal aquifers. These aquifer areas should be both preserved and reserved for Norfolk's future.

Goal: Provide significant long range protection for existing and future municipal water supply aquifers. Protect these municipal aquifers for Norfolk's future and any aquifer areas from adjacent towns.

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Policy: Institute a zoning bylaw to permanently protect water supply aquifers. Identify procedures for planning and protecting future aquifer areas needed for Norfolk's future water supply demands through the year 2000.

E. **OPEN SPACE - OBJECTIVES/GOALS:** Develop a broad range of creative methods to restrain development of farm land and wood lot open space. Acquire or reserve where possible, visible, natural open spaces which, if developed, would negatively impact Norfolk's semi-rural character.

There are a number of existing Town or non-profit controlled open space areas which are under-utilized and in need of a long range, Open Space/Recreation plan. These existing areas include the following:

- (1). Town Landfill area of 50+ acres
- (2). Campbell forest area of 42+ acres
- (3). Department of Corrections land uses along Pond St.
- (4). Wrentham State School farm fields in Norfolk of 50+ acres

Goal: Develop a coordinated, long range Open Space/Recreation plan for land acquisition, existing land use and creative preservation of rural vistas.

Policy: Charge a committee with the development and preparation of a long range Open Space/Recreation Plan. Such committee should include in its membership the Conservation Commission, Recreation Commission and a diverse citizen body. This charge should include a condition that the study be complete within one year.

F. **RECREATION - OBJECTIVES/GOALS:** There is a real need to develop Norfolk's town-owned passive recreation areas to be more accessible and more usable to Norfolk's residents. An even higher priority is the need to reduce ball field concentration at the Freeman/Centennial Schools and develop a recreational complex with a full-use swimming facility. Parcels of land use should also be created in neighborhood areas for less structured recreational use in addition to organized ball field programs.

Goal: Develop new ball field facilities for organized recreation programs at a site outside of the Freeman/Centennial Schools.

Policy: Pursue town access to a 20+ acre parcel dedicated to recreation use. Once acquired, initiate a ball field construction program utilizing multiple public and private funds and resources to provide up to 10 multi-use ball fields and up to 80 car parking capacity.

PART A Executive Summary

G. **FACILITIES AND SERVICES - OBJECTIVES/GOALS:** Maintain by improvement or new construction an adequate infrastructure system to support new development.

Goal: Develop a drainage system in the Town Center consisting of roadway piping upgrade, detention/retention/outflow systems and downstream impact mitigation. Investigate the feasibility of small sewerage treatment facilities known as package plants for business areas and commercial areas.

Policy: Allow for the development of Town Center focused in business and commercial growth. Develop a Town center drainage system that corrects existing flooding problems and allows for more feasible commercial development. Study the viability of allowing small sewerage treatment facilities in business and commercial districts that would be funded by developers with operations and maintenance controlled by a Town Sewer Commission.

H. **CIRCULATION SYSTEMS - OBJECTIVES/GOALS:** Identify street intersections occurring on busy roadways and correct their geometries and other conditions to optimize safe vehicle usage. At specific intersections with high pedestrian activity, provide safe pedestrian crossing conditions.

Goal: Reconfigure Town Center circulation systems to correct current unsafe conditions and provide an improved pedestrian circulation program to meet the goals of the Town Center element of this Master Plan.

Policy: Develop a detailed plan for the Town Center roadway intersections that corrects existing geometry, sight distance, and vehicle circulation problems. Integrate this roadway design with a compatible pedestrian circulation plan. Seek public and private remedies to these problems on an incremental approach that interfaces with future development.

I. **IMPLEMENTATION PROGRAMS - OBJECTIVES/GOALS:** Implementation and recommendations of Master Plan elements goals and will require action at Town Meetings regarding zoning bylaw changes, funding for capital improvements, and the chartering/re-chartering of several Town Boards, Commissions, and Committees.

Zoning Bylaws: This Master Plan has answered the "what" and "why" of Norfolk's growth and development. Many zoning bylaws must now be changed to answer the "how" "when and by whom they should be implemented. The

PLANNING AND DEVELOPMENT

zoning bylaws should be sensitive to development patterns identified in the community visions statement for Norfolk as a small New England town. The impact of Norfolk's zoning bylaws, when changed, should be evaluated as consequences, not just their use.

The Master Plan recommends sweeping changes of zoning bylaws and the use tables to allow for and encourage specific development uses in the areas designated on the retitled zoning map (Figure 1) as Route 1A-Route 115 (C1), Holbrook Street-Route 115 (C4), and Town Center (B1). The Master Plan also recommends that new non-residential uses be permitted in the unique residential areas of Town indicated on the overlay map (Figure 2) as Turner Street area (A), and Myrtle Street area (C), and Main Street/Lawrence Street area (D).

PART A Executive Summary

(Figure 1) indicates retitled zoning districts allowing specific emphasis on the areas of Route 1A-Route 115 (C1), Holbrook Street-Route 115 (C4), and Town Center (B1).

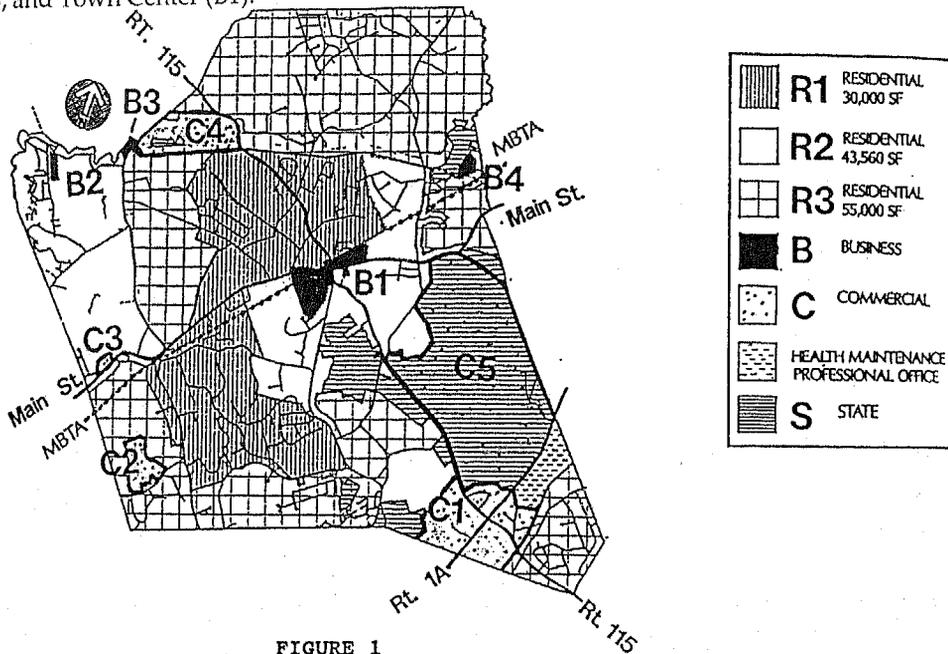
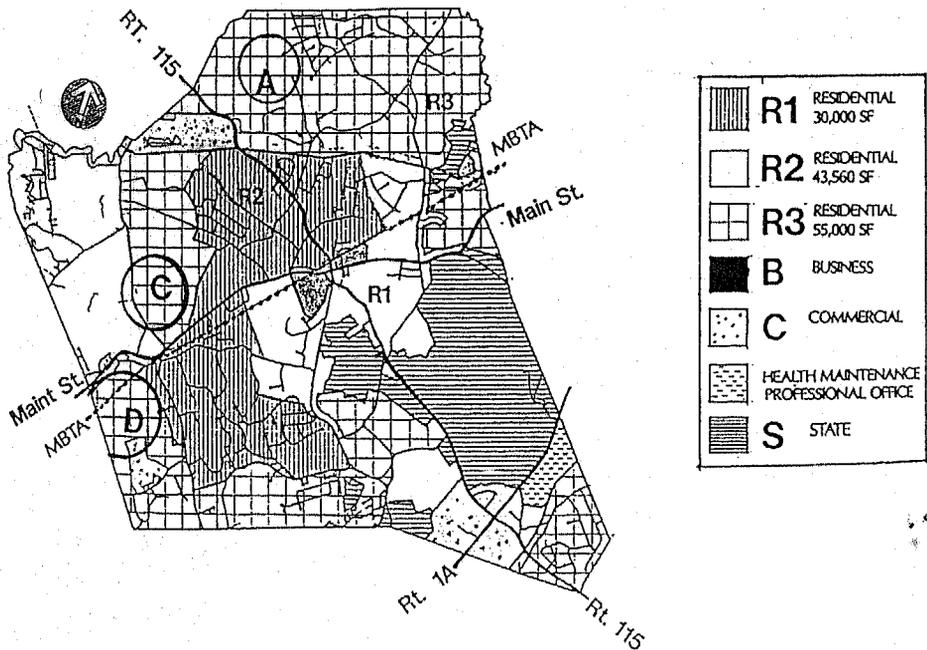


FIGURE 1

(Figure 2) indicates potential areas in residential districts for compatible non-residential use. These are located in the letter designations as Turner Street area (A), and Myrtle Street area (C), and Main Street/Lawrence Street area (D).

picture of figure 2

FIGURE 2



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Capital Improvements: The Town must also resolve to fund a variety of improvements to meet the impacts of future development. These funds may require government grants and private development supplements in addition to Town appropriations. Below is a partial list of capital improvements:

- o Town Center area drainage
- o Rte. 1A-Route. 115 area drainage
- o Holbrook Street-Route. 115 area drainage
- o Bridge and culvert construction
- o Recreation complex - swimming - youth center - park
- o School building expansions
- o Elderly drop-in center
- o Library - cultural development center
- o Sidewalk and roadway construction
- o Municipal building expansions

Chartering-Re-Chartering Town Government Groups:

To achieve the goals and recommendations of this Master Plan, specific functions of several critical Boards, Commissions, and Committees will need Town government action and Town meeting approval. Some of these specific functions - changes are listed below:

- o Charter an Economic Development Commission.
- o Charter a Sewer Districts Commission.
- o Recharter Recreation Commission to include Parks.
- o Charter an Open Space/Recreation Planning Committee

SECTION 2 - COMMUNITY "VISIONS"

A. Citizen Forums: The Master Plan Committee hosted a total of seven (7) forums including five (5) separate neighborhood forums plus one (1) forum each for large tract residential property owners (20 acres or more) and business-commercial-real estate property owners/managers. Listed below is a brief summary of these forums:

Goals Expressed by Forum Participants

Citizens

1. Keep open space
2. Preserve property values
3. Diversify tax base uses
4. Make Town Center work
5. Create neighborhood recreation areas

Business/Property Owners

1. Incentivize farms to stay open space
2. Allow more Business/Commercial uses
3. Reduce requirements for uses by Special Permit in business/commercial zones
4. Coordinate approvals process to reduce time and money required

B. Master Plan Surveys: During the Master Plan process, two citizen surveys were sent to Norfolk households. The primary focus of each was to seek opinions on potential land uses for housing, commercial, and open space. The areas of economy, housing, conservation/open space/ recreation, town center, and demographics were the basic categories. An average of 600 surveys, representing approximately 1,000 adults per Survey were returned.

- (1) **Economy:** Respondents preferences of businesses to encourage include: health professional offices, greenhouse/agriculture/nursery, dance or exercise studios, sit-down restaurants, day care, and retail stores. The top retail use preferences are a supermarket, bakery, sit-down restaurant, and general merchandise. The uses respondents want to see most discouraged are hazardous waste, truck terminals, power plants, and fast-food establishments.
- (2) **Housing:** Approximately 40% answered that they would have the responsibility of caring for parents or special needs relatives in the next five to ten years, with half preferring specialized housing in Town for their needs, and the remainder expecting to provide care in their homes. Seventy-four percent (74%) wanted to have regulations allowing for their current dwelling to be expanded to add an in-law apartment, to help with the housing needs of those family members they would be caring for in the future. Over 72% approved of Pine Knoll, the Norfolk Housing Authority Family Housing Units, while the majority of those answering wanted to discourage large multi-family housing complexes.
- (3) **Conservation/Open Space/Recreation:** Seventy-one percent (71%) do not feel that the Town has enough protected open space, with over half interested in Town funding for its purchase. If purchased, the first choice for the use of the land is for passive recreation, followed by active recreation, with the least desirable use being totally non-use. Half of the respondents feel that the Town's current recreational facilities are inadequate.

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- (4) **Town Center:** To help solve the Town center circulation conditions in order to encourage growth of business, 58% are in favor of Town expenditures to do so. Over 80% want to see the new town hall / police station in the Town center. Seventy percent (70%) would approve Town funds to have sidewalks in and around Town center, and sixty-three percent would like to see Town hill reconfigured into a more park-like area.
- (5) **Demographics:** Over 90% of the respondents are registered voters, half of which attend Town meeting. The majority of respondent have lived in Norfolk for over 12 years. The major age groups represented are in their 30's and 40's. Over one half of the households have two children, primarily of elementary school age.
- C. **Community Visions:** Listed below is the community vision(s) the Master Plan has developed utilizing input from its forums and surveys:
- (1) The residents of Norfolk have expressed a strong desire to maintain their community's semi-rural, New England residential character which includes roadway images of farm, pastures, forests, streams, and ponds.
 - (2) Norfolk' citizens would like to see a Town center develop as a Traditional Village with an atmosphere that provides retail shops, recreational activities, and social and cultural interaction in this centralized area of Norfolk.
 - (3) The community envisions needed commercial development occurring at both Route 1A-Route 115 and Route 115-Holbrook Street which would compliment the services and atmosphere which they desire for their Town center.

SECTION 3 - DEMOGRAPHIC OVERVIEW

A. Demographics:

	1970	1980	1990	1991	1992	1993
Population (general) ¹	3750	5450	7922	8109	*8250	*8450
male			3958	4040		
female			3964	4065		
Population (age diversity)						
adults (18-59)			4572	5167		
adults (60-)			594	595		
youths (0-17)			2756	2347		
Elementary School Data						
students **			919	923	979	*1040
facility capacity-			750	750	750	1300
Secondary School Data						
Norfolk's King Philip student			439	442	444	* 456
Norfolk's Tri-County students			25	27	*27	* 19
TOTAL STUDENT AT-TENDING PUBLIC SCHOOLS			1383	1392	*1450	*1514
Building Permit Data						
new homes			47	31	*35	*40
new homes 1989 @ 44						
new homes 1988 @ 64						
Miscellaneous Data						
motor vehicles			7833	7600+		
town roads (miles)			76	76		
land area (acres) total = 10,059						

Notes: * Symbol for a projected number in the belief that Norfolk will sustain residential growth through at least 1993 and absorb all existing vacant house lot properties (approximately 115+).

** Symbol for elementary school students K-6 only.

¹ All population statistics are exclusive of prison inmate population.

SECTION 4 - EXISTING CONDITIONS OVERVIEW

- A. **Infrastructure:** Norfolk's existing infrastructure consists of 84 bridges and culverts, 76 miles of roadway and a number of Town Facilities. Most of the bridges and culverts are under the control, maintenance and rehabilitation

PLANNING AND DEVELOPMENT

of the Norfolk Highway Department and some are under the jurisdiction of the State Department of Public Works. All site maintenance and most Building maintenance of Norfolk's Facilities is provided by the Highway Department. These Facilities include the Highway Building and Garage, Recycle and Transfer Station system, The Fire and Police Building, the Town Hall Building, the Library Building, the Elementary School Recreation Fields and the maintenance of Town Vehicles.

The Freeman and Centennial School Facilities maintenance is under the direction of the School's Superintendent. The Water Department controls the maintenance, repair and rehabilitation of Norfolk's municipal water system. This water system consists of 40+ miles of water lines, (2) two wells, and a stand pipe.

Traffic and Circulation: Norfolk's circulation system is dominated by its series of rural roadways which intersect with two major connector roadways of Main Street and Route 115. These connector roads plus several others link Norfolk to the communities of Walpole, Franklin and Wrentham and other communities to the north and south. These roads also provide a connection to Route 1 and I-495 via exit 15 in Wrentham. The other circulation systems in Norfolk include an MBTA Train Station, an Airport for small planes and a network of sidewalks. The Train Station parking lot can accommodate up to 500 commuter vehicles. The Airport has one major runway for small planes plus maintenance, fueling and business office/snack shop complex.

C. Town Services and Facilities: Listed below are the primary Town services provided to Norfolk's citizens.

- (1) Public education in Norfolk includes the following:
Freeman and Centennial Elementary Facility
K-2 Elementary Facility (under construction)
King Philip Regional School System
Tri-County Regional School System
Norfolk County Agricultural School
- (2) Public Safety in Norfolk includes the Police and Fire Facility with 14 full time police officers and 25 on-call firemen plus 3 full time staff.
- (3) Public administration in Norfolk includes part time officials and 11 full time staff plus-part time staff people (operating in the very small existing Town Hall building).
- (4) Public works programs and systems in Norfolk consist of the following:
Highway Department Building and 13 staff. Water Department of 5 staff, two wells and one stand pipe serving about 50% of the Town. Transfer Station and Recycling Facility of 4.3+ acres with collection areas for yard waste compost, oil and tires.
- (5) Recreation programs and systems consist of youth recreation areas at the elementary school, summer programs, Town Hill and KidsPlace on Boardman Street.
- (6) Human service facilities, programs, and systems include the following:
Library facility and programs
Historical Commission and Tramp House facility
Housing Authority and Council on Aging
Hillcrest Village - Elderly Housing facility
Pine Knoll-Estates - Family Housing complex

D. Passive Open Space: Passive open space in Norfolk is a combination of State land, Town forest and ponds, private farms, private forest land, and private conservation areas. Listed below are some of the more significant passive open land areas totaling more than 1,700 acres.

State prison property
Stony Brook Nature Reservation
Campbell Forest on North Street
Town, Comey and City Mills Ponds on Main Street
Norfolk Trout Club on Rte. 115
Norfolk Upland Game Preserve on Holbrook Street
Department of Corrections transfer land on Pond Street
Federal Flood Control lands on City Mills streams
Federal Flood Control land on Stop River streams

E. Recreational Open Space: Open space for active recreational use consists of the elementary school ball fields and tennis court plus a Kid's Place playground area. There is also a ball field and tennis court at the King Philip Junior High School.

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SECTION 5 - EXISTING ZONING

- A. **Zoning Map:** Zoning in the Town of Norfolk consists of a map of the zoning districts and descriptive zoning bylaws. The Town of Norfolk adopted zoning in 1945. The current enlarged format map at 1" = 1000' was adopted in 1991. There have been numerous amendments to this map and zoning regulation amendments to this map. The significant amendments to the map and bylaws include the following:
- (1) HM & PO District (Southwood Hospital property)
 - (2) Flood Plain-Wetland Protection Districts
 - (3) Use table amendments and zoning bylaw changes
 - (4) Lot area computation regulations
 - (5) Watershed protection, open space preservation

FIGURE 3

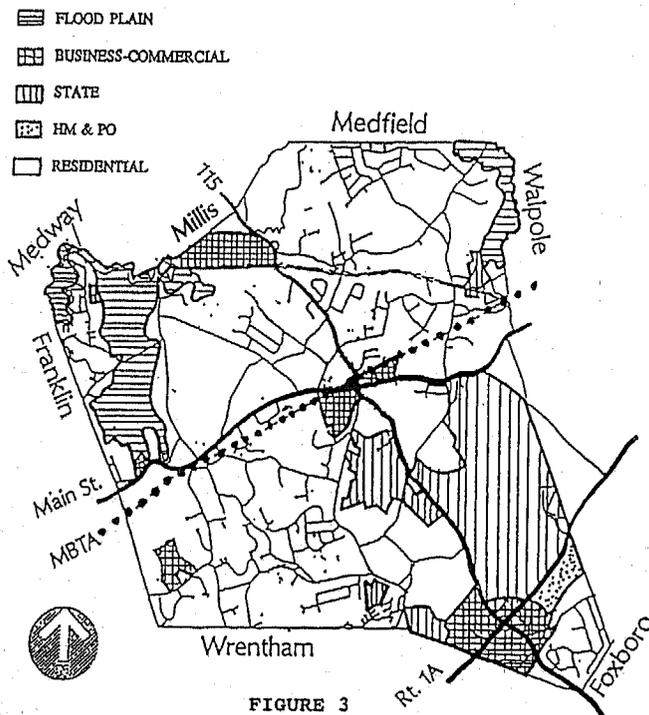


FIGURE 3

- B. **Districts:** The zoning districts were developed with a combination of the 1965 master plan recommendations, so information related to porosity, water table characteristics, and existing land uses with adjacent conditions. The primary land use by zoning is single family residential districts lot sizes of R1 @ 30,000 s.f., R2 @ 43,560 s.f., or R3 @ 55,000 s.f. and comprised 76% of Norfolk's privately owned land.

The State owned land is separately identified (is not regulated by folk's zoning) and comprises 10% of the Town land area. Nonresidential zones in Norfolk include Commercial, Business, and Health Maintenance and Professional Office (HM & PO), utility, flood plain, and non-profit/other and these comprise the remaining 14% of the Town total land area.

Residential R1, R2, R3	7,660 acres =	76.16%
Business/Commercial	594 acres =	5.90%
HM&PO, Utility, Non-Profit/other	785 acres =	7.80%
State Owned Land	1,020 acres =	10.14%
TOTALS	10,059 acres =	100.00%

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SECTION 6 - FUTURE LAND DEVELOPMENT SCENARIOS

A. Assumptions: This Master Plan has studied Norfolk's likely growth through the year 2010. Much of the more easily developed land is now occupied by single family homes or soon will be. The survey of undeveloped land in Norfolk found that there are about 4000 acres of privately owned land. Some of this land area is open water, flood plain, streams and wetland, actively farmed or forested or lacks roadway accessibility and thus cannot be easily developed. Listed below are the assumptions used to establish what portion of that 4,000 acres will likely be developed over the next 20 years.

(1) Assume no flood plain or wetland is developable:	1100 acres
(2) Assume active farms will not be developed:	240 acres
(3) Assume 50% of forest land (tax abated will not be developed):	325 acres
(4) Assume land locked" parcels will not be developed:	500 acres
(5) Assume all private conservation land will not be developed:	130 acres
TOTALS	2295 acres

These assumptions reduce the available land for development to about 1700 acres with some 1350 acres in residential districts and 350 acres in commercial-business districts.

B. Future Development Forecasts: The future development forecasts were generated by assuming all undeveloped land parcel in Norfolk (per paragraph A above) with roadway frontage should be catalogued by their current zoning district land uses and computer tabulations generated the following data:

- (1) Assuming no changes in zoning or land use, there could be 964 additional single family house lots by 2010.
- (2) Assuming full development in commercially zoned districts. There could be 361 new commercial properties / buildings by the year 2010.
- (3) Residential population could increase by 1300+ by the year 2000 and by an additional 2040 by the year 2010. Current population is 8109 at 12/31/91.
- (4) Norfolk has a (0-17 age) child population of 2347 @ 12/31/91 and this population could grow by 480 children by the year 2000 to a total of 2827 and by an additional 730 children by the year 2010.

C. Development Scenarios: Two scenarios were presented for review indicating fiscal impacts on the Town. Scenario 1 analyzed an "as is" condition assuming development of land evolves from current zoning and no infrastructure changes. Scenario 2 analyzed incentivizing of commercial (non-residential) development and assumed zoning and alternative land use policies could encourage less single family housing development.

- (1) Scenario 1 assumed 380 homes @ year 2000, 480 children and only modest commercial development of about 30 acres @ Rte. 1A and Town center. Fiscal estimates are listed below as incremental change that would be additional to Norfolk's base fiscal status at June 30, 1992.
 - (a) Incremental revenues totaled 51.58 million/year
 - (b) Incremental costs to Town totaled \$2.25 million/ year
- (2) Scenario 2 assumed 240 single family homes @ year 2000, 300 children, 125 acres of commercial development at Route. 1A, Town center, and Holbrook Street areas and \$1.0 million in infrastructure construction initiated by the Town. Fiscal estimates are listed below as incremental change that would be additional to Norfolk's base fiscal status at June 30, 1992.
 - (a) Incremental revenues totaled \$1.61 million/year
 - (b) Incremental Costs to Town totaled \$1.58 million/ year

D. Conclusions: This Master Plan recommends that Norfolk's growth policies and zoning shift to favor Scenario 2 in preference to Scenario 1.

ZONING BOARD OF APPEALS

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, under Massachusetts General Laws, Chapter 40A, and the Zoning Bylaws of the Town of Norfolk.

The Board is appointed by the Board of Selectmen in accordance with the Norfolk Zoning Bylaws and Massachusetts General Laws, Chapter 40A. Under Norfolk's Zoning Bylaw, this Board is also designated the Permit Granting Authority.

Meetings are posted a minimum of 48 hours in advance in the Town Hall, and Public hearing notices are published in the legal notice section of the Sun Chronicle for two weeks prior to the hearing date. All meetings are open to the public.

During 1992, the Board conducted 17 hearings, including 4 Special Permit hearings of which 3 were granted, 7 Variance hearings of which 4 were granted, 3 Special Permit Extensions were granted, 2 Variance Extensions were granted, and an Appeal of the Building Commissioner's decision to deny a Building Permit was also denied by the Board. The cases deliberated by this Board continue to be more complex and involved, requiring more time and effort of the Board to collect the necessary information and critically evaluate the evidence presented.

The Board had full membership during the year, and benefited by a dedicated staff who helped the Board provide consistency and fairness in its decisions.

Our thanks and best regards go out to Jonathan Smith who served on the Board for four years. A special thank you to Nancy Connors who retired at the end of her term after thirteen years of detailed effort and dedication to the Board. We welcome Susan Caplan to the Board as the new Associate Member who brings a wealth of experience as a former member of the Planning Board.

Andrew W. Shepard
Chairman

PERMANENT BUILDING COMMITTEE

The Permanent Building Committee (PBC) had another extremely active year focused on two projects: the new K-2 elementary school and the new Town Hall - Police Station facility.

During the first few months of 1992, the PBC worked with many Town Boards, the School Committee, and Architects Inc. of Northampton, Massachusetts to develop the design construction details for the new K-2 elementary school. In late May, the necessary approvals were secured from the Planning Board and the Board of Health, and a timely application to the Massachusetts Department of Education School Facilities and Management Bureau for a 1993 School Building Assistance Program (SBAP) grant.

The SBAP is authorized and funded through the annual state budget process. Since its inception, the SBAP has never been funded to the level of annual program need. The Department of Education prioritizes grant applications each year based primarily on the comparative facility need and the comparative wealth of a town. Because the prioritization process requires the Department of Education to reprioritize any unfunded projects in a given fiscal year along with any new grant applications, many projects have been waiting for funding for a number of years. The number of projects awaiting funding has risen from fourteen in FY 1990 to

forty-eight in FY 1992, and now sixty-eight in FY 1993. In response to this growing list of unapproved projects, the legislature, in the FY 1993 budget, made some significant changes to the method by which the SBAP grant applications were prioritized. These changes did not advantage Norfolk. The first category is for projects to relieve racial imbalance with an authorization level of \$6,349,200. This authorization level will be sufficient to fund all FY 1993 grant applications in this category. The second category, into which Norfolk's application belongs, is for all other school construction projects, but with the new proviso that no new FY 1993 applications be funded until all applications on the FY 1992 Priority List have been funded. The FY 1993 authorization for this category was \$9,232,800, but a total of some \$28 million would be needed to support the full FY 1993 Priority List of grant applications in this category. The FY 1993 Priority List ranks sixty-eight projects, with Norfolk's application ranked fifty fifth. The first forty-eight of these projects (i.e. the FY 1992 Priority List) are now fixed in order for funding. However, the ranking for projects placed forty ninth and higher are not fixed from year to year, so that Norfolk's application can go up or down in ranking depending on the new applications in the FY 1994 and subsequent

years. Unless the funding level changes significantly, therefore, it seems unlikely that funding for the Norfolk project will be secured for at least three years.

In July, the PBC went out to bid on the K-2 school project. The low bid for general contractor was awarded to Eastern Contractors, Inc., of Framingham, Massachusetts, with a total bid of \$5,156,400. In September, the PBC completed a search for the position of clerk-of-the-works for the school project, with George A. Smith of Attleboro, Massachusetts, being selected. The groundbreaking ceremony for the H. Olive Day Elementary School, as the school will be called, took place on September 27. By the end of 1992, the school was approximately 20% completed and on schedule for completion by December 1993.

In late fall, the Board of Selectmen asked the PBC to begin the process to construct a new Town Hall and Police Station facility. The facility is proposed to be on a site behind the existing Town Offices and near Town Pond, and will be paid for using \$2.4 million of Chapter 799 money awarded to the Town. In December, the PBC began the search to select an architect for this project.

Robert P. Lowndes
Chairman

ZONING BYLAW STUDY COMMITTEE

The Zoning Bylaw Study Committee reviews and recommends changes to the Zoning Bylaws of the Town of Norfolk. The Committee is comprised of the Building Commissioner, two appointees of the Board of Selectmen, and one member appointed by each of the following: Zoning Board of Appeals, Planning Board, Conservation Commission, and Board of Health. Town Counsel is an ex-officio non-voting member of the Committee.

During 1992, while much research was done to improve deficiencies in the zoning bylaws, we spent most of our time working to craft an

aquifer protection bylaw that met the specific needs of Norfolk yet conformed to the State Department of Environmental Protection DEP regulations. Additionally, we worked with the Master Plan Committee and began the complex process of reviewing potential changes to the zoning bylaws. As a result, several initial structural bylaws to help implement the Master Plan were worked on and proposed at the 1992 Fall Town Meeting. Specific descriptions of the bylaws that were passed can be found in the Minutes of the 1992 Town Meeting in this Annual Report.

Currently under review are pro-

posals to extensively modify the zoning bylaws to incorporate the philosophies put forth in the Master Plan. Sweeping revisions to the bylaws will require significant effort by many groups, such as this one, to write and review necessary changes.

We wish to express our appreciation to the many Boards and townspeople for their continued support as we continue to study and improve our zoning bylaws to make Norfolk a better Town. Of course, we welcome and appreciate input and questions from all townspeople on any zoning change or its clarification.

Peter J. Bukunt,
Chairman

METROPOLITAN AREA PLANNING COUNCIL

In 1992 the Metropolitan Area Planning Council (MAPC) kicked-off a joint services initiative designed to educate and inform member communities of new and cost effective ways of doing business. Municipal information network systems, service sharing, cooperative purchasing and regional dispatch opportunities were explored.

MAPC staff support to the Three Rivers Interlocal Council (TRIC) subregion, of which Norfolk is a member, included facilitation of the Dedham Common Mall proposal review; participation in the subcommittee formed to

make recommendations to the Dedham Planning Board on the mall site; presentations on the 128 buildout and land use analysis; and facilitation of TRIC's review and comment on MetroPlan 2000's Capital Improvement Program, the Strategic Metropolitan Transportation System, and the Fowl Meadow and Ponkapoag Bog Area of Critical Environmental Concern. The TRIC subregion also served as the corridor advisory committee to the Route 1 South Corridor Planning Study.

The town of Norfolk responded to MAPCs 1992 outreach encourag-

ing communities to develop pavement management programs. Road inventories and pavement condition reports are some of the benefits of participation.

The Norfolk Planning Board was given direct assistance by Kent Stasiowski for Land Use and Design Planning, providing latest printed material.

Austen Smithers
MAPC Rep., Planning Board

NORFOLK RECREATION COMMISSION

The year of 1992, found the Recreation Commission implementing a number of changes. Elections were held in May and Norfolk voters elected newcomer Joyce Terrio to the Board for a three year term and reelected incumbent Mike Hurley to his second three year term.

The five elected officials on the Board and Recreation Director; Laurie Schuder, being committed to the recreational well being and attitude of the Town, instituted a "Lead Commissioner" Concept. This concept assigned a variety of departmental functions such as Budget & Finance, "Friends", "Sports Groups", Computerizing & Public Relations; to individual Board members. Those Board members have overall responsibility of their particular functions and provide monthly status updates to the remaining Commission members.

As we are continually looking for ways to improve; we decided to utilize our brochure to its best advantage. With our recent computer purchase and after many months of planning, we now create and produce our brochure in-house; it is now direct mailed to Norfolk residents which provides us greater exposure, and we offer mail-in registration which provides our program participants a greater convenience.

Over the past year, we have offered 203 programs, (54 - Winter '92; 26 - Spring '92; 47 - Summer '92 and 76 - Fall '92) with a total of 2848 participants. Interestingly, even though we had to make the decision to eliminate six (6) normally scheduled Summer events in 1992, we were still able to show an increase in both programs and participants over the previous year,

which saw a total of 141 programs & 2752 participants.

The Commissioners and Director are committed to the expansion of recreational activities and service for the townspeople of Norfolk and the surrounding area. We are actively pursuing the permanent transfer of the Department of Correction (DOC) state land on North Street to the Town of Norfolk, which has been designated for recreational use. We look forward to the day that we are able to offer all the programs, activities and services on our "wish list".

Kurt Czarnowski, Chairperson
Joyce E. Terrio, Secretary
Tom Terpstra
Mike Hurley
Debbie DeBello

TOWN OF NORFOLK MA OPEN SPACE AND RECREATION PLAN

BACKGROUND

The Recreation Commission in the Town of Norfolk is a 5 member body, elected at large to serve 3 year overlapping terms. Working through its part-time Recreation Director, the Commission oversees the development and execution of programs to meet the recreational needs of the entire community. Part of that charge also involves responsibility for maintaining and scheduling the playing fields in town. The Commission currently is responsible for 18 fields, all of which are located near the center of town, adjacent to the Freeman and Centennial schools.

INTRODUCTION

During a typical year, Recreation Commission sponsored activities involve more than 4,500 participants. These people range in age from the one year old participating in the Diaper Derby Race during Community Day, right on up to the senior citizen at Hillcrest Village attending the annual Ice Cream social. In addition, more than 600 youngsters use the playing fields for organized leagues offering football, baseball, softball, or soccer. A present, the Commission offers something for nearly everyone. However, this does not mean that its programs could not be improved were its facilities expanded. This, then, is the purpose of this document: to lay out the Recreation Commission's plan for achieving even greater results in the years ahead.

SWIMMING POOL

The Town's primary recreation need is for a community swimming facility. Since the closing of Town Pond in 1988, there has been no place in town for residents to go swimming or to take swimming lessons. The only alternative has been for townspeople to join private facilities located in neighboring towns, and this has proven to be quite expensive, particularly for a large family.

One option here would be for the Commission to build an inground pool, rather than acquire property containing a pond or a lake. The municipal pool complex would actually consist of two pools, a toddler/wading pool, and the regular pool. The complex would contain simple bathroom and changing fa-

cilities, but would not have a snack bar associated with it.

However, the Commission also recognizes that the Town's interests could be served by a natural swimming area such as a pond or a lake. The primary recreational advantage here is the beach area which allows children to play in the sand when they are not swimming. As with the in-ground pool cited above, the swimming complex would contain simple bathroom and changing facilities. Again, the Commission would not envision a Town sponsored snack bar at the site, but we do see the need for picnic tables for those who bring their own food.

In terms of space needs, the Commission believes that either option would require a minimum of a five acre site. This would allow sufficient room for the swimming facility, the picnic and play area, adequate parking, and a reasonable buffer from surrounding properties.

DECENTRALIZED PLAYING FIELDS

Besides a swimming facility, the Commission's other great need is for additional property in order to decentralize the Town's playing fields. As mentioned before, Norfolk's playing fields are all located in the center of Town, adjacent to the Freeman and Centennial schools. While this location does provide certain advantages, (school children can use the fields at recess) there are more than a few drawbacks, particularly as the town continues to grow.

In the first place, the Town needs additional playing fields in order to accommodate the ever-growing numbers of leagues, teams and participants. Particularly during the spring (when softball, baseball, and soccer co-exist) and the fall (soccer and football), the fields are fully utilized during peak weekend times. Teams must regularly scramble to find time for practice.

The centralized nature of the fields also creates a problem in terms of traffic, parking and safety. Numerous trips to and from the fields by participants and spectators alike mean extra congestion near the center of town, and an undue burden on neighbors and abutters to the school. The current lay out

also contains an inadequate number of parking spaces for the number of vehicles arriving at the fields. As a consequence, people are sometimes forced to park on the fields themselves.

The large number of cars using make-shift parking spaces has meant that emergency vehicles have had limited access to the fields. In the past, because of the large number of cars, an ambulance might not have been able to get through had someone been injured. The Recreation Commission and the Chief of Police have taken steps to eliminate this problem, but its earlier existence does point to the need not only for additional fields, but for fields located somewhere other than at the current complex.

The Recreation Commission would favor the creation of playing field complexes in four separate parts of Town. This recommendation is similar to the one outlined in the 1989 Growth Study Report which was prepared for the Town of Norfolk. Ideally, these smaller areas would each contain two playing fields, three tennis courts, and an outdoor basketball court. By spreading these recreation areas out, the Town would not only increase the recreational opportunities for its citizens but would also reduce the traffic burden on any one neighborhood. Recreation areas of this size would require about 5 acres at each site. Given that this will be very expensive, smaller areas are also acceptable to the Commission with each one containing only one field and either tennis courts or a basketball court.

HIKE/BIKE/JOG TRAILS

Thus far, the Commission's plan has focused on the needs of the Town for the more traditional recreation activities. However, the Commission also believes there is a need for quieter recreational endeavors like hiking, biking or jogging. Crucial to these activities is a system trails which can be utilized by townspeople engaged in any one of these. Not only is a scenic route important, but a varied terrain adds greatly to the success of the program. The system should also be usable for cross-country skiing during the winter, and should also contain a "life course" workout series on it.

SKATING

The Recreation Commission believes that a public ice skating area would be a valuable addition to the Town. The facility would eventually include lights for night skating and a warming hut. However, the Commission recognizes that this would be a long-term, incremental process. For now, the Commission has begun to investigate possible locations, either on town-owned ponds, or on town-owned land suitable for flooding.

PARK

The Commission recognizes that hiking, biking, and jogging are actually "active" recreational endeavors. Therefore, it also believes that the Town would benefit from at least one open park with no active recreational uses at all. Here the Commission would envision a parcel of an acre or so, filled with trees, shrubs and plants. The park would have a pathway running through it for strolling (as opposed to jogging or hiking) and numerous benches where one could sit and enjoy the peace and quiet of Norfolk.

COMMUNITY CENTER

The final part of this idealized recreational picture for Norfolk is a community center building. This facility would be the cornerstone for all these other activities as first and foremost, it would house the Recreation Director's office. It would also contain a gymnasium and locker facilities, as well as meeting space and open activity rooms.

At present, all of the Town's recreational programs take place on someone else's property, such as the school or the library. With a community center, the Commission will always have space available and will be able to run programs year round on its own terms.

Constructing a facilities of this type would be an enormous undertaking. However, it would be the appropriate centerpiece to a comprehensive recreational program for the Town of Norfolk.

CONCLUSION

The activities cited above are not all inclusive. However, they do represent the current Commission's think-

ing on the direction in which the Town ought to be moving in order to improve the recreational opportunities for its citizens.

The Commission is conscious of the current economic realities—there will probably be very little money available for any of this, either from the Town or from the State, in the foreseeable future. As a consequence, the Commission did not include a golf course among its priorities. The required acreage and development expenses are probably well beyond the means of the Town now or at any other point for that matter. But beyond this obvious example, the Commission tried to ignore economic conditions and not be restrictive in thinking of what was needed. In this way, the plan can be used as guide for the long term growth of recreational opportunities in the Town. The needs can be addressed incrementally while funding is tight, but they will always be seen as part of a larger, more comprehensive plan to meet the recreational demands of the Town of Norfolk on into the 21st century.



NORFOLK COUNCIL ON AGING

The Council on Aging consisted of eleven members, who are appointed by the Board of Selectmen. The Council also has an undesignated number of associates, who are appointed by the Council on Aging. The overall mission of the Council is to assist elderly people in the Town and help them cope with their aging, and their needs with independence and dignity. This is accomplished through the following objectives: to serve as the focal point for elders in the Town, to advise town government on the needs of their elderly population, to deliver an array of community based services to individuals over 60 years of age and their families and to identify additional elder resources for use in linking people with the services they need.

Programs and services provided by the Council are: general information, referrals to other agencies, outreach programs, caregiver support, food shopping assistance, health screenings, fitness program, intergenerational programs, fuel assistance, transportation of all types, congregate meals, home delivered meals, community education, legal assistance, commodity distribution, the newsletter, and recreation and social events.

Additionally, we provide services to 50 non-seniors for such things as commodity distribution, fuel assis-

tance and general information.

The seniors have joined with the Centennial School and Norfolk Library in a project called "Learning Together". In this project, the seniors are volunteering in the classrooms reading to the students, discussing the history of Norfolk and interacting with "gifted" children.

Another voluntary project the Council assists in is the Senior Kitchen Kazoo Band call "H.O.P." (Happy Older People). This band travels to local nursing homes and plays for the residents.

A dogwood tree in the senior's name was donated by the seniors to the Bi-Centennial Park.

The Council received a grant from the Executive Director of Elder Affairs to use for mileage reimbursement for the outreach program.

The Council has a group of 109 volunteers whose help is critical to the success of the Council. These volunteers provide transportation, meals on wheels, newsletter collation, shopping assistance, reassurance calling, commodity distribution and clinic assistance. This year, our volunteers worked a total of 11,313 and saved the town \$57,994 by donating their time.

We have spoken with the Board of Selectmen, requesting the use of the "Old Town Hall" as the base for a 5-day

drop-in center for seniors. The old town hall would be the vehicle to carry out our services and programs. As the population continues to age and technology continues to help us live longer, the role of town based elder services must expand.

Thank you to the King Philip Student Council for their donation to the Council, to N.O.V.A., to the Highway Department for keeping our bus serviced, to the Board of Health for sponsoring the flu clinic, to the Walpole Visiting Nurse Association, to the Federated Church, to the Norfolk Grange for the use of their hall and to Drs. Goodman and Gushard.

We regret the loss of H. Olive Day, who was a Council member since 1989. Other members retiring from the board are Mel Long, Anne Cumming and Emily Cashen. A hearty thank you for your many years of dedicated service.

The Council on Aging meets on the third Monday of each month at the Norfolk Library at 9:30 A.M. All residents are invited to attend.

BOARD OF HEALTH

The function of the Board of Health is to protect the public from any possible health threat, whether that threat be man-made or natural. The Board derives its authority from the Commonwealth and uses that authority to enforce a number of health related regulations. The regulations cover everything from drinking water purity to tanning salon operating procedures to subdivision storm drainage. This past year, 1992, saw the Board of Health active in all of these areas, as well as a number of others. A brief summary of some of the Board's activities is presented below. *The Board developed new regulations to deal with contaminated water problems in the Noon Hill section of town. These new regulations

serve to give direction to homeowners who might want to connect to town water and at the same time retain their old wells as irrigation sources. The Board also adopted regulations that control the operations of tanning salons.

In cooperation with the Planning Board, the Board of Health presented proposals for the regulation of small, privately owned and operated, sewage treatment plants. Through the activities of Robin Chapell, the Board's sanitation inspector, all food handling establishments were inspected on a regular basis. Any deviations from state standards were noted by the inspector and corrected by the establishment owners.

Because Raccoon rabies has arrived in Massachusetts and has quickly spread in the past months, the Board of Health strongly encourages vaccinating pets to protect them and the public health. The Board of Health conducted a Rabies Clinic this past fall in addition to the annual Spring Rabies Clinic. It is very important that you have your dogs and cats vaccinated against rabies. In February, 1993, a new state law became effective, requiring that all cats be vaccinated against rabies. Be advised that rabies is a deadly disease and should not be taken lightly. If you happen to come across any wild mammal (raccoon, squirrel, skunk, etc.) that is behaving strangely **DO NOT** approach it. Instead call the town animal officer

HUMAN RESOURCES

528-2879 and report what you have seen. Again, keep yourself, your children, and pets away from the wild animals which could be rabid.

Last year saw an upswing in septic system permit requests. It seems building is beginning to pick up again after a long recession-driven slowdown. During the year, the Consulting Engineer/Agent provided professional engineering support for the Board of Health in its activities relating to oversight of disposal of wastewaters in the town and protection of the ground and surface waters. This included review and supervision of all septic system and well construction as well as review of subdivision, gravel removal, and site plans for consideration of wastewater supply and storm water management.

Earlier this year the Board was notified by Boston Edison Company that they have suspended their plans to build a substation near Dean Street. Although the company reserved its right

to reapply, it chose to abandon the permitting process at that time. This decision by Boston Edison came after a long series of meetings and hearings at which both the company and its abutters presented evidence relating to possible health effects of continuous exposure to electromagnetic forces. Eventually the Board voted to permit Edison to proceed with its plans, subject to very strict conditions that were based on data supplied to the Board by Edison itself. In its letter of suspension Edison alluded to these conditions as being too restrictive and part of the reasoning behind its decision to abandon its proposed substation at least for the time being. In light of recently released information about health effects of EMF on people, the Board feels some satisfaction in its insistence on the strict conditions it imposed on this project.

Finally, the Board worked together with a number of citizen groups during the year. Most of their concerns

centered on ground water contamination. We sincerely hope that they found the Board of Health helpful.

It was a pleasure working with these "local heroes", and the Board looks forward to working with them again in 1993. All of the past year's activities were coordinated, and in many cases directed, by Janet Prevett, the Administrative Assistant of the Board of Health. Without her professional guidance, which is based on years of experience coupled with a deep understanding of contemporary health issues, the Board of Health would be just another inefficient bureaucracy. The people of the Town of Norfolk, as well as the members of the Board itself, owe Janet a great deal of thanks.

Please remember that the Norfolk Board of Health is your board, we exist to protect Your health. If we can assist you, don't hesitate to call us at 528-7747, any time, night or day.

The following are permits and licenses issued by the Board of Health in 1992:

Percolation Testing	35
New and Revised Septic System Permits	68
Form A Applications (Review for Home Improvement)	117
Repair of Septic System Permits	12
Site-plan Review Plans	3
Disposal Works Installers Permits	44
Septic Removal Permits	27
Well Permits	9
Water Quality and Quantity review for property transfers....	22
Food Establishment Permits	25
Milk and Cream Licenses	23
Refuse Hauler Permits	13
Variances (Title 5 and local)	2
TOTAL	400

Dr. Albert G. Andersen, *Chairman*
 Laurence M. Magner, *Clerk*
 Dr. Thomas R. Gilbert, *Member*

Walpole Area Visiting Nurse Association, Inc.

The Walpole Area VNA has experienced a continuing 30% growth in overall visits in 1992. The total number of visits was 50,000 in 1991 and was approximately 60,000 in 1992. The clinical staff has increased accordingly. Referrals have increased by 25-30% most significantly from the Boston hospitals. Despite this growth, overall operations of the WAVNA continue to be efficient and effective.

The office, located at 55 West Street has two office treatment rooms, a pleasant waiting area, and a large and comfortable classroom. The classroom is an excellent area for the childbirth education classes, other classes and educational programs. There is ample parking with two spaces reserved specifically for our office patients. The building, itself, is handicap accessible.

The agency is fortunate that it has been able to recruit staff to keep pace with increased visits. WAVNA has been able to recruit therapy staff to meet patient needs at a time when many hospitals and other VNAs are forced to establish waiting lists for patients requiring therapy. Also, there is no waiting list for home health aide services.

In addition to established services, WAVNA increased its offerings of childbirth education classes, breastfeeding classes, prenatal and postnatal exercise classes, and cholesterol screenings. A new class, Infant/Toddler Safety and CPR has been very popular, especially with new parents. Office hours are held daily, Monday through Friday.

The Mental Health Program started in November of 1991, completed its first full year of operation. This program offers psychiatric nursing care to clients with mental health problems who are having difficulty coping and are unable to access existing services. All ages of the population are served. Working under the plan of care provided by the referring physician or psychiatrist, the VNA psychiatric nurse establishes a care plan based on patient mental and physical health needs, participates in the VNA interdisciplinary team to provide total patient care, promotes mental health education and the prevention of mental illness, and communicates regularly with the physician regarding patient condition and progress.

WAVNA continues to provide programs in health promotion to all age groups in addition to traditional home health services. The four major components of the Health Promotion Program are:

1. Health Maintenance for the Elderly - Promotion of good health and maximum functioning for all residents over 60 years of age. Elderly residents who are homebound and have multiple chronic illnesses or conditions but do not qualify for skilled care in the Home Health Program are seen on a periodic basis by a nurse at home. The goal of this program is to assess changes in physical condition, prevent complications and prevent unnecessary hospitalizations. Ambulatory residents are

seen at the office for physical assessment and health counseling or at senior citizen clinics held at the Fedated Church, the third Wednesday every month.

2. Maternal / Child Health - Promotion of the health and stability of family during the periods of reproductive maturation, pregnancy, childbirth, the postpartum period and the early rearing years. Services are provided by a maternal/child health nurse specialist through home visits. Infant car seats are also available for rental.

3. Communicable Disease - Prevention and control of communicable disease through casefinding and education and provision of follow-up consistent with public health practice. In addition to following up on reportable diseases through home visits, telephone consultations, the VNA provides vaccinations and various services during office hours.

4. Public Health - Promotion of good health awareness for the prevention of serious illness. Periodic cholesterol, hypertension, and diabetes screenings are held, in addition to requesting during office visits. In 1992, WAVNA conducted cholesterol screenings during the Walpole Village Fair and New Pond Village. The annual flu clinics were held in November. There was a significant increase in number of people attending flu clinics.

Public Health statistics for 1992 are as follows:

<u>SERVICE</u>	<u>VISITS</u>	
	1992	1991
Home Visits/ Health Maintenance	108	134
Maternal/Child Health Visits	44	49
Office Visits	15	22
Communicable Disease Follow-Up	1	5
Senior Citizen Clinics	221	310
Flu Clinic	173	126

RECYCLING/SOLID WASTE COMMITTEE

The past year has been one of much change and activity for the Town's Recycling/Solid Waste Committee. The old Norfolk landfill was closed at end of January and our Recycling/Transfer Station opened as of February 1, 1992. At that time solid waste disposal expenses became solely dependent on user fees. As voted by the November 1991 Town Meeting, these expenses were no longer to be supported by tax revenues: Committee members braved the cold to be on hand for several Saturdays during February to help residents with questions about the new operations. Mr. Grady and his crew handled the change of operations seemingly without effort and residents welcomed the new Recycling/Transfer Station with enthusiasm.

Providing information to the Town's residents is a top priority of the Committee. We undertook the writing of a periodic newsletter with the first issue published in March 1992. Additional issues were published in Spring, Summer and Fall, providing information on such varied topics as recycling, composting, coming events, renewal decals, special hours, and other changes in operations. There have also been several informational spots produced for local Cable, Channel 8.

With the Recycling/Transfer Station operations fully fledged, the Committee with full support of the Board of Selectmen, focused its efforts on its educational responsibility. In its first major endeavor, the Committee cosponsored with the Norfolk Teacher Parent Association, an Earth Day Celebration which took environmental and recycling information into the Freeman/Centennial Schools. The teachers enthusiastically participated in a Recycling Workshop, sponsored by the Committee. On April 15, 1992, over nine hundred elementary school children received the benefit of presentations by town and parent volunteers, as well as two experts from the DEP, six naturalists from Stony Brook, two wildlife specialists from the Massachusetts Audubon Society, an expert from the Charles River Watershed Association, and a local naturalist. Children, teachers, and visitors delighted in presentations by our own Town Recycling volunteers who taught the children the intricacies of trash sorting and recycling. Our committee appreciated the efforts of all who volunteered and contributed to the success of the day.

At the same time we were working on the Earth Day education for the

Town's children, we were preparing for another committee-sponsored first, an Open House for all Town residents at the Recycling/Transfer Station on May 16, 1992. Assisted by members of the Norfolk Garden Club, the committee sponsored a composting demonstration at the facility with several home composting systems built by member, Glenn Capachin.

It had been earlier that week on Tuesday, May 12, 1992, that another change occurred at the facility. As a cost savings measure for users of the facility, the Committee had recommended and the Board of Selectmen approved a reduction in operations from three to two days per week, opening on Tuesdays and Saturdays.

During the May Town Meeting, a proclamation was issued by the Board of Selectmen recognizing long-time member and then chairman of the Committee, Charles F. Jerome, for his many contributions to the Town and his longstanding commitment to recycling and the environment. It was also at this time that the Recycling/Transfer Station was named in his honor, a well deserved recognition for his efforts.

In June the newly-appointed and reappointed Committee members elected new officers, Glenn Capachin, as Chairman, and Lois Barbour, as Secretary.

An informational bulletin board, funded by a DEP grant, was erected during the Fall at the Recycling/Transfer Station for use by the Town's residents and the Committee.

We had hoped that the Millis Consortium might provide us with a viable outlet for recyclables. Unfortunately, the first effort dissolved with no viable solution and the group effort, now supported by a part-time State employee, has reconstituted to continue to explore recycling options. Members of your Recycling/Solid Waste Committee will continue to be involved with the latest incarnation of the Millis Consortium and keep the Town's residents apprised of its efforts.

The Committee has analyzed data collected for the Recycling/Transfer Station over the past eleven months since the start of its operations in February. Despite fears in some quarters, the "average" user of the facility generates a little more than a bag of solid waste per week, along with his or her recyclables. This translates to an average cost per household of \$100.20 per year or \$8.35 per month for disposal of bagged solid waste and recyclables for users of

the Recycling/Transfer Station.

This report would not be complete without acknowledging our appreciation to the following former members who resigned during the year. Former Secretary, Austen Smithers, whose humorous and informative minutes we still miss resigned in June, along with Russell J. Proctor, another former Secretary. We shall also miss the enthusiasm and financial competence of member Margaret Rubin, who resigned in October. The year was not filled with departures only, however. Former member, Frank A. Gaynor III, rejoined the Committee in June, bringing to the Committee history and expertise which have already proved invaluable. An important member of the Earth Day Committee, Amy L. Aha, was a very welcome addition to our ranks in August.

A phoenix rising from the ashes of the former Landfill operation, the Recycling/Transfer Station continues to be a center of activity with fund raising efforts conducted by Boy Scouts, Girl Scouts, the Lions, other philanthropic organizations, and numerous sports teams, not to mention political activities by local, state and federal politicians.

The end of the year saw the Recycling/Transfer Station operating with a cumulative Recycling Rate of over 50%. This outstanding rate can be attributed to the hard work of the Highway Superintendent, John Grady, and his staff, the cheerful and gentlemanly public face of the Recycling/Transfer Station worn by Monitor Charlie McCarthy, and last, but certainly not least, the concern for the environment expressed by the Town's residents in their conscientious recycling efforts. The Committee wishes to express its heartfelt appreciation to all.

Although final capping approval for the former Landfill awaits DEP approval, we should mention that during the Spring, the Town was granted a Municipal Composting Permit by the DEP to compliment its Recycling/Transfer Station operation and due to its outstanding recycling efforts is now an approved DEP Recycling Town. The Committee is very satisfied with its efforts for 1992, but looks forward to the ongoing challenge of expanding recycling, and continuing educational efforts, our top priorities.

Respectfully submitted,

Lois S. Barbour, *Secretary*

HUMAN RESOURCES

SELF HELP INCORPORATED

Self Help, Inc., is greater Brockton's and poverty 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, 1992, Self Help received a total funding of approximately \$9.4M and provided direct services to 42,641 limited-income households in the area.

93 NORFOLK households received direct services totaling \$ 26,271 during the program year 1992. The total funding of \$9,387,675 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 \$2,549,611 of other community resources, such as contributions from the towns and volunteers. The gross value of Self Help during the past program year was \$11,937,286.

Self Help currently employs 200 individuals, many of whom are of limited income and minorities.

We feel that the program year was a successful one for us and very helpful to our limited-income population. We thank the Board of Selectmen and the many volunteers for helping to make our year a success.

NORFOLK MENTAL HEALTH ASSOCIATION, INC.

The Norfolk Mental Health Association is a private non-profit corporation governed by a citizen Board of Directors who represent each of the twelve towns in its service area; Canton, Dedham, Foxboro, Medfield, Millis, Norfolk, Norwood, Plainville, Sharon, Walpole, Westwood and Wrentham.

The major programs of the Norfolk Mental Health Association available to Norfolk residents are:

CUTLER COUNSELING CENTER has fully licensed staff of social workers, psychologists and psychiatrists bringing together a rich variety of skills and experience to provide a wide range of services to children, adolescents, and adults of all ages. In order to be most responsive to individual needs and community concerns, Cutler Center is organized into specialized programs offering services in the following areas: Intake and Emergency; Family and Children; Alcohol and Substance Abuse; Chronic Care; Psychiatry; Adult; Senior Care; Psychological Testing; Assertiveness Training; Separation and Divorce; and Families of Substance Abusers. In the Alcohol and Substance Abuse Program, significant affiliation has been forged with NORCAP Center providing a most comprehensive approach to the treatment of substance abuse. Each program offers specialized groups

and services, such as the Parent-Toddler Program, an educational and supportive experience for parents and their children from birth to age 3; and the Gym Program, a unique blend of counseling and physical activity for children between the ages of 5 and 15.

Other Programs include the Widowed Lifeline offering comfort, understanding, and friendship to men and women at any stage of widowhood; Project HIRE, a sheltered vocational rehabilitation facility for people with emotional, developmental or physical handicaps. Programs include diagnostic evaluations, electronic skill training, work adjustment training and counseling, sheltered, long-term employment, and transitional employment and job placement; Parent-Aide Program, offering trained and supervised volunteer aides who provide one-to-one help to clients in the community, families and individuals in crisis, victims of domestic violence, and parents at risk of abusing and neglecting their children; Community Education Programs: The staff of Cutler Center is available to provide talks, workshops and consultation on a wide variety of mental health related topics. These services are available to community agencies, civic organizations, business and industry, schools and court system. In addition, commu-

nity education programs on such topics as stress management, assertiveness training and clinical issues are held periodically throughout the year.

Cutler Counseling Center currently has offices in Norwood and Wrentham with the Wrentham office providing the full range of services offered by the Norwood Office.

During Fiscal Year 1992, Cutler Counseling Center provided direct services to approximately 65 people from Norfolk. The direct value of these services was \$33,253 of which the town of Norfolk allocated \$3,500.

In the past year, people from Norfolk who came to us for assistance were often referred by friends, neighbors, family, clergy, school, physicians, or community agencies. The most common requests for help concerned such problems as depression and anxiety, difficulties in marriage or family relations, school or behavior-related problems, and acute or chronic mental illness.

The Norfolk Mental Health Association Board of Directors includes Janyce Conklin from the Town of Norfolk.

NATURAL RESOURCES

WATER DEPARTMENT

In 1992, the Water Department expansion continued. The department completed its most ambitious project to date, the Noon Hill project added 6.6 miles of water main to the growing distribution system. The project started in May 1992 and was completed well ahead of schedule in September 1992. The project progressed swiftly with a minimum of problems to the affected area. Cooperation and education were instrumental in keeping the project moving. The residents were informed through public forums and periodic newsletters from the Water Department and Dufresne-Henry, the Water Department Engineering firm. The expansion of the distribution system provides the neighborhood in need with a potable water and enhanced the fire protection.

In addition to the massive installation project, the Water Department actively began its search for a new well site for the 21st cen-

tury. This search was begun after an aquifer delineation survey was completed in 1991. Through this survey, the best possible sites will be chosen and test wells will be dug for ongoing study.

Enhancement of the system is a priority, especially to the Rt 1A and 115 area. With continued cooperation of the Pondville Water Associates this can be accomplished.

The Enterprise Fund approach became a reality in 1992 and therefore, all customers of the Norfolk Water Department are the sole source of funding through water rates and system development fees. The implementation of betterments was begun and utilized for the Kingsbury/Miller Street project, completed in the Spring 1992.

The Board of Water Commissioners look forward to planning for the Water Department for the next century and helping to insure that the community has plenty of

potable water, for the growth of the community development is dependent upon it.

The Board of Water Commissioners wishes to thank the small staff who oversee the daily operation of the department. Without their dedication, this department would not function and grow. The Superintendent, James A. Martin III, oversees the staff. Marilyn A. Ghioni is our Administrative Assistant; Richard A. Watson is the full-time Maintenance Operator; part-time maintenance, Markene Burton and Collector, Gail E. Bernardo. These employees are unselfish and tireless in their efforts, they deserve the thanks of the community that they serve. The Commissioners would also like to thank the water takers for their continued support. This is an essential factor in insuring the growth of the Water Department and ultimately the growth of the entire Town.

WATER SERVICE INFORMATION

	1991	1992
Miles of water main in service	43.23	50.23
Total water services	1306	1320
Number of services per mile of water main	30.21	26.27
Total gallons pumped	131,840,500	119,886,300
Total gallons purchased	887,724	530,904
Average gallons pumped per day	361,208	328,455
Average annual gallons used per service	101,630	91,225
Average gallons used per service per day	278	249
Total Water Department Income	\$390,700.84	\$458,669.21

CONSERVATION COMMISSION

The Conservation Commission's seven member Board is appointed by the Board of Selectmen and responsible for administering the Wetlands Protection Act and the Town of Norfolk Wetlands Protection Bylaw. The Commission is also directed by the Conservation Commission Act to acquire open space, and plan for the protection and use of natural resources. Effective October 1, 1992, the Massachusetts Department of Environmental Protection (DEP) assigned a new duty to town Conservation Commissions. The Commission will now review applications for Section 401 Water Quality Certification (Federal Clean Water Act).

under the 401 review, strict standards apply to wetlands near drinking water supply areas. Although DEP will be the issuing authority for 401 Certification, the state will depend on the Commission's review and comment for most projects.

In 1992, the Conservation Commission held 19 Public hearings and issued 13 Orders of Conditions and 6 Determinations of Applicability. Effective October 1992, the Commission amended the regulations of the Town's Wetland Protection Bylaw to provide for the hiring of consultants at the applicant's expense and a disposition procedure. These amendments will

help ensure a thorough review of complex projects and compliance with wetlands regulations.

The Commission manages several parcels of land totaling approximately 155 acres. Much of this land has been donated and is used for passive recreation and the enjoyment of nature. This year the Commission received a parcel of land along the Charles River. Through such generous donations of land, the Commission is able to enhance the preservation and protection of Norfolk's natural resources.

The Commission coordinated with the Stoney Brook Nature Center to conduct a Spring River Clean-

NATURAL RESOURCES

up/Nature Walk on Conservation Commission property along the Charles River.

Kenneth Wood a Charter Member of the Commission since 1960 resigned after more than 30 years of service to the Town. Ken, a botanist, contributed to the drafting of the new state regulations for the Wet-

lands Protection Act in the 1970's. He was also very active in the early efforts to acquire town forest land.

The Commission coordinates closely with other Town boards and committees to assure a full review of all protects. We wish to thank all the boards and committees for their thoughtful comments, especially the

Planning Board, the Building Department, the Board of Health, the Water Department, and the Zoning Board of Appeals.

Maryann T. Magner,
Chairman

1992 REPORT OF THE NORFOLK COUNTY MOSQUITO CONTROL PROJECT

The Operational Project Program integrates all proven technologies into a system of mosquito control that is rational, safe, effective, and economically feasible.

All mosquito eggs need water to hatch to sustain larval growth.

Source Reduction Work: Our summary efforts are concentrate on the drainage of shallow, standing, stagnant water, and the maintenance of existing flow systems which contribute to mosquito breeding sources.

Drainage Ditches Cleaned
3,487 feet

Brush Obstructing Ditches Cut
60 feet

Larviciding: Treatment of mosquito larvae during aquatic development is the next most effective control effort.

Larvicide by backpack/briquets/
mistblowers 102 acres

Catch basin larvicide application
425 count

Adulticiding: The suppression of flying adult mosquitoes becomes necessary when they are numerous, annoying, or threatening to residents.

Adulticide with mistblowers
92 acres

Adulticide U.L.V. from trucks
1,766 acres

Surveys, inspections, and monitoring in support of our program include locating and mapping breeding areas, larval and adult collections, and field work evaluations leading to better drainage.

The Project received 31 calls from residents for information and assistance.

John J. Smith, Superintendent

MIRROR LAKE ADVISORY COMMITTEE

The Mirror Lake Advisory Committee was made a permanent Committee with both the Towns of Wrentham and Norfolk in July of 1979. There are 4 members appointed by the Norfolk Board of Selectmen and 4 members from Wrentham appointed by the Wrentham Board of Selectmen. The Town Administrators from each Town are also ex-officio non-voting members.

This year the Committee controlled the boats on the Lake. We

also form a neighborhood watch over the beach and dam areas. We keep the beach and boat launch areas clean.

Annually we need the assistance of the Highway Department to bring sand for the beach area and to keep the dam run off and stream bed clear of debris.

We also need highway equipment to keep the lake side in front of the dam cleaned as there are always stones thrown in to this area.

We meet at Robert Lillis' house, 364 Forest Grove Avenue on the second Thursday evening of every month. If you have helpful suggestions or need information about Mirror Lake please call any member of the Committee. We would be happy to address your concerns.

Robert Lillis, Chair
Virginia Graves

NORFOLK CITIZENS ACTION COMMITTEE

There were significant positive developments in the continued fight against the MWRA sludge landfill during the past year.

As a result of continuing Weld administration support, proposals have been requested and received by the MWRA for alternative, cost effective solutions to the Walpole site. Currently, both in-state and out of state bids are being reviewed and several look favorable.

The State Inspector General's Office issued a report highly critical of the MWRA process in choosing the final site in Walpole. The four major points in the report echoed the protests raised by Norfolk and Walpole from the start of the process. The IG has requested that the MWRA justify and give explanations regarding reasons for

many of the biased decisions which were made during the siting process.

The Department of Corrections contracted a private firm to study the effects of the landfill on the prison population. The report, which was made public recently, addressed in strong terms the incompatibility of a landfill so close to the prison population as well as the prison water supply. This issue and many others were brought to the attention of the DEP during the permitting hearings.

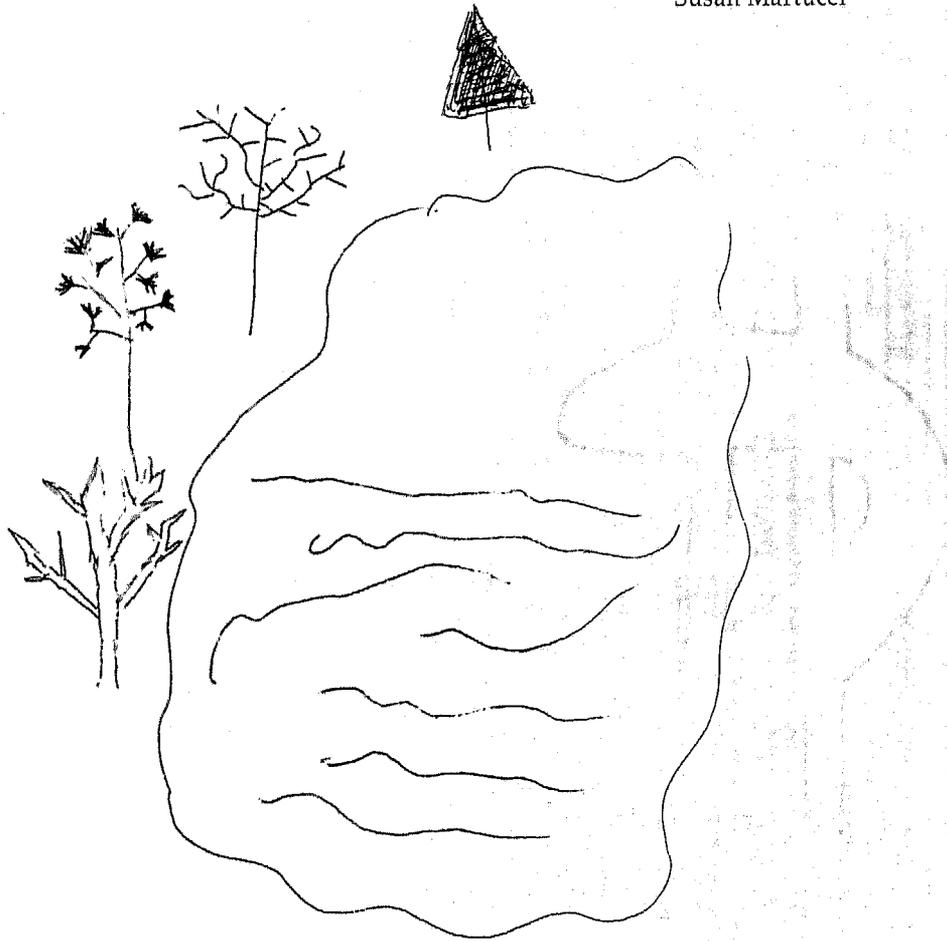
Due to a bill filed by Sen. Lane (R-Medfield), the MWRA was forced to perform additional testing on the site to further assess the impact of the landfill on water supplies. This testing, originally dismissed by the MWRA as unnecessary, has now shown that the land-

fill could contaminate the Neponset Sole Source Aquifer used by several communities for drinking water. As a result, the MWRA has now requested a delay of 6 months to perform further tests.

The EPA continues to affirm it's support of the site; however, the Citizen Action Committee is now awaiting the appointment of a new, possibly more reasonable EPA administrator in Region 1.

The committee would like to thank Senator Locke, Senator Lane and former Representative Frank Woodward for their past and continued support. We would also like to thank Marilyn Morris for her untiring efforts and unwillingness to back down from the power of the MWRA. Finally, the committee would like to thank all the people of Norfolk for their tremendous support and efforts in this fight.

The Norfolk Citizens Action Committee
 John Olivieri, *Chair*
 Susan Martucci





TOWN OF NORFOLK

TOWN ACCOUNTANT

Norfolk, Massachusetts 02056

(617) 528-5686

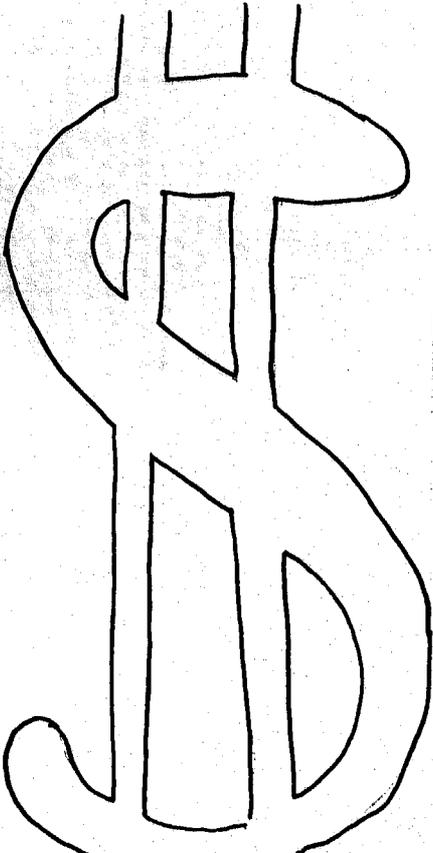
REPORT OF THE TOWN ACCOUNTANT

The following general purpose financial statements have been prepared in conformity with generally accepted accounting principles and present fairly the financial position of the Town of Norfolk, Massachusetts, at June 30, 1992.

- (1) Combined Balance Sheet - all fund types and account groups.
- (2) Combined Statement of Revenues, Transfers, Expenditures and Changes in Fund Balance.
- (3) Combining Statement of Changes in Fund Balance - Special Revenue, Capital Projects, and Trust Funds.
- (4) Combined Statement of Revenues, Transfers, and Expenditures - Budget and Actual.
- (5) Report of Expenditures - General Fund and Water Fund - Budget to Actual.
- (6) Summary of Long-Term Debt at June 30, 1992.

I would like to extend my gratitude to the accounting staff - Lorraine H. Foley, Assistant Town Accountant and Employee Benefit Coordinator, and Dorothy E. Strohl for their dedication and continued support.

Caroline F. Price, Town Accountant



	Governmental Fund Types		Fiduciary Fund Type	Account Group
ASSETS	General	Special Revenue	Trust And Agency	General Long Term Debt
Cash and Temporary Investments Receivables:	\$ 1,126,074	\$ 904,595	\$ 305,723	\$ -
Property Taxes	275,669	-	-	-
Tax Liens and Foreclosures	242,226	-	-	-
Motor Vehicle Excise	56,600	-	-	-
Departmental, Water & Sewer	-	44,826	-	-
Reserve for Uncollectable Receivables	(105,999)	-	-	-
Due from Other Governments	-	-	-	-
Amount to be Provided for Retirement of Debt	-	777,000	-	664,000
<u>Total Assets</u>	<u>\$ 1,594,570</u>	<u>\$ 1,726,421</u>	<u>\$ 305,723</u>	<u>\$ 664,000</u>
LIABILITIES AND FUND BALANCES				
Warrants and Accounts Payable	\$ 188,965	\$ 218,487	\$ 1,404	-
Deposits and Other Liabilities	5,050	-	-	-
Deferred Revenue	400,259	44,826	-	-
General Obligation Bonds and Notes Payable	-	777,000	-	664,000
<u>Total Liabilities</u>	<u>\$ 594,274</u>	<u>\$ 1,040,313</u>	<u>\$ 1,404</u>	<u>\$ 664,000</u>
Fund Balances				
Reserved for Encumbrances	\$ 566,386	\$ 241,522	-	-
Reserved for Expenditures	203,166	86,000	-	-
Reserved for Endowment	-	-	2,500	-
Reserved for Teachers Pay Deferral	(160,000)	-	-	-
Reserved for Over/Under Assessments	315	-	-	-
Unreserved:	-	-	-	-
Designated	-	58,468	12,178	70,646
Undesignated	390,429	358,586	289,641	1,038,656
<u>Total Fund Balances</u>	<u>\$ 1,000,296</u>	<u>\$ 686,108</u>	<u>\$ 304,319</u>	<u>\$ 2,049,191</u>
<u>Total Liabilities & Fund Balances</u>	<u>\$ 1,594,570</u>	<u>\$ 1,726,421</u>	<u>\$ 305,723</u>	<u>\$ 664,000</u>

Totals
 (Memorandum Only)
 1992
 \$ 2,395,741

275,669
 242,226
 56,600
 44,826
 (105,999)

2,506,000
 \$ 5,415,063

\$ 409,737
 5,050
 445,085

2,506,000
 \$ 3,365,872

\$ 807,908
 289,166
 2,500
 (160,000)
 315

70,646
 1,038,656
 \$ 2,049,191

\$ 5,415,063

TOWN OF NORFOLK, MASSACHUSETTS
COMBINED STATEMENT OF REVENUES, TRANSFERS, EXPENDITURES AND CHANGES IN FUND BALANCES
ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS
YEAR ENDED JUNE 30, 1992

	<u>Governmental Fund Types</u>			<u>Fiduciary Fund Type</u>	<u>Totals (Memorandum Only)</u>
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>		
<u>REVENUES</u>					
Property Taxes	\$6,909,474	\$	-	-	\$ 6,909,474
Intergovernmental Revenue	1,047,206	284,836	-	-	1,332,042
Licenses, Fees and Permits	235,130	-	-	-	235,130
Investment Interest	62,084	4,221	-	19,303	85,608
Excise Taxes	506,078	-	-	-	506,078
User Charges	122,556	551,562	-	-	674,118
Other	35,453	30,016	-	42,553	108,022
<u>Total Revenues</u>	<u>\$8,917,981</u>	<u>\$ 870,635</u>	<u>\$</u>	<u>\$ 61,856</u>	<u>\$ 9,850,472</u>
<u>EXPENDITURES</u>					
Education and Libraries	\$4,806,999	\$ 309,299	-	2,018	\$ 5,118,316
General Government	809,392	201,792	-	38,481	1,049,665
Public Works	775,377	967,005	-	-	1,742,382
Protection of Persons and Property	1,307,575	57,258	-	-	1,364,833
Human Services	139,601	-	-	-	139,601
State and County Assessments	204,418	-	-	-	204,418
Debt Service	175,322	123,000	-	-	298,322
Recreation	24,964	18,091	-	-	43,055
Pension and Insurance	583,357	-	-	-	583,357
Capital Expenditures	-	-	1,006,532	-	1,006,532
<u>Total Expenditures</u>	<u>\$8,827,005</u>	<u>\$1,676,445</u>	<u>\$ 1,006,532</u>	<u>\$ 40,499</u>	<u>\$11,550,481</u>
<u>Excess (deficiency) of Revenues Over Expenditures</u>	<u>90,976</u>	<u>(805,810)</u>	<u>(1,006,532)</u>	<u>21,357</u>	<u>(1,700,009)</u>
<u>OTHER FINANCING SOURCES (Uses)</u>					
Transfer (to) From Other Funds	\$ 114,597	\$ 46,357	-	\$ (160,526)	\$ 428
Issuance of Temporary Debt	-	1,554,000	2,130,000	-	3,684,000
Repayment of Temporary Debt	-	(777,000)	(1,065,000)	-	(1,842,000)
<u>Total Other Financing Sources (Uses)</u>	<u>\$ 114,597</u>	<u>\$ 823,357</u>	<u>\$ 1,065,000</u>	<u>\$ (160,526)</u>	<u>\$ 1,842,428</u>
<u>Excess (deficiency) of Revenues Over Expenditures and Other Financing Sources</u>	<u>205,573</u>	<u>17,547</u>	<u>58,468</u>	<u>(139,169)</u>	<u>142,419</u>
Fund Balance at Beginning of Year	794,723	668,561	-	440,988	1,904,272
Fund Balance at End of Year	<u>\$1,000,296</u>	<u>\$ 686,108</u>	<u>\$ 58,468</u>	<u>\$ 301,819</u>	<u>\$ 2,046,691</u>

TOWN OF NORFOLK, MASSACHUSETTS
 COMBINING STATEMENT OF CHANGES IN FUND BALANCES -
 SPECIAL REVENUE FUNDS, CAPITAL PROJECTS FUNDS, EXPENDABLE AND NONEXPENDABLE TRUST FUNDS
 FOR THE YEAR ENDED JUNE 30, 1992

	Balance June 30, 1991	Revenues and Receipts	Proceeds From Debt Net of Repayments	Interest Dividends and Adjust.	Interfund Transf. & From (To)	Disbursements	Balance June 30, 1992
SPECIAL REVENUE FUNDS							
School Lunch	\$ -	\$ 93,679	-	\$ -	\$ -	\$ 89,548	\$ 4,131
Highway Improvement Funds	47,604	-	-	2,301	-	30,500	19,405
Gift Funds	17,017	3,397	-	-	-	3,890	16,524
Revolving Funds	14,360	75,168	-	67	-	75,957	13,638
Federal and State Education Grants	17,408	170,780	-	-	-	174,613	13,575
Federal and State General Grants	257,817	21,535	-	-	-	206,939	72,413
Receipts Reserved for Appropriation	69,921	38,418	-	-	(42,895)	-	65,444
Other Special Revenue Funds	12,584	44,045	-	-	-	35,493	21,136
Water Special Funds	231,850	419,393	654,000	1,852	89,252	936,505	459,842
Total Special Revenue Funds	\$ 668,561	\$ 866,415	\$ 654,000	\$ 4,220	\$ 46,357	\$ 1,553,445	\$ 686,108
CAPITAL PROJECTS FUNDS							
School Construction Projects	\$ -	\$ -	\$ 1,065,000	\$ -	\$ -	\$ 1,006,532	\$ 58,468
Total Capital Projects Funds	\$ -	\$ -	\$ 1,065,000	\$ -	\$ -	\$ 1,006,532	\$ 58,468
EXPENDABLE TRUST FUNDS							
Stabilization Fund	\$ 316,594	-	\$ -	\$ 11,506	\$ (108,300)	\$ -	\$ 219,800
Cemetery Funds	46,094	-	-	2,715	-	-	48,809
Pension Reserve Fund	16,396	-	-	4,466	(16,000)	-	4,862
Roof Fund	35,845	809	-	-	(36,654)	-	-
Town Hall Fund	4,745	-	-	-	361	-	5,106
Other Trust and Agency Funds	21,314	41,744	-	616	67	40,499	23,242
Total Expendable Trust Funds	\$ 440,988	\$ 42,553	\$ -	\$ 19,303	\$ (160,526)	\$ 40,499	\$ 301,819
NONEXPENDABLE TRUST FUNDS							
J. Ware Fund - Principal	\$ 2,036	-	\$ -	\$ 326	\$ 362	\$ -	\$ 2,000
H. Ward Fund - Principal	540	-	-	26	66	-	500
Total Nonexpendable Trust Funds	\$ 2,576	\$ -	\$ -	\$ 352	\$ (428)	\$ -	\$ 2,500

TOWN OF NORFOLK, MASSACHUSETTS
GENERAL FUND
COMBINED STATEMENT OF REVENUES, TRANSFERS, AND EXPENDITURES
BUDGET AND ACTUAL - BUDGET BASIS
YEAR ENDED JUNE 30, 1992

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<u>Revenues</u>			
Property Taxes	\$ 6,938,097	\$ 6,921,849	\$ (16,248)
Intergovernmental Revenue	1,052,519	1,047,206	(5,313)
Licenses, Fees and Permits	225,636	235,130	9,494
Investment Interest	100,000	62,084	(37,916)
Excise Taxes	500,000	506,078	6,078
User Charges	138,500	122,556	(15,944)
Other	5,000	35,453	30,453
<u>Total Revenues</u>	<u>\$ 8,959,752</u>	<u>\$ 8,930,356</u>	<u>\$ (29,396)</u>
<u>Expenditures</u>			
Education and Libraries	\$ 5,033,103	\$ 4,895,340	\$ 137,763
General Government	997,962	837,187	160,775
Public Works	1,024,252	709,489	314,763
Protection of Persons & Property	1,344,650	1,301,628	43,022
Human Services	173,898	162,522	11,376
State and County Assessments	204,733	204,418	315
Debt Service	262,200	262,197	3
Recreation	25,003	24,964	39
Pension and Insurance	623,307	597,379	25,928
<u>Total Expenditures</u>	<u>\$ 9,689,108</u>	<u>\$ 8,995,124</u>	<u>\$ 693,984</u>
<u>Excess (deficiency) Of Revenues Over Expenditures</u>	<u>\$ (729,356)</u>	<u>\$ (64,768)</u>	<u>\$ 664,588</u>
<u>Other Financing Sources (Uses)</u>			
Transfer (To) From Other Funds	114,597	114,597	-
Debt Net of Repayment	260,000	260,000	-
Other Available Funds	354,759	-	(354,759)
<u>Total Other Financing Sources (Uses)</u>	<u>\$ 729,356</u>	<u>\$ 374,597</u>	<u>\$ (354,759)</u>
<u>Excess (deficiency) Of Revenues and Other Sources Over Expenditures and Other Uses</u>	<u>\$ -</u>	<u>\$ 309,829</u>	<u>\$ 309,829</u>

TOWN OF NORFOLK
Expenditure Analysis - Budget to Actual
General Fund and Water Fund

July 1, 1991 to June 30, 1992

	Adopted Budget	Budget Adjustments	Revised Budget	Open Encumbrance	Expended	Balance
GENERAL FUND						
MODERATOR						
SALARIES	1	0	1	.00	1.00	.00
EXPENSES	90	0	90	.00	39.00	51.00
TOTAL MODERATOR	91	0	91	.00	40.00	51.00
SELECTMEN						
SALARIES	68,892	0	68,892	.00	68,669.20	222.80
SALARIES ENC.	0	500	500	.00	599.50	.50
HEPATITIS SHOTS	0	738	738	.00	84.00	654.00
PERSONNEL STUDY 10/91 ATM-12	0	11,000	11,000	.00	927.50	10,072.50
EXPENSES	15,545	491	16,036	.00	15,766.91	269.20
ATM 10/22/91 EXPENSE	0	3,300	3,300	.00	3,300.00	.00
UNPAID BILLS OF PRIOR YEARS	0	1,694	1,694	.00	1,694.83	.00
FUEL AND UTILITIES	4,750	698	5,448	.00	5,448.61	.00
DEP PENALTY 34-91ATM	0	10,200	10,200	.00	8,108.20	2,091.80
LITIGATION SETTLEMENT 34-91	0	4,000	4,000	.00	4,000.00	.00
MWEA LANDFILL/SLUDGE FIGHT	50,000	10,000	60,000	.00	31,972.12	28,027.88
OUT OF STATE TRAVEL	1	0	1	.00	.00	1.00
COMMITTEE FUND	1	500	501	.00	498.40	2.60
TOTAL SELECTMEN	139,189	43,222	182,411	.00	141,069.27	41,342.28
ADVISORY BOARD						
SALARIES	2,483	0	2,483	.00	2,112.61	370.39
EXPENSES	3,190	0	3,190	.00	2,848.21	341.79
RESERVE FUND	20,000	13,797-	6,202	.00	.00	6,202.59
TOTAL ADVISORY BOARD	25,673	13,797-	11,875	.00	4,960.82	6,914.77
ACCOUNTANT						
SALARIES	69,552	2,029	71,581	.00	71,579.82	1.18
EXPENSES	7,548	0	7,548	.00	7,212.93	335.07
TOTAL ACCOUNTANT	77,100	2,029	79,129	.00	78,792.75	336.25
ASSESSORS						
SALARIES	64,367	0	64,367	.00	63,956.62	410.38
RE-CERTIFICATION #4 10/90STM	0	3,005	3,005	.00	3,005.00	.00
EXPENSES	13,000	0	13,000	.00	11,487.88	1,512.12
TRAVEL MEETINGS & DUES	0	0	0	.00	.00	.00
OUT OF STATE TRAVEL	1	0	1	.00	.00	1.00
TOTAL ASSESSORS	77,368	3,005	80,373	.00	78,449.50	1,923.50

	Adopted Budget	Budget Adjustments	Revised Budget	Open Encumbrance	Expended	Balance
GENERAL FUND						
TREASURER						
SALARIES	31,728	0	31,728	.00	31,709.25	18.75
BANKING SERVICE EXPENSES	1,800	1,425	3,225	.00	3,113.89	111.11
	8,443	405	8,848	.00	8,832.72	15.28
TOTAL TREASURER	41,971	1,830	43,801	.00	43,655.86	145.14
TAX COLLECTOR						
SALARIES	51,545	0	51,545	.00	51,542.58	2.42
EXPENSES	12,978	0	12,978	.00	12,963.58	14.42
EXPENSES ENC.	0	1,938	1,938	.00	1,185.33	752.77
TOTAL TAX COLLECTOR	64,523	1,938	66,461	.00	65,691.49	769.61
TOWN COUNSEL						
LEGAL FEES	12,500	17,711	30,211	.00	25,147.38	5,063.75
LEGAL RETAINER	10,173	0	10,173	.00	10,173.00	.00
TOTAL TOWN COUNSEL	22,673	17,711	40,384	.00	35,320.38	5,063.75
PERSONNEL BOARD						
SALARIES	1,000	0	1,000	.00	387.78	612.22
EXPENSES	1,850	0	1,850	.00	542.84	1,307.16
OUT OF STATE TRAVEL	1	0	1	.00	.00	1.00
TOTAL PERSONNEL BOARD	2,851	0	2,851	.00	930.62	1,920.38
COMPUTER COMMITTEE						
EXPENSES	5,717	0	5,717	.00	5,235.65	481.35
TC COMPUTER EQUIPMENT	8,600	3,500	12,100	.00	11,389.20	710.80
TOTAL COMPUTER COMMITTEE	14,317	3,500	17,817	.00	16,624.85	1,192.15
TAX TITLE FORECLOSURE						
SALARIES	8,785	0	8,785	.00	8,784.88	.12
EXPENSES	95	0	95	.00	2.21	92.79
EXPENSES ENC.	0	35,635	35,635	.00	1,569.74	34,066.24
TOTAL TAX TITLE FORECLOSURE	8,880	35,635	44,515	.00	10,356.83	34,159.15
TOWN CLERK						
SALARIES	29,281	0	29,281	.00	29,181.74	89.26
EXPENSES	1,820	0	1,820	.00	1,766.99	53.01
EXPENSES ENC.	0	200	200	.00	191.00	9.00
TOTAL TOWN CLERK	31,101	200	31,301	.00	31,149.73	151.27

	Adopted Budget	Budget Adjustments	Revised Budget	Open Encumbrance	Expended	Balance
GENERAL FUND						
ELECTIONS						
SALARIES	3,650	0	3,650	.00	2,484.88	1,165.12
EXPENSES	1,750	0	1,750	.00	1,587.35	162.65
SPECIAL ELECTION EXPENSE	0	1,250	1,250	.00	.00	1,250.00
TOTAL ELECTIONS	5,400	1,250	6,650	.00	4,072.23	2,577.77
VOTER REGISTRATION						
SALARIES	3,950	0	3,950	.00	3,777.19	172.81
COMPUTER SERVICES	2,550	0	2,550	.00	2,480.00	70.00
EXPENSES	1,430	0	1,430	.00	1,060.52	369.48
TOTAL VOTER REGISTRATION	7,930	0	7,930	.00	7,317.71	612.29
CONSERVATION COMMISSION						
SALARIES	3,770	0	3,770	.00	3,768.93	1.07
WETLANDS PROTECTION EXP.	0	1,120	1,120	.00	665.34	454.66
EXPENSES	352	0	352	.00	346.31	5.69
CONSERVATION FUND	0	58,944	58,944	.00	40.00-	58,984.24
TOTAL CONSERVATION COMMISSION	4,122	60,064	64,186	.00	4,740.58	59,445.66
PLANNING BOARD						
SALARIES	29,090	1,095	30,185	.00	30,178.91	6.09
PLAN. BD. MASTER PLAN 91/92	7,000	4,165	11,165	.00	7,409.44	3,756.11
ENGINEERING SERVICES	12,000	5,893	17,893	.00	13,837.00	4,056.00
ENGINEERING ENC.	0	0	0	.00	.00	.00
EXPENSES	3,950	200-	3,750	.00	2,876.55	873.45
TOTAL PLANNING BOARD	52,040	10,953	62,993	.00	54,301.90	8,691.65
ZONING/APPEALS BOARD						
SALARIES	9,439	0	9,439	.00	9,024.97	414.03
ENGINEERING SERVICES	1	0	1	.00	.00	1.00
EXPENSES	2,271	0	2,271	.00	1,341.78	929.22
TOTAL ZONING/APPEALS BOARD	11,711	0	11,711	.00	10,366.75	1,344.25
ENGINEERING SERVICES						
ENGINEERING SERVICES	1,900	0	1,900	.00	511.00	1,389.00
TOTAL ENGINEERING SERVICES	1,900	0	1,900	.00	511.00	1,389.00

	Adopted Budget	Budget Adjustments	Revised Budget	Open Encumbrance	Expended	Balance
GENERAL FUND						
PERMANENT BUILDING COMM.						
SALARIES	1	0	1	.00	.00	1.00
TOWN HALL PLANS #3-89STM	0	3,195	3,195	.00	.00	3,195.50
EXPENSES	475	0	475	.00	.00	475.00
LIB/POL/FIRE BLDG.ADD. 84ATM	0	2,120	2,120	.00	.00	2,120.78
TOTAL PERMANENT BUILDING COMM.	476	5,316	5,792	.00	.00	5,792.28
BLDG/LIABILITY INSURANCE						
BUILDING/LIABILITY INSURANCE	235,000	39,000-	196,000	.00	182,547.00	13,453.00
TOTAL BLDG/LIABILITY INSURANCE	235,000	39,000-	196,000	.00	182,547.00	13,453.00
TOWN REPORTS						
PRINTING	6,000	0	6,000	.00	5,760.00	240.00
TOTAL TOWN REPORTS	6,000	0	6,000	.00	5,760.00	240.00
POLICE						
SALARIES	668,328	0	668,328	.00	666,357.38	1,970.62
SALARIES ENC.	0	8,590	8,590	.00	8,588.27	2.07
EXPENSES	44,175	0	44,175	.00	44,149.34	25.66
FUEL AND UTILITIES	16,500	0	16,500	.00	15,391.19	1,108.81
TOTAL POLICE	729,003	8,590	737,593	.00	734,486.18	3,107.16
FIRE						
SALARIES	166,108	0	166,108	.00	164,306.71	1,801.29
SALARIES ENC.	0	1,140	1,140	.00	1,140.48	.00
EXPENSES	27,850	0	27,850	.00	27,827.60	22.40
EXPENSES ENC.	0	25	25	.00	.00	25.00
FUEL AND UTILITIES	3,750	0	3,750	.00	1,996.07	1,753.93
TOTAL FIRE	197,708	1,165	198,873	.00	195,270.86	3,602.62
AMBULANCE SERVICE						
SALARIES	47,287	0	47,287	.00	42,988.03	4,298.97
SALARIES ENC.	0	479	479	.00	479.10	.42
TRAINING AND TUITION	12,000	0	12,000	.00	11,126.04	873.96
EXPENSES	3,800	0	3,800	.00	3,798.26	1.74
AMBULANCE PURCHASE 14-91	80,000	0	80,000	.00	79,971.05	28.95
TOTAL AMBULANCE SERVICE	143,087	479	143,566	.00	138,362.48	5,204.04

	Adopted Budget	Budget Adjustments	Revised Budget	Open Encumbrance	Expended	Balance
GENERAL FUND						
BUILDING DEPARTMENT						
SALARIES	73,455	0	73,455	.00	68,776.86	4,678.14
EXPENSES	3,210	0	3,210	.00	3,183.02	26.98
EXPENSES ENC.	0	400	400	.00	399.62	.38
FUEL AND UTILITIES	2,900	0	2,900	.00	1,724.14	1,175.86
ROUGH MILEAGE ALLOWANCE	1,000	0	1,000	.00	1,000.00	.00
TOTAL BUILDING DEPARTMENT	80,565	400	80,965	.00	75,083.64	5,881.36
WEIGHTS AND MEASURES						
SALARIES	333	0	333	.00	.00	333.00
EXPENSES	31	0	31	.00	.00	31.00
TOTAL WEIGHTS AND MEASURES	364	0	364	.00	.00	364.00
CIVIL DEFENSE						
SALARIES	517	0	517	.00	517.00	.00
EXPENSES	1,900	0	1,900	.00	1,898.92	1.08
TOTAL CIVIL DEFENSE	2,417	0	2,417	.00	2,415.92	1.08
ANIMAL INSPECTOR						
SALARIES	1,514	0	1,514	.00	1,514.00	.00
EXPENSES	150	0	150	.00	102.50	47.50
TOTAL ANIMAL INSPECTOR	1,664	0	1,664	.00	1,616.50	47.50
ANIMAL CONTROL						
SALARIES	9,585	0	9,585	.00	9,585.00	.00
EXPENSES	1,500	0	1,500	.00	843.77	656.23
FUEL AND UTILITIES	500	200	700	.00	618.33	81.67
TOTAL ANIMAL CONTROL	11,585	200	11,785	.00	11,047.10	737.90
SHADE TREE DEPARTMENT						
SALARIES	308	0	308	.00	308.00	.00
EXPENSES	8,376	0	8,376	.00	8,359.20	16.80
TOTAL SHADE TREE DEPARTMENT	8,684	0	8,684	.00	8,667.20	16.80
TREE WARDEN						
SALARIES	308	0	308	.00	308.00	.00
INSPECTION FEES	1,000	0	1,000	.00	.00	1,000.00
EXPENSES	23,789	0	23,789	.00	23,757.90	31.10
TOTAL TREE WARDEN	25,097	0	25,097	.00	24,065.90	1,031.10

	Adopted Budget	Budget Adjustments	Revised Budget	Open Encumbrance	Expended	Balance
GENERAL FUND						
FIRE/POLICE DISPATCHER						
SALARIES	107,504	0	107,504	.00	106,189.61	1,314.39
EXPENSES	3,918	0	3,918	.00	3,912.10	5.90
TOTAL FIRE/POLICE DISPATCHER	111,422	0	111,422	.00	110,101.71	1,320.29
FIRE/POLICE STATION						
EXPENSES	23,026	0	23,026	.00	21,964.15	1,061.85
FUEL AND UTILITIES	19,000	0	19,000	.00	15,926.37	3,073.63
FUEL/UTILITIES ENC.	0	1,300	1,300	.00	1,300.00	.00
FIRE STATION REPAIR 32-90ATM	0	12,675	12,675	.00	.00	12,675.00
TOTAL FIRE/POLICE STATION	42,026	13,975	56,001	.00	39,190.52	15,810.48
EDUCATION						
EXPENSES	3019,772	3019,772-	0	.00	.00	.00
EXPENSES ENC.	0	11,696	11,696	.00	11,254.08	442.18
FREEMAN SC.ROOF 14L-91 (LTD)	0	260,000	260,000	.00	255,382.89	4,617.11
TOTAL EDUCATION	3019,772	2748,075-	271,696	.00	266,636.97	5,059.29
KING PHILIP REGIONAL						
EXPENSES	1629,655	47,041-	1582,614	.00	1582,613.00	1.00
KING PHILIP ROOF BOND 14-91	24,737	0	24,737	.00	24,737.00	.00
TOTAL KING PHILIP REGIONAL	1654,392	47,041-	1607,351	.00	1607,350.00	1.00
TRI-COUNTY REGIONAL						
EXPENSES	124,192	0	124,192	.00	124,192.00	.00
TOTAL TRI-COUNTY REGIONAL	124,192	0	124,192	.00	124,192.00	.00
HIGHWAY DEPARTMENT						
SALARIES	287,915	0	287,915	.00	287,912.95	2.05
SIDEWALK ENGINEERING #27-89	0	3,000	3,000	.00	3,000.00	.00
EXPENSES	94,850	0	94,850	.00	89,575.37	5,274.63
EXPENSES ENC.	0	146	146	.00	134.56	11.49
FIELD MAINTENANCE EXP/WAGES	8,596	0	8,596	.00	7,339.66	1,256.34
FIELD MAINT. EXPENSE ENC.	0	1,052	1,052	.00	.00	1,052.00
SPECIAL PROJECTS FY'90	0	17,105	17,105	.00	16,634.05	471.10
NORTH STREET SIDEWALK #26-89	0	27,782	27,782	.00	3,452.91	24,329.25
MAIN STREET IMPROVE. #28-84	0	2,714	2,714	.00	211.09	2,503.51
PINE STREET RECONST.#24-86	0	9,019	9,019	.00	9,019.00	.00
ROCKWOOD RD. RECONST.#24-88	0	9,670	9,670	.00	.00	9,670.00
DRAINAGE TOWN CENTER 27-90	0	7,140	7,140	.00	3,500.00	3,640.00
TOTAL HIGHWAY DEPARTMENT	391,361	77,628	468,989	.00	420,779.59	48,210.37

	Adopted Budget	Budget Adjustments	Revised Budget	Open Encumbrance	Expended	Balance
GENERAL FUND						
HIGHWAY GARAGE						
FUEL AND UTILITIES	32,300	0	32,300	.00	31,705.39	594.61
FUEL/UTILITIES ENC.	0	831	831	.00	856.94	25.63-
TOTAL HIGHWAY GARAGE	32,300	831	33,131	.00	32,562.33	568.98
SNOW AND ICE CONTROL						
EXPENSES						
SANDER BODY 14-91	80,300	0	80,300	.00	77,277.78	3,022.22
	10,000	0	10,000	.00	10,000.00	.00
TOTAL SNOW AND ICE CONTROL	90,300	0	90,300	.00	87,277.78	3,022.22
TRANSFER STATION/LANDFILL						
SALARIES						
LEACHATE POND PUMPING 14-91	45,443	8,207-	37,236	.00	37,229.97	6.03
ENGINEERING/LANDFILL 14-91	40,000	0	40,000	.00	40,000.00	.00
EXPENSES	20,000	0	20,000	.00	20,000.00	.00
EXPENSES ENC.	458,057	173,057-	285,000	.00	97,850.13	187,149.87
FUEL AND UTILITIES	0	659	659	.00	451.25	208.09
PHASE II LANDFILL 20-89	6,500	6,123	12,623	.00	9,741.01	2,881.99
CAP LANDFILL 24-90ATM	0	1,184	1,184	.00	1,184.57	.00
F.E. LOADER-LEASE #10 90STM	0	0	0	.00	.00	.00
GRINDER LEASE #13 10/90STM	29,000	0	29,000	.00	29,000.00	.00
	14,600	1,216-	13,384	.00	11,153.30	2,230.70
TOTAL TRANSFER STATION/LANDFILL	613,600	174,513-	439,086	.00	246,610.23	192,476.68
SEWERAGE						
SOLID WASTE DISPOSAL						
SOLID WASTE DISP. ENC.	2,300	0	2,300	.00	.00	2,300.00
	0	2,300	2,300	.00	.00	2,300.00
TOTAL SEWERAGE	2,300	2,300	4,600	.00	.00	4,600.00
CEMETERY						
SALARIES						
EXPENSES	9,500	0	9,500	.00	9,493.88	6.12
EXPENSES ENC.	3,500	0	3,500	.00	3,373.74	126.26
	0	254	254	.00	82.90	171.97
TOTAL CEMETERY	13,000	254	13,254	.00	12,950.52	303.95
CUSTODIAN OF VETERANS GRAVES						
SALARIES						
EXPENSES	125	0	125	.00	125.00	.00
VETERANS MEMORIAL #56-89	540	0	540	.00	540.00	.00
	0	24,944	24,944	.00	51.20	24,893.06
TOTAL CUSTODIAN OF VETERANS GRAVES	665	24,944	25,609	.00	716.20	24,893.06

	Adopted Budget	Budget Adjustments	Revised Budget	Open Encumbrance	Expended	Balance
GENERAL FUND						
STREET LIGHTING						
STREET LIGHTING	19,000	3,319	22,319	.00	22,319.77	.00
TOTAL STREET LIGHTING	19,000	3,319	22,319	.00	22,319.77	.00
BOARD OF HEALTH						
SALARIES	31,981	1,040	33,021	.00	33,020.80	.20
EXPENSES	43,150	0	43,150	.00	40,411.11	2,738.89
EXPENSES ENC.	0	2,350	2,350	.00	2,349.41	.59
TOTAL BOARD OF HEALTH	75,131	3,390	78,521	.00	75,781.32	2,739.68
SPECIAL PROGRAMS						
HUMAN SERVICES PROGRAMS	7,000	0	7,000	.00	7,000.00	.00
TOTAL SPECIAL PROGRAMS	7,000	0	7,000	.00	7,000.00	.00
COUNCIL ON AGING						
SALARIES	37,745	0	37,745	.00	34,950.21	2,794.79
FACILITIES RENTAL	1,500	0	1,500	.00	1,500.00	.00
TRANSPORTATION EXPENSE	2,000	0	2,000	.00	934.46	1,065.54
TRANSPORTATION EXPENSE ENC.	0	506	506	.00	.00	506.36
EXPENSES	4,500	0	4,500	.00	4,085.91	414.09
EXPENSES ENC.	0	127	127	.00	127.00	.00
TOTAL COUNCIL ON AGING	45,745	633	46,378	.00	41,597.58	4,780.78
VETERAN'S SERVICES						
SALARIES	2,501	0	2,501	.00	1,500.00	1,001.00
EXPENSES	635	0	635	.00	55.00	580.00
VETERANS BENEFITS	4,000	0	4,000	.00	4,000.00	.00
TOTAL VETERAN'S SERVICES	7,136	0	7,136	.00	5,555.00	1,581.00
LIBRARY						
SALARIES	122,901	0	122,901	.00	117,420.78	5,480.22
LIBRARY-ABLE #8.6 OF 92ATM	11,075	0	11,075	.00	11,075.00	.00
EXPENSES	50,480	0	50,480	.00	50,480.00	.00
EXPENSES ENC.	0	373	373	.00	373.05	.00
FUEL AND UTILITIES	10,000	0	10,000	.00	8,195.40	1,804.60
TOTAL LIBRARY	194,456	373	194,829	.00	187,544.23	7,284.82

	Adopted Budget	Budget Adjustments	Revised Budget	Open Encumbrance	Expended	Balance
GENERAL FUND						
RECREATION						
SALARIES	19,261	0	19,261	.00	19,260.00	1.00
HANDICAPPED RECREATION SAL.	1	0	1	.00	.00	1.00
EXPENSES	4,995	0	4,995	.00	4,991.47	3.53
HANDICAPPED RECREATION EXP.	1	0	1	.00	.00	1.00
TOTAL RECREATION	24,258	0	24,258	.00	24,251.47	6.53
HISTORICAL COMMISSION						
EXPENSES	340	0	340	.00	307.25	32.75
TOTAL HISTORICAL COMMISSION	340	0	340	.00	307.25	32.75
MEMORIAL DAY						
EXPENSES	342	63	405	.00	404.89	.69
TOTAL MEMORIAL DAY	342	63	405	.00	404.89	.69
DEBT SERVICE						
COMPUTER LEASE PURCHASE	10,171	0	10,171	.00	10,170.50	.50
TOTAL DEBT SERVICE	10,171	0	10,171	.00	10,170.50	.50
MATURING DEBT						
BOND REGISTRATION FEE	550	0	550	.00	550.00	.00
TEMPORARY INTEREST	0	14,650	14,650	.00	14,648.22	1.78
SCHOOL LAND TEMPORARY INT.	15,500	0	15,500	.00	9,382.48	6,117.52
FREEMAN ROOF TEMP. INTEREST	10,000	0	10,000	.00	9,020.65	979.35
SCH. BLDG. CONST. TEMP. INT.	0	84,500	84,500	.00	4,721.58	79,778.42
LANDFILL CLOSURE TEMP. INT.	0	2,000	2,000	.00	2,000.00	.00
CERTIFICATION NOTES/BONDS	100	229	329	.00	329.00	.00
MUNICIPAL BUILDING DEBT	100,000	0	100,000	.00	100,000.00	.00
MUNICIPAL BUILDING INTEREST	24,500	0	24,500	.00	24,500.00	.00
TOTAL MATURING DEBT	150,650	101,379	252,029	.00	165,151.93	86,877.07
COUNTY ASSESSMENTS/CHARGES						
COUNTY TAX	0	40,507	40,507	.00	40,506.94	.06
TOTAL COUNTY ASSESSMENTS/CHARGES	0	40,507	40,507	.00	40,506.94	.06
CHERRY SHEET CHARGES						
MOTOR VEHICLE EXC. TAX BILLS	0	1,175	1,175	.00	1,175.00	.00
MOSQUITO CONTROL	0	11,184	11,184	.00	11,016.00	168.00
NET. AIR POLLUTION CONTROL	0	1,759	1,759	.00	1,759.00	.00

	Adopted Budget	Budget Adjustments	Revised Budget	Open Encumbrance	Expended	Balance
GENERAL FUND						
CHERRY SHEET CHARGES						
MET. AREA PLANNING COUNCIL	0	1,756	1,756	.00	1,756.00	.00
M.B.T.A. ASSESSMENT	0	148,352	148,352	.00	148,205.00	147.00
TOTAL CHERRY SHEET CHARGES	0	164,226	164,226	.00	163,911.00	315.00
EMPLOYEE BENEFITS						
MEDICAL INSURANCE	308,027	0	308,027	.00	303,414.53	4,612.47
LIFE INSURANCE	6,000	0	6,000	.00	5,952.10	47.90
LONGEVITY	38,000	2,000-	36,000	.00	35,533.67	466.33
MEDICARE	22,000	4,325	26,325	.00	26,325.21	.00
SOCIAL SECURITY	30,000	30,000-	0	.00	.00	.00
UNEMPLOYMENT COMPENSATION	20,000	11,574	31,574	.00	9,132.19	22,442.46
STATE/COUNTY RETIREMENT	260,500	0	260,500	.00	255,224.00	5,276.00
STATE RETIREMENT ENC.	0	9,880	9,880	.00	.00	9,880.45
TOTAL EMPLOYEE BENEFITS	684,527	6,219-	678,307	.00	635,581.70	42,725.61
OTHER FINANCING USES						
BOND ANTIC. NOTES PAYABLE	0	0	0	.00	260,000.00	260,000.00-
TOTAL OTHER FINANCING USES	0	0	0	.00	260,000.00	260,000.00-
SCHOOL COMMITTEE						
CLERICAL SALARY	877	0	877	.00	728.26	148.74
CONTRACTED SERVICES	1,500	0	1,500	.00	1,871.50	371.50-
SUPPLIES & POSTAGE	197	0	197	.00	160.00	37.00
MASC	1,197	0	1,197	.00	973.12	223.88
CENSUS	890	0	890	.00	489.52	400.48
ADVERTISING/BID PERSONNEL	2,000	0	2,000	.00	1,214.23	785.77
MISC. EXPENSE	750	0	750	.00	750.00	.00
PUBLICATIONS	200	0	200	.00	119.00	81.00
TOTAL SCHOOL COMMITTEE	7,611	0	7,611	.00	6,305.63	1,305.37
SUPERINTENDENT'S OFFICE						
SALARY	67,158	0	67,158	.00	64,004.09	3,153.91
CLERICAL SALARY	24,394	0	24,394	.00	24,065.41	328.59
CONTRACTED SERVICES	600	0	600	.00	750.00	150.00-
SUPPLIES/MATERIALS	846	0	846	.00	878.80	32.80-
OTHER EXPENSES	987	0	987	.00	1,025.97	38.97-
POSTAGE	572	0	572	.00	199.92	372.08
PRINTING FORMS	695	0	695	.00	695.00	.00
TOTAL SUPERINTENDENT'S OFFICE	95,252	0	95,252	.00	91,619.19	3,632.81

	Adopted Budget	Budget Adjustments	Revised Budget	Open Encumbrance	Expended	Balance
GENERAL FUND						
SCHOOL SUPERVISION						
OTHER EXPENSES	300	0	300	.00	299.63	.37
TOTAL SCHOOL SUPERVISION	300	0	300	.00	299.63	.37
PRINCIPAL'S OFFICE						
SALARY	55,640	0	55,640	.00	55,640.00	.00
CLERICAL SALARY	35,180	0	35,180	.00	36,170.17	990.17-
SUPPLIES/MATERIALS	1,460	0	1,460	.00	1,864.54	404.54-
OTHER EXPENSES	350	0	350	.00	477.90	127.90-
TOTAL PRINCIPAL'S OFFICE	92,630	0	92,630	.00	94,152.61	1,522.61-
TEACHING						
SALARIES	1704,928	180,000-	1524,928	.00	1658,505.84	133,577.84-
CONTRACTED SERVICES	0	0	0	.00	4,124.52	4,124.52-
TEACHING SUPPLIES	37,180	20,000	57,180	.00	55,434.59	1,745.41
SUBSTITUTES	10,200	0	10,200	.00	22,067.86	11,867.86-
COURSE REIMBURSEMENTS	10,000	0	10,000	.00	8,770.50	1,229.50
CH. 1 SUPPLEMENT	12,812	0	12,812	.00	.00	12,812.00
TOTAL TEACHING	1775,120	160,000-	1615,120	.00	1748,903.31	133,783.31-
TEXTBOOKS						
TEXTBOOKS/WORKBOOKS	64,000	0	64,000	.00	53,974.51	10,025.49
TOTAL TEXTBOOKS	64,000	0	64,000	.00	53,974.51	10,025.49
LIBRARY						
SALARIES	41,639	0	41,639	.00	41,639.00	.00
SUPPLIES	300	0	300	.00	83.47	216.53
BOOKS/MATERIALS	1,000	0	1,000	.00	1,001.32	1.32-
TOTAL LIBRARY	42,939	0	42,939	.00	42,723.79	215.21
AUDIO VISUAL SERVICES						
AV SUPPLIES/MATERIALS	1,845	0	1,845	.00	925.45	919.55
TOTAL AUDIO VISUAL SERVICES	1,845	0	1,845	.00	925.45	919.55
VOCATIONAL EDUCATION						
VOCATIONAL EDUCATION	2,000	0	2,000	.00	.00	2,000.00
TOTAL VOCATIONAL EDUCATION	2,000	0	2,000	.00	.00	2,000.00

	Adopted Budget	Budget Adjustments	Revised Budget	Open Encumbrance	Expended	Balance
GENERAL FUND						
ATTENDANCE						
CONTRACTED SERVICES	15	0	15	.00	.00	15.00
TOTAL ATTENDANCE	15	0	15	.00	.00	15.00
HEALTH						
SALARIES	21,980	0	21,980	.00	20,942.23	1,037.77
SUPPLIES	250	0	250	.00	423.52	173.52
TOTAL HEALTH	22,230	0	22,230	.00	21,365.75	864.25
PUPIL TRANSPORTATION						
REGULAR TRANSPORTATION	206,972	0	206,972	.00	204,972.00	2,000.00
TOTAL PUPIL TRANSPORTATION	206,972	0	206,972	.00	204,972.00	2,000.00
CUSTODIAL						
SALARIES	93,467	0	93,467	.00	93,782.88	315.88
OTHER EXPENSE	350	0	350	.00	.00	350.00
CUSTODIAL SUPPLIES	8,554	0	8,554	.00	9,463.93	909.93
TOTAL CUSTODIAL	102,371	0	102,371	.00	103,246.81	875.81
HEATING OF BUILDINGS						
OIL	36,000	0	36,000	.00	22,701.36	13,298.64
TOTAL HEATING OF BUILDINGS	36,000	0	36,000	.00	22,701.36	13,298.64
UTILITIES						
ELECTRICITY	46,000	0	46,000	.00	51,834.93	5,834.93
GAS	424	0	424	.00	212.11	211.89
WATER	2,600	0	2,600	.00	2,383.78	216.22
TELEPHONE	5,845	0	5,845	.00	5,923.77	78.77
TOTAL UTILITIES	54,869	0	54,869	.00	60,354.59	5,485.59
MAINTENANCE OF BUILDING						
CONTRACTED SERVICES	32,735	0	32,735	.00	20,024.16	12,710.84
SUPPLIES/MATERIALS BLDG/MT	4,600	0	4,600	.00	3,518.61	1,081.39
TOTAL MAINTENANCE OF BUILDING	37,335	0	37,335	.00	23,542.77	13,792.23
MAINTENANCE OF EQUIPMENT						
CONTRACTED SERVICES	7,640	0	7,640	.00	9,491.73	1,851.73
TOTAL MAINTENANCE OF EQUIPMENT	7,640	0	7,640	.00	9,491.73	1,851.73

	Adopted Budget	Budget Adjustments	Revised Budget	Open Encumbrance	Expended	Balance
GENERAL FUND						
EQUIPMENT						
REPLACEMENT OF EQUIPMENT	0	0	0	.00	460.00	460.00-
TOTAL EQUIPMENT	0	0	0	.00	460.00	460.00-
SUPERVISION SPECIAL ED.						
SALARY	24,871	0	24,871	.00	24,871.00	.00
CLERICAL SALARY	4,876	0	4,876	.00	4,753.14	122.86
SUPPLIES/MATERIALS	1,300	0	1,300	.00	1,291.08	8.92
TOTAL SUPERVISION SPECIAL ED.	31,047	0	31,047	.00	30,915.22	131.78
TEACHING SPECIAL ED.						
SALARIES	236,856	0	236,856	.00	198,647.72	38,208.28
CONTRACTED SERVICES	750	0	750	.00	1,237.50	487.50-
TEACHING SUPPLIES	1,400	0	1,400	.00	3,274.97	1,874.97-
AIDES	30,637	0	30,637	.00	24,161.51	6,475.49
TOTAL TEACHING SPECIAL ED.	269,643	0	269,643	.00	227,321.70	42,321.30
GUIDANCE SPECIAL ED.						
SALARY	46,916	0	46,916	.00	46,916.00	.00
SUPPLIES/MATERIALS	150	0	150	.00	48.55	101.45
TOTAL GUIDANCE SPECIAL ED.	47,066	0	47,066	.00	46,964.55	101.45
PSYCHOLOGICAL SERVICES/CH 76						
SALARY	22,978	0	22,978	.00	22,978.00	.00
CONTRACTED SERVICES	750	0	750	.00	1,023.00	273.00-
SUPPLIES/MATERIALS	175	0	175	.00	453.44	278.44-
TOTAL PSYCHOLOGICAL SERVICES/CH 76	23,903	0	23,903	.00	24,454.44	551.44-
TRANSPORTATION SPECIAL ED.						
TRANSPORTATION	48,194	0	48,194	.00	25,038.52	23,155.48
TOTAL TRANSPORTATION SPECIAL ED.	48,194	0	48,194	.00	25,038.52	23,155.48
SCH.SP.ED.PRGM/OTHER DIST'S						
TUITIONS	50,790	0	50,790	.00	61,662.38	10,872.38-
TOTAL SCH.SP.ED.PRGM/OTHER DIST'S	50,790	0	50,790	.00	61,662.38	10,872.38-
TOTAL GENERAL FUND	12364,348	2557,330-	9807,018	.00	9457,522.42	349,495.58

	Adopted Budget	Budget Adjustments	Revised Budget	Open Encumbrance	Expended	Balance
WATER SPECIAL FUND						
WATER DEPARTMENT						
SALARIES	106,401	0	106,401	.00	105,820.36	580.64
SALARIES ENC.	0	127	127	.00	127.72	.00
PURCHASE OF WATER	7,000	0	7,000	.00	1,739.22	5,260.78
PURCHASE OF WATER ENC.	0	250	250	.00	.00	250.00
ACQUIFER PROTECTION	6,452	6,452	12,904	.00	.00	12,904.50
ACQUIFER DELIN.#15 90STM	0	4,150	4,150	.00	3,550.00	600.00
ENGINEERING SERVICES	19,200	8,505	27,705	.00	19,772.36	7,932.64
SOURCE DELINIATION #9-10/91	0	30,000	30,000	.00	.00	30,000.00
MASTER PLAN UPDATE #9 10/91	0	15,000	15,000	.00	5,100.00	9,900.00
ENTERPRISE FD CONSULT. 24-91	12,500	0	12,500	.00	12,500.00	.00
CORROSION CONTROL ENC.	0	327	327	.00	327.00	.00
EXPENSES	59,277	0	59,277	.00	56,779.95	2,497.05
EXPENSES ENC.	0	6,663	6,663	.00	4,962.65	1,701.10
FUEL AND UTILITIES	25,525	0	25,525	.00	20,017.19	5,507.81
FUEL/UTILITIES ENC.	0	2,200	2,200	.00	1,951.40	248.60
OUT OF STATE TRAVEL	1	79	80	.00	80.00	.00
GOLD STREET WELL #65-88	0	25,000	25,000	.00	.00	25,000.00
SPRUCK ST.LAND TAKING #13-84	0	4,925	4,925	.00	.00	4,925.83
PUMPING STATION CONST.#68-88	0	9,396	9,396	.00	4,126.56	5,269.96
MYRILE ST. EXT. ART. #47-86	0	4,076	4,076	.00	.00	4,076.44
HAYFLOWER RD. ART. #24-85	0	6,800	6,800	.00	.00	6,800.00
NOON HILL WME 22-91 (LTD)	15,700	400,000	415,700	.00	313,782.50	101,917.50
GROVE ST.WME 20-91 (LTD)	0	34,000	34,000	.00	10,988.77	23,011.23
MILLER ST. WME 21-91 (LTD)	0	86,000	86,000	.00	81,532.18	4,467.82
POND STREET WME 23-91 (LTD)	0	257,000	257,000	.00	250,973.28	6,026.72
MAIN ST. BRIDGE ART. #14-86	0	6,693	6,693	.00	.00	6,693.90
TOTAL WATER DEPARTMENT	252,056	907,647	1159,703	.00	894,131.14	265,572.52
MATURING DEBT						
POND ST. TEMP.INTEREST 23-91	11,000	0	11,000	.00	5,664.25	5,335.75
GROVE ST. WATER INT. 20-91	1,050	0	1,050	.00	708.28	341.72
MILLER ST WATER INT. 21-91	3,500	0	3,500	.00	1,947.03	1,552.97
NOON HILL WATER INT. 22-91	19,000	0	19,000	.00	3,030.13	15,969.87
WATER STANDPIPE DEBT	50,000	0	50,000	.00	50,000.00	.00
WATER STANDPIPE INTEREST	12,250	0	12,250	.00	12,250.00	.00
WATER WELL #1 DEBT	23,000	0	23,000	.00	23,000.00	.00
WATER WELL #1 INTEREST	6,612	0	6,612	.00	6,612.00	.00
WATER WELL #2 DEBT	50,000	0	50,000	.00	50,000.00	.00
WATER WELL #2 INTEREST	12,163	0	12,163	.00	12,162.50	.50
TOTAL MATURING DEBT	188,575	0	188,575	.00	165,374.19	23,200.81
BOND ANTIC. NOTES PAYABLE	0	0	0	.00	777,000.00	777,000.00
TOTAL WATER SPECIAL FUND	440,631	907,647	1348,278	.00	1836,505.33	488,226.67

SUMMARY OF LONG-TERM DEBT AT JUNE 30, 1992

	<u>Original Amount</u>	<u>Interest Rate</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>6-30-92 Total Long-Term Debt</u>
Water-Well Pumping Station ** 20%	\$340,000	7.6%	01/28/80	01/28/95	\$ 64,000
* Water Standpipe ** 40%	500,000	7.00%	10/15/85	10/15/94	150,000
* Library/Police-Fire Bldgs. Expansion	1,000,000	7.00%	10/15/85	10/15/94	300,000
Water-Pumping Station ** 80%	250,000	6.95%	10/15/89	10/15/94	150,000
			<u>Total Outstanding Debt 06/30/92</u>		<u>\$664,000</u>
			<u>Total Authorized</u>		
June 30, 1992	\$10,724,000		School Construction		\$6,800,000 *
			School Land Purchase		420,000 *
			School Roof Repair		260,000 *
			Water Projects		2,740,000
			Landfill Closure		504,000
			<u>Total Authorized</u>		<u>\$10,724,000</u>

* These issues are exempted from proposition 2½ limit.
 ** Percentage borne by Water takers.

Authorized and Unissued

REPORT OF 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, 1991	1,681,130.71
Treasurer's Receipts 7/1/91 - 6/30/92	16,552,208.48
Total Funds Available	18,233,339.19
Treasurer's Payments 7/1/91 - 6/30/92	
Treasury Warrants # 1 - 53 - '92 & # 52,53, & 54 - '91 Capital Projects # 1 - 8	16,182,852.17
Balance on Hand, June 30, 1992	2,050,487.02
Recapitulation by Bank:	
BayBank	186,561.87
Fleet Bank	1,273,222.45
Boston Safe Deposit & Trust	569,681.11
Bank of Boston	21,021.59
Balance on Hand, June 30, 1992	2,050,487.02

Respectfully submitted

Thomas P. Crane
Treasurer

TOWN OF NORFOLK**TREASURER'S REPORT****TRUST, INVESTMENT AND SPECIAL REVENUE FUNDS****FOR THE YEAR ENDING JUNE 30, 1992**

<u>NAME OF FUND</u>	<u>BALANCE 7-1-91</u>	<u>ADDITIONS</u>	<u>INVESTMENT INCOME</u>	<u>TRANSFERS IN (OUT)</u>	<u>WITHDRAWALS</u>	<u>BALANCE 6-30-92</u>
Josiah Ware Fund	6,780.61		325.86			7,106.47
Maria Mann	9,475.65		455.38			9,931.03
Helen A. Ward (Interest credited directly to Library Account)	540.91					540.91
Norfolk Trustee Library Fund	3,128.96		150.39			3,279.35
Planning Board Security Deposit Fund	205.36		9.85			215.21
Stabilization Fund	316,594.15		11,505.75	(108,300.00)		219,799.90
Library Building Fund	81.85		1.19	(83.04)		-0-
King Philip Roof Fund	40,985.58		791.17	(41,776.75)		-0-
Norfolk Cemetery - Perpetual Care	20,683.07	650.00				21,333.07
Pondvilla Cemetery - Perpetual Care	21,443.41					21,443.41
State Highway Grant - Chapter 811	47,884.05		2,301.26			50,185.31
Retirement Fund - Unfunded Pension Liability	10,895.63		523.63			11,419.26
TOTAL	478,699.23	650.00	16,064.48	(150,159.79)		345,253.92

TAX COLLECTOR'S REPORT FOR FISCAL 1992

In 1992 the Tax Collectors' office was finally computerized. With the help of the computer systems committee and our computer service, the tax collector's office is now able to keep our records up to date. Constance LaChance and I have had to learn new procedures on the computer.

Our budget has been level funded for the past two years, and we have been trying to give you the best service that we can under the circumstances of reduced budgets.

The coming year will be very interesting. We will be doing quarterly

tax bills. The office as also interfaced with the Registry of Motor Vehicles, so we can now mark licenses and registrations for non-renewal. We are looking forward to serving you in the coming year.

Marlene D. Craig
Tax Collector

TAXES COLLECTED

FISCAL 1992

7-1-91 TO 6-30-92

REAL ESTATE MOTOR VEHICLE EXCISE

1993	1,658.13	1992	323,543.64
1992	6,563,106.83	1991	163,554.39
1991	203,937.02	1990	22,775.89
1990	8,385.00	1989	1,100.25
1989	1,243.78	1988	133.33
TOTAL	<u>6,778,330.76</u>	1987	97.50

1986 85.00

1985 10.00

IN LIEU OF TAXES

1992	7,131.58	1984	9.20
TOTAL	<u>7,131.58</u>	1980	26.40
		1979	26.40

1978 28.66

PERSONAL PROPERTY

1992	104,358.84	1977	19.80
1991	917.99	TOTAL	<u>510,400.73</u>
TOTAL	<u>105,276.83</u>		

618 MUNICIPAL LIENS 15,450.00

INTEREST & FEES 44,045.24

TOTAL 59,495.24

TOTAL COLLECTED & TURNED OVER TO TREASURER 7,460,635.14

FINANCES

ADVISORY BOARD

The Advisory Board, an appointed body of nine members, has as its primary responsibility the presentation of a balanced omnibus budget for approval of the voters at Annual Town Meeting. To accomplish this directive, the Board, with the cooperation and input of the Town department heads and committee chairpersons, reviews the salary, expense and capital expenditures of the various individual budgets. These figures are then weighed against anticipated revenues to formulate a workable spending program for the coming fiscal year.

The Advisory Board is additionally charged with advising on the merit of non-monetary warrant articles considered at Town Meeting, and also administers the Reserve Fund, an account designed to provide for unforeseen and extraordinary expenses that may be incurred as the fiscal year progresses. As such, the Board's broader role is to serve in the stead of the townspeople until such time as the voters assume the ultimate role of determining the Town's priorities and direction.

RESERVE FUND TRANSFERS

July 1, 1991 to June 30, 1992

12/5/91	Treasurer - Cert. of Bonds	35.00
2/6/92	Water Dept. - Out of State Travel	79.00
2/27/92	Selectmen - Committee Fund - Norfolk Govt. Study Comm.	500.00
4/9/92	Town Counsel - Litigation	811.13
4/16/92	Animal Control - Gasoline	200.00
6/22	Town Clerk - Special Election	1,250.00
6/22/92	Selection - Special Election Warrant	491.11
6/22/92	Memorial Day Expense	63.58
7/9/92	Selectmen - Town Hall Fuel & Utilities	698.61
7/9/92	Selectmen - Street Lighting	3,319.77
7/9/92	Treasurer - Cert. Notes	194.00
7/9/92	Treasurer - Payroll Processing	405.00
7/9/92	Treasurer - Banking Services	1,425.00
7/9/92	Treasurer - Medicare	4,325.21

REPORT OF THE TOWN ACCOUNTANT

The following general purpose financial statements have been prepared in conformity with generally accepted accounting principles and present fairly the financial position of the Town of Norfolk, Massachusetts, at June 30, 1992.

- (1) Combined Balance Sheet - all fund types and account groups.
- (2) Combined Statement of Revenues, Transfers, Expenditures and Changes in Fund Balance.
- (3) Combining Statement of Changes in Fund Balance - Special Revenue, Capital Projects, and Trust Funds.
- (4) Combined Statement of Revenues, Transfers, and Expenditures - Budget and Actual.
- (5) Report of Expenditures - General Fund and Water Fund - Budget to Actual.
- (6) Summary of Long-Term Debt at June 30, 1992.

I would like to extend my gratitude to the accounting staff Lorraine H. Foley, Assistant Town Accountant and Employee Benefit Coordinator, and Dorothy E. Strohl for their dedication and continued support.

Caroline F. Price
Town Accountant

BOARD OF ASSESSORS

Assessors value all real and personal property within the community. They are also responsible for setting the tax

Ms. Donna L. Putt was re-elected to the Board of Assessors in May. Mr. Fred Pfischner was elected Chairman of the Board with Mr. John Robbins serving as Clerk.

1992 was a year of change and challenge for the Assessor's office. Ms. Nancy DePetrillo, Data Collector since 1989, resigned in October. We wish to thank her for her dedication to this community. Ms. Karen Granito, Assistant Assessor since 1983, relocated to New York in December. Ms. Granito was a tireless dedicated worker and will be truly missed. The Board wishes to thank Ms. Granito for the professionalism and expertise she has shown this office throughout her years of service. Due to budget reductions, staff hours were reduced and the hours that the Assessor's office is open to the public were also reduced.

The Board welcomes Ms. Deborah Robbins, who was appointed Assistant Assessor in December. The Board also wishes to extend its appreciation to the office staff: Joan Dooley, Senior Clerk and Kathy Mullineaux, Senior Clerk. Our Board depends on staff for its knowledge and abilities throughout the year. We thank them for their dedicated service to the public and for their extra effort to get the work done in fewer hours.

As we begin another year, the Board of Assessors and its staff is prepared to accept the challenge of the future, especially in light of the tough fiscal problems all municipal departments face, and will continue to serve the community in a professional manner.

for the year ending December 31, 1992

TOTAL AMOUNTS TO BE RAISED:

Total appropriations to be raised by taxation		9,253,872.00
Total appropriations to be taken from available funds	613,904.00	197,241.00
Total education offsets		
	Estimated Fiscal 1993	
County Assessments:		
County Tax	41,520.00	41,520.00
State Assessments:		
Motor Vehicle Excise Bills	1,117.00	
Mass Bay Transportation	153,879.00	
Air Pollution Control Dist.	.853 .00	
Met Area Planning Council	1,922 .00	
Mosquito Control Projects	11,184.00	169,955.00
		<u>100,000.00</u>
Overlay of current year		11,001,792.00
Total Amount to be raised		
Estimated Receipts and Other Revenue Sources:		
1993 Fiscal year receipts as certified on Cherry Sheet	1,267,110.00	
Motor Vehicle & Trailer Exc.	468,484.48	
Licenses and Permits	50,000.00	
Fines & Forfeits	40,000.00	
Penalties & Interest on taxes and excise	40,000.00	
Charges for Services-Water	.00	
Other Charges for Services	.00	
Charges for Services	120,000.00	
Trash Disposal	15,000.00	
Fees	2,000.00	
Rentals	20,000.00	
Other Departmental Revenue		60,000.00
Investment Income	5,000.00	
In Lieu of Tax Payments	.00	
Refunds & Reimbursements	2,087,594.48	
Total		
Amount to be taken from available funds for particular purposes and to reduce		



TOWN OF NORFOLK

The Commonwealth of Massachusetts

TOWN MEETING WARRANT

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, Mac Bride Auditorium, 70 Boardman Street, Norfolk, Massachusetts, on Tuesday, the 4th day of May, 1993 at 7:00 A.M., for the election of town officers under ARTICLE 1, of the annual town meeting; and thence to meet on Tuesday May 25, 1993, at the King Philip High School, 201 Franklin Street, Wrentham, MA 02093, for the adjourned business session of the annual town meeting, then and there to act on the following articles; viz:

ARTICLE 1. Submitted by Town Clerk
To choose by ballot the following officers: viz. one Moderator for a one year term; one Selectman 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 a three 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 Housing Authority for a five year term.

ARTICLE 2. Submitted by Personnel Board
To see if the Town will vote to amend the Personnel Bylaw by changing the Compensation Schedule as follows: or take any other action relative thereto.

ARTICLE 3. Submitted by Personnel Board
To see if the Town will vote to amend the Personnel Bylaw by deleting the existing Section X STEP & MERIT INCREASES and replacing it with a new Section X STEP INCREASES. The new Section X to read as follows:

July 1, 1993 shall be the effective date of this Compensation Schedule. There will be seven (7) steps in this schedule. Steps are to be computed annually on an approved compensation schedule.

Step increases take effect on the anniversary of the employee's date of hire or adjusted date of hire. All employees are to be hired at the minimum step (exceptions are described below and in Section VI). All departments are restricted to hiring at the minimum compensation for each grade, and are not allowed to deviate from this figure regardless of the amount of money in their respective salary accounts.

On July 1, 1993 all eligible current employees shall be placed on this compensation schedule. Placement shall be made to the step in grade which has the next higher compensation level. Henceforth, all current employees shall have July 1 as an adjusted date of hire. This adjusted date of hire shall be used solely for the purpose of determining placement on the Compensation Schedule.

Each employee is to be evaluated annually in accordance with the Performance Appraisal Program. If an employee's overall rating is "2 -- Meets Requirements" or better, the employee shall advance on his/her step date to the next appropriate step annually until he/she reaches the maximum step in grade.

Permanent employees with an overall rating of "3 -- Needs Improvement" or lower will not advance to the next step.

Each fiscal year that the steps are adjusted the employee will receive the current rate for his/her particular step unless there has been a reduction in the step compensation figures; in that case the employee will retain the same compensation and future increases will be in accordance with the schedule in effect at that time; or take any other action relative thereto.

ARTICLE 4. Submitted by Personnel Board
To see if the Town will vote to amend the Personnel Bylaw by deleting existing Section VI, A, paragraph 3 and replacing it with a new paragraph 3. The new paragraph 3 to read as follows: Experienced employees may be started above the minimum step, only with advanced Personnel Board approval; or take any other action relative thereto.

ARTICLE 5.

To see if the Town will vote to amend the Personnel Bylaws under XIV Section A: Fringe Benefits by adding a second paragraph:

Submitted by Personnel Board

In the case of employees working other than a regular 7 or 8 hour day, 5-day week; fringe benefits shall be figured on the basis of one day being equal to one fifth of the total hours worked in a normal week; or take any other action relative thereto.

ARTICLE 6.

To see if the Town will vote to amend the Personnel Bylaw by changing the Compensation Schedule as follows: or take any other action relative thereto.

Submitted by Personnel Board

ARTICLE 7.

To see if the Town will vote to amend the Personnel Bylaw by

Submitted by Personnel Board

1. Reclassifying the following Library positions: Library page; Library Associate; Library Technician;
2. Creating the position of Staff Librarian-Reference (Public Library);
3. Creating the position of Staff Librarian-Youth Services (School);
4. Renaming and reclassifying the following positions:

Children's Librarian to Staff Librarian-Youth Services (Public Library); or take any other action relative thereto.

ARTICLE 8.

To see if the Town will vote to amend the Personnel Bylaw by reclassifying the position Recreation Director; or take any other action relative thereto.

Submitted by Personnel Board

ARTICLE 9.

To see if the Town will vote to amend the Personnel Bylaw by reclassifying the position of Monitor/Operator at the Transfer Station; or take any other action relative thereto.

Submitted by Personnel Board

ARTICLE 10.

To see if the Town will vote to amend the Personnel Bylaw by reclassifying the position of Building Commissioner; or take any other action relative thereto.

Submitted by Personnel Board

ARTICLE 11.

To see if the Town will vote to amend the Personnel Bylaw by reclassifying the position Town Administrator; or take any other action relative thereto.

Submitted by Personnel Board

ARTICLE 12.

To see if the Town will vote to amend the Personnel Bylaw by creating the position of Personnel Administrator; or take any other action relative thereto.

Submitted by Personnel Board

ARTICLE 13.

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 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, stabilization fund, or other available funds, borrow or bond, to defray the departmental and incidental expenses of the Town, not otherwise provided for, for the fiscal year commencing July 1, 1993

Submitted by Board of Selectmen

ARTICLE 14.

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

Submitted by Water Department

ARTICLE 15.

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 vote; or take any other action relative thereto

Submitted by Water Department

ARTICLE 16.

To see what sum of money the Town will transfer from Water Department Revenue for test well work pursuant to locating an additional water supply for the Town within the State Safe Water Drinking Act guidelines; or take any other action relative thereto

Submitted by Water Commissioners

ARTICLE 25.

To see what sum of money the Town will raise and appropriate, transfer from available funds or the stabilization fund, borrow or bond, to be used in conjunction with and in addition to any funds allotted or to be allotted by the Commonwealth, for construction of and/or improvements to the Town roads as requested by the Board of Selectmen (Gasoline Tax Monies); or take any other action relative thereto.

Submitted by Highway Superintendent

ARTICLE 26.

To see what sum of money the Town will raise and appropriate, transfer from available funds or the stabilization fund, borrow or bond, to be used in conjunction with and in addition to any funds allotted or to be allotted by the Commonwealth for the construction, reconstruction, and/or improvements to public ways/streets within the Town; or take any other action relative thereto.

Submitted by Highway Superintendent

ARTICLE 27.

To see if the Town will grant an easement for a driveway at 4 Medway Street which encroaches on school land; or take any other action relative thereto.

Submitted by Board of Selectmen

ARTICLE 28.

To see if the Town will vote to accept a gift of land Map 9 Block 37, Lot 50 off Myrtle/Medway Streets for conservation purposes; or take any other action relative thereto.

Submitted by Board of Selectmen

ARTICLE 29.

To see if the Town will vote to accept a gift of land described as Map 4 Block 27 Lot 6 off River Road for Conservation purposes; or take any other action relative thereto.

Submitted by Board of Selectmen

ARTICLE 30.

To see if the Town will purchase or take by eminent domain a portion of the land located on Main and North Streets, shown on Assessor's Maps 14, Block 41, Lot 10, and specifically, that portion consisting of approximately four (4) acres +/- on this parcel of land, a plan of this area is on file with the Town Clerk, and to see what sum of money the Town will raise and appropriate, transfer from available funds or the stabilization fund, borrow or bond, for the purposes of this article; or take any other action relative thereto.

Submitted by Planning Board

ARTICLE 31.

To see what sum of money the Town will raise and appropriate, transfer from available funds, or the stabilization fund, borrow or bond, to construct a roadway on land or easement, at Main and North Streets, (Assessors Map 14, Block 41) to be given to the town for a public roadway, and town buildings and access thereto; or take any other action relative thereto.

Submitted by Planning Board

ARTICLE 32.

To see if the Town will purchase or take by eminent domain the parcels of land located off Main Street, shown on Assessor's Map 14, Block 57, Lot 26, more commonly known as the Daley property, consisting of approximately two (2) acres +/- and Map 14, Block 57, Lot 74, more commonly known as the A&K Realty Trust Property, consisting of thirteen (13) acres +/-; plans of these sites are on file with the Town Clerk, and to see what sum of money the Town will raise and appropriate, transfer from available funds or the stabilization fund, borrow or bond, for the purposes of this article; or take any other action relative thereto.

Submitted by Police Chief

ARTICLE 33.

To see if the Town will vote to fund the Town of Norfolk share of a Tri-Town Planner Grant; or take any other action relative thereto.

Submitted by Board of Selectmen/Planning Board

ARTICLE 34.

To see if the Town will vote to raise and appropriate, transfer, or borrow, a sum of money 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 values as required by the Commonwealth of Massachusetts and to achieve uniform assessments. Said funds are to be used to contract for professional appraisal services by a state approved revaluation company; or take any other action relative thereto.

Submitted by Board of Assessors

ARTICLE 35.

To see what sum of money the town will raise and appropriate, appropriate from the Stabilization fund, transfer from available funds, borrow or bond, to enable the School Department to carry out maintenance projects at the Freeman Centennial School; or take any other action relative thereto.

Submitted by Norfolk School Committee

Submitted by Norfolk School Committee

ARTICLE 36.

see if the Town will vote to permit the Norfolk Public School to accept an Equal Educational Opportunity Grant for fiscal year 1994, in the amount of the sum designated by the Department of Education, under the provisions of Massachusetts General Laws Chapter 70A, Section 4, as inserted by Chapter 188 of the Acts of 1985. Said Grant to be expended by the Norfolk Public School Committee for direct service expenditures with funds provided by the Commonwealth; or take any other action relative thereto.

Submitted by King Philip Regional School District

ARTICLE 37.

see if the Town will vote to permit the King Philip Regional School District to accept an Equal Educational Opportunity Grant for fiscal year 1994, in the amount of \$5,379.00 or other sum designated by the Department of Education, under the provisions of Massachusetts General Laws Chapter 70A, Section 4, as inserted by Chapter 188 of the Acts of 1985. Said Grant to be expended by the King Philip Regional School District Committee for direct service expenditures with funds provided by the Commonwealth; or take any other action relative thereto.

Submitted by Tri-County Regional School District

ARTICLE 38.

see if the Town will vote to permit the Tri-County Regional Vocational Technical School District to accept an Equal Educational Opportunity Grant for fiscal year 1994, in the amount of \$101,062, or other sum designated by the Department of Education, under the provisions of Massachusetts General Laws Chapter 70A, Section 4, as inserted by Chapter 188 of the Acts of 1985. Said Grant to be expended by the Tri-County Regional Vocational Technical School District Committee for direct service expenditures with funds provided by the Commonwealth; or take any other action relative thereto.

Submitted by Town Clerk

ARTICLE 39.

see if the Town will vote to accept the provisions of Section 147A of Chapter 140 of the Massachusetts General Laws; or take any other action relative thereto.

Submitted by Bylaw Committee

ARTICLE 40.

see if the Town will vote to amend the Town of Norfolk Bylaws by deleting Section 3 of ARTICLE XIII. ANIMAL REGULATIONS, and inserting in place thereof the proposed new section as follows:

Section 3. Dog Regulations

DEFINITIONS

1. At large: Any dog shall be deemed to be at large when it is off the premises of its owner or keeper and not under the care and control of a competent person.
2. Care and Control: A dog shall be considered to be in care and control while on the premises of its owner or keeper or if the dog is on the premises of another person with knowledge and expressed permission of such other person. A dog under voice command or leashed shall be considered in the care and control of a person only if said person is competent to prevent the dog from becoming a threat to public safety.
3. Dog: Shall mean all animals of the canine species, both male and female.
4. Animal Control Officer: Shall be that person or persons appointed by the Selectmen to enforce this bylaw.
5. Owner or Keeper: Shall mean any person or persons, firm, association or corporation, keeping or harboring a dog.
6. Public Nuisance: A dog shall be deemed a public nuisance for any of the following reasons (but not limited to):
 - a. If such a dog is found to be at large.
 - b. If such dog shall persistently and prolongedly bark or howl.
 - c. If found without wearing a license tag and a vaccine tag as required by section B. of this bylaw.
 - d. If found in a school, schoolyard, public or private recreation area, store, or shopping area except that a seeing eye dog (or other certified assistance dog) under the care and control of its owner shall be deemed to be exempt from this provision.
 - e. For having bitten or attacked any person.
 - f. For having killed or maimed or otherwise damaged any wild or domestic animal.
 - g. For chasing a domesticated animal, pedestrian, or vehicle on a way to which the public has a right to access, within the Town.
 - h. For damaging or destroying property that does not belong to its owner or keeper.
 - i. Except that a police dog acting in the line of duty shall not be considered a public nuisance.
 - j. Except that a dog being used as a so-called "hunting dog," which is being supervised as such by a person competent enough to restrain such dog so that it will not be a threat to public safety, shall not be considered a public nuisance.
7. Restrain: To limit, restrict, and keep in control by means of a leash, or by confinement within a building or a fenced barrier from which the dog cannot escape. The main purpose being to restrict the dog within specific boundaries.

ARTICLE 45.

To see if the Town will accept as a public way, Leeann Drive, a distance of 515 feet plus or minus, as approved by the Board of Selectmen in accordance with the acceptance plan drawn by Paul N. 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 take any other action relative thereto.

Submitted by Planning Board

ARTICLE 46.

To see if the Town will accept as a public way, Stop River Road, a distance of 1670 +/- feet, as approved by the Board of Selectmen in accordance with the acceptance plan drawn by E. Otis Dyer of Rehoboth, Massachusetts dated September 1991 and revised November 22, 1991, a copy of which is on file in the Town Clerk's Office; or take any other action relative thereto.

Submitted by Planning Board

ARTICLE 47.

To see if the Town will vote to authorize the Planning Board to establish a Planning Board Revolving Fund pursuant to Massachusetts General Laws, Chapter 44, Section 53E-1/2 from which to receive and disburse subdivision performance inspection fees as may be established by the Planning Board for services of Town Departments in the inspection and approval of subdivisions and to authorize the Planning Board to pay such fees collected to the Town of Norfolk General Fund in an amount not to exceed \$30,000 during fiscal year 1994 or take any other action relative thereto.

Submitted by Planning Board

ARTICLE 48.

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

Submitted by Board of Selectmen

ARTICLE 49.

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

Submitted by Board of Selectmen

ARTICLE 50.

To see what sum of money the Town will vote to transfer from available funds for the payment of unpaid bills of a previous year; or take any other action relative thereto.

Submitted by Town Accountant

ARTICLE 51.

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 take any other action relative thereto.

Submitted by Town Accountant

ARTICLE 52.

To see what sum of money the Town will raise and appropriate or transfer from available funds or accounts for the current fiscal year, FY93, which will supplement the annual Town Meeting appropriation; or take any other action relative thereto.

Submitted by Town Accountant

ARTICLE 53.

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, 1993 in accordance with the provisions of Massachusetts 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 Massachusetts General Laws, Chapter 44, Section 17; or take any other action relative thereto.

Submitted by Treasurer

ARTICLE 54.

To see what sum of money the Town will raise and appropriate, transfer from available funds in the treasury, or otherwise provide for the Stabilization Fund pursuant to the provisions of Massachusetts General Laws, Section 5B of Chapter 40; or take any other action relative thereto.

Submitted by Advisory Board

ARTICLE 55.

To see if the Town will vote to accept the provisions of s.48 of Chapter 133 of the Acts of 1992, as amended by Chapter 399 of the Acts of 1992, which provides for an early retirement incentive program for certain municipal employees; or take any other action relative thereto.

Submitted by the Town Accountant

ARTICLE 56.

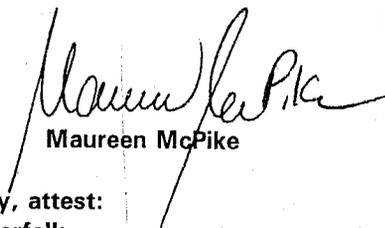
See if the Town will vote to accept the provisions of Section 22D of chapter 32 of the Massachusetts General Laws as amended by Chapter 399 of the Acts of 1992, which provide for the establishment of a retirement system funding schedule to reduce the unfunded actuarial liability of the system; or take any other action relative thereto.

Submitted by the Town Accountant

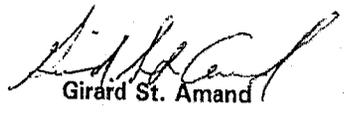
If you fail to do so, you shall, if you are a selectman, be liable to the Town for the amount of the sum so expended, and if you are a board member, you shall be liable to the Town for the amount of the sum so expended, and you shall, if you are a selectman, be liable to the Town for the amount of the sum so expended, and if you are a board member, you shall be liable to the Town for the amount of the sum so expended.

Done under our hands and seal of the Town of Norfolk on the 25th day of February, 1993, A.D.

NORFOLK BOARD OF SELECTMEN


Maureen McPike


Leo F. Fliger


Girard St. Amand

I, _____, Town Clerk, do hereby certify that the foregoing is a true and correct copy of the original as the same appears from the records of the Town of Norfolk, ss

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

Constable

TOWN GOVERNMENT IN NORFOLK

"The New England Town Meeting is not only an ancient political institution, but one which continues to excite the interest of students of local government everywhere," so writes Robert J. Tilden of the Falmouth Bar. Jane Seagrave writes, "The virtues of the New England Town Meeting have been extolled in almost every book ever written on government in America — and rightly so."

Norfolk's Town Meeting is called by the Board of Selectmen for a certain date and time.

All matters either monetary or by-law changes to be decided by the residents of Norfolk are submitted as a list of requests called *Articles* in a *Warrant*. This year's warrant is located in a previous section of this Annual Report.

The voters in Norfolk control two important functions.

1. How their money will be spent to operate town departments; i.e. Police, Fire, Highway, etc. in the Town.

2. Who will be elected to speak and act for the voters on a daily basis.

The *Town Meeting* is where the voters make their decisions. Each year in May every registered voter 18 years or older, is able to attend and vote for or against any article or expenditure on the *Warrant*.

The *Moderator* is an elected position. The Moderator is in complete charge of the Town Meeting. All articles are read — the Moderator allows discussion on each until the voters decide it is time to vote — at which time the Moderator calls for the vote.

The Moderator has another very important function, which is to appoint a financial advisory board. The Advisory Board consists of nine members who review all the articles on the warrant and make either positive or negative recommendations for the voters to consider.

At the Town Meeting the *Town Clerk* records the votes and keeps accurate record of the proceedings.

All voters in the Town are allowed to speak to the subject of the Article, to try to persuade or dissuade other voters on the merits of the separate articles.

The *Town Election* is the first *Tuesday* in *May*. All registered voters are able to go to the polls at MacBrade Auditorium of the Norfolk Public School, 70 Boardman Street, and vote for the officers of the Town. The following is a list of those elected officers:

The *Assessors*: determine the classification of all property — the value of property and from a formula designed by the Department of Reve-

nue, establish the tax rate for the town.

Town Clerk: keeps all records of the Town — Births, Deaths, Marriages, Dogs, By-laws, etc.

Tax Collector: collects taxes to pay for the articles voted at Town Meeting.

Board of Health: oversees the Health and Safety of the residents in all areas — restaurants, schools, business, the landfill, wells, and sanitation systems.

Library Trustees: oversee the Library — including the purchase of books and the hiring of the Librarian.

The Moderator: runs the Town Meeting, and appoints the Advisory Board.

Planning Board: decides on the merits of plans submitted for new home subdivisions or businesses.

Recreation Commission: oversees the sports, arts and crafts programs in the town.

The School Committees Norfolk Elementary, King Philip Regional Vocational and Tri-County Regional Vocation Technical Schools: hire the Superintendents and determine the school budgets that are presented at Town Meeting.

The Board of Selectmen: Chief Executive Officers of the Town. Their office performs the day to day business of the Town. The Board meets every Monday evening at 7:30 p.m. in the Town Hall 100 Main Street. The Board is the licensing authority for the Town. Selectmen appoint the Police, Fire, Communication, Highway and Accounting personnel as well as the Inspectors and the Executive Secretary. The Board also appoints special committees to study certain areas of interest or problems.

Treasurer: Deposits the collected monies and writes the checks to pay for the articles voted at the Town Meeting and including the Salaries of Town Employees.

The fiscal year of the Town commences July 1, and ends June 30.

If the voters vote to fund the articles as presented in the *Warrant* in May, that funding is for salaries, highway repair, vehicle replacement special projects, etc., for the upcoming fiscal year and cannot be spent until July 1.

TOWN MEETING PROCEDURE

Priority shall be given to Registered Voters of the Town for admission to all Town Meetings, whether annual or special meetings.

1. Prior to admission to the Hall, persons desiring admittance shall check in with the Registrars of Voters who shall be present at the main entrance with Voter Registration Lists.

2. Town officials and voters who desire to have a non-voter present to speak on any article of which they may have special knowledge or expertise, should request the Moderator in writing at least seven days prior to the meeting that the non-voter be allowed to be present and briefly state the subject matter and articles to which the non-voter desires to address the meeting. If the Moderator allows the non-voter to be present, he shall so inform the Registrar of Voters.

3. The Registrar of Voters shall admit to the meeting all duly registered voters of the Town and all persons who the Moderator has informed them to admit.

4. Five minutes prior to the time the meeting is scheduled to begin, if there are sufficient seats for the registered voters present, plus an adequate reserve for later arriving voters, the Registrar may admit non-voters. Admitted non-voters shall not mingle with registered voters and shall be seated in an area distinguishable from the remainder of the meeting and so that the Tellers and Moderator can easily determine those who have a right to vote and those who do not.

5. Non-voters admitted to a Town Meeting shall not address the Meeting without the permission of the Moderator and shall make no remarks or comments during debate or participate in voting.

The Moderator retains the right to have any voter or non-voter removed from the Meeting in accordance with the provisions of Massachusetts General Laws.

At the annual business meeting each article in the warrant shall be taken up in the order in which it appears on the warrant, unless otherwise voted by the meeting.

After any action, except to postpone to a certain time, has been taken on the subject matter of any article in the warrant such article shall be deemed to be closed and no further action thereon, except after the adoption of a motion to reconsider, shall be taken.

The Moderator is charged with control of the Town Meeting.

The General Laws Chapter 39, Section 15: The Moderator shall preside and regulate the proceedings, decide all questions of order, and make public declaration of all votes. The Moderator recognizes speakers from the floor, and while they are speaking, allows no interruptions except when a point of order is raised.

When a voter wishes to speak he may rise, say, "Mr. Moderator," and wait for recognition. Then, standing, he should give his name. The voter may continue with due regard to reasonable brevity, as long as he speaks directly to the question under discussion.

MOTIONS

MAIN motions are usually on articles in the Warrant, they are made, seconded, then read for discussion. Long, technical motions should be submitted in writing.

SECONDARY motions are motions which refer to main motions. The Meeting is usually limited to the discussion of 2 secondary motions at one time. Secondary motions usually amend, postpone, or limit discussions.

Amendments may be offered by any voter to a motion under discussion, provided the scope of the original motion is not enlarged or altered. Amendments are seconded and discussed; they require a majority vote to carry (pass). Proposers must submit amendments in writing.

POSTPONE

To refer to committee: "Commit." If changes in a main motion are numerous, take much time, or require additional information, it is wise to commit the article to a committee. This is a secondary motion should specify which board or committee. If proposing a new committee, specify how many members, how appointments are to be made and when the committee should meet. The motion may request an appropriation for the committee's expenses to the extent the article permits.

"Postpone indefinitely" is a debatable motion and requires a majority vote. The intent is to defeat the motion. A vote to indefinitely postpone is a "no" vote.

LIMIT DISCUSSION

"Limit Debate": or cut off debate. This is a secondary motion requests vote to be taken at a specified time. Requires a 2/3 vote. This motion cannot be debated or amended.

"Move the Previous Question": is not an amendable motion.

POINTS OF ORDER

If a voter questions the legality of the proceedings, he may rise, interrupt the speaker and say, "Mr. Moderator, I rise to a point of order." The Moderator will ask "what is your point of order?" and an immediate ruling will be made following voter response.

VOTES ON MAIN MOTIONS

1. Usually majority of those attending carries.

Exceptions:

2/3 majority vote required borrowing of money; appropriations for land purchase; land purchase for public domain; sale or abandonment of projects for which money has been borrowed; appropriation for celebration of settlement or incorporation; zoning by-laws.

4/5 usually requires payment of a bill for which insufficient appropriations made in previous year.

TERMINOLOGY WHICH YOU SHOULD KNOW FOR TOWN MEETING
Cherry Street

This is a cherry red form sent out by the Department of Revenue which shows all of the State and County charges and reimbursements to the town as certified by the state director of accounts.

Chapter 70 Funds

Monies collected by the State and reimbursed to the towns for offsetting education expenses.

Chapter 766 Funds

State monies reimbursed to the towns for education of pupils with "special needs."

Chapter 90

This is a statute law of the Commonwealth of Massachusetts and pertains to the construction and maintenance of through roads, leading from one town to another. The State contributes 50%

and County 25% of the cost.

Overlay

The Overlay is the amount raised by the assessors in excess of appropriations and other charges for the purpose of creating a fund to cover abatements granted and avoiding fractions. Any balance in the Overlay account of a given year in excess of the amount of taxes for such year not collected or abated is transferred to Overlay Reserve.

Overlay Reserve

This is the accumulated amount of the overlay for various years not used or required to be held in the specific Overlay account for a given year and may be used by vote of the Town for extraordinary or unforeseen purposes.

Reserve Fund

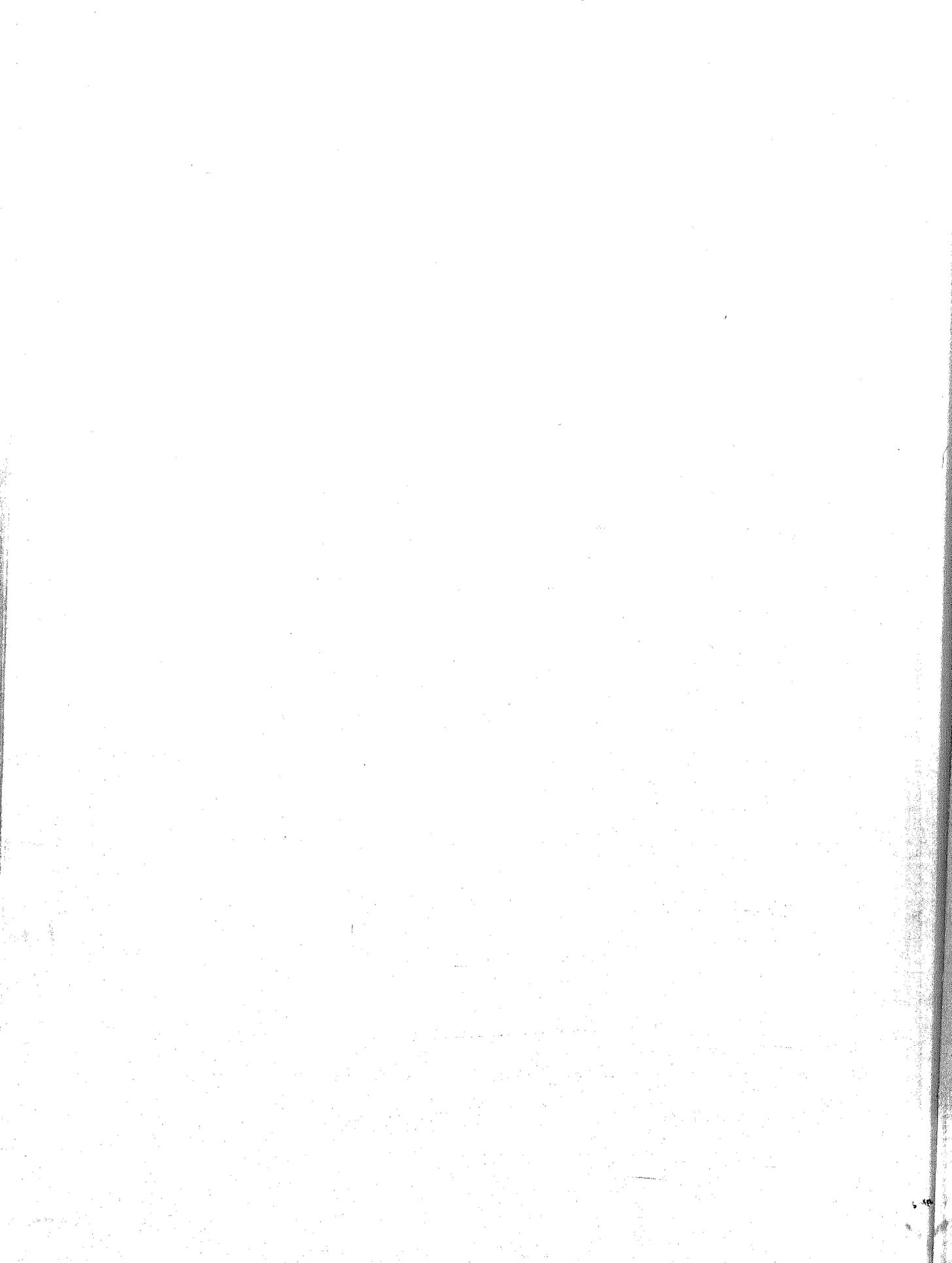
This fund may be established by the voters at Town Meetings and may be composed of (a) an appropriation (not exceeding 5% of the tax levy of the preceding year), (b) money transferred from Overlay Reserve, or (c) or both.

Any unexpired balance thereof at the end of the year is closed out to the surplus revenue (E & D) except however that from such balance there shall first be deducted and credited back to Overlay Reserve, to the extent possible, a sum equal to the amount if any which was appropriated from it to the Reserve Fund.

Transfers from the Reserve Fund are within the exclusive control of the (Advisory Board Finance Committee).

Surplus Revenue/Free Cash

(Generally referred to as Free Cash, though that phrase nowhere appears in the statutes). This fund represents the amount by which Cash, Accounts Receivable and other floating assets exceed the liabilities and reserves. This amount of the Excess and Deficiency account over and above the uncollected taxes of prior years constitutes "Free Cash" or "Available Funds."



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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
Conservation Commission	528-2961
Council on Aging	528-4430
Fire Department	528-3207
Board of Health	528-7747
Building Department	528-5088
Highway Department	528-4990
Library	528-3380
Planning Board	528-2961
Police Department	528-3206
Recreation	520-1315
Schools	
Superintendent's Office	528-1225
Centennial	528-1266
Freeman	528-1225
King Philip Regional High School	384-1000
Ring Philip Regional 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	528-2232
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.

TRANSFER STATION HOURS

The Transfer station will be open for Public and Commercial use on the following days: Saturday from 8:00 a.m. to 4:30 p.m. and Tuesday from 11:00 a.m. to 7: 30 p.m. (or until dusk in winter).

When a holiday falls a day when the Transfer station is regularly open to the public the area Will be closed and Will be open to the public the following day.

Decals for town residents to enter the area are available at the Highway Department Office, Medway Branch between the hours of 10:00 a.m. and 2:00 p.m.

FOR FIRE, POLICE, AMBULANCE OR ANY EMERGENCY DIAL 528-3232

