



GENERAL GOVERNMENT

NORFOLK RECORDS SPECIAL TOWN MEETING JANUARY 31, 2006

Pursuant to a warrant dated January 9, 2006 signed by Ramesh Advani, James Lehan, and Jonathan Smith, Selectmen of Norfolk, the inhabitants of Norfolk qualified to vote in elections and town affairs met in the King Philip Middle School, 18 King Street, Norfolk, MA on Tuesday, January 31, 2006 at 7:30 in the evening there and then to act on the following articles. The meeting was called to order at 7:35PM by Moderator Frank Gross who introduced the Town Clerk, Assistant Town Clerk, Town Administrator, members of the Board of Selectmen, Town Counsel and the Advisory Board Chairman, who then introduced the members of the Board. There were 321 registered voters in attendance.

The Pledge of Allegiance was recited.

The Moderator appointed George Cronin as Assistant Moderator and explained that over-flow seating was available in the cafeteria.

Counters were Donna Jones, David Rosenberg, and George Cronin.

APPROVED BY VOICE VOTE to waive the reading of the warrant and the return of the warrant.

ARTICLE 1

APPROVED BY COUNTED VOTE, 234-Yes, 81-No, to authorize the Board of Selectmen to acquire, pursuant to a right of first refusal arising under Massachusetts General Laws chapter 61, section 8, the two parcels of land now or formerly owned by the Weeber Realty Trust, consisting of the 11.23-acre parcel off Churchill Road shown on Assessors Map 16, Block 34, as Lot 228, and the parcel containing 17.5 acres off Chicatabut Avenue being the northerly portion of the parcel shown on Assessors Map 16, Block 34, as Lot 141, both parcels being a portion of the property described in a deed dated January 25, 1995 and recorded at the Norfolk Registry of Deeds in Book 14263, Page 344, and to appropriate the sum of Four Hundred and Forty-Six Thousand Dollars (\$446,000.00) to pay the purchase price for said properties, and any costs and fees incidental thereto, from the following accounts:

Community Preservation Fund – reserves for Open Space:	\$ 89,200.00
Community Preservation Fund – reserves for Affordable Housing:	\$ 89,200.00
Community Preservation Fund – unreserved	\$ 267,600.00

For a TOTAL APPROPRIATION OF: \$ 446,000.00

Said parcels are to be acquired for open space purposes, except that the six acres of land consisting of the northernmost portion of the land shown on Assessors Map 16, Block 34, as Lot 141 are hereby reserved for affordable housing purposes as provided in the Community Preservation Act (M.G.L. C.44B). The Community Preservation Committee is hereby directed to report to the Town at a Town Meeting, not later than the Annual Town Meeting of 2007, with a specific plan for the use of the 6-acre parcel for affordable housing purposes. If the Community Preservation Committee determines, after further investigation, that the use of the 6-acre parcel for affordable housing purposes is not practical, it shall so report to the Town so that the Town Meeting may take appropriate action. Pending a final decision as to the use of the 6-acre parcel, the land shall be held in the care, custody and control of the Board of Selectmen. The Board of Selectmen is hereby authorized and directed to prepare, accept, execute and record such documents and plans as it deems necessary to effect the acquisition of the land and to delineate the 6-acre parcel described in this motion.

Motion was made and seconded to reconsider Article 1. Motion failed

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ARTICLE 2

APPROVED BY UNANIMOUS VOTE to transfer

FROM:

Free Cash \$ 1,756.37

TO:

Account Number	Department	Amount
012101.511000	Police Salaries	\$ 295.92
011222.538000	Selectmen Postage	\$ 450.00
011222.534200	Selectmen Printing	\$ 410.45
011631.511500	Voter Registration	\$ 600.00
	Total	\$ 1,756.37

ARTICLE 3

APPROVED BY UNANIMOUS VOTE to transfer

FROM:

Account Number	Department	Amount
24203.500029	Engineering Leachate Design ATM05 #9	\$ 7,500.00
021613.500021	Voting Machines ATM04 #7	\$ 600.00
Reimbursement	King Philip School (reimbursement for STE)	\$ 7,452.63
	Total	\$15,552.63

TO:

Account Number	Department	Amount
014342.530302	Leachate Removal	\$ 7,500.00
011631.511500	Voter Registration	\$ 600.00
011622.578000	Election Expenses	\$ 7,452.63
	Total	\$15,552.63

All articles on the Warrant having been acted upon, it was moved, seconded and voted to dissolve this meeting at 10:00PM.

Respectfully submitted,

Gail E. Bernardo
Assistant Town Clerk

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ANNUAL TOWN ELECTION

Pursuant to the Warrant for the Annual Town Election, the inhabitants of Precincts 1, 2, 3, and 4 of the Town of Norfolk qualified to vote in town affairs assembled in the Auditorium at the H. Olive Day School, 232 Main Street in Norfolk on Tuesday, May 2, 2006.

The polls were open from 7:00AM until 8:00PM. A total of 1265 voters cast their ballots with the following results:

MODERATOR		LIBRARY TRUSTEE	
Frank J. Gross	1090	Mary J. Gothorpe	942
Blanks	168	Blanks	318
All others	7	All others	5
SELECTMAN		PLANNING BOARD	
Ramesh H. Advani	743	Thomas C. Poppey	614
Michael J. Kulesza	105	Lori J. Hurley	568
Kevin Roche	393	Blanks	78
Blanks	22	All others	5
All others	2	RECREATION COMMISSION	
ASSESSORS		James A. Fox	928
John G. Robbins	925	Blanks	331
Blanks	336	All others	6
All others	4	SCHOOL COMMITTEE	
BOARD OF HEALTH		Douglas C. Miller	528
Thomas R. Gilbert	668	Patrick Dean Manning	670
Donald R. Owen	510	John F. Olivieri	643
Blanks	85	Blanks	684
All others	2	All others	5
HOUSING AUTHORITY		KING PHILIP REGIONAL SCHOOL COMMITTEE	
William R. Crane	924	Maureen D. Howard	984
Blanks	336	Blanks	275
All others	5	All others	6

NORFOLK RECORDS

ANNUAL TOWN MEETING MAY 9, 2006

Pursuant to a warrant dated April 4, 2006, signed by Ramesh Advani, James Lehan, and Jonathan Smith, Selectmen of Norfolk, the inhabitants of Norfolk qualified to vote in elections and town affairs met in the King Philip Middle School, 18 King Street, Norfolk, MA on Tuesday, May 9, 2006, at 7:30 PM in the evening, there and then to act on the following articles. The meeting was called to order at 7:30PM by Moderator Frank J. Gross who introduced the Town Clerk, Assistant Town Clerk, Town Administrator, Town Counsel, members of the Board of Selectmen and the Advisory Board Chairman, who then introduced the members of the Board. There were 162 registered voters in attendance. The singing of the National Anthem was led by Georgia Jones.

APPROVED BY VOICE VOTE to waive the reading of the Warrant and the return of the Warrant.

ARTICLE 1

Article I was the Annual Election of town officers which took place on Tuesday, May 2, 2006.

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ARTICLE 2
 APPROVED BY VOICE VOTE to Indefinitely Postpone Article 2.
 (Unpaid bills of a prior year.)

ARTICLE 3
 APPROVED BY UNANIMOUS VOTE to transfer a sum of money to be added to departmental budgets and appropriations for the fiscal year ending on June 30, 2006, as follows:

FROM:			Amount
Account Number		Department	
		Free Cash	84,585.78
014201	511000	DPW Highway Salaries	20,200.00
014911	511000	Cemetery Salaries	5,000.00
014221	511000	Grounds Maintenance - Municipal/Recreation	3,000.00
014222	519002	Grounds Maintenance - Pond Street Irrigation	10,236.00
014912	578000	Cemetery - Equipment Rental	2,139.00
2101	578000	Snow Revolving - Fund 2101	32,500.00
011301	511000	Finance Department Salaries	40,000.00
011582	578000	Tax Title Foreclosure Expense	5,000.00
011907	VARIOUS	Facilities Management	28,600.00
2150	359000	CPC - Unreserved Fund Balance	<u>20,000.00</u>
			<u>\$251,260.78</u>

TO:			Amount
Account Number		Department	
011221	511000	Board of Selectmen / Town Admin.	3,111.07
011301	511000	Finance	7,696.88
011551	511000	Information Technology	1,019.20
011611	511000	Town Clerk	1,676.56
011631	511000	Town Clerk	83.04
011711	511000	Con Comm	482.08
011751	511000	Planning	883.70
011761	511000	ZBA	650.61
011771	511000	PBC	163.40
012411	511000	BLDG	4,762.68
011921	511000	Facilities	720.90
012921	511000	Animal Control	681.20
012961	511000	Animal Inspector	179.33
012551	511000	Dispatch	2,955.48
015121	511000	Board of Health	782.00
015411	511000	Council on Aging	1,790.52
015431	511000	Veteran's agent	437.50
016101	511000	Library	5,670.87
016301	511000	Recreation	1,142.76

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011622	578000	Town Clerk - Elections Expense	6,000.00
011302	512000	Finance Department Expenses	20,000.00
014232	578000	Snow & Ice Deficit	148,371.00
011512	530400	Town Counsel Fees	12,000.00
2150	578000	Community Preservation Expense	20,000.00
014342	530302	Leacheate Removal	<u>10,000.00</u>
			\$251,260.78

ARTICLE 4

APPROVED BY UNANIMOUS VOTE to amend the Town of Norfolk Personnel Bylaws Section X. COMPENSATION PLAN, Subsection A. COMPENSATION SCHEDULE by applying a general increase of 1.5% to all Steps on the COMPENSATION SCHEDULE effective July 1, 2006.

ARTICLE 5

This article was APPROVED BY 2/3 VOTE called by the Moderator. The 2/3 vote was contested by 7 people, and a counted vote was then taken.

APPROVED BY COUNTED VOTE, 103 YES to 45 NO, to raise and appropriate \$300,000.00 to the Vehicle Replacement Stabilization Fund established under Article 13 of the Special Town Meeting of October 26, 2004 contingent on approval through a referendum override ballot vote of \$300,000.00.

ARTICLE 6.2

APPROVED BY 2/3 VOTE, contingent on a successful referendum override vote authorized under Article 5 of this Town Meeting, to authorize the Board of Selectmen to purchase the vehicles listed below for \$288,000 from the Vehicle Replacement Stabilization Fund for the fiscal year commencing July 1, 2006.

L-8000 Dump Truck	\$110,000	(Expected Cost)
L90 Loader	\$ 60,000	(Expected Cost)
Walker Mower/Spreader	\$ 18,000	(Expected Cost)
Brush Truck	\$100,000	(Expected Cost)

ARTICLE 6.3

APPROVED BY 2/3 VOTE called by the Moderator that the sum of \$810,535 be and hereby is appropriated for the purpose of paying costs of acquiring departmental equipment as follows

- Two (2) L-8000 Dump Trucks
- FMC Vanguard Sweeper
- Berm Machine
- L-90 Michigan Loader
- Walker Mower
- Lesco Spreader
- Ford Expedition
- Two (2) Crown Victoria Police Cruisers
- Chevy Tahoe Fire Vehicle
- Chevrolet Brush Truck
- Ford F-150 2 Wheel Drive
- Ford Ranger

or their equivalent, for the use of various Town Departments, including the payment of all other costs incidental and related thereto, and that to meet this appropriation, the Town Treasurer, with the approval of the Selectmen is hereby authorized to borrow said amount under and pursuant to Chapter 44, Section 7(9) of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor.

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ARTICLE 6.1

APPROVED BY VOICE VOTE to transfer \$192,780 from Prison Mitigation Funds and transfer \$6,000 from Touch Screen Machines (Account 021613.500023) to fund the following Capital purchases for the fiscal year commencing July 1, 2006.

<u>Department</u>	<u>Description</u>	<u>Cost</u>
DPW	Tire Machine & Balancer	\$ 6,500
DPW	Seal & Line Paint Town Hall Parking Lot	\$ 3,800
Library	Computers (5) SAILS Network	\$ 8,200
Library	Burglar Alarm System	\$ 13,280
Library	Materials Sorter	\$ 10,000
School	Repair Insulation in HOD Addition	\$ 75,000
School	Computer Upgrade-9 MAC Eight Packs	\$ 53,550
Town Clerk	Pakflatt Voting Booths	\$ 3,100
IT	Computer/Software	\$ 18,000
Bldg Maint.	Painting - Senior Center	<u>\$ 7,350</u>
	TOTAL	\$ 198,780

ARTICLE 7

APPROVED BY UNANIMOUS 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 board or committee to employ its members for additional salary or compensation, and to fix the salary or compensation thereof for the fiscal year commencing on July 1, 2006.

Elected Officers' Compensation

Moderator	\$ 1
Selectmen - 3 members @ \$200	\$ 600
Assessors - 3 members @ \$200	\$ 600
Planning Board - 5 members @ \$200	\$ 1,000
Board of Health - 3 members @ \$200	\$ 600
Town Clerk	\$ 60,000

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and to raise and appropriate \$26,403,611 and transfer \$15,000 From Cemetery Receipts reserved for appropriation and transfer \$400,000 from Free Cash to defray the departmental and incidental expenses of the Town not otherwise provided for, for the fiscal year commencing July 1, 2006. (Total: \$26,818,611)

TOWN OF NORFOLK FISCAL 2007 BUDGET

<u>GENERAL GOVERNMENT</u>		FY06	Department	Final
		Approved	Request	Budget
Moderator	Salary	\$1	\$1	\$1
	Expense	\$210	\$210	\$210
	Total	\$211	\$211	\$211
Selectmen/Town Admin.	Salary	\$168,792	\$185,000	\$177,900
	Expense	\$30,376	\$31,000	\$28,510
	Committee Funds	\$1	\$0	\$0
	Total	\$199,169	\$216,000	\$206,410
Advisory	Salary	\$5,578	\$5,719	\$5,805
	Expense	\$6,150	\$6,150	\$6,150
	Reserve Fund	\$25,000	\$25,000	\$25,000
	Total	\$36,728	\$36,869	\$36,955
Municipal Finance	Salary	\$407,816	\$435,000	\$428,705
	Expense	\$140,550	\$143,892	\$124,620
	Audit	\$30,000	\$35,000	\$35,000
	Total	\$578,366	\$613,892	\$588,325
Board of Assessors	Salary	\$600	\$600	\$600
	Expense	\$1,500	\$2,100	\$1,500
	Total	\$2,100	\$2,700	\$2,100
Town Counsel	Litigation	\$35,000	\$37,000	\$35,000
	Retainer Fees	\$26,880	\$26,880	\$26,880
	Total	\$61,880	\$63,880	\$61,880
Personnel Board	Salary	\$4,458	\$4,652	\$4,652
	Expense	\$1,800	\$1,800	\$1,800
	Total	\$6,258	\$6,452	\$6,452
IT Coordinator	Salary	\$60,048	\$61,533	\$62,456
	Expenses	\$15,762	\$17,757	\$17,757
	Total	\$75,810	\$79,290	\$80,213
Tax Title/Foreclosure	Expense	\$10,000	\$10,000	\$10,000
	Total	\$10,000	\$10,000	\$10,000
Facilities Management	Salary	\$36,573	\$93,334	\$94,734
	Expense	\$3,000	\$3,500	\$3,500
	Town Hall	\$156,675	\$142,075	\$132,075
	Senior Center Old Town Hall &	\$50,050	\$48,150	\$43,150
	Garage	\$22,550	\$14,850	\$9,850
	P/F Station	\$84,765	\$68,250	\$63,250
	Library	\$91,150	\$79,100	\$74,100
	Total	\$444,763	\$449,259	\$420,659
Town Clerk	Salary	\$86,898	\$93,819	\$95,226
	Expense	\$3,600	\$4,000	\$4,000
	Total	\$90,498	\$97,819	\$99,226
Elections	Salary	\$3,030	\$10,530	\$10,530
	Expense	\$5,960	\$20,980	\$20,980
	Total	\$8,990	\$31,510	\$31,510

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		\$8,771	\$9,593	\$9,593
Voter Registration	Salary	\$4,500	\$5,000	\$5,000
	Expense			
	Total	\$13,271	\$14,593	\$14,593
Conservation	Salary	\$25,013	\$25,635	\$26,020
	Expense	\$4,370	\$21,405	\$21,405
	Total	\$29,383	\$47,040	\$47,425
Planning Board	Salary	\$48,854	\$51,526	\$51,765
	Expense	\$47,240	\$47,240	\$47,240
	Total	\$96,094	\$98,766	\$99,005
Zoning Board of Appeals	Salary	\$24,844	\$25,269	\$25,648
	Expense	\$3,560	\$3,360	\$3,360
	Total	\$28,404	\$28,629	\$29,008
Engineering	Expense	\$0		
	Total	\$0		
Permanent Building Comm	Salary	\$8,443	\$8,653	\$8,783
	Expense	\$500	\$500	\$500
	Total	\$8,943	\$9,153	\$9,283
Town Reports	Expense	\$3,000	\$3,000	\$3,000
	Total	\$3,000	\$3,000	\$3,000
TOTAL GENERAL GOVERNMENT		\$1,693,867	\$1,809,063	\$1,746,254
PUBLIC SAFETY				
Police	Salary	\$1,377,934	\$1,497,878	\$1,435,121
	Expense	\$103,485	\$106,685	\$105,555
	Total	\$1,481,419	\$1,604,563	\$1,540,676
Fire & Ambulance	Salary	\$868,170	\$988,655	\$958,655
	Expense	\$186,856	\$156,460	\$156,460
	Tuition & Training			
	Total	\$1,055,026	\$1,145,115	\$1,115,115
Building Dept	Salary	\$160,985	\$173,231	\$175,829
	Expense	\$8,100	\$8,100	\$8,100
	Total	\$169,085	\$181,331	\$183,929
Weights & Measure	Salary	\$579	\$1,100	\$1,100
	Expense	\$31	\$0	\$0
	Total	\$610	\$1,100	\$1,100
Emergency Management	Salary	\$647	\$675	\$675
	Expense	\$2,009	\$1,000	\$1,000
	Total	\$2,656	\$1,675	\$1,675
Animal Inspector	Salary	\$2,152	\$2,108	\$2,108
	Expense	\$200	\$200	\$200
	Total	\$2,352	\$2,308	\$2,308
Animal Control	Salary	\$35,418	\$36,296	\$36,840
	Expense	\$4,500	\$4,500	\$4,500
	Total	\$39,918	\$40,796	\$41,340
Fire/Police Comm	Salary	\$189,603	\$185,000	\$178,197
	Expense	\$5,047	\$5,047	\$5,047
	Total	\$194,650	\$190,047	\$183,244
TOTAL PUBLIC SAFETY		\$2,945,716	\$3,166,935	\$3,069,387

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EDUCATION

Norfolk Elementary	\$9,247,382	\$9,885,451	\$9,500,463
King Philip Regional (Operating)	\$4,137,527	\$4,987,193	\$4,592,744
King Philip Regional (Excluded Debt)	\$744,777	\$1,021,880	\$1,021,880
King Philip Total	\$4,882,304	\$6,009,073	\$5,614,624
Tri-County	\$286,999	\$315,000	\$291,778
TOTAL EDUCATION	\$14,416,685	\$16,209,524	\$15,406,865

PUBLIC WORKS

DPW Administration	Salary		\$225,436	\$225,436
	Expense	\$0	\$66,643	\$65,345
	Total	\$0	\$292,079	\$290,781
Highway	Salary	\$475,322	\$187,622	\$157,816
	Expense	\$191,529	\$120,659	\$87,932
	Road Program	\$322,437	\$330,498	\$275,000
	Total	\$989,288	\$638,779	\$520,748
Vehicle Maintenance	Salary	\$0	\$127,190	\$127,190
	Expense	\$0	\$53,429	\$50,881
	Total	\$0	\$180,619	\$178,071
Town Vehicle Fuel	Expense	\$55,741	\$75,716	\$68,705
	Total	\$55,741	\$75,716	\$68,705
Snow & Ice	Expense	\$123,647	\$123,647	\$123,647
	Total	\$123,647	\$123,647	\$123,647
Grounds Municipal	Salary	\$133,126	\$135,875	\$135,763
	Expense	\$37,537	\$50,062	\$20,121
	Total	\$170,663	\$185,937	\$155,884
Transfer Station	Salary	\$155,863	\$171,230	\$171,230
	Expense	\$178,774	\$168,613	\$168,613
	Total	\$334,637	\$339,843	\$339,843
Landfill	Expense	\$73,318	\$74,923	\$72,923
	Total	\$73,318	\$74,923	\$72,923
Septage Assessment	Expense	\$2,600	\$2,600	\$2,600
	Total	\$2,600	\$2,600	\$2,600
Grounds - Cemetery	Salary	\$25,095	\$25,371	\$25,371
	Expense	\$10,760	\$9,689	\$7,151
	Total	\$35,855	\$35,060	\$32,522
Cust. of Veteran Graves	Salary	\$683	\$683	\$683
	Expense	\$1,705	\$1,705	\$1,705
	Total	\$2,388	\$2,388	\$2,388
Street Lighting	Expense	\$38,240	\$39,240	\$39,240
	Total	\$38,240	\$39,240	\$39,240
Tree Warden	Salary	\$2,427	\$2,635	\$2,635
	Expense	\$25,223	\$26,477	\$15,150
	Total	\$27,650	\$29,112	\$17,785

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Shade Tree	Expense	\$3,998	\$4,198	\$4,198
	Total	\$3,998	\$4,198	\$4,198
TOTAL PUBLIC WORKS		\$1,858,025	\$2,024,141	\$1,849,335
<u>HUMAN SERVICES</u>				
Board of Health	Salary	\$40,224	\$41,264	\$41,883
	Expense	\$42,183	\$43,023	\$43,023
	Total	\$82,407	\$84,287	\$84,906
Special Programs	MAY Mental Health	\$7,315	\$7,315	\$0
	SNCARC	\$4,025	\$4,025	\$0
	Total	\$11,340	\$11,340	\$0
Council on Aging	Salary	\$94,938	\$93,614	\$95,018
	Senior Program	\$3,800	\$3,800	\$3,800
	Expense	\$9,050	\$10,238	\$10,238
	Total	\$107,788	\$107,652	\$109,056
Veteran's Services	Salary	\$5,250	\$5,460	\$5,460
	Expense	\$3,000	\$3,000	\$3,000
	Total	\$8,250	\$8,460	\$8,460
TOTAL HUMAN SERVICES		\$209,785	\$211,739	\$202,422
<u>CULTURE AND RECREATION</u>				
Library	Salary	\$310,241	\$325,504	\$330,387
	Expense	\$117,520	\$123,301	\$123,301
	Total	\$427,761	\$448,805	\$453,688
Recreation	Salary	\$59,221	\$66,194	\$65,185
	Expense	\$5,136	\$7,070	\$5,310
	Total	\$64,357	\$73,264	\$70,495
Historical Commission	Expense	\$325	\$325	\$325
	Total	\$325	\$325	\$325
Memorial Day	Expense	\$750	\$750	\$750
	Total	\$750	\$750	\$750
Veteran's Day	Expense	\$0	\$0	\$0
	Total	\$0	\$0	\$0
TOTAL CULTURE & RECREATION		\$493,193	\$523,144	\$525,258
<u>FIXED COSTS</u>				
	Employee Benefits	\$2,019,525	\$2,294,987	\$2,276,115
	Building/Liability			
	Insurance	\$286,071	\$300,374	\$300,374
	Total Fixed Costs	\$2,305,596	\$2,595,361	\$2,576,489
<u>DEBT SERVICE</u>				
	Water Department	\$0	\$0	
	Excluded			
	Debt(other than			
	KP)	\$1,073,151	\$1,033,602	\$1,033,602
	Non-Excluded			
	Debt	\$452,786	\$409,000	\$409,000
	Total Debt Service	\$1,525,937	\$1,442,602	\$1,442,602
TOTAL OPERATING BUDGET		\$25,448,803	\$27,982,509	\$26,818,611
TOTAL GENERAL FUND - Including Exclusions		\$25,448,803	\$27,982,509	\$26,818,611

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REVENUES			
General Fund Revenue	\$23,060,800	\$24,148,129	\$24,148,129
General Fund Excluded Revenue & SBAB Funding	\$1,817,928	\$2,055,482	\$2,055,482
Other Sources	\$570,075	\$215,000	\$615,000
Total Operating Budget Sources	\$25,448,803	\$26,418,611	\$26,818,611
Surplus / (Deficit)	\$0	(\$1,563,898)	(\$0)

At 11:20PM the Town Clerk made a motion and it was seconded to adjourn the meeting to 7:30PM on Wednesday May 10, 2006 at the King Philip Middle School. The motion passed unanimously.

The second session of the Annual Town Meeting was called to order by the Moderator at 7:40PM on May 10, 2006. There were 91 registered voters in attendance.

On behalf of the Selectmen, Mr. Lehan read the following proclamation:

**TOWN OF NORFOLK
BOARD OF SELECTMEN
PROCLAMATION**

- WHEREAS:** Failure to use safety belts remains one of the leading causes of deaths and injuries to motorists involved in crashes, and
- WHEREAS:** Safety belt use in our community is only 77%, and
- WHEREAS:** Increasing safety belt use in our community will result in fewer deaths and injuries to those who live and work here, and
- WHEREAS:** Safety belt use may be significantly increased through greater public awareness, information, education and enforcement,
- NOW THEREFORE:** We, the Norfolk Board of Selectmen, in recognition of our communities education and enforcement efforts to raise community safety belt use do here proclaim

May 7 – May 15, 2006

AS

BUCKLE UP WEEK

IN NORFOLK

And we encourage all those living, working and traveling through our community to buckle up and ensure that those traveling with them do as well on every ride.

In witness thereof:
James C. Lehan, Chairman
Jonathan P. Smith, Clerk
Ramesh H. Advani, Member

ARTICLE 8

The Advisory Board made a motion, which was seconded, to Indefinitely Postpone Article 8.

Mr. Smith made a motion, and it was seconded, to amend the main motion by substituting the following motion:
I move that the Town of Norfolk instruct its representatives in the General Court assembled to file and/or promote legislation which will permanently transfer the funding requirements for those students identified as requiring services over and above those reasonably provided in a regular education program from the local town or regional school district to be borne directly by the Commonwealth of Massachusetts and to further instruct said representatives that such funding mechanism be prioritized above efforts to reduce the current rate of MA State Income Tax.

APPROVED BY VOICE VOTE to amend the main motion.

APPROVED BY VOICE VOTE to approve the amended motion as stated above.

ARTICLE 9

APPROVED BY UNANIMOUS VOTE to transfer the sum of \$1,209,624 from Water Fund Revenue and Retained Earnings to fund the Water Division maintenance and operating expenses and the Water Division Debt for the fiscal year commencing July 1, 2006 as follows:

Salaries	\$ 187,536
Expenses	\$ 469,493
Total Maintenance & Operating Expenses	\$ 657,029
Debt Service	\$ 552,595
 Total Water Division Budget	 \$1,209,624

ARTICLE 10

APPROVED BY UNANIMOUS VOTE to transfer the sum of \$450,000.00 from the Water Fund Revenue and Retained Earnings to fund the water system's Meter Replacement Program.

ARTICLE 11

APPROVED BY UNANIMOUS VOTE to rescind the following borrowing authorizations:

<u>Date of Vote</u>	<u>Warrant Article</u>	<u>Unissued Amount</u>	<u>Purpose</u>
6/11/1996	#27	\$105,000	Mill River
6/11/1996	#28	\$595,000	Mill River Pump Station
10/22/2002	#14	\$360,000	Grove Street Water Main
10/28/2000	# 6	\$115,444.34	Water Treatment
5/05/2001	# 7	\$111,500	Water – Town Center

ARTICLE 12

APPROVED BY UNANIMOUS VOTE to transfer the sum of \$361,087.83 from unexpended Water Division accounts as follows:

\$289,302.20	Account 60003.500024 – Mill River Water Main, Article 18 of the Annual Town Meeting of 2004
\$ 20,550.95	Account 60003.500025 – Grove Street Water Main, Article 14 of the Special Town Meeting of 2002
\$ 51,234.68	Account 60003.500026 – Pondville Tank (Sharon Avenue), Article 10 of the Special Town Meeting of 2001

To: Account 60003.500027 – Pine Street Reconstruction Project
(Annual Town Meeting of May 9, 2006)

GENERAL GOVERNMENT

for the water main extension project in conjunction with the Mass Highway Department Transportation Improvement Project for Pine Street (Route 115) Roadway Reconstruction Project.

ARTICLE 13

APPROVED BY UNANIMOUS VOTE, pursuant to Massachusetts General Laws, Chapter 44, Section 53E 1/2, to reauthorize the following revolving funds for Fiscal Year 2007 at the limits set forth below:

- (1) The revolving fund for the purpose of paying expenses related to the collection of parking ticket violations; said fund to be credited with parking ticket receipts and expended under the direction of the Board of Selectmen (limit \$1,000).
- (2) A revolving fund for the purpose of paying the expenses of snow removal, including maintenance and replacement of equipment, from private property to include the King Philip Regional School and subdivision roads as required by the Planning Board rules and regulations; said fund to be credited with receipt of fees charged for this service and expended under the authority and direction of the Board of Selectmen (limit: \$20,000).
- (3) A revolving fund for the purpose of paying the expenses of Recreational Field Maintenance, including materials, replacement and rental of equipment and contract labor; said fund to be credited with receipt of fees charged for this service and expended under the authority and direction of the Recreation Commission. (limit: \$50,000.).
- (4) A Conservation Management Revolving Fund to be credited with monies from timber harvesting on Conservation Land and expended under the direction of the Conservation Commission to develop and oversee management activities and projects on Town-owned conservation land (limit: \$5000).
- (5) A revolving fund to receive wetland hearing application fees to be expended under the direction of the Conservation Commission for payment of legal advertisements for such hearings (limit: \$5000).
- (6) A Planning Board Revolving Fund to receive subdivision performance inspection fees, as established by the Planning Board, to be expended under the direction of the Planning Board for services related to the inspection and approval of subdivisions (limit: \$5,000).
- (7) A Planning Board Revolving Fund to receive mitigation funds required by the Planning Board under the Shade Tree Act and Scenic Roads Act, to be expended under the direction of the Planning Board for the purchase and planting of replacement trees (limit: \$10,000).
- (8) A Planning Board Revolving Fund to receive mitigation funds required by the Planning Board relative to off-site improvements due to the approval of subdivisions and site plans to be expended under the direction of the Planning Board for such off-site improvements (limit: \$91,000).
- (9) A Planning Board Revolving Fund to receive funds required by the Planning Board relative to the cleaning and maintenance of unaccepted subdivision roadways and drainage structures as may be required by the Planning Board for subdivision approvals, to be expended under the direction of the Planning Board for such cleaning and maintenance (limit: \$30,000).
- (10) A revolving fund for the Town Clerk to receive funds required by the Town Clerk for the processing of passports, to be expended under the direction of the Town Clerk for postage expenses associated with the processing of passports (limit: \$1,000).

ARTICLE 14

APPROVED BY UNANIMOUS VOTE to Indefinitely Postpone Article 14.

(establish a revolving fund to be funded by grants, gifts, mitigation payments, and exaction fees in connection with any Comprehensive Permit issued by the Board of Appeals under G.L. c. 40B to facilitate and support the development of affordable housing.)

ARTICLE 15
APPROVED BY UNANIMOUS VOTE to accept the provisions of G.L. c. 44, § 55C for the purpose of establishing a Municipal Affordable Housing Trust Fund.

ARTICLE 16
APPROVED BY UNANIMOUS VOTE to authorize the Board of Selectmen, pursuant to M.G.L. c 30B §12(b), to enter into a solid waste disposal contract with Wheelabrator Millbury, Inc. for a term of up to twenty (20) years.

ARTICLE 17
APPROVED BY UNANIMOUS VOTE to authorize the Board of Selectmen to accept any monies received through grants applied for by various Town Departments or Boards.

ARTICLE 18
APPROVED BY UNANIMOUS VOTE to authorize the Board of Selectmen to acquire by gift, purchase or otherwise, such easement as may be necessary for drainage purposes and the laying out of public ways.

ARTICLE 19
APPROVED BY UNANIMOUS VOTE to authorize the Board of Selectmen to advertise in a local newspaper and sell at public sale from time to time, as it may deem in the best interests of the Town, any and all lands or portions thereof which the Town has acquired or may acquire as Tax Title land, so called, such sales to be made on behalf of the inhabitants of the Town of Norfolk, and to authorize the Selectmen to expend from the proceeds of such sale the necessary costs of recording fees, documentary stamps and auctioneer's fees, if required.

ARTICLE 20
APPROVED BY UNANIMOUS 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.

ARTICLE 21
APPROVED BY UNANIMOUS VOTE to accept and authorize the Board of Selectmen to enter into contracts for the expenditure of Chapter 90 funds allocated by the Commonwealth for the construction, reconstruction, or improvements of public roads and other improvements within the Town, as requested by the Selectmen, and to authorize the Treasurer to borrow or bond, pursuant to any applicable statute in anticipation of reimbursement.

ARTICLE 22
APPROVED BY UNANIMOUS VOTE to accept all State and Federal Grants and reimbursements for the Water Division which do not require matching funds from the Town or any representative agency thereof, and will not obligate any resident of the Town of Norfolk without a town meeting.

ARTICLE 23
APPROVED BY UNANIMOUS VOTE, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$30,000.00 from the annual revenues in the Community Preservation Fund for the Administrative and Operating Expenses of the Community Preservation Committee for the fiscal year commencing July 1, 2006.

ARTICLE 24
APPROVED BY UNANIMOUS VOTE, pursuant to Massachusetts General Laws, Chapter 44B, to reserve a sum of money equal to the state-mandated minimum amount of 10% from FY 2006 Community Preservation Fund revenues for the creation, acquisition and preservation of Open Space for future appropriation.

ARTICLE 25
APPROVED BY UNANIMOUS VOTE, pursuant to Massachusetts General Laws Chapter 44B, to reserve a sum of money equal to the state-mandated minimum amount of 10% from the FY 2006 Community Preservation Fund revenues for the creation, preservation and support of Affordable Housing for future appropriation.

GENERAL GOVERNMENT

ARTICLE 26

APPROVED BY UNANIMOUS VOTE, pursuant to Massachusetts General Laws Chapter 44B, to reserve a sum of money equal to the state-mandated minimum amount of 10% from FY 2006 Community Preservation Fund revenues for the acquisition, preservation, rehabilitation, and restoration of Historic Resources for future appropriation.

ARTICLE 27

APPROVED BY VOICE VOTE, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate from the Community Preservation Fund reserves for Affordable Housing an amount not to exceed \$100,000.00 to fund an affordable housing down payment assistance program for Norfolk residents and others with Norfolk ties including municipal employees.

ARTICLE 28

APPROVED BY VOICE VOTE, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate an amount not to exceed \$91,205 from the Community Preservation Fund reserves for Historical resources and \$243,795 from the Community Preservation Fund undesignated fund balance for the purpose of restoration of the interior and exterior of the building subject to a financial lien and Historic Preservation restriction on the property known as the Norfolk Grange.

ARTICLE 29

APPROVED BY VOICE VOTE, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate an amount not to exceed \$85,000 from the Community Preservation Fund reserves for Open Space for the purpose of the creation and preservation of recreational facilities at the Town Pond located behind the Old Town Hall on lower Main Street.

A motion was made and seconded to reconsider Article 29. the motion failed.

ARTICLE 30

APPROVED BY VOICE VOTE I move to amend the Town of Norfolk Bylaws by deleting Section 1.E. of Article VII in its entirety and replace it with the following:

E. The Earth Removal Advisory Committee shall consist of the Building Commissioner, a Planning Board member as designated by such Board, a member of the Board of Assessors as designated by such Board, a Conservation Commission member as designated by such Commission, a Board of Health member as designated by such Board and a citizen who is an engineer as appointed by the Board of Selectmen.

ARTICLE 31

APPROVED BY UNANIMOUS VOTE to amend the Town of Norfolk Bylaws by deleting Section 32 of Article X in its entirety and replacing it with the following:

SECTION 32. Use of Town Owned Property

A. No persons except School Committee members, School employees or Town of Norfolk employees, acting in their capacity as such employees, shall enter in or upon property under the control of the School Committee between the hours of 10:00 p.m. and 7:00 a.m. unless authorized by such School Committee or the Superintendent of Schools.

B. No person shall trespass upon any park, playground, reservation, public building or other area under the control of the Town of Norfolk between the hours of 10:00 p.m. and 7:00 a.m.

C. No person shall willfully, intentionally and without right destroy, deface, mar or injure any sign or other device erected on town owned property by the direction of the town.

D. No person shall ride horses or other animals, engage in unauthorized golf activities, or operate any motorized recreational vehicle or skate boards or like apparatus on town owned property; except that skateboards may be used at the skateboard park located on the Pond Street Recreation site.

E. No person shall operate automobiles or trucks other than on paved areas or designated parking areas of town owned property without written authorization from the town.

F. The penalty for violation of paragraphs A, B, C, D, shall be as follows:

- First Offense \$50.00
- Second Offense \$100.00
- Third and subsequent offense not less than \$150, but not more than \$300.00

ARTICLE 32

APPROVED BY 2/3 VOTE called by the Moderator to amend the Norfolk Zoning Bylaws by deleting Section F.8.b. in its entirety and replacing it with the following:

F.8.b. Minimum Standards

One loading space for each 10,000 square feet of GROSS FLOOR AREA of any retail goods, wholesale, storage, distribution, MANUFACTURING, public utility, consumer service establishment, HOTEL, motel, school or like establishment.

ARTICLE 33

APPROVED BY UNANIMOUS VOTE to amend the Town of Norfolk Zoning Bylaw Section F.9.a.18. by adding the word "or additional" between the words "larger" and "signs" in the first sentence thereof.

ARTICLE 34

APPROVED BY 2/3 VOTE called by the Moderator to amend the Town of Norfolk Zoning Bylaw by changing the notation in Section F.9.a. Basic Requirement which currently reads as follows:

- YES -Use permitted
- SP -Use allowed as an exception under Special Permit by the Board of Appeals
- NO -Use prohibited

So that it will read as follows:

- YES -Use permitted
- SP -Use allowed as an exception under Special Permit by the Planning Board
- NO -Use prohibited.

ARTICLE 35

APPROVED BY UNANIMOUS VOTE to amend Section F.9.b. Schedule of Sign Regulation of the Town of Norfolk Zoning Bylaw by amending F.9.b.1.c.2. by adding the words "per STREET, Road or Private Way" in the first line thereof and by changing "12" to "20 in the third line thereof and further to change "SP" to "YES" in columns B1-B4 and C1-C6 in Section F.9.b.1.c.3., Section F.9.b.1.c.5 and Section F.9.b.1.c.7.

F.9.b. Schedule of Sign Regulations

	DISTRICTS		
	R	B1-B4	C1-C6
F.9.b.1. On premises signs or advertising devices:			
F.9.b.1.a. Name Plate One SIGN for each FAMILY residing on the premises indicating the name of the owner or occupant or pertaining to a permitted ACCESSORY USE, provided that each SIGN does not exceed 2 sq. ft. in area. (Restrictions relating to free standing SIGNS do not apply to this type of SIGN.)	Yes	Yes	Yes
F.9.b.1.b. Announcement One SIGN not exceeding 8 sq. ft. in area per side in a residential district or 12 sq. ft. per side in all other districts for each of the following purposes:			
F.9.b.1.b.1. Advertisement for the sale, rental or lease of the building or premises. Such SIGNS shall be removed not later than seven (7) days following the sale (date of closing) or rental of the subject property	Yes	Yes	Yes

GENERAL GOVERNMENT

F.9.b.1.b.2. Advertisement for a building contractor only while construction is occurring on the site	Yes	Yes	Yes
F.9.b.1.c. Advertising	Yes	Yes	Yes
F.9.b.1.c.1. One wall SIGN not to exceed 8 sq. ft. or one freestanding SIGN not to exceed 8 sq. ft. in area per side located on property whose primary use is for AGRICULTURAL purposes. Said sign shall be used for advertisement of AGRICULTURAL produces of produce. If located in a residential zone signs are not to be illuminated			
F.9.b.1.c.2. One wall SIGN per STREET, Road or Private Way for each separate and distinct establishment advertising the name of the establishment and/or the goods or services rendered with the size not exceeding 20 sq. feet in area except by Special Permit with 12 square feet allowed for each 10,000 square feet of building footprint to a maximum of 48 square feet	No	Yes	Yes
F.9.b.1.c.3. One window SIGN	No	Yes	Yes
F.9.b.1.c.4. One freestanding SIGN on the ground for each separate BUILDING, housing one or more establishments, with the size not exceeding 12 sq. ft. in area per side except by Special Permit to a maximum of 24 square feet	No	Yes	Yes
F.9.b.1.c.5. Wherever a premises has a separate entrance fronting onto a second public way, one additional freestanding SIGN meeting the same criteria	SP	No	No
F.9.b.1.c.6. A residential subdivision shall be permitted one freestanding SIGN bearing the name of the subdivision and not exceeding 8 sq. ft. per side.	No	Yes	Yes
F.9.b.1.c.7. A non-residential subdivision shall be permitted one freestanding SIGN not exceeding 12 sq. ft. per side except by Special Permit to a maximum of 24 square feet	No	SP	SP
F.9.b.2. Off-premises SIGNS or advertising devices provided a permit has been granted by the Outdoor Advertising Authority in accordance with Section 29 through 33, Chapter 93 of the General Laws and such permit is valid and outstanding.	No	SP	SP

ARTICLE 36

The Advisory Board made a motion, and it was seconded, to amend the Town of Norfolk Personnel Bylaws Section XIV FRINGE BENEFITS by deleting it entirely and replacing it with a new Section XIV FRINGE BENEFITS as follows:

XIV. FRINGE BENEFITS

The following fringe benefits apply to full-time employees (employees who work at least 35 hours per week) and Permanent part-time employees (employees who work at least 20 hours per week). Employees who work less than 20 hours per week, or work on a temporary basis regardless of the number of hours, do not receive benefits.

All benefits are pro-rated based on the number of hours worked per week in relation to the established work week for the department.

1. SICK LEAVE

- a. To be earned at the rate 25% of the employees' scheduled weekly hours for each month of service. Credit to begin the first working day of the month in which employed.
- b. An employee in continuous employment shall be credited with the unused portion of sick leave up to a maximum of 150 days. In no event will unused sick leave be compensated for, monetarily or otherwise.
- c. An employee who is incapacitated, by reason of injuries in the course of and arising out of employment by the town, may elect to receive, from accumulated sick leave, the difference between the normal work week compensation and the weekly benefits of Workmen's Compensation Act. Beginning the day of incapacity the employee shall be paid her/his normal week of compensation from her/his accumulated sick leave until Workmen's Compensation is received. When it is received, an amount equivalent to that which shall be deducted from the employee's pay and the equivalent amount of time shall be credited back to her/his accumulated sick leave.

- d. Injury, illness or disability self-imposed, or resulting from the use of alcohol or drugs should not be considered a proper claim for a leave under this section.
- e. A doctor's certificate may be required for an absence of three consecutive work days or longer or may be required at any time at the discretion of the town; the town may designate a physician to conduct physical examinations at town expense.
- f. Immediate notice of any absence must be given to department heads or immediate supervisor. Failure to do so will result in loss of pay.

2. VACATION LEAVE

The established vacation year is the fiscal year, July 1 through June 30. Vacation time is accrued or earned based on the employee's length of service and time worked the preceding year.

Service Period	Paid Vacation
First Fiscal Year	5/6 days per month worked
Fiscal Years 2 through 4	10 days per year
Fiscal Years 5 through 9	15 days per year
Fiscal Years 10 through 19	20 days per year
Fiscal Years 20 and over	25 days per year

Time worked shall include, in addition to days actually worked, paid vacation, holidays, sick or bereavement leave. Each employee must work at least seventy-five percent of the normal work schedule each month in order for the month to count in the computation of vacation accrual benefits. If an employee works less than a full 12 month year (as defined above), vacation time will be computed at the rate of 5/6 days per month worked.

- b. Vacation leave shall not be accumulated.
 - c. No monetary grant will be allowed for vacations not taken.
 - d. If a paid holiday should fall during vacation leave, an additional day of vacation shall be taken by mutual consent between the employee and the department head.
 - e. Vacation leave is to be granted by seniority, subject to the approval of the department head.
 - f. Upon termination of employment for any reasons, cash payment for accrued vacation shall be made.
 - g. If an employee has expended all earned sick days, but has a medical reason to extend his/her absence, the Town of Norfolk has adopted a policy to assist the employee and retain benefits. If the person is eligible to receive vacation benefits, such leave may be deducted proportionally from the amount of vacation leave earned and due for the year in which the absence occurred. If the employee has already used all earned vacation benefits during the term, the absence may then be chargeable against the next succeeding vacation leave allowance. The maximum number of days that may be charged against the current benefit due and the future benefit to be earned is thirty (30) days total.
 - h. Upon approval of the department head and the Board of Selectmen, an applicant may be granted early vacation entitlement.
- Under unusual circumstances department heads or supervisory boards may grant to an employee a carryover of up to 1 week of vacation time from one fiscal year to the next fiscal year. Each time a carryover is granted the Personnel Board shall be notified in writing.

GENERAL GOVERNMENT

- j. Managers may start new hires with paid vacation benefits based on years of service from other job related experience with other Industries and/or Municipalities as if the new hire had Norfolk Years of Service, with written approval from the Town Administrator or his/her designee.

The town's vacation plan is designed to give you an opportunity to relax and get away from your job. Employees are encouraged to take entitled vacation time. Vacation breaks have long been cited by personnel professionals to be beneficial both physically and mentally.

Because of this, the Town of Norfolk has adopted an exclusive vacation benefit that eliminates mutually exclusive pay categories. In other words, when you use earned vacation time, you will not be expected to, and will not be compensated for, work performed during the term of the benefit. However, if you are necessarily called into work during a vacation period, you will be compensated for the work only at the prevailing rate. The vacation time missed may be taken at a future date.

Under no circumstances will an individual be compensated for more than one pay category for the same period of time.

3. PAID HOLIDAYS

- a. Town offices are closed on the following holidays. If they are observed on your scheduled work day, you will receive the day off with pay.

New Year's Day
President's Day
Memorial Day
Labor Day
Veteran's Day
Christmas Day

Martin Luther King Day
Patriot's Day
Independence Day
Columbus Day
Thanksgiving Day

- b. If any of the above holidays should fall on a normal day off, an alternate day off shall be given, subject to the approval of the department head.
- c. Holidays must be taken and no compensation will be allowed for failure to do so.
- d. Holidays falling during vacation leave; see Vacation Leave Policy.
- e. Employees required to work on a scheduled Holiday due to an emergency will be given another day off with pay.

4. TIME OFF

There are a number of occasions when time off from your job is necessary. Some are paid for, some not. They comprise part of the fringe benefit package available to you as a full-time or permanent part time employee. Paid time off is pro-rated based on the number of regularly scheduled hours per week.

5. PERSONAL DAYS

Three personal days per fiscal year may be taken for such purposes as personal business, medical appointments, and family obligations pursuant to Massachusetts General Laws Chapter 149, Section 52D. A minimum notice of 48 hours should be given to, and approval must be received from, supervisor prior to taking a Personal Day. Personal Days do not accumulate and in no event will unused Personal Days be compensated for, monetarily or otherwise.

6. FUNERAL OR BEREAVEMENT LEAVE

For death and or memorial services in the immediate family or household, up to 80% of the employees regular work week shall be granted immediately following death. Cases involving special circumstances, including travel for extensive periods of time, must be approved by the Department Head.

Definitions of immediate family members include: mother, father, mother-in-law, father-in-law, sister, brother, wife, husband, son, daughter or grandparents of the employee. For the death of relatives other than the immediate family an absence of up to one full day may be allowed to attend funeral or memorial services.

7. OTHER LEAVE (Leave of absence)

Absences for personal reasons may be charged to vacation leave upon application by the employee and approval of the department head or immediate supervisor. Such absences, however, may not be charged to vacation leave beyond that which the employee has earned at the time of such application. Except as otherwise provided, all leaves of absence shall be without compensation. A maximum leave of thirty (30) days may be approved by department heads. After the thirty (30) day period, employees will be removed from the payrolls.

8. JURY DUTY

An employee called for jury duty shall be paid the difference between regular pay and the compensation received as a juror, exclusive of travel allowances. Employees summoned as a witness on behalf of the town shall be granted leave and paid the difference of their regular pay and the witness fee, exclusive of travel allowance.

9. MILITARY LEAVE

If the employee is in the National Guard or an active reserve unit and is called for temporary duty, the employee will be given military leave without pay. A vacation will not be affected by such duty. The employee may elect to use one week of accumulated vacation time with approval of their supervisor.

A motion was made and seconded to amend the main motion by changing section 2. Vacation as follows:

2. VACATION LEAVE

The established vacation year is the fiscal year, July 1 through June 30. Vacation time is accrued or earned based on the employee's length of service and time worked the preceding year.

Service Period	Paid Vacation
First Fiscal Year	4/6 days per month worked
Fiscal Years 2 through 4	2 weeks
Fiscal Years 5 through 9	3 weeks
Fiscal Years 10 through 19	4 weeks
Fiscal Years 20 and over	5 weeks

Time worked shall include, in addition to days actually worked, paid vacation, holidays, sick or bereavement leave. Each employee must work at least seventy-five percent of the normal work schedule each month in order for the month to count in the computation of vacation accrual benefits. If an employee works less than a full 12 month year (as defined above), vacation time will be computed at the rate of 4/6 days per month worked.

APPROVED BY UNANIMOUS VOTE to amend the main motion

GENERAL GOVERNMENT

APPROVED BY UNANIMOUS VOTE to amend the Town of Norfolk Personnel Bylaws Section XIV FRINGE BENEFITS by deleting it entirely and replacing it with a new Section XIV FRINGE BENEFITS as amended herein

ARTICLE 37

APPROVED BY UNANIMOUS VOTE to amend the Town of Norfolk Personnel Bylaws Section XIII. PERFORMANCE APPRAISAL PROGRAM, Subsection 6.0 EVALUATORS and, as needed Section IX. ADMINISTRATION OF THE SALARY CLASSIFICATION PLAN, Subsection C. Grade Schedule by changing the following titles:

POSITION

From: Building Assistant	To: Building and Facilities Assistant
From: Executive Assistant, Highway Department	To: Executive Assistant, Department of Public Works
From: Clerk, Highway Dept.	To: Clerk, Department of Public Works
From: Children's Services Librarian	To: Senior Librarian – Children's/Young Adult Services
From: Revenue Collector, Water Department	To: Water Revenue Collector

ARTICLE 38

APPROVED BY UNANIMOUS VOTE to amend the Town of Norfolk Personnel Bylaws Section XIII. PERFORMANCE APPRAISAL PROGRAM, Subsection 6.0 EVALUATORS as follows:

<u>POSITION</u>	<u>EVALUATOR</u>	<u>SECONDARY EVALUATOR</u>
Clerk, DPW	Executive Asst, DPW	DPW Director
Water Revenue Collector	Assistant Town Treasurer/ Collector	Town Treasurer Collector

ARTICLE 39

APPROVED BY UNANIMOUS VOTE to appoint the following committees:

Arts Council – 9 members

ADA Compliance Committee – 5 members, plus Town Administrator, ex-officio and non-voting.

Insurance Advisory Committee – 5 members

Zoning Bylaw Study Committee – 7 members appointed as follows: two members appointed by the Board of Selectmen, and one member or designee each appointed by the Planning Board, Board of Health, Conservation Commission, Zoning Board of Appeals and Building Department, and Town Counsel, ex-officio and non-voting.

Corrections Advisory Committee – 3 members

Economic Development Committee – 5 members appointed jointly by the Board of Selectmen and the Planning Board

Open Space Committee – 5 members as follows: one member to be a member or designee of the Recreation Commission, one member to be a member or designee of the Conservation Commission, one member to be a member or designee of the Planning Board, and two others to be appointed jointly by the Planning Board and Conservation Commission.

Reports were given by the following boards/committees:

Master Plan Committee, by R. Nicodemus

King Philip Building Committee, by G. Cronin

Board of Selectmen, by J. Lehan

ARTICLE 40

APPROVED BY UNANIMOUS VOTE to Indefinitely Postpone Article 40.
(Gold Street acceptance)

ARTICLE 41

APPROVED BY UNANIMOUS VOTE to Indefinitely Postpone Article 41.
(transfer to the Stabilization Fund)

All articles on the Warrant having been acted upon, it was moved, seconded and voted to dissolve this Annual Town Meeting at 11:00Pm

Respectfully Submitted,
Gail E. Bernardo, Assistant Town Clerk

**SPECIAL TOWN ELECTION
JUNE 6, 2006**

Pursuant to the Warrant for the Special Town Election, the inhabitants of Precincts 1, 2, 3, and 4 of the Town of Norfolk qualified to vote in town affairs assembled in the Auditorium at the H. Olive Day School, 232 Main Street in Norfolk on Tuesday, May 2, 2006.

The polls were open from 7:00AM until 8:00PM. A total of 1636 voters cast their ballots with the following results:

QUESTION 1

Shall the Town of Norfolk be allowed to assess an additional \$300,000.00 in Real Estate and Personal Property Taxes for the purpose of funding the stabilization fund established under Article 13 of the October, 2004 Special Town Meeting to accept funds to be used exclusively for annual capital expenditures related to vehicle replacement by town departments?

YES	342
NO	1295

STATE PRIMARY ELECTION

Pursuant to the Warrant for the State Primary Election, the inhabitants of Precincts 1, 2, 3, and 4 of the Town of Norfolk qualified to vote in town affairs assembled in the Auditorium at the H. Olive Day School, 232 Main Street in Norfolk on Tuesday, September 19, 2006.

The polls were open from 7:00AM until 8:00PM. A total of 1252 voters cast their ballots with the following results:

REPUBLICAN PARTY

SENATOR IN CONGRESS		ATTORNEY GENERAL	
Kenneth G. Chase	54	Larry Frisoli	129
Kevin P. Scott	99	All others	1
All others	0	Blanks	51
Blanks	28	SECRETARY OF STATE	
GOVERNOR		All others	11
Kerry Healey	150	Blanks	170
All others	5	TREASURER	
Blanks	26	All others	10
LIEUTENANT GOVERNOR		Blanks	171
Reed V. Hillman	142	AUDITOR	
All others	2	All others	7
Blanks	37	Blanks	174

GENERAL GOVERNMENT

REPRESENTATIVE IN CONGRESS

Charles Morse	9
All others	5
Blanks	167

COUNCILLOR

Michael W. McCue	122
All others	2
Blanks	57

SENATOR IN GENERAL COURT

Scott P. Brown	157
All others	2
Blanks	22

REPRESENTATIVE IN GENERAL COURT

Richard J. Ross	153
All others	1
Blanks	27

DEMOCRATIC PARTY

SENATOR IN CONGRESS

Edward M. Kennedy	962
All others	16
Blanks	274

GOVERNOR

Christopher F. Gabrieli	429
Deval L. Patrick	612
Thomas F. Reilly	204
All others	0
Blanks	7

LIEUTENANT GOVERNOR

Deborah B. Goldberg	387
Timothy P. Murray	476
Andrea C. Silbert	267
All others	1
Blanks	121

ATTORNEY GENERAL

Martha Coakley	939
All others	4
Blanks	309

SECRETARY OF STATE

William Francis Galvin	922
John Bonifaz	156
All others	1
Blanks	173

DISTRICT ATTORNEY

All others	6
Blanks	175

CLERK OF COURTS

All others	6
Blanks	175

REGISTER OF DEEDS

All others	7
Blanks	174

COUNTY COMMISSIONER

Thomas E. Gorman	120
All others	1
Blanks	60

TREASURER

Timothy P. Cahill	914
All others	3
Blanks	335

AUDITOR

A. Joseph DeNucci	861
All others	4
Blanks	387

REPRESENTATIVE IN CONGRESS

Barney Frank	942
All others	11
Blanks	299

COUNCILLOR

Kelly A. Timilty	801
All others	3
Blanks	448

SENATOR IN GENERAL COURT

All others	133
Blanks	1119

REPRESENTATIVE IN GENERAL COURT

All others	92
Blanks	1160

DISTRICT ATTORNEY

William R. Keating	864
All others	4
Blanks	394

GENERAL GOVERNMENT

CLERK OF COURTS

Walter F. Timilty, Jr.	794
All others	3
Blanks	455

COUNTY COMMISSIONER

Peter H. Collins	782
All others	3
Blanks	467

REGISTER OF DEEDS

William P. O'Donnell	819
All others	2
Blanks	431

**NORFOLK RECORDS
FALL TOWN MEETING
OCTOBER 24, 2006**

Pursuant to a warrant dated September 25, 2006 signed by James Lehan, Jonathan Smith, and Ramesh Advani, Selectmen of Norfolk, the inhabitants of Norfolk qualified to vote in elections and town affairs met in the King Philip Middle School, 18 King Street, Norfolk, MA on Tuesday, October 24, 2006 at 7:30 in the evening there and then to act on the following articles. The meeting was called to order at 7:35pm by Moderator Frank Gross who introduced the Town Clerk, Assistant Town Clerk, Town Administrator, members of the Board of Selectmen, Town Counsel, and the Advisory Board Chairman who then introduced the members of that Board. There were 146 registered voters in attendance.

The National Anthem was sung by Georgia Jones accompanied by Charles Stacey on the Piano. The Moderator announced that Mr. Stacey would now retire from playing the piano at Town Meetings and thanked him for years of service.

A motion was made by the Town Clerk and seconded to waive the reading of the warrant and the return of the warrant. Sworn counters were P. Muliero, R. Boucher and B. Simpson.

The Moderator was presented with the 'Out of the Blue Award' for outstanding community service. The award was presented by Pam Montpelier from Strata Bank. In addition to the award, a donation of \$250 will be made to a charity chosen by Mr. Gross.

On a 'point of order' made by Jonathan Smith, the Town Meeting was interrupted for an acknowledgment of the retirement of Moderator Frank Gross. A cake was presented along with musical rendition of 'For He's a Jolly Good Fellow' played by Mike Rayner and J. D. Chaisson, residents of Norfolk and members of the K P Marching Band. The cake was brought to the lobby so that all residents in attendance could share in the celebration. Mr. Gross was then entertained with a slide show exhibiting many moments of his life and his service to the Town for the past 30+ years as Town Moderator.

ARTICLE 1

APPROVED BY UNANIMOUS VOTE to transfer

From:

Salaries:

6000.511000	Weekend & Holiday Coverage	\$17,806.00
6000.511000	Operator Salary	\$16,654.00
6000.511000	Standby Pay	\$ 5,000.00
011921.511000	Facilities Salary	\$55,626.00
	Sub-Total	\$95,086.00

GENERAL GOVERNMENT

To:

Expenses:

60002.530300	General Engineering	\$ 5,000.00
60002.530300	Weekend Coverage	\$34,460.00
012411.511000	Building Department Salary	\$ 7,000.00
0119.529000	Facilities Management Expense	\$48,626.00
	Sub-Total	\$95,086.00

ARTICLE 2

APPROVED BY VOICE VOTE to Indefinitely Postpone Article 2.

ARTICLE 3

APPROVED BY UNANIMOUS VOTE to move the sum of \$17,000.00 be transferred from surplus funds borrowed under Article 7.2 of the town Meeting held on May 11, 2004, to pay a portion of the costs of acquiring vehicles described in the vote of the Town taken under Article 6.3 of the Warrant at the Spring 2006 Annual Town Meeting.

ARTICLE 4

APPROVED BY UNANIMOUS VOTE to authorize the Board of Selectmen and/or Interim Board of Public Works to enter into an inter-municipal Agreement with the Town of Franklin pursuant to Massachusetts General Laws Chapter 40, Section 4A and said Agreement to include provisions for the purpose of billing, collecting and maintaining the water systems for municipal water services located on Short Street, School Street, Mill River Road and Hassler Road in the Town of Norfolk

ARTICLE 5

APPROVED BY UNANIMOUS VOTE to Indefinitely Postpone Article 5.

ARTICLE 6

APPROVED BY UNANIMOUS VOTE to accept a gift of land or take by eminent domain pursuant to Chapter 79 of the General Laws and further to accept as a public way and to accept all easements, a portion of Liberty Lane, from Union Street to Liberty Lane for a distance of 210 linear feet, more or less, as approved by the Board of Selectmen as shown on the acceptance plan dated September 13, 2006, drawn by Coler & Colantonio, Inc. of Norwell, Massachusetts

ARTICLE 7

APPROVED BY UNANIMOUS VOTE to accept the local option Chapter 184, § 51 of the Acts of 2002 (amending G.L.Ch 59 § 5, Clause 41C) to change the asset requirements pertaining to Clause 41C exemptions for Seniors from \$28,000 for single person to \$40,000, and from \$30,000 for a couple to \$55,000, to reduce the requisite age of eligibility from 70 years or older to 65 years or older, and to increase the amount of the exemption from \$500 to \$750.

ARTICLE 8

APPROVED BY UNANIMOUS VOTE to amend the interest rate per annum from 8% to 4% under the provisions of Massachusetts General Laws, Chapter 59 § 5, Clause 41A, which regulates tax deferral for homeowners 65 years or older, pursuant to the authority contained in Chapter 136 of the Acts of 2005 of the General Court thereby amending said M.G.L. c. 59, § 5 Clause 41A.

ARTICLE 9

APPROVED BY UNANIMOUS VOTE under the provisions of General Laws Chapter 44, Section 53E1/2, as amended, to authorized the creation of an abutter's list fee revolving account into which shall be deposited receipts received as payment of fees for abutter's list and from which fund expenditures associated with generating such lists, including the acquisition, operation and maintenance of technologies used for preparing and issuing abutter's lists and mapping, may be made with the approval of the Board of Assessors (Limit: \$2,000.00).

ARTICLE 10

APPROVED BY VOICE VOTE to establish a Revolving Fund in conformity with Massachusetts General Laws, Chapter 44, Section 53E½, for the following purposes and subject to the following conditions:

- a) to pay Special Education operating costs including, but not limited to, tuition, contracted therapies, evaluation services, and transportation, and excluding any full-time salaries and wages;
- b) to be the depository for all FY2007 funds received from the Municipal Medicaid Reimbursement program;
- c) to set a limit on expenditures from said fund in Fiscal Year 2007 at \$50,000; and
- d) to have the School Committee be the only authority empowered to expend monies from said fund.

ARTICLE 11

APPROVED BY VOICE VOTE to allocate from the Community Preservation Fund an additional \$100,000.00 for Fiscal 2007 to fund an affordable housing down payment assistance program for Norfolk residents and others with Norfolk ties including municipal employees.

ARTICLE 12

APPROVED BY VOICE VOTE to accept Section 23D of Chapter 39 of the General Laws for the following types of adjudicatory hearings:

1. Adjudicatory hearings of the Board of Selectmen under any general law, special law, or local bylaw over which the Board of Selectmen has jurisdiction;
2. Adjudicatory hearings of the Board of Appeals or the Planning Board under G.L. c. 40A (the "Zoning Act");
3. Adjudicatory hearings of the Board of Appeals under G.L. c. 40B, §§ 20-23 relative to comprehensive permits for low and moderate income housing;
4. Adjudicatory hearings of the Planning Board under G.L. c. 41 (the "Subdivision Control Law");
5. Adjudicatory hearings of the Board of Health any general law, special law, or local bylaw over which the Board of Health has jurisdiction;
6. Adjudicatory hearings of the Conservation Commission the state Wetlands Protection Act and/or the Norfolk Wetland Protection Bylaw;

GENERAL GOVERNMENT

ARTICLE 13
APPROVED BY VOICE VOTE amend the Town of Norfolk Personnel Bylaw Section IX ADMINISTRATION OF THE SALARY CLASSIFICATION PLAN Subsection C CLASSIFICATION SCHEDULE by adding the following position:

Grade 10 Superintendent of Public Works

and to amend the Town of Norfolk Personnel Bylaws Section XIII PERFORMANCE APPRAISAL PROGRAM, Subsection 6.0 EVALUATORS by adding the following:

<u>Position</u>	<u>Evaluator</u>	<u>Secondary Evaluator</u>
Superintendent of Public Works	DPW Director	Town Administrator

ARTICLE 14
APPROVED BY UNANIMOUS VOTE amend the General Bylaw of the Town of Norfolk, Article VII, by adding a new SECTION 6. Prohibition of Illicit Discharges to Storm Drain System to read as follows:

A. PURPOSE

The purpose of this section is to eliminate non-stormwater discharges to the Town of Norfolk's Municipal Storm Drain System. Non-stormwater discharges contain contaminants and supply additional flows to the Town's storm drain system. Increased and contaminated stormwater runoff are major causes of:

- (1) impairment of water quality and flow in lakes, ponds, streams, rivers, wetlands and groundwater;
- (2) contamination of drinking water supplies;
- (3) contamination of clam flats and other coastal areas;
- (4) alteration or destruction of aquatic and wildlife habitat; and
- (5) flooding.

Regulation of illicit connections and discharges to the municipal storm drain system is necessary for the protection of the Town of Norfolk's natural resources, municipal facilities, and to safeguard the public health, safety, welfare and the environment.

The objectives of this section are:

- (1) To prevent pollutants from entering the Town's municipal separate storm sewer system (MS4);
- (2) To prohibit illicit connections and unauthorized discharges to the MS4;
- (3) To require the removal of all such illicit connections;
- (4) To comply with state and federal statutes and regulations relating to stormwater discharges; and
- (5) To establish the legal authority to ensure compliance with the provisions of this by-law through inspection, monitoring, and enforcement.

B. DEFINITIONS

Unless a different definition is indicated in other sections of this by-law, the following definitions and provisions shall apply throughout this Article, also referred to in this Article, as this by-law or Section.

AUTHORIZED ENFORCEMENT AGENCY: The Department of Public Works (hereafter "the Department"), its employees or agents designated to enforce this by-law.

BEST MANAGEMENT PRACTICE (BMP): An activity, procedure, restraint, or structural improvement that helps to reduce the quantity or improve the quality of stormwater runoff.

CLEAN WATER ACT: The Federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.) as hereafter amended.

DISCHARGE OF POLLUTANTS: The addition from any source of any pollutant or combination of pollutants into the municipal storm drain system or into the waters of the United States or Commonwealth from any source.

GROUNDWATER: Water beneath the surface of the ground.

ILLICIT CONNECTION: A surface or subsurface drain or conveyance, which allows an illicit discharge into the municipal storm drain system, including without limitation sewage, process wastewater, or wash water and any connections from indoor drains, sinks, or toilets, regardless of whether said connection was previously allowed, permitted, or approved before the effective date of this by-law.

ILLICIT DISCHARGE: Direct or indirect discharge to the municipal storm drain system that is not composed entirely of stormwater, except as exempted in Section 6. The term does not include a discharge in compliance with an NPDES Storm Water Discharge Permit or resulting from fire fighting activities exempted pursuant to Part G (4)(B), of this by-law.

IMPERVIOUS SURFACE: Any material or structure on or above the ground that prevents water infiltrating the underlying soil. Impervious surface includes without limitation roads, paved parking lots, sidewalks, and roof tops.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) or MUNICIPAL STORM DRAIN SYSTEM: The system of conveyances designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, retention or detention basin, natural or man-made or altered drainage channel, reservoir, and other drainage structure that together comprise the storm drainage system owned or operated by the Town of Norfolk.

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) STORM WATER DISCHARGE PERMIT: A permit issued by United States Environmental Protection Agency or jointly with the Commonwealth of Massachusetts that authorizes the discharge of pollutants to waters of the United States.

NON-STORMWATER DISCHARGE: Discharge to the municipal storm drain system not composed entirely of stormwater.

PERSON: An individual, partnership, association, firm, company, trust, corporation, agency, authority, department or political subdivision of the Commonwealth or the federal government, to the extent permitted by law, and any officer, employee, or agent of such person.

POLLUTANT: Any element or property of sewage, agricultural, industrial or commercial waste, runoff, leachate, heated effluent, or other matter whether originating at a point or nonpoint source, that is or may be introduced into any sewage treatment works or waters of the Commonwealth. Pollutants shall include without limitation:

- (1) paints, varnishes, and solvents;
- (2) oil and other automotive fluids;

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- (3) non-hazardous liquid and solid wastes and yard wastes;
- (4) refuse, rubbish, garbage, litter, or other discarded or abandoned objects, ordnances, accumulations and floatables;
- (5) pesticides, herbicides, and fertilizers;
- (6) hazardous materials and wastes; sewage, fecal coliform and pathogens;
- (7) dissolved and particulate metals;
- (8) animal wastes;
- (9) rock; sand; salt, soils;
- (10) construction wastes and residues;
- (11) and noxious or offensive matter of any kind.

PROCESS WASTEWATER: Water which, during manufacturing or processing, comes into direct contact with or results from the production or use of any material, intermediate product, finished product, or waste product.

RECHARGE: The process by which groundwater is replenished by precipitation through the percolation of runoff and surface water through the soil.

STORMWATER: Runoff from precipitation or snow melt.

TOXIC OR HAZARDOUS MATERIAL or WASTE: Any material, which because of its quantity, concentration, chemical, corrosive, flammable, reactive, toxic, infectious or radioactive characteristics, either separately or in combination with any substance or substances, constitutes a present or potential threat to human health, safety, welfare, or to the environment. Toxic or hazardous materials include any synthetic organic chemical, petroleum product, heavy metal, radioactive or infectious waste, acid and alkali, and any substance defined as Toxic or Hazardous under G.L. Ch.21C and Ch.21E, and the regulations at 310 CMR 30.000 and 310 CMR 40.0000.

WATERCOURSE: A natural or man-made channel through which water flows or a stream of water, including a river, brook or underground stream.

WATERS OF THE COMMONWEALTH: all waters within the jurisdiction of the Commonwealth, including, without limitation, rivers, streams, lakes, ponds, springs, impoundments, estuaries, wetlands, coastal waters, and groundwater.

WASTEWATER: any sanitary waste, sludge, or septic tank or cesspool overflow, and water that during manufacturing, cleaning or processing, comes into direct contact with or results from the production or use of any raw material, intermediate product, finished product, byproduct or waste product.

C. APPLICABILITY

This section shall apply to flows entering the municipally owned storm drainage system.

D. AUTHORITY

This Article is adopted under authority granted by the Home Rule Amendment of the Massachusetts Constitution, the Home Rule statutes, and the regulations of the federal Clean Water Act found at 40 CFR 122.34.

E. RESPONSIBILITY FOR ADMINISTRATION

The Department shall administer, implement and enforce this by-law. Any powers granted to or duties imposed upon the Department may be delegated in writing by the Department to employees or agents of the Department.

F. REGULATIONS

The Department may promulgate rules and regulations to effectuate the purposes of this by-law. Failure by the Department to promulgate such rules and regulations shall not have the effect of suspending or invalidating this by-law.

G. PROHIBITED ACTIVITIES

1. Illicit Discharges

No person shall dump, discharge, cause or allow to be discharged any pollutant or non-stormwater discharge into the municipal separate storm sewer system (MS4), into a watercourse, or into the waters of the Commonwealth.

2. Illicit Connections

No person shall construct, use, allow, maintain or continue any illicit connection to the municipal storm drain system, regardless of whether the connection was permissible under applicable law, regulation or custom at the time of connection.

3. Obstruction of Municipal Storm Drain System

No person shall obstruct or interfere with the normal flow of stormwater into or out of the municipal storm drain system without prior consent from the Department.

4. Exemptions

A. Discharge or flow resulting from fire fighting activities;

B. The following non-stormwater discharges or flows are exempt from the prohibition of non-stormwaters provided that the source is not a significant contributor of a pollutant to the municipal storm drain system:

(1) Waterline flushing;

(2) Flow from potable water sources;

(3) Springs;

(4) Natural flow from riparian habitats and wetlands;

(5) Diverted stream flow;

(6) Rising groundwater;

(7) Uncontaminated groundwater infiltration as defined in 40 CFR 35.2005(20), or uncontaminated pumped groundwater (e.g. sump pump), provided that where a pump intake exists inside a structure, the operator seeks a permit from the Department prior to discharge, and thereafter discharges in accordance with the requirements of the permit and applicable laws and regulations to be issued by the Department;

(8) Water from exterior foundation drains, footing drains (not including active groundwater dewatering systems), crawl space pumps, or air conditioning condensation;

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- (9) Discharge from landscape irrigation or lawn watering;
- (10) Water from individual residential car washing;
- (11) Discharge from dechlorinated swimming pool water (less than one ppm chlorine) provided the water is allowed to stand for one week prior to draining and the pool is drained in such a way as not to cause a nuisance;
- (12) Discharge from street sweeping;
- (13) Dye testing, provided verbal notification is given to the Department prior to the time of the test;
- (14) Non-stormwater discharge permitted under an NPDES permit, waiver, or waste discharge order administered under the authority of the United States Environmental Protection Agency, provided that the discharge is in full compliance with the requirements of the permit, waiver, or order and applicable laws and regulations; and
- (15) Discharge for which advanced written approval is received from the Department as necessary to protect public health, safety, welfare or the environment.

H. EMERGENCY SUSPENSION OF STORM DRAINAGE SYSTEM ACCESS

The Department may suspend municipal storm drain system access to any person or property without prior written notice when such suspension is necessary to stop an actual or threatened discharge of pollutants that presents imminent risk of harm to the public health, safety, welfare or the environment. In the event any person fails to comply with an emergency suspension order, the Authorized Enforcement Agency may take all reasonable steps to prevent or minimize harm to the public health, safety, welfare or the environment.

I. NOTIFICATION OF SPILLS

Notwithstanding other requirements of local, state or federal law, as soon as a person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of or suspects a release of materials at that facility or operation resulting in or which may result in discharge of pollutants to the municipal drainage system or waters of the Commonwealth, the person shall take all necessary steps to ensure containment, and cleanup of the release. In the event of a release of oil or hazardous materials, the person shall immediately notify the municipal fire and police departments. In the event of a release of non-hazardous material, the reporting person shall notify the Authorized Enforcement Agency no later than the next business day. The reporting person shall provide to the Authorized Enforcement Agency written confirmation of all telephone, facsimile or in-person notifications within three business days thereafter. If the discharge of prohibited materials is from a commercial or industrial facility, the facility owner or operator of the facility shall retain on-site a written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

J. ENFORCEMENT

The Department or an authorized agent of the Department shall enforce this by-law, regulations, orders, violation notices, and enforcement orders, and may pursue all civil and criminal remedies for such violations.

1. Civil Relief

If a person violates the provisions of this section, regulations, permit, notice, or order issued thereunder, the Department may seek injunctive relief in a court of competent jurisdiction restraining the person from activities which would create further violations or compelling the person to perform abatement or remediation of the violation.

2. Orders

The Department or an authorized agent of the Department may issue a written order to enforce the provisions of this section or the regulations thereunder, which may include: (a) elimination of illicit connections or discharges to the MS4; (b) performance of monitoring, analyses, and reporting; (c) that unlawful discharges, practices, or operations shall cease and desist; and (d) remediation of contamination in connection therewith.

If the enforcing person determines that abatement or remediation of contamination is required, the order shall set forth a deadline by which such abatement or remediation must be completed. Said order shall further advise that, should the violator or property owner fail to abate or perform remediation within the specified deadline, the Town may, at its option, undertake such work, and expenses thereof shall be charged to the violator.

Within thirty (30) days after completing all measures necessary to abate the violation or to perform remediation, the violator and the property owner will be notified of the costs incurred by the Town, including administrative costs. The violator or property owner may file a written protest objecting to the amount or basis of costs with the Department within thirty (30) days of receipt of the notification of the costs incurred. If the amount due is not received by the expiration of the time in which to file a protest or within thirty (30) days following a decision of the Department affirming or reducing the costs, or from a final decision of a court of competent jurisdiction, the costs shall become a special assessment against the property owner and shall constitute a lien on the owner's property for the amount of said costs. Interest shall begin to accrue on any unpaid costs at the statutory rate provided in G.L. Ch. 59, § 57 after the thirty-first day at which the costs first become due.

3. Criminal Penalty

Any person who violates any provision of this by-law, regulation, order or permit issued thereunder, shall be punished by a fine of not more than \$300.00. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.

4. Non-Criminal Disposition

As an alternative to criminal prosecution or civil action, the Town may elect to utilize the non-criminal disposition procedure set forth in G.L. Ch. 40, §21D and Article XIV of the Town of Norfolk General Bylaws, in which case the Director of Public Works of the Town shall be the enforcing person. The penalty for the 1st violation shall be a warning. The penalty for the 2nd violation shall be \$100.00. The penalty for the 3rd and subsequent violations shall be \$300.00. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.

5. Entry to Perform Duties Under this Section

To the extent permitted by state law, or if authorized by the owner or other party in control of the property, the Department, its agents, officers, and employees may enter upon privately owned property for the purpose of performing their duties under this by-law and regulations and may make or cause to be made such examinations, surveys or sampling as the Department deems reasonably necessary.

6. Appeals

The decisions or orders of the Department shall be final. Further relief shall be to a court of competent jurisdiction.

7. Remedies Not Exclusive

The remedies listed in this section are not exclusive of any other remedies available under any applicable federal, state or local law.

K. SEVERABILITY

The provisions of this section are hereby declared to be severable. If any provision, paragraph, sentence, or clause, of this section or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this section or by-law,

GENERAL GOVERNMENT

L. TRANSITIONAL PROVISIONS

Residential property owners shall have 60 days from the effective date of the by-law section to comply with its provisions provided good cause is shown for the failure to comply with the by-law during that period.

And further to amend Appendix A of Article XIV: Non-Criminal Notice of the Town of Norfolk General Bylaw by adding a new section to Appendix A, Section L. STORM DRAIN SYSTEM BYLAW – Article VII, SECTION 6, so that Section L shall read as follows:

L. STORM DRAIN SYSTEM BYLAW – Article VII, Section 6

Fine Allowed:	\$300.00
Enforcement Agent:	DPW Director
Fine Schedule:	1 st offense – warning
	2 nd offense - \$100.00
	3 rd offense - \$300.00

A 10-minute recess was called at 9:05PM so that all residents and friends still present could enjoy the cake and extend their good wishes to Mr. Gross.

ARTICLE 15

It was moved and seconded to amend the Zoning Bylaws of the Town of Norfolk, Section H.3. Affordable Housing Development, as printed in the warrant.

It was moved and seconded to amend the motion by adding a new section H.3.k to the proposed by-law to read as follows:

No special permit issued under this section shall be effective unless and until the applicant provides evidence that the approved affordable units are eligible for inclusion on the Town's subsidized housing inventory, as kept by the Department of Housing and Community Development.

APPROVED BY VOICE VOTE to amend the motion.

APPROVED BY 2/3 VOTE called by the Moderator to amend the Zoning Bylaws of the Town of Norfolk, Section H.3 Affordable Housing Development, by deleting the current Section H.3 and replacing it with a new Section H.3, as follows:

H.3 AFFORDABLE HOUSING DEVELOPMENT

H.3.a. Purpose and Intent: The purpose of this bylaw is to encourage development of new housing that is affordable to low and moderate-income households. At minimum, affordable housing produced through this regulation should be in compliance with the requirements set forth in G.L. c. 40B sect. 20-24 and other affordable housing programs developed by state, county and local government. It is intended that the affordable housing units that result from this bylaw/ordinance be considered as Local Initiative Units, in compliance with the requirements for the same as specified by the Department of Housing and Community Development. Definitions for affordable housing unit and eligible household can be found in the Definitions Section.

H.3.b Applicability

In all residential and mixed use zoning districts, the inclusionary zoning provisions of this section shall apply to the following uses on a parcel or parcels of land in common ownership as of the date of passage of this bylaw.

(a) Any project that results in a net increase of ten (10) or more dwelling units, whether by new construction or by the alteration, expansion, reconstruction, or change of existing residential or non-residential space; and

(b) Any subdivision of land for development of ten (10) or more dwelling units; and

(c) Any AGE-RESTRICTED development that includes ten (10) or more units

H.3.c Special Permit: The development of any project set forth in Section H.3.b (above) shall require the grant of a Special Permit from the Planning Board. A Special Permit shall be granted if the proposal meets the requirements of this bylaw. The application procedure for the Special permit shall be as defined in Section G.4.

H.3.d Mandatory Provision of Affordable Units:

1. As a condition of approval for a Special Permit, the applicant shall contribute to the local stock of affordable unit in accordance with the following requirements:

(a) At least ten (10) percent of the units in a division of land or multiple unit development subject to this bylaw shall be established as affordable housing units in any one or combination of methods provided for below:

- (1) constructed or rehabilitated on the locus subject to the Special Permit (see Section H.3.e); or
- (2) constructed or rehabilitated on a locus different than the one subject to the Special Permit (see Section H.3.f); or

H.3.e Provisions Applicable to Affordable Housing Units On- and Off-Site:

1. Siting of affordable units. All affordable units constructed or rehabilitated under this bylaw shall be situated within the development so as not to be in less desirable locations than market-rate units in the development and shall, on average, be no less accessible to public amenities, such as open space, as the market-rate units.

2. Minimum design and construction standards for affordable units. Affordable housing units shall be integrated with the rest of the development and shall be compatible in design, appearance, construction, and quality of materials with other units.

3. Timing of construction or provision of affordable units or lots. Where feasible, affordable housing units shall be provided coincident to the development of market-rate units, but in no event shall the development of affordable units be delayed beyond the schedule noted below:

Market Rate Units (%Complete)	Affordable Units (%Required)
<30%	10%
30% plus 1 unit	30%
Up to 50%	50%
Up to 75%	70%
75% plus 1 unit	100%
Up to 90%	

Fractions of units shall not be counted.

4. Marketing Plan for Affordable Units. Applicants under this bylaw shall submit a marketing plan or other method approved by the Town through its local comprehensive plan, to the SPGA for its approval, which describes how the affordable units will be marketed to potential home buyers or tenants. This plan shall include a description of the lottery or other process to be used for selecting buyers or tenants.

H.3.f Provision of Affordable Housing Units Off-Site:

1. As an alternative to the requirements of Section H.3.e, an applicant subject to the bylaw may develop, construct or otherwise provide affordable units equivalent to those required by Section H.3.d off-site. All requirements of this bylaw that apply to on-site provision of affordable units, shall apply to provision of off-site affordable units. In addition, the location of the off-site units to be provided shall be approved by the SPGA as an integral element of the Special Permit review and approval process.

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H.3.g Maximum Incomes and Selling Prices: Initial Sale:

1. To ensure that only eligible households purchase affordable housing units, the purchaser of a affordable unit shall be required to submit copies of the last three years' federal and state income tax returns and certify, in writing and prior to transfer of title, to the developer of the housing units or his/her agent, and within thirty (30) days following transfer of title, to the local housing trust, community development corporation, housing authority or other agency as established by the Town, that his/her or their family's annual income level does not exceed the maximum level as established by the Commonwealth's Department of Housing and Community Development, and as may be revised from time to time.

2. The maximum housing cost for affordable units created under this bylaw is as established by the Commonwealth's Department of Housing and Community Development, Local Initiative Program or as revised by the Town.

H.3.h Preservation of Affordability; Restrictions on Resale:

1. Each affordable unit created in accordance with this bylaw shall have limitations governing its resale. The purpose of these limitations is to preserve the long-term affordability of the unit and to ensure its continued availability for affordable income households. The resale controls shall be established through a restriction on the property and shall be in force in perpetuity.

(a) Resale price. Sales beyond the initial sale to a qualified affordable income purchaser shall include the initial discount rate between the sale price and the unit's appraised value at the time of resale. This percentage shall be recorded as part of the restriction on the property noted in Section H.3.i.1, above.

(b) Right of first refusal to purchase. The purchaser of an affordable housing unit developed as a result of this bylaw shall agree to execute a deed rider prepared by the Town, consistent with model riders prepared by Department of Housing and Community Development, granting, among other things, the municipality's right of first refusal to purchase the property in the event that a subsequent qualified purchaser cannot be located.

(c) The SPGA shall require, as a condition for Special Permit under this bylaw, that the applicant comply with the mandatory set-asides and accompanying restrictions on affordability, including the execution of the deed rider noted in Section H.3.i.1(b), above. The Building Commissioner/Inspector shall not issue an occupancy permit for any affordable unit until the deed restriction is recorded.

H.3.i Conflict with Other Bylaws/Ordinances: The provisions of this bylaw/ordinance shall be considered supplemental of existing zoning bylaws. To the extent that a conflict exists between this bylaw and others, the more restrictive bylaw/ordinance, or provisions therein, shall apply.

H.3.j Severability: If any provision of this bylaw is held invalid by a court of competent jurisdiction, the remainder of the bylaw shall not be affected thereby. The invalidity of any section or sections or parts of any section or sections of this bylaw shall not affect the validity of the remainder of the zoning bylaw.

H.3.k No special permit issued under this section shall be effective unless and until the applicant provides evidence that the approved affordable units are eligible for inclusion on the Town's subsidized housing inventory, as kept by the Department of Housing and Community Development.

ARTICLE 16

It was moved and seconded to ratify and confirm the vote taken under Article 43 of the Special Town Meeting of November 18, 1997 accepting Chicatabut Avenue, Seneca Street, Pennacook Street, Hemlock Lane, Cowesit Avenue, Masconemet Avenue, and Naugatuck Avenue as public ways, inclusive of the right-of-way shown between Lots 32 and 34 on Assessors Map No. 16, Block 34, all as shown on the approved definitive plan entitled "Noon Hill Estates" on file with the Norfolk County Registry of Deeds as Plan 1337 of 1965 in Plan Book 219, and in

GENERAL GOVERNMENT

Respectfully submitted,

Gail E. Bernardo
Assistant Town Clerk

STATE ELECTION TUESDAY, NOVEMBER 7, 2006

Pursuant to the Warrant for the State Election, the inhabitants of Precincts 1, 2, 3, and 4 of the Town of Norfolk qualified to vote in town affairs assembled in the Auditorium at the H. Olive Day School, 232 Main Street in Norfolk on Tuesday, November 7, 2006.

The polls were open from 7:00AM until 8:00PM. A total of 4032 voters cast their ballots with the following results:

SENATOR IN CONGRESS

Edward M. Kennedy	2185	██████████A██████████	2████
Kenneth G. Chase	1705	██████r██████	████
All others	14	██████████	████
Blanks	128	██████████	████

GOVERNOR AND LIEUTENANT GOVERNOR

Healey and Hillman	2032	██████████elle██████████	████
Patrick and Murray	1622	████████████████████	████
Mihos and Sullivan	263	██████████	████
Ross and Robinson	83	██████████	████
All others	5	██████████	████
Blanks	27	██████████	████

ATTORNEY GENERAL

Martha Coakley	2382	██████████	████
Larry Frisoli	1484	██████████	████
All others	1	██████████	████
Blanks	165	██████████	████

SECRETARY OF STATE

William Francis Galvin	2879	██████████	████
Jill E. Stein	607	██████████	████
All others	24	██████████	████
Blanks	522	██████████	████

TREASURER

Timothy P. Cahill	2899	██████████	████
James O'Keefe	544	██████████	████
All others	22	██████████	████
Blanks	████	██████████	████

ADVISOR

Advisors	2████	██████████	████
All others	████	██████████	████
Blanks	████	██████████	████

COUNTY COMMISSIONER

Peter H. Collins	1723
Thomas E. Gorman	1705
All others	3
Blanks	601

Question 1 – Wine in supermarkets

YES	1952
NO	1972
Blanks	108

Question 2 – Nominations of candidates by more than one political party

YES	1271
NO	2463
Blanks	298

Question 3 – Collective bargaining for in home day care providers

YES	1486
NO	2221
Blanks	325

GENERAL GOVERNMENT

SOUTHEASTERN REGIONAL SERVICES GROUP

The eighteen member communities of the Southeastern Regional Services Group (SERSG) have continued to benefit from the provision of procurement and other services to their municipalities during 2006. Lara Thomas has served as regional administrator of SERSG since 2004.

One of the organization's major accomplishments has been keeping dues at a reasonable level without an increase since July 1, 2003. The regional administrator has accomplished this by implementing cost savings measures including bundling phone and internet services, seeking out less expensive payroll services, participating in SERSG contracts for paper and office supplies, and making better use of technology to cut or maintain costs.

Cooperative procurements for Paper and DPW Supplies and Water and Sewer Treatment Chemicals were held in the spring and for DPW Services in the fall. Initial review of state and other municipal contracts reveals that SERSG procurements continue to yield lower prices on many DPW Supplies and Services for municipalities.

In addition to procurement work, Ms. Thomas worked with the Massachusetts Association of Conservation Commissioners to coordinate a local training available to conservation commissioners state-wide. Surveys of interest were conducted and the training was held in the spring and summer in Easton.

With many Board members describing the need to enhance employee morale, Ms. Thomas worked with LifeWatch Employee Assistance program to develop a March seminar entitled, "Building A Peaceful Work Environment" Almost 40 people from member communities participated, and the evaluations of the seminar were overwhelmingly positive. Similar trainings are being discussed for the future.

A representative of the State Office of Women and Minority Business Assistance (SOWMBA) made a presentation at a fall Board of Directors meeting to clarify new guidelines for municipalities involving contracts to Minority and Women Business vendors.

Ms. Thomas was invited to speak to the Wrentham Board of Selectmen over the summer to clarify the cooperative procurement process and to explain how membership benefits the town.

The Pipeline Project continued to be active during the year with Ms. Thomas coordinating Committee meetings, the RFP process and hiring of a community relations firm, and the RFP process for a construction supervisor for the projects. Mitigation negotiations were finalized in two of four communities during 2006, and the Committee is hopeful that construction on municipal rights of way may be able to begin in spring 2007.

Finally, monthly meetings of the Board of Directors and the Highway Superintendents continued to provide valuable opportunities for representatives from member communities to share concerns and receive ideas and feedback about a wide variety of issues affecting municipalities.

ANIMAL CONTROL DEPARTMENT

Every year the Animal Control Department works with both the residents of the town as well as the animals in all facets of animal by-laws and responsible pet ownership. Furthermore, the Animal Control Department responds to many wildlife, feline, and livestock issues and emergencies. I would like to thank those who have generously donated extra supplies to help those animals who were in need. The Animal Control Department submits the following totals for the year starting Jan. 1st 2006 and ending Dec. 31st 2006.

Bite Reports: 15
 Dog V person 7
 Dog V animal 6
 Cat V person 2

Lost Animals: 36
 Dog 22
 Cat 13
 Birds 1

Loose Animals:
 Dog 112
 Horse 7
 Cow 3
 Donkey 2
 Chicken 9
 Parakeet 1

Wildlife In House: 25
 Squirrel 4
 Bird 7
 Bat 3
 Raccoon 7
 Snake 2
 Rabbit 1
 Chipmunk 1

Sick/Injured Wildlife:
 Fox 12
 Goose 3
 Groundhog 1
 Deer 2
 Quail 1
 Bird 5
 Turtle 3
 Swan 6

Nuisance Wildlife: 39
 Coyote 6
 Fisher Martin 9
 Fox 4
 Rat 1
 Snake 4
 Beaver 1
 Bees 3
 Turtle 3
 Rabbit 1
 Squirrel 3
 Woodpecker 4

Orphaned Wildlife: 7
 Raccoon 4
 Rabbit 3

Animals V Automobile:
 Non Canine/Feline: 44
 Skunk 3
 Deer 23
 Fox 1
 Snake 1
 Swan 1
 Raccoon 1
 Turkey 1
 Possum 1
 Turtle 12

Rabies Tests: 3
 Raccoon 1 (pos)
 Skunk 1 (neg)
 Feline 1(neg)

Dead Birds/WNV: 10(neg)

Mutual Aid:
 Wrentham 7 (days)
 Millis 2 (days)
 Medway 2 (days)
 Walpole 2 (call)
 Franklin 3 (days)
 Norwood 2 (calls)

Prison Assistance: 15
 PD Assistance: 3
 Court Actions: 10(days)

Illegal Exotic Seizures:
 Alligator 1

Feral Cat Trap: 6

Donations (non monetary) 15

PUBLIC SAFETY

Raccoon	3
Rabbit	1
Skunk	2

Cat Issues:	53
Abandonment	4
Surrender	1
Stray	19
Hit by Auto	10
Treed	3
Adoption	16

Dog Issues:	150
Barking Complaints	21
Loose	112
Chasing Pedestrian	8
Pooper Scooper	5
Destruction of Property	2
Adoption	1
Surrender	1

Investigations:	34
Cruelty/Neglect	27
Abandonment	4
Well Being Checks	3

Rooster Complaints:	5
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Emerg. Services:	
Canine choke	1

The statistics provided are only for calls received that required a physical response by the Animal Control Department. These statistics do not include general service responses via telephone, fax, email, mail regarding (but not limited to): information on pet care control, animal health care, courtesy phone calls, case specific information, pest control referrals, town and state law guidance, communication between other professionals in the Animal Control, animal health profession, local and state agencies, and reporting parties that did not want formal actions taken.

Respectfully submitted by:

Hilary Nolan Penlington
Norfolk Animal Control Officer

**BUILDING / FACILITIES
DEPARTMENTS**

2006 was an extremely busy year for the Building/Facilities Department and especially for Ron Bain the facilities manager. The Library was in full swing and with any new building there were many items to work out. Ron also implemented a cost savings lighting program at the Town Hall. The generator at the Senior Center was rewired to power the entire building so it may be used as an emergency shelter. He has spent many hours at the Fire/Police station, it has had its share of problems this year mostly related to the fact that Norfolk has moved from an on call Fire Department to a full time department putting a lot of strain on an overcrowded aging building. Ron has many ideas for cost saving programs. He has been researching the feasibility of installing Photo Voltaic systems, unfortunately without significant donations the program cannot move forward. I am sure I can speak for all in saying job well done Ron and we thank you for all your hard work and sense of humor.

2006 Permits Issued

As we can all attest Norfolk is growing by leaps and bounds and the following numbers prove that fact, 2006 is the year that broke all records for permits issued since 2000.

Building	357
Electrical	339
Plumbing	130
Gas	132
Fire Department Assistance Calls	23

Department Personnel

- Robert J. Bullock Jr. – Commissioner / Facilities Director
- Tom Patnode – Local Inspector
- Ron Bain – Electrical Inspector / Facilities Manager
- Peter Diamond – Asst. Electrical Inspector
- Jim Murray – Plumbing Inspector
- Ed Forsberg – Gas Inspector
- Karen Turi – Building/Facilities Assistant

The Building Commissioner and the Local Inspector enforce all provisions of The Massachusetts State Building code and any other state statutes, rules, regulations and by-laws. The Building Department Inspectors oversee construction and installation of wiring and plumbing, to insure compliance with all code requirements for the safety of the general public.

The Building Commissioner carries 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 a great deal of his time is devoted to the Town of Norfolk Zoning Bylaws.

The Building Department would like to thank the various town departments, boards and officials for their support and assistance during the year. For applications and general information please visit our website @ www.virtualnorfolk.org.

Robert J. Bullock Jr.
Building Commissioner

FIRE DEPARTMENT

The Department welcomed the addition of Firefighter/Paramedic David Russo, who became Norfolk's first recruit to attend the Massachusetts Fire Academy's 12 week Recruit Training Program, graduating in September, 2006. Prior to utilizing the Academy for recruit training, the Department relied upon limited fiscal and staffing resources to fulfill firefighter training requirements. Firefighter/Paramedic Russo's hiring leaves the Department one paramedic away from complying with the State's Licensure for Advanced Life Support (ALS). This final paramedic hire has been funded for the upcoming year. During the first two years the Department provided ALS to the community, 103 patients with severe and potentially life threatening medical conditions received pre-hospital in-the-field care resulting in a positive patient outcomes.

Also the Department congratulates Firefighters Richard Clancy, Mark Haigh and George Bent for completing their paramedic certification training. Furthermore, the Department looks forward to Firefighter Jamie Masterson's completion of his paramedic certification during the year.

Completing the activities funded through a Homeland Security Grant, by the United States Fire Administration, the Department now has 9 staff certified as Fire Inspectors as recognized by the Commonwealth of Massachusetts. During the past year firefighters have been inspecting commercial buildings within the community for unobstructed emergency exits, proper operation of fire alarms and sprinkler systems, illuminated exit signage and emergency lighting along with proper use and storage of flammable/combustible liquids. These inspections were conducted by the on-duty shifts thereby ensuring their familiarity with commercial buildings.

A total of 793 fire inspections were performed during the year by the on-duty staff. These inspections included 128 Permits issued for residential re-sale documenting operational smoke and carbon monoxide detectors; 115 commercial buildings; and 110 Permits for new fire alarms installed in buildings. The remaining inspections included Permits for LPG storage, new oil burner installations, oil tank removals/ installations and tank/transfer truck inspections. All of the inspections are required to be performed by the Fire Department as regulated through Massachusetts General Laws.

Work continues with the Director of Public Works, Permanent Building Committee and Town Officials to provide an implementation format for building or renovating space related to all phases of the Public Safety Complex's administration and operations. We remain hopeful this planning may come to fruition during the next year to relieve overcrowding, improve employee safety and enhance the delivery of service to the community.

Excellent weather contributed to what firefighters noted to be one of the largest community turnouts for the Annual Open House, which was highlighted by a live fire demonstration where a burning vehicle was extinguished by fire personnel. Virtually all fire prevention education materials were distributed and refreshments consumed prior to the conclusion of the event. This day continued as firefighters donned Halloween costumes for the Lion's Club Annual Haunted Train Ride. A day of preparation by firefighters ensured the evening's annual Senior Dinner, featuring the magic of Magic Dave and music by members of the King Philip High School band, to delight of the near capacity crowd at the Federated Church, was again a success. The dedication of Town Hill had firefighters serving hot dogs and hamburgers along with a display of emergency apparatus. Again, the Department ensured Santa arrived at the Town's Library at the conclusion of the annual Santa Parade. Firefighters also continue to provide fire safety presentations to community groups and within the schools, install child safety seats for residents and conduct CPR and AED training.

The Department continues to be fortunate to receive wide spread support from the community supplementing the municipal budget. During the year Lampasona Concrete donated funds to replace Ladder 1's ladder pipe and assisted with the upgrade of the Department's hose inventory. Also the Norfolk Community League (NCL) graciously contributed to the Department's Heart Safe Community effort providing funding for the installation of an AED at the Freeman/Centennial School along with training for school staff. Finally, NCL also provided funding for supplemental emergency equipment used during storms, such as lighting, pumps and associated hand tools.

Statistically, the Department responded to 1,246 emergent incidents, a 13% increase from 2005, with calls for emergency medical assistance, such as difficulty breathing, cardiac conditions or trauma from accidents, representing approximately 60%

of this call volume. During the year the Heart Safe Community program was responsible for the revival of a person who experienced a heart attack at Fore Kicks. Having an AED at this facility, combined with the administration of ALS found the patient conscious and talking with firefighters arriving at the hospital for emergency heart surgery. A tragic drowning occurred on Populatic Lake resulting in two days of rescue and recovery operations with multiple mutual aid companies assisting. Also a Creek Drive residence was heavily damaged by fire involving a portable frying cooker being used on the rear deck. Multiple mutual aid companies assisted. A year in review of major incidents follows:

MAJOR FIRE/INCIDENT REVIEW – 2006

1-14 – Rockwood Road, 275 gals. oil spill within a basement, DEP responded

1-17 – Miller Street, motor vehicle accident with extrication. Patient transported by Norfolk paramedics to Level I Trauma Center, Boston

1-18 – snowstorm – 11 calls for motor vehicle accidents, medicals and smoke investigations

2-17 – Main Street, building fire caused by arcing wires at the electrical service caused by high winds, minor damage to the dwelling

2-23 – Mutual Aid to Millis, Ann & Hope, 2nd alarm fire. Engine 1 crew assisted with overhaul

2-25 – Mutual Aid to Franklin, Grove Street, working fire, Engine 1 assisted at scene

2-26 – Long Meadow Road – standby for METROLEC & Police for possibly armed person barricaded in house. Ambulance transported person after Police apprehension

3-4 – Mutual Aid to Franklin, Washington Street, working fire, Engine 1 assisted at scene

3-6 – Lake Street, garage fire, exterior of building damaged. Mutual aid provided by Millis and Wrentham to scene

3-10/11 – Harlow Avenue, drowning and recovery. Mutual aid provided by Medway, Millis, Walpole and Wrentham Fire Departments. Dive team assistance provided by North Attleboro Fire Department and Fire District 14

3-22 – MCI-Norfolk, fire in the high security cell block. One inmate transported by Wrentham ambulance for smoke inhalation. Mutual aid provided by Walpole and Wrentham.

3-25 – Mutual Aid to Wrentham, Capstan Atlantic, roof fire. Engine 1 crew assigned to roof

4-10 – Mutual Aid to Millis, Norfolk Road, woods fire. Tank 1 and Squad 4 used to extinguish fire

4-13 – Mutual Aid to Wrentham, Thurston Street, brush fire, Squad 4 assisted at scene

4-14 – Mutual Aid to Wrentham, West Street, brush fire, Squad 4 assisted at scene

5-1 – Mutual Aid to Milton, Tank 1 requested by State Forestry for a forest fire

5-1 – Mutual Aid to Norwood, Short Street, 3rd alarm fire. Engine 1 laid a supply line and supplied Canton Ladder 1 and deck gun.

5-9 – Main & Needham Streets, motor vehicle accident with extrication. Patient transported by Norfolk paramedics to Level I Trauma Center, Providence

5-27 – Long Meadow Road, structure fire, rear deck heavily damaged

6-1 – Storm – 12 emergency calls for wires down/burning, buildings struck by lightning

6-8 – Storm – resulting in flooding conditions, responded to 7 water emergency calls

7-14 – Mutual Aid to Foxboro, 4th alarm fire at the former State Hospital. Engine 1 laid supply line providing water to Canton Ladder 1 and, Plainville Ladder 1 for 3 hours

7-15 – MCI-Norfolk, pedestrian struck, patient flown by Medflight to Level I Trauma Center, Boston. Mutual aid provided by Walpole

7-17 – Pondville Corrections, LPG leak, prison and office complex evacuated. Mutual aid provided by Franklin, Foxboro, Medfield, Medway, Millis, Walpole and Wrentham

7-28 – Storm – 15 emergency calls for wires down/burning, buildings struck by lightning

PUBLIC SAFETY

8-2 – Storm – 8 emergency calls for wires down/ burning, buildings struck by lightning.

8-2 – Mutual Aid to Franklin, Highland Condominiums, 2nd alarm fire. Engine 2 first on scene, laid a supply line and crew advanced initial attack line into the fire building

8-13 – Creek Drive, working building fire, residence heavily damaged. Mutual aid provided by Medfield, Millis, Walpole and Wrentham

9-29 – Mutual Aid to Norwood, Endicott Street, 4th alarm fire. Engine 1 drafted from a fire pond supplying Canton Ladder 1 for 4 hours

10-23 – Mutual Aid to Franklin, Union Street, MBTA train accident. Provided 2 paramedic ambulances for transport of 3 patients, Engine 1 crew triaged other patients

10-28 – North Street and Fore Kicks, cardiac arrests at both locations. Patient at Fore Kicks revived with Heart Safe Community defibrillator and paramedic intervention. Mutual aid provided by Wrentham ambulance.

10-31 – Mutual Aid to Franklin, Clark, Cutler, McDermott, 2nd alarm fire. Engine 1 laid a supply line and extinguished fire on roof

11-8 – Mutual Aid to Franklin, Chestnut Street, 2nd alarm fire. Engine 1 laid a supply line and assisted extinguishing the fire within the building

The Department continues to emphasize those cooperative working relationships with all Town Departments, Boards and Officials creates the stage for true community spirit. Again the Department is extremely grateful for the assistance provided by the Police Department and Communications Center staffs. Also we thank the Town's Electrical Inspector, Ron Bain, who is always ready to respond and assist at emergency scenes to protect firefighters and the community. Lastly we would like to thank the Department of Public Works staffs who maintain our apparatus and keep the roads cleared during storms. We reserve our most heartfelt thanks for the businesses and residents of Norfolk. Thank you for your continued support!

Respectfully submitted,

Coleman C. Bushnell
Fire Chief

POLICE DEPARTMENT

The 2006 Police Department activities report is my thirteenth as Chief of Police of the Norfolk Police Department. Norfolk is one of the safest communities to live and work in because of our ability to pursue resources of personnel and equipment through the support of the taxpayers, private organizations and our continued pursuit of grants. This year the department received a Community Policing Grant that will help us purchase necessary equipment without asking the town for the resources and we applied for and received grants to participate in the Click It and Ticket Mobilization designed to promote seatbelt use. This year the Town of Norfolk was voted as having the safest streets in this area and we are proud of that fact.

The members of the Norfolk Police Department continue to try to provide quality service to the residents of our community. The department will continue to make every effort to provide the level of services that you expect and deserve with the personnel and resources available to us. We will continue to investigate the use of Federal, State and County grants for both personnel and equipment in order to achieve new equipment and services in the most cost effective manner without burdening the taxpayers of the Town of Norfolk. The department will continue to be involved in the Metro-LEC/NORSTAR tactical unit. The unit is made up of officers from the 28 cities and towns in Norfolk County and towns from other jurisdictions and is available for all incidents requiring the services of a tactical unit including searches for missing persons, strikes, hostage situations, warrant apprehension,

etc. I want to thank Sgt. David McConnell, Ptl, Glen Eykel, Ptl. Nathan Fletcher and Ptl. David Eberle for their participation in this unit and the countless hours of hard work, training and responses to those calls at all hours of the day and night.

The department will continue to be proactive in our programs including D.A.R.E., Safe and Sober, Click it and Ticket, Community Oriented Policing, T.R.I.A.D., traffic enforcement initiatives and the most recently reported crimes using the internet. We will continue our Zero Tolerance Policy in dealing with underage drinking for those individuals who are under the age of 21 and are caught drinking and/or driving. We will also continue to perform a compliance check that includes enforcement initiatives involving those businesses that hold liquor licenses to insure that there are no sales to individuals under the age of 21.

We want to thank Officer Stephen K. Plympton for his tireless efforts and dedication to the D.A.R.E. program for the last 15 years and his interests in the youth of this town and the King Phillip School District. We want to thank the taxpayers for providing the resources for salaries and supplies that were necessary to maintain Steve's presence at the schools for another year. The D.A.R.E. program is a partnership between the Norfolk Police Department, the parents and their children that we hope will help everyone achieve a long, happy and fulfilling life, and we remain dedicated to achieving that result with the help of each of the participants in the partnership.

Charles H. Stone Jr.
Chief of Police

PUBLIC SAFETY

Norfolk Police Department Yearly Activity

PART 1 CRIMES		2005	2006	TRAFFIC ACCIDENTS	
Murder	0	0	Personal Injury	19	
Robbery	0	0	Property Damage	171	
Forcible Rape	1	3	Fatal	0	
Aggravated Assault	6	3			
Burglary (B&E)	17	13			
Motor Vehicle (B&E)	3	10			
Larceny	56	50			
Motor Vehicle Theft	0	6			
Kidnapping	0	0			
PART II CRIMES				TRAFFIC ENFORCEMENT	
Fraud	30	18	Written Citations	995	
Assault and Battery	7	9	Written Warnings	1798	
Arson & Bombing	4	1	Verbal Warnings	1248	
Forgery/Counterfeiting	1	0	Parking Violations	215	
Receiving Stolen Prop.	3	1			
Vandalism	79	108			
Weapons Violations	2	3			
Sex Offenses	4	3			
Drug Law Violations	7	31			
Oper. Under Influence	15	44			
Liquor Law Violation	1	36			
General Offenses	242	251			
Trespassing	18	20			
Attempted B&E	7	3			
Threats	22	20			
Harassment	40	40			
Disorderly Conduct	17	5			
ARRESTS				MISCELLANEOUS	
Arrests	87	191	Missing Persons	17	
Protective Custody	10	18	Missing Property (lost and found)	73	
			Disturbance (general/ gathering)	114	
			Domestic Disturbance	71	
			Suspicious Activity	816	
			General Services	5133	
			Stolen Prop. Recovered	3	
			911 Investigations (silent/abandoned)	122	
			Building Checks (found open)	31	
			Animal Complaint	614	
			Burglar Alarms	409	
			Fire Dept. Assists	384	
			Mutual Aid (assist other PD's)	89	
MEDICAL/EMERGENCY					
Ambulance Assists	535	569			
Sudden Death Invest.	1	4			
			TOTAL	13548	

THE DETECTIVE DIVISION

The Norfolk Police Department Detective Division is comprised of three officers responsible for handling all major and follow-up investigations. Additionally, Detectives also serve as Court Prosecutors, responsible for handling, scheduling, and coordinating all prosecutions, hearings, conferences, trials, and motor vehicle citation appeals.

The officers assigned to the Detective Division are also members of the Norfolk County Anti-Crime Task Force (NORPAC); they attend monthly meetings to exchange information on crimes that are occurring in the area; they share manpower and equipment on criminal investigations with other area Task Force agencies. They are also members of NESPIN, the New England State Police Information Network, which allows us to access intelligence sharing databases throughout the United States, as well as equipment and manpower to assist with inter-jurisdictional investigations. The Detectives are also involved with local Community Affairs educational programs, participating in drug awareness classes for local youths, self-defense classes for children (RADKIDS), and the TRIAD program which deals with issues of concern to our Senior Citizens.

During 2006, Detectives were kept busy throughout the year with a growing number of Identity Theft and Fraud investigations. Identity theft is the unlawful use of another person's personal information, such as name and date of birth, credit card numbers, Social Security number, or driver's license information for the purpose of committing fraud or some other form of deception, generally involving bank accounts or

credit cards. It is one of the fastest growing forms of criminal conduct in the United States. For more information on Identity Theft and steps you can take to help prevent it from happening to you, please log onto the Norfolk Police Department website at www.virtualnorfolk.org and follow the provided links.

During the past year, Detectives worked a number of sexual assault cases, along with the Norfolk County District Attorney's Office Sexual Assault Unit. In January, Norfolk Detectives wrapped up an investigation into the local distribution of Cocaine, and a conducted a multi-jurisdictional sweep that netted a total of 9 area arrests for distribution of Cocaine and Crack Cocaine. Over \$8000 of cocaine and crack cocaine was seized, as well as several firearms, including a sawed-off shotgun.

During the year, Detectives also conducted under-aged alcohol compliance checks with local liquor establishments, and coordinated search and lock-down drills at the King Philip Middle School.

The Detective Division would like to thank Chief Stone and the men and women of the Norfolk Police Department for their continued support and dedication to our efforts. We also wish to thank the citizens of Norfolk for their support and assistance.

Respectfully submitted,

Detective Glen R. Eykel
Detective David J. Eberle
Detective Kevin D. Roake

PUBLIC SAFETY

POLICE AND FIRE COMMUNICATIONS DEPARTMENT

The Norfolk Communications Department facilitates emergency and business calls for Police, Fire and Animal Control Departments. This department continues to provide professional and courteous service despite a steady increase of call volume from year to year. As the town continues to grow the department is able to adjust to the demand of service required from all the public safety departments. The department facilitated a combined 15,481 Police, Fire and Animal Control incidents.

The Communications Department consists of four full-time and several part-time dispatchers. During the year Greg McMorrow was hired as a full time dispatcher. Greg has worked part-time for the department for several years. Greg fills the vacancy created by Christia Sena who will pursue other employment opportunities. Christia will remain with the department as a part-time dispatcher.

During the fall of 2006 the department upgraded the emergency 911 services with Enhanced 911 operating systems. This new system allows the dispatcher to locate most wireless 911 calls generated by cell phones. With the vast majority of the population owning and using cell phones, this is an important tool for the department to get help to the caller without delay.

The Communications Department would like to thank Chief Stone and Chief Bushnell for their continued guidance and support throughout the year. The department would like to extend our thanks to the members of the Police, Fire and Animal Control Departments for their continued partnership in making Norfolk a safe community for all.

Respectfully submitted,

Sergeant Timothy Heinz
Communications Supervisor

DEPARTMENT OF PUBLIC WORKS

The DPW performs various municipal functions and services under the Director of Public Works and the oversight of the Interim Board of Public Works.

The Divisions were created to address the short term issues and the long term growth and maintenance of the community.

The DPW is comprised of the following Divisions:

- Highway Division
- Grounds Maintenance Division
- Solid Waste Division
- Vehicle Maintenance Division
- Water Division

The annual report of each Division is included below.

HIGHWAY DIVISION

The Highway Division is responsible for the rehabilitation, reconstruction, maintenance and engineering design of 67.31 miles of Town owned roadway which includes municipal storm-water systems, retention areas, culvert crossings, signage, pavement markings, sidewalks, shoulders and tree removal. The Highway Division also maintains the parking areas at all municipal buildings and schools and performs engineering design, review, and site inspections for Planning Board, Conservation Commission, Board of Health, Zoning Board of Appeals and all other departments as needed.

State Transportation and Improvement Projects

The Town Center Project was completed. Incidental plant and sign issues will be completed in 2007.

Roadway Maintenance and Rehabilitation

The Division completed pavement overlays and the reconstruction of the following roadways utilizing state chapter 90 funds, road program funds and FY-2006 appropriations to improve roadway conditions, correct drainage and intersection issues.

- ❖ Reclaimed and re-graded 2,300' of Noon Hill Avenue from Fruit Street to House #29. Installed 3" of bituminous concrete binder. Project still ongoing.
- ❖ Leveled Holbrook Street from Cleveland Street to House #21, with 2" of bituminous concrete for a distance of 1,500' feet.

- ❖ Overlay Union Street from Pole #76 to North Street with 1-1/2" bituminous concrete for a distance of 2,800'; also the intersection of King Street at Union Street, and paved King Street 155 feet.
- ❖ Reconstructed the intersection of Cleveland Street and Seekonk Street consisting of installing granite curbing, building stone retaining wall, installing catch basin with leaching chambers and leveling intersection and part of Seekonk Street with 2" of bituminous concrete for a distance of 790'. Project still ongoing.

Total miles serviced: 1.43 miles

- ❖ Completed crack repair on the following roadways: Miller Street, Seekonk Street, Alice Avenue, Norwell Street, Spring Street, Holbrook Street, Pondview Road, Arnold Road, Briarwood Road, Shirley Lane, Strawberry Lane, Knoll Drive, Crossbow Road and Castle Road.

Drainage Maintenance and Rehabilitation

The Division made several modifications to improve drainage throughout the Town including:

- ❖ Seekonk Street from Stop River Road to Noon Hill Avenue: Installed catch basins, manhole and leaching chambers
- ❖ Tucker Road: Installed catch basins with leaching pits in front of house #20
- ❖ Completed various repairs on failed structures and piping systems town wide.
- ❖ Extended culvert on Brookside Lane to address sidewalk safety issue.

Sidewalk Expansion

- ❖ Medway Branch: Removed trees and developed shoulder for sidewalk. Project still ongoing.
- ❖ Reconstructed sidewalk at intersection of Boardman Street and Rockwood Road.

Engineering

- ❖ Rte. 115 (Pond St/Pine St) Project – MHD TIP – In an effort to reduce the project cost of 6.5 million dollars, the DPW with the approval from MHD re-engineered the project design under the new specifications that were implemented in January 2006, which allowed a reduction in project cost to 5 million dollars. The 75% design will be submitted for review and approval by MHD

PUBLIC SAFETY

in March 2007. The funding of this project has been moved to 2010 due to a federal reduction in project funding to the state. We will be pursuing an earlier construction date in 2007.

- ❖ Miscellaneous Projects - The 25% design plans were completed, for review and approval by the various Town boards and commissions, for intersection corrections on Union Street and Diamond Street, and for sidewalk extensions on Main Street from Medway Street to George Road and the extension of Liberty Lane and the bridge project to create access to the upper business district and MBTA lot from Boardman Street and Main Street.
- ❖ The Division completed the 100% design on the intersection of Holbrook Street and Baltimore Road and the sidewalk on Rockwood Road from Overlea Drive to Holbrook Street in conjunction with the Village at River's Edge Development approved by the Planning Board.

GROUNDS MAINTENANCE DIVISION

The Grounds Maintenance Division is responsible for the rehabilitation, construction and maintenance of 52 acres of recreational field space, green space of all municipal buildings and property including schools and conservation areas. The Division manages and maintains the two Town owned cemeteries (Norfolk Cemetery and Pondville Cemetery), including the sale of lots and burial services.

The Grounds Maintenance Division is funded through three sources. Materials and supplies for recreational field space are funded through a user-fee collected by the Recreation Commission. Cemetery maintenance costs are defrayed through sale of graves, fees for burials and interest from the perpetual fund. Municipal services are funded through the general fund.

Beyond the daily maintenance of fields and green space, the Division assisted our Conservation Commission with completing various projects within conservation areas.

- ❖ Completion of Town Hill and Library landscaping and irrigation installation.
- ❖ Completion of Town Hill brick walkway and 9-11 Memorial Garden.
- ❖ City Mills rest area clean-up and restoration.
- ❖ Tree planting at the Norfolk Cemetery

- ❖ Trimmed and cut roadside shoulder areas town wide to improve sight distance

SOLID WASTE DIVISION

The Solid Waste Division is responsible for monitoring, collecting and disposing of solid waste, hazardous waste, bulky waste, yard waste and recyclables. The Division provides a solid waste and recyclable collection service for municipal buildings, recreation areas and conservation areas. Solid waste and the Landfill are monitored to insure compliance with DEP Regulations. The Solid Waste Division is generally self-supporting through various fees from collections, recyclables and drop-offs that are submitted to the Town to offset annual costs for operation and debt service. Due to the increases in recycling revenues and our internal cost control programs, we have been able to maintain the cost for disposal for residents at the same rate for the last three consecutive years.

In 2006, the Town of Norfolk Transfer Station continued to explore expansion of its recycling base and the collection of household hazardous waste. In 2001, the Town implemented a household hazardous waste collection program. This program was very successful and cost effective. Historically annual costs to the Town for disposal of hazardous waste have ranged from \$10,000 to \$15,000 per event. In 2006, the Town utilized the Wednesday drop-off from April to September. The total cost for collection and disposal was \$4,500.00.

The town has entered into an agreement with the area towns of Millis, Medway, Dover, Sherborn, Holliston, Walpole, Franklin, Ashland, Medfield, Wrentham, Hopkinton, Bellingham and Milford to form a consortium to pursue a permanent regional household hazardous waste collection center. As this program evolves, we will update the Town residents through our newsletter.

The Division continues to work with the Board of Health to revise regulations pertaining to solid waste and recycling for private haulers to insure compliance with current DEP regulations.

The Division, in conjunction with various Town groups, organizations and MCI-Norfolk continued our town wide litter pick-up program during the spring and fall this past year. We anticipate having a similar program in 2007.

The Town recycled approximately 1,197 tons of municipal waste, placing Norfolk as one of the communities in the state not only meeting, but slightly exceeding the state's goal of 46% community recycling. Wood waste and yard waste products have been processed into usable material for residents, area nurseries, and farms. The Transfer Station also offers a bulky waste pick-up and disposal service for all residents. Details regarding the services and associated fees are outlined in the annual newsletter.

To use the Recycling/Transfer Station, you must be a resident of Norfolk and purchase a decal for your vehicle. Specifics are outlined in our annual newsletter, which is mailed to every household.

Residents currently using a curbside pick-up service - Please feel free to come by and tour the facility. There are many services available to you that you may not be aware of. For example:

- ❖ Disposal of oil & antifreeze
- ❖ Collection area for yard & brush waste
- ❖ Disposal of household hazardous waste
- ❖ Donations are accepted for charities; Goodwill, Salvation Army, Lions (eye glasses) King Philip Boosters (returnable plastic bottles & cans)

TOWN OF NORFOLK TRANSFER STATION

All of the figures in this report relate to the calendar year January 1, 2006 through December 31, 2006.

The Transfer Station was open to Norfolk residents twice each week, on Wednesdays and Saturdays from January 1, 2006 through December 31, 2006. The total number of operating days in 2006 was 107.

Non-Recyclable Waste

The Town of Norfolk contracts with Semass Partnership for disposal of household waste and Browning Ferris Industries (BFI) for bulky waste.

Total compacted waste	869 tons
Total bulky waste	360 tons
Total non-recyclable waste	1,229 tons
Daily average	12 tons

The 869 tons of compacted waste represents 49,657 bags of household waste.

Recyclable Waste

Newspaper	274 tons
Corrugated Cardboard	127 tons
Mixed Paper	36 tons
Plastics (#1, #2)	35 tons
Waste Oil and Anti-Freeze	9 tons
Metal (white goods & metal cans)	292 tons
Tires	22 tons
Batteries (automobile)	6 tons
Glass (white and colored)	89 tons
Brush	30 tons
Leaves/Yard Waste	221 tons
Textiles	30 tons
Total Recyclable Waste	1,197 tons
Daily Average	11 tons

The figures for batteries and tires were derived by converting pounds to tons using the average weight of a battery (39 pounds) and the average weight of a tire (20 pounds).

Recycling Rate

Total recyclable plus total non-recyclable waste is 2,246 tons. This figure achieves a recycling rate of 50%.

VEHICLE MAINTENANCE DIVISION

The Vehicle Maintenance Division is responsible for the purchase, repair and maintenance of the Town owned fleet consisting of 68 vehicles and 48 accessory pieces. This is a new Division brought about as part of the DPW consolidation efforts. The Vehicle Maintenance Division, in compliance with the Capital Outlay Committee's request, has created a 15 year vehicle replacement program for all Town owned vehicles which projects a definitive 5 year funding requirement and projected 10 year estimate. This program will be updated annually so that the Town will always have a minimum 5 year cost projection with a 10 year estimated projection. The program was brought forward at the 2005 Annual Town Meeting for funding and was defeated under an override question which failed at ballot. In 2006 the Town did vote to fund the replacement program through borrowing. The Replacement Program has allowed the Town to manage the fleet in a cost effective manner which is reflected in the vehicle maintenance expenses which have either stabilized or been reduced.

The Vehicle Maintenance Division provides a long term cost effective purchasing and maintenance program for all departments that utilize vehicles to perform services for the community. Departments that utilize vehicles include Police, Fire, DPW, Building Department, Council on Aging, Animal Control,

PUBLIC SAFETY

Assessors and Schools.

In 2006, in lieu of utilizing the State Bid List for purchasing new vehicles, the Division prepared documents and publicly bid DPW vehicles in the Solid Waste Division. This procurement process produced a net savings to the Town of \$21,000 for the purchase of the three vehicles, as compared to the costs listed on the State Bid List. As we move forward, we will continue to publicly bid vehicles.

WATER DIVISION

The Water Division is responsible for the rehabilitation, installation and maintenance of the Town owned water system, for the delivery of portable water, which consists of 56 miles of water main, 2010 services, 2 wells and 2 storage tanks in compliance with Department of Environmental Protection (DEP) Regulations. The Water Division is self supporting. Fees from water revenues are managed through the Enterprise System.

The Board of Public Works is dedicated to the delivery of potable water pertaining to quality and quantity and will pursue new water resources to meet the community's future needs.

The Board did complete an extensive Water Rate

Study through the consulting firm of Tighe & Bond, which will take effect on July 1, 2007.

The Division continued a unidirectional flushing program to improve the quality of water to all users. We anticipate performing this flushing program annually in the fall of each year beginning the fall of 2006.

We have performed a town wide study to identify new sources of water and are pursuing two new well locations on the Gold Street site. We will be proposing the construction of one site at the 2007 Annual Town Meeting to be on line by the end of 2007.

During 2006, the Town continued to work with Whitewater, Inc. to operate our system. We are still in the process of redefining the water system staffing needs, and anticipate using a contract operator for most of 2006. A Water Foreman was hired in 2005 and staffing increases for the distribution system will be budgeted in the FY-2008 budget. We will be retaining Whitewater, Inc. for the water quality portion of the system through FY-2008.

WATER SERVICE INFORMATION

	<u>2005</u>	<u>2006</u>
Miles of water main in service	55.00	56.00
Total water services	1986*	2010*
Number of services per mile of water main	36.11	35.89
Total gallons pumped	176,651,329	166,035,100
Total gallons purchased	584,800	598,833
Average gallons pumped per day	483,976	454,890
Average annual gallons used per service	88,948	82,604
Average gallons used per service per day	244	226
Total Water Bill and Betterment Revenue	\$1,230,809.82	\$1,243,879.00

* Note: Reflects total metered services only. Fire services are not included in this figure.

Finally, we would like to offer a special note of thanks to all the town departments, boards, commissions, groups and

organizations whom have supported and assisted our department in the last year.

Respectfully submitted,

Remo R. Vito, Jr.
Director of Public Works

**KING PHILIP REGIONAL SCHOOL DISTRICT
NORFOLK – PLAINVILLE – NORFOLK
2005 - 2006 SCHOOL YEAR**

SUPERINTENDENT'S REPORT

The King Philip Regional School District continues to experience growth in student enrollment and to offer its students extensive academic and co-curricular opportunities. A very positive staff uses its resources to provide the students of the district with opportunities to excel in traditional academic disciplines, fine and performing arts, technology, and extra-curricular and co-curricular activities. High school students are eligible for membership in a number of subject-centered honor societies (Art, Science, French) that recognize talents in specific disciplines. The middle school staff and students are fully engaged in its completed building with technology designed to provide its students with richer and more meaningful learning experiences.

STUDENT ACADEMIC ACHIEVEMENTS

Our students continue to earn accolades for their outstanding academic performances. Students enrolled in foreign language courses are eligible to take nationally competitive exams in the language(s) they study. Of the 44 students who participated in the National Latin Exam, 32 received awards for their achievement. Five of our students who study French appeared in the top twenty of the state results. Eight of the high school's Advanced Placement math students qualified to take the American Invitational Mathematic Exam.

Two students, Daniel Pegg and Haley Uyrus, received Gold Key awards for the Boston Globe Scholastic Arts Awards. Twenty-nine high school DECA students attended the annual International Career Development Conference held in Dallas, Texas this year. Five students were recognized at the Grand Awards ceremony: Tara Cuddihy, Jennie Keniston, Amanda MacKenzie, Alicia Pacheco, and Danielle St. Jean. The high school symphony band performed at Symphony Hall and won a gold medal at the Massachusetts Instrumental & Choral Conductors' Association (MICCA) festival.

The state recognizes the achievements of students on the MCAS by providing up to 25% of students in a graduation year the opportunity to receive free tuition

at state college or university. Eighty King Philip seniors qualified for the free tuition based on their MCAS results.

Students in the Television Production program submitted some of their works to be judged by the Associated Press New England Chapter. Students were invited to attend the AP Regional Awards Dinner, and some of their work was played to the audience. Four projects also won first place awards from the New England chapter of the National Student Television Academy. The students whose projects were so recognized included Rich Bregnard, Haley Carloni, Kristina Carucci, Lauren Doughty, Farrah Gray, Adam LaBrie, Philip Rose, Ryan Stephens, and Bill Teiner.

Numerous local scholarships and awards are presented at the annual Awards Night each spring. Scholarship awards totaled close to \$60,000. We are thankful that so many individuals and organizations provide our students with awards that help to defray college expenses.

Please see the appendix for further student achievement data.

STUDENT ENROLLMENT HISTORY

The following table shows the apportionment percentages and number of Wrentham students enrolled in the King Philip schools during the last ten (10) years. These percentages also reflect Norfolk's share of the King Philip Regional School District budget.

The total school population over the last ten (10) years also continues to increase. The table below includes the district's total student enrollment based on the required annual October 1 enrollment reports submitted to the Massachusetts Department of Education.

Town of Norfolk Enrollment History 1997 – 2006
Norfolk Students Enrolled in King Philip Regional
School District

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	FY 1997	FY 1998	FY 1999	FY 2000	FY 2001	FY 2002	FY 2003	FY 2004	FY 2005	FY 2006
Apportionment Percent Norfolk	33.14%	33.36%	33.85%	33.25%	34.41%	34.22%	34.04%	35.81%	35.10%	36.27%
Enrollment Total District	504	517	529	557	589	616	640	700	697	736
Enrollment	1521	1550	1563	1675	1712	1800	1880	1955	1986	2029

HIGH SCHOOL STUDENT ENROLLMENT AND CLASS SIZE

The following three tables present the changes in class size at the high school. The first table shows changes in student enrollment and staffing and since the school

year 1999-2000. It also shows the change in average class size. Though the high school enrollment has increased by 237 students, the high school staff has increased by one (1) full-time position and average class size has increased by almost four students.

CHANGES IN HIGH SCHOOL ENROLLMENT, STAFFING, AND CLASS SIZE 1999-2000 TO 2005-2006

	School Year 1999-2000	School Year 2005-2006	Change
Number of Students	928	1165	237
Number of High School Regular Education Teachers	63.0	64.0	1.0
Average Class Size	19.6	23.4	3.8

The second table breaks down the changes by each department at the high school from 2002-2003, the year before the reduction

in high school staff (2003-2004) through 2005-2006.

EDUCATION, LIBRARY, ARTS

HIGH SCHOOL AVERAGE CLASS SIZE BY DEPARTMENT 2002-2003 TO 2005-2006

	2002-2003 Average Class Size	2003-2004 Average Class Size	2004 - 2005 Average Class Size	2005 - 2006 Average Class Size
Art	20.0	24.3	23.6	26.0
Design Technology	18.9	20.9	22.4	22.1
English Language Arts	18.9	20.6	23.3	22.8
Foreign Languages	20.2	21.0	22.4	22.1
Health & PE	24.6	31.1	25.5	24.9
History/Social Sciences	21.5	24.1	23.4	24.6
Information Technology	16.4	19.4	23.4	22.8
Mathematics	19.4	21.5	23.3	23.3
Music	25.2	26.5	30.7	29.2
Sciences	20.7	20.7	23.8	22.0
School-wide	20.3	22.5	23.6	23.4

This third table presents the percent of class sections enrolled in those class sections that have a range of students

NUMBER AND PERCENT OF SECTIONS BY SIZE OF SECTION AND NUMBER OF REGULAR EDUCATION TEACHERS AND AVERAGE CLASS SIZE BY SCHOOL YEAR

	2002-2003	2003-2004	2004-2005	2005-2006
Number of Students Per Size of Section	Percent of Sections	Percent of Sections	Percent of Sections	Percent of Sections
Less than 10	5.1	2.8	1.1	2.2
10-14	12.7	8.1	5.4	5.1
15-19	19.6	13.7	10.3	10.5
20-24	43.8	33.1	37.0	37.8
25-29	17.3	33.3	39.9	41.1
30+	1.5	9.0	6.3	8.3
Total teachers	69.6	63.6	63.4	64.0
Average Class Size	20.3	22.5	23.6	23.4

PHYSICAL FACILITIES

One down and one to go: 2005-2006 is the first school year in the completed middle school; Phase I of the high school project is in full swing. Voters of the three towns passed a \$5.6 million debt exclusion override for the high school project because the construction bid for the high school had been affected by spiraling costs of construction materials. From July 2005 to June of 2006, the addition of the new classroom wing and renovation of the former vocational wing remained on schedule.

During this phase of the project, the existing building remained in use, with the exception of the field house. By the end of June 2006, the existing building was completely vacated for the anticipated demolition that was to occur that summer. Teachers and staff removed all their materials to storage areas in the gymnasium, and the high school administration moved to temporary offices at the middle school.

STAFF RECOGNITION

Several teachers received recognition for their contributions to student learning. Maurice Guernon, of the high school's History/Social Sciences Department, received the Attleboro chapter of the Daughters of the American Revolution award as its "Outstanding Teacher of American History." Nancy Fischer of the Middle School English/Language Arts Department received a grant from the Norfolk County Teachers Association to bring noted children's author, Linda Sue Parks to the middle school. Rickard Klokman, Grade 7 technology teacher, and Susan Mistler, Grade 8 science teacher, received a grant from the Massachusetts Software Association for their integration of science and technology.

STAFF CHANGES

The school district hired ten teachers, a school psychologist and a guidance counselor for the school year 2005-2006 due to retirements and resignations at the end of the previous school year.

The staff who retired in June of 2006 and their years of service include Steve Besaw (39 years, high school English teacher), Bob Goldberg (39 years, middle school history) Algot Runeman (36 years, district technology director), Coe Shave (38 years, middle school reading teacher), and Bill Rice (35 years, middle school principal).

COURSE OFFERINGS

The district's course offerings continue to change, influenced by enrollment and class size considerations. Staff shortages continue to result in some electives in the history and social science department being cancelled and/or reduced to semester courses. The science department continues to experience growth in the number of students enrolling in senior electives. Physics and marine science continue to be heavily subscribed courses. This year was the last of the transition years to the new history sequence of courses. A two year sequence of United States History is now required in Grades 9 and 10. Beginning in September 2006, juniors will be required to enroll in a Modern World History course. The Information Technology Department experienced an increase in students selecting its wide variety of computer-based courses, but staff shortages resulted in several courses being eliminated. The television production program had an increase of eighty students enrolled in its various courses.

Several new initiatives became part of the middle school's student academic experience. The History department initiated an annual Egypt day with a variety of activities, including a guest speaker who spoke to students about various facets of Egyptian history. A new elective writing program at the middle school, under the direction of Susan Stoller created considerable interest. Approximately eighty students enrolled in this elective.

CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES

Students are offered a wide range of co-curricular activities. Both schools have Student Councils that provide leadership and sponsorship of school activities and community service activities. Students at the high school are recognized for their outstanding academic work through several honor societies (National Honor Society, Art National Honor Society, French Honor Society, and Science Honor Society). Each of the honor societies also engages in community service activities during the year. The high school Student Council and senior class continue to co-sponsor a holiday party for students from a selected city elementary school. The middle school Spanish Club raised money to help with a potable water system for a town in Honduras. The high schools peer leadership group participated in the annual Great American Smokeout.

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The music program maintains its high standards competitively and in the entertainment it provides to the community. The marching band emerged victorious in its Giants Stadium appearance, winning the USBBA Open Competition. The Jazz ensembles, color guards, and indoor percussion groups also attained high levels of performance during the year. Two seasonal concerts (winter and spring) are part of the annual music presentations offered to the community. The choral program at the middle school is growing in numbers; from its first year of 35 students to its current enrollment of 80 students. Middle school students performed at a variety of venues in the community as well as during concerts at the school. A highlight of the year was the second annual Choral and Arts Spring Event, directed by KPMS Choral Director Jennifer Brewer.

The math teams at both schools compete in a league with other area schools. The middle school math team was formed for the first time, with thirty students working with faculty advisors Janice McGovern and Marybeth Runyon.

Drama programs at both schools provided about 120 students with opportunities to develop their skills and to provide entertainment to large audiences. High school students offered its audiences two productions, held at the middle school, *Families at Holidaytime* and *You Can't Take It with You*. The second year of the middle school drama program, under the leadership of teachers Roland Moffitt and Jaime Osborne, featured the production "School House Rock Live, Jr".

The district's athletic teams remain very competitive in the Hockomock League and state tournaments. The high school has 44 different teams with an average of 350 student-athletes who participate each season. Approximately 45% of all high school students participate on at least one team. The following teams qualified for state tournaments: girls' soccer, girls' basketball, boys' ice hockey, boys' and girls'

lacrosse, and boys' and girls' tennis. The ice hockey team finished as league champions, and qualified for their second consecutive state tournament. Members of each of the tennis teams did well in the State Individual Singles and Doubles Tournament. Ali Cuozzo set a new school record in the indoor 1000 meter run and Scott Smith scored his 1000th point in boys' basketball.

STAFF DEVELOPMENT

The teaching staff developed five to seven common course assessments for the most important course achievement targets in each course. The common course assessments include common grading standards and criteria. Toward the end of the year, staff shared the results of the common assessments, discussed strategies used in the teaching of the achievement targets measured by the assessments, and revised the assessments based on their discussions. The goal of this process is to enhance student learning through data analysis of common assessment tools and teaching strategies.

The King Philip Regional School Committee recognizes the difficulties each community experiences in providing the services to its residents. The staff and students fully appreciate the opportunities to work in modern facilities provided by the residents of the three communities.

On behalf of the School Committee, the school district appreciates the support of the three communities as it strives to offer a level of educational excellence that provides our students with exceptional opportunities to succeed in subsequent stages of their lives.

Respectfully,



Richard J. Robbat
Superintendent of Schools

APPENDIX

STUDENT DATA

The following tables represent some of the accomplishments of our students. The data will change from year to year because of the variables attributed to each class. The data, however, may represent some trends that are helpful.
Post High School Graduation Plans

The Post High School Graduation Plans table is based on the responses of seniors to the Guidance

Department's annual Senior Class Survey. Within the "Total Four Year Colleges" row, there are changes in the percentage of students who attend public and private colleges. Reasons for these changes are unclear, though often there is a relationship to the economy. The 91.0 percent of students from the Class of 2006 who indicated they will pursue higher education after graduation reflects the highest percentage in the history of the school, based on available information.

**KING PHILIP REGIONAL HIGH SCHOOL
STUDENT POST-GRADUATE PLANS
BY TYPE OF PLAN AND YEAR OF GRADUATION**

	Class of 2001 (N = 221)	Class of 2002 (N = 232)	Class of 2003 (N = 230)	Class of 2004 (N = 259)	Class of 2005 (N=237)	Class of 2006 (N=267)
Four Year Public	37.1%	32.3%	36.5%	31.7%	38.4%	47.2%
Four Year Private	<u>41.2%</u>	<u>39.3%</u>	<u>33.9%</u>	<u>43.6%</u>	<u>41.8%</u>	<u>33.3%</u>
Total Four Year Colleges	78.3%	71.6%	70.4%	75.3%	80.2%	80.5%
Total Two Year Colleges	8.6%	12.5%	7.4%	8.1%	9.3%	8.2%
Total Other Education	0.9%	3.0%	4.3%	3.9%	0.8%	2.2%
Total Post High School Education	87.8%	87.1%	82.1%	87.3%	90.3%	91.0%
Military	1.4%	1.7%	2.2%	0.4%	2.5%	1.1%
Employment	6.8%	7.3%	6.1%	1.5%	3.8%	6.4%
Undecided	4.1%	3.9%	9.6%	10.8%	3.4%	1.5%

EDUCATION, LIBRARY, ARTS

AVERAGE SAT I RESULTS

The next table shows the SAT I results (the initial college aptitude exam taken by most students in this part of the country) as compared to state results. The district's lower 2006 scores are a reflection of what happened nationally and state wide. In 2006

a writing portion to the SAT I was included, adding about approximately two hours to its length (from four to six hours). The length of the exam is considered the primary reason for lower scores this year. The district's average results remain considerably above the state's average results.

KING PHILIP REGIONAL HIGH SCHOOL A COMPARISON OF KING PHILIP AVERAGE SAT I RESULTS TO AVERAGE STATE RESULTS BY YEAR AND BY SUBJECT

Year	Verbal			Math		
	KP Results	State Results	Difference	KP Results	State Results	Difference
2001	545	511	+34	527	515	+12
2002	530	512	+18	520	516	+4
2003	543	516	+27	537	522	+15
2004	544	518	+26	539	523	+16
2005	562	520	+42	564	527	+37
2006	543	513	+30	548	518	+30

MCAS AND NO CHILD LEFT BEHIND AND MCAS

By 2014, under current federal No Child Left Behind regulations, all students must achieve a "Proficient" score in a state sanctioned test which, in the case of Massachusetts, is MCAS (Massachusetts Comprehensive Assessment System). As a school district, we evaluate the progress of our students with that in mind. "All students" includes those subgroups identified in the regulations including a number of racial minorities and special education students. District MCAS results include special education students who are the financial responsibility of the

King Philip Regional School District and whose schooling takes place outside the district (public special education collaboratives, private school day programs, and private school residential programs.)

The next set of tables show each school's MCAS results since 2003, with the Class of 2006 the fourth graduating class required to achieve a minimum competency score of "Needs Improvement" in Grade 10 English Language Arts and Grade 10 Mathematics for eligibility to graduate from high school. In 2006, for the first time, MCAS results were posted for Grade 7 Mathematics and reinstated for Grade 8 English/Language Arts.

Percentage of Students Scoring at Each Performance Level
By Grade, Subject Area, and Performance Level
2003 – 2006

Grade 10

GRADE 10 ENGLISH LANGUAGE ARTS					GRADE 10 MATHEMATICS				
PERFORMANCE LEVEL	2003	2004	2005	2006	PERFORMANCE LEVEL	2003	2004	2005	2006
ADVANCED	31	32	35	21	ADVANCED	40	41	46	43
PROFICIENT	54	53	51	66	PROFICIENT	34	37	32	34
NEEDS IMPROVEMENT	13	12	11	10	NEEDS IMPROVEMENT	19	18	17	18
FAILING	3	2	2	3	FAILING	6	4	6	5

Grade 8

GRADE 8 ENGLISH LANGUAGE ARTS	
PERFORMANCE LEVEL	2006
ADVANCED	13
PROFICIENT	70
NEEDS IMPROVEMENT	13
WARNING	4

GRADE 8 MATHEMATICS					GRADE 8 SCIENCE				
PERFORMANCE LEVEL	2003	2004	2005	2006	PERFORMANCE LEVEL	2003	2004	2005	2006
ADVANCED	16	13	13	13	ADVANCED	9	6	3	5
PROFICIENT	39	34	34	36	PROFICIENT	41	31	33	40
NEEDS IMPROVEMENT	28	39	36	35	NEEDS IMPROVEMENT	32	46	48	38
FAILING	17	14	17	17	FAILING	18	18	16	16

Grade 7

GRADE 7 English					GRADE 7 Math	
PERFORMANCE LEVEL	2003	2004	2005	2006	PERFORMANCE LEVEL	2006
ADVANCED	9	15	11	17	ADVANCED	16
PROFICIENT	67	66	67	64	PROFICIENT	43
NEEDS IMPROVEMENT	21	15	18	17	NEEDS IMPROVEMENT	28
FAILING	3	4	4	2	FAILING	12

EDUCATION, LIBRARY, ARTS

ADVANCED PLACEMENT RESULTS

Advanced Placement courses are offered to our high school students. Successful completion of these courses as well as a grade of three (3) to a maximum of five (5) on nationally administered exams (each May) in the subject areas of these courses may result in students receiving credit for a college level course or the waiving of a college course requirement. The opportunities for credit or a waiver vary college by college and also by subject area.

The school offers Advanced Placement courses in the following subjects: Microeconomics, U.S. Government and Politics, Statistics, Physics, Art, Biology, Calculus, Chemistry, English Language and Composition, English Literature and Composition, Music Theory, and United States History.

Of the last four classes that graduated from King Philip Regional High School, 334 students (or 34%) took AP Exams.

PERCENT OF GRADUATING CLASS TAKING ADVANCED PLACEMENT EXAMS BY YEAR OF GRADUATION 2002 - 2006

Student Enrollment	Class of 2002	Class of 2003	Class of 2004	Class of 2005	Class of 2006
Number of Graduating Seniors	237	230	259	237	267
Number in Class Who Took AP Exams	47	58	76	108	92
Percent of Graduating Class	20%	25%	29%	46%	34%

Students who take three (3) or more exams are eligible to be recognized as an AP Scholar, an AP Scholar with Honors, or an AP Scholar with Distinction based on their individual test results. The following table represents the number and percent of students who have received honors for their test scores. The criteria for each award are:

- AP Scholar: students who receive a grade of 3.0 or higher on three (3) or more exams

- AP Scholar with Honors: students who receive an average grade of at least 3.25 and grades of 3.0 or higher on four (4) or more exams
- AP Scholar with Distinction: students who receive an average grade of at least 3.25 and grades of 3.0 or higher on five (5) or more exams.

NUMBER AND PERCENT OF STUDENTS ACHIEVING ADVANCED PLACEMENT SCHOLAR RECOGNITION BY YEAR OF GRADUATION AND BY AWARD

Category of Awards	Class of 2002 (N=6)	Class of 2003 (N=15)	Class of 2004 (N=22)	Class of 2005 (N=22)	Class of 2006 (N=32)
Number and Percent of Students Achieving AP Scholar	5 83%	8 53%	13 59%	14 64%	16 50%
Number and Percent of Students Achieving AP Scholar with Honors	1 17%	7 47%	3 14%	1 4%	5 16%
Number and Percent of Students Achieving AP Scholar with Distinction	0 0%	0 0%	6 27%	7 32%	11 34%

**NORFOLK ELEMENTARY SCHOOLS
2005-2006 SCHOOL YEAR**

MISSION STATEMENT

The mission of the Norfolk Public Schools is to provide a dynamic engaging education that maximizes the achievement of each child, inspires a passion for life-long learning, and builds the foundation for becoming a responsible, self-assured and contributing citizen.

NORFOLK ELEMENTARY SCHOOLS

- Leadership Team
 Chris Augusta-Scott, *Superintendent of Schools*
 Kristen Porell, *Executive Assistant to the Superintendent*
 Roxanne Verdeaux, *Director of Human Resources*
 Donna Chisholm, *Assistant to the Business Office*
 Susan Piccione, *Clerk to the Business Office*
 Linda Balfour, *Principal, H. Olive Day School*
 Anne MacKenzie, *Assistant Principal, H. Olive Day School*
 Lucia Godfrey, *Principal, Freeman Centennial School*
 Katherine Kiewlicz, *Assistant Principal, Freeman Centennial School*
 Carol Gahan, *Director of Student Support Services*
 Toby Lyons, *Supervisor of Buildings and Grounds*
 Claire Campo, *Director of Technology*
 Toni Marie Davis, *Director of SACC Program*

BUDGET

Town Meeting supported an FY07 elementary school operating budget of \$9,500,463.

2006 MCAS RESULTS

Our students performed very well on the MCAS tests that were given in grades three, four, five, and six throughout the Commonwealth in the spring of 2006. The percentage of students who scored in the Advanced, Proficient, Needs Improvement, and Warning categories are listed below:

	Adv.	Prof.	N.I.	Warn.	
Gr.3	19%	51%	28%	2%	
Reading					
Gr.3	3%	70%	21%	5%	
Mathematics					
Gr. 4	5%	60%	31%	4%	
Eng/Lang. Arts					
Gr. 4	19%	33%	43%	5%	
Mathematics					
Gr. 5	18%	60%	20%	3%	
Eng/Lang. Arts					
Gr. 5	25%	42%	30%	3%	
Science & Technology					
Gr. 5	13%	46%	29%	12%	
Mathematics					
Gr. 6	31%	46%	18%	5%	
Mathematics					
Gr. 6	24%	66%	10%	0%	
Eng/Lang. Arts					

NORFOLK SCHOOL COMMITTEE

The five members of the Norfolk School Committee dedicate their time, expertise, and hard work to ensure that every Norfolk student receives a quality education.

Members	Term Expires
Kim Williams, Chairperson	2008
Sally Grant, Vice Chairperson	2008
John Olivieri, K.P. Rep.	2009
Danielle Rochefort, MASC Rep.	2007
Dean Manning, Secretary	2009

Members of the School Committee are also members of the Massachusetts Association of School Committees (MASC). Mrs. Williams and Mr. Manning serve on the Committee's Policy Subcommittee. Mrs. Grant and Mr. Manning work with the town to provide funding for the schools on the Budget Subcommittee. Mr. Olivieri is the liaison to the King Philip School Committee and Mrs. Rochefort represents the Committee as its Legislative Liaison.

PERSONNEL CHANGES

STAFF RETIREMENTS

We would like to acknowledge the dedication and service that the following retiring employees have provided to the Norfolk Public School system: Dr. Steve Rosenzweig, School Psychologist, 34 years; Virginia M. Navickas, School Secretary, 24 years; and Susan I. Wolkon, Reading Specialist, 18 years.

EDUCATION, LIBRARY, ARTS

H. OLIVE DAY SCHOOL AND FREEMAN CENTENNIAL SCHOOL

The following indicates the number of classes at each grade level, the average class size and the student enrollment in the Norfolk Schools on October 1, 2006 as reported to the Department of Education.

Grade	# of Students	# of Classes	Average Class Size
PK	64	5	11
K	150	8	18
1	139	8	18
2	177	8	17
3	132	7	19
4	150	7	21
5	148	7	21
6	151	7	21
	Total Enrollment	1084	

Keeping with the Norfolk Public Schools' goal to establish a balanced literacy program that is consistent and sequential from one grade to the next, professional development for teachers continued throughout the year. Under the guidance of the literacy consultants, Clare Landrigan and Tammy Mulligan, teachers received training in Readers' Workshop, guided reading and independent reading. The development and enhancement of the classroom libraries and each school's Book Room continued last year.

The Everyday Mathematics Program is now fully implemented from Kindergarten through Grade 6. Mrs. Sue Dost and Mrs. Jennifer Pfeiffer continue to support teachers with the implementation of the EDM Program through on-going professional development. They have also offered parent workshops to help parents understand the program and help their children with mathematics at home.

Both schools participated in the Jump Up and Go Program that is sponsored by the Blue Cross/Blue Shield of Massachusetts. The program is designed to encourage young people to learn about the importance of proper nutrition and regular exercise. In June, families that participated in this program were invited to attend a fun day at the Fleet Center in Boston.

Members of the School Councils for the 2006-2007 school year are as follows:

H. OLIVE DAY SCHOOL COUNCIL

SCHOOL MEMBERS:

Linda Balfour
Anne MacKenzie
Lynn McConnell

PARENT MEMBERS:

Margaret Drisko-Johnson
George McLoughlin

COMMUNITY MEMBERS:

Beverly Panettiere (Positions Open: Please contact school office if interested in serving)

FREEMAN-CENTENNIAL SCHOOL COUNCIL

SCHOOL MEMBERS:

Lucia Godfrey
Kelly Whitmore
Heather Macchi

PARENT MEMBERS:

Steve Palmer
Anita Mecklenberg

SPECIAL ACCREDITATIONS

The Integrated Preschool Program at the H. Olive Day School has been awarded the National Association for the Education of Young Children (NAEYC) certification.

The Freeman Centennial School continues to be accredited by the New England Association of Schools and Colleges.

Respectfully submitted:

Linda A. Balfour
Principal, H. Olive Day School
Lucia M Godfrey
Principal, Freeman Centennial School

SPECIAL NEEDS DEPARTMENT

The Norfolk Public Schools Special Education Department complies with the Massachusetts Department of Education regulations and the Federal Individual with Disabilities Education Act. The Special Education Department is responsible for identifying children in need of special education services and providing them with specially designed instruction and/or related services in order to meet their individual needs.

The district has been working diligently to provide programming for all of Norfolk's children. We have established a new program, which we named: The Specialized Integrated Learning Program. It will serve children with significant cognitive delays, and/or communication issues as well as children with Autism, Pervasive Development Disorder, or Aspergers Syndrome. The program focus will be providing developmentally appropriate curriculum frameworks for children with significant needs, development of communication skills, social skills/ relationship development, assistive communication tools, home-school communication and daily living skills as appropriate. With this new program we have brought back two children from out-of-district placements and have kept several children in-district. We have seen wonderful results with these children.

The current programming includes: Inclusion Preschool, are provided in an inclusion and/or pullout setting. Other related services that are also provided are: Speech-Language, Occupational, Physical, Vision, and Behavioral Therapies.

The Special Education Department is fully staffed by certified and licensed teachers and therapists. The staff is dedicated to providing Norfolk's children with the best education possible. They are a cohesive and supportive team of professionals.

Respectfully submitted:

Carol Riccardi-Gahan

Director of Student Support Services

TECHNOLOGY

The technology department of the Norfolk Public Schools continues in its efforts to maintain technology conditions that support effective teaching and learning practices. We are working to reach and maintain the Advanced Tech level of the Massachusetts School Technology and Readiness (STAR) Chart in order to improve student learning with the use of technology. (This chart is available on the Department of Education website)

Technology continues to be a tool for staff and the children in both our elementary schools in Norfolk. Technology is integrated into curricula at all grade levels. Wireless technology continues to be implemented to increase students' access to computers K-6. The technology team continues to share the responsibilities of integrating technology into the curriculum as well as repair and administrative duties. The school team consists of Mr. Christopher McClure, Instructional Technology Director, Mrs. Claire Campo

Computer Support Technician, Mrs. Dena Kaufman and Mrs. Bonnie O'Connell, Technology Integration Specialists for the Freeman Centennial and H. Olive Day Schools, respectively.

Data collection requirements continue to grow. Claire Campo has taken over the database responsibilities and works closely with our clerical staff at the H. Olive Day School and the Freeman Centennial School as well as the SPED Department to customize the databases that report our statistics to the Department of Education. Claire has also worked to help track and analyze our MCAS data.

Professional development for staff is ongoing in both formal and informal models. This training is provided by the Integration Specialists at both schools. A team of 5 teachers from the H. Olive Day School applied for a Hewlett Packard Teaching for Technology Grant. The team was awarded the grant and received approximately \$35,000 in equipment and professional development.

The state technology standards as well as the Norfolk Public Schools' Strategic Plan serve as the guide for budget requests, professional development and curriculum planning. Our technology committee has completed an update of our technology plan which can be found on our website (www.norfolk.k12.ma.us). This committee continues to be charged with documenting how our technology projects align with the state standards as well as the improvements we have made with shared town resources.

We are benefiting from the first year purchase of computers as part of our 5-year computer replacement plan which is in line with the town's replacement schedule.

We continue to work with the town to improve our wide area network. Long term goals still include expansion of the financial system to include integrated payroll and personnel functions, and upgrading the coaxial town-wide network to fiber. We are also working on improving our communication with our website and eBlasts from our administrators. We maintain a strong desire to provide the best technology services and support to NPS students, teachers and staff.

Respectfully Submitted:

Claire Campo, IT Director

BUILDINGS AND GROUNDS

Key projects at the school facilities in 2006 focused on health and safety of students and staff. Work was begun over summer break, to repair and augment the insulation in the roof of the H. Olive Day School addition. It was inadequacies in this system which led to significant ice and water damage to classrooms and offices during the winter of 2004-05. The work is ongoing and is expected to be completed in the summer of 2007. The initial phases of the project have been funded by the capital warrant of Annual Town Meeting, 2006.

Two 35-year-old septic pump ejector systems were replaced at the Centennial School, utilizing so-called "pothole money" obtained by the Superintendent from the state. This completes the recommendations for septic system upgrades at Freeman Centennial contained in a 2001 report by consultant Environmental Partners Group.

Respectfully submitted:

Toby Lyons, Supervisor of Buildings

SCHOOL AGE CHILD CARE (SACC)

SACC is a non-profit, self-supporting organization that provides a structured recreation and enrichment program for children in kindergarten through grade six.

The program offers before and after school care to children who attend the Norfolk elementary schools with program sites at both the H. Olive Day and Freeman Centennial Schools.

SACC follows guidelines established by the Department of Education for school run extended day programs and is under the general supervision of both the Norfolk School Committee and the Superintendent of Schools.

The program strives to provide children with an environment within which they can safely explore, discover, create, interact, and grow. SACC offers stimulating activities designed to enhance children's physical, emotional, social, and intellectual development.

Currently, the SACC program provides care to over 170 students in its before and after school programs.

Respectfully submitted:

Toni Marie Davis, Program Director

**TRI-COUNTY REGIONAL
VOCATIONAL TECHNICAL SCHOOL
DISTRICT**

In July, 2006 the School Committee reorganized and elected the following officers: Chair, Paul Carbone (Franklin), Vice Chair, Henry McDeed, (North Attleboro) and Secretary, Jonathan Dowse, (Sherborn).

The School Committee conducts its regularly scheduled meetings on the third Wednesday of each month at 7:00 P.M. in the Conference Room at the school. Sub-committee meetings are scheduled as needed.

GRADUATION:

On June 4, 2006, 146 students graduated in an impressive afternoon ceremony. Paul Carbone, Chairman of the Tri-County School Committee, delivered the welcoming address to more than one thousand guests. Music was provided by the Millis High School Band. Jean Mallon, Director of Guidance, presented scholarships and awards totaling \$95,350 to deserving seniors.

PUPIL PERSONNEL SERVICES:

In September 2005, Tri-County welcomed approximately 799 students to the new school year. The break out of students from member towns is as follows: Franklin 146, Medfield 13, Medway 49, Millis 43, Norfolk 29, North Attleboro 237, Plainville 80, Seekonk 59, Sherborn 7, Walpole 62, and Wrentham 74. Also 52 students were accepted from out-of-district towns.

During the 2005-2006 school year the Pupil Personnel Department continued its programs to provide information to students, parents, sending schools and District communities. The Department provided counseling for students regarding career pathways and post-secondary education. Safe and Drug Free presentations were offered to students school wide. The Guidance Department presented programs on preparing for college with the assistance of personnel from Dean College. Tri-County hosted Career Days for over 2,500 Grade 8 students from the Regional District.

Guidance services have been expanded to include the development of a four year career plan for students in grades 9 through 12.

ACADEMICS:

Tri-County's academic program continues to focus on the Massachusetts Curriculum Frameworks and successful preparation for the related MCAS tests. Our endeavors in this regard reflect a multi-faceted approach, which includes professional development for faculty, raising of curriculum standards, development of various student support mechanisms, multiple diagnostic assessments, and analysis of school-based data.

We continue to incorporate technology into the instructional environment and have expanded our computer labs to three for academic class instruction. Various computer programs and computerized devices are being implemented in the learning process throughout the academic program area.

The most exciting academic achievement to occur this year is the continued implementation and refinement of the required Senior Project, an integrated academic and vocational experience for our seniors. All seniors are required to participate. Components included a ten-page research paper; development of a product or service, and a twenty minute presentation before a panel of judges including a teacher, an administrator and an industry representative. All Senior Project components must be completed for a student to graduate. True collaboration between the English teachers and the Vocational teachers resulted in a deeper learning experience for each student and provided an academic focus for seniors throughout their school year.

In continuing to prepare students for either the work force and/or college Tri-County is now offering AP Calculus, AP literature, Psychology, Web Design, Introduction to Music Appreciation & Theory, and continues to offer Spanish and co-supported classes. With the increase in both academic and vocational-technical rigor, Tri-County students are required to pass four years of English, Mathematics, and Science; three and a half years of a shop major; three years of Social Studies (including 2 years of U.S. History); and three years of physical education/health and vocational related.

Tri-County RVTTHS continues to meet Adequate Yearly Progress (AYP) and 100% of students in the Class of 2006 passed the MCAS assessment.

EDUCATION, LIBRARY, ARTS

VOCATIONAL/TECHNICAL PROGRAMS:

Collision Repair/Auto Technology: 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 and Auto Body programs are ASE Master Certified from the National Automotive Technicians Education Foundation. This certification is nationally recognized and considered to be the highest achievement known in the Automotive Industry.

Early Childhood Careers: The Early Childhood Careers Program continues to attract large numbers of toddlers and pre-school children into its program to service the developmental needs of younger members of the Tri-County District.

Cosmetology: The Cosmetology Program continues to thrive as one of this school's largest programs. The salon offers a full service schedule and clients are welcome.

Culinary Arts: Gerry's Place and Bakeshop are open to the public for lunch during the school year.

Graphic Arts: Graphic Arts continues to provide printing services to many non-profit organizations throughout the Tri-County district.

Medical Careers: 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 enables them to pursue career choices such as EMT, EKG, and Medical Assistant.

Plumbing: Due to ongoing increased enrollment, the Plumbing Program has expanded both physically and in the number of faculty members. It continues to provide graduates with the necessary skills to become licensed journeymen.

Electrical: The simulated shop job activities and the correlated theory course within our Electrical Program prepare our graduate students for the State Journeyman examination.

Carpentry: The Carpentry Program prepares our students for the construction trades and provides community service work throughout our district.

HVACandR: Students in this program receive high level training in this field leading to well paying employment or further education.

CIS: Students in this program garner expertise in the operation of computers, software, the internet, etc. Training in such allows for employment opportunities in a variety of job fields.

Facilities Management: Providing a variety of construction related skills, students in this program contribute to the maintenance and repair of Tri-County and its grounds as they prepare for employment in their field or further training for employment in welding and construction industries.

Electronics: Students in this program prepare for employment through shop experiences and excellent cooperative education placements. They also receive a solid foundation for further education related to the field of study.

Engineering Technology: The newest addition to our program offerings, the Engineering Technology Program offers a primer for further education in the field of Engineering. Subject matter includes significant course work in mathematics, physics and other sciences.

CONTINUING EDUCATION:

The Continuing Education Department at Tri-County offers both day and evening courses. The day program includes two course offerings, one for cosmetology and the other for licensed practical nursing. The evening program consists of approximately 70 different of course offerings.

Adult Day Cosmetology: The adult day Cosmetology program is a full time program that follows the high school calendar and runs from September to June. Registration for the program begins in the spring, and details are available by contacting the Continuing Education office at Tri-County.

Licensed Practical Nursing (LPN): The LPN program is a full time day program that follows the high school calendar and runs from September to June. The practical nursing program at Tri-County is designed to prepare graduates to take the National

Council Licensure Examination for Practical Nurses (NCLEX-PN), which tests for entry-level competency. Successful completion of this examination permits practice as a licensed practical nurse. Registration for this program requires that prospective students take a Test of Essential Academic Skills (TEAS). These tests are administered from October to January, and details are available by contacting the LPN office at Tri-County.

Evening Adult Program: The evening adult program at Tri-County consists of approximately 70 courses which are offered in fall and spring semesters. Registration for these courses takes place during August and September, for the fall semester and in January and February for the spring semester. Continuing Education course information can be found in brochures which are available to the public via local newspapers or direct mail upon request. The evening program information is also included on the Tri-County RVTHS web site at <http://tri-county.ltc/continuingeducation> or by calling the Continuing Education office.

STUDENT ACTIVITIES

NATIONAL HONOR SOCIETY

Membership begins in the eleventh and twelfth grades based on the academic review commencing third term of sophomore year. Upon meeting the scholastic requirements, the National Honor Society Advisor will notify each potential Grade 10-12 candidate with directions for completion of a NHS Portfolio. This includes evidence of Leadership, Service, Character, three (3) letters of recommendation and a personal statement.

The Peter H. Rickard Chapter of Tri-County is comprised of 15 seniors and juniors. During the school year 2005-2006, the group participated in many fund-raising and community services both in and out of school.

It has been the tradition of NHS to host a "Leadership Breakfast" in March, honoring students who have shown outstanding achievement during the school year. Students organize the event, help with set up in Gerry's Place, and cheer on the participants.

The school year ended with the organization and presentation of Tri-County's fifteenth annual Honors Night. NHS students stuffed envelopes, delivered letters to students, and helped to set up and distribute awards on this most important night.

SKILLS USA

A national professional organization for career and technical student, Skills USA provides leadership, citizenship and character development programs and activities, as well as opportunities for awards, tools, and scholarships through local, district, state, national and even international competitions in trade, leadership and demonstration programs.

Skills USA-VICA emphasizes respect for the dignity of work, quality products and services, leadership, and concern for others. Members also learn about the democratic process and proper business procedure through the ordinary workings of the organization at the local level. In addition, members participate in activities, workshops and conferences to develop their job skills as well as their personal communications and leadership abilities. Through community service projects, they learn the value of service to others as a lifetime commitment.

There were 563 students taking "In House" Competition over two days in January. The students competed within their respective career areas. Tri-County sent 171 students from these competitions to the District Competitions. Of the 171 students sent, 77 qualified to advance to the State Competition. At the State Competition, Tri-County received 34 medals. We earned 17 gold, 12 silver, and 5 bronze. Two of the silver medals were won by students from the newly established adult Practical Nursing Program.

STUDENT GOVERNMENT

Student Advisory Committee

The student body elects five (5) students to membership on the Student Advisory Committee. The principal appoints one of these elected members who will report student concerns and activities to the Tri-County School Committee each month; two (2) students from this group sit on the Tri-County School Council; and two (2) serve on the High Schools That Work Site Committee.

EDUCATION, LIBRARY, ARTS

The student body chooses two (2) students to represent Tri-County on the State Student Advisory Committee.

These seven (7) students also serve as ex officio members of the Student Council.

CLASS OFFICERS

The freshman, sophomore and junior classes will elect a President, Vice-President, Secretary, and Treasurer for their respective classes for the following school year. The incoming freshman class holds an election for class officers no later than the last day of the first academic term. Under the supervision of the Class Advisor, officers will schedule, organize and conduct monthly after-school meetings of their respective classes, to plan activities and hear concerns that they can communicate to the Student Advisory Committee. Class officers serve as ex officio members of the Student Council.

STUDENT COUNCIL

Each class elects four (4) representatives to the Student Council for the following year. These students, along with the class officers and the five Student Advisory Committee members, will serve as the overall student governing body. The group will meet at least bi-weekly after school, and will advise the faculty and administration of the day-to-day needs and concerns of the student body. Under the supervision of the Student

Council Advisor, this group is also accountable for conducting and ensuring fair elections for Class Officers, the Student Advisory Committee, and the at-large Student Council membership.

In addition, the Student Council plans and coordinates, civic, social, fund-raising, and community service activities.

OPEN MEMBERSHIP ACTIVITIES

There are 10 different open membership activities at Tri-County. They are:

- Chess Club
- Drama Club
- Math Team
- Music Club
- Nontraditional Support Group
- SADD
- Spanish Club
- Teens Against Ignorance/Diversity
- Yearbook

SUMMARY:

As we continue to provide for the educational needs of our students, we wish to thank District residents for their support and cooperation. In the future we intend to maintain the high educational standard that has earned Tri-County RVTHS that support.

DIRECTOR OF LIBRARIES

The close of 2006 marked the first full year of operation in the new library facility. It was a banner year of programs and activity, and patrons gave rave reviews to the new building and expanded services.

DURING 2006 THE NORFOLK PUBLIC

LIBRARY:

Circulated 140,334 books & materials — up 23%
Borrowed 10,600 items from the SAILS Network
Added 6,429 books & a-v items to the collection
Issued 280 new non-resident borrower cards
Issued 453 new borrower cards to residents — for a total of 68% of residents who have library cards
Answered 3,017 reference queries

OTHER ACTIVITIES INCLUDE:

182 meeting room uses
 254 children's programs with 3,343 attendees
 5,876 users of public computers
 22,025 "hits" on the library's web site

LIBRARY HOLDINGS:

3,522 reference books (adult & juvenile)
 25,511 adult books
 5,885 adult a-v materials
 22,322 juvenile books
 1,188 juvenile a-v materials
58,428 total volumes
 in addition to
152 periodical, museum, & database subscriptions

During 2006 a wireless network was installed in the library which allows patrons access to electronic resources on their own laptops. This has proved to be a popular enhancement used by students, business persons, and other patrons.

This fall the much awaited materials handling system was installed. This is the final phase of the RFID project, which was implemented when the expanded building first opened in late 2005. Phase I was the installation of the patron self-check station, which gains in popularity each month. The materials handler checks-in and sorts books & a-v items when they are returned and is on-line 23 hours per day! With a 23% increase in circulation and a reduction in staff, this system has freed staff from routine chores, thus allowing time to assist patrons and process new acquisitions.

During 2006 the library was fortunate to have 31 volunteers donate an estimated 1,025 hours of their time and service. From teens to senior citizens these dedicated people repaired books, processed new materials, shelved books, dusted & cleaned shelves, helped prepare materials for the children's programs, re-labeled books, and helped with computer projects. Have I already mention shelving books? A circulation of 140,334 books & materials borrowed equates to 140,334 books and materials that need to be reshelved — a seemingly endless, but important task! So a great big thank you to the dedicated volunteers who are so important to the operation of the library. We couldn't do it without you!

The new year brought a new committee to the library. The Strategic Planning Committee was formed, with Cathy Elder serving as chair. Members include: Beth Vallee, Glenn Hill, Jane Morris, Judy Sterling, Ken Nelson, Leslie Kirschner, Margaret Lange, Susan Schmitz, Warren Bergerson, John Spinney, Sarina Bluhm and Heather Pisani-Kristl. During the spring the committee conducted an extensive survey to gather information about the ways they library is being used and to determine what new services patrons wish to see implemented. The committee's work is on-going, but a final document is expected in the spring of 2007.

Throughout 2006 the Friends of the Library continued to be active library supporters. They once again, had a highly successful membership campaign. Over 500 individuals or families joined the organization! The Friends also had a bigger-and-better-than-ever book sale, which was held for the first time at the Highway garage. Many thanks to Butch Vito and his crew for all their help. This proved to be a great space for the sale. The Friends made several significant donations to the library. They purchased a shelf-reader (a component of the RFID system that makes inventory quick and easy). They also helped pay for a portion of the materials handling system and continued their on-going support of many library programs, including: special children's performances, the best seller book lease program, & providing passes to the *Providence Children's Museum, Isabella Stewart Gardner Museum, Roger Williams Zoo, Museum of Fine Arts, Plimoth Plantation, The Children's Museum of Easton & the Kennedy Library Museum*. Officers are: MaryJo Gothorpe, President; Denise D'Entremont, Vice-President; Beverly Baldoni, Secretary; Marion Graham, Treasurer; and Maureen Buck, Nominating Committee.

EDUCATION, LIBRARY, ARTS

The year ended on a high note for the library with the receipt of two wonderful grants. The Norfolk Community League and Lion's Club donated \$5,000 to boost the collection of audio books on CD. This is a small but popular collection so the NCL grant is much appreciated! The Dedham Institution for Savings Foundation awarded a \$10,000 grant to the library for furnishings and technology.

Many thanks are in order to the library staff, trustees, volunteers, Friends, NCL, Lions, & Dedham Institution for Savings for their enthusiasm, support and dedication during 2006.

Respectfully submitted,
Robin Glasser Director of Libraries

LIBRARY TRUSTEES

Our new library goes from strength to strength. We are pleased and proud that the planning that began as far back as 1994 has culminated in a library that will serve our Town for many years to come.

As with any new building, we have dealt with a few start-up issues. The Permanent Building Committee and the Trustees and staff unanimously rejected the tables and circulation and information desks delivered under the construction contract as sub-standard. Through a concerted effort, we arranged for replacement tables through a local contractor, and the two desks were fabricated by the Department of Corrections through its prison industries program. There was no additional cost to the Town.

The Norfolk School Committee terminated our long-standing program of shared school/public library resources. We have always felt that it was better for our Town to have more partnerships and cooperation than less, and we look forward to resuming some form of integrated library services in the future.

We observed a significant milestone in the Library's long history. In May, 2006, Frances M. Holman retired as a trustee after more than four decades of continuous service. Fran's gentle but firm leadership as our trustee chair was of immense help in creating our new expanded library, and her patient work, year after year, to build community support for a high quality small town library is a wonderful legacy.

Technological advances are changing public libraries at a rapid pace, and we look forward to changing our library to meet new needs. This will only happen if the Norfolk Public Library is adequately funded.

In the year to come we will celebrate Robin Glasser's 15th year as our Director. She has been a great leader of our library team.

Board of Library Trustees

Kenneth Nelson, Chair
Mary Jo Gothorpe, Clerk
Harvey Boulay, Member

METROPOLITAN AREA PLANNING COUNCIL

Created in 1963, the Metropolitan Area Planning Council (MAPC) promotes inter-local cooperation and advocates for smart growth by working closely with cities and towns, state and federal agencies, non-profit institutions, and community-based organizations in the 101 cities and towns of Metropolitan Boston. MAPC strives to provide leadership on emerging issues of regional significance by conducting research, building coalitions, and acting as a regional forum for action.

MAPC provides technical assistance and specialized services in land use planning, water resources management, transportation, housing, environmental protection, economic development, public safety, geographic information systems (GIS), collective purchasing, data analysis and research, legislative and regulatory policy, and the facilitation and support of inter-local partnerships. More information about MAPC's services and ongoing activities is available at www.mapc.org.

MAPC is governed by 101 municipal government appointees, 21 gubernatorial appointees, and 13 appointees of state and City of Boston agencies. An Executive Committee comprising 25 elected members oversees agency operations. The agency employs approximately 40 professional staff under the leadership of an executive director. Funding for MAPC activities is derived from governmental contracts and foundation grants, and a per-capita assessment on member municipalities.

To better serve the people who live and work in Metro Boston, MAPC has divided the region into eight subregions. Each subregion is overseen by a council of local leaders and stakeholders, and a staff coordinator provides organizational and technical staff support.

SMART GROWTH ACROSS MUNICIPAL BOUNDARIES

MAPC's **MetroFuture: Making a Greater Boston Region** initiative is planning for Metro Boston's growth and development through 2030. In 2006, the project involved nearly **2000 people**. At more than 50 briefings, participants analyzed "Scenario 1: Current Trends to 2030," MetroFuture's "base case" of what the region might look like if current trends continue. We also hosted two working sessions in June 2006, where participants designed alternatives to the "base case," and two in December 2006, where participants

chose the scenario they liked the best. In 2007, after additional public input and a May 1, 2007 Boston College Citizens Seminar, the project will complete a regional strategy to achieve the preferred scenario.

MAPC assisted cities and towns in a variety of ways throughout 2006. The agency helped over 70 cities and town to rewrite zoning by-laws, evaluate smart growth uses for key parcels, keep traffic under control and expand transit, deal with crime, and prepare for natural disasters.

As a member of the **Massachusetts Smart Growth Alliance**, MAPC worked with six allied organizations to advocate for sustainable development throughout the Commonwealth. MAPC participated in a successful Alliance campaign to recapitalize and reform the state's Brownfields Tax Credit; researched, analyzed, and reacted to significant state land use and transportation policy proposals, including Governor Romney's 20-year transportation plan; and advanced research about the impact of sprawling development in Massachusetts.

In partnership with the 495/MetroWest Corridor Partnership, MAPC produced the **Massachusetts Low Impact Development Tool Kit**, which presents state-of-the-art practices for managing stormwater and increasing the recharge of water to aquifers. MAPC also produced **Once is Not Enough: A Guide to Water Reuse in Massachusetts**, a manual that describes techniques for non-potable reuse of treated wastewater and provides case studies of several successful water reuse projects in Massachusetts. In partnership with the U.S. Geological Survey, MAPC began work on a **hydrologic modeling project** that simulates the impacts of future development on the water resources of the Charles River and Assabet River watersheds.

GETTING AROUND THE REGION

In March 2006, MAPC sponsored a conference on the impact of transportation emissions on public health. The workshop began a process to build connections, raise awareness, and stimulate action around the issue of air pollution adjacent to major roadways and rail corridors. The content and results of this workshop are available at www.mapc.org/air_quality.

MAPC developed a **Regional Bicycle Plan** in 2006 to assess current conditions and to guide future improvements to bicycle transportation in the region. The plan reviews goals set in previous

PLANNING AND DEVELOPMENT

plans, and proposes six general goals and strategies for the region, including encouraging more trips by bicycle in each community, working with state and federal agencies to simplify and coordinate funding programs, and increasing regional knowledge about bicycling. The plan can be accessed at www.mapc.org/transportation/transportation_alternatives.html.

A consistent complain of bicyclists is the lack of parking. To address this need, MAPC worked with the MPO and EOT to develop the **Regional Bike Parking Program**. Under this program, MAPC negotiated **discount group purchasing contracts** with three leading vendors of bicycle parking equipment, funded through federal transportation funds. More information about MAPC's bicycle and pedestrian planning activities, and the bike parking program, is available at www.mapc.org/transportation/transportation_alternatives.html.

COLLABORATION TO ADDRESS SHARED MUNICIPAL CHALLENGES

MAPC, through its Metro Mayors Coalition, played a leading role in developing legislation to create a statewide anti-gang initiative known as the **Senator Charles E. Shannon Jr. Community Safety Initiative**, which supports regional and multi-disciplinary gang and youth violence prevention and law enforcement efforts. MAPC coordinated Shannon grants totaling \$1.2 million for 10 Metro Boston communities and 7 Essex County communities. These communities used the funds to enhance public safety through targeted workforce development, after-school mentoring, re-entry initiatives, gang-prevention education, and collaborative community policing.

MAPC facilitated the work of the **Municipal Health Insurance Working Group**, which drafted and proposed landmark legislation to let cities and towns purchase their health insurance through the Group Insurance Commission.

COLLABORATION FOR SAFETY

MAPC carries out fiduciary, planning, and project management duties for the **Northeast Homeland Security Regional Advisory Council (NERAC)**, a network of 85 cities and towns north and west of Boston. In 2006, NERAC distributed more than \$1.5 million in emergency equipment and supplies to member communities, and trained hundreds of first responders in various roles in the United States Department of Homeland Security incident command system.

In 2006, MAPC advanced **Pre-Disaster Mitigation (PDM) plans** for cities and towns throughout the region. These plans are designed to help communities reduce their vulnerability to damages due to natural hazards. The plans include an inventory of critical facilities and infrastructure in each community, a vulnerability analysis, and a mitigation strategy with specific recommended actions and projects that will protect the communities from future damages.

Collaboration for Savings

MAPC's **Consortiums Project** administered 37 procurement contracts for 42 municipal clients in 2006, saving cities and towns up to 20% on the purchases. As the administrator of the more than 300-member **Greater Boston Police Council (GBPC)**, MAPC concluded 7 procurement contracts for public safety, public works and general use vehicles. In all, 142 municipalities purchased 180 vehicles. MAPC staff also collaborated on procurements that advanced MAPC's environmental and transportation objectives, helping communities to buy bicycle racks, hybrid vehicles, and water leak detection services at a favorable cost.

CHARTING A COURSE TO REGIONWIDE PROSPERITY

MAPC developed its annual **Comprehensive Economic Development Strategy (CEDS)**, an assessment of current regional economic trends and conditions. The report includes background about trends and conditions in the regional economy, including a discussion about the relationship between the economy and factors such as geography, population, labor force, resources, and the environment. MAPC's 2006 CEDS report can be downloaded at www.mapc.org/economic_development/comprehensive_economic.html.

TOOLS TO IMPROVE PLANNING AND DECISION-MAKING

MAPC's **Metro Data Center** partnered with The Boston Foundation to develop the **MetroBoston DataCommon**, a new online data and mapping tool for residents and leaders in the region. The resource, which helps individuals to create customized maps and charts, is available at www.MetroBostonDataCommon.org. The Data Center partnered with MAPC's Legislative Committee to advocate for the establishment of a **statewide population estimates program** at the University of Massachusetts Donahue Institute. The program,

funded at \$100,000 in the FY2007 budget, lays the foundation for the Commonwealth to analyze Census estimates in a more robust way.

MAPC's **Geographic Information Systems (GIS) Lab** provides professional services and products and technical assistance in support of local and regional planning projects. In 2006, MAPC's GIS team completed extensive projects for the Northeast Homeland Security Regional Advisory Council (NERAC) region, and maps associated with the Pre-Disaster Mitigation Program, both of which are described above. The GIS Lab also made major contributions to the MetroBoston DataCommon and the MetroFuture planning project. The Lab also began mapping areas suitable for economic development throughout the region, in accordance with smart growth principles.

In 2006, MAPC transitioned from a paper to an electronic newsletter, the **Regional Record**, which is distributed quarterly, and provides updates on the latest regional projects and thinking, and provides opportunities for residents and communities to get involved in various events. People interested in receiving the e-newsletter can send their e-mail addresses to contactinfo@mapc.org.

ON BEACON HILL: 2005-2006 LEGISLATIVE SESSION

- **BROWNFIELDS REDEVELOPMENT:**
The Legislature recapitalized the Brownfields Redevelopment Fund with \$30 million, and extended and enhanced the Brownfields Tax Credit so that non-profit development projects can raise equity by selling the credit to taxable entities.
- **EXPEDITED PERMITTING:**
The Legislature passed a law to expedite permitting of commercial/industrial developments in "priority development sites" designated by cities and towns. In part as a result of MAPC's advocacy, the new law includes funding for technical assistance to municipalities, development of a statewide expedited permitting model, and criteria to steer priority development sites toward smart growth locations.
- **GIS DATA LAYER:**
MAPC successfully advocated for \$400,000 in the FY2007 budget to update and

improve the quality of Mass GIS data linking aerial photographs to land uses on the ground.

- **STATEWIDE POPULATION ESTIMATES PROGRAM:**
MAPC led the advocacy effort to establish a statewide population estimates program at the University of Massachusetts Donahue Institute. The program was funded at \$100,000 in the FY2007 budget.
- **SHANNON COMMUNITY SAFETY INITIATIVE:**
The Legislature created a new \$11 million grant program to encourage the creation of regional, multi-disciplinary initiatives to combat gang violence, youth violence, and substance abuse.
- **SEWER RATE RELIEF:**
The Legislature included \$25 million in the FY2007 budget for water and sewer rate relief, which will help lower costs for residential consumers and businesses served by sewer districts, including the MWRA.
- **SURPLUS LAND:**
Both the House and Senate passed legislation to reform the state's surplus land disposition policy. Both bills included an assignable municipal right of first refusal to purchase the parcel at a discount; a professional smart growth review for larger parcels; a Surplus Land Coordinating Council to oversee disposition; and a municipal share of 10%-25% of proceeds in instances where the municipal right of first refusal is not exercised. Unfortunately, the Conference Committee did not advance the bill to final passage, but significant progress was made setting the foundation for the 2007-08 legislative session.

SOUTH WEST ADVISORY PLANNING COMMITTEE (SWAP) (BELLINGHAM, DOVER, FRANKLIN, HOLLISTON, HOPKINTON, MEDWAY, MILFORD, MILLIS, NORFOLK, SHERBORN AND WRENTHAM)

During 2006, the SWAP subregion municipal representatives continued to meet on a regular basis to discuss and take action on issues of mutual interest from community development planning to transportation issues. SWAP heard presentations

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regarding, and provided input relating to, regional transportation planning and funding programs, including the Transportation Improvement Program and the I-495 Transit Study. SWAP communities developed a set of subregional legislative priority issues to help guide MAPC's priorities, and for discussion at the November 2006 SWAP Legislative Breakfast meeting between municipal officials and state senators and representatives.

During the past year, the communities participating in the subregion were briefed on grant opportunities, such as the Smart Growth Technical Assistance Fund, the Priority Development Fund and the Suburban Mobility Program as well as the Commonwealth Capital Fund program. The subregion also received information and presentations regarding Peak Summer Water

Demand Management, Chapter 40R Smart Growth Zoning Overlay Districts, as well as legislation related to regional transit and funding of local bus systems. Subregional representatives also participated in MAPC's MetroFuture project, to develop a plan for the future of the greater Boston region. During 2006, MAPC also completed our work with the Town of Millis to establish a mixed use overlay zoning district in the downtown area to help enable redevelopment of underutilized industrial space.

MAPC Annual Report prepared and submitted by Marc D. Draisen, Executive Director, Metropolitan Area Planning Council.

PLANNING BOARD

The Planning Board consisting of Chairman, Thomas C. Poppey, Vice Chairman, Thomas M. Burke, Clerk, Michael P. Findlen, Members Arthur A. Spruch and Steven G. McClain, and Associate Member Andrea Langhauser worked together as a cohesive team meeting the planning needs of the Town of Norfolk. The Planning Board this past year took on the arduous task of revising the 1992 Master Plan with a sub-committee led by former Planning Board member Robert E. Nicodemus along with Walter Byron, Robert E. Nicodemus along with Walter Byron, Lori Scholl, Marie Chiofolo, Jack Hathaway, Amy Love and Jason Talerman. A town resident survey was conducted during the summer months and open forums were held at the library during the fall to acquire information and feedback from the public on their view of town goals for growth. Four resident forums and one business/major landowner forums were conducted. Feedback obtained through the process will be incorporated by the Planning Board to develop a Master Plan allowing Norfolk to continue to be a desirable place to live.

During 2006 the Planning Board received applications for decisions on nearly 200 residential and commercial acres of land. Three site plans were submitted for the Town Center and two commercial site plans for the newly permitted Shire Industrial Park off of Route 1A. Commercial growth was permitted for an additional building to be added to the Colonial Fence site on Pine Street, to GeoLogic Earth Exploration Services on Sherwood Road and the corporate headquarters of CEI Boston at Shire Industrial Park. Public hearings were closed for IBITE LLC also at Shire Industrial Park and started for Petrucci Construction on Sherwood Road.

Under the leadership of Chairman Poppey, Planning Board members attended meetings in support of Norfolk's interest at the public hearings in Foxboro for the Patriot Place Mall under review by the Town of Foxboro Planning Board. The Planning Board anticipates material impact to the Town of Norfolk as a result of this project and has worked collaboratively with the Board of Selectman, Town Administrator, DPW Director and other boards and committees to represent the interests of Norfolk.

Associate member Andrea Langhauser continued as the Planning Board's representative to the Community Preservation Committee. Steven McClain has been appointed to both the Zoning By-Law Study Committee and the Affordable Housing Committee. Thomas Burke represents the Planning Board at

all earth removal hearings called by the Board of Selectmen and the Planning Board appointed Robert E. Nicodemus to the Design Review Board. All members of the Board devote their personal time to attending internal roundtable meetings with prospective developers and appear at additional boards and committees as needed.

As required by law, the Planning Board provided leadership and feedback on proposed zoning changes including parking requirements in the B-1 (Town Center) district, sign sizes and to become the Special Granting Authority for special permits relating to signage. With the assistance of the Planning Board's consulting planner, Gino D. Carlucci, Jr. of PGCA, Franklin, the Planning Board was successful at the 2006 Fall Town Meeting to enhance and strengthen the existing inclusionary zoning requiring affordable housing. The enhanced zoning will require 10% of units to be established as affordable for residential subdivisions of 10 or more units. A proposed change to eliminate frontage roads in the C-1 district (Routes 115 and 1A) was not supported by the Board, and subsequently defeated at Town Meeting, due to long term planning of vehicular circulation and safety concerns.

Mr. Carlucci offered his expertise with the Master Plan Sub-Committee and participated in grant writing for various programs as well. With Mr. Carlucci's assistance a joint grant was provided to the Towns of Norfolk and Walpole for a study of the property formerly used as Southwood Hospital off of Route 1A.

Despite the slow real estate market and some significant weather events, the Planning Board along with their consulting engineers, President Thomas C. Houston and Vice President David Sanderson, PSC, P.C. of Foxboro, continued to oversee subdivisions under construction including Preserve at Keeney Pond, Bristol Pond Estates off of Marshall Street, Old Mill Meadow an extension of Old Mill Road, Christina Estates, Avoca Village off of Park Street and Canterbury Estates on Main Street. Street acceptance was approved at the 2006 fall Town Meeting for Ivy Court at the Spruce Acres subdivision. Estate lot special permits were granted for lots on Applewood Road and Bridie Lane. The Pin Oaks age-restricted residential development by Oxbow Development is nearing completion and the abutting Village at River's Edge by DiPlacido Development Corporation encompassing some 51 acres with 136 age-restricted residential units commenced construction. Upon completion, the Village at River's Edge will have

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a commercial area of about 25,000 square feet of landscaped space, a restaurant and a clubhouse. A small wastewater treatment plant is permitted for use at the development.

In efforts to advocate involvement by town residents, the Planning Board sponsored a table during the rededication of the Town Hill and Community Day offering a preview of developments being considered or under review. Planning Board Member Steven McClain was on hand to offer information to town residents on developments and the Planning Board Rules and Regulations. The Planning Board continues to receive positive feedback for the detail comprising its publication of the Rules and Regulations. Utilizing the latest available information technology, the Planning Board office staff of Jan Quinlan and Janet Lamonica, is tasked with updating the Planning Board's webpage on the VirtualNorfolk website and for electronically filing information, budgeting, invoicing and maintaining day to day contact on behalf of the elected members of the Planning Board.

A steady pace continues in the permitting process for development of the Town Center, known as Norfolk Commons. Anticipating a fall 2007 grand opening, Stop & Shop submitted a site plan application to construct a 55,000 square foot supermarket with associated parking, landscaping and utility infrastructure to be located at the corner of Liberty Lane and Meetinghouse Road. The supermarket has gone through the scrutiny of the Design Review Board and received two special permits from the Zoning Board of Appeals. Upon completion, Norfolk Commons is expected to contain 88,400 square feet for a grocery store, variety store, multiple retail establishments and a restaurant. An information kiosk is also being planned by the developer with a stairway in the back of the lot giving pedestrian access from the Town Hall. Combining the recent addition to the library, residents in the condominiums of Norfolk Commons at the top of the hill, the train stop and the existing businesses in the town center, the Planning Board envisions a pedestrian friendly town center as a jewel around which the Town of Norfolk will continue to evolve.

PERMANENT BUILDING COMMITTEE

During the first half of 2006, the PBC worked with G & R Construction and Daedalus Projects Incorporated to resolve several minor issues at the newly expanded Public Library.

These issues included such items as exit sign adjustments, additional roof ventilation, and furniture problems. The Committee worked closely with all parties to resolve all outstanding issues and a final Certificate of Occupancy was issued in March. The PBC was extremely pleased with the efforts and cooperation of both the Project Management firm, Daedalus Projects Incorporated of Boston, Massachusetts, and the General Contractor, G & R Construction Inc. of Braintree, Massachusetts.

The second half of the year was relatively quiet. The Committee worked with Library Officials and local Architect Arlen Li regarding the schoolhouse restoration project at the Library.

Other projects on the horizon include a new Fire & Police facility and a new Elementary School.

Respectfully Submitted,

Robert P. Lowndes, Chair
Lawrence Cheever
John Wayne
Leo Bedard

NORFOLK RECREATION COMMISSION

The Norfolk Recreation Department reports to the Recreation Commission that consists of five elected commissioners each with a three-year term. The Recreation Director, Ann Proto, and the Assistant Director, Kathy O'Brien manage the department and oversee the department's programs and projects.

Norfolk Recreation offers programs for all ages in the areas of sports, fitness, arts, crafts and educational and enrichment choices. Programs are self-supporting through a 53D Revolving Fund.

Our program brochures are published and mailed three times per year. Each brochure offers approximately 50 classes per season. In 2006, slightly over 4000 registrations were received for fee-based programs. Norfolk Youth Basketball premiered in 2006 with a first year enrollment of close to 200 grade school children.

The Recreation Department uses several locations for programs. In addition to our offices and the adjacent Multi-purpose room, we use the old Town Hall, the schools, the Freeman Centennial fields, and the Pond Street Recreation Complex. We have also teamed with local organizations such as the Franklin Branch of the Hockomock YMCA and the Adirondack Club in the effort to diversify offerings and promote a wider variety of choices for our residents.

The Recreation Department sponsored and funded the Summer Concert Series, the Supervised Summer Playground, the Easter Egg Hunt, and the Tree Lighting Celebration. Larger improvements funded by Norfolk Recreation in 2006 include the continued replacement of team benches, new bleachers at Pond Street and each playground received new, protective surfacing.

The Recreation Commission allocates Norfolk playing fields at the school and Pond Street. Field space is now close to full utilization. Norfolk youth and adult sports organizations have over 2500 players using these for practices and games each week. Field Allocation meetings are held three times a year. Organizations

with Norfolk youth are given first priority. Field condition and maintenance is a top priority of the Commission. We work closely with the Department of Public Works and the sport organizations to maintain the fields and park areas. To offset field maintenance costs, user fees are collected from all sports organizations with dedicated field time. Field User fees are \$8 per participant per sport per season for residents and \$10 for non-residents.

Norfolk Recreation is pursuing completing the Pond St. Complex with a building that would house bathrooms, a concession stand, a multi-purpose room, and storage. The completion of this building would allow for full utilization of the Pond St. Complex and allow us to discontinue programs at the Old Town Hall.

Sign Sponsorships were introduced at Pond Street this year. Many local businesses and organizations purchased sponsorships and thus supported our field improvements.

At the May 2006 Town Meeting, CPA money was voted on to make improvements to Town Pond. We are continuing to work with Massachusetts Fisheries and Wildlife to make the Town Pond an enjoyable and accessible recreation area for the residents.

The Recreation Department and Commission recognizes with gratitude the ongoing support and expertise received from several town departments, boards, and organizations. This past year monetary and service donations were received from Norfolk Community League, The Lions Club, The Leos Club, Norfolk Baseball, Norfolk Softball, the Massachusetts Cultural Council and the Adirondack Club. Norfolk Soccer donated over \$6000 for the flagpole at the Pond Street Complex.

Norfolk Recreation is greatly appreciative of the support we receive from our citizens and looks forward to continuing the promotion of community recreation, spirit, health and opportunity.

Respectfully submitted,
Todd Chisholm, Chairperson, Tom Terpstra, Noelle Tonelli, Donnie Owen and Jim Fox

ZONING BOARD OF APPEALS

The Zoning Board of Appeals consists of 5 Full Members with a term of 5 years and 2 Associate Members with a term of 1 year. The Board meets regularly once per month on the 3rd Wednesday of the month unless the work load dictates additional meetings. The Board hears petitions for Variances, Special Permits, Comprehensive Permits and Appeals of the Building Inspector's decisions. The Building Inspector is the Zoning Enforcement Officer.

During the 2006 calendar year the Board received twelve (12) applications for hearings. Two (2) applications for variances, and ten (10) applications for special permits. One Variance was denied and the public hearing for the other variance request will commence in January of 2007. The Board also granted nine (9) Special Permits with one special permit request still pending. The Board also granted two (2) extensions of a Special Permit. The two (2) Special Permit Extensions and four (4) of the Special Permits were for commercial development.

The Board also heard and granted three (3) requests for modifications to the 2004 Comprehensive Permit issued to Norfolk Condominiums, a 44 unit 40B project located in the center of Town. The Zoning Board of Appeals also issued a comprehensive permit to Norfolk Landing LLC in October of 2006 for a 28 lot 40B project located off Priscilla Avenue and River Road. Seven (7) 3 bedroom units will remain affordable in perpetuity.

The Board also reviewed and approved the marketing plan for Norfolk Condominiums and monitored the first affordable housing lottery for the Norfolk Condominium project. One of the conditions of the Comprehensive Permit requires that \$10,000 be deposited to the Affordable Housing Fund upon the sale of each of the 44 units. At the end of the 2006 calendar year, \$30,000 had been collected and deposited into the affordable housing fund. At present, Norfolk is 3.1% towards its goal of 10% affordable housing inventory. This number does not count the Norfolk Landing or the Norfolk Condominium projects.

Full Member Robert Garrity, was appointed by the Board of Appeals to be a representative to the seven (7) member Affordable Housing Committee recently formed by the Board of Selectmen. It is anticipated that the Board of Appeals and the Affordable Housing Committee will be working closely with each other to achieve common goals.

The Board wishes to thank Attorney Daniel Hill from Anderson & Kreiger and Attorney Jason Talerman, who provided and continue to provide invaluable legal assistance to the Board of Appeals during the Norfolk Landing and Norfolk Condominium comprehensive permit hearings respectively. We also thank our engineering and inspection consultants, Tom Houston and Dave Sanderson of Professional Services Corporation of Foxboro, MA for their expertise and timely responsiveness to our Board during the pre and post permit reviews of our Comprehensive Permit projects.

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BOARD OF HEALTH

The Board of Health's mission, under the excellent guidance of the elected board members, is to promote good public health, prevent disease and protect the environment. This is carried out through routine inspections, investigating complaints, plan review, overseeing many programs and regulations (local and state), educating our residents and businesses, and serving the public.

APPOINTMENTS

Board of Health Agents:
Betsy J. Fijol – Administrator/Agent
William R. Domey – Health Agent
Hilary Penlington – Animal Advisor
Marie Chiofolo – Burial Permits
Gail Bernardo – Burial Permits
James F. Delaney – Burial Agent
Mark Oram – Sanitarian

Zoning By-law Study Committee Rep:
Peter Chipman

PERMITS AND LICENSES ISSUED

	2005	2006
Burial Permits	7	11
Form I.0 (Review for home Improvement)	74	61
Perc Testing	126	95
Well Permits	13	13
Septic System Permits:		
New Construction	28	23
Upgrades	39	39
Component Replacements	18	22
Site Plan Reviews	4	7
Subdivision Reviews	9	5
Variance Hearings	5	14
Food Establishments	27	32
Tobacco Sales	5	5
Refuse Haulers	8	8
Septic Installers	66	65
Septage Pumpers	14	16
Camps	2	5
Massage Therapists	8	7
Massage Estab.	3	3

FINANCES

FY 2006 Fees collected	\$74,435.00
FY 2006 Total budget	\$82,407.00

OTHER BOARD ISSUES

The Board of Health sponsored its annual Rabies Clinic on April 8, 2006 at the Highway Department garage. Dr. Shelly Sandler, D.V.M. and staff vaccinated a total of 30 dogs and cats.

The Board of Health also sponsored a Flu Clinic in November 2006 at the Senior Center. The Walpole Area VNA provided vaccinations to more than 180 residents. Many thanks to the VNA, Council on Aging, and the volunteers that make this event possible.

Please consult our web page at www.virtualnorfolk.org or contact our assistant, Betsy Fijol, for information about current public health concerns, applications, regulations and the services the Board of Health provides all Norfolk residents.

Respectfully submitted,

Norfolk Board of Health

COMMUNITY PRESERVATION COMMITTEE

The Community Preservation Committee meets monthly at Town Hall and is comprised of a combination of at-large members and members appointed by certain existing Boards and Commissions in Town. In the five years since the adoption of the CPA by the voters in Norfolk, we have collected more than \$3 million in funds, with 50% of that sum coming from State matching funds. As of the end of December 2006, we have a unencumbered balance of nearly \$800,000, having spent or allocated about \$1.25 million for projects that fall under our legislated priorities, including open space and recreation, affordable housing, and historic preservation.

During the past year, the Community Preservation Committee has been reviewing funding applications and working with various groups in Town to identify opportunities to expend the CPA funds for projects that are consistent with the mission of the CPA and that will have long-term benefits for the Town of Norfolk. Highlights of the year's activities include:

- At the May Town Meeting, voters approved CPA expenditures of \$91,000 for the facilities and historic renovation of the Grange Hall.
- May Town Meeting voters also approved CPA spending of \$85,000 for the revitalization of Town Pond for swimming, fishing and outdoor recreation activities.
- Renewed our commitment to affordable housing by continuing to offer the Down Payment Assistance program (\$100,000).
- Had discussions with owners of several parcels of land in Norfolk, exploring conservation and acquisition options.
- The restoration of the interior of the old schoolhouse within the new library, which was previously funded, is ongoing.
- After a review of the merits of the Weeber property, off Chicatabut Avenue and Churchill Road, and adjacent to Jane & Paul's Farm, the CPC brought the proposed purchase to Town Meeting on January 31, 2006. The town voted to acquire the 28.5-acre parcel (\$103,700).

- The Historical Commission received the final report on Norfolk's historic properties titled, "Communitywide Comprehensive Historic Properties Survey," which was funded with CPA monies. It suggested 13 individual buildings to be nominated for listing on the National Register of Historic Places and the boundaries for four National Register Historic Districts. A copy of the survey is available in the Norfolk Library.
- CPA funding assisted a Norfolk Boy Scout in completing his Eagle Scout project – the repair and painting of the exterior of the historic Tramp House.

Please visit www.virtualnorfolk.org and view our meeting schedule along with our downloadable forms for projects and applications.

We encourage people to get involved with our committee and to bring ideas to us for possible projects. We appreciate the support of the Town of Norfolk and look forward to continuing our efforts in 2007.

Respectfully submitted,

Community Preservation Committee

At large members:

Paul Terrio, Chairman - Precinct 1
Kevin Hughes - Precinct 2
Cyndi Andrade - Precinct 3
Richard Connors - Precinct 4

Board and commission appointees

Andrea Langhauser - Planning Board
Betsy Pyne - Historical Commission
Tom Terpstra - Recreation Commission
Scott Dittrich - Housing Authority
Jason Talerman - Conservation Commission

HUMAN RESOURCES

NORFOLK COUNCIL ON AGING

The Council on Aging is made up of 11 members appointed by the Board of Selectmen. The Council appoints an undesignated number of Associate Members. The mission of the Norfolk Council on Aging is to serve as an advocate to ensure that the town's seniors have the opportunity to live with independence, dignity and security. The Council works closely with the Friends of the Norfolk Council on Aging, the Massachusetts Office of Elder Affairs, area agencies, state legislators and local officials to ensure that a wide range of activities are provided.

The Council employs a full time Executive Director, a part-time Secretary, a part-time bus driver, and two 20-hour-a-month Outreach Workers.

The Council received a formula grant from the Executive Office of Elder Affairs (MCOA) in the amount of \$5,177.00, which was used for mileage and extra hours for the outreach program, annual dues to MCOA, and MCOA convention expenses.

Programs and services provided by the Council include general information, referrals to other agencies, outreach program, caregiver support, food shopping, health screenings, fitness programs, intergenerational programs, tax relief program, fuel assistance, transportation, congregate meals, home delivered meals, community education, legal assistance, monthly newsletter, recreation,

social events, and swimming at the Wrentham Developmental Center pool and the YMCA pool in Walpole. The Council also provides services to non-seniors for such things as fuel assistance and general information.

New programs in 2006 are a men's club, knitting club, book club, haircuts, walk club and massage sessions.

Silver Set Gazette monthly video on Cable is in its third year of production with board member Richard Connors and the Executive Director as hosts.

The Council on Aging would like to acknowledge the ongoing assistance of the Highway Department, the Board of Health and Walpole Visiting Nurses for sponsoring health clinics, the Fire & Police Departments, HESSCO (Health and Social Services Consortium, Inc.), the Executive Office of Elder Affairs, Norfolk Community TV, the Friends of the Council on Aging, all the citizens of Norfolk and our many volunteers who helped to make the Senior Center a home away from home.

We wish to recognize our former bus driver who passed away this year. Alfred Ouellette will be long remembered for his dedication to Norfolk seniors.

The Council on Aging meets on the third Monday of each month at the Senior Center at 9:30 a.m. All are welcome to attend.

NORFOLK COUNTY MOSQUITO CONTROL

The operational program of the Project integrates all proven technologies into an Integrated Pest Management (IPM) system of mosquito control and vector management that is rational, environmentally sensitive and cost effective.

All mosquito eggs need water to hatch and to sustain larval growth.

Water Management Activities: An important component of our IPM approach is the management of shallow, standing, stagnant water, and the maintenance of existing flow systems which if neglected can contribute to mosquito breeding. In addition to normal drainage system maintenance, Project personnel advised residents on removal of water holding artificial containers on their property for the purpose of eliminating potential West Nile virus mosquito breeding habitat.

Drainage ditches checked/cleaned	4,360 feet
Culverts checked/cleaned	28 culverts

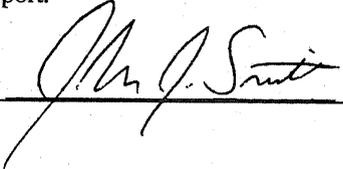
Larval Control: Treatment of mosquito larvae during aquatic development is the next most effective control effort. The products used during these applications were Bti and Methoprene.

Aerial larvicide applications	690 acres
Larval control using briquette & granular applications	2.52 acres
Rain Basin treatments using briquettes (West Nile virus control)	659 basins

Adult Control: The suppression of flying adult mosquitoes becomes necessary when they are numerous, annoying, and/or threaten public health. The product used during these applications was Sumithrin.

Adult control aerosol applications from trucks	8,089 acres
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Surveillance: Surveys, inspections, and monitoring in support of our program include GIS mapping of breeding areas, larval and adult collections, and fieldwork evaluations leading to better water management. West Nile virus and Eastern Equine Encephalitis have been active in Norfolk County over the past several years which has resulted in an expansion of the surveillance program in collaboration with the Massachusetts Department of Public Health (MDPH), State Laboratory Institute. MDPH has requested that the Norfolk County Mosquito Control Project expand mosquito surveillance across the county for the purpose of detecting viruses in collected mosquitoes as an early warning system for the residents of the county. Considerable manpower has been reallocated to these efforts, which is not reflected in this report.

Respectfully submitted,  John J. Smith, Director

HUMAN RESOURCES

NORFOLK HISTORICAL COMMISSION

Eisner Property: The NHC in conjunction with the home owner Ron Eisner enacted a preservation restriction on the historic Henry Kirk Pond home and property at 48 Everett Street. Account books of the Pond family dated 1840, contain records of the materials used in the construction of this house and the dates pertaining to its construction. They also list business records for a boot shop that was present at one time at this site. This is a rare example of the English Cottage style of architecture in a relatively untouched state of preservation. This represents one of the most important milestones in our efforts to preserve Norfolk historic properties. The Eisner Family has had roots in our community for over 74 years and the Pond family before them stretched well back into the 19th century.

Historic Surveys: Kathleen Broomer completed her project to update our historic survey forms and issued a final report to the NHC and the MA Historical Commission. Surveys were completed on area farms, land - the airport property, and over 150 buildings in Norfolk with significant updates added, especially for many properties in the western part of town. Recommendations for the National Registry listings included 19 properties with potential Historical Sections to potentially include Norfolk Center, Stony Brook, and the Leland areas. Also of note was her reference to the fact that there are only two other Tramp Houses, outside of Norfolk - known to have been preserved within the state of Massachusetts.

Library School House: Funds to finish the interior of the school house were appropriated by the CPC. The NHC will oversee efforts to preserve and restore the original North Street school house which has been incorporated - a building within a building, into the structure of the new Norfolk Town Library

Town Hill Celebration: Thelma Ravinski and Betsy Pyne gave outstanding historical presentations regarding Norfolk history at the townwide celebration rededicating the Norfolk Town Hill in September.

Tramp House Restoration: The painting and restoration of the Tramp House was completed as a Boy Scout Eagle Project by Kurt Seigmann. The project was highlighted in an article in our local newspaper *The Norfolk Boomerang*.

Federated Church: A hand painted wooden historic marker placard was designed, produced and installed at the Federated Church to replace their worn, aging sign.

Indians: We foresee great interest and research needed regarding the early Indian populations in the Norfolk area. The NHC website has been significantly updated in this regard and will continue to be expanded going forward.

Future Plans: Future plans include publishing articles of historic interest in *The Norfolk Boomerang* and producing other educational media for the town. Adding information and resources to greatly expand the local history section at the Norfolk Public Library, updating the NHC website and further analyzing the historic properties in and around Camger at City Mills, Buckley and Mann in the Bush, Highland Lake Paper Company at Highland Lake, in particular, as well as a further research at the Mirror and Populatic Lakes areas.

NORFOLK HOUSING AUTHORITY

The following officers were duly elected at the annual meeting of the Norfolk Housing Authority held on May 4, 2006:

Scott Dittrich, Chairman
Robert Shannon, Vice Chairman
Walter Zagieboylo, Treasurer
David Smith, Assistant Treasurer
William Crane, Secretary

Staff:

Jan Moore, Executive Director, PHM
Muriel St.Amand, Administrative Assistant
Richard Bracker, Maintenance
John Doyle, Maintenance

NORFOLK HOUSING AUTHORITY PROPERTY:

The Norfolk Housing Authority manages 84 units of State Aided housing. We are a self-sufficient unsubsidized Housing Authority. Presently, we have 64 units at Hillcrest Village, located on Rockwood Road; our residents are Elderly and Disabled/Handicapped. Our Family development, Pine Knoll, located on Arnold Road, contains 20 residences of two and three bedroom units. Waiting lists are kept for both properties and applications may be obtained at the Housing Authority office at Hillcrest Village or mailed by request. We can be reached at 528-4800, 8:00 am to 1:00 p.m. daily. All applicants interested in residing at Hillcrest Village will find our waiting list to be about a six month to one year wait for an apartment. Our Family waiting list is about a two to three year wait. Both waiting lists give a priority to those applicants who currently live or work in the town of Norfolk.

Our mission is to provide Affordable Housing in the Town of Norfolk. Our Board members have

been appointed to several Town Committee's such as the Community Preservation Committee and the Affordable Housing Committee. All members are working diligently to provide more affordable housing opportunities in the town of Norfolk.

SPECIAL THANKS:

Saint Jude's Confirmation students and staff for delivering Easter, Thanksgiving and Christmas Baskets to our Elderly and Family Developments. You provided for those who may not have had a Holiday dinner. Thank you for your generosity and kindness.

The Board of Commissioners, staff and residents wish to express their appreciation to the dedicated Police, Fire and Department of Public Works personnel for their concern and service. The Housing Authority also wishes to commend and thank Norfolk Together, the Norfolk Community League, Saint Jude's Parish, the Federated Church, the Girl Scouts, the Boy Scouts, the SAC program and children, and the Council on Aging for their continued support, outreach and care of our residents. Thank you to the Members of the Grange Hall who so generously allowed us the use of the Hall for the reception following the funeral for our Executive Director, Jan Moore.

The Norfolk Housing Authority remains committed to serving the Norfolk Community and it's residents with affordable housing opportunities. Our regular meetings are held the first Tuesday of each month at 6:00pm at Hillcrest Village, 33 Rockwood Road.

Respectfully submitted,
Muriel St. Amand,
Acting Executive Director

HUMAN RESOURCES

SELF-HELP, INC.

During the program year ending September 30, 2006 Self Help, Inc., received a total funding of approximately \$21M and provided direct services to 23,977 limited income households in the area.

In the TOWN OF NORFOLK Self Help, Inc. provided services totaling \$102,316 to 231 households during program year 2006.

Self Help's total funding of \$21,006,167 does not tell the real value of services delivered to the area as a whole. This funding enabled us to mobilize an additional \$1,370,659 of other community resources such as, volunteers, donations of space, and private donations in the form of goods and services. Therefore, the total impact of Self Help, Inc., during the past program year was \$22,346,826.

In addition, Self Help currently employs 250 individuals. Many of these individuals are of limited income, and most reside in our service area.

We feel that October 1, 2005 through September 30, 2006 was a successful program year for us because we were able to assist as many individuals and/or families as we did, regardless of the challenges of being a human service provider.

We thank the Town of Norfolk and all the volunteers for helping us to make fiscal year 2006 a successful one.

Respectfully submitted,

Norma Wang
Executive Assistant/Human Resource Manager

SOUTH NORFOLK COUNTY ASSOCIATION FOR RETARDED CITIZENS, INC.

Over 50 Years of Accomplishments –
The Experience to Face Tomorrow's Challenges
www.snarc.org

With funding through the Town of Norfolk, the South Norfolk County Association for Retarded Citizens (SNCARC) provides and supports services to citizens of Norfolk who are disabled by mental retardation or other developmental disabilities. SNCARC is a private, non-profit membership-based organization founded in 1954 by local parents. For more than half a century SNCARC has been, and continues to be, governed by the family members of the individuals we serve. It is a testament to the good works we perform that the town of Norfolk, along with the other eleven towns we serve, continues to provide the vital funding support as it has done for over thirty years.

Our mission is, **“To advocate for and provide supports and services to people disabled by mental retardation and other developmental disabilities and to their families.”**

Supports and services provided by SNCARC to the citizens of Norfolk include:

FAMILY SUPPORT AND RESPIRE CARE:

SNCARC provides temporary in-home or out-of-home professional care and training for children and adults with mental retardation or other developmental disabilities on a planned or emergency basis. It operates after-school and school vacation week programs for children, provides a wide range of support groups for families and operates a resource center for parents and professionals at our home facility in Westwood.

FAMILY AUTISM CENTER:

The SNCARC Family Autism Center implements high quality programs, services and environments for all persons with an Autism Spectrum Disorder. This program provides individuals with autism, their families and the general community with information and referral services, educational services, parent and sibling support groups and a resource library with Internet access.

AUTISM AND LAW ENFORCEMENT EDUCATION COALITION (ALEC)

ALEC is a collaboration of the Family Autism Center with the office of Norfolk County District Attorney, William R. Keating and local fire and police precincts. ALEC training helps foster a deeper understanding of ASD among public safety and law enforcement personnel. Training is available for police officers, emergency room personnel and firefighters, using curriculum and videos specific to each group. Presenters are first responders with direct knowledge of ASD through a family member.

SOCIAL-RECREATIONAL PROGRAMS:

SNCARC provides special after-school and evening education classes, sports activities, social clubs and events, and special summer programs for individuals with mental retardation. A principal component of these programs is one-to-one volunteer friendships (citizen advocacy).

ADVOCACY:

SNCARC provides specialized education, information and referral services, social support, as well as legal, financial and other consultation support. This program also provides self-advocacy training to individuals and advocacy support to families with members who are disabled by mental retardation or other developmental disabilities.

CLINICAL RESOURCE PROGRAM:

SNCARC provides behavioral and other psychological counseling and psychiatric services for children and adults with mental retardation and other developmental disabilities and their families.

RESIDENTIAL MANAGEMENT:

SNCARC provides Residential Management Services for residential homes and apartments housing individuals with mental retardation.

DAY HABILITATION PROGRAM:

SNCARC provides educational and therapeutic services for adults with severe and multiple developmental disabilities. The program works to help individuals improve their communication skills, physical well being, domestic and self-care skills, community living skills and social skills. This program includes a component for individuals who are elderly and disabled by mental retardation. Its primary objective is to enable these individuals to continue to maintain their functional and social skills and to meaningfully participate in the life of their community.

HUMAN RESOURCES

Services supported by SNCARC through its affiliate Lifeworks:

VOCATIONAL TRAINING AND JOB PLACEMENT PROGRAMS:

Lifeworks Employment Services provides vocational rehabilitation for mentally retarded persons age 18 and over. These services include vocational evaluation, work adjustment training, sheltered employment, transitional or supported employment and competitive job placement and follow-up support.

RESIDENTIAL PROGRAMS:

Lifeworks Residential Programs provides home-like environments and supervision, care and training in

independent living skills, functional academics and social skills. These programs include community residences and supervised apartments (both with 24-hour staffing) and cooperative apartments (with staff assistance less than 24 hours per day).

Norfolk residents who wish to visit or learn more about our programs or who wish to request services for someone disabled by mental retardation or other developmental disability should contact us at (781) 762-4001.

Respectfully submitted,
William F. Abel, Ph.D.
President

WALPOLE AREA VISITING NURSE ASSOCIATION

The Walpole Area VNA completed the year 2006, with relative stability. The agency and the Board of Health were challenged, again, this fall by the timing of the distribution of flu vaccine. There was also a 10% increase in the number of reports of communicable disease in 2006.

The Walpole Area VNA is a Medicare and Medicaid Certified Agency. The quality of care is reflected in client satisfaction surveys and letters of appreciation from patients. Again, this year, the Walpole Area VNA received a Pinnacle Award for excellence in patient satisfaction and is ranked in the top 10% of benchmark agencies, nationwide. The major strength of the VNA continues to be the competent, professional and highly committed staff.

The Walpole Area VNA provides programs in health promotion to all age groups in addition to traditional home health services. The three major components of the Health Promotion Program are:

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 the program is to assess changes in physical condition, prevent complications and prevent unnecessary hospitalizations. Ambulatory residents are seen for physical assessment and health

counseling at the senior citizen clinics, held at the Federated Church the third Wednesday of every month.

Maternal / Child Health: Promotion of the health and stability of the family during the periods of reproductive maturation, pregnancy, childbirth, the postpartum period and the child rearing years. Services are provided by a maternal / child health nurse specialist and a lactation consultant, through home visits.

Communicable Disease: Prevention and control of communicable disease through case finding, education and provision of follow-up care, consistent with public health practice.

Public Health: Promotion of health awareness for the prevention of serious illnesses. Periodic hypertension, diabetes and bodyfat screenings are held at the clinics and in the community. The annual flu clinic was held in November. The pneumonia vaccine was offered at the WAVNA office this year.

The Town of Norfolk Public health Statistics for 2006 are as follows:

SERVICE	VISITS
Home Visits/Health Maintenance	1
Maternal/Child Health Visits	0
Communicable Disease Follow-Up	43
Senior Citizen Clinics	79
Flu Vaccine	181
Pneumonia Vaccine	

DEPARTMENT OF VETERANS' SERVICES

Your local Veterans' Service Officer is committed to assist our needy veterans and dependents, with the same concern and compassion that the Commonwealth of Massachusetts Executive Office and the Massachusetts House and Senate had when aid and assistance programs for our veterans were first established in the Commonwealth. Many reforms and changes have been made to improve the delivery of services. Today, with the continued support of the Commonwealth and its legislators, your Veterans' Service Officer is meeting the needs of our former service personnel.

Your Veterans' Service Officer administers many varied entitlement programs and for this reason, your local Department of Veterans' Services is considered a one-stop center. In addition to the duties to aid, assist and advise, as stated in Chapter 115, Massachusetts General Law, your Veterans' Service Officer counsels, files claims, and explores every avenue leading to the resources and revenue available for the veteran. The veteran or dependent of the veteran must be motivated to realize and be aware of his or her own assets. Where rehabilitation may be required, proper attention is given to that need, while treating the veteran or his dependent with dignity and courtesy. Our services to veterans and to their dependents are a record of which we are proud. Your Veterans' Service Officer will continue to meet his responsibility to the taxpayer with diligence, keeping in mind that monies received from other resources will reduce the financial responsibility to the Town.

Major changes in Massachusetts General Law, Chapter 115, affecting all veterans within the Commonwealth of Massachusetts include:

1. We now have two State cemeteries
2. Reimbursement to cities and town, 75% of the cost of flags for flagging veteran's gravesites on Memorial Day.

3. Reimbursement to each city and town 100% for training programs for veterans service officers.
4. Increase in real estate tax abatement for certain disabled veterans.
5. Granting surviving spouse of certain disabled veterans the same real estate tax abatement that the veterans received while alive.
6. Increased annuity payments to \$2,000.00, including all 100% disabled veterans, gold star parents and gold star spouses of eligible deceased veteran's, c 115, sec 6a, 6b, and 6c
7. An increase in Burial Allowance to \$2,000.00
8. Peacetime Veterans now qualify for c115 State Benefits.
9. Established and funded a Women's Outreach Program
10. Welcome Home Bonus-c 130 Acts of 2005-\$1,000.00--\$500.00
11. Compilation of all veterans of all wars.
12. Established veterans web site

My thanks to the Board of Selectmen for their understanding of the needs of veterans and for their continued support to insure those Veterans Service Department's justifiable monetary benefits are met. The Department of Veterans' Services and the Town will continue to fulfill the needs of those who served. The Department of Veterans' Services will continue to provide service to our Veterans and their dependents, being aware of the fact that our services have constantly increased. It is, therefore, necessary to emphasize the quality of services and continue with our best effort to maintain an efficient and economical Veterans Assistance Program.

Respectfully submitted,

Anthony J. Mastroianni
Veterans' Service Officer

CONSERVATION COMMISSION

The 2006 Norfolk Conservation Commission consists of seven (7) members whose members are appointed for three year staggered terms by the Board of Selectmen. The Commission meets twice monthly on the 2nd and 4th Wednesdays of the month. The Commission reserves the 4th Wednesday of the month for public hearings.

The jurisdictional responsibilities are guided by the Norfolk Wetlands Protection Bylaw and the State Wetlands act, as most recently revised and their promulgated regulations and the Department of Environmental Protection's Program Policies. The Commission also acts as the managers and stewards of open space in Norfolk.

During the 2006 calendar year, the Commission conducted public hearings for 38 wetland cases. The filings were for projects such as wetland resource delineations (1) septic repairs (5), new dwellings (11), additions (6), wetland crossings (4), trail improvements (1), environmental cleanups (1), infrastructure improvements (4), building removal (1), vegetation removal (1), and three (3) Requests for Determinations. Of those filings there were four (4) withdrawals.

The Commission also hired a part time (20 hour per week) conservation agent, Janet Delonga, who until recently was also the part time conservation agent for the town of Holbrook. The agent's hours are Tuesdays and Thursdays from 9:00 a.m. to 12:30 p.m.

In 2006, the Commission gave permission for Eagle Scout candidate, Ian Cronin, of Boy Scout Troop 80 to clean and prune a vegetated area along City Mills Pond to create a scenic area to be used by fishermen, canoeists, kayakers, picnickers and wildlife viewers. Cyndi Andrade, the Commission's Land Management project manager, once again acted as liaison between the Commission and the boy scouts for improvement projects on Conservation Commission managed properties.

The Commission also actively advocated for the preservation of various parcels of open space, including a large undeveloped parcel located between Cleveland and Chicatabut Streets.

The Commission wishes to thank the Department of Public Works and especially Department of Public Works Director Butch Vito Jr. and Tom Benedetti for their maintenance work on the Conservation Commission managed properties.

FINANCES

BOARD OF ASSESSORS

2006 was an exciting year for the Board of Assessors. The year's top event was a town-wide recertification with the Massachusetts Department of Revenue. Please visit our website at www.virtualnorfolk.org for the updated mapping and a new property info page.

Mrs. Donna Putt was elected Chairman with Mrs. Patricia Salamone serving as Clerk, and Mr. John G. Robbins serving as Member.

The Board of Assessors would like to extend thanks to Chief Assessor, Robert Alford II for his professionalism and dedication to the office. Appreciation is also extended to Assessing Technicians, Joan Dooley and Kathleen Mullineaux and Data Collector, Arthur H. Marshall for their knowledge, abilities and service to the public.

As we begin another year, the Board of Assessors and its staff will continue to serve the community in a professional manner.

TREASURER/ COLLECTOR

Two full-time and three part-time employees staff the Town Treasurer/Collector's Office. In addition to the Town Treasurer/Collector, there is an Assistant Town Treasurer/ Collector, two Revenue Collectors and a Payroll Clerk.

Tax related duties and responsibilities focused on billing and collecting real estate, personal property taxes, water payments and motor vehicle taxes. Those collections for the calendar year 2006 amounted to 12 million in tax revenues via online, lockbox, mail and counter payments.

Other tax related responsibilities included the processing of municipal lien certificates, good standing approvals, tax refunds and collecting delinquent taxes and water bills utilizing demand billings, water liens, deputy collections, tax title takings and foreclosures.

The office is also responsible for the receiving of all Town funds; funding and mailing vendor checks for all Town expenditures; investing all Town funds; short and long-term borrowing and the processing of payroll for 300 plus employees.

This year we added to our electronic online payment process, the capability to pay recreation fees along with real estate taxes, motor vehicle taxes, personal property taxes, elementary education fund donations three school tuition fees and water payments.

Respectfully Submitted,

Cheryl Kelley, Town Treasurer/Collector
Kim Dorsheimer, Revenue Collector
Karen Tripp, Revenue Collector

**DIRECTOR OF FINANCE
TOWN ACCOUNTANT**

2006 was again a transition year for the Finance Department. Jack Hathaway appointed me at the end of March. Before coming to Norfolk, I was the Town Accountant in Eastham on Lower Cape Cod. Before working in the municipal finance field, I had worked as an accountant and financial analyst in corporations in Connecticut all my adult life.

Cheryl Kelley was appointed Town Treasurer/Collector in December after Jane Lepardo resigned in order to accept an opportunity in another town. Cheryl is a familiar face to many of you, since she

has been working for the Town of Norfolk for a number of years. I am delighted that she accepted this promotion, and glad to have had an opportunity to recognize Cheryl as a highly valued member of the Finance Department team.

Thanks to all of you who have welcomed me to Norfolk. It has been a pleasure getting to know you.

Respectfully submitted,

Jane Conlon Wall, CPA
Director of Finance and Town Accountant

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, 3, and 4 to assemble in the designated polling places in the H. Olive Day School, 232 Main Street, Norfolk, Massachusetts, on **Tuesday, May 1, 2007 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 8, 2007, at 7:30 p.m. at the King Philip Middle School, 18 King Street, Norfolk, Massachusetts 02056**, for the adjourned business session of the Annual Town Meeting, then and there to act on the following articles commencing with Article 2, viz:

ARTICLE 1

Submitted by the Town Clerk

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

ARTICLE 2

Submitted by the Board of Selectmen

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to pay unpaid bills of a prior year pursuant to Massachusetts General Laws Chapter 44, Section 64; or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board will make its recommendation at Town Meeting when the information regarding unpaid bills of a prior year, if any, will be available.

ARTICLE 3

Submitted by the Board of Selectmen

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to be added to departmental budgets and appropriations for the fiscal year ending on June 30, 2007; or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board will make its recommendation at Town Meeting. At that time the transfer information between budgets, if any, will be available.

ARTICLE 4

Submitted by the Personnel Board

To see if the Town will vote to amend the Town of Norfolk Personnel Bylaws Section X. **COMPENSATION PLAN**, Subsection A. **COMPENSATION SCHEDULE** by applying a general increase of 2.7% to all Steps on the **COMPENSATION SCHEDULE** effective July 1, 2007; or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article that was recommended by the Personnel Board. This compensation increase of 2.7% to all Steps is in line with other Town Departments.

ARTICLE 5

Submitted by the Personnel Board

To see if the Town will vote to amend the Town of Norfolk Personnel Bylaws Section IX, ADMINISTRATION OF THE SALARY CLASSIFICATION PLAN, Subsection C, GRADE SCHEDULE by reclassifying the following positions:

Assistant Town Clerk from Grade 7 to Grade 9

or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. This change in Grade Schedule was recommended by the Personnel Board and is in line with the personnel study done several years ago to standardize how salary classification levels are administered.

ARTICLE 6

Submitted by the Personnel Board

To see if the Town will vote to amend the Town of Norfolk Personnel Bylaws Section IX, ADMINISTRATION OF THE SALARY CLASSIFICATION PLAN, Subsection C, GRADE SCHEDULE by reclassifying the following position:

Assistant Town Accountant from Grade 7 to Grade 8

or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. This Article changes the Personnel Bylaw to reflect the change in the Grade Schedule for re-grading the position from Grade 7 to Grade 8. This is in line with the personnel study done several years ago to standardize how salary classifications levels are administered.

ARTICLE 7

Submitted by the Board of Selectmen

To see if the Town will vote to fix the salary and compensation of all elected officers of the Town as provided for by Massachusetts General Laws, Chapter 41, Section 108; and to authorize any board or committee to employ its members for additional salary or compensation, and to fix the salary or compensation thereof; and further to see what sum of money the Town will raise and appropriate, transfer from any available source of funds, borrow or bond, to defray the departmental and incidental expenses of the Town not otherwise provided for, for the fiscal year commencing on July 1, 2007; or take any other action relative thereto. (Operating Budget)

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends the approval of an Operating Budget for Fiscal Year 2008 of \$27,492,925 which is a 2.5% increase over Fiscal Year 2007. This submission achieves the objective of the Board of Selectmen of a Balanced Budget without a Proposition 2½ Override.

The projected Revenue for the Town grows from \$26,818,982 to \$27,492,925 which totals the 2.5% increase. Key components of the Revenue Budget are: Tax Levy Base, 2 ½% Tax Levy increase, New Growth projections, Chapter 70 Funds, Lottery Income and the use of Free Cash.

The Tax Levy Base projected in the Fiscal Year 2008 Budget grows from \$16,557,821 to \$17,321,655 which is the Property Tax Revenues on the prior levy limit. The Revenue from the 2 ½% Levy increase is \$433,041 which is an approximate \$19,000 increase from the prior year.

New Growth is projected to be \$350,000. This is equal to the prior year's estimate and is based upon a rebound in new construction and building permits.

Chapter 70 (State Aid for Education) is expected to be 2.4% higher than the prior year.

The Lottery Income is projected to be \$20,000 higher than the prior year.

Finally, the use of Free Cash assumed in order to balance the budget is projected to be \$341,000 versus the use of Free Cash in last year's budget of \$400,000. Optimally, the Advisory Board and the Town would hope to have a balanced budget without the use of Free Cash.

With a Balanced Budget, the Fiscal Year 2008 Operating Budget is \$27,492,925 which is a 2½% increase versus Fiscal Year 2007. The key components of the Operating Budget are General Government, Public Safety, Education, Public Works, Human Services, Culture and Recreation, Fixed Costs and Debt Service. The Budget guidelines given out by the Board of Selectmen at the start of this process was to have a Level Funded Budget and not a Level Services Budget. The goal of which was to achieve a Balanced Budget without a Proposition 2½ Override. The resulting Budget achieved this goal and would be characterized as a Budget between a Level Funded Budget and a Level Services Budget.

The General Government Operating Budget of \$1,813,005 is a 3.8% increase versus the prior year. Key drivers of the increase are: \$10,000 budgeted for negotiations of the new Cable TV Contract, an increase in the Advisory Board Reserve Fund Budget and an increase in the Facility Management Budget.

The Public Safety Budget is projected at \$3,175,934 which is a 3.47% increase versus Fiscal Year 2007. The key issues with this increase are the contractual salary increases in the Police and Fire Departments.

The total Education Budget for the Town of Norfolk is \$15,617,023 which is a 1.4% increase versus Fiscal Year 2007. The Norfolk Elementary School is budgeted at a .8% increase. The Elementary School Budget reflects a strategic re-structuring of the school's organization. This re-structuring results in the elimination of 19 Teaching Aide positions and an improved utilization of Aides in the Special Education Program. In addition, significant savings versus the prior year are projected in the Special Education Budget in reducing the Out-of-District costs in their budget. A portion of the above savings in both Special Education and Teaching Aides are being re-invested in the Elementary School Budget allowing the school to maintain its student-teacher ratios versus the prior year.

The Norfolk portion of the King Philip Regional Operating Budget is projected to be \$4,960,000 which is an 8% increase versus the prior year. As you know, this budget is determined by an agreement of the Towns of Norfolk, Plainville and Wrentham when two of the Towns agree upon a funding level for King Philip. Once their total budget is established and approved, it is allocated back to the three Towns based on the number of

students and a wealth factor. This current budget increase of 8% for Norfolk's portion of the King Philip Budget is at a level slightly higher than what the other two Towns are proposing. The Advisory Board strongly recommends this budget and hopes one of the other two Towns agrees to fund King Philip at this level. The differential for Norfolk is approximately \$81,000 and if one of the other two Towns agrees, the total difference for the King Philip Budget is approximately \$200,000. The student to teacher ratio for King Philip is approximately 25% to 30% higher than the Norfolk Elementary Schools of 20 to 1 and, King Philip Regional has a number of classes where there are more than 30 students in a class. Key increases in the King Philip Budget are in Special Education costs and increased Health Care costs. The recommended 8% increase in the Norfolk allocation to the King Philip Budget is a band-aid on a more structural operation problem for the King Philip Regional Schools.

The Tri-County Budget allocation to the Town of Norfolk of \$359,286 is a 23.1% increase versus Fiscal Year 2007. This allocation is purely determined on the portion of the students from Norfolk.

The Department of Public Works Budget is projected to be \$1,893,001 which is 2.36% higher than Fiscal Year 2007. The key components of this increase are in the Transfer Station, Landfill, Fuel and Street Lighting Budgets.

The Human Services Budget of 203,542 is .55% higher than Fiscal Year 2007. The Culture and Recreation Budgets are \$519,508 which is a 1.09% decrease versus Fiscal Year 2007. The Fixed Costs Budget, which includes Employee Benefits and Building/Liability Insurance, is \$2,802,512 which is an 8.7% increase versus the prior year. The largest increases in this area are Unemployment Compensation, Retirement Costs and Medical Insurance. Lastly, Debt Service of \$1,468,399 is 1.8% higher than Fiscal Year 2007 with Non-Excluded Debt rising by 14.82%.

As requested last year, we will ask each key area of the budget to present the significant items in their budget at Town Meeting.

Town of NORFOLK
Revenue Budget - Governor's Budget

		Budget	Final	Proposed
		FY07	FY07	FY08
Non-Operating Revenue	Debt Exclusions			
	King Philip (Net SBAB)	\$1,021,880	\$1,021,880	\$719,967
	School Construction (net of SBA)	\$263,829	\$263,829	\$233,388
	Library Expansion	\$250,868	\$250,868	\$247,425
	Fire Truck	\$24,265	\$24,265	\$23,345
	Total Debt Exclusions	\$1,560,842	\$1,560,842	\$1,224,125
	SBAB Reimbursements (H.O. Day)	\$494,640	\$494,640	\$494,640
	Total Revenue for Excluded Debt	\$2,055,482	\$2,055,482	\$1,718,765
Operating Revenue	Tax Levy Base (Prior Levy Limit)	\$16,508,719	\$16,557,821	\$17,321,655
	2.5%	\$412,718	\$413,946	\$433,041
	New Growth	\$400,000	\$349,888	\$350,000
	Override			
	Reserve for Abatements	(\$80,000)	(\$100,000)	(\$100,000)
	Total Levy Base	\$17,241,437	\$17,221,655	\$18,004,696
	Local Estimated Receipts:			
	Motor Vehicle	\$1,346,000	\$1,346,000	\$1,380,402
	Penalties/Interest on Taxes	\$60,000	\$60,000	\$60,000
	P.I.L.O.T.	\$17,000	\$17,000	\$17,000
	DPW Inspectional Services			\$53,000
	Water Dept - Indirect Costs	\$76,091	\$76,091	\$67,633
	Transfer Station Revenue	\$340,163	\$340,163	\$358,662
	Fees	\$35,000	\$35,000	\$39,000
	Other Dept'l Revenue	\$120,000	\$120,000	\$125,000
	Licenses & Permits	\$360,000	\$360,000	\$360,000
	Fines & Forfeits	\$25,000	\$25,000	\$25,000
	Investment Income	\$70,000	\$90,000	\$107,500
	2% Surcharge/Underground Utilities	\$125,000	\$125,000	\$125,000
	Ambulance Receipts		\$200,000	\$210,000
	Miscellaneous			\$20,000
	Total Estimated Receipts	\$2,574,254	\$2,794,254	\$2,948,197
	Cherry Sheet:			
	School Aid			
	Chapter 70			
	School Transportation	\$3,312,804	\$3,312,804	\$3,392,371
	Remediation Assistance	\$0	\$0	\$0
	Charter School Reimbursement	\$27,465	\$25,379	\$24,932
	Total Education - State Aid	\$3,340,269	\$3,338,183	\$3,417,303
	General Government			
	Lottery (1)	\$1,173,639	\$1,173,639	\$1,193,541
	Highway Fund	\$0	\$0	\$0
	Police Career Incentive	\$59,419	\$59,419	\$59,641
	Exemptions: Elderly	\$4,016	\$4,016	\$3,514
	Exemptions: Vets/Blind/Surviving Spous	\$17,848	\$17,848	\$23,050
	State Owned Land	\$199,112	\$199,112	\$222,460
	Veterans Benefits	\$1,173	\$0	\$0
	Total General Government - State Aid	\$1,455,207	\$1,454,034	\$1,502,206
	Cherry Sheet Assessments	(\$463,038)	(\$459,626)	(\$470,121)
Net Cherry Sheet Total	\$4,332,438	\$4,332,591	\$4,449,388	
Total Operating Revenue	\$24,146,129	\$24,346,500	\$25,402,206	
OTHER	Other Sources:			
	Receipts Reserved Cemetery			\$15,279
	Prison Mitigation (to pay Capital Debt)	\$15,000	\$15,000	\$15,600
	Free Cash	\$0	\$400,000	\$341,000
	Overlay	\$0	\$0	\$0
	Total Other Sources	\$215,000	\$415,000	\$371,879
Total Non-Exclud Budget Sources	\$24,363,129	\$24,763,500	\$25,774,160	
Grand Total Revenue & Sources	\$26,418,611	\$26,818,982	\$27,492,925	

TOWN OF NORFOLK

EXCLUDED (Non Operating)

<u>Revenue</u>	<u>FY06</u>	<u>FY07</u>	<u>FY08</u>	<u>Difference</u>	<u>%</u>
Excluded Debt (Norfolk)	\$578,492.50	\$538,962.00	\$504,158.00	(\$34,804.00)	-6.46%
King Philip Debt	\$744,777.00	\$1,021,880.00	\$719,967.00	(\$301,913.00)	-29.54%
School Building Assistance (H.O. Day)	\$494,658.00	\$494,640.00	\$494,640.00	\$0.00	0.00%
Total	\$1,817,927.50	\$2,055,482.00	\$1,718,765.00	(\$336,717.00)	-16.38%
<u>Expenses (Funded by Excluded Revenue)</u>	<u>FY06</u>	<u>FY07</u>	<u>FY08</u>	<u>Difference</u>	<u>%</u>
Excluded Norfolk Debt Service	\$1,073,150.70	\$1,033,602.00	\$998,798.00	(\$34,804.00)	-3.37%
King Philip Debt Service	\$744,777.00	\$1,021,880.00	\$719,967.00	(\$301,913.00)	-29.54%
Total	\$1,817,927.70	\$2,055,482.00	\$1,718,765.00	(\$336,717.00)	-16.38%

General Revenue

<u>Revenue</u>	<u>FY06</u>	<u>FY07</u>	<u>FY08</u>	<u>Difference</u>	<u>%</u>
Real Estate Taxes (Non Excluded)	\$ 16,428,719	\$ 17,221,655	\$ 18,004,696	\$ 783,041	4.55%
State Aid	\$ 4,066,756	\$ 4,332,591	\$ 4,449,388	\$ 116,797	2.70%
Local Receipts	\$ 2,565,325	\$ 2,794,254	\$ 2,948,197	\$ 153,943	5.51%
Non Recurring Revenues	\$ 570,075	\$ 415,000	\$ 371,879	\$ (43,121)	-10.39%
Total Available (Non Excluded)	\$ 23,630,875	\$ 24,763,500	\$ 25,774,160	\$ 1,010,660	4.08%
<u>Fixed Costs</u>	<u>FY06</u>	<u>FY07</u>	<u>FY08</u>	<u>Difference</u>	
Debt Service (Non Excluded)	\$452,786	\$409,000	\$469,601	\$60,601	14.82%
Health Insurance	\$937,306	\$1,077,902	\$1,131,797	\$53,895	5.00%
Norfolk County Retirement	\$812,051	\$925,854	\$966,950	\$41,096	4.44%
Other Employee Benefits	\$270,168	\$272,359	\$370,350	\$97,991	35.98%
Building Liability	\$286,071	\$300,374	\$333,415	\$33,041	11.00%
King Philip Operating	\$4,137,527	\$4,592,744	\$4,960,000	\$367,256	8.00%
Tri-County	\$286,999	\$291,778	\$359,286	\$67,508	23.14%
Transfer Station Expenses (3)	\$334,637	\$339,843	\$358,662	\$18,819	5.54%
Reserve Fund	\$25,000	\$25,000	\$50,000	\$25,000	100.00%
Cable Negotiations (1 Time Expense)	\$0	\$0	\$10,000	\$10,000	
DPW Inspection Services (Offset by R	\$0	\$0	\$53,000	\$53,000	
	\$7,542,545	\$8,234,854	\$9,063,061	\$828,207	10.06%
Surplus / (Shortage) from Fixed Costs				\$182,453	

1) Assumes KP Level Service Budget

2) Funded through Transfer Station Revenues (General Fund Revenue)

<u>Discretionary Costs</u>	<u>FY06</u>	<u>FY07</u>	<u>FY08</u>	<u>Difference</u>	<u>%</u>
Norfolk Elementary	\$9,247,382	\$9,500,463	\$9,577,770	\$77,307	0.81%
General Government	\$1,668,867	\$1,721,254	\$1,753,005	\$31,751	1.84%
Public Safety	\$2,945,716	\$3,069,387	\$3,175,934	\$106,547	3.47%
Public Works	\$1,523,388	\$1,509,492	\$1,481,339	(\$28,153)	-1.87%
Human Services	\$209,785	\$202,422	\$203,542	\$1,120	0.55%
Culture and Recreation	\$493,193	\$525,258	\$519,508	(\$5,750)	-1.09%
Sub-Total Town Gov't	\$6,840,948	\$7,027,812	\$7,133,329	\$105,516	1.50%
Total	\$16,088,330	\$16,528,275	\$16,711,099	\$182,823	1.11%

Total Non-Excluded Expense Budget \$23,630,875 \$24,763,129 \$25,774,159 \$1,011,030

Surplus / (Shortage) \$0

TOWN OF NORFOLK - FISCAL 2008 BUDGET DEVELOPMENT

	FY06 <u>Approved</u>	FY07 <u>Approved</u>	Department <u>Request</u>	% Inc. from 07	<u>Recommend</u>	% Inc. from 07
GENERAL GOVERNMENT						
Moderator						
Salary	\$1	\$1	\$1		\$1	
Expense	\$210	\$210	\$210		\$210	
Total	\$211	\$211	\$211	0.00%	\$211	0.00%
Selectmen/Town Admin.						
Salary	\$168,792	\$177,900	\$189,250		\$189,250	
Expense	\$30,376	\$28,510	\$26,700		\$26,700	
Cable Committee	\$1		\$10,000		\$10,000	
Total	\$199,169	\$206,410	\$225,950	9.47%	\$225,950	9.47%
Advisory						
Salary	\$5,578	\$5,805	\$5,950		\$5,950	
Expense	\$6,150	\$6,150	\$6,005		\$6,005	
Reserve Fund	\$25,000	\$25,000	\$50,000		\$50,000	
Total	\$36,728	\$36,955	\$61,955	67.65%	\$61,955	67.65%
Municipal Finance						
Salary	\$407,816	\$428,705	\$433,157		\$433,157	
Expense	\$140,550	\$124,620	\$124,620		\$124,620	
Audit	\$30,000	\$35,000	\$35,000		\$35,000	
Total	\$578,366	\$588,325	\$592,777	0.76%	\$592,777	0.76%
Board of Assessors						
Salary	\$600	\$600	\$600		\$600	
Expense	\$1,500	\$1,500	\$1,500		\$1,500	
Total	\$2,100	\$2,100	\$2,100	0.00%	\$2,100	0.00%
Town Counsel						
Litigation	\$35,000	\$35,000	\$35,000		\$35,000	
Retainer Fees	\$26,880	\$26,880	\$26,880		\$26,880	
Total	\$61,880	\$61,880	\$61,880	0.00%	\$61,880	0.00%
Personnel Board						
Salary	\$4,458	\$4,652	\$4,848		\$4,848	
Expense	\$1,800	\$1,800	\$1,200		\$1,200	
Total	\$6,258	\$6,452	\$6,048	-6.26%	\$6,048	-6.26%
IT Coordinator						
Salary	\$60,048	\$62,456	\$55,454		\$55,454	
Expenses	\$15,762	\$17,757	\$17,757		\$17,757	
Total	\$75,810	\$80,213	\$73,211	-8.73%	\$73,211	-8.73%
Tax Title/Foreclosure						
Expense	\$10,000	\$10,000	\$10,000		\$10,000	
Total	\$10,000	\$10,000	\$10,000	0.00%	\$10,000	0.00%
Facilities Management						
Salary	\$36,573	\$94,734	\$41,799		\$41,799	
Expense	\$3,000	\$3,500	\$3,500		\$3,500	
Town Hall	\$156,675	\$132,075	\$148,500		\$148,500	
Senior Center	\$50,050	\$43,150	\$31,050		\$31,050	
Old Town Hall & Garage	\$22,550	\$9,850	\$11,850		\$11,850	
P/F Station	\$84,765	\$63,250	\$87,250		\$87,250	
Library	\$91,150	\$74,100	\$99,450		\$99,450	
Total	\$444,763	\$420,659	\$443,399	5.41%	\$443,399	5.41%

TOWN OF NORFOLK - FISCAL 2008 BUDGET DEVELOPMENT

		<u>FY06</u> <u>Approved</u>	<u>FY07</u> <u>Approved</u>	<u>Department</u> <u>Request</u>	<u>% Inc.</u> <u>from 07</u>	<u>Recommend</u>	<u>% Inc.</u> <u>from 07</u>
Town Clerk	Salary	\$86,898	\$95,226	\$102,000		\$102,000	
	Expense	\$3,600	\$4,000	\$4,000		\$4,000	
	Total	\$90,498	\$99,226	\$106,000	6.83%	\$106,000	6.83%
Elections	Salary	\$3,030	\$10,530	\$13,020		\$13,020	
	Expense	\$5,960	\$20,980	\$12,120		\$12,120	
	Total	\$8,990	\$31,510	\$25,140	-20.22%	\$25,140	-20.22%
Voter Registration	Salary	\$8,771	\$9,593	\$9,593		\$9,593	
	Expense	\$4,500	\$5,000	\$5,000		\$5,000	
	Total	\$13,271	\$14,593	\$14,593	0.00%	\$14,593	0.00%
Conservation	Salary	\$25,013	\$26,020	\$26,679		\$26,679	
	Expense	\$4,370	\$21,405	\$20,758		\$20,758	
	Total	\$29,383	\$47,425	\$47,437	0.03%	\$47,437	0.03%
Planning Board	Salary	\$48,854	\$51,765	\$53,836		\$53,836	
	Expense	\$47,240	\$47,240	\$47,240		\$47,240	
	Total	\$96,094	\$99,005	\$101,076	2.09%	\$101,076	2.09%
Zoning Board of Appeals	Salary	\$24,844	\$25,648	\$26,478		\$26,478	
	Expense	\$3,560	\$3,360	\$2,451		\$2,451	
	Total	\$28,404	\$29,008	\$28,929	-0.27%	\$28,929	-0.27%
Permanent Building Comm	Salary	\$8,443	\$8,783	\$9,000		\$9,000	
	Expense	\$500	\$500	\$300		\$300	
	Total	\$8,943	\$9,283	\$9,300	0.18%	\$9,300	0.18%
Town Reports	Expense	\$3,000	\$3,000	\$3,000		\$3,000	
	Total	\$3,000	\$3,000	\$3,000	0.00%	\$3,000	0.00%
GENERAL GOVERNMENT		\$1,693,867	\$1,746,254	\$1,813,005	3.82%	\$1,813,005	3.82%
PUBLIC SAFETY							
Police	Salary	\$1,377,934	\$1,435,121	\$1,511,095		\$1,511,095	
	Expense	\$103,485	\$105,555	\$105,555		\$105,555	
	Total	\$1,481,419	\$1,540,676	\$1,616,650	4.93%	\$1,616,650	4.93%
Fire & Ambulance	Salary	\$868,170	\$958,655	\$1,015,345		\$1,015,345	
	Expense	\$186,856	\$156,460	\$123,816		\$123,816	
	Total	\$1,055,026	\$1,115,115	\$1,139,161	2.16%	\$1,139,161	2.16%
Building Dept	Salary	\$160,985	\$175,829	\$179,016		\$179,016	
	Expense	\$8,100	\$8,100	\$8,100		\$8,100	
	Total	\$169,085	\$183,929	\$187,116	1.73%	\$187,116	1.73%
Weights & Measure	Salary	\$579					
	Expense	\$31	\$1,100	\$1,100		\$1,100	
	Total	\$610	\$1,100	\$1,100	0.00%	\$1,100	0.00%

TOWN OF NORFOLK - FISCAL 2008 BUDGET DEVELOPMENT

		FY06 <u>Approved</u>	FY07 <u>Approved</u>	Department <u>Request</u>	% Inc. <u>from 07</u>	<u>Recommend</u>	% Inc. <u>from 07</u>
Emergency Management	Salary	\$647	\$675	\$700		\$700	
	Expense	\$2,009	\$1,000	\$1,000		\$1,000	
	Total	\$2,656	\$1,675	\$1,700	1.49%	\$1,700	1.49%
Animal Inspector	Salary	\$2,152	\$2,108	\$2,108		\$2,108	
	Expense	\$200	\$200	\$200		\$200	
	Total	\$2,352	\$2,308	\$2,308	0.00%	\$2,308	0.00%
Animal Control	Salary	\$35,418	\$36,840	\$37,768		\$37,768	
	Expense	\$4,500	\$4,500	\$3,579		\$3,579	
	Total	\$39,918	\$41,340	\$41,347	0.02%	\$41,347	0.02%
Fire/Police Comm	Salary	\$189,603	\$178,197	\$181,505		\$181,505	
	Expense	\$5,047	\$5,047	\$5,047		\$5,047	
	Total	\$194,650	\$183,244	\$186,552	1.81%	\$186,552	1.81%
Total Public Safety		\$2,945,716	\$3,069,387	\$3,175,934	3.47%	\$3,175,934	3.47%
EDUCATION							
	Norfolk Elementary	\$9,247,382	\$9,500,463	\$9,577,770	0.81%	\$9,577,770	0.81%
	King Philip Regional (Operating)	\$4,137,527	\$4,592,744	\$5,474,753	19.20%	\$4,960,000	8.00%
	King Philip Regional (Excluded Debt)	\$744,777	\$1,021,880	\$719,967	-29.54%	\$719,967	-29.54%
	King Philip Total	\$4,882,304	\$5,614,624	\$6,194,720	10.33%	\$5,679,967	1.16%
	Tri-County	\$286,999	\$291,778	\$359,286	23.14%	\$359,286	23.14%
Total Education		\$14,416,685	\$15,406,865	\$16,131,776	4.71%	\$15,617,023	1.34%
PUBLIC WORKS							
DPW Administration							
	Salary		\$225,436	\$164,674		\$164,674	
	Expense	\$0	\$65,345	\$67,733		\$67,733	
	Total	\$0	\$290,781	\$232,407	-20.07%	\$232,407	-20.07%
Highway							
	Salary	\$475,322	\$157,816	\$207,850		\$207,850	
	Expense	\$191,529	\$87,932	\$94,406		\$94,406	
	Road Program	\$322,437	\$275,000	\$271,542		\$271,542	
	Total	\$989,288	\$520,748	\$573,798	10.19%	\$573,798	10.19%
Vehicle Maintenance							
	Salary	\$0	\$127,190	\$128,455		\$128,455	
	Expense	\$0	\$50,881	\$57,378		\$57,378	
	Total	\$0	\$178,071	\$185,833	4.36%	\$185,833	4.36%
Town Vehicle Fuel							
	Expense	\$55,741	\$68,705	\$79,215		\$79,215	
	Total	\$55,741	\$68,705	\$79,215	15.30%	\$79,215	15.30%
Snow & Ice							
	Expense	\$123,647	\$123,647	\$123,647		\$123,647	
	Total	\$123,647	\$123,647	\$123,647	0.00%	\$123,647	0.00%
Grounds Municipal							
	Salary	\$133,126	\$135,763	\$141,468		\$141,468	
	Expense	\$37,537	\$20,121	\$12,763		\$12,763	
	Total	\$170,663	\$155,884	\$154,231	-1.06%	\$154,231	-1.06%

TOWN OF NORFOLK - FISCAL 2008 BUDGET DEVELOPMENT

		<u>FY06</u> <u>Approved</u>	<u>FY07</u> <u>Approved</u>	<u>Department</u> <u>Request</u>	<u>% Inc.</u> <u>from 07</u>	<u>Recommend</u>	<u>% Inc.</u> <u>from 07</u>
Transfer Station	Salary	\$155,863	\$171,230	\$185,706		\$185,706	
	Expense	\$178,774	\$168,613	\$172,956		\$172,956	
	Total	\$334,637	\$339,843	\$358,662	5.54%	\$358,662	5.54%
Landfill	Expense	\$73,318	\$72,923	\$78,638		\$78,638	
	Total	\$73,318	\$72,923	\$78,638	7.84%	\$78,638	7.84%
Septage Assessment	Expense	\$2,600	\$2,600	\$2,600		\$2,600	
	Total	\$2,600	\$2,600	\$2,600	0.00%	\$2,600	0.00%
Grounds - Cemetery	Salary	\$25,095	\$25,371	\$26,083		\$26,083	
	Expense	\$10,760	\$7,151	\$7,151		\$7,151	
	Total	\$35,855	\$32,522	\$33,234	2.19%	\$33,234	2.19%
Custodian of Veteran Graves	Salary	\$683	\$683	\$700		\$700	
	Expense	\$1,705	\$1,705	\$1,700		\$1,700	
	Total	\$2,388	\$2,388	\$2,400	0.50%	\$2,400	0.50%
Street Lighting	Expense	\$38,240	\$39,240	\$44,578		\$44,578	
	Total	\$38,240	\$39,240	\$44,578	13.60%	\$44,578	13.60%
Tree Warden	Salary	\$2,427	\$2,635	\$2,742		\$2,742	
	Expense	\$25,223	\$15,150	\$16,650		\$16,650	
	Total	\$27,650	\$17,785	\$19,392	9.04%	\$19,392	9.04%
Shade Tree	Expense	\$3,998	\$4,198	\$4,366		\$4,366	
	Total	\$3,998	\$4,198	\$4,366	4.00%	\$4,366	4.00%
Total Public Works		\$1,858,025	\$1,849,335	\$1,893,001	2.36%	\$1,893,001	2.36%
HUMAN SERVICES							
Board of Health	Salary	\$40,224	\$41,883	\$41,883		\$41,883	
	Expense	\$42,183	\$43,023	\$43,903		\$43,903	
	Total	\$82,407	\$84,906	\$85,786	1.04%	\$85,786	1.04%
Special Programs	MAY Mental Health	\$7,315		\$0		\$0	
	SNCARC	\$4,025		\$0		\$0	
	Total	\$11,340	\$0	\$0	0.00%	\$0	0.00%
Council on Aging	Salary	\$94,938	\$95,018	\$96,871		\$96,871	
	Senior Program	\$3,800	\$3,800	\$0		\$0	
	Expense	\$9,050	\$10,238	\$12,185		\$12,185	
	Total	\$107,788	\$109,056	\$109,056	0.00%	\$109,056	0.00%
Veteran's Services	Salary	\$5,250	\$5,460	\$5,700		\$5,700	
	Expense	\$3,000	\$3,000	\$3,000		\$3,000	
	Total	\$8,250	\$8,460	\$8,700	2.84%	\$8,700	2.84%
Total Human Services		\$209,785	\$202,422	\$203,542	0.55%	\$203,542	0.55%

TOWN OF NORFOLK - FISCAL 2008 BUDGET DEVELOPMENT

		FY06 <u>Approved</u>	FY07 <u>Approved</u>	Department <u>Request</u>	% Inc. <u>from 07</u>	<u>Recommend</u>	% Inc. <u>from 07</u>
CULTURE AND RECREATION							
Library							
Salary		\$310,241	\$330,387	\$330,387		\$330,387	
Expense		\$117,520	\$123,301	\$117,551		\$117,551	
Total		\$427,761	\$453,688	\$447,938	-1.27%	\$447,938	-1.27%
Recreation							
Salary		\$59,221	\$65,185	\$66,460		\$66,460	
Expense		\$5,136	\$5,310	\$4,035		\$4,035	
Total		\$64,357	\$70,495	\$70,495	0.00%	\$70,495	0.00%
Historical Commission							
Expense		\$325	\$325	\$325		\$325	
Total		\$325	\$325	\$325	0.00%	\$325	0.00%
Memorial Day							
Expense		\$750	\$750	\$750		\$750	
Total		\$750	\$750	\$750	0.00%	\$750	0.00%
Total Culture & Rec.		\$493,193	\$525,258	\$519,508	-1.09%	\$519,508	-1.09%
FIXED COSTS							
Employee Benefits		\$2,019,525	\$2,276,115	\$2,469,097	8.48%	\$2,469,097	8.48%
Building/Liability Insurance		\$286,071	\$300,374	\$333,415	11.00%	\$333,415	11.00%
Total Fixed Costs		\$2,305,596	\$2,576,489	\$2,802,512	8.77%	\$2,802,512	8.77%
DEBT SERVICE (KP not Included)							
Excluded Debt (other than KP)		\$1,073,151	\$1,033,602	\$998,798	-3.37%	\$998,798	-3.37%
Non-Excluded Debt		\$452,786	\$409,000	\$469,601	14.82%	\$469,601	14.82%
Total Local Debt Service		\$1,525,937	\$1,442,602	\$1,468,399	1.79%	\$1,468,399	1.79%
TOTAL OPERATING BUDGET		\$25,448,803	\$26,818,611	\$28,007,678	4.43%	\$27,492,924	2.51%
TOTAL GENERAL FUND - Including F		\$25,448,803	\$26,818,611	\$28,007,678	4.43%	\$27,492,924	2.51%
REVENUES							
General Fund Revenue		\$23,060,800	\$24,148,129	\$25,402,281		\$25,402,281	
General Fund Excluded Revenue & SBAB		\$1,817,928	\$2,055,482	\$1,718,765		\$1,718,765	
Other Sources		\$570,075	\$615,000	\$371,879		\$371,879	
Total Operating Budget Sources		\$25,448,803	\$26,818,611	\$27,492,925		\$27,492,925	
Surplus / (Deficit)		\$0	(\$0)	(\$514,753)		\$0	

ARTICLE 8**Submitted by the Board of Public Works**

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

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. This Article represents the Water Division's Maintenance and Operating Expense Budget (including Debt) for Fiscal Year 2008.

WATER DIVISION BUDGET

	FY07 Appropriation	FY08 Request
Salaries	\$187,536	\$176,901
Expenses	88,836	101,896
Engineering/Contract Services	249,730	265,628
Purchase of Water	6,500	13,378
Fuel and Utilities	48,336	46,736
Indirect Costs	76,091	67,633
TOTAL BUDGET	\$657,029	\$672,172
DEBT SERVICE	\$552,595	\$540,539
TOTAL (Including Debt)	\$1,209,624	\$1,212,711

ARTICLE 9

Submitted by the Board of Selectmen

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

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Capital Budget Article. The Capital Budget recommended by the Capital Outlay Committee has been broken into two components. Funding for most Capital Projects for the Town of Norfolk comes from Prison Mitigation Funds from the State. Through the assistance of Representative Richard Ross, Norfolk will receive more Prison Mitigation monies than it normally does. The normal amount of Prison Mitigation Funds is \$191,000. We are receiving additional funds of approximately the same amount. It is unknown if this extra funding will be a one-time benefit or an on-going benefit. The Capital items listed are separated into two groups. The first group is Capital items using the regular Prison Mitigation Funds. The second group represents the use of the perhaps one-time Prison Mitigation Funds. The Capital Outlay Committee will present these items in detail at Town Meeting.

Spending Funded From Prison Mitigation Funds		
Town Clerk	New Voting machine	7,000
Norfolk Public Schools	Repair insulation at HOD	30,000
	Technology Request *	64,500
KP School	PC Replacement Plan *	33,900
Fire Dept.	Protective clothing year 1 of 2	\$20,000
Highway Division	Engineering Feasibility Study	4,700
Library	Materials Sorter	10,000
	Computer replacement *	4,300
Town IT Dept	Computer Request *	16,600
Total		\$191,000

** All Technology Requests Funded @ approximately 72%*

Spending Funded from One-Time Supplemental Mitigation Funds		
#1 Vehicle Requests	Highway - Ford F-450	69,000
	Grounds - Toro Field Groomer	10,000
	Police - 1 admin vehicle	33,500
	Police - 1 cruiser	47,900
	Transfer Station - Compactor	25,000
		185,400

ARTICLE 10

Submitted by the Board of Public Works

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or bond pursuant to any applicable state statute, a sum of money to fund the construction of a cover for the leachate ponds; or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. The \$198,375 proceeds from this borrowing will be used to put a cover on the leachate pond at the Recycling Center. Rainwater has to be pumped from the pond and the construction of a cover will prevent the rainwater from collecting in the pond thus reducing and/or eliminating the need for pumping. The Town will benefit from the cost savings of this project.

ARTICLE 11

Submitted by the Board of Selectmen

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or bond pursuant to any applicable state statute, a sum of money to fund the purchase of a Fire Pumper Truck, or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. The proceeds of this borrowing will be utilized to purchase a new Fire Pumper Truck at the cost of \$444,500. This new Pumper replaces an aging Fire Pumper Truck that is at the end of its useful life that has the potential to incur significant repair costs.

ARTICLE 12

Submitted by the Board of Selectmen

To see if the Town will vote to transfer funds from Free Cash to the Stabilization Fund for vehicle replacement established under Article 13 of the Special Town Meeting of October 26, 2004; or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends indefinite postponement of this Article. At this point in time, there are no funds available to transfer to the Vehicle Replacement Stabilization Fund.

ARTICLE 13

Submitted by the Board of Public Works

To see if the Town will vote to transfer the sum of \$67,219 from the Old Populatic Sewer account to the Department of Public Works – Road Program account – Highway Division to fund the Road Maintenance Program; or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. This Article transfers the sum of \$67,219 left over from a project to the Department of Public Works- Road Program Account. This will benefit the Highway Department in maintaining the roads of the Town.

ARTICLE 14

Submitted by the Board of Public Works

To see if the Town will vote to borrow or transfer from retained earnings the sum of \$314,000 from Department of Public Works Water Division to fund the construction of a supplemental well at the Gold Street well site; or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. The development of a supplemental well at the Gold Street site will enable the Town to have the ability to acquire the amount of water needed to support its growth.

ARTICLE 15**Submitted by the Board of Public Works**

To see if the Town will vote to borrow or transfer from retained earnings the sum of \$174,450 from Department of Public Works Water Division to fund hydraulic water system distribution corrections on Maple Street from Shady Way to Essex Street to improve fire flows, pressure and water quality – approximately 1100 lineal feet of 8 inch ductile main; or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. This Article will allow the Department of Public Works Water Division to make system distribution corrections at the aforementioned streets to bring the water system up to standard.

ARTICLE 16**Submitted by the Board of Public Works**

To see if the Town will vote to transfer the sum of \$16,000 from Department of Public Works Water Division Retained Earnings to fund an overlay map for the water system to incorporate into the existing G.I.S.; or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. The funds approved here will allow the Department of Public Works to construct an overlay map for the water system and incorporate it into the existing G.I.S. system.

ARTICLE 17**Submitted by the Board of Public Works**

To see if the Town will vote to raise and appropriate, transfer from retained earnings or borrow the sum of \$472,000 to fund the Weeber Tank Cleaning and Painting to repair, clean and refinish the interior of the storage tank; or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board will make its recommendation for this Article at Town Meeting. At this time, additional information is being reviewed and will be resolved to allow us to make our recommendation at Town Meeting.

ARTICLE 18**Submitted by the Board of Public Works**

To see if the Town will vote to transfer the sum of \$161,603 from the Department of Public Works Water Division Retained Earnings to completely fund the water system's Meter Replacement program; or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. The transfer of these funds from Retained Earnings will allow the Department of Public Works Water Division to complete the meter replacement program that was previously approved.

ARTICLE 19**Submitted by the Board of Public Works**

To see what sum of money the Town will raise and appropriate, transfer from retained earnings or borrow for the Department of Public Works Water Division to extend the water main 2,000 +/- ft. on Sherwood Drive and David Road and to apply for and accept any State and Federal Grants and reimbursements that become available in accordance therewith. Betterments will be assessed at 100%; or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. This borrowing of funds will allow the Water Division to extend the water main on the aforementioned streets and will be funded by the betterments applied at 100% to the new water takers. This extension is primarily for commercial properties and will help to increase the development of commercial properties in the Town.

ARTICLE 20

Submitted by the Board of Public Works

To see if the Town will vote to transfer the sum of \$52,000.00 from the Department of Public Works Water Division, Retained Earnings, to completely fund the water main extension project for Route 115 (Pine Street); or take any other action related thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. This Article completely funds the water main extension project on Route 115 (Pine Street).

ARTICLE 21

Submitted by the Board of Selectmen

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or bond the sum of \$55,500.00 to conduct a feasibility study for the design and construction of a sewer treatment facility to service the B-1 Business District and municipal facilities including schools which are located in or abutting the District; or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends indefinitely postponement of this Article. While recognizing the need to encourage development in the B-1 District in Town, the Advisory Board feels additional information is needed as to the details of this project as well as its funding source.

ARTICLE 22

Submitted by the Board of Selectmen

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase or otherwise, a parcel of land containing 1.13 acres +/- as shown on plan titled, Proposed Lot Line Adjustment 117 Main Street, prepared by Coler & Colantonio, Inc. of Norwell, Massachusetts; owned by the Federated Church of Norfolk, #1 Union Street Norfolk, Massachusetts for the rehabilitation and expansion of the Public Safety Building, and to raise and appropriate, borrow, bond or transfer from any available source of funds, a sum of money for said purpose; or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends indefinite postponement of this Article. The Advisory Board fully understands and appreciates the need to expand or relocate our Public Safety Facility. The Board feels that the amount of the potential purchase needs to be determined as well as the source of funds. In addition, the Board recommends that like the purchase of land by the Community Preservation Committee, we should secure an appraisal of the property in question. Hopefully, these questions/issues can be resolved prior to the Town Meeting so that this project can be discussed at Town Meeting.

ARTICLE 23

Submitted by the Community Preservation Committee

To see if the Town will vote, pursuant to Massachusetts General Laws, Chapter 47B, Section 5, to appropriate the sum of \$35,000.00 from the annual revenues in the Community Preservation Fund for the purpose of funding an Administrative and Operating Budget for the Community Preservation Committee.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. This sum of \$35,000 is for the Administrative and Operating Budget of the Community Preservation Committee and is used for expenses such as appraisals and engineering studies.

ARTICLE 24 **Submitted by the Community Preservation Committee**
To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 44B, to reserve a sum of money equal to the state-mandated minimum amount of 10% from FY2008 Community Preservation Fund revenues for the creation, acquisition and preservation of Open Space for future appropriation.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. This is a standard appropriation for the Community Preservation Committee each year.

ARTICLE 25 **Submitted by the Community Preservation Committee**
To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 44B, to reserve a sum of money equal to the state-mandated minimum amount of 10% from FY2008 Community Preservation Fund revenues for the creation, preservation and support of Affordable Housing for future appropriation.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. This is a standard appropriation for the Community Preservation Committee each year.

ARTICLE 26 **Submitted by the Community Preservation Committee**
To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 44B, to reserve a sum of money equal to the state-mandated minimum amount of 10% from FY2008 Community Preservation Fund revenues for the acquisition, preservation, rehabilitation, and restoration of Historic Resources for future appropriation.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. This is a standard appropriation for the Community Preservation Committee each year.

ARTICLE 27 **Submitted by the Community Preservation Committee**
To see if the Town will vote to allocate from the Community Preservation Affordable Housing Fund an amount not to exceed \$100,000.00 to fund an affordable housing purchase price subsidy program for current or former Norfolk Residents, Parents of Norfolk Residents, Children of Norfolk residents, Employees of the Town of Norfolk, Employees of the School Districts serving the Town of Norfolk.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. This program has been in effect for a few years and the amount of funds allotted is the same amount that has been allotted in prior years.

ARTICLE 28 **Submitted by the Community Preservation Committee**
To see if the Town will vote to transfer from the unspent funds from expired or completed projects in the Norfolk Community Preservation Fund into their designated accounts, the total not to exceed \$12,412.58 as follows:

\$1,683.00 From the Pond Street Shade Project to the Open Space fund
\$905.05 from the Tramp House Project to the Historic Preservation fund
\$8,824.53 from the Brick Walkways Project to the Open Space fund
\$1,000.00 from the Weeber Land Project to the Undesignated fund.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. The Article will approve the transfer of funds by the Community Preservation Committee back into the designated accounts.

ARTICLE 29 **Submitted by the Community Preservation Committee**
To see if the Town will vote pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate \$10,158.00 from the Community Preservation Historic Preservation Fund for the purpose of restoration of the Town of Norfolk vital records; including Birth, Death and Marriage certificates.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. The Article will allow the Town of Norfolk to use Community Preservation monies to restore the vital records of the Town. This expenditure is an appropriate use of Community Preservation Funds.

ARTICLE 30 **Submitted by the Community Preservation Committee**
To see if the Town will vote to appropriate, pursuant to Massachusetts General Laws, Chapter 44B, a sum of funds to acquire a parcel of land located at 35 Rockwood Road, and any existing structures thereon, for affordable housing purposes, using affordable housing and undesignated funds from the Norfolk Community Preservation Act Fund, said lot containing roughly 1.5 acres of land and a single residential structure presently used for 4 rental units.

ADVISORY BOARD RECOMMENDATION: The Advisory Board will make their recommendation at Town Meeting. The process of negotiations for this property are on going at this time and hope to be finalized by Town Meeting which will allow us to make our recommendation.

ARTICLE 31 **Submitted by the Personnel Board**
To see if the Town will vote to amend the Town of Norfolk Personnel Bylaws Section IX, ADMINISTRATION OF THE SALARY CLASSIFICATION PLAN, Subsection C, GRADE SCHEDULE by changing the title of the following position:

Clerk, Town Clerk's Office to Records Assistant, Town Clerk's Office
or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. The purpose of this Article is to clarify the appropriate title of the position and to reflect the current incumbent in the position.

ARTICLE 32**Submitted by the Board of Selectmen**

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

ARTICLE 33**Submitted by the Library Trustees**

To see if the Town will vote to establish a revolving fund pursuant to Massachusetts General Laws, Chapter 44, § 53E ½, to be funded by fines and fees collected from Library patrons to replace or repair lost or damaged library materials, said sums to be expended under the direction of the Board of Library Trustees to replace or repair such lost or damaged materials; or to take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. The purpose of this Article is to give the Library the ability to retain funds collected by fines and fees to be used to replace or repair lost or damaged Library material. Prior to this, these fines and fees have gone into the Town's General Fund.

ARTICLE 34**Submitted by the Board of Selectmen**

To see if the Town will vote pursuant to Massachusetts General Laws, Chapter 44, Section 53E 1/2, to reauthorize the following revolving funds for Fiscal Year 2008 at the limits set forth below:

- (1) The revolving fund for the purpose of paying expenses related to the collection of parking ticket violations; said fund to be credited with parking ticket receipts and expended under the direction of the Board of Selectmen (limit \$1,000); or take any other action relative thereto.
- (2) A revolving fund for the purpose of paying the expenses of snow removal, including maintenance and replacement of equipment, from private property to include the King Philip Regional School and subdivision roads as required by the Planning Board rules and regulations; said fund to be credited with receipt of fees charged for this service and expended under the authority and direction of the Board of Selectmen (limit: \$20,000); or take any other action relative thereto.
- (3) A revolving fund for the purpose of paying the expenses of Recreational Field Maintenance, including materials, replacement and rental of equipment and contract labor; said fund to be credited with receipt of fees charged for this service and expended under the authority and direction of the Recreation Commission (limit: \$50,000.); or take any other action relative thereto.
- (4) A Conservation Management Revolving Fund to be credited with monies from timber harvesting on Conservation Land and expended under the direction of the Conservation Commission to develop and oversee management activities and projects on Town-owned conservation land (limit: \$5000); or take any other action relative thereto.
- (5) A revolving fund to receive wetland hearing application fees to be expended under the direction of the Conservation Commission for payment of legal advertisements for such hearings (limit: \$5000); or take any other action relative thereto.

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

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

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

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

(10) A revolving fund for the Town Clerk to receive funds required by the Town Clerk for the processing of passports, to be expended under the direction of the Town Clerk for postage expenses associated with the processing of passports (limit: \$1,000); or take any other action relative thereto.

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

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. This is a standard Article for the Annual Town Meeting and authorizes the Revolving Funds as described for Fiscal Year 2008.

ARTICLE 35

Submitted by the Board of Selectmen

To see if the Town will vote to: (a) approve the form of a Tax Increment Financing (TIF) Agreement between Elite Food Company and the Town of Norfolk for a building at 7 Shire Drive (Map 18, Block 69, Lot 1-4) and TIF Plan, including designation of a TIF Zone as described in the TIF Plan; (b) authorize the Board of Selectmen to execute the TIF Agreement, and any documents relating thereto, and to take such other actions as are necessary or appropriate to implement those documents; and (c) and to authorize the Board of Selectmen to submit all such documents to the Massachusetts Economic Assistance Coordinating Council for approval and designation of the Elite Food Economic Opportunity Area, TIF Zone, TIF Plan and Certified Project, and take such other and further action as may be necessary or appropriate to carry out the purposes of this article; or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. This is the Town's first utilization of a Tax Increment Financing Agreement (TIF) in order to encourage commercial development. On an incremental basis, including the Tax Incentive granted to the business, Norfolk will gain a significant increase in tax revenue. The granting of the TIF will allow this business not only to remain in Norfolk but significantly expand its operation.

ARTICLE 36

Submitted by the Board of Selectmen

To see if the Town will vote to amend Section H.3 of the Zoning Bylaw of the Town of Norfolk ("Affordable Housing Development") as follows:

(1) By deleting Section H.3.a., reproduced in its current form below:

H.3.a. Purpose and Intent: The purpose of this bylaw is to encourage development of new housing that is affordable to low- and moderate-income households. At minimum, affordable housing produced through this regulation should be in compliance with the requirements set forth in G.L. c. 40B sect. 20-24, and other affordable housing programs developed by state, county and local government. It is intended that the affordable housing units that result from this bylaw/ordinance be considered as Local Initiative Units, in compliance with the requirements for the same as specified by the Department of Housing and Community Development. Definitions for affordable housing unit and eligible household can be found in the Definitions Section.

and replacing it with the following new Section H.3.a.:

H.3.a. Purpose and Intent: The purpose of this bylaw is to encourage development of new housing that is affordable to low- and moderate-income households. At minimum, affordable housing produced pursuant to this section H.3. shall be eligible for inclusion in the Town's Subsidized Housing Inventory pursuant to G.L. c. 40B, §§ 20-24.

And

(2) By deleting Section H.3.h.1.(a), and renumbering Sections H.3.h.1.(b) and (c), respectively, as H.3.h.1.(a) and (b).

ADVISORY BOARD RECOMMENDATION: The Advisory Board will make their recommendation on this Article at Town Meeting.

ARTICLE 37

Submitted by the Board of Selectmen

To see if the Town will vote to amend the Town of Norfolk Zoning Bylaw, Section 1.7.a. Allowed Uses, by deleting the phrase:

"Residential Dwellings located above the ground floor of Buildings provided that a ground floor exists prior to residential occupancy"

and replacing it with the phrase

"Residential Dwelling Units as part of a commercial site plan where the square footage of residential dwelling units consists of 65% or less of the total combined square footage of the residential and commercial structure(s) and the footprint of residential structure(s) is equal to or less than the footprint of the commercial structure(s), provided that the

commercial structure is constructed prior to residential occupancy.”; or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board’s recommendation will be made at Town Meeting. Public Hearings on this proposed Article are yet to be held.

ARTICLE 38

Submitted by the Board of Public Works

To see if the Town will accept Carlson Circle as a public way from Main Street to the right of way for a distance of 325 +/-linear feet, more or less, as approved by the Board of Selectmen and shown on the acceptance plan dated April 16, 2007, drawn by Norfolk County Engineers, of Dedham, Massachusetts, and to authorize the Board of Selectmen to accept by gift or to take by eminent domain pursuant to Chapter 79 of the General Laws the land within the layout of that way, either in fee or by easement, and also to accept or take any drainage, utility, slope or other easements incidental thereto as the Board deems necessary for the maintenance of the way or the provision of municipal services; or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. This Article amends a prior street acceptance for Carlson Circle and completes the acceptance of this street.

ARTICLE 39

Submitted by the Board of Public Works

To see if the Town will vote to accept and authorize the Board of Selectmen to enter into contracts for the expenditure of Chapter 90 funds allocated by the Commonwealth for the construction, reconstruction, or improvements of public roads and other improvements within the Town, as requested by the Selectmen, and to authorize the Treasurer to borrow or bond, pursuant to any applicable statute in anticipation of reimbursement; or take any other action relative thereto.

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. This is a standard Article each year at the Annual Town Meeting to allow the Board of Selectmen to utilize Chapter 90 funds provided by the Commonwealth.

ARTICLE 40

Submitted by the Board of Selectmen

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

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. This is a standard Article each year at the Annual Town Meeting.

ARTICLE 41

Submitted by the Board of Public Works

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

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. This is also a standard Article for the Annual Town Meeting and allows the acceptance of State and Federal Grants and reimbursements for the Department of Public Works Water Division.

ARTICLE 42

Submitted by the Board of Selectmen

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

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. This is again a standard Article authorizing the Board of Selectmen to advertise and sell public land as it may be deemed to be in the best interest of the Town.

ARTICLE 43

Submitted by the Board of Selectmen

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

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. This is a standard Article at each Annual Town Meeting allowing the Board of Selectmen to sell surplus property of the Town.

ARTICLE 44

Submitted by the Board of Selectmen

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

ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends approval of this Article. This is a standard Article at each Annual Town Meeting.

ARTICLE 45

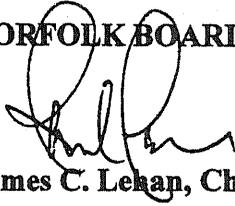
Submitted by the Advisory Board

To see if the Town will vote to raise and appropriate, transfer from any source of available funds, or otherwise provide for the Stabilization Fund pursuant to Massachusetts General Laws, Chapter 40, Section 5(b); or take any other action relative thereto.

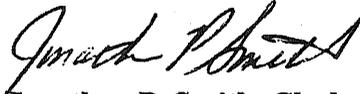
ADVISORY BOARD RECOMMENDATION: The Advisory Board recommends indefinite postponement of this Article. No action is needed for the Article at this time.

Hereof, fail not, but make due return of this warrant, with your doings thereon to the Town Clerk, on or before the hour of said meeting. Given under our hands and seal of the Town of Norfolk on the 9th day of April, 2007, A.D.

NORFOLK BOARD OF SELECTMEN



James C. Lehan, Chairman



Jonathan P. Smith, Clerk



Ramesh H. Advani, Member

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

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

Constable

Date