



TOWN OF NORFOLK 137th ANNUAL REPORT



Year Ending December 2007



IN MEMORIAM



William Wright

February 7, 2007

Board of Selectmen 1976

Conservation Commission 1960-1961

Study Committee for the Career Incentive Program

for Police Officers 1972-1973

Advisory Board 1969-1986

Donald Newhall

February 24, 2007

Bylaw Study Committee 1985-2004

Judith Sterling

May 22, 2007

Library Study Building Committee 1975-1979

Chapter 504 Committee 1988-1991

ADA Compliance Committee 1992-1996

Robert Ravinski

June 13, 2007

Earth Removal Advisory Committee 1979-1980
Building, Plumbing and Electric Codes Committee 1966
Building Code Committee 1970-1971
Inspector of Buildings 1967-1982
Fence Viewer 1969-1982
Special Police Officer 1967-1984

Gary Johnston

August 11, 2007

Recreation Commission 1982-1985

Ruth Masison

October 27, 2007

Council on Aging 1997-1999
Road Safety Committee 1997-1998

TABLE OF CONTENTS

TOWN OFFICERS, Elected.....	6
TOWN OFFICERS, Appointed.....	6

GENERAL GOVERNMENT

Board of Selectmen.....	11
Town Clerk.....	14

PUBLIC SAFETY

Animal Control Department.....	42
Building/Facilities Department.....	44
Fire Department.....	45
Police Department.....	49
Detective Division.....	52
Police and Fire Communications Department.....	53
Department of Public Works.....	54

EDUCATION, LIBRARY, ARTS

King Philip Regional School District.....	58
Norfolk Elementary Schools.....	69
Tri-County Regional Vocational Technical School.....	73
Director of Libraries.....	79
Library Trustees.....	80

PLANNING AND DEVELOPMENT

Metropolitan Area Planning Council.....	81
Planning Board.....	86
Recreation Commission.....	89
Zoning Board of Appeals.....	90

HUMAN RESOURCES

Board of Health.....	91
Community Preservation Committee.....	92
Council on Aging.....	93
Norfolk County Mosquito Control.....	94
Norfolk Historical Commission.....	95
Housing Authority.....	96
Self-Help, Inc.....	97
South Norfolk County Association for Retarded Citizens, Inc.....	98
Walpole Area Visiting Nurse Association.....	100
Department of Veterans' Services.....	101

NATURAL RESOURCES

Conservation Commission.....	103
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FINANCES

Board of Assessors.....	104
Treasurer/Collector.....	104

ELECTED OFFICERS

	TERM EXPIRES
MODERATOR	
Daniel Winslow	2008
BOARD OF SELECTMEN	
Jonathan P. Smith	2008
Ramesh H. Advani	2009
James C. Lehan	2010
TOWN CLERK	
Marie Chiofolo, resigned	2008
BOARD OF ASSESSORS	
Patricia J. Salamone	2008
John G. Robbins	2009
Donna L. Putt	2010
BOARD OF HEALTH	
Peter Chipman	2008
Dr. Thomas R. Gilbert	2009
Jeffrey Palumbo	2010
LIBRARY TRUSTEES	
Harvey R. Boulay	2008
Mary Jo Gothorpe	2009
Kenneth W. Nelson	2010
HOUSING AUTHORITY	
Scott Dittrich	2008
Robert Shannon	2008
David Smith, Jr.	2008
William Crane	2011
Eric Dupont	2012
PLANNING BOARD	
Steven G. McClain	2008
Michael Findlen	2008
Thomas Poppey	2009
David Roche	2010
Thomas Burke	2010
RECREATION COMMISSION	
Noelle D. Tonelli	2008
Thomas Terpstra	2008
James Fox	2009
David Mastro	2010
Benjamin McCarty	2010

NORFOLK SCHOOL COMMITTEE

Kim Williams	2008
Sally Grant	2008
John Olivieri	2009
P. Dean Manning	2009
Danielle Rochefort	2010

KING PHILIP REGIONAL SCHOOL COMMITTEE

Beth Gilbert	2008
Maureen Howard	2009

CONSTABLES

Paul Terrio	2008
Richard Bremilist	2008

APPOINTED TOWN OFFICERS

MODERATOR APPOINTMENTS

ADVISORY BOARD

James Tomaszewski	2008
Pamela Verrill	2008
Joseph Sebastiano	2008
Shawn McCormick	2009
Arle Sterling	2009
David Benton	2009
John Bermingham	2010
Sean Moran	2010
Marc Waldman	2010

PERSONNEL BOARD

David Wildman	2008
Donna Morin	2009
Kerry Sibley	2009
Lori J. Hurley	2009
Scott Bragdon	2009

BYLAW COMMITTEE

Marie Chiofolo, resigned	2008
Marian Harrington	2008
Gail Bernardo	2008
Jason Talerma	2008

**BOARD OF HEALTH
APPOINTMENTS**

BOARD OF HEALTH AGENTS

William R. Domey	2008
Betsy Fijol	2008
Marie Chiofolo	2008
Gail Bernardo	2008
Hilary Cohen	2008
James F. Delaney	2008

SANITARIAN

Mark Oram	2008
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**FINANCE DIRECTOR'S
APPOINTMENTS**

TREASURER /COLLECTOR

Cheryl A. Kelley

CHIEF ASSESSOR

Robert L. Alford, II

ASSISTANT TOWN ACCOUNTANT

Julianne Siewko

ASSISTANT TREASURER

Anne Marie Duggan, appointed

**LIBRARY TRUSTEE
APPOINTMENTS**

DIRECTOR OF LIBRARIES

Robin A. Glasser

ASSOCIATE DIRECTOR

Heather Pisani-Kristl

INFORMATION SYSTEMS ADMINISTRATOR

John Spinney

SENIOR CHILDRENS LIBRARIAN

Sarina Bluhm

LIBRARY ASSOCIATES

Ann Asci
Kathy Astley
Anne Czarnowski
Bonnie Durand
Emily Ellen
Carolyn Iacoviello
Rosemary O'Koren
Connie Willman
Alice Talerman
Vijayalakshmi Radics, resigned

PAGE

Lauren Zagieboylo, resigned

TOWN CLERK APPOINTMENT

ASSISTANT TOWN CLERK

Gail Bernardo

**BOARD OF SELECTMEN
APPOINTMENTS**

TOWN ADMINISTRATOR

Jack Hathaway

TOWN COUNSEL

George A. Hall, Jr.

**TRI-COUNTY VOCATIONAL TECHNICAL
SCHOOL COMMITTEE**

Donald Seymour

OFFICER OF VETERAN'S GRAVES

John J. Olivieri

**LOCAL INSPECTOR-SHADE TREE
MANAGER AND PEST CONTROL**

Remo R. Vito, Jr.

TREE WARDEN

Remo R. Vito, Jr.

**TOWN ADMINISTRATOR
APPOINTMENTS**

DIRECTOR OF FINANCE-ACCOUNTANT

Jane C. Wall

POLICE DEPARTMENT

CHIEF OF POLICE

Charles H. Stone, Jr.

LIEUTENANT

Jonathan M. Carroll, Sr.

SERGEANTS

Timothy P. Heinz
David R. McConnell
Paul J. Murphy
Robert J. Shannon
Kevin Roake, appointed

REGULAR POLICE OFFICERS

Thomas G. Degnim
David J. Eberle
Glen R. Eykel
Nathan Fletcher
Susan Fornaciari
David J. Holt
Winslow Karlson, III
Stephen K. Plympton
Eric Van Ness
Mark Vendetti

RESERVE POLICE OFFICERS

George Bent
Louis Droste
Robert Forsythe
Robert Holst
Peter Lown
Viriato Sena

POLICE/FIRE COMMUNICATIONS

James Gallagher
Gregory McMorrow
Joseph Castellano

Terrence Gallagher, part time
Jamie Masterson, part time
James Mattson, part time
Jason McGovern, part time
Christia Sena, part time
Daniel Morris, part time, appointed
Robert Miller, part time, resigned

SPECIAL POLICE OFFICERS

Ramesh H. Advani
Coleman Bushnell
William J. Davis
Leo Ethier
Terence Gallagher
James Gallagher
Jack Hathaway
John W. Holmes
James Kozak
James C. Lehan
Gregory McMorrow
Edward Nolan
Hilary Cohen
Charles E. Ray
Christia Sena
Jonathan P. Smith
Police Chaplain Rev. Scott Cousineau
Police Chaplain Rev. John Ames
Police Chaplain Msgr. Peter Conley

POLICE MATRONS

Christia Sena
Michelle Vekeman

**FIRE DEPARTMENT
CHIEF OF FIRE DEPARTMENT**

Coleman Bushnell, EMT

DEPUTY CHIEF

Stephen A. Wood

CAPTAIN

Peter J. Petruchik, EMT, full time

LIEUTENANTS

Michael P. Findlen, Paramedic, full time
Russell Hall, Paramedic, full time
David C. Holmes, Jr. EMT

Mark R. Kantzer, EMT, full time
John F. Kelley, EMT, full time

FIRE DEPARTMENT PERSONNEL

Mark Amiot, Paramedic, full time
Mark W. Haigh, Paramedic, full time
Douglas E. Johnston III, Paramedic, full time
David Russo, Jr. Paramedic, full time
Richard Yunker, Paramedic full time
Richard F. Clancy, Jr., Paramedic, full time
Stephen R. Hamlin, EMT, full time
Jamie Masterson, Paramedic
Darren Bycoff, EMT
Nathan G. Fletcher, EMT
John Zajac, EMT
David W. Johnston
James F. Leary, Jr.
Peter S. Hildebrandt, EMT, retired

FOREST WARDEN

Coleman Bushnell, Chief

**DEPARTMENT OF PUBLIC WORKS
SUPERINTENDENT OF STREETS**

Remo R. Vito, Jr.

**INSPECTION DEPARTMENT
BUILDING COMMISSIONER**

Robert J. Bullock, Jr.

**LOCAL INSPECTOR / ASS'T ZONING
OFFICER**

Thomas Patnode

ZONING OFFICER

Robert J. Bullock, Jr.

INSPECTOR OF WIRES

William R. Bain

ASSISTANT INSPECTOR OF WIRES

Peter C. Diamond

INSPECTOR OF GAS FITTINGS

Edward Forsberg

PLUMBING INSPECTOR

James K. Murray

INSPECTOR OF ANIMALS

Christopher Wider

ANIMAL CONTROL OFFICER

Hilary Cohen

EMERGENCY MANAGEMENT DIRECTOR

Edward Nolan

FIRE OFFICER

Coleman Bushnell, Chief

BOARDS-COMMISSIONS-COUNCILS

Authorized by Statute of Bylaw

Appointed by Board of Selectmen

BOARD OF APPEALS

Robert Garrity	2009
John M. Burke	2008
Martin Murphy, Jr.	2009
Lorraine M. Sweeney	2010
Bruce A. Simpson	2011

ASSOCIATE MEMBER

Elissa Flynn-Poppey	2008
Michael Kulesza	2008

AFFORDABLE HOUSING STUDY COMMITTEE

William Crump	2008
Sarah DelMastro	2008
Jeffrey Chalmers	2008
Jeanette Wood, resigned	2008

ARTS COUNCIL

Bonnie Dittrich	2008
Patricia St. Aubin	2008
Karen Giusti	2008
Maria Tomaszewski	2008
Chris Cleverdon	2009
Patrick Snead	2009
Janyce Conklin	2009
Richard Denzer	2010

CAPITAL OUTLAY COMMITTEE

Andrew Addison	2008
James Rayner	2008
Frank O'Neill	2009
John Bermingham	2009
James Wingardner, resigned	2008

COMMUNITY PRESERVATION COMMITTEE

Kevin Hughes	2008
Cynthia Andrade	2008
Paul Terrio	2010
Richard Connors	2010

CONSERVATION COMMISSION

Allan M. Shaw	2008
Daniel Crafton	2008
Cheri Lawless	2009
Jeffrey Kane	2009
David Lutes	2010
Ellen Friedman	2010
Erin Bardanis	2010

COUNCIL ON AGING

John Evans	2008
Rhoda Mandell	2008
Georgia Jones	2008
Richard Morris	2009
Jane Wolfgang	2009
Charles Groff	2009
Thelma Spicer	2009

Matthew Rovendro	2009
Richard Connors	2010
Elizabeth Sundquist	2010
William Atwater	2010
Richard Wingardner, resigned	2008

DESIGN REVIEW BOARD

Mary Lou Navin	2008
John Buchholz	2010

HISTORICAL COMMISSION

Geraldine Tasker	2008
Suzanne Burns	2009
Marcia Johnston	2009
Barbara Bartholomew	2009
William Domineau	2010
Thelma Ravinski	2010
M. Elizabeth Pyne	2010

REGISTRAR OF VOTERS

Gail Bernardo-U	2008
Girard St. Amand- R	2010
Mary Ellen Horgan-Currier - D	2010

VETERANS SERVICES

Anthony J. Mastroianni	
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METROPOLITAN AREA PLANING COUNCIL

Jack Hathaway	
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MBTA ADVISORY BOARD REP.

Jack Hathaway	
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BOARDS AND COMMITTEES

Appointed by the Board of Selectmen

CABLE ADVISORY BOARD

Jamie Masterson	2008
Jonathan Smith	2008
John Spinney	2008

MUNICIPAL AFFORDABLE HOUSING TRUST FUND

Ramesh Advani	2008
Scott Dittrich	2008
Robert Garrity	2008
Jack Hathaway	2008
James Lehan	2008

PERMANENT BUILDING COMMITTEE

Lawrence Cheever	2008
John Wayne	2009
Leo Bedard	2009
Robert P. Lowndes, resigned	2008

ZONING BYLAW STUDY COMMITTEE

Katharine Doyle, resigned	2008
Michael Kulesza	2008

INSURANCE ADVISORY COMMITTEE

Jennifer Burke	2008
James Dyer	2008
Eric Dupont	2008

RE-ENGINEERING COMMITTEE

Ari Alpert	2008
Jack Campbell	2008
Eric Carlson	2008
Thomas Doyle	2008
Catherine MacDonagh	2008

**PLANNING BOARD, ASSOCIATE MEMBER
(Appt'd jointly by BOS/Planning Bd.)**

Andrea Langhauser	2008
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**ECONOMIC DEVELOPMENT COMMITTEE
(Appt'd jointly by BOS/Planning Bd.)**

Kim Eldred	2008
Michael Kulesza	2008
Robert Nicodemus	2008
Kenneth Squires	2008
Jennifer Troutman	2008

BOARD OF SELECTMEN

The Board of Selectmen presents the Annual Report for the year 2007. The Norfolk Bylaws require all elected and appointed officials, boards, committees, councils and commissions to submit an annual report to the town. This provides the townspeople with a summary of the activities of the town's governing bodies.

The members of the Board of Selectmen are the Town's Chief executive officers under State Law. Members of the Board are elected to a three-year term. The terms of the Board are staggered such that one of the three positions is open for election each year. The Board meets bi-weekly throughout the year. The meetings are held in Room 124 of the Town Hall and are open to the public. Our meetings are also broadcast live on Comcast Cable Channel 22. Agendas are posted in Town and on our website www.virtualnorfolk.org, 48 hours in advance of the meeting.

The year 2007 saw some significant developments in town government and growing financial challenges to the traditions and foundations of the town form of government, not only here but in all towns in the Commonwealth in general. How we respond will define the Town now and in the future.

The buildout of Norfolk Town Center into a vibrant community we can all be proud of remains a challenge. While we are pleased to watch the construction of the residential project up on the top of the hill, the commercial parcels below remain fallow. The Board formed an Economic Development Committee led by Robert Nicodemus to investigate ways the Town can get the word out to developers and others on the possibilities within the

Town Center and the processes for working with Town boards overseeing potential projects. This committee has been on a diligent and fast track to provide options for our board and town to consider regarding our commercial development and we expect that warrant articles for 2008 Spring town meeting to that end will be submitted from them to our board for inclusion and review. The Town Meeting this year approved the first tax incentive financing program (TIF) for a commercial development. Elite Food Company currently housed in the Town Center will expand its operations with a new building to be constructed in the Shire Development off Route 1A. The Shire Development also has several other parcels currently under construction providing important improvements to our tax base without affecting the aesthetic feel of the Town. Several other projects including the Village at River's Edge along Route 115 and other smaller individual business buildings throughout our commercial zones are either under construction or in the final approval process. The Roundtable concept of having prospective commercial builders or renovators coming to meet with single representatives from each of the land use boards continues to facilitate effective review processes by each board to the benefit of all.

As of last July, the transitional Board of Public Works was dissolved as called for under the law previously adopted by the voters and became under the direct control of the Selectmen. We thank the volunteers who have comprised the Board over the transition period and have made the changeover to this Board smooth and efficient. Under the able direction of our

GENERAL GOVERNMENT

Director of Public Works Remo "Butch" Vito, the consolidation and management of operations continues apace within the budget constraints of the Town. The Roads Program approved by Town Meeting and the voters continues to improve and maintain the streets throughout our community on a recurrently updated schedule. Butch's efforts at the state level have resulted in the long awaited improvements to Route 115 from Stony Brook to the Foxborough/Wrentham line to be started in within the next year. He, along with our board, has worked with the residents of the Everett Street area to try to mitigate traffic issues that will be created by the full opening of the Patriot Place project in neighboring Foxborough.

Our public safety services under the direction of Police Chief Charles "Chuck" Stone and Fire Chief Cole Bushnell provide outstanding service given the limited budgets and working in a cramped and outdated facility. Their highly trained public safety teams have saved over 100 residents in life threatening situations, undertaken dangerous rescue and recovery operations, and have provided residents with daily peace of mind. The Town was able to fund a replacement fire truck Engine #2. Although pleasing to the eye from the outside, the public safety building designed only for a call fire and smaller police force, suffers inside from mold, a leaking roof, a failed septic system, and insufficient space for cleanup and daily operations of the current public safety departments. To temporarily alleviate these needs, a trailer has been provided for the full time fire staff and the septic system is pumped out weekly. This situation cannot continue. We thank the Town Meeting for the vote to purchase land owned by the Federated Church adjacent to the present building

which provides the space necessary when combined with the present site for a new public safety facility. The Board will advocate for this new facility at the Spring 2008 Town Meeting.

Our Town Administrator, Jack Hathaway, strives for maximum professional service and efficiency in your Town Hall. Note that at this time approximately 23 employees are responsible for 17 departments within Town Hall. Some of these employees split their workday among two or more departments. Most of these departments are either required under State Law or provide services that the Town has deemed to be essential and part of the expectations of living and working in Norfolk. Some, such as the Recreation Commission, provide programs paid for solely by the participants.

In keeping with the evolution of your town government requiring more professional management of budgets, finances, and compliance with state and federal statutes, The Board recommended and the Town Meeting approved several changes to the Town structure. The office of Town Clerk, having become vacant by the resignation of Marie Chiofolo was voted to become an appointed position. This is not a reflection of Marie's service to the Town, which was exemplary, but rather an acknowledgement that the position has become heavily specialized and regulated, calling for professional training and certification not required if the position is elected. The 2008 Spring Town Election will contain a question whether or not to ratify that decision of the Town Meeting. In addition, given the significant changes in state laws and regulations regarding the town's oversight of building projects, the Town meeting approved the abolition of the

GENERAL GOVERNMENT

Permanent Building Committee. The Board acknowledges the contributions of all who served on the committee during the past half century for the several municipal and school buildings constructed throughout the Town. Now each prospective building project will be composed of a committee the composition of which to be approved by Town Meeting compatible with the particular legal requirements imposed by the State for that project.

Your board continues to be involved in other areas of governance such as the implementation of the Affordable Housing Plan through the Affordable Housing Committee and the Affordable Housing Trust. Several projects have been approved throughout the Town that provide affordable housing to our citizens. GATRA is now providing Dial-A-Ride services for our seniors and others that need transportation for medical visits and other essential errands. As the year ended, the Cable Advisory Committee, appointed by the Board, was in negotiations with Verizon to provide a competitive cable service to town residents and was expected to sign an agreement early in 2008.

In May, the Board welcomed Jim Lehan back for a second term. The Board reorganized, and Jonathan Smith became Chairman and Ramesh Advani served as Clerk.

The Board noted the loss of a former Selectman, William Wright. Bill was a Selectman in the mid-seventies, as well as active on many town boards and committees.

The concept of Town government is increasingly under open and covert attack. The combination of unfunded State and Federal mandates, lack of local

funding sources not based upon a regressive property tax, and less involvement by citizens in understanding the role of and participating in the Town boards and committees as well as the Town Meeting all conspire to threaten the very existence of the Town. We urge to get involved and see what the Town presently provides and how it can be a great institution to provide and inspire your community, family and yourself. Don't let Joni Mitchell's words "you don't know what you've got 'till it's gone" come true for your Town of Norfolk.

Respectfully submitted,

Jonathan P. Smith, Chairman
Ramesh H. Advani, Clerk
James C. Lehan, Member

GENERAL GOVERNMENT

ANNUAL REPORT OF THE TOWN CLERK

During the year 2007, the Town Clerk supervised one election, the Annual Town Election. As the Chief Elections Officer the Town Clerk must administer elections per the guidelines of Mass General Law and is answerable in this regard only to the Secretary of the Commonwealth.

Two Town Meetings were held in 2007: the Annual Town Meeting in May and a Special Town Meeting in October. The Town Clerk is responsible for taking and transcribing the Town Meeting minutes, processing Bylaw changes to the Attorney General's Office, and for certification of the votes taken for financial and other articles. This year there were several lengthy General and Zoning Bylaw changes passed which required detailed processing for submission to the Attorney General's Office for his approval. All financial articles passed were certified and submitted to the Department of Revenue as required by state law. Minutes of all town meetings were circulated to every town department and are posted on the Town of Norfolk web site which is www.virtualnorfolk.org.

Town Clerk Marie Chiofolo tendered her resignation in June to accept a broader position with the Town of Stoughton. Assistant Town Clerk Gail Bernardo assumed the role of Acting Town Clerk. The Town of Norfolk is grateful to Ms Chiofolo for over eight years of dedicated service to the Town and looks forward to her continued involvement in town government. The Town Clerk's Office has a dedicated staff which includes Records Assistant Deb Mazzarella, temporary Assistant Town Clerk Ellen Robertson, and an Election staff of over 25 individuals. Without the hard work and dedication of these people the Town Clerk's Office would not run as efficiently as it must. The Norfolk DPW, the Norfolk Police Department and the Norfolk School Department are all an integral part of preparing and running smooth elections and this office extends their thanks to those departments as well.

Passport application processing continues to be an active part of the service provided by the Norfolk Town Clerk's office. The Acting Town Clerk is the only Federal Passport Agent available and so we continue to request that you call for an appointment. We can usually accommodate you within a relatively short period of time.

Dog owners are reminded that dogs over the age of six months must be licensed and proof provided of current rabies inoculation as well as spaying or neutering. Licenses are to be renewed annually beginning January 1st. The fee for licensing is \$15.00. A \$5.00 discount is applied for dogs that have been Spayed/Neutered. Dogs must be licensed by the end of April. An additional \$25.00 late fee per license will be charged to owners who fail to re-license. Dog owners are also reminded that Norfolk does have an Animal Control Bylaw. Copies of the bylaw are available in the Town Clerk's Office.

VITAL STATISTICS

Births	82
Deaths	37
Marriages	28

VOTER REGISTRATION

The Acting Town Clerk acting in her capacity as a Registrar of Voters held one late night voter registration session and one Saturday voter registration session pursuant to Chapter 51, Section 28 of the Massachusetts General Laws. There are 5,794 voters in the Town of Norfolk.

ANNUAL TOWN ELECTION MAY 1, 2007

Pursuant to the Warrant for the Annual Town Meeting, 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 1, 2007 to act upon Article 1, the Annual Town Election of Town Officials. Polls were declared open at 7:00 am. Election officers were duly sworn in by Warden Gail Bernardo. The ballot boxes for all four precincts registered zero.

Instructions to voters and specimen ballots were posted as required by Massachusetts General Laws in each of the four precincts. A total of 1,491 voters cast their ballots with the following results:

GENERAL GOVERNMENT

MODERATOR FOR ONE YEAR

Marc V. Waldman	432
Daniel B. Winslow*	1029
Blanks	25
All others	5

SELECTMAN FOR THREE YEARS

James C. Lehan* 837	
Jason Talerma	625
Blanks	28
All others	1

ASSESSOR FOR THREE YEARS

Donna L. Putt*	1043
Blanks	439
All others	1

BOARD OF HEALTH MEMBER FOR THREE YEARS

Jeffrey T. Palumbo*	1024
Blanks	462
All others	5

HOUSING AUTHORITY MEMBER FOR FIVE YEARS

Eric Dupont*	989
Blanks	496
All others	6

HOUSING AUTHORITY MEMBER FOR ONE YEAR

Scott W. Dittrich*	1013
Blanks	473
All others	5

LIBRARY TRUSTEE FOR THREE YEARS

Kenneth W. Nelson*	1015
Blanks	470
All others	6

PLANNING BOARD TWO MEMBERS FOR THREE YEARS

Thomas M. Burke*	752
Arthur A. Spruch 575	
David A. Roche* 860	
Blanks	785
All others	10

RECREATION COMMISSION TWO MEMBERS FOR THREE YEARS

David M. Mastro*	855
Benjamin S. McCarty*	931
Blanks	1190
All others**	6

NORFOLK SCHOOL COMMITTEE

MEMBER FOR THREE YEARS

Danielle M. Rochefort*	932
Blanks	527
All others	32

*Declared elected

ANNUAL TOWN MEETING

May 8, 2007

Pursuant to a warrant dated April 9, 2007, 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, May 8, 2007, 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 Daniel Winslow 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 122 registered voters in attendance. The Pledge of Allegiance was led by the Moderator.

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

ARTICLE 1

Article 1 was the Annual Election of town officers which took place on Tuesday, May 1, 2007.

ARTICLE 2

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

GENERAL GOVERNMENT

ARTICLE 3
APPROVED BY UNANIMOUS VOTE to transfer:

FROM:	Asst. Number / Department	Amount
	2108 578000 /	
	Fire Dept. Fines - Reserved for Appropriation	\$ 1,010.00
	011301 511000 /	
	Finance Department Salaries	\$ 10,000.00
	012411 511000 /	
	Building Department Salary	\$ 1,500.00
	014101 511000 /	
	DPW Administration Salaries	\$ 50,031.00
	2107 578000 / Cemetery Receipts	
	- Res. for Appropriation	\$ 12,000.00
	2101 578000 / Snow Revolving - Fund 2101	\$ 9,751.00
	Free Cash	\$ 50,420.00
	019452 574000 / Building & Liability Insurance	\$ 25,000.00
	<u>25,000.00</u>	
	Total	\$159,712.00

TO:		Amount
	012202 578000 /	
	Fire Department Expenses - Training	\$ 1,010.00
	011301 530200 / Finance Department Expenses	\$ 10,000.00
	011921 511000 / Facilities	\$ 1,500.00
	014201 511000 / Highway Salaries	\$ 6,000.00
	014221 511000 / Grounds Maintenance - Salaries	\$ 2,500.00
	014251 511000 / Vehicle Maintenance - Salaries	\$ 1,000.00
	014251 578000 / Vehicle Maintenance - Expenses	\$ 18,746.00
	014342 530302 / Landfill - Leachate Removal	\$ 14,200.00
	014262 578000 / Town Fuels	\$ 4,285.00
	014242 578000 / Right of Way Lighting	\$ 3,300.00
	014232 578000 / Snow & Ice	\$ 97,171.00
	<u>\$ 97,171.00</u>	
	Total	\$159,712.00

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 2.7% to all Steps on the COMPENSATION SCHEDULE effective July 1, 2007.

ARTICLE 5
APPROVED BY UNANIMOUS 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 Clerk from Grade 7 to Grade 9

ARTICLE 6
APPROVED BY UNANIMOUS 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.

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, 2007.

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	\$	62,000

and to raise and appropriate \$27,154,406 and transfer \$15,279 From Cemetery Receipts reserved for appropriation and transfer \$359,377 from Free Cash to defray the departmental and incidental expenses of the Town not otherwise provided for, for the fiscal year commencing July 1, 2007. (Total: \$27,529,062)

GENERAL GOVERNMENT

TOWN OF NORFOLK - FISCAL 2008 BUDGET

		FY07 Approved	Department Request	Final FY08 Budget
GENERAL GOVERNMENT				
Moderator	Salary	\$1.00	\$1.00	\$1.00
	Expense	\$210.00	\$210.00	\$210.00
	Total	\$211.00	\$211.00	\$211.00
Selectmen/Town Admin.	Salary	\$177,900.00	\$189,250.00	\$190,681.00
	Expense	\$28,510.00	\$26,700.00	\$26,700.00
	Cable Committee	\$0.00	\$10,000.00	\$10,000.00
	Total	\$206,410.00	\$225,950.00	\$227,381.00
Advisory	Salary	\$5,805.00	\$5,950.00	\$5,950.00
	Expense	\$6,150.00	\$6,005.00	\$6,005.00
	Reserve Fund	\$25,000.00	\$50,000.00	\$30,000.00
	Total	\$36,955.00	\$61,955.00	\$41,955.00
Municipal Finance	Salary	\$428,705.00	\$433,157.00	\$438,306.00
	Expense	\$124,620.00	\$124,620.00	\$124,620.00
	Audit	\$35,000.00	\$35,000.00	\$35,000.00
	Total	\$588,325.00	\$592,777.00	\$597,926.00
Board of Assessors	Salary	\$600.00	\$600.00	\$600.00
	Expense	\$1,500.00	\$1,500.00	\$1,500.00
	Total	\$2,100.00	\$2,100.00	\$2,100.00
Town Counsel	Litigation	\$35,000.00	\$35,000.00	\$35,000.00
	Retainer Fees	\$26,880.00	\$26,880.00	\$26,880.00
	Total	\$61,880.00	\$61,880.00	\$61,880.00
Personnel Board	Salary	\$4,652.00	\$4,848.00	\$4,848.00
	Expense	\$1,800.00	\$1,200.00	\$1,200.00
	Total	\$6,452.00	\$6,048.00	\$6,048.00
IT Coordinator	Salary	\$62,456.00	\$55,454.00	\$56,940.00
	Expenses	\$17,757.00	\$17,757.00	\$17,757.00
	Total	\$80,213.00	\$73,211.00	\$74,697.00
Tax Title/Foreclosure	Expense	\$10,000.00	\$10,000.00	\$10,000.00
	Total	\$10,000.00	\$10,000.00	\$10,000.00
Facilities Management	Salary	\$94,734.00	\$41,799.00	\$41,799.00
	Expense	\$325,925.00	\$403,900.00	\$403,900.00
	Total	\$420,659.00	\$445,699.00	\$445,699.00
Town Clerk	Salary	\$95,226.00	\$102,000.00	\$103,015.00
	Expense	\$4,000.00	\$4,000.00	\$4,000.00
	Total	\$99,226.00	\$106,000.00	\$107,015.00
Elections	Salary	\$10,530.00	\$13,020.00	\$13,020.00
	Expense	\$20,980.00	\$12,120.00	\$12,120.00
	Total	\$31,510.00	\$25,140.00	\$25,140.00
Voter Registration	Salary	\$9,593.00	\$9,593.00	\$9,593.00
	Expense	\$5,000.00	\$5,000.00	\$5,000.00
	Total	\$14,593.00	\$14,593.00	\$14,593.00
Conservation	Salary	\$26,020.00	\$26,679.00	\$26,679.00
	Expense	\$21,405.00	\$20,758.00	\$20,758.00

GENERAL GOVERNMENT

Planning Board	Total	\$47,425.00	\$47,437.00	\$47,437.00
	Salary	\$51,765.00	\$53,836.00	\$54,855.00
	Expense	\$47,240.00	\$47,240.00	\$47,240.00
	Total	\$99,005.00	\$101,076.00	\$102,095.00
Zoning Board of Appeals	Salary	\$25,648.00	\$26,478.00	\$26,478.00
	Expense	\$3,360.00	\$2,451.00	\$2,451.00
	Total	\$29,008.00	\$28,929.00	\$28,929.00
Permanent Building Committee	Salary	\$8,783.00	\$9,000.00	\$9,000.00
	Expense	\$500.00	\$300.00	\$300.00
	Total	\$9,283.00	\$9,300.00	\$9,300.00
Town Reports	Expense	\$3,000.00	\$3,000.00	\$3,000.00
	Total	\$3,000.00	\$3,000.00	\$3,000.00
TOTAL GENERAL GOVERNMENT		\$1,746,254.00	\$1,815,305.00	\$1,805,405.00
PUBLIC SAFETY				
Police	Salary	\$1,435,121.00	\$1,511,095.30	\$1,511,095.30
	Expense	\$105,555.00	\$105,555.00	\$105,555.00
	Total	\$1,540,676.00	\$1,616,650.00	\$1,616,650.00
Fire & Ambulance	Salary	\$958,655.00	\$1,015,345.00	\$1,015,345.00
	Expense	\$156,460.00	\$123,816.00	\$123,816.00
	Total	\$1,115,115.00	\$1,139,161.00	\$1,139,161.00
Building Dept	Salary	\$175,829.00	\$179,016.00	\$181,056.00
	Expense	\$8,100.00	\$8,100.00	\$8,100.00
	Total	\$183,929.00	\$187,116.00	\$189,156.00
Weights & Measure	Salary			
	Expense	\$1,100.00	\$1,100.00	\$1,100.00
	Total	\$1,100.00	\$1,100.00	\$1,100.00
Emergency Management	Salary	\$675.00	\$700.00	\$700.00
	Expense	\$1,000.00	\$1,000.00	\$1,000.00
	Total	\$1,675.00	\$1,700.00	\$1,700.00
Animal Inspector	Salary	\$2,108.00	\$2,108.00	\$2,108.00
	Expense	\$200.00	\$200.00	\$200.00
	Total	\$2,308.00	\$2,308.00	\$2,308.00
Animal Control	Salary	\$36,840.00	\$37,768.00	\$37,768.00
	Expense	\$4,500.00	\$3,579.00	\$3,579.00
	Total	\$41,340.00	\$41,347.00	\$41,347.00
Fire/Police Comm	Salary	\$178,197.00	\$181,505.00	\$181,505.00
	Expense	\$5,047.00	\$5,047.00	\$5,047.00
	Total	\$183,244.00	\$186,552.00	\$186,552.00
TOTAL PUBLIC SAFETY		\$3,069,387.00	\$3,175,934.00	\$3,177,974.00
EDUCATION				
	Norfolk Elementary	\$9,500,463.00	\$9,577,770.00	\$9,607,770.00
	King Philip Regional (Operating)	\$4,592,744.00	\$5,474,753.00	\$4,960,000.00
	King Philip Regional Excluded Debt)	\$1,021,880.00	\$719,967.00	\$719,967.00

GENERAL GOVERNMENT

	King Philip Total	\$5,614,624.00	\$6,194,720.00	\$5,679,967.00
	Tri-County	\$291,778.00	\$359,286.00	\$364,971.00
TOTAL EDUCATION		\$15,406,865.00	\$16,131,776.00	\$15,652,708.00
PUBLIC WORKS				
DPW Administration	Salary	\$225,436.00	\$164,674.00	\$164,674.00
	Expense	\$65,345.00	\$67,733.00	\$67,733.00
	Total	\$290,781.00	\$232,407.00	\$232,407.00
Highway	Salary	\$157,816.00	\$207,850.00	\$207,850.00
	Expense	\$87,932.00	\$94,406.00	\$94,406.00
	Road Program	\$275,000.00	\$271,542.00	\$261,542.00
	Total	\$520,748.00	\$573,798.00	\$563,798.00
Vehicle Maintenance	Salary	\$127,190.00	\$128,455.00	\$128,455.00
	Expense	\$50,881.00	\$57,378.00	\$57,378.00
	Total	\$178,071.00	\$185,833.00	\$185,833.00
Town Vehicle Fuel	Expense	\$68,705.00	\$79,215.00	\$79,215.00
	Total	\$68,705.00	\$79,215.00	\$79,215.00
Snow & Ice	Expense	\$123,647.00	\$123,647.00	\$123,647.00
	Total	\$123,647.00	\$123,647.00	\$123,647.00
Grounds - Municipal	Salary	\$135,763.00	\$141,468.00	\$141,468.00
	Expense	\$20,121.00	\$12,763.00	\$12,763.00
	Total	\$155,884.00	\$154,231.00	\$154,231.00
Transfer Station	Salary	\$171,230.00	\$185,706.00	\$185,706.00
	Expense	\$168,613.00	\$172,956.00	\$172,956.00
	Total	\$339,843.00	\$358,662.00	\$358,662.00
Landfill	Expense	\$72,923.00	\$78,638.00	\$78,638.00
	Total	\$72,923.00	\$78,638.00	\$78,638.00
Septage Assessment	Expense	\$2,600.00	\$2,600.00	\$2,600.00
	Total	\$2,600.00	\$2,600.00	\$2,600.00
Grounds - Cemetery	Salary	\$25,371.00	\$26,083.00	\$26,083.00
	Expense	\$7,151.00	\$7,151.00	\$7,151.00
	Total	\$32,522.00	\$33,234.00	\$33,234.00
Custodian of Veteran Graves	Salary	\$683.00	\$700.00	\$700.00
	Expense	\$1,705.00	\$1,700.00	\$1,700.00
	Total	\$2,388.00	\$2,400.00	\$2,400.00
Street Lighting	Expense	\$39,240.00	\$44,578.00	\$44,578.00
	Total	\$39,240.00	\$44,578.00	\$44,578.00
Tree Warden	Salary	\$2,635.00	\$2,742.00	\$2,742.00
	Expense	\$15,150.00	\$16,650.00	\$16,650.00
	Total	\$17,785.00	\$19,392.00	\$19,392.00
Shade Tree	Expense	\$4,198.00	\$4,366.00	\$4,366.00
	Total	\$4,198.00	\$4,366.00	\$4,366.00
TOTAL PUBLIC WORKS		\$1,849,335.00	\$1,893,001.00	\$1,883,001.00
HUMAN SERVICES				
Board of Health	Salary	\$41,883.00	\$41,883.00	\$41,883.00

GENERAL GOVERNMENT

	Expense	\$43,023.00	\$43,903.00	\$43,903.00
	Total	\$84,906.00	\$85,786.00	\$85,786.00
Special Programs	MAY Mental Health	\$0.00	\$0.00	\$0.00
	SNCARC	\$0.00	\$4,025.00	\$4,025.00
	Total	\$0.00	\$4,025.00	\$4,025.00
Council on Aging	Salary	\$95,018.00	\$96,871.00	\$98,354.00
	Senior Program	\$3,800.00	\$0.00	\$0.00
	Expense	\$10,238.00	\$12,185.00	\$12,185.00
	Total	\$109,056.00	\$109,056.00	\$110,539.00
Veteran's Services	Salary	\$5,460.00	\$5,700.00	\$5,700.00
	Expense	\$3,000.00	\$3,000.00	\$3,000.00
	Total	\$8,460.00	\$8,700.00	\$8,700.00
TOTAL HUMAN SERVICES		\$202,422.00	\$207,567.00	\$209,050.00
CULTURE AND RECREATION				
Library	Salary	\$330,387.00	\$330,387.00	\$333,592.00
	Expense	\$123,301.00	\$117,551.00	\$123,301.00
	Total	\$453,688.00	\$447,938.00	\$456,893.00
Recreation	Salary	\$65,185.00	\$66,460.00	\$68,009.00
	Expense	\$5,310.00	\$4,035.00	\$4,035.00
	Total	\$70,495.00	\$70,495.00	\$72,044.00
Historical Commission	Expense	\$325.00	\$325.00	\$325.00
	Total	\$325.00	\$325.00	\$325.00
Memorial Day	Expense	\$750.00	\$750.00	\$750.00
	Total	\$750.00	\$750.00	\$750.00
TOTAL CULTURE & RECREATION		\$525,258.00	\$519,508.00	\$530,012.00
FIXED COSTS				
	Employee Benefits	\$2,276,115.00	\$2,469,097.00	\$2,469,097.00
	Building/Liability Insurance	\$300,374.00	\$333,415.00	\$333,415.00
TOTAL FIXED COSTS		\$2,576,489.00	\$2,802,512.00	\$2,802,512.00
DEBT SERVICE (KP not Included)				
	Excluded Debt (other than KP)	\$1,033,602.00	\$998,798.00	\$998,798.00
	Non-Excluded Debt	\$409,000.00	\$469,601.00	\$469,601.00
TOTAL LOCAL DEBT SERVICE		\$1,442,602.00	\$1,468,399.00	\$1,468,399.00
TOTAL OPERATING BUDGET		\$26,818,611.00	\$28,014,003.00	\$27,529,062.00
TOTAL GENERAL FUND - Including Exclusions		\$26,818,611.00	\$28,014,003.00	\$27,529,062.00
REVENUES				
	General Fund Revenue	\$24,148,129.00	\$25,420,041.00	\$25,420,041.00
	General Fund Excluded Revenue & SBAB Funding	\$2,055,482.00	\$1,718,765.00	\$1,718,765.00
	Other Sources	\$615,000.00	\$390,256.00	\$390,256.00
	Total Operating Budget Sources	\$26,818,611.00	\$27,529,062.00	\$27,529,062.00
Surplus / (Deficit)		\$0.00	(\$484,941.00)	\$0.00

GENERAL GOVERNMENT

ARTICLE 8

APPROVED BY UNANIMOUS VOTE to transfer the sum of \$1,212,711 from the Department of Public Works Water Division Revenues and Retained Earnings to fund the Water Division's Maintenance and Operating Expenses and the Water Division Debt for the fiscal year commencing July 1, 2007 as follows:

Salaries	\$ 176,901	
Expense	<u>\$ 495,271</u>	
Total Maint. and Operating Expenses	\$ 672,172	
Debt Service	<u>\$ 540,539</u>	
Total Water Division Budget	\$1,212,711	

ARTICLE 9

APPROVED BY UNANIMOUS VOTE to transfer \$191,000 from Prison Mitigation Funds to fund the following Capital purchases for the fiscal year commencing July 1, 2007.

Town Clerk	New Voting machine	7,000
Norfolk Public Schools	Repair insulation at HOD	30,000
Norfolk Public Schools	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
Library	Computer replacement	4,300
Town IT Dept	Computer Request	<u>16,600</u>
	Total	\$191,000

And to transfer \$171,400 from One-Time Supplemental Prison Mitigation Funds to fund the following Capital purchases for the fiscal year commencing July 1, 2007.

#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
	Temporary Building	<u>11,000</u>
	Total	171,400

AT 10:15PM THE TOWN CLERK MADE A MOTION AND IT WAS SECONDED TO ADJOURN THE MEETING TO 7:30PM ON WEDNESDAY MAY 9, 2007 AT THE KING PHILIP MIDDLE SCHOOL. THE MOTION PASSED UNANIMOUSLY.

GENERAL GOVERNMENT

THE SECOND SESSION OF THE ANNUAL TOWN MEETING WAS CALLED TO ORDER BY THE MODERATOR AT 7:35PM ON MAY 9, 2007. THERE WERE 104 REGISTERED VOTERS IN ATTENDANCE.

article 32 was brought forward at this time

ARTICLE 32
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.

AND to hear Committee Reports, as follows:
Affordable Housing Committee
SNARC
Master Plan Committee
Community Preservation Committee

ARTICLE 10
APPROVED BY 2/3 VOTE called by the Moderator to appropriate the sum of \$198,375 for the purpose of paying costs of constructing a cover for the leachate ponds, 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 8(21) of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore.

ARTICLE 11
APPROVED BY UNANIMOUS VOTE to appropriate the sum of \$444,500 for the purpose of paying costs of acquiring a new Fire Pumper Truck, 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 therefore.

ARTICLE 12
APPROVED BY UNANIMOUS VOTE to Indefinitely Postpone Article 12.
(transfer funds from Free Cash to the Stabilization Fund for vehicle replacement)

ARTICLE 13
APPROVED BY UNANIMOUS 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.

ARTICLE 14
APPROVED BY 2/3 VOTE called by the Moderator to appropriate the sum of \$314,000 for the purpose of paying costs of constructing a supplemental well at the Gold Street well site, 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 8(5) of the General Laws, or

GENERAL GOVERNMENT

any other enabling authority, and to issue bonds or notes of the Town therefore.

ARTICLE 15

APPROVED BY UNANIMOUS VOTE to appropriate the sum of \$174,450 for the purpose of paying costs of hydraulic water system corrections on Maple Street from Shady Way to Essex Street to improve fire flows, pressure and water quality, 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 8(5) of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore.

ARTICLE 16

APPROVED BY UNANIMOUS 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.

ARTICLE 17

APPROVED BY UNANIMOUS VOTE to appropriate the sum of \$472,000 for the purpose of paying costs of the Weeber Tank Cleaning and Painting to repair, clean and refinish the interior of the storage tank, 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 8(7C) of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore.

ARTICLE 18

APPROVED BY UNANIMOUS VOTE to transfer the sum of \$161,603 from the Department of Public Works Water Division Retained Earnings to fund the water system's Meter Replacement program.

ARTICLE 19

APPROVED BY UNANIMOUS VOTE to Indefinitely Postpone Article 19
(for the Department of Public Works Water Division to extend the water main 2,000 +/- ft. on Sherwood Drive and David Road)

ARTICLE 20

APPROVED BY UNANIMOUS VOTE to transfer the sum of \$52,000.00 from the Department of Public Works Water Division,

Retained Earnings, to fund the water main extension project for Route 115 (Pine Street).

ARTICLE 21

APPROVED BY UNANIMOUS VOTE to Indefinitely Postpone Article 21.
(feasibility study for the design and construction of a sewer treatment facility to service the B-1 Business District)

ARTICLE 22

APPROVED BY UNANIMOUS VOTE to Indefinitely Postpone Article 22.
(parcel of land containing 1.13 acres +/-owned by the Federated Church of Norfolk...for the rehabilitation and expansion of the Public Safety Building)

ARTICLE 23

APPROVED BY UNANIMOUS VOTE, pursuant to Massachusetts General Laws, Chapter 44B, Section 5, to appropriate the sum of \$35,000.00 from the annual revenues in the Community Preservation Fund for the Administrative and Operating Expense Budget of the Community Preservation Committee for the fiscal year commencing July 1, 2007.

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 FY2008 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 FY2008 Community Preservation Fund revenues for the creation, preservation and support of Affordable Housing for future appropriation.

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 FY2008 Community Preservation Fund revenues for the acquisition, preservation, rehabilitation, and

GENERAL GOVERNMENT

restoration of Historic Resources for future appropriation.

ARTICLE 27

APPROVED BY UNANIMOUS VOTE, pursuant to Massachusetts General Laws Chapter 44B, to appropriate 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, and Employees of the School Districts serving the Town of Norfolk.

ARTICLE 28

APPROVED BY UNANIMOUS VOTE to transfer 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.

ARTICLE 29

APPROVED BY UNANIMOUS 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.

ARTICLE 30

APPROVED BY UNANIMOUS VOTE to Indefinitely Postpone Article 30.

(acquire a parcel of land located at 35 Rockwood Road...for affordable housing purposes, using affordable housing and undesignated funds from the Norfolk Community Preservation Act Fund)

ARTICLE 31

APPROVED BY UNANIMOUS 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:

from: Clerk, Town Clerk's Office
to: Records Assistant, Town Clerk's Office.

ARTICLE 32 WAS PREVIOUSLY ACTED UPON

ARTICLE 33

APPROVED BY UNANIMOUS VOTE to establish a revolving fund pursuant to Massachusetts General Laws, Chapter 44, § 53E 1/2, 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. (limit: \$7,500.)

ARTICLE 34

APPROVED BY UNANIMOUS 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).

(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

GENERAL GOVERNMENT

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).

(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).

ARTICLE 35

APPROVED BY VOICE 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) 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.

ARTICLE 36

It was moved and seconded 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-

GENERAL GOVERNMENT

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).

APPROVED BY UNANIMOUS VOTE to AMEND by deleting the words "pursuant to G.L. c. 40B, §§ 20-24" and replacing them with "as kept by the Massachusetts Department of Housing and Community Development or the successor agency thereto.

APPROVED BY UNANIMOUS VOTE to approve the amended article.

AT 11:00PM THE TOWN CLERK MADE A MOTION AND IT WAS SECONDED TO ADJOURN THE MEETING TO 7:30PM ON TUESDAY MAY 15, 2007 AT THE KING PHILIP MIDDLE SCHOOL. THE MOTION PASSED UNANIMOUSLY.

THE THIRD SESSION OF THE ANNUAL TOWN MEETING WAS CALLED TO ORDER BY THE MODERATOR AT 7:30PM ON MAY 15, 2007. THERE WERE 53 REGISTERED VOTERS IN ATTENDANCE.

ARTICLE 37

It was moved and seconded to amend the Town of Norfolk Zoning Bylaw, Section I.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."

APPROVED BY VOICE VOTE to amend this article by adding at the end the words "and further provided that all said buildings are located within a planned multi-lot development."

A counted vote was taken for the final amended article.

Sworn counters were G. St.Amand and R. Connors.

APPROVED BY 2/3 COUNTED VOTE, 34-YES TO 11-NO, to approve the article as amended.

ARTICLE 38

APPROVED BY UNANIMOUS VOTE to 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.

ARTICLE 39

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 40

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.

GENERAL GOVERNMENT

ARTICLE 41

APPROVED BY UNANIMOUS VOTE to authorize the Board of Selectmen 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.

ARTICLE 42

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 43

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 44

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, and to raise and appropriate or transfer from any available source of funds, a sum of money for said purposes.

ARTICLE 45

APPROVED BY UNANIMOUS VOTE to Indefinitely Postpone Article 45.

All articles on the Warrant having been acted upon, it was moved, seconded and voted to dissolve this Annual Town Meeting at 8:30PM.

Respectfully Submitted,
Gail E. Bernardo, Assistant Town Clerk

FALL TOWN MEETING

October 23, 2007

Pursuant to a warrant dated September 24, 2007 signed by Jonathan Smith, Ramesh Advani and James Lehan, 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 23, 2007 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 Daniel Winslow who introduced the Acting 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 182 registered voters in attendance.

God Bless America was sung by Madeleine Crump, a 10-year old resident of Norfolk, and the Pledge of Allegiance was led by Acting Town Clerk Gail Bernardo.

Sworn counters were Robert Garrity, Robert Boucher and Lorraine Sweeney.

It was approved by voice vote to waive the reading of the warrant and the return of the warrant.

ARTICLE 1

APPROVED BY VOICE VOTE to transfer from Free Cash the sum of \$50,000.00 to the Advisory Board Reserve Fund.

Note: This Article was originally voted incorrectly and, upon a motion to reconsider, was correctly stated and voted as indicated above.

ARTICLE 2

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

ARTICLE 3

APPROVED BY VOICE VOTE to accept the provisions of MGL C41 section 1B for the purpose of having the elected Town Clerk become an appointed Town Clerk of the Town.

ARTICLE 4

The Advisory Board moved and it was seconded to Indefinitely Postpone Article 4.

The Personnel Board Chairperson moved to amend the motion by replacing it with the following: I move to replace the existing

GENERAL GOVERNMENT

Personnel Bylaw with the comprehensively revised Personnel Bylaw dated September 12, 2007 and on file in the Town Clerk's Office, as amended to replace Section 18 Longevity with the previous version of both the Full-time and Part-time Longevity Schedules.

The amended motion failed on a voice vote.

APPROVED BY VOICE VOTE to Indefinitely Postpone Article 4.

ARTICLE 5

APPROVED BY VOICE VOTE to accept the provisions of G.L. c. 48 section 42 for the purpose of establishing a fire department to be under the control of an officer to be known as the Chief of the Fire Department.

ARTICLE 6

APPROVED BY VOICE VOTE to delete from the Town of Norfolk Bylaws Article III, Section 6: Permanent Building Committee in its entirety and replace it with the following:

Section 6. Committees for Major Building Projects

The Town Meeting shall establish a committee to oversee the design, construction, and completion of major buildings in the Town, the projected cost of which is in excess of 5% of the General Fund budget.

The term of the committee shall be the length of time of the project. The Committee shall consist of (subject to State and/or Federal statute or regulation) members of the Board or Committee for whose benefit the project is being constructed, the number of whom is the maximum number of members not constituting a quorum of that Board or Committee, the Senior manager(s) working under the supervision of that board or committee, the Town Administrator, the Building Commissioner (ex-officio and non-voting), and at least three, but not more than five members of the community appointed by the Board of Selectmen.

ARTICLE 7

APPROVED BY VOICE VOTE to Indefinitely Postpone Article 7.
(add a committee for the design & construction of a Public Safety facility).

ARTICLE 8

APPROVED BY VOICE VOTE to transfer from Free Cash the sum of \$36,000 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.

ARTICLE 9

APPROVED BY 2/3 VOTE called by the Moderator to appropriate the sum of \$200,000.00 to purchase 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, and that the Treasurer, with the approval of the Board of Selectmen, borrow under MGL C44 up to \$200,000.00 for said purpose.

ARTICLE 10

APPROVED BY VOICE VOTE to Indefinitely Postpone Article 10.
(debt exclusion for Public Safety architectural and engineering fees).

ARTICLE 11

APPROVED BY VOICE VOTE to accept the provisions of MGL C32B section 18 for the purpose of requiring all retirees, their spouses and dependents who are enrolled in Medicare Part A at no cost to a retiree, their spouse or dependents, or eligible for coverage thereunder at no cost to a retiree, their spouse or dependents, be required to enroll in a Medicare health benefit supplement plan offered by the Town.

ARTICLE 12

APPROVED BY VOICE VOTE to amend the Town of Norfolk Bylaws by inserting the following as Section 8 of Article VII:

SECTION 8: Property Stabilization By-law
A. Purpose: To protect against erosion and sedimentation; to limit adverse impacts to adjacent properties; to protect against attractive nuisances; and to preserve scenic and historic vistas by and to ensuring that any property or portion thereof that is cleared in preparation for construction or any other purposes is not left in an open and unstabilized state.

B. Applicability: All properties that have been cleared of trees, shrubbery, grass, topsoil and/or

GENERAL GOVERNMENT

any other natural features shall be considered an "Unstabilized Property" which shall require a special permit under this by-law if such property remains in an unstabilized state for more than 60 days. This By-law shall apply to all Unstabilized Properties even if such property is the subject of a permit for construction, earth removal, improvement or alteration of any type. This By-law shall also apply to all properties that are the subject of such permit under which activities have been commenced, if such activities are delayed, postponed, halted, ceased or otherwise inactive for any period of 60 days or more. Under this by-law, "Unstabilized Property" shall not include: (1) property on which any activities, in the aggregate, destabilize less than 7500 square feet; and (2) property on which clearing, plowing, tilling, harvesting or other destabilizing activities are associated with any legitimate agricultural activity.

C. Special Permit required. All owners of Unstabilized Properties must apply to the Board of Selectmen for a Special Permit for the stabilization of such property or such other orders and conditions as the Selectmen may deem appropriate to satisfy the provisions of this By-law. Similarly, the Board of Selectmen may issue orders hereunder for any Unstabilized Property that does not voluntarily seek a Special Permit hereunder.

D. Basic Requirements. Any application, order or Special Permit hereunder shall make accommodations for the temporary or permanent landscaping of an Unstabilized Property that shall, in the discretion of the Selectmen be necessary for the stabilization of the subject property. At the very least, such landscaping improvements shall include the placement of fertile topsoil and the maintenance of grass thereon, provided however, that, for good cause shown, the Selectmen may allow an Unstabilized Property to remain in an unstabilized state for an additional 60 days. In reviewing the propriety of any landscaping improvements, it must be demonstrated that the proposed landscaping improvements comply with accepted standards for stormwater management, including state, local and federal guidelines as well as recognized best management practices. In issuing a special permit hereunder, the Board of Selectmen may impose any such conditions as may be necessary to further the purposes of this by-law, including, but not limited to, conditions for the continued maintenance of landscaping improvements. The Selectmen may also waive

strict compliance with the terms hereof where good cause is demonstrated by the applicant.

E. A public hearing shall be held on each application for a Permit under this bylaw. The Board shall cause a notice of the public hearing to be published at the expense of the applicant in a daily or weekly newspaper in general circulation in the Town at least fourteen (14) days prior to the date of said hearing. The notice shall set forth the name of the applicant and the location of the premises. Every applicant or an agent in his behalf shall, within three (3) days after publication as herein provided, cause a copy of the published notice to be sent by certified mail, return receipt requested, to each of the persons appearing upon the Assessors' most recent valuation list as the owners of property abutting the premises for which a Permit is sought together with those persons appearing as owners across any public or private way from said premises. An affidavit of the applicant or of the person mailing such notice in his behalf together with a copy of the notice mailed and the post office receipts for the certified mailings herein required, shall be filed with the Board as the first order of business at the public hearing. Such affidavit shall be prima facie evidence that notice has been given in compliance herewith.

F. The Board shall be and hereby is authorized to set a reasonable application fee for all original and renewal applications for a Special Use Permit.

G. The Board of Selectmen shall be and is hereby authorized to determine the costs of any engineering fees incurred in the measurement of earth removed or to be removed under such Permit. The engineering fees charged for each Permit issued or renewed will be paid by the applicant.

H. The applicant shall provide plans of the proposed landscaping improvements along with the necessary documentation to demonstrate that such improvements satisfy the provisions of this By-law.

I. Validity: The invalidity of any section or provision of this bylaw shall not invalidate any section or provision thereof.

J. Penalty. Any person, firm, or corporation willfully violating, disobeying, or refusing to comply with any of the provisions of this bylaw shall be prosecuted under the terms of the

GENERAL GOVERNMENT

Massachusetts General Laws, Chapter 40, Section 21, Clause 17, and shall be subject to a fine of not more than fifty (50) dollars for the first offense, not more than one hundred (100) dollars for the second offense, and not more than two hundred (200) dollars for any subsequent offense. Each day of non-compliance shall constitute a separate offense. The Board of Selectmen may also enforce the provisions of this By-law in equity in a Court of competent jurisdiction. The Board of Selectmen may also revoke any Special Permit issued hereunder for violations of any terms thereunder.

K. This By-law shall be immediately effective and shall apply to all properties in Norfolk, including all those properties that have been altered, cleared or de-stabilized prior to the date that this by-law became effective.

AT 11:00PM THE ACTING TOWN CLERK MADE A MOTION AND IT WAS SECONDED TO ADJOURN THE MEETING TO 7:30PM ON WEDNESDAY OCTOBER 24, 2007 AT THE KING PHILIP MIDDLE SCHOOL.

THE MOTION WAS AMENDED TO TUESDAY OCTOBER 30, 2007 AT THE KING PHILIP MIDDLE SCHOOL. THE AMENDED MOTION WAS ACCEPTED AND SO VOTED.

THE SECOND SESSION OF THE ANNUAL TOWN MEETING WAS CALLED TO ORDER BY THE MODERATOR AT 7:30PM ON TUESDAY, OCTOBER 30, 2007. THERE WERE 90 REGISTERED VOTERS IN ATTENDANCE. SWORN COUNTERS WERE BRUCE SIMPSON AND ROBERT BOUCHER.

ARTICLE 13
APPROVED BY COUNTED VOTE, 34-Yes to 22-No, to amend the Town of Norfolk Bylaws by deleting Section 4 of ARTICLE I, Fall Town Meeting.

ARTICLE 14
APPROVED BY VOICE VOTE to Indefinitely Postpone Article 14.
(a sum of money to raze the buildings and secure the site of land commonly known as the Buckley and Mann property).

ARTICLE 41 was brought forward at this time.

ARTICLE 41

APPROVED BY UNANIMOUS VOTE to accept as a General By-Law of the Town of Norfolk, as Article VII, section 7, the By-law Governing Post-construction Stormwater Management of New Developments and Redevelopments, as follows:

SECTION 7: POST-CONSTRUCTION STORMWATER MANAGEMENT OF NEW DEVELOPMENTS & REDEVELOPMENTS **Section 1. PURPOSE**

Regulation of discharges to the municipal separate storm sewer system (MS4) is necessary for the protection of the Town of Norfolk's water bodies and groundwater, and to safeguard the public health, safety, welfare and the environment. Increased and contaminated stormwater runoff associated with developed land uses and the accompanying increase in impervious surface are major causes of impairment of water quality and flow in lakes, ponds, streams, rivers, wetlands and groundwater;

1. impairment of water quality and flow in lakes, ponds, streams, rivers, wetlands and groundwater,
2. contamination of drinking water supplies,
3. erosion of stream channels;
4. alteration or destruction of aquatic and wildlife habitat; and
5. flooding.

Therefore, this bylaw establishes stormwater management standards for the final conditions that result from development and redevelopment projects to minimize adverse impacts offsite and downstream which would be born by abutters, townspeople and the general public.

The objectives of this by-law are:

1. To require practices to control the flow of stormwater from new and redeveloped sites into the Town of Norfolk storm drainage system in order to prevent flooding and erosion;
2. To protect groundwater and surface water from degradation;
3. To promote groundwater recharge;
4. To prevent pollutants from entering the town's municipal separate storm sewer system (MS4) and to minimize discharge of pollutants from the MS4;
5. To ensure adequate long-term operation and maintenance of structural stormwater best management practices so that they work as designed;
6. To comply with state and federal statutes and regulations relating to stormwater discharges; and

GENERAL GOVERNMENT

7. To establish the Town of Norfolk's legal authority to ensure compliance with the provisions of this by-law through inspection, monitoring, and enforcement.

Section 2. DEFINITIONS

ALTERATION OF DRAINAGE

CHARACTERISTICS: Any activity on an area of land that changes the water quality, force, direction, timing or location of runoff flowing from the area. Such changes include: change from distributed runoff to confined, discrete discharge, change in the volume of runoff from the area; change in the peak rate of runoff from the area; and change in the recharge to groundwater on the area.

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

THE BOARD – Town of Norfolk Planning Board.

CLEARING: Any activity that removes the vegetative surface cover.

DEVELOPMENT: The modification of land to accommodate a new use or expansion of use, usually involving construction.

DISTURBANCE OF LAND: Any action that causes a change in the position, location, or arrangement of soil, sand rock, gravel of similar earth material.

GRADING: Changing the level or shape of the ground surface.

GRUBBING: The act of clearing land surface by digging up roots and stumps.

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.

MASSACHUSETTS STORMWATER

MANAGEMENT POLICY: The Policy issued by the Department of Environmental Protection, and as amended, that coordinates the requirements prescribed by state regulations promulgated under the authority of the Massachusetts Wetlands Protection Act G.L. c. 131 § 40 and Massachusetts Clean Waters Act G.L. c. 21, §. 23-56. The Policy addresses stormwater impacts through implementation of performance standards to reduce or prevent pollutants from reaching water bodies and control the quantity and quality of runoff from a site.

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.

NORMAL MAINTENANCE: Includes activities generally recognized as tasks relating to the use of fertilizers, compost materials and other soil amendments; mowing and brush cutting; maintenance and repair of existing fences; and the cleaning, clearing, repairing or restoring of existing man-made or natural water management systems, such as ditches, channels, or other waterways. In all cases, normal maintenance does not include placing fill, or dredging water bodies.

OPERATION AND MAINTENANCE PLAN: A plan establishing the functional, financial and organizational mechanisms for the ongoing operation and maintenance of a stormwater management system to insure that it continues to function as designed.

OUTFALL: The point at which stormwater flows out from a point source discernible, confined and discrete conveyance into waters of the Commonwealth.

OUTSTANDING RESOURCE WATERS

(ORWs): Waters designated by Massachusetts Department of Environmental Protection as ORWs. These waters have exceptional sociologic, recreational, ecological and/or aesthetic values and are subject to more stringent requirements under both the Massachusetts Water Quality Standards (314 CMR 4.00) and the Massachusetts Stormwater Management Standards. ORWs include vernal pools certified by the Natural Heritage Program of the Massachusetts Department of Fisheries and Wildlife and Environmental Law Enforcement, all Class A designated public water supplies with their bordering vegetated wetlands, and other waters specifically designated.

OWNER: A person with a legal or equitable interest in property.

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.

POINT SOURCE: Any discernible, confined, and discrete conveyance, including but not limited to, any pipe, ditch, channel, tunnel, conduit, well,

GENERAL GOVERNMENT

discrete fissure, or container from which pollutants are or may be discharged.

REDEVELOPMENT: Development, rehabilitation, expansion, demolition or phased projects that disturb the ground surface or increase the impervious area on previously developed sites.

RUNOFF: Rainfall, snowmelt, or irrigation water flowing over the ground surface.

STORMWATER MANAGEMENT PLAN: A plan required as part of the application for a Stormwater Management Permit. See Section 7.

STORMWATER: Storm water runoff, snow melt runoff, and surface water runoff and drainage.

TSS: Total Suspended Solids.

Section 3. AUTHORITY

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

Section 4. APPLICABILITY

A. No person may undertake a construction activity, including clearing, grading and excavation that results in a land disturbance that will disturb equal to or greater than one acre of land, or will disturb less than one acre but is part of a larger plan of development that will ultimately disturb equal to or greater than one acre of land, without a permit from the Planning Board. Construction activity does not include routine maintenance that is performed to maintain the original line and grade, hydraulic capacity or the original purpose of the site.

B. Exemptions

Normal maintenance and improvement of land in agricultural use as defined by the Wetlands Protection Act regulation 310 CMR 10.04; Maintenance of existing landscaping, gardens or lawn areas associated with a single family dwelling;

The construction of fencing that will not substantially alter existing terrain or drainage patterns;

Construction of utilities other than drainage (gas, water, electric, telephone, etc.) which will not alter terrain or drainage patterns;

As authorized in the Phase II Small MS4 General Permit for Massachusetts, storm water discharges resulting from the activities identified in Section 4 that are wholly subject to jurisdiction under the Wetlands Protection Act and demonstrate compliance with the Massachusetts Storm Water Management Policy as reflected in an Order of Conditions issued by the Conservation

Commission is exempt from compliance with this bylaw.

Section 5. ADMINISTRATION

A. The Planning Board shall administer, implement and enforce this bylaw. Any powers granted to or duties imposed upon the Board may be delegated in writing by the Board to its employees or agents. Specifically, the Board relies upon the Department of Public Works (DPW) for the review of technical and engineering documentation required under this by-law. All projects meeting the requirements will be processed and administered through the Planning Board.

B. Rules and Regulations. The Planning Board may adopt, and periodically amend, rules and regulations relating to the procedures and administration of this Stormwater Management By-law, by majority vote of the Board, after conducting a public hearing to receive comments on any proposed revisions. Such hearing dates shall be advertised in a newspaper of general local circulation, at least seven (7) days prior to the hearing date.

Section 6. PERMITS and PROCEDURE

A. Filing Application. The site owner or his agent shall file with the Planning Board hereinafter the Board, twelve (12) copies of a completed application package for a Stormwater Management Permit (SMP). Permit issuance is required prior to any site altering activity. While the applicant can be a representative, the permittee must be the owner of the site. The SMP Application package shall include: Completed Application Form with original signatures of all owners; List of abutters, certified by the Assessors Office; One (1) copy of the Stormwater Management Plan and project description as specified in Section 7.A.;

One (1) copy of the Operation and Maintenance Plan as required by Section 8 of this bylaw; Payment of the application and review fees. Applicant shall file one (1) original Application Form, the Stormwater Management Plan, the Operation & Maintenance Plan, and the list of abutters with the Town Clerk.

B. Entry. Filing an application for a permit grants the Board, or its agent, permission to enter the site to verify the information in the application and to inspect for compliance with the resulting permit.

C. Other Boards. The Board shall give one copy of the application package to each of the other relevant boards, including Conservation

GENERAL GOVERNMENT

Commission, Department of Public Works, Board of Health, and Building Department.

D. Fee Structure. The Board shall obtain with each submission an Application Fee established by the Board to cover expenses connected with the public hearing and application review of the Stormwater Management Permit and a technical Review Fee sufficient to cover professional review. The Board is authorized to retain a Registered Professional Engineer or other professional consultant to advise the Board on any or all aspects of these plans. Applicants must pay review fees before the review process may begin.

E. Public Hearing. The Board shall hold a public hearing within forty-five (45) days of the receipt of a complete application and shall take final action within twenty-one (21) days from the close of the hearing unless such time is extended by agreement between the applicant and the Planning Board. Notice of the public hearing shall be given by publication in a local paper of general circulation, by posting and by first-class mailings to abutters at least seven (7) days prior to the hearing.

F. Actions. The Board's action, rendered in writing, shall consist of either:

Approval of the Stormwater Management Permit Application based upon determination that the proposed plan meets the Standards in Section 7 and will adequately protect the water resources of the community and is in compliance with the requirements set forth in this by-law;

Approval of the Stormwater Management Permit Application subject to any conditions, modifications or restrictions required by the Board which will ensure that the project meets the Standards in Section 7 and adequately protect water resources, set forth in this by-law;

Disapproval of the Stormwater Management Permit Application based upon a determination that the proposed plan, as submitted, does not meet the Standards in Section 7 or adequately protects water resources, as set forth in this by-law.

H. Failure of the Board to take final action upon an Application within the time specified above shall be deemed to be approval of said Application. Upon certification by the Town Clerk that the allowed time has passed without Board action, the Board must issue a Stormwater Management Permit.

I. The permittee, or their agent, shall notify the Board in writing of any change or alteration of a land-disturbing activity authorized in a Stormwater Management Permit before any change or alteration occurs. If the Board

determines that the change or alteration is significant, based on the design requirements listed in Section 7A and accepted construction practices, the Board may require that an amended Stormwater Management Permit application be filed and a public hearing held. If any change or deviation from the Stormwater Management Permit occurs during a project, the Board may require the installation of interim measures before approving the change.

J. Project Completion. At completion of the project the permittee shall submit as-built record drawings of all structural stormwater controls and treatment best management practices required for the site. The as-built drawing shall show deviations from the approved plans, if any, and be certified by a Registered Professional Engineer.

Section 7. STORMWATER MANAGEMENT PLAN

A. The application for a stormwater management permit shall consist of submittal of a Stormwater Management Plan to the Board. This Stormwater Management Plan shall contain sufficient information for the Board to evaluate the environmental impact, effectiveness, and acceptability of the measures proposed by the applicant for reducing adverse impacts from stormwater. The Plan shall be designed to meet the Massachusetts Stormwater Management Standards as set forth in Part B of this section and DEP Stormwater Management Handbook Volumes I and II. The Stormwater Management Plan shall fully describe the project in drawings, and narrative. It shall include:

- A locus map,
- The existing zoning, and land use at the site,
- The proposed land use,
- The location(s) of existing and proposed easements,
- The location of existing and proposed utilities,
- The site's existing & proposed topography with contours at 2 foot intervals,
- The existing site hydrology,
- A description & delineation of existing stormwater conveyances, impoundments, and wetlands on or adjacent to the site or into which stormwater flows.
- A delineation of 100-year flood plains, if applicable
- Estimated seasonal high groundwater elevation in areas to be used for stormwater retention, detention, or infiltration.
- The existing and proposed vegetation and ground surfaces with runoff coefficient for each,

GENERAL GOVERNMENT

A drainage area map showing pre and post construction watershed boundaries, drainage area and stormwater flow paths,

A description and drawings of all components of the proposed drainage system including: locations, cross sections, and profiles of all brooks, streams, drainage swales and their method of stabilization;

all measures for the detention, retention or infiltration of water;

all measures for the protection of water quality; the structural details for all components of the proposed drainage systems and stormwater management facilities;

notes on drawings specifying materials to be used, construction specifications, and typicals, and expected hydrology with supporting calculations. Proposed improvements including location of buildings or other structures, impervious surfaces, and drainage facilities, if applicable.

Timing, schedules, and sequence of development including clearing, stripping, rough grading, construction, final grading, and vegetative stabilization, (an approved Erosion and Sediment Control Plan, as described in the Subdivision Rules and Regulations Section 5.3(6) is understood to meet the requirements of this section.)

A maintenance schedule for the period of construction, and

Any other information requested by the Board.

B. Standards

All projects at a minimum shall meet the stormwater runoff control standards of the Massachusetts Stormwater Management Policy, which are as follows:

No new stormwater conveyances (e.g. outfalls) may discharge untreated stormwater directly to or cause erosion in wetlands or water of the Commonwealth.

Stormwater management systems must be designed so that post-development peak discharge rates do not exceed pre-development peak discharge rates.

Loss of annual recharge to groundwater should be minimized through the use of infiltration measures to the maximum extent practicable. The annual recharge from the post-development site should approximate the annual recharge rate from the pre-development or existing site conditions, based on soil types.

For new development, stormwater management systems must be designed to remove 80% of the average annual load (post development conditions) of Total Suspended Solids (TSS). It is presumed that this standard is met when:

Suitable nonstructural practices for source control and pollution prevention and implemented; Stormwater management best management practices (BMPs) are sized to capture the prescribed runoff volume; and Stormwater management BMPs are maintained as designed.

Stormwater discharges from areas with higher potential pollutant loads require the use of specific stormwater management BMPs (see Stormwater Management Volume I: Stormwater Policy Handbook). The use of infiltration practices without pretreatment is prohibited.

Stormwater discharges to critical areas must utilize certain stormwater management BMPs approved for critical areas (see Stormwater Management Volume I: Stormwater Policy Handbook).

Critical areas are Outstanding Resource Waters (ORWs), shellfish beds, swimming beaches, cold water fisheries and recharge areas for public water supplies.

Redevelopment of previously developed sites must meet the Stormwater Management Standards to the maximum extent practicable. However, if it is not practicable to meet all the Standards, new (retrofitted or expanded) stormwater management systems must be designed to improve existing conditions.

Erosion and sediment controls must be implemented to prevent impacts during disturbance and construction activities.

All stormwater management systems must have an operation and maintenance plan to ensure that systems function as designed.

Section 8. OPERATION AND MAINTENANCE PLANS

An Operation and Maintenance plan (O&M Plan) is required at the time of application for all projects. The maintenance plan shall be designed to ensure compliance with the Permit, this Bylaw and that the Massachusetts Surface Water Quality Standards, 314, CMR 4.00 are met in all seasons and throughout the life of the system. The Board shall make the final decision of what maintenance option is appropriate in a given situation. The Board will consider natural features, proximity of site to water bodies and wetlands, extent of impervious surfaces, size of the site, the types of stormwater management structures, and potential need for ongoing maintenance activities when making this decision. The Operation and Maintenance Plan shall remain on file with the Board and shall be an ongoing requirement. The O&M Plan shall include:

GENERAL GOVERNMENT

A. The name(s) of the owner(s) for all components of the system

B. Maintenance agreements that specify:
The names and addresses of the person(s) responsible for operation and maintenance
The person(s) responsible for financing maintenance and emergency repairs.

A Maintenance Schedule for all drainage structures, including swales and ponds.

A list of easements with the purpose and location of each.

The signature(s) of the owner(s).

C. Stormwater Management Easement(s).
Stormwater management easements shall be provided by the property owner(s) as necessary for:

access for facility inspections and maintenance, preservation of stormwater runoff conveyance, infiltration, and detention areas and facilities, including flood routes for the 100-year storm event.

direct maintenance access by heavy equipment to structures requiring regular cleanout.

The purpose of each easement shall be specified in the maintenance agreement signed by the property owner.

Stormwater management easements are required for all areas used for off-site stormwater control, unless a waiver is granted by the Board. Easements shall be recorded with the Norfolk County Registry of Deeds prior to issuance of a Certificate of Completion by the Board.

D. Changes to Operation and Maintenance Plans

The owner(s) of the stormwater management system must notify the Board of changes in ownership or assignment of financial responsibility.

The maintenance schedule in the Maintenance Agreement may be amended to achieve the purposes of this by-law by mutual agreement of the Board and the Responsible Parties.

Amendments must be in writing and signed by all Responsible Parties. Responsible Parties shall include owner(s), persons with financial responsibility, and persons with operational responsibility.

Section 9. SURETY

The Board may require the permittee to post before the start of land disturbance or construction activity, a surety bond, irrevocable letter of credit, cash, or other acceptable security. The form of the bond shall be approved by town counsel, and be in an amount deemed sufficient by the Board to ensure that the work will be completed in accordance with the permit. If the project is

phased, the Board may release part of the bond as each phase is completed in compliance with the permit but the bond may not be fully released until the Board has received the final inspection report as required by Section 10 and issued a Certificate of Completion.

Section 10. INSPECTIONS

The Board shall inspect the project site at the following stages:

A. Initial Site Inspection: prior to approval of any plan.

B. Erosion Control Inspection: to ensure erosion control practices are in accord with the filed plan.

C. Bury Inspection: prior to backfilling of any underground drainage or stormwater conveyance structures.

D. Final Inspection. After the stormwater management system has been constructed and before the surety has been released, the applicant must submit a record plan detailing the actual stormwater management system as installed. The Board shall inspect the system to confirm the "as-built" features. This inspector shall also evaluate the effectiveness of the system in an actual storm. If the inspector finds the system to be adequate he shall so report to the Board which will issue a Certificate of Completion.

If the system is found to be inadequate by virtue of physical evidence of operational failure, even though it was built as called for in the Stormwater Management Plan, it shall be corrected by the permittee before the performance guarantee is released. If the permittee fails to act the Town of Norfolk may use the surety bond to complete the work. Examples of inadequacy shall be limited to: errors in the infiltrative capability, errors in the maximum groundwater elevation, failure to properly define or construct flow paths, or erosive discharges from basins.

Section 11. WAIVERS

A. The Board may waive strict compliance with any requirement of this by-law or the rules and regulations promulgated hereunder, where: such action is allowed by federal, state and local statutes and/or regulations, is in the public interest, and is not inconsistent with the purpose and intent of this by-law.

B. Any applicant may submit a written request to be granted such a waiver. Such a request shall be accompanied by an explanation or documentation supporting the waiver request and demonstrating that strict application of the by-law does not further the purposes or objectives of this by-law.

GENERAL GOVERNMENT

C. All waiver requests shall be discussed and voted on at the close of the public hearing for the project.

Section 12. CERTIFICATE OF COMPLETION

The Board will issue a letter certifying completion upon receipt and approval of the final inspection reports and/or upon otherwise determining that all work of the permit has been satisfactorily completed in conformance with this bylaw.

Section 13. ENFORCEMENT

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

B. Orders

The Board or an authorized agent of the Board may issue a written order to enforce the provisions of this by-law or the regulations thereunder, which may include requirements to: cease and desist from construction or land disturbing activity until there is compliance with the by-law and the stormwater management permit;

repair, maintain; or replace the stormwater management system or portions thereof in accordance with the operation and maintenance plan.

perform monitoring, analyses, and reporting; remediate adverse impact resulting directly or indirectly from malfunction of the stormwater management system.

If the enforcing person determines that abatement or remediation of adverse impacts 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 the property owner shall reimburse the town's expenses.

Within thirty (30) days after completing all measures necessary to abate the violation or to perform remediation, the violator and the property owner shall 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 Board 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 Board

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.

C. Criminal Penalty. Any person who violates any provision of this by-law, or regulation, order or permit issued thereunder by indictment or complaint brought to the Superior Court, Housing Court or Worcester District Court, 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.

D. 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 [insert citation town enabling vote/bylaw (if applicable)] of the Town of Norfolk, in which case [the insert title or other authorized agent] of the town] shall be the enforcing person. Specific penalty fees for violations will be established as part of the rules and regulations.

E. Appeals

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

F. Remedies Not Exclusive

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

Section 14. SEVERABILITY

If any provision, paragraph, sentence, or clause of this by-law shall be held invalid for any reason, all other provisions shall continue in full force and effect.

ARTICLE 15

It was moved and seconded to authorize the Board of Selectmen to advertise in a local newspaper and sell at public sale, as it may deem in the best interests of the Town, "Old Town Hall" otherwise known as the property located at 100 Main Street or a portion of said property, 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 costs incidental to such sale, including, without limitation,

GENERAL GOVERNMENT

recording fees, documentary stamps and auctioneer's fees, if required

The Motion FAILED as it did not receive the required 2/3 vote, as called by the Moderator.

ARTICLE 16

APPROVED BY 2/3 VOTE, called by the Moderator, to appropriate an amount not to exceed five hundred and fifty thousand dollars (\$ 550,000.00) from the Community Preservation Fund Open Space and Undesignated accounts to purchase approximately 44 acres of land around and including Highland Lake and any costs and fees incidental thereto. Said property is shown on Assessors Map 22, section 73 as lots 18, 34, 35 and 51 as further described on a "Plan of Land in Norfolk, Mass" prepared by Landmark Engineering of New England, Inc. and dated March 16, 1988 and is to be acquired for Community Preservation purposes as defined in G.L. c. 44B, § 1 as conservation and passive recreational uses.

ARTICLE 17

APPROVED BY VOICE VOTE to Indefinitely Postpone Article 17.
(salary and compensation of the Norfolk Public School Committee members).

ARTICLE 18

APPROVED BY VOICE VOTE to transfer the sum of \$20,129.00 from the Department of Public Works Water Division Retained Earnings to fund the reimbursement for water service overpayment.

ARTICLE 19

APPROVED BY VOICE VOTE to transfer the sum of \$6,341.00 from the Department of Public Works Water Division Retained Earnings to fund testing for the Leak Detection.

ARTICLE 20

APPROVED BY 2/3 VOTE, called by the Moderator, to appropriate the sum of \$887,248.00 for the Department of Public Works Water Division, to pay costs of extending the water main 2,200 l.f. +/- on Park Street and 1,300 l.f. +/- on Bush Pond Road; that to meet this appropriation, the Town Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 8(5) of the General Laws, or pursuant to any other enabling authority and to issue bonds or notes of the Town therefore; that the appropriate officials of the Town are authorized to apply for and accept

any State and Federal Grants and reimbursements that become available in connection therewith, and that betterments shall be assessed to pay costs of this project in conjunction with the Betterment Act of 1991, 30% residential contribution and 70% Department of Public Works Water Division contribution.

ARTICLE 21

APPROVED BY VOICE VOTE to authorize the Board of Selectmen to enter into an Intermunicipal Agreement with the Town of Wrentham 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 Forest Grove Avenue, Spruce Road and Park Street in the Town of Norfolk.

ARTICLE 22

APPROVED BY VOICE VOTE to authorize the Board of Selectmen to enter into an Intermunicipal Agreement with the Town of Walpole 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 Highland Lake Drive, Campbell Street and Daisy Drive in the Town of Norfolk.

ARTICLE 23

APPROVED BY VOICE VOTE to authorize the Board of Selectmen to enter into an Intermunicipal Agreement with the Town of Foxboro 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 Pine Street in the Town of Norfolk.

ARTICLE 24

Reports were given by the Economic Development Committee, the Medical Reserve Corp., and the Board of Selectmen.

A resident requested that the Cable Advisory Committee, through the Board of Selectmen, be instructed not enter into an exclusive agreement with Comcast.

ARTICLE 25

It was moved and seconded to move "Small wastewater treatment facilities as regulated by the

GENERAL GOVERNMENT

Town Board of Health" in the Norfolk Zoning Bylaw Section I.7.b Special Permit Uses by the Zoning Board of Appeals to Section I.7.a Allowed Uses.

On a counted vote of 35-Yes to 22-No, this motion FAILED. It did not receive the required 2/3 vote (38 Yes required).

ARTICLE 26

It was moved and seconded to move "Small wastewater treatment facilities as regulated by the Town Board of Health" in the Norfolk Zoning Bylaw Section K.7.b Special Permit Uses by the Zoning Board of Appeals to Section K.7.a Allowed Uses.

On a counted vote of 32-Yes to 22-No, this motion FAILED. It did not receive the required 2/3 vote (36 Yes required).

ARTICLE 27

It was moved and seconded to move "Small wastewater treatment facilities as regulated by the Town Board of Health" in the Norfolk Zoning Bylaw Section L.7.b Special Permit Uses by the Zoning Board of Appeals to Section L.7.a Allowed Uses.

This motion FAILED to receive the required 2/3 vote, called by the Moderator.

ARTICLE 28

It was moved and seconded to add "Small wastewater treatment facilities as regulated by the Town Board of Health" in the Norfolk Zoning Bylaw Section J.7.a.1.A Allowed Uses.

This motion FAILED to receive the required 2/3 vote, called by the Moderator.

ARTICLE 29

APPROVED BY UNANIMOUS VOTE to remove the word "rock" in the Norfolk Zoning Bylaw Section F.9.a.17.

ARTICLE 30

APPROVED BY VOICE VOTE to Indefinitely Postpone Article 30.
(to amend Section F.9.b. Schedule of Sign Regulations)

ARTICLE 31

APPROVED BY UNANIMOUS VOTE to amend Section I.6.a of the Zoning Bylaws, Town Center District (B-1), Shared Parking, to delete the

phrase "the same side of any" before the term "street" and insert "within the" after the words parking spaces and insert "of the entrance of the principal BUILDING, STRUCTURE, or use of the premises" after the words "450 feet".

ARTICLE 32

APPROVED BY UNANIMOUS VOTE to amend Section B of the Zoning Bylaws, Definitions, to insert in the definition of the term "Lot": "Except as otherwise provided herein, "at the beginning of the definition, before "a parcel...".

ARTICLE 33

APPROVED BY UNANIMOUS VOTE to Indefinitely Postpone Article 33.

(to amend section J.4.b.1.B.3 by changing "1,000 square feet" to "5,000 square feet").

ARTICLE 34

APPROVED BY UNANIMOUS VOTE to Indefinitely Postpone Article 34.

(to amend section I.4.b.2.B by amending "(B) Minimum front YARD setback: none" to read as follows: (B) Minimum front YARD setback: BUILD-TO LINE).

AT 11:00PM THE ACTING TOWN CLERK MADE A MOTION AND IT WAS SECONDED TO ADJOURN THE MEETING TO 7:30PM ON MONDAY, NOVEMBER 5, 2007 AT THE H O DAY SCHOOL. THE MOTION PASSED UNANIMOUSLY.

THE THIRD SESSION OF THE ANNUAL TOWN MEETING WAS CALLED TO ORDER BY THE MODERATOR AT 7:30PM ON MONDAY, NOVEMBER 5, 2007. THE PLEDGE OF ALLEGIANCE WAS LED BY MEMBERS OF THE ROAKE FAMILY. THERE WERE 37 REGISTERED VOTERS IN ATTENDANCE.

Two members of the Norfolk Police Department were recognized for their recent promotions: **Kevin Roake** was promoted to Sergeant and received his Sergeant's pin which was presented to him by his spouse. Sergeant Roake was commended for his hard work and dedication to his job by Police Chief Charles Stone. **Eric VanNess** was promoted to detective and was also commended for his hard work and dedication by Police Chief Charles Stone.

GENERAL GOVERNMENT

ARTICLE 35

APPROVED BY UNANIMOUS VOTE to amend section I.4.b.2.D of the Zoning Bylaw by amending "(D) Maximum LOT COVERAGE: 80 percent* or 60 percent;" to read as follows: (D) Maximum LOT COVERAGE: 80 percent.

ARTICLE 36

APPROVED BY 2/3 VOTE called by the Moderator to amend section I.4.b.3.D of the Zoning Bylaw by amending "(D) Maximum LOT COVERAGE: 60 percent* or 40 percent;" to read as follows: (D) Maximum LOT COVERAGE: 60 percent.

ARTICLE 37

APPROVED BY 2/3 VOTE called by the Moderator to add to the Zoning Bylaw the following: "Mixed use comprised of any of the Allowed uses" to section J.7.a.1.A Allowed Uses.

ARTICLE 38

APPROVED BY 2/3 VOTE called by the Moderator to add to the Zoning Bylaw the following "Mixed use comprised of any of the Allowed uses" to section K.7.a. Allowed Uses.

ARTICLE 39

APPROVED BY 2/3 VOTE called by the Moderator to add to the Zoning Bylaw the following "Mixed use comprised of any of the Allowed uses" to section L.7.a. Allowed Uses.

ARTICLE 40

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

(ARTICLE 41 was previously acted upon)

ARTICLE 42

APPROVED BY 2/3 VOTE called by the Moderator to amend Section F.9.b.1.c.4 of the Zoning Bylaw by adding the following: Such signs advertising multiple businesses in one or more buildings may be combined into a single structure by special permit, provided that none shall exceed 12 square feet, except by special permit, and the total area of all signs, excluding the supporting structure but including mounting surfaces, shall not exceed 100 square feet per side.

ARTICLE 43

APPROVED BY 2/3 VOTE called by the Moderator to amend section J.4.b.1.D. of the Zoning Bylaw by amending the residential setback requirement to be 50 feet from 150 feet.

ARTICLE 44

APPROVED BY 2/3 VOTE called by the Moderator to amend section F.7.a. of the Zoning Bylaw to replace the special permit granting authority from the Zoning Board of Appeals to the Planning Board for a reduction in required parking.

ARTICLE 45

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, revised October 19, 2007, drawn by Coler & Colantonio, Inc. of Norwell, Massachusetts; and further to authorize the Board of Selectmen to acquire from the County of Norfolk any interest in land associated with the former county layout of North Street and to release or convey such interests as may no longer be needed for roadway purposes to the abutters of said street.

ARTICLE 46

It was moved and seconded 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, Sherwood Drive a distance of 1100 +/- feet, from Pond Street to the end of the cul-de-sac, as shown on the acceptance plan dated November 27, 1985, drawn by Landmark Engineering of New England, Inc. of Wrentham, Massachusetts.

It was moved and seconded to amend the main motion and Indefinitely Postpone Article 46.

APPROVED BY VOICE VOTE to accept the amended motion.

APPROVED BY VOICE VOTE to Indefinitely Postpone Article 46.

GENERAL GOVERNMENT

ARTICLE 47

It was moved and seconded 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, David Road a distance of 850 +/- feet, from Pond Street to the end of the cul-de-sac, as shown on the acceptance plan dated November 27, 1985, drawn by Landmark Engineering of New England, Inc. of Wrentham, Massachusetts.

It was moved and seconded to amend the main motion and Indefinitely Postpone Article 47.

APPROVED BY VOICE VOTE to accept the amended motion.

APPROVED BY VOICE VOTE to Indefinitely Postpone Article 47.

ARTICLE 48

APPROVED BY 2/3 VOTE called by the Moderator to accept a gift of land and further to accept as a public way and to accept all easements, Massachusetts Avenue, from Station 32 + 06.09 to 38 + 26.51 and running to the end of cul-de-sac terminus, as approved by the Board of Selectmen as shown on the acceptance plan dated September 11, 2006 drawn by Dunn-McKenzie, Inc. of Norfolk, Massachusetts and as further described in documents entitled, "Land Description of Massachusetts Avenue - Christina Estates" dated September 2005 and September 11, 2006, provided, however, that this vote shall not take effect until the instruments conveying the necessary property interests in such way and the easements appurtenant thereto have been accepted by the Board of Selectmen and recorded at the Norfolk County Registry of Deeds, said recording to occur not late than 120 days from the date of this vote.

ARTICLE 49

APPROVED BY 2/3 VOTE called by the Moderator to accept a gift of land and further to accept as a public way and to accept all easements, Willow Place, from Massachusetts Avenue to Applewood Road, as approved by the Board of Selectmen as shown on the acceptance plan dated August 9, 2007 drawn by Dunn-McKenzie, Inc. of Norfolk, Massachusetts and as further described in documents entitled, "Land Description of Massachusetts Avenue - Christina Estates" dated September 2005 provided, however, that this vote shall not take effect until the instruments conveying the necessary property interests in such way and the easements appurtenant thereto have been accepted by the

Board of Selectmen and recorded at the Norfolk County Registry of Deeds, said recording to occur not late than 120 days from the date of this vote.

ARTICLE 50

APPROVED BY 2/3 VOTE called by the Moderator to accept a gift of land and further to accept as a public way and to accept all easements, Applewood Road, from Massachusetts Avenue to the end of cul-de-sac, as approved by the Board of Selectmen as shown on the acceptance plan dated February 27, 2004 drawn by Dunn-McKenzie, Inc. of Norfolk, Massachusetts and as further described in documents entitled, "Land Description of Applewood Road - Christina Estates" dated August 2006, provided, however, that this vote shall not take effect until the instruments conveying the necessary property interests in such way and the easements appurtenant thereto have been accepted by the Board of Selectmen and recorded at the Norfolk County Registry of Deeds, said recording to occur not late than 120 days from the date of this vote.

ARTICLE 51

APPROVED BY 2/3 VOTE called by the Moderator to accept a gift of land or take by eminent domain pursuant to Chapter 79 of the Massachusetts General Laws, a parcel of land identified as "Parcel A" (containing 567,072 square feet of land, more or less) for the purpose of open space conservation and public passive recreation; a parcel of land identified as "Parcel B" (containing 400,789 square feet of land, more or less) for the purpose of open space conservation and public passive recreation; "Parcel C" (containing 444,493 square feet of land, more or less); Parcel F (containing 7,133 square feet of land, more or less) for emergency access from Turner Lane to the subdivision roadway known as "Massachusetts Avenue"; Parcel G for drainage purposes; and further described on sheets 1D - 12D of a definitive plan entitled "Christina Estates" by Dunn-McKenzie, Inc. revised most recently on November 20, 1998 and recorded at the Norfolk County Registry of Deeds as Plan No. 38 of 1999 in Plan Book 462 on January 15, 1999. These parcels are also described in those attachments hereto, identified as Attachments "Land Description of Open Space Parcel B - Christina Estates - Norfolk" dated August, 2004, "Land Description of Open Space Parcel C - Christina Estates - Norfolk" dated August, 2004. - Quitclaim Deed for Parcel F and Quitclaim Deed for Parcel G.

GENERAL GOVERNMENT

ARTICLE 52

It was moved and seconded to accept a gift of land and further to accept as a public way and to accept all easements, Berry Lane a distance of 650 +/- feet, from Park Street to the end of cul-de-sac, as approved by the Board of Selectmen as shown on the acceptance plan dated January 15, 1992 drawn by Landmark Engineering of New England, Inc. of Wrentham, Massachusetts and as further described in documents entitled, "Legal Description of Berry Lane" in Norfolk, Massachusetts" along with a parcel of land identified as "Future Roadway" on the Acceptance Plan entitled "Acceptance Plan of Berry Lane" by Landmark Engineering of New England, Inc. dated January 15, 1992; for the purpose of ensuring that it is available for use as a future roadway connecting Berry Lane with abutting property.

It was moved and seconded to amend the main motion and Indefinitely Postpone Article 52.

APPROVED BY VOICE VOTE to accept the amended motion.

APPROVED BY VOICE VOTE to Indefinitely Postpone Article 52.

**ALL ARTICLES ON THE WARRANT
HAVING BEEN ACTED UPON, IT WAS
MOVED, SECONDED AND VOTED TO
DISSOLVE THIS ANNUAL TOWN
MEETING AT 8:10PM.**

Respectfully Submitted,
Gail E. Bernardo, Acting Town Clerk

PUBLIC SAFETY

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. The Animal Control Department submits the following totals for the year starting Jan 1, 2007 through December 31, 2007.

Lost, Loose, Found Animals:

Lost Cat:	31
Lost Dog:	39
Lost Bird:	1
Lost Turtle:	1
Loose Dog:	20
Loose Dog picked up:	81
Loose Horse:	4
Loose Donkey:	2
Stray Cat:	26

Investigations, Hearings, Attacks, Court,

Mutual Aid, Vets:	
Investigations:	23
Mutual Aid:	23
Barking:	20
Livestock Complaints:	3
Court Day:	14
Vet Appointment:	34
Trainings:	6
Hearings:	1
Pooper Scooper:	4
Prison Calls:	3
Trapping:	20

Animals Hit By Car:

Deer:	26
Cat:	9
Raccoon:	7
Fox:	1
Dog:	3
Beaver:	1
Skunk:	1
General:	4

Injured/Deceased Wildlife:

Turkey:	1
Deer:	11
Bird:	25
Fox:	1
Squirrel:	1
Skunk:	2

Nuisance Coyote:	4
Nuisance Turtle:	13
Nuisance Fox:	15
Nuisance Skunk:	7
Nuisance Squirrel:	6
Nuisance Snake:	3
Nuisance Rabbit:	6
Nuisance Geese:	1
Nuisance Muskrat:	1
Nuisance Raccoon:	1
Nuisance Fisher:	2
Nuisance Chipmunk:	1
Nuisance Hawk:	1
Nuisance Bat:	1
Nuisance Gopher:	1
Nuisance Woodchuck:	1
Nuisance Possum:	1
Nuisance Wasp:	1

Surrenders/Adoptions:

Cat Surrender:	5
Dog Surrender:	3
Horse Surrender:	1
Cat Adoption:	17
Dog Adoption:	1
Cat Returned:	2
Abandoned Cat:	2
Abandoned Dog:	2

Animal Rescues:

Horse:	1
Raccoon:	1
Treed Cat:	7
Duck:	2
Dog Ice Rescue:	1
Swan:	2

Animal Attacks:

Dog Vs Human:	7
Dog Vs Dog:	5
Dog Vs Rabbit:	2
Cat Vs Dog:	1
Squirrel Vs Human:	1
Raccoon Vs Dog:	1

Rabies Concern:

Raccoon:	11
Cat:	2
Squirrel:	1
Skunk:	1
Bat:	2

PUBLIC SAFETY

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, mail, email, fax regarding (but not limited to): information on pet care and control, animal health care, courtesy phone calls for case specific information, pest control referrals, kenneling referrals, town and state law guidance, communication between other professionals in the animal control, animal health profession, local municipalities and state agencies, and reporting parties who did not want formal action taken.

Rabies Preparations:

Raccoon:	4
Cat:	2
Squirrel:	1
Raccoon:	5
Bat:	2

Positive Rabies:

Raccoon:	2
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Animal Inspector Report:

Quarantines:	28
Barn Count:	39

Respectfully submitted,

Hilary N. Cohen
Norfolk Animal Control Officer

Chris Wider
Norfolk Animal Inspector

PUBLIC SAFETY

Building / Facilities Departments

2007 PERMITS ISSUED

Building	344
Electrical	341
Plumbing	160
Gas	137

Fire Department Assistance Calls 20

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 Administrative
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

Many staffing changes took place during the year reflecting members joining, leaving and being promoted. The Department welcomed the addition of Firefighter/Paramedic Mark Amiot, our second new hire to successfully complete the Massachusetts Fire Academy's (MFA) 12 week Recruit Training Program, graduating on March 30, 2007. While attending the Academy FF/Paramedic Amiot distinguished himself receiving a commendation for treating a injured recruit during a training evolution. FF/Paramedic Amiot's hiring completes the Department's State License process for our Advanced Life Support (ALS) effort. Two call members left the Department during the past year. Firefighter Peter Hildebrandt retired after 32 years of service for the community. Also Firefighter/Paramedic George Bent was appointed to the Norwood Fire Department as full time member. The Department wishes both well in their future endeavors and know they will be missed.

Organizationally, the Department continues a transitional process to meet administrative and management goals for enhancing service delivery to the community. Peter Petrushik was promoted to a newly created Captain's position, which is responsible for overall administration of budget, administrative matters and planning, as an adjunct to the Fire Chief. Also, Firefighter/Paramedic Russell Hall was promoted to a newly created position as Lieutenant/Director of Emergency Medical Services (EMS). Working as the Director of EMS, Lt. Hall is responsible for quality control and improvement of the ALS program. During the first two years ALS was provided to the community, 103 patients with severe and potentially life threatening medical conditions received pre-hospital in-the-field care resulting in positive patient outcomes. Finally Michael Findlen was promoted to Lieutenant for on-duty shift Group 2.

Call Firefighter Jamie Masterson completed his paramedic certification during the year providing the Department with the ability to rely upon our call staff for ALS support. Firefighter/Paramedic Richard Yunker completed the MFA's Advanced Fire Investigator program and will assist with fire investigations, while Captain Petrushik,

Lieutenants Hall and Mark Kantzer completed the MFA Advanced Firefighter Rescue program.

A total of 734 fire inspections were performed during the year by the on-duty staff. These inspections included 131 Permits issued for residential re-sale documenting operational smoke and carbon monoxide detectors; 97 commercial buildings; and 53 Permits for new fire alarms installed in buildings. The remaining inspections included Permits for LPG storage, new oil burner installations, oil tank removals/installations, performing fire drills, plan reviews for construction and tank/transfer truck inspections. All inspections conducted are mandated to be performed by the Fire Department as required by Massachusetts General Laws.

While work continues with the Director of Public Works, Building Commissioner and Town Officials to construct a new Public Safety Complex, the Department has moved meeting and ready room functions to a rental trailer located to the rear of the existing building, given the support of Town Boards. Again, we remain optimistic the coming year will yield a resolution for the relief of overcrowding, improvement for employee safety and enhancement for the delivery of service to the community through the construction of a new facility.

Given a beautiful day the Department's Annual Open House was well attended by the community. The Open House concluded with a rescue demonstration where firefighters used the JAWS-OF-LIFE to remove a patient from a simulated vehicle accident. Firefighters continued an annual Norfolk festivity donning Halloween costumes for the Lion's Club Haunted Train Ride, "scaring" young and old. The Department's tradition of serving the community was again evident as firefighters served up the annual Senior Dinner, featuring the magic of Magic Dave and music by Linda Bent, to delight of the near capacity crowd at the Federated Church. Finally, the Department ensured Santa arrived at the Town's Library during the annual Santa Parade. Firefighters also continue to provide fire safety presentations to community groups and within the schools, along with 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

PUBLIC SAFETY

year CEI Boston donated funds for the installation of a push-bar and winch on the Department's new shift officer's vehicle. Also the annual fund raising letter defrayed the expenses associated with the Open House, Haunted Hay Ride and Senior Dinner, along with the Scholarship Program. Also grant assistance from the Executive Office of Public Safety funded new protective emergency footwear for all staff and supported Lt. Findlen's S.A.F.E. efforts in the schools and community.

Replacing a 1987 Chevrolet brush truck, the Department sought to acquire a vehicle which would address multiple needs. A 2007 Ford F550 was placed into service in April, purchased with Town funding, designed to be a multi-task unit. First the vehicle is used each day by the shift officer, but also carries water and hose for fire suppression, doubling as a brush truck and rescue vehicle carrying a portable JAWS-OF-LIFE hydraulic spreader/cutter along with emergency medical gear. Also, given Town Meeting approval, the Department awarded a bid to Greenwood Fire Apparatus for new engine, which will replace Engine 2, a 1991, Pierce, thereby meeting our goal of replacing front line fire apparatus within 20 years of manufacture. The new engine, expected to be placed into service in January, 2008, has been configured for fire suppression action along with carrying medical/hydraulic rescue equipment.

Statistically, the Department responded to 1,283 emergent incidents with calls for emergency medical assistance, such as difficulty breathing, cardiac conditions or trauma from accidents, representing more than 60% of this call volume. The year in review follows:

Major Fire/Incident Review – 2007

1-2 – Medflight landing zone established at Freeman/Centennial School for a patient with a head injury from a fall.

1-26 – 72 & 143 North Street – 2 simultaneous chimney fires, received mutual aid from Wrentham with a ladder truck for 143 North Street. Damage limited to the chimney at both addresses.

1-28 – 234 Main Street – porch fire caused by disposal of ashes. Fire confined to the porch.

2-5 – Mutual Aid to Millis, GAF Plant with Ladder 1. Ladder 1 crew assisted with overhaul.

2-5 – Mutual Aid to Millis, Birch Street, fully involved house fire. Engine 1 supplied water to the scene and Tank 1 shuttled water from a nearby hydrant. Ladder 1 was also used at the scene.

3-2 – Storm causing 11 incidents, 9 water emergencies, fire alarm activation and medical transport.

3-9 – Mutual Aid to Franklin, 3rd alarm fire, Clark Cutler Plant. Engine 1 crew worked to extinguish fire on the roof.

3-24 – Mutual Aid to Franklin, 2nd alarm fire, Hawthorne Village condominiums. Engine 1 crew assigned to adjoining condominium unit to remove smoke and check for fire extension.

3-30 – Dean Street, brush clearing machine destroyed by fire along the high tension lines, which also started a large inaccessible brush fire. Mutual aid provided by Millis and Medway to the scene. A Wrentham engine company covered Norfolk and responded with mutual aid from Walpole and Foxboro to two medical calls and established a landing zone for Medflight at the former Norfolk Airport, as Franklin/Millis provided mutual aid to transport a youth with a head injury.

4-1 – Mutual Aid to Norwood, Chapel Street. Norfolk Engine 1 originally called on a 2nd alarm to cover the Norwood station. While enroute, Norwood directed the company to Chapel Street for a fully involved building fire with exposure. Engine 1 confined the fire to the building of origin and was supported by engine companies from Wrentham and Foxboro. Norfolk's engine company received a commendation from Norwood in the local paper for their work.

4-1 – Storm causing 9 incidents, including a tree through the roof of a Main Street group home, 5 calls for wires down, 2 water emergencies, and a fire alarm activation. Crews from Engine and Ladder 1 removed the tree from the group home and covered damaged roof.

4-19 – Mutual Aid to Millis, Stoney Brook condominiums, Engine and Ladder 1 responded and assisted at the scene.

4-22 – 11 Hunter Road, camping trailer fire, which was destroyed, with brush fire. Initially

PUBLIC SAFETY

reported as a brush fire, the new Squad 1, placed into service earlier in the week, responded confining the fire's spread until the arrival of Engine 1.

5-2 – Mutual Aid to Wrentham, Aggregate Industries, fire involving an asphalt processing tank. Engine 1's crew advanced a hoseline to the fire and Tank 1 shuttled water to the scene, which lacked fire hydrant coverage.

5-12 – 6 Meadowbrook Way, 2nd alarm house fire. Engines 1 & 2 along with Ladder 1 confined the fire to the rear of the building, which resulted in moderate damage to the home. Norfolk was assisted at the scene by Franklin, Millis, Walpole and Wrentham. Franklin's Rescue transported a firefighter with minor injury to Caritas/Norwood Hospital. Foxboro's engine company covered Norfolk.

5-17 – 6 Keeney Pond, construction accident, worker fell into basement with paralysis. Engine and Ladder 1, supported by Squad 14, extricated the worker from the basement. Rescue 2 transported the worker to Rhode Island Hospital's Trauma Center.

5-17 – Mutual Aid to Walpole, Main & Winter Streets, gas main explosion and fire with multiple injuries. Rescue transported a burn patient to Caritas/Norwood Hospital, while Engine 1 crew assisted Walpole fire units.

5-27 – 6 Meadowbrook Way, 2nd alarm house fire, building destroyed. Using multiple hoselines from Engine 1 and Ladder 1's ladder pipe, supplied by Engine 2, this fire required the assistance from Franklin, Millis, Walpole and Wrentham. Foxboro's engine company covered Norfolk. Rescue 1 transported a firefighter with a minor injury to Caritas/Norwood Hospital.

5-30 – Mutual Aid to Millis, Chelsea Way, 2nd alarm house fire. Engine 1 crew worked the rear of the dwelling with a hoseline. A Walpole engine company covered Norfolk.

6-24 – Dunkin Donuts, Main Street, mulch fire entered the building through combustible siding. Engine and Ladder 1 crews confined the fire to the building's exterior.

7-7 – Mutual Aid to Wrentham, North Street, Wrentham Developmental Center, fully involved storage building fire. Engine 1 crew provided

water supply to Wrentham's ladder and engine as well as using its deck gun and hoselines for fire extinguishment.

7-8 – Mutual Aid to Wrentham, North Street, Wrentham Developmental Center, fully involved barn fire. Engine 1 supplied water to the scene using a "portable pond" which was refilled by Tank 1 and multiple mutual aid tankers. Squad 14 also responded for firefighter rehab.

7-12 – Mutual Aid to Franklin, Garfield Street, for a kitchen fire in a residence. Engine 1 crew assisted Franklin companies.

7-30 – Lincoln Road, Call & Wait, scrapped truck fire, with a minor burn injury. Engine 1 crew extinguished the fire and treated a worker for minor burns. Walpole dispatched a tanker as the area lacks fire hydrants.

8-10 – Mutual Aid to Millis, Walnut Hill Road, for an attic fire. Engine 1 crew assisted with multiple mutual aid companies on scene extinguishing the fire.

8-18 – Mutual Aid to Franklin, Conlyn Street, house fire. Engine 1 crew assisted Franklin companies extinguish the fire.

8-31 – 93 Medway Street, fatal motor vehicle accident, Engine 2 crew performed a "rapid extrication" to render ALS to an unresponsive driver of a vehicle which struck a tree. Patient was transported to Caritas/Norwood Hospital assisted by Wrentham Rescue 1.

9-14 – Mutual Aid to Wrentham, King Philip High School, for a storage trailer fire. Engine 1 crew assisted with fire extinguishment.

9-15 – Mutual Aid to Wrentham, Kenneth Minor Drive, fire in a manufacturing facility. Engine 1 crew assisted with removing smoke from the building.

10-8 – Mutual Aid to Walpole, MCI-Cedar Junction, fire in a watch tower. Ladder 1 assisted Walpole extinguish an electrical fire.

10-15 – Bay State Corrections, gas leak within a housing unit. Engine and Ladder 1 were committed inside the secure area to clear gas. Mutual aid was provided by a Millis engine company standing by at the scene and a Wrentham engine company covering Norfolk.

PUBLIC SAFETY

10-18 – Mutual Aid to Franklin, El Contra Restaurant, kitchen fire. Engine 1 crew assisted Franklin's companies overhauling inside the restaurant.

11-19 – Mutual Aid to Franklin, 2nd alarm dwelling fire on Brandywyne Lane. Engine 1 crew stretched a hoseline over a ground ladder to assist extinguishing an attic fire with multiple mutual aid companies.

11-19 – Mutual Aid to Wrentham, Green Street, house fire. Engine 1 crew assisted by removing sections of the exterior wall to expose fire and venting the roof.

11-22 – Pine Street, motor vehicle accident with fire and driver trapped. Shift staff, under the direction Deputy Chief Stephen Wood, performed a "rapid extrication" of the driver and to extinguish a fire entering the passenger compartment. Rescue 1 transported the driver to Rhode Island Hospital's Trauma Center.

11-28 – Mutual Aid to Franklin, Short Street, house fire. Engine 1 crew stood by as a firefighter rescue team while Franklin's companies extinguished the fire.

12-9 – Mutual Aid to Franklin, Coronation Drive, house fire. Engine 1 crew stood by as firefighter rescue team as Franklin's companies extinguished the fire.

12-10 – North Street, horse rescue. Engine and Squad 1 crew used air bags, saws and lighting to free a downed horse assisted by police and the Animal Control Officer.

12-21 – Mutual Aid to Wrentham, Dedham Street, gas leak. Engine 1 crew monitored area with gas detection equipment.

12-27 – Union Street, cardiac arrest. Firefighter/Paramedics revived patient.

12-29 – Bush Pond, person fell through the ice. Firefighters using survival suits rescued women from ice covered waters.

Cooperative working relationships create a positive environment for community safety. Assistance provided by the Police Department and Communications Center staffs represents the cornerstone for cooperative community spirit.

The Department wishes to thank all Town Agencies, Boards and Commissions with who work with constantly. Also we thank the Town's Electrical Inspector, Ron Bain, who responds to 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 2007 Police Department activities report is my fourteenth 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. We applied for and received grants to participate in the Click It and Ticket Mobilization designed to promote seatbelt use and drunk driving enforcement.

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. New laws on cell phone use while driving and new operator restrictions will be an important part of our work this year.

We want to thank Officer Stephen K. Plympton for his tireless efforts and dedication to the D.A.R.E. program for the last 16 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

During 2007, the Norfolk Police Department answered 11,527 calls for service/incidents.

Summary of Criminal Charges Filed

In 2007, officers arrested 121 persons who were charged with criminal offenses; 21 persons were taken into Protective Custody (no criminal charges) due to alcohol intoxication. 95 additional persons were summonsed into court to face charges. A total of 511 criminal charges were filed against 216 persons as follows:

Altered/Forged RMV Document, Possess	1	Number Plate Violation to Conceal ID	5
Assault & Battery	15	Obscene Matter to Minor, Distribute	2
Assault & Battery w/Dangerous Weapon	2	Operating after Revocation of License	2
Assault w/Dangerous Weapon	2	Operating MV to Endanger	20
Abuse Prevention Order Viol, Retaliatory	1	Operating MV with Revoked Registration	6
Abuse Prevention Order, Violate	17	OUI Drugs	2
Accost/Annoy Person of Opposite Sex	1	OUI Liquor	17
Alcohol From Open Container in MV, Drink	2	OUI Liquor, 2nd Offense	16
B&E Daytime, Felony Intent	1	Possession Class D Substance Subsequent Offense	1
B&E Daytime, Felony, Place Person in Fear	1	Possession Class D w/intent to Distribute	1
B&E, Misdemeanor	9	Possession Controlled Substance w/ Intent to Distribute to a Minor	1
B&E Nighttime, Felony	11	Possession Class A Substance	1
Bomb Threat/ Disruption, False	2	Possession Class B Substance	11
Bomb/Explosives, Possess	1	Possession Class D Substance	15
Controlled Substance Violations In or Near School	1	Possession Class E Substance	6
Credit Card Fraud Under \$250	1	Possession firearm/ammunition w/o FID	2
Crime Report, False	1	Racing Motor Vehicle	4
Destruction of Property +\$250, Malicious	15	Receive Stolen Property +\$250	6
Disorderly Conduct	2	Reckless Operation of Motor Vehicle	1
Disturbing the Peace	7	Registration Suspended, OP MV With	1
Enticement of a Child Under 16 Yrs. Of Age	6	Resisting Arrest	1
Fire Alarm, False	2	RMV Document, Possess/Use False/Stolen	1
Forgery	1	School, Disturb	2
Fraudulent checks: Drawing or Uttering	2	Sex Offender, Fail to Register	1
Harassment	1	Shoplifting by Concealing Mdse	2
Identify Self, MV Operator Refuse	1	Stop for Police, Fail	2
Identity Theft	6	Threat to Commit Crime	8
Larceny by Check Under \$250	4	Town By-Law Violation (Court Action Taken)	6
Larceny Over \$250	7	Trespass	4
Larceny Under \$250	13	Trespass With Motor Vehicle	16
Leave Scene of Property Damage	2	Uninsured MV/Trailer	9
License Restriction, Operate MV in Viol	1	Unlicensed Operation of MV	24
License Revoked as HTO, Operate MV With	3	Unregistered Recreation Vehicle	13
License Suspended, Op MV With	13	Witness, Intimidate	4
License Suspended, Op MV With, Subsequent Offense	1	Miscellaneous/Other	96
License Suspended for OUI, Op MV With	1		
Liquor ID Card/License, False/Misuse	2		
Liquor to Person Under 21, Sell/Deliver	3		
Liquor, Person Under 21 Attempt Procure	1		
Liquor, Person Under 21 Possess	21		
Liquor, Person Under 21 Procure	1		
Motor Vehicle, Malicious Damage	2		
Negligent Operation of Motor Vehicle	15		
	50	Total Criminal Charges Filed	511

PUBLIC SAFETY

MOTOR VEHICLE ACCIDENTS

	2006	2007
Personal Injury	18	11
Property Damage 134	132	
Fatal	1	1

TRAFFIC ENFORCEMENT

In 2007, officers made 2,683 motor vehicle stops. A total of 1,386 traffic citations were issued as follows:

Alcohol From Open Container in MV, Drink	2	Operating after Revocation of license	6
Brakes Violation, MV	1	Operating to Endanger	13
Child Under 6 w/o Car Seat	1	Operating with Revoked registration	1
DPW Regulations Movement on Highway	5	Pupil, Transport W/O License	1
Equipment Violation	14	Racing	1
Improper Operation of MV, Allow Inspection/Sticker, No	161	Reckless Operation of Motor Vehicle	2
Learners Permit Violation	5	Red Light Violation	3
Leave Scene of Property Damage	2	Registration, Fail to Surrender Upon Transfer	1
License Not in Possession	24	Red/Blue Light Violation, MV	1
License Revoked as HTO, Operate MV With	1	Registration Not in Possession	6
License Suspended for OUI, Operating MV With	1	Right Lane, Fail Drive In	2
License Suspended, OP MV With	12	Right on Red Prohibited Violation	6
License Suspended, OP MV With, Subsequent Offense	1	RMV Document, Forge/Misuse	1
Lights Violation, MV	25	Safety Standards, MV Not Meeting RMV	1
Liquor, Person Under 21 Possess	7	Seat Belt, Fail Wear	46
Liquor, Transport Unlawfully	3	Signal, Fail to	1
Marked Lanes Violation	43	Speed Greater Than Reasonable/Proper	23
Motor Vehicle in Area Closed to Travel	1	Speeding	763
Name/Address Change Fail to Notify RMV of	1	Stop for Police, Fail	2
Negligent Operation of Motor Vehicle	3	Stop/Yield, Fail to	88
No Caution after Stopping	1	Tinted Glass Violation	10
Number Plate Violation	25	Trespass With Motor Vehicle	3
Number Plate Violation to Conceal ID	1	Uninsured MV/Trailer	6
OUI Drugs	2	Unlicensed Operation of MV	17
OUI Liquor	17	Unregistered Recreation Vehicle	3
OUI Liquor, 2nd Offense	16	Unregistered Vehicle	25
Passing Violation	6	Unsafe Operation of MV	6
		Miscellaneous/Other	163
		Grand Total Citations	1386
		Grand Total Distinct Charges:	1583
		Parking Citations	37

PUBLIC SAFETY

DETECTIVE DIVISION

The Norfolk Police Department Detective Division is basically comprised of three officers responsible for conducting major investigations as well as follow-up on many other investigations.

The Detective Division is also responsible for handling all court prosecution duties. Detective Glen Eykel handles most of the court duties, and was responsible for processing over 200 separate criminal complaints filed last year, comprising over 500 individual criminal charges. Prosecutor duties include filing all relevant paperwork, complaints, and other necessary documents, as well as overseeing arraignments, summonses, Magistrate's hearings, motions hearings, attorney conferences, and trials. The Prosecutor handles not only adult criminal process in both Wrentham District and Dedham Superior Courts, but also all juvenile cases which are handled at the Juvenile Court Division in Dedham. Additionally, the Court Prosecutor was responsible for scheduling and prosecuting over 200 traffic citation appeal hearings that were filed in 2007, as well as any Town By-Law Violations that were appealed.

2007 saw a change in assigned personnel, as Detective Kevin Roake was promoted to Patrol Sergeant, which created a vacancy in the Division. To fill the open slot, Patrolman Eric Van Ness was assigned to the Division on a part-time basis (2 shifts per week). Sergeant Bob Shannon was also assigned on a part-time basis to assist with administrative duties within the Division, as well as assist the Court Prosecutor as needed. Congratulations go out to Kevin on his promotion, and to Eric on his new assignment.

2007 was, unfortunately, another active year for cyber crime in Norfolk. Officers spent an ever increasing amount of time investigating Identity Theft and Fraud. 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, theft, 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.

Another area involving criminal use of computers that has become an increasing area of concern is the use of computers by pedophiles actively seeking child victims. Detective Nate Fletcher was responsible for the

investigation and subsequent arrests of five sexual pedophile predators. These criminals, while prowling on line chat rooms, arranged to meet under-aged teen girls in Norfolk, and several brought drugs and/or alcohol with them to supply to the girls in exchange for sex. The Norfolk Police Department will continue to identify and prosecute cyber criminals and pedophiles throughout the upcoming year.

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.

During the year, Detectives conducted under-aged alcohol compliance checks with local liquor establishments. They also coordinated search and lock-down drills at the Elementary Schools and King Philip Middle School in a continuing partnership with school officials in an effort to keep our children, students, and staff safe and secure.

In closing, we would like to remind the residents of Norfolk that you are the eyes and ears of the town. If you see something or someone that "Just does not seem right" report it to the police.

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,

Sergeant Robert J. Shannon
Detective Glen R. Eykel
Detective Nathan G. Fletcher
Detective Eric S. VanNess

**POLICE AND FIRE
COMMUNICATIONS
DEPARTMENT**

The Communications Department is responsible for dispatching all emergency and non-emergency incidents for Norfolk's Public Safety Departments. These departments include Police, Fire and Animal Control. At times the Communications Department also receives calls for other departments and boards throughout the town.

The Communications Department logged 11,358 incidents in the CAD System throughout the year of 2007. The Department was successful in handling these incidents through professionalism and commitment to community service. Although there is only one dispatcher per shift, they are able to handle such high call volume through training and experience.

Currently the department consists of four full time dispatchers and five reserve dispatchers. James Gallagher and Greg McMorrow are the senior members of the department. Joseph Castellano joined the department in January of 2007 from the reserve ranks. Daniel Morris joined the department in August of 2007. Dispatcher Morris came from Plainville Public Safety where he was a reserve dispatcher. The reserve dispatchers are Terry Gallagher, Christia Sena, James Masterson, George Bent and Jay McGovern.

Over the past few years the Department has experienced many changes in personnel. In public safety the Communications Department is used by many to enter the field. Many dispatchers have transitioned into careers as police officers and firefighters for Norfolk and other communities. The Department continues to be active in recruitment of high quality individuals to serve the town. Through extensive training these individuals are able to step in and fill vacancies as they occur.

Finally the Department would like to remind the citizens of Norfolk to use the 911 system for all emergencies. The business lines (508-528-3232, 3233, 3206, 3207 etc.) are available for all non-emergency calls.

Respectfully Submitted,
Sgt. Timothy P. Heinz

PUBLIC SAFETY

DEPARTMENT OF PUBLIC WORKS

The DPW is responsible for planning, designing and maintaining the Town's infrastructure under the Director of Public Works and the oversight of the Town Administrator and Board of Selectmen.

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 5 Divisions to address the day to day maintenance, repair and short and long term issues. Division foreman are responsible for providing services to the residents and other Town departments in a comprehensive cost effective manner.

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

ENGINEERING - Grants and Infrastructure Improvement Projects:

- ❖ The Town Center Project was completed in 2007
- ❖ Rte 115 (Pond St/PineSt) Project MHD T.I.P. The 75% design was submitted to the MHD for review and approval in March 2007. The funding for this project has been approved for FY-2009 with a tentative construction start date of spring in calendar year 2009. The estimated project cost is 6.3 million dollars.
- ❖ Completed the 100% design of the Main St sidewalk from Medway St to George Rd construction is proposed by begin in 2008.
- ❖ Completed the 25% design for the extension of Liberty Lane to create access and traffic circulation from the intersection of Main Street and Boardman St. to the upper MBTA lot and Meeting House Rd. The project has been submitted to the state under a Public Works Economic Grant (PWED) for funding. The estimated project cost is 2.5 million dollars.
- ❖ Created a conceptual roadway and utility plans for future improvements within the Town Center B-1 District to address traffic circulation and infrastructure needs at full build-out for Board and Committee review and approval.
- ❖ Submitted and received a grant for water conservation through the DEP in the amount of \$37,125.00. Funds will be used to assist the Water Division in reducing the amount of lost water through system leakage and high

usage to conserve withdrawal the tow's aquifers.

- ❖ Completed the 100% redesign of the Leland Rd drainage system to address private property runoff issues and Improved water quality for final discharge to Kingsbury Pond.
- ❖ Completed 100% design for the rehabilitation of the Weeber water tank. Rehabilitation began in October of 2007. The tank will be back on line in May of 2008.
- ❖ Completed 100% design for the installation of the supplemental well on the Gold Street property. Construction began in November 2007. The well will be on line in June of 2008.
- ❖ Completed 100% design for the Park St and Bush Pond Rd water system extension project. This project is a betterment project sought by residents and approved at the May 2007 Town Meeting.
- ❖ Completed 100% design for the water system correction on Maple St to improve water quality and fire protection.
- ❖ 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.
- ❖ 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.

The annual report for each Division is included below.

HIGHWAY DIVISION

The Highway Division is responsible for the rehabilitation, reconstruction, maintenance and engineering design of 70.88 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.

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-2007 appropriations to improve roadway conditions, correct drainage and intersection issues.

PUBLIC SAFETY

- ❖ Reclaimed and regraded 1,450' of Medway Branch from Boardman Street to Tucker Road. Installed 3" of bituminous concrete binder. Project still ongoing.
- ❖ Reclaimed and regraded 350' of Lawrence Street: Brett's Farm Road to Pole #25/30. Installed 3" of bituminous concrete binder.
- ❖ Reconstruct the student drop-off at the Freeman/Centennial School to improve roadway safety on Boardman Street and create sidewalk linkage around the school traffic.
- ❖ Overlay Berkshire Street from King Street to Worcester Road with 1-1/2" bituminous concrete for a distance of 250'.
- ❖ Overlay Seekonk Street from House #152 to House #176 with 1-1/2" bituminous concrete for a distance of 2,525'.
- ❖ Leveled Boardman Street from Rockwood Road to Pole #4/35 with 1-1/2" bituminous concrete for a distance of 2,410'.
- ❖ Leveled Stillwell Avenue from Fruit Street to Pennacook Street with 1-1/2" bituminous concrete for a distance of 1,400'.
- ❖ Leveled Leland Road from Priscilla Avenue to House #27 with 1" bituminous concrete for a distance of 590'.
- ❖ Leveled Pine Street from Jofran #42 to Foxboro Town line with 1" bituminous concrete for a distance of 3,400'.

Total miles serviced: 2.45 miles

- ❖ Completed crack repair on the following roadways: Malcolm Street, Geneva Avenue, Ware Drive, Castle Road, White's Pond Drive, Magnolia Circle, Fredrickson Road, Erin Lane, Eric Road, Berkshire Street, Timberline Drive, Bush Pond Road, Shady Way, Lee Ann Drive, Everett Street, Needham Street, North Street, Rockwood Road.

Drainage Maintenance and Rehabilitation

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

- ❖ River Path: Installed catch basin at #80 River Road and connected into existing drainage system on River Path.
- ❖ #78 Leland Road: Installed 2 pre-cast catch basins, 2 pre-cast manholes, 1 pre-cast headwall, 342' of 24" ADS pipe and connected into existing drainage system on Leland Road.
- ❖ Medway Branch: Installed 8 pre-cast catch basins, 14 4'x4' pre-cast leaching galleys and 350' of 12" ADS pipe.
- ❖ Lawrence Street at Brett's Farm Road: Installed 2 pre-cast catch basins and 140' of 12" ADS pipe to a rip-rap outfall.

Sidewalk Expansion

- ❖ Medway Branch: Installed 1,450' of sidewalk and 2,650' of bituminous concrete berm from

Boardman Street to Tucker Road.

- ❖ Extended the sidewalk on Boardman Street 400' to the school bus drop-off at the Freeman/Centennial School.

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.

- ❖ 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 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.

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 and area towns to address household hazardous waste.

The Division, in conjunction with various Town

PUBLIC SAFETY

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 2008.

The Town recycled approximately 1,454 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 ANNUAL REPORT 2007

All of the figures in this report relate to the calendar year January 1, 2007, through December 31, 2007.

The Transfer Station was open to Norfolk residents twice each week, on Wednesdays and Saturdays from January 1, 2007 through December 31, 2007. The total number of operating days in 2007 was 107.

Non-Recyclable Waste

The Town of Norfolk contracts with Semass Partnership for disposal of household waste and Wheelabrator Millbury, Inc. for bulky waste.

Total compacted waste	854 tons
Total bulky waste	335 tons
Total non-recyclable waste	1,189 tons
Daily average	11 tons

The 854 tons of compacted waste represents 61,857 bags of household waste.

Recyclable Waste
Newspaper & Mixed Paper

297 tons

Corrugated Cardboard	132 tons
Plastics (#1, #2)	43 tons
Waste Oil and Anti-Freeze	8 tons
Metal (white goods & metal cans)	337 tons
Tires	30 tons
Batteries (automobile)	8 tons
Glass (white and colored)	76 tons
Leaves/Yard Waste	52 tons
Brush	400 tons
Textiles & Books	71 tons
Total Recyclable Waste	1,454 tons
Daily Average	14 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 2,643 tons. This figure achieves a recycling rate of 55%.

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, Assessors and Schools.

As we move forward, we will continue to evaluate the Town's fleet and create cost effective consolidation to reduce major repair costs and maintain a quality fleet of service vehicles.

WATER DIVISION

The Water Division is responsible for the rehabilitation, installation and maintenance of the Town owned water system, for the delivery of potable water, which consists of 56 miles of water main, 2,091 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 Fund.

The Department 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 of Selectmen implemented the new water rate process which was created by the Interim Board of Public Works, through the water rate study program. The Board was able to revise the rates to allow relief for low users and implement water conservation.

We have completed the town-wide installation of the wireless meter reading system which will

reduce future labor costs and provide a more accurate accountability of was use. The program is a mutually functional program and because of the daily monitoring, we have been able to reduce our lost water amounts by detecting leaks as they occur.

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 which began 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. One site will be completed by June of 2008.

During 2007, 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 until 2010. In-house staff will be responsible for the distribution side of the system.

WATER SERVICE INFORMATION

	<u>2006</u>	<u>2007</u>
Miles of water main in service	56.00	57.00
Total water services*	2010	2091
Number of services per mile of water main	35.89	36.68
Total gallons pumped	166,035,100	210,464,035
Total gallons purchased	598,833	1,280,605
Average gallons pumped per day	454,890	576,614
Average annual gallons used per service	82,604	100,652
Average gallons used per service per day	226	276
Total Water Bill and Betterment Revenue	\$1,243,789.00	\$1,391,565.00

*Reflects 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, Committees for their continued support and working relationship.

I would also like to thank the Interim Board of Public Works (Ed Melanson, Harvey Nasuti, Ellen Friedman, Dan Winslow and Vida Holmes) for their dedication, expertise and devotion in working toward the consolidation of the Department of Pubic Works. It has been a pleasure working with them for the past 4-years.

Respectfully submitted,
Remo R. Vito, Jr.,
Director of Public Works

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KING PHILIP REGIONAL SCHOOL DISTRICT

Norfolk – Plainville – Wrentham
2006 - 2007 School Year

SUPERINTENDENT'S REPORT

The students and staff of the King Philip Regional School District completed a year filled with new experiences and with many individual and group accomplishments. In September, the high school staff and student body moved into a new academic wing and a renovated section of the former vocational wing of the school. The middle school completed its second full year in its new and renovated facility. To offer our students experiences in a rapidly changing world, the high

school and middle school offered new and/or modified courses. The percentage of students attending post-graduate education continues to increase. Student extracurricular and co-curricular participation also continue to increase as the district expands opportunities for student participation. The regional towns continue to support the school district to the extent their fiscal situation permits. Overall, the support of the three towns remains most positive.

STUDENT ACADEMIC ACHIEVEMENTS

Our students continue to earn accolades for their outstanding academic performances. Seven students were recognized by the National Merit Program for their outstanding PSAT scores (Katrina Crocker, Harrison David, Stephanie Fontana, Kathryn Higgins, Julia LoPresti, Robert Poisson, and Cayla Saret). Emily Charpentier and Rachel Willman were finalists for 2007 national Merit Scholarship awards. Commended senior students in the 2007 National Merit Scholarship Program included Karen Anundson, Timothy Singer, Daniel Tijerina, Nora Turner, Andrew Woodward, and Lauren Zagieboylo.

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 Massachusetts state colleges and universities. Eighty-eight (88) members of the senior class were eligible for the Adams Scholarships. Based on SAT, AP, and MCAS results, 141 students were eligible for Koplik awards, also for free tuition at state colleges and universities.

Students enrolled in foreign language courses are eligible to take nationally competitive exams in the language(s) they study. Of the 69 students who participated in the National Latin Exam, 48 received awards for their achievement. Gold Medals (*Summa Cum Laude*) were awarded to (Latin III) Mark Alexander, Greg Cordo; (Latin II) Jeanette Adelsberger, Stephen Donahue, Cayla Saret; and (Latin I) Elizabeth Allen, Maththerw Cote, Brett Ewer, Caroline Ouimet, and Elizabeth

Torosian. Five of our students who took the National French Exam appeared in the top twenty levels nationally: Sarah Shipley (4th in French I); Rachel Miller (10th) and Caitlin Stetter (11th) for French II; Peter Girouard (8th) and Daisy Alioto (10th) French III. Ten additional students were recognized for their state level accomplishments.

The high school DECA program continued to be among the best in the country, and the top-rated program in the Northeast. Five students were named Gold Medal Finalists in the international marketing competition held in Orlando, FL: Joe Reardon, Kaitlyn Cacciola, Kristin McGrath, Allison Schrader, and Heather Knowles. Twenty-two students attended this highly competitive conference, and with the total awards received, they represented the best showing in the history of the high school's DECA program.

The Boston Globe Scholastic Arts Awards recipients included Abigail Lambert, a Gold Key for her painting "Shadow on a Subway", and three additional students who received honorable mention for their works: Rebecca Cain, Jenna McCarthy, and Lauren Schunk.

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.

Students in the Television Production program submitted their works to be judged in the

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National Student Television Contest. KP students received first or second place in five of the seven categories. The award winners included Hayley Carloni, Rob Hall, Greg Wood, Kristina Carucci, Jackie LaDue, Jess Issa, Kim Morton, and Ricky Hughes. In the Associated Press competition for High School TV News Journalism, Kristina Carucci, Lauren Doughty, and Steve Small were awarded second place.

PHYSICAL FACILITIES

The first phase of the high school project was completed by August of 2006. The school moved into a new two story academic wing and renovated vocational wing. This phase of the project included new technology for each classroom, ceiling mounted projectors connected to teacher work stations, four computers in each classroom, and science classrooms that permit advanced laboratory experiences for our students. The field house was renovated and a new state of the art weight room was available for physical education classes as well as for student-athletes. The Information Technology department's

COURSE OFFERINGS

The district's course offerings continue to change, influenced by changing technology and employment opportunities. Increases in the high school's enrollment allowed for additions to its teaching staff in history/social sciences, foreign languages, English/ Language Arts, and special education. The Television Production and Engineering Design elective programs at the high school continue to experience increases in

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. The high school Student Council and senior class co-sponsor a holiday party for students from a selected city elementary school. The high school's SADD group continues its cooperation with Franklin High School with its annual Walk of Tears. The Middle School 7th graders participated

Numerous local scholarships and awards are presented at the annual Awards Night each spring. Scholarship awards totaled close to \$70,000. We are thankful that so many individuals and organizations provide our students with awards that help to defray college expenses.

Please see the appendices for further student achievement data.

classrooms are equipped with enough computers for the individual and group work required of those classes.

By the end of October, much of the remaining sections of the original King Philip High School had been demolished, and/or made ready for work to be completed by September 2007. The second phase of the project includes construction of a new cafeteria, new auditorium to seat 850 people, four new art rooms, new music rooms, new administrative offices, restoration of the baseball and softball fields, and parking for 650 cars.

enrollment. Senior electives in the history/social science department have very large enrollments. Overall, eighty percent of its classes have 25 or more students.

The major change at the middle school was in foreign languages. French was added and students now take a full year of Spanish or French in Grade 8.

in a Math-A-Thon to benefit St. Jude's Children research Hospital. The Leo Club visited the Perkins School for the Blind and made a donation to the school.

The school district's music program continues to excel in all areas. The marching band capped another outstanding season with a Class IV Open USSBA championship in Allentown, PA, and won three championships.

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The symphony band won a gold medal and was selected to perform at Mechanics Hall in Worcester. The indoor percussion ensemble finished second out of 38 groups at the International World Championships in Dayton, Ohio. In the finale to a great year, the

Six students received all state recognition for their individual talents in music: Chris Palmer (trombone), Alex Huth (tenor sax), Mike Rayner (trombone), Andrew Kim (snare drum) Pat Bergerson (trumpet), and Rachel Miller (Trombone).

Dramas programs were presented by students from both schools. The Middle school Drama Club presented *Into the Woods Junior* to sold out audiences. High school students offered three presentations this past year: *Miracle on 34th Street*, *A Delicate Balance* (directed by senior Annie Powers), and *It Was a Dark and Stormy Night*.

STAFF RECOGNITION AND ACADEMIC PROGRAMS

Several teachers received recognition for their contributions to student learning. Nancy Fischer, middle school English Language Arts teacher, was a semi-finalist for Massachusetts Teacher of the Year. She was recognized at a ceremony at the State House in June. Mrs. Fischer also was recognized as the North Attleboro's Wal-Mart Teacher of the Year. Jill Proulx, high school history/social science teacher and curriculum team leader, was presented the Kidger Award by the New England History Teachers' Association. Dr. Joanne Mongeon, high school English Language Arts teacher and curriculum team leader, wrote a play that was a finalist in the Cape Cod Playwriting Festival. Peter Tileston, KP's music director, was recognized as one of 'Fifty Band Directors That Make a Difference'. The high

STAFF CHANGES

The school district hired nine new staff for the school year 2006-2007 due to retirements, resignations, program requirements, and increases in the high school's enrollment:

The staff who retired in June of 2007 and their years of service include Robert Guillemette (31 years, high school DECA program), Fred

Jazz Band was one of fifteen bands invited to participate in the nationally acclaimed high school jazz band *Essentially Ellington* finals in New York City's Lincoln Center. The band finished in second place.

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 425 student-athletes who participate each season. Approximately 50% of all high school students participate on at least one team. The following teams qualified for state tournaments: boys' ice hockey, boys' and girls' lacrosse, softball, and boys' and girls' tennis. The ice hockey team qualified for their third consecutive state tournament. The softball team won the Hockomock League championship. Steve Curtin and Kelly Sheehan were selected as the Hockomock League male and female athletes of the year from King Philip.

school science department received a donation of equipment worth over \$50,000 for independent research projects in molecular identification, lead by chemistry teachers Richard Boucher and Ann Lambert. Richard Boucher also received a Best Buy Teacher Award grant of \$2,500 in recognition of the school's use of technology in science education. Maurice Guernon, high school history/social science teacher, and Louise Mullaney, a high school teacher assistant, received awards from the Norfolk County Teachers Association. Kathy Elich, a high school biology teacher, received a grant from the Massachusetts Biotechnology education Foundation that selected King Philip Regional High School as a 2007 BioTeach school.

Murtari (34 years, middle school science)
Marianne Scannell (6 years, high school librarian),
Lawrence Tingley (35 years, middle school science), Elizabeth Villiard (high school science),
Catherine Riendeau (18 years, middle school science), Holly Cataldo (13 years, middle school

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health), and Maureen Moresi (12 years, executive

assistant to the superintendent of schools).

STAFF DEVELOPEMENT

The teaching staff continues to develop data analysis skills and analysis of student learning 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.

STUDENT ENROLLMENT HISTORY

The following table shows the apportionment percentages and number of Norfolk students enrolled in the King Philip schools during the last ten (10) years. These percentages also reflect Norfolk's apportionment 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 annual October 1 reports submitted to the Massachusetts Department of Education.

Town of Norfolk Enrollment History 1998 – 2007
Norfolk Students Enrolled in King Philip Regional School District

	FY 1998	FY 1999	FY 2000	FY 2001	FY 2002	FY 2003	FY 2004	FY 2005	FY 2006	FY 2007
Apportionment Percent	33.36%	33.85%	33.25%	34.41%	34.22%	34.04%	35.81%	35.10%	36.27%	35.85%
Norfolk Enrollment	517	529	557	589	616	640	700	697	736	750
Total District Enrollment	1550	1563	1675	1712	1800	1880	1955	1986	2029	2095

High School Student Enrollment and Regular Education Class Size

The following three tables represent the changes in regular education class size at the high school. The first table shows changes in staffing and student enrollment since the school year 2002-2003. It presents the high school's increase in enrollment, the net increase in regular education teachers, and

the change in average class size. Though the high school enrollment has increased by 111 students, the high school staff has decreased by 5.7 full-time position and average class size has increased by almost four students.

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Table 1
Changes in High School Regular Education Enrollment, Staffing, and Class Size
2002-2003 to 2006-2007

	School Year 2002-2003	School Year 2006-2007	Change
Number of Students	1089	1200	111
Number of High School Regular Education Teachers	69.6	63.9	-5.7
Average Class Size	20.3	24.0	3.7

Table 2 breaks down the changes in average class size by each department at the high school from 2002-2003 (the year prior to the

major reductions in high school staff) through 2006-2007.

Table 2
High School Average Class Size by Department
2002-2003 to 2006-2007

	2002 - 2003 Average Class Size	2003 - 2004 Average Class Size	2004 - 2005 Average Class Size	2005 - 2006 Average Class Size	2006 - 2007 Average Class Size
Art	20.0	24.3	23.6	26.0	25.2
Engineering/Design Technology	18.0	16.5	20.6	19.4	25.0
English/Language Arts	18.9	20.6	23.3	22.8	23.3
Foreign Languages	20.2	21.0	22.4	22.1	24.6
Health & PE	24.6	31.1	25.5	24.9	24.9
History/Social Sciences	21.5	24.1	23.4	24.6	26.3
Information Technology	16.4	19.4	23.4	22.8	22.1
Mathematics	19.4	21.5	23.3	23.3	23.2
Music	25.2	26.5	30.7	29.2	30.3
Sciences	20.7	20.7	23.8	22.0	22.3
Television Production	20.0	21.0	24.2	22.1	26.9
School-wide	20.3	22.5	23.6	23.4	24.0

Table 3 represents the percent of class sections that have a range of students enrolled in those class sections.

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Table 3
 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	2006-2007
Number of Students Per Size of Section	Percent of Sections				
Less than 10	5.1	2.8	1.1	2.2	1.1
10-14	12.7	8.1	5.4	5.1	5.8
15-19	19.6	13.7	10.3	10.5	12.5
20-24	43.8	33.1	37.0	37.8	28.6
25-29	17.3	33.3	39.9	41.1	36.3
30+	1.5	9.0	6.3	8.3	15.6
Total Teachers	69.6	63.6	63.4	64.0	63.9
Average Class Size	20.3	22.5	23.6	23.4	24.0

On behalf of the School Committee, thank you for your support we strive to provide a level of education that provides our students with

exceptional opportunities to succeed in subsequent stages of their lives.

Respectfully,



Richard J. Robbat
 Superintendent of Schools

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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 92.1 percent of students from the Class of 2007 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)	Class of 2007 (N=265)
Four Year Public	37.1%	32.3%	36.5%	31.7%	38.4%	47.2%	40.0%
Four Year Private	41.2%	39.3%	33.9%	43.6%	41.8%	33.3%	41.5%
Total Four Year Colleges	78.3%	71.6%	70.4%	75.3%	80.2%	80.5%	81.5%
Total Two Year Colleges	8.6%	12.5%	7.4%	8.1%	9.3%	8.2%	8.7%
Total Other Education	0.9%	3.0%	4.3%	3.9%	0.8%	2.2%	1.9%
Total Post High School Education	87.8%	87.1%	82.1%	87.3%	90.3%	91.0%	92.1%
Military	1.4%	1.7%	2.2%	0.4%	2.5%	1.1%	2.3%
Employment	6.8%	7.3%	6.1%	1.5%	3.8%	6.4%	2.3%
Undecided	4.1%	3.9%	9.6%	10.8%	3.4%	1.5%	3.0%

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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 average scores continue to reflect average scores well above the state average.

The drop in scores in 2006 nationally and state-wide are being attributed to the inclusion of a writing portion of the SAT I and, as a result, a test takes about two hours longer to complete.

King Philip Regional High School
A Comparison of King Philip Average SAT I Results to Average State Results
By Year and by Subject

Year	Reading			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
2007	531	513	+18	535	522	+13

MCAS AND NO CHILD LEFT BEHIND

By 2014, under current federal No Child Left Behind regulations, all students minimally 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 2004, with the Class of 2007 the fifth 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. A key indicator of improvement during the first several years of testing is the combined percentage of students who score in the Advanced and Proficient competency levels. The staffs at both schools spend considerable time with the data and discuss the implications of the data for teaching strategies and curriculum modifications.

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Percentage of Students Scoring at Each Performance Level
By Grade, Subject Area, and Performance Level
2004 – 2007

Grade 10

GRADE 10 ENGLISH LANGUAGE ARTS					GRADE 10 MATHEMATICS				
PERFORMANCE LEVEL	2004	2005	2006	2007	PERFORMANCE LEVEL	2004	2005	2006	2007
ADVANCED	33	36	22	41	ADVANCED	42	47	44	45
PROFICIENT	53	53	67	49	PROFICIENT	37	32	34	34
NEEDS IMPROVEMENT	12	10	9	10	NEEDS IMPROVEMENT	18	17	18	15
FAILING	2	0	1	0	FAILING	3	4	4	6

GRADE 10 SCIENCE (Biology)	
PERFORMANCE LEVEL	2007
ADVANCED	4
PROFICIENT	40
NEEDS IMPROVEMENT	40
FAILING	16

GRADE 8 ENGLISH LANGUAGE ARTS		
PERFORMANCE LEVEL	2006	2007
ADVANCED	14	11
PROFICIENT	72	73
NEEDS IMPROVEMENT	12	13
FAILING	2	3

GRADE 8 MATHEMATICS				
PERFORMANCE LEVEL	2004	2005	2006	2007
ADVANCED	13	13	13	19
PROFICIENT	35	35	37	36
NEEDS IMPROVEMENT	40	36	35	31
FAILING	12	16	15	14

GRADE 8 SCIENCE				
PERFORMANCE LEVEL	2004	2005	2006	2007
ADVANCED	6	3	6	2
PROFICIENT	32	33	41	42
NEEDS IMPROVEMENT	47	49	39	44
FAILING	18	18	16	16

Grade 7

GRADE 7 ENGLISH/LANGUAGE ARTS				
PERFORMANCE LEVEL	2004	2005	2006	2007
ADVANCED	15	11	17	11
PROFICIENT	67	68	65	74
NEEDS IMPROVEMENT	14	19	16	13
FAILING	3	2	2	2

GRADE 7 MATHEMATICS		
PERFORMANCE LEVEL	2006	2007
ADVANCED	17	23
PROFICIENT	44	49
NEEDS IMPROVEMENT	29	21
FAILING	11	8

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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 a student 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.

During the last several years, the high school has added a number of Advanced

Placement courses. During the last four years, the following courses have been added:

Microeconomics (2001), U.S. Government and Politics (2003), Statistics (2003), and Physics (2004). Other Advanced Placement course offerings include 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, 289 students (or 31%) took AP Exams.

Percent of Graduating Class Taking Advanced Placement Exams
by Year of Graduation
2002 - 2007

Student Enrollment	Class of 2002	Class of 2003	Class of 2004	Class of 2005	Class of 2006	Class of 2007
Number of Graduating Seniors	237	230	259	237	267	265
Number in Class Who Took AP Exams	47	58	76	108	92	88
Percent of Graduating Class	20%	25%	29%	46%	34%	33%

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

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Advanced Placement Results (cont)

Number and Percent of Students Achieving
Advanced Placement Scholar Recognition
by Year of Graduation and by Award

Category of Awards	Class of 2002	Class of 2003	Class of 2004	Class of 2005	Class of 2006	Class of 2007
	(N=6)	(N=15)	(N=22)	(N=22)	(N=32)	(N=28)
Number and Percent of Students Achieving AP Scholar	5 83%	8 53%	13 59%	14 64%	16 50%	8 29%
Number and Percent of Students Achieving AP Scholar with Honors	1 17%	7 47%	3 14%	1 4%	5 16%	5 18%
Number and Percent of Students Achieving AP Scholar with Distinction	0 0%	0 0%	6 27%	7 32%	11 34%	15 54%

NORFOLK ELEMENTARY SCHOOLS

2006-2007 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 Riccardi-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 \$9,607,770.

2007 MCAS RESULTS

Our students performed very well on the MCAS tests that were given in grades three, four, five, and six. 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	20%	59%	19%	2%
Reading				
Gr.3	22%	54%	20%	5%
Mathematics				
Gr. 4	18%	60%	19%	4%
Eng/Lang. Arts				
Gr. 4	28%	56%	12%	3%
Mathematics				
Gr. 5	36%	39%	19%	5%
Eng/Lang. Arts				
Gr. 5	21%	52%	25%	2%
Science & Technology				
Gr. 5	36%	39%	19%	5%
Mathematics				
Gr. 6	39%	41%	19%	6%
Mathematics				
Gr. 6	19%	66%	13%	1%
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.

<u>Members</u>	<u>Term Expires</u>
Kim Williams, Chairperson	2008
Sally Grant, Vice Chairperson	2008
John Olivieri, K.P. Rep.	2009
Danielle Rochefort, MASC Rep.	2010
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.

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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: Molly Odoardi, Teacher, 37 years; Barbara (Ramuglia) Sullivan, 21 years; Sue Dost, Teacher, 33 years.

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, 2007 as reported to the Department of Education.

Grade	# of Students	# of Classes	Average Class Size
PK	55	5	11
K	162	8	20
1	145	8	18
2	148	8	19
3	169	8	21
4	128	7	18
5	151	7	22
6	148	7	21
	Total Enrollment	1106	

A goal of the Norfolk Public Schools is to establish a fully balanced literacy program that is consistent and sequential from one grade level to the next. Under the guidance of literacy consultants Clare Landrigan and Tammy Mulligan, teachers have continued to participate in professional development training in Writers' Workshop, Readers' Workshop, guided reading, independent reading and the establishment of appropriate classroom libraries.

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
Maureen Brawley
Lynn McConnell

PARENT MEMBERS:

Jalahan Barrie
Susan Bycoff
Amy Racque
Marie Zullo

Community Members:

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

FREEMAN-CENTENNIAL SCHOOL COUNCIL

SCHOOL MEMBERS:

Lucia Godfrey
Kelly Whitmore
Elizabeth Moscariello

PARENT MEMBERS:

Mary Williamson
Betsey D'Ambrosia
Anita Mecklenberg

COMMUNITY MEMBERS:

Susan McKenney

SPECIAL ACCREDITATIONS

The Integrated Preschool Program at the H. Olive Day School continues to be accredited by 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 current programming includes Programs from Preschool through grade 6. Services are provided in an inclusion and/or pullout setting depending on the needs of the child and the type of specially designed instruction. Other related services are: Speech-Language Therapy, Occupational Therapy, Physical Therapy, Vision Therapy, and Behavioral Therapy.

The District has been committed to providing our students with quality programming. In keeping with this philosophy we have been building new programs for students on the Autism Spectrum and children with significant cognitive needs.

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

Technology offers students an avenue to succeed as citizens in a society in which information is growing at a phenomenal rate. The Technology Department of the Norfolk Public Schools continues to be committed to, not just maintaining, but to advancing our technologies wherever possible as we work toward the Advanced Tech Level of the Massachusetts School Technology and Readiness (STAR) Chart. (This chart is available on the Department of Education website - <http://www.doe.mass.edu/boe/sac/edtech/star.html>)

Technology is not just a tool but a necessity for staff and children in the H. Olive Day and Freeman Centennial Schools during their day-to-day activities. Computer labs as well as mobile labs continue to be updated to increase students' access to computers in grades K-6. The technology team continues to share the responsibilities of troubleshooting hardware and software issues, introducing new software programs to the students and staff, meeting the on going data needs of the Department Of Education, maintaining network solutions, maintaining servers, implementing new software to meet our forever changing technology needs and keeping our website up to date.

The Technology team consists of Mrs. Claire Campo, Director of Technology; Mrs. Trish Kelley, Computer Support Technician; and Mrs. Dena Kaufman and Mrs. Bonnie O'Connell, Technology Integration Specialists for the Freeman Centennial and H. Olive Day Schools, respectively. Mrs. Trish Kelley was hired to assist the technology team in several projects. Trish has an extensive technology background and is a great asset to the Technology Team.

Along with the current SIMS (Student Information Management System - student level data collection) and MCAS (Massachusetts Comprehensive Assessment System - student testing program), the DOE has added EPIMS (Education Personnel Information Management System - staff level data collection) to the yearly reporting requirements. A new Student data base system (iPass) and a new Staff data base system (iStaff) have been implemented to enable a smooth process for DOE reporting.

A virus protection software (Sophos) implementation was started. This software protects both PC and MAC computers from the latest viruses. The preliminary implementation of Connect-ED has also begun. Connect-ED is an emergency communication, survey and community outreach notification tool to help schools to improve awareness at all levels.

Professional development for staff occurs both formally and informally. This training is provided by the Integration Specialists at both schools. Teachers from the H. Olive Day School applied for a second year of a Hewlett Packard Teaching for Technology Grant and were awarded approximately \$76,000 in equipment and professional development. This allowed

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another 10 teachers to join the team. Each staff member received a tablet laptop, case, HP camera, projector, printer/scanner/copier, professional development and a stipend. The H. Olive Day school was 1 of 137 schools out of the original 1400 to receive the first year of the grant. The second year of the grant was only awarded to 15 schools. This grant focuses on improving teaching and learning through the use of effective integration of technology.

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.

We are benefiting from the second year purchase of instructional computers as part of our 5-year instructional computer replacement plan which is in line with the town's replacement schedule. This funding was approved by the Capital Outlay Committee.

With the presence of fiber optics in the town we hope to realize our long term goal to upgrade the coaxial town-wide network to fiber. We are also continuing 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

The district completed projects in 2007 that focused on safety, convenience, and accessibility for students, staff, and visitors. At H. Olive Day School, so-called "pothole money", obtained by the superintendent from the state Department of Education, was used to rebuild the entryways to the cafeteria, gym, and auditorium at the rear of the building. Stairs were added at each door, along with subsurface drainage, paving, and landscaping. Access to this part of the building is now much improved for students, staff, voters, and other users of the facility.

Funds voted at spring town meeting allowed for the completion of the roof insulation repair/retrofit in the H. Olive Day addition. This project spanned two years, the final phase being completed in July.

In an effort to alleviate dangerous daily Boardman Street traffic jams, a collaborative effort among the DPW, police department, fire department, Holmes Bus Company, and the schools resulted in the reconfiguration of the bus, automobile and pedestrian traffic routes around the Freeman Centennial School. The DPW created a new entrance road, widened the driveway to allow for a two-way traffic pattern, and crafted and paved new walkways. They also reconfigured and re-paved the new bus loop at the front of the school. The resulting configuration has proven to be much safer and more convenient for students, staff, and visitors.

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 the before and after school programs.

Respectfully submitted:
Toni Marie Davis, Program Director

TRI-COUNTY REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

In July, 2007 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.

The Tri-County Regional Vocational Technical School District continues to excel by holding students to rigorous academic and vocational technical standards and by providing them the support necessary to meet these standards. Recognition of our effort was demonstrated by Tri-County's designation by the Massachusetts Department of Education as a 2006-2007 Massachusetts Compass School. In fact, Tri-County Regional Vocational Technical School District was the only Massachusetts high school to receive this award in two categories as outlined below:

- Achieving a 2006 Composite Performance Index above the state average performance in ELA and mathematics that increased the percentage of Proficient & Advanced students by ten or more percentage points from Cycle III (2003-2004 to Cycle IV (2005-2006) and five or more percentage points from Cycle II (2001-2002) to Cycle III.
- Exceeding expected improvement targets while maintaining a disadvantaged student population of forty percent or more

GRADUATION:

On June 3, 2007, 177 students graduated in an impressive afternoon ceremony. Superintendent Barbara A. Renzoni presided over the ceremony while Paul Carbone, Chairman of the Tri-County

School Committee, delivered the welcoming address to more than one thousand guests. Jean Mallon, Director of Guidance, presented scholarships and awards totaling \$61,000 to deserving seniors.

GUIDANCE & SPECIAL EDUCATION SERVICES

In September 2006, Tri-County welcomed approximately 896 students to the new school year. The break out of students from member towns is as follows: Franklin 168, Medfield 17, Medway 50, Millis 45, Norfolk 37, North Attleboro 240, Plainville 88, Seekonk 64, Sherborn 3, Walpole 58, and Wrentham 70. Also 56 students were enrolled from out-of-district towns.

During the 2006-2007 school year the Guidance 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 and MEFA. 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.

The career plans are reviewed with parents at the annual parent-student-guidance counselor conference. College planning is enhanced using an electronic planning platform which can be accessed by parents, students, and counselors. Additional College planning information is available on the school website.

ACADEMICS:

Tri-County continues to meet Adequate Yearly Progress (AYP), and 100% of the Class of 2007 passed the MCAS Assessment. To enhance the possibility for an increasing percentage of

EDUCATION, LIBRARY, ARTS

students to achieve proficient and/or advanced status on future MCAS assessments, and to prepare for the heightened state expectations in Biology, the administration re-configured the delivery of our special education services in grades 9 and 10. Implementing a special education consultant model in English and mathematics, and to a lesser degree in science, has allowed for students with an IEP to have greater access to the College Preparatory curriculum, without sacrificing due attention to their required accommodations. In addition, this model has enabled us to limit class sizes in these core areas.

As a means of preparing for the Senior Project, successful completion of which is now a graduation requirement, all students in grades 9 and 10 complete a documented research paper in English class. Tri-County students also continued to excel in competitive academic writing and speaking events, capturing the state scholarship in the AFL-CIO essay contest, as well as all four local awards and a district award in the Voice of Democracy contest.

In the area of Social Studies the cycle of community service hours was completed this year with the addition of required hours in grade 11. This department has also expanded its efforts to maintain high standards with the continuing development of common course assessments beyond the mid-year and final exams.

Significant professional development in technology during this year increased the ability of individual teachers and department groups in utilizing data to inform instruction, and in re-aligning the sequence/focus in specific curriculum areas. Training in Smartboard technology has also served to enhance instruction and engage students.

Further refinements to the scoring rubrics for the various components of the Senior project have facilitated the grading process; the success of the Senior Project Fair in 2006 prompted a repeat of this event in May, 2007, providing all students in the lower grades with a preview of their own future accomplishments, and allowing parents and advisory board members to witness the high level of skill attainment by our students.

As increasing numbers of Tri-County students decide to continue their formal education beyond high school, we have worked this year to provide

students with additional academic opportunities, without compromising the time on learning needed to maximize their career-technical experience. After a year of investigation and preparation, Tri-County students will begin taking on-line courses after school in the fall of 2007. All offerings will carry College Preparatory weight and will enable participating students to expand their elective coursework and/or provide ancillary content for their vocational concentrations. Courses for which Tri-County students have registered include: Latin, Animal Behavior and Zoology, AP Computer Science, Criminology, Animation and Effects, Anatomy and Physiology, Flash MX Basics, Internet Research and Web Design; Investing in the Stock market, Business and Personal Law, Entrepreneurship, and Music Listening and Critique

VOCATIONAL/TECHNICAL PROGRAMS

Students in the Vocational/Technical Programs experienced many successes, both school wide, and in their individual career areas. The grade eleven students from every vocational area participated in the 10-hour OSHA training program in January. The training included two full days of interactive, specialized instruction in construction and general industry health and safety standards. All students passed the required exam and received a 10-hour OSHA green card. Also, all students in grades nine through twelve collected best works, both vocational and academic, letters of recommendation, awards and certificates, and resumes and cover letters to continue building their professional portfolios. And finally, Tri-County students again achieved success at the State Skills USA Competition. In fact, a student from Carpentry competing in the Principles of Technology competition was awarded 11th place at the National Skills USA Competition in June. A student in the post secondary Practical Nursing Program brought home the National Gold Medal for her achievement in Health Professional Portfolio. A student from the Early Childhood Careers shop was elected a Massachusetts State Officer for the coming school year.

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BELOW ARE SUCCESSES IN INDIVIDUAL VOCATIONAL/TECHNICAL AREAS:

Collision Repair/Auto Technology: Students in the Collision Repair Shop continued to serve the needs of the community and the Tri-County School District by repairing their vehicles under the supervision of their instructors. Auto Technology was the most popular vocational program among grade nine students this past year. Students in this shop repair, maintain, and service the Tri-County school vehicles as well as serve residents from the Tri-County RVTHS eleven town district. Both Collision Repair and Auto Technology continue to be ASE Certified from the National Automotive Technicians Education Foundation. This nationally recognized certification is considered to be the highest achievement known in the Automotive Industry.

Carpentry: The Carpentry Shop has expanded to include a newly constructed concrete slab outside of the shop area. This additional workspace will afford students the opportunity to experience outdoor building of large sheds and gazebos.

Computer Information Systems: The grade nine students in CIS created an E document for the Franklin School Committee this past spring. Students designed a web site from the Franklin School Committee's Policy Handbook. The finished product was presented to members of the Franklin School Committee by the students who participated in the project. Seven students in grade ten passed the A+ Certification exam this past year. These two accomplishments will certainly give CIS students many opportunities for employment and higher education success.

Cosmetology: This program continues to engage the largest number of students. Students in grades eleven and twelve operate a full service salon including hair and nail service to members of the Tri-County community. Many senior citizen groups enjoy the Cosmetology services offered by these talented students. Students in grades nine and ten welcomed the students' mothers, aunts and grandmothers as special clients one day this winter.

Culinary Arts: Gerry's Place Restaurant and Bake Shop are open to the public for lunch during the school year. A new take-out service

was instituted this past year. Tri-County staff takes advantage of this service, which allows the students to experience another aspect of the restaurant industry. Students in the Culinary Arts program receive Serve Safe Certification as well as achieve the standards set forth by the American Culinary Foundation.

Early Childhood Careers: The Preschool Program and Toddler Program continue to thrive. The Program is recognized by the National Association of Young Children as a program offering high quality education and care for young children. 80% of the graduates will attend state colleges and private four year colleges in the fall.

Electrical: Students in the Electrical Shop gain experience in simulated residential and industrial application as well as live work in the Tri-County school building. Students are preparing for the State Journeymen license examination as they successfully complete both the theoretical and shop aspects of the program.

Electronics: Students in this vocational area are gaining experience in the many Cooperative Education opportunities in the surrounding communities in their senior year, due to state of the art technology and training they receive at Tri-County.

Engineering Technology: The Engineering Technology Program is now in its second year. The Program achieved Project Lead the Way Certification during this past school year. Subject matter includes significant course work in mathematics, physics, and other sciences. Students enrolled are preparing for further education in the many fields of Engineering.

Facilities Management: Students in the Facilities Program are gaining skill in a variety of construction areas. Students may achieve welding certification while enrolled in the Facilities Program. Students also gain experience by contributing to the maintenance of Tri-County's grounds.

Graphics Communications: Students in the Graphics Communications Program are gaining experience as they provide design and printing services for Tri-County as well as for non-profit organizations in the surrounding communities.

EDUCATION, LIBRARY, ARTS

HVAC&R: Our Heating, Ventilation, Air Conditioning and Refrigeration Shop received a facelift this past school year. Students will now be trained using the newest technology available. Students graduating from this shop are well prepared for high paying employment and further education.

Medical Careers: Students in grades nine through twelve receive highly specialized training in all aspects of the medical field. Students will take the Certified Nursing Assistant state examination. Other areas of focus include basic healthcare knowledge and Medical Assisting skills. These skills enable students to pursue career choices such as EMT, and EKG. Students gain practical experience in nursing homes applying skills of patient care and recreational activity.

Plumbing: The Plumbing Program continued another year of high student enrollment. An articulation agreement with the Plumbers and Pipefitters Local Union 4 was finalized during this past school year. The agreement will allow Plumbing students the opportunity for advanced placement in the apprenticeship training program.

Dental Assisting: We are pleased to announce the development of our newest technical program. The Dental Assisting Program will open its brand new laboratory to grade nine students this fall.

CONTINUING EDUCATION

The Continuing Education Department at Tri-County offers both day and evening courses. The day program includes two courses, one for Cosmetology and the Licensed Practical Nursing. The evening program consists of approximately 80 different 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.

Evening Cosmetology: All phases of cosmetology are introduced the first half of the year. The student learns hairstyling, cutting, permanent waves, coloring, manicuring and skin

care. Classes are held on Monday, Tuesday, Wednesday, Thursday and Friday evenings from 5:00 to 10:30 p.m., beginning September 10, 2007 through June 27, 2008.

Adult Day Practical Nursing: The Practical Nursing program is a full-time day program that follows the high school calendar. Classes are held from September through June. The Practical Nursing Program at Tri-County is designed to prepare graduates for 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 (LPN). Registration for this program requires that prospective students take the TEAS exam. (Test of Essential Academic Skills) The pre-admission tests are administered from October to January. Details are available by contacting the Practical Nursing office at Tri-County.

Adult Evening Practical Nursing: The evening Practical Nursing Program is a part-time, two-year program that is held on Tuesdays, Wednesdays and Thursdays, 4:00-9:30 p.m. After successful completion of the course, the student will be eligible to sit for the (NCLEX-PN) examination for licensure. Successful completion of this examination permits practice as a Licensed Practical Nurse (LPN).

Evening Adult Program: The evening Adult Education program at Tri-County consists of approximately 80 courses which are offered in the fall and spring semesters. Registration for fall courses takes place during August and September. Registration for spring courses takes place in January and February. Continuing Education course information can be found in brochures available to the public via direct mail and local newspapers. The evening program information is also included on the Tri-County RVTHS website at <http://www.tri-county.tc/continuingeducation> or by calling the Continuing Education office.

STUDENT ACTIVITIES

National Honor Society: The Peter H. Rickard Chapter of Tri-County is comprised of sixteen (16) seniors and four (4) juniors. During the school year 2006-2007, these students participated in many fund-raising and community service activities both in and out of

EDUCATION, LIBRARY, ARTS

school. The National Honor Society was involved and assisted the Medway Chamber of Commerce in the "Drive for Handicapped Children" and in May, organized a drive to assist tornado victims in Greensboro, Tennessee.

Additionally, the National Honor Society hosted a "Leadership Breakfast" at the end of April, honoring Tri-County students who have served in various leadership roles, both elected and appointed during the school year.

In May, the National Honor Society organized Tri-County's sixteenth Honors Night.

SkillsUSA: A national professional organization for career and technical student, SkillsUSA provides quality educational experiences in leadership, teamwork, 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.

Tri-County 's sophomores, juniors and seniors participated in the "In House" Competition over two days in March, competing in their individual vocational and technical programs. Tri-County sent one hundred twenty winners of these competitions to the District Competition. Ninety TC students qualified to advance to the State Competition. At this level, Tri-County earned two Gold, three Silver, and five Bronze medals. The Gold Medalists then participated in the National Competition, competing with students from fifty other states. Tri-County proudly brought home from Kansas City a national gold medal in the technical area of "Health Portfolio".

STUDENT GOVERNMENT

Student Advisory Committee: The student body elected seven students to membership on the Student Advisory Committee. The principal appointed one of these elected members to report student concerns and activities to the Tri-County School Committee each month; three students from this group sit on the Tri-County School Council; and three serve on the High Schools That Work Site Committee. These seven students also served as ex officio members of the Student Council. The student body elected two students to represent Tri-County on the State Student Advisory Committee. These students met at least once a month after school hours

along with their many other commitments. This was only possible due to the hard work of the many teacher advisors who spent extra time and support of these students.

Class Officers: The rising sophomore, junior and senior classes elected their respective President, Vice-President, Secretary, and Treasurer for the following school year. The incoming freshman class elected officers on the last day of the first academic term in November. Under the supervision of the Class Advisor, officers scheduled, organized and conducted monthly after-school meetings to plan activities which included the Freshmen and Sophomore Semi-Formal, the Junior and Senior Prom and the Senior Week activities. The class officers communicated students' ideas to the Student Advisory Committee, and also served as officio members of the Student Council.

Student Council: Each class elected four (4) representatives to the Student Council. These students, along with the class officers and the Student Advisory Committee members, serve as the overall student governing body. The group met at least bi-weekly after school, and advised the faculty and administration of the day-to-day needs and concerns of the student body. Under the supervision of the Student Council Advisors, this group was also accountable for conducting and ensuring fair elections for Class Officers, the Student Advisory Committee, and the at-large Student Council membership. The Student Council sponsored the Freshman Orientation in August, followed by the Friday night activities for the Kick-Off Weekend the first week the students' return to school in September. Additionally, Student Council students assisted the Athletic Director in planning Homecoming in November and sponsored the many Spirit Week activities.

In addition, the Student Council plans and coordinates, civic, social, fund-raising, and community service activities and acknowledges administrators and teachers throughout the school year.

EDUCATION, LIBRARY, ARTS

EXTRA CURRICULAR ACTIVITIES

There are ten (10) extra- curricular activities at Tri-County. These clubs provided students with after school opportunities to enjoy, perform and compete. Tri- County works to provide a myriad of opportunities for all students during the extended week day and many weekends.

SUMMARY

As Tri-County continues to provide for the educational, psychological emotional and social needs of our students, we want to thank District residents for their support and cooperation. The Tri-County community also financially supported these clubs and activities with its annual Tri- County Auction in March. In the future, it is Tri-County's intention to continue to maintain the high educational standard that has earned Tri-County your support.

EDUCATION, LIBRARY, ARTS

BOARD OF LIBRARY TRUSTEES

The mission of the Massachusetts Board of Library Commissioners-the supervising body for all public libraries in the Commonwealth-states that "Strong libraries are essential to education and lifelong learning, to economic development, to strong communities, and a strong democracy." Our public library strives to assist in each of these areas-by helping people get the information they need and by being a vital center for our community.

Our new expanded library is now two years old and we are pleased to report that the building continues to function well. We designed the building to be flexible enough to evolve as the digital age unfolds and affects public libraries as it affects all our lives. We look forward to completion of the restored schoolhouse room in 2008.

Although we have a fine new building, the ability of our library to continue to serve our town depends on continued funding. Our library budget is less than 2% of the Town budget and with that we serve everyone. But we are doing so with fewer staff than before the expansion project. Bad news from other towns shows that there is a tipping point in library budgets that can cause their rapid unraveling. Public libraries in Medway, Bridgewater, Saugus, and Franklin are either closed or in danger of closing. We are committed to preventing such a fate for the Norfolk Public Library.

On a happier note, our Friends group continues to go from strength to strength. Support from the Friends enhances every aspect of our library. We ask everyone who values our library to support the Friends by becoming a member. It is a tangible way that you can endorse the values that our library has exemplified for over 125 years.

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

ADVANCING SMART GROWTH

MAPC's **METROFUTURE: MAKING A GREATER BOSTON REGION** initiative is planning for Metro Boston's growth and development through 2030. In 2007, the project

involved nearly 1,000 people (on top of the 4,000 who participated in previous years). MAPC presented the MetroFuture plan at a May 1 Boston College Citizen Seminar, where participants overwhelmingly voted to ratify it and work for its implementation. MAPC is now developing an implementation strategy, addressing public policy, public funding priorities, and changes in practice within the private sector. By mid-2008, MetroFuture will transition from a planning initiative to an advocacy program, uniting the efforts of MAPC, partner organizations, and the thousands of "plan-builders" in an effort to alter regional priorities and growth patterns consistent with the new plan.

As a member of the **MASSACHUSETTS SMART GROWTH ALLIANCE**, MAPC helped form the Transportation Investment Coalition. This group of business, environmental, public interest, and planning organizations is pressing for savings, efficiencies, and new revenues to address the state transportation finance deficit. The Alliance joined with others to advocate successfully for an increase in the Commonwealth's Bond Cap, increasing the resources available to address the state's capital needs. Through the Alliance, MAPC is also working to reform the state's arcane zoning laws through a new and diverse commission, chaired by Undersecretary for Economic Development Gregory Bialecki.

MAPC provides planning assistance and expertise to communities on a wide range of issues, helping them envision the future and evaluate alternatives within a smart-growth framework. Residents of Malden are taking a long-range look at their city through the **MALDEN VISION PROJECT**, which kicked off last year with a city-wide visioning workshop attended by 250 participants. MAPC helped the town of Arlington deal with **HOUSING AND ECONOMIC DEVELOPMENT** issues with a visioning workshop and resident survey, and helped develop new bylaws and other strategies. MAPC also assisted Walpole and Norfolk in developing and analyzing **ALTERNATIVE GROWTH SCENARIOS** along a shared stretch of Route 1A.

Working with the 495/MetroWest Corridor Partnership, MAPC produced a **WATERSMART INDICATORS REPORT** that details trends in water supply, wastewater,

PLANNING AND DEVELOPMENT

and stormwater for each city and town in the study area. MAPC also completed **WATER RESOURCE STRATEGIES** for three towns in the Assabet Watershed to evaluate the environmental impacts of alternative growth patterns, relying in part on hydrologic modeling conducted by the U.S. Geological Survey.

COLLABORATION FOR EXCELLENCE IN LOCAL GOVERNMENT

Through its **METRO MAYORS COALITION**, MAPC helped 21 communities secure over \$2 million in **Shannon Grant funding** over the past two years to implement multi-jurisdictional, multi-disciplinary strategies to combat youth violence, gang violence, and substance abuse. In 2007, Gov. Deval Patrick and more than 240 mayors, police chiefs, safety officials and violence prevention workers participated in the coalition's third annual Community Safety Summit to advance strategies to curb youth violence. Through its newly created North Shore Coalition, MAPC is facilitating discussions to develop a regional, comprehensive mutual aid system.

Cities and towns now have the option of joining the Massachusetts Group Insurance Commission (GIC) with a new law drafted by MAPC and the **MUNICIPAL HEALTH INSURANCE WORKING GROUP**. This option will help communities save millions of dollars each year by taking advantage of lower insurance rates available through the GIC. MAPC facilitated the Working Group and helped to build consensus for the proposal. We are now providing technical support to cities, towns, and regional entities who are interested in joining the GIC.

MAPC has convened Boston, Chelsea, Everett, Malden, Medford and Somerville to develop a shared strategy for the **MYSTIC RIVER CORRIDOR**. The river, which runs through dense urban communities, has long been an underutilized asset. The communities will develop a comprehensive picture of activities along the river and will seek to build a shared strategy for future development and use of the waterway.

MAPC collaborated with the Commonwealth's 12 other regional planning agencies, municipal officials and other local leaders to help produce **"A BEST PRACTICES MODEL FOR**

STREAMLINED LOCAL

PERMITTING." The result of dozens of focus groups and a statewide permitting survey, the document provides an array of recommendations that municipalities can consider to create a more clear, efficient and predictable permitting process without compromising local standards of development review. The guide is available at www.mass.gov/mpro.

COLLABORATION FOR PUBLIC SAFETY

MAPC performs 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 2007, MAPC helped to develop the School Threat Assessment Response System (STARS), an emergency planning toolkit for each school district in the region. With the assistance of MAPC, NERAC provided portable radios programmed for the Boston Area Police Emergency Radio Network, enabling real-time radio communications among police, fire, and other first responders during major emergencies. In the past year, NERAC established an online information clearinghouse for police and fire departments, and began planning for emergency evacuations from a regional perspective. MAPC also helped NERAC to set up three regional crime mapping centers that use GIS to visualize crime data through maps.

MAPC completed **PRE-DISASTER MITIGATION (PDM) PLANS** for nine communities in 2007, on top of the 20 completed in recent years. Each plan includes an inventory of critical facilities and infrastructure, a vulnerability analysis, and a mitigation strategy with recommended actions. MAPC will continue working with 46 cities and towns in 2008.

COLLABORATION FOR MUNICIPAL SAVINGS

MAPC's **REGIONAL PURCHASING CONSORTIA** administered six procurements for 42 cities and towns, saving communities up to 20% on purchases such as office supplies, paving services, and road maintenance. Similar savings were realized by the 300 agencies that participate in the **GREATER BOSTON POLICE COUNCIL (GBPC)**, which is

PLANNING AND DEVELOPMENT

administered by MAPC. In fiscal year 2007, MAPC conducted seven procurements for various types of vehicles, including police cruisers and heavy-duty trucks. Overall, 187 municipalities purchased 329 vehicles at an estimated cost of over \$20 million.

RELIABLE DATA, AVAILABLE TO ALL

Since its official launch in February, MAPC's **METROBOSTON DATA COMMON** online data and mapping tool has been used by dozens of constituents to create customized maps for developing grant applications, analyzing development proposals, or improving services. You can create maps, charts, and graphs on the Data Common by accessing www.metrobostondatacommon.org. In addition to supporting this online tool, the Metro Data Center at MAPC responds to **DATA REQUESTS** from member communities, non-profit organizations, businesses, residents, students and other state agencies.

In the past year, MAPC used **VISUALIZATION TOOLS** that combine GIS technology, photography and graphic design to help increase community awareness about proposed zoning bylaws in Bellingham and Dedham, and to illustrate what different parts of the region would look like under **METROFUTURE**.

CHARTING A COURSE TO REGIONAL PROSPERITY

MAPC developed its annual **COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDS)** for the region, in partnership with the US Economic Development Administration. The report contains an analysis of trends and conditions in the regional economy, highlighting challenges and opportunities. The economic analysis in the CEDS is targeted to front-line economic development staff working in the public and community-based sectors.

Working for 12 contiguous urban communities in the Metro Mayors Coalition, MAPC is developing an **INVENTORY OF POTENTIAL DEVELOPMENT** sites near municipal boundaries to support coordinated planning. MAPC also developed the **SMART**

WORKPLACE PROJECT, a GIS map of smart-growth friendly sites for commercial and industrial development throughout the region. In collaboration with the University of Massachusetts Boston, MAPC is taking a regional look at the **SPACE NEEDS OF THE LIFE SCIENCES INDUSTRY**.

Working with the Immigrant Learning Center and the Commonwealth Corporation, MAPC convened academic, institutional and non-profit researchers to develop an **IMMIGRATION RESEARCH AGENDA**.

GETTING AROUND THE REGION

MAPC produced a **REGIONAL BICYCLE PLAN**, assessing current conditions and identifying the improvements necessary to create a more comprehensive regional bicycle transportation system. The plan establishes updated goals based on previous plans, and identifies key strategies and priority projects.

Under its new **REGIONAL BIKE PARKING PROGRAM**, MAPC negotiated discount group purchasing contracts with three leading vendors of bicycle parking equipment. This allows MAPC municipalities and other public entities to purchase discounted equipment and, in some cases, to receive state or federal reimbursement for the cost. Communities around the region have used the program to put new racks at schools, libraries, parks, and shopping areas. The program will continue in 2008.

In 2007 MAPC also began work on the **REGIONAL PEDESTRIAN PLAN**. This plan will identify policies to make walking a convenient, safe, and practical form of transportation throughout the region. Proposed solutions will include best practices for local jurisdictions as well as steps that could be taken by the state or by the Metropolitan Planning Organization.

MAPC has developed a web-based **PARKING TOOLKIT** that addresses common parking issues. Cities and towns can learn how to do a parking study, how to reduce parking demand and manage supply, how to make use of existing parking, and how to finance parking improvements. The Parking Toolkit is the first in a series of Sustainable Transportation Toolkit products that MAPC will develop over the

PLANNING AND DEVELOPMENT

coming years. Visit <http://transtoolkit.mapc.org> to access these tools.

Large portions of Massachusetts Avenue and Route 2A from Arlington to Concord are now a **MASSACHUSETTS SCENIC BYWAY**, due to the efforts of MAPC, the Minuteman National Historic Park, and the towns of Arlington, Lexington, Lincoln, and Concord. MAPC is now preparing a Scenic Byway Corridor Management Plan, the first step in protecting the historic, scenic, and cultural qualities of the byway.

In 2007, MAPC worked with developers and communities to evaluate the transportation impacts of dozens of projects, including the South Weymouth Naval Air Station redevelopment (SouthField), Westwood Station, and Harvard University's new Allston campus.

ON BEACON HILL

- **MUNICIPAL HEALTH INSURANCE:**
MAPC and the Municipal Health Insurance Working Group built consensus and drafted the new law allowing cities and towns to save millions of dollars each year by joining the Group Insurance Commission.
- **SHANNON COMMUNITY SAFETY INITIATIVE:**
Over the last two years, MAPC's advocacy and grant development services have helped nearly two dozen communities to secure over \$2 million in funding for interdisciplinary programs that focus on youth violence, drugs, and enforcement against gangs.
- **STATEWIDE POPULATION ESTIMATES PROGRAM:**
A \$600,000 line item in the 2008 budget will provide the State Estimates Program with more resources to prepare for the 2010 Census. This program will help correct the deficiencies of recent population estimates and to prevent similar deficiencies from occurring in 2010.

- **SURPLUS LAND:**
MAPC continues to advocate for passage of a new policy on the disposition of surplus state land. Specifically, we continue to build support for our proposal that encourages smart growth development on surplus land while giving municipalities a meaningful role throughout the disposition process.
- **COMMUNITY PRESERVATION ACT:**
In 2007, the Metropolitan Mayors Coalition and Community Preservation Coalition reached consensus around legislation to help more communities participate in the Community Preservation Act (CPA). The legislation, filed by Senator Cynthia Creem (D-Newton), would also secure adequate funding over the long term for the state's CPA matching fund.
- **ZONING REFORM:**
The new zoning reform commission, initiated by the Massachusetts Smart Growth Alliance and chaired by Undersecretary for Economic Development Greg Bialecki, is now working to draft legislation dealing with such matters as "approval not required," grandfathering, consistency between master plans and zoning, and incentives to expand housing production.

SOUTH WEST ADVISORY PLANNING COMMITTEE (SWAP)

(BELLINGHAM, DOVER, FRANKLIN, HOPKINTON, MEDWAY, MILFORD, MILLIS, NORFOLK, SHERBORN AND WRENTHAM)

During 2007, 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 regarding, and provided input relating to, regional transportation planning and funding programs, including the Regional Transportation Plan, Transportation

PLANNING AND DEVELOPMENT

Improvement Program, Unified Planning Work Program and the I-495 Transit Study.

During the past year, the communities participating in the subregion were briefed on grant opportunities, such as the District Local Technical Assistance Fund and the Suburban Mobility program, as well as the Commonwealth Capital Fund program. The subregion also received information and presentations regarding Chapter 43D Expedited Permitting, District Improvement Financing, Business Improvement Districts, Low Impact Development stormwater bylaws, Logan Express bus services, local bus services, the I-495 Transit Study, mixed-use zoning districts and the MetroBoston DataCommon

(www.metrobostondatacommon.org).

Subregional representatives also participated in MAPC's MetroFuture project, to develop a plan for the future of the greater Boston region.

During 2007, MAPC also undertook planning studies for the Town of Bellingham regarding mixed-use zoning districts, and for the communities of Hopkinton, Southborough and Ashland regarding alternative future preservation and development scenarios for the Weston Nurseries property.

Respectfully submitted,
Marc D. Draisen
Executive Director
Metropolitan Area Planning Council.

PLANNING AND DEVELOPMENT

PLANNING BOARD

In 2007, the Planning Board consisted of Thomas C. Poppey as Chairman, Thomas M. Burke as Vice Chairman and Michael P. Findlen as Clerk. Each of these officers was elected to a second term. Steven G. McClain continued as an elected member while David A. Roche replaced longtime Board member Arthur A. Spruch. Andrea Langhauser continued as the Associate Member to the Planning Board. Mrs. Langhauser continues to represent the Planning Board on the Community Preservation Committee and now serves that Board as Chair.

The Planning Board took on the task, beginning in 2006, of updating the 1992 Master Plan. This effort was accomplished through the formation of a Master Plan Sub-Committee chaired by former Planning Board member Robert E. Nicodemus, Walter Byron, Lori Scholl, Coleman Bushnell, Paul Comendul, Jay Talerman, Jack Hathaway and Marie Chiofalo who all made enormous contributions to this project. The updated Master Plan was accepted by the Planning Board in September 2007 and ratified by the town residents at the 2007 fall town meeting. The Master Plan 2007 has been made available on the Town of Norfolk website and copies have been placed at the Norfolk Library. The Planning Board is grateful for the tireless efforts of each member of the sub-committee and also adds thanks to Planning Board Member Arthur A. Spruch who worked with Mr. Nicodemus on the 1992 Master Plan and contributed to the recent Master Plan update.

The Planning Board and Board of Selectman jointly established the Economic Development Committee in an effort to identify viable business alternatives that meet the service needs of residents, create a sustainable tax base and facilitate higher density development within the non-residential districts. Not to be left idle, Robert E. Nicodemus was jointly appointed to chair the Economic Development Committee joined by Mike Kulesza, Kim Eldred, Ken Squires and Jennifer Troutman. Planning Board Chairman Thomas C. Poppey has also been a frequent participant at these meetings.

The Planning Board continued to work collaboratively with the Design Review Board with the objective of approving architecturally pleasing commercial and business development.

The Design Review Board continued to be led by John Buchholz, and consisted of Mr. Buchholz, Bob Nicodemus, Mary Lou Navin, Paul Comendul and Arlen Li. The Planning Board is grateful for the time and input it receives from these professionals in the field of architecture.

The Planning Board has also appointed member Steven G. McClain to sit on the newly created Affordable Housing Committee. Mr. McClain has also continued in his appointment to the Zoning By-Law Study Committee representing the Planning Board. This appointment has been nearly ten years and Mr. McClain makes an invaluable contribution on behalf of the Planning Board.

Vice Chairman Thomas M. Burke continued as the Planning Board's able representative to the Earth Removal Advisory Committee providing guidance to the Board of Selectmen during Earth Removal public hearings.

During 2007 while the housing market continued to show weakness, the Planning Board approved and endorsed plans for a four lot residential subdivision located off of Day Street to be known as Noon Hill Acres and extended endorsement of the subdivision plans for Cranberry Heights off of Cranberry Meadow Road and Eagle Drive. The Planning Board continued public hearings for the 2006 special permit for an open space preservation subdivision to be known as Oak Knoll Estates concluding during the month of November 2007.

The Planning Board also decided on site plans for Elite Foods moving from the Town Center and Backlund Electric coming from Wrentham each to new buildings at Shire Industrial Park. The site plan for property located at 220 Main Street received an approval with conditions for a modification to create an addition for a restaurant with two apartments on the second floor and Sprint/Nextel received approval to co-locate additional cellular panels on the tower at 100 Pond Street. Permits for Daley's Service Station at Two Rockwood Road had expired and an additional public hearing was held to extend the conditions of approval. Acres of Green Landscaping and Petrucci Construction both received endorsement of their plans to construct new buildings at the Sherwood Industrial Park located off of Pond Street. Public hearings were

PLANNING AND DEVELOPMENT

held throughout 2007 for businesses including a Dunkin Donuts to be built at 240 Dedham Street. These hearings were in response to a modification request from the new owner Mr. Hugo DiMartino who still proposes to build the originally conceived plan for a self-storage business but adding additional business entities on the lot.

A preliminary plan was submitted for a residential subdivision to be known as Norway Farms to be built on a parcel containing 22.8 acres and proposing twelve lots off of Medway Street. The property is owned by Mr. Robert H. Cain, Jr.

An additional preliminary plan was submitted by Mr. Joseph Lorusso who appeared before the Planning Board for discussion on a commercial subdivision to be built adjacent to the Shire Industrial Park fronting on Pond Street and consisting of a potential twelve lots. Approval with conditions of the preliminary plan was granted and the applicant began working on a definitive plan to be submitted sometime during 2008.

The Planning Board continued to receive Planning Services from Gino D. Carlucci, Jr. of PGCA, Inc., Franklin, Massachusetts. Mr. Carlucci's guidance in providing comprehensive land-use plans and zoning guidance has assisted in regulating growth and development in a way that preserves the small-town atmosphere that most Norfolk residents prize.

Engineering Services continue to be rendered by PSC, P.C., of Foxborough, Massachusetts with the majority of meetings being attended by President, Thomas C. Houston and Senior Vice President David W. Sanderson. This past year the firm added services of David Edelglass. PSC has helped determine the most efficient method of acquiring site information, noted the impacts to adjacent properties and ensured each site's intended use is in compliance with all applicable statutes as well as observed construction on behalf of the Planning Board and the Town of Norfolk to ensure a quality product. During 2007 PSC continued to provide support and feedback to on-going projects which included C-E Auto Body being constructed at 98 Pond Street, CEI Boston at Shire Industrial Park, commercial and residential development at the Village at River's Edge by DiPlacido Development Corporation, custom built

residential dwellings at the Preserve at Keeney Pond and residential subdivisions, Bristol Pond Estates off of Marshall Street, Canterbury Estates off of Main Street, Maple Park Estates off of Berkshire and Hampton Roads and Avoca Village off of Park Street.

At the Fall Town Meeting, the Planning Board looked to the residents for acceptance of the remaining streets at Christina Estates. Cypress Road, Willow Place and a portion of Massachusetts Avenue were all accepted as well as the parcels of open space donated by developer, Intoccia Development.

During the Fall Town Meeting, the Planning Board introduced three zoning articles and added support to additional zoning articles submitted by the Zoning By-Law Study Committee. The first zoning article submitted by the Planning Board offered businesses the opportunity for larger signage and the use of advertising multiple businesses on one sign by special permit. The second was to amend the residential setback dimensions to become more consistent within the zoning by-laws. The third article forwarded by the Planning Board was to change the special permit granting authority from the ZBA to the Planning Board for a reduction in required parking. In all, eleven zoning articles were changed at the Fall Town Meeting of 2007.

Norfolk Commons in the town center made progress with the granting of a site plan for the supermarket early in 2007 and the commencement of hearings for a pharmacy and retail store space. The Planning Board facilitated a pre-submission discussion for a bank proposal within Norfolk Commons and ended 2007 by closing the public hearings for a Walgreen's hoping for a 2008 opening in the Town Center.

Under the leadership of Chairman Thomas C. Poppey, the Planning Board hopes to make greater movement towards opportunities for grants assisting in the support of preservation of historic properties, landscapes and cultural resources which define the Town of Norfolk.

The Planning Board looks forward to partnering with the Department of Public Works to comply with recent acts legislating Stormwater Management within the municipalities. At the Fall Town Meeting a town by-law was voted tasking the Planning Board with providing public hearings and administering the by-law to

PLANNING AND DEVELOPMENT

regulate discharge to the municipal separate storm sewer system.

The Planning Board sends its sincere appreciation and best wishes to former member Arthur A. Spruch who served the Town of Norfolk for nearly twenty years with the Planning Board. During his time on the Planning Board, Mr. Spruch missed few meetings and represented the Board at many other Boards and Committee town initiatives. Mr. Spruch was an invaluable asset to the Board and town of Norfolk who conducted himself always in a professional manner.

The Planning Board has been posted for most Thursday evenings during the coming year by office staff, Janice Quinlan and Janet Lamonica. The office staff works to provide necessary information to Planning Board members prior to and during open meetings and to ensure that the Planning Board's webpage on the VirtualNorfolk website has the most current information. The office and the Planning Board strives to utilize all mediums for including residents of the Town of Norfolk in the process to determine future needs of their Town.

PLANNING AND DEVELOPMENT

NORFOLK RECREATION COMMISSION

The Recreation Department reports to the elected Recreation Commission consisting of five members. The Director, Ann Proto, and the Assistant Director, Kathy O'Brien, manage 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.

Program brochures are published & mailed three times per year. Each brochure offers approximately 50 classes per season with the summer being our busiest season. In 2007, Norfolk Youth Basketball enrollment increased to 300 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 Free Summer Playground, the Easter Egg Hunt, and the Tree Lighting Celebration. Larger improvements funded by Norfolk Recreation in 2007 included replacement of team benches, \$15,000 maintenance for the Pond Street tennis and basketball courts, and additional soccer and baseball fencing.

The Recreation Commission allocates Norfolk playing fields at the school and Pond Street. Field space is now fully utilized. Norfolk youth and adult sports organizations have over 2500 players using these for practices and games each week. Additionally, we were pleased to provide fields for King Philip High School Baseball, Soccer and Lacrosse. 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. In the fall of 2007, field maintenance was identified as an area of that needs increased attention due to increased use. The primary goals of facility maintenance are

safety, playability, and durability. 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 continues to pursue 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.

The planning of the Kids' Place Improvement Project began this year with improvements targeted to begin in 2008. Funding for this project is expected to be spread out over three years.

Sign Sponsorships continue at Pond Street Complex. Many local businesses and organizations purchased sponsorships and thus supported our field improvements.

The first step of the Town Pond Project was denied by the Conservation Committee thus putting the project on hold. Recreation would like to see the Town Pond area cleaned and maintained for residents and hope that this will come to fruition in the future.

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 and Leo Club, Norfolk Baseball, the Norfolk Cultural Council and the Adirondack Club.

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,
Jim Fox, Chairperson, Tom Terpstra, Noelle Tonelli, Ben McCarty, David Mastro

PLANNING AND DEVELOPMENT

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 2007 calendar year the Board received (18) applications, some with multiple special permit and variance requests. The breakdown is as follows:

Special Permits

Granted:	14
Denied:	1
Pending:	2
Extensions	5
Withdrawn	1

Variances:

Granted:	0
Denied:	1
Pending:	1
Withdrawn:	1

Appeals:

Pending:	1
Withdrawn:	1

Comprehensive Permits:

Modifications:	1
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Of the 44 Norfolk Condominium 40B units, 20 have been sold to date. Per the conditions of the Comprehensive Permit, \$10,000 must be deposited to the Affordable Housing Trust Fund for every unit sold. To date the fund contains \$200,000.

In 2006, the Board granted a Comprehensive Permit under chapter 40B for 28 single family dwellings off River Road. No construction has yet to be commenced on that project, although the Board granted a minor housekeeping modification to that permit in April of 2007.

Nine of the Special Permits granted related to businesses proposed in the Town Center. Two Special Permits were granted to the Richmond Company, representatives of the proposed Walgreens to be located adjacent to the Town Hall. Daley Service received three Special Permits to renovate their building and gasoline pumps at their current location at 2 Rockwood Road. The Board also granted a 6 month extension of two Special Permits to Stop & Shop. Stop & Shop had filed for new Special Permits in 2006 after allowing their original Special Permits to lapse. The Norfolk Federal Credit Union proposes to re-locate to the corner of Liberty Lane and Union Street and received an extension of two Special Permits for a drive through window and parking in the front yard.

The Board also granted two Special Permits to Ella's Realty Trust for a landscaping business off David Road in the commercial district. Two Special Permit requests from Hugo DiMartino, Jr. for a proposed drive through window for a donut shop and parking in the front yard of commercial buildings were also granted. T-Mobile and Sprint received Special Permits to construct wireless communication facilities on the existing radio transmission towers off Pine Street.

PLANNING AND DEVELOPMENT

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

	2006	2007
Burial Permits	11	10
Form 1.0 (Review for home Improvement)	61	59
Perc Testing	95	60
Well Permits	13	12
Septic System Permits:		
New Construction	23	28
Upgrades	39	25
Component Replacements	22	20
Site Plan Reviews	7	7
Subdivision Reviews	5	4
Variance Hearings	14	11
Food Establishments	32	32
Tobacco Sales	5	4
Refuse Haulers	8	8
Septic Installers	65	59
Septage Pumps 16	13	
Camps	5	2
Massage Therapists	7	6
Massage Estab.	3	4

FINANCES

FY 2007 Fees collected \$58,450.00
FY 2007 Total budget \$84,906.00

OTHER BOARD ISSUES

The Board of Health sponsored its annual Rabies Clinic on April 21, 2007 at the Highway Department garage. Dr. Shelly Sandler, D.V.M. and staff vaccinated a total of 13 dogs and cats.

The Board of Health also sponsored a Flu Clinic in November 2007 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.

During 2007, emergency preparedness was advanced with the implementation of an integrated communication system for reaching residents, businesses, public safety personnel, and other critical staff. Additionally, an all-volunteer Medical Reserve Corp (MRC)/Community Emergency Response Team (CERT) was established to prepare for and respond to public health emergencies. A total of fifty-one residents with medical and non-medical backgrounds responded to the Board of Health's request for volunteers for the MRC/CERT. Thanks to everyone involved in these important emergency response initiatives.

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

HUMAN RESOURCES

COMMUNITY PRESERVATION COMMITTEE

The Community Preservation Committee meets monthly at Town Hall and is comprised of a combination of at-large members and members representing certain existing Boards and Commissions in Town. In the six years since the adoption of the CPA by the voters in Norfolk, we have collected more than \$4.3 million in funds, with 50% of that sum coming from State matching funds. As of the end of December 2007, we have an unencumbered balance of nearly \$1.6 million, exclusive of the funds earmarked for projects already approved. To date, the CPC has spent or allocated approximately \$2.7 million for projects within the Town of Norfolk. These projects fall under our mandated priorities: open space and recreation, affordable housing, and historic preservation.

During the past year, the Community Preservation Committee has reviewed funding applications and worked with various groups in Town to identify opportunities to expend 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. Some highlights of the year's activities are as follows:

- During the year, the Affordable Housing Assistance Program (previously the Down Payment Assistance Program) awarded \$33,722.00 to two grant applicants.
- CPA funds assisted the Town Clerk's Office with the Restoration of Vital Records (birth, death, marriage certificates) dating to 1870, the year the Town of Norfolk became incorporated.
- The committee participated in updating Norfolk's Master Plan, which was accepted at Fall Town Meeting. The CPC accepted the goals of that plan as its own.
- Three members attended the Community Preservation Coalition Conference, for the purpose of bolstering their knowledge of CPA Issues and procedures.

- Became a member of the Community Preservation Coalition for calendar year 2007.
- Had discussions with several landowners in Norfolk, initiating the process of exploring conservation and acquisition options.
- After a review of the merits of the Highland Lake property, the CPC brought the proposed purchase to Town Meeting, which voted to acquire the 44.8-acre parcel for \$525,000, exclusive of closing costs. The property is located at Main Street and King Philip Trail.
- The Community Preservation Committee is overseeing several previously funded projects that are ongoing, including the Norfolk Grange and Town Pond.
- The CPC is negotiating the purchase of 35 Rockwood Road as a potential affordable housing site.

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

We encourage people to get involved with the CPC and to bring us ideas of possible projects. We appreciate the support of the Town of Norfolk and look forward to continuing our efforts in 2008.

Respectfully submitted,

Community Preservation Committee

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 \$5,733.00, 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, haircuts, walk club, massage, yoga, 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.

Silver Set Gazette monthly video is on Cable with board member of Norfolk Community TV 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 a former member of the Council on Aging and President of the Friends of the Council on Aging who passed away this year. Ruth E. Masison will be long remembered for her 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.

HUMAN RESOURCES

NORFOLK COUNTY MOSQUITO CONTROL PROJECT

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 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	
6,409ft	
Culverts checked/cleaned	27
Brush obstructing drainage cut	929ft
Water Management by wide track backhoes	125 ft

Larval Control:

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

Aerial larvicide applications	501 acres
Larval control using briquette & granular applications	63 acres
Rain Basin treatments using briquettes (West Nile virus control)	886 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	3,870 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 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

NORFOLK HISTORICAL COMMISSION

The Norfolk Historical Commission continues active involvement in the preservation of Norfolk's history. Chairman Bill Domineau maintains our Historical Web Page. Betsy Pyne represents the NHC as a member of the Community Preservation Act Committee. Thelma Ravinski presents workshops on local history to school children, scouting, and community groups. Barbara Bartholomew meticulously researches past events to accurately document our town's rich history. Associate Member Paul Comendul represents the NHC on the Design Review Board.

During the past year, we supported the Community Preservation Grant for restoration of the historic Grange Hall which served Norfolk in many capacities: as a Town Hall after the Town Hall burned in 1922; a site for town meetings; a home for the library; an auditorium for the Center School; as well as a site for social and political gatherings.

Currently, the NHC is working on the establishment of historic districts as recommended in the 2006 town survey completed by Kathleen Broomer. The survey identifies over 150 buildings of historical significance in town and recommends 19 individual properties as possible candidates for listing in the National Registry. This will be a major focus in 2008.

We continue to oversee the restoration of the old North School house which has been incorporated into the structure of the Norfolk Public Library. This project was delayed in 2007 as the library dealt with other issues; however, we anticipate the completion of this restoration in 2008.

We have continued to collaborate with the Boy Scouts in projects beneficial to the town and the scouts in their Eagle Scout quest. Last year Kurt Seigmann undertook refurbishment of the Tramp House exterior, and this year Eric Lawson catalogued the photographic collection of the NHC. In addition, he created a data base so that NHC photographic holdings can be easily searched and identified pictures retrieved.

The NHC supported the CPC purchase of the land and lake at historic Highland Lake. Research uncovered a forgotten tract of 13 ½ acres of land given to the town in 1943 by Bertha Fales for a memorial park. Since the land today is owned by the Army Corps of Engineers, the NHC will seek in 2008

to have a portion of the 44 acre property at Highland Lake designated as the Fales Memorial Park at Highland Lake.

Norfolk lost another historic treasure this year when Sweetland Farm burnt to the ground; the owner volunteered the property for use in a training exercise for the Norfolk Fire Department. To prevent a repetition in the future, NHC will take a more proactive role in working with both the property owner and prospective buyers to prevent demolition. There were several buyers willing to relocate and save this historic home

The NHC remains committed to the preservation and restoration of historic sites in town. For the future, we look to publishing articles of historic interest in the Boomerang, Norfolk's local newspaper; producing educational media and expanding resources in the Local History section of the Norfolk Public Library as well as updating and expanding the NHC website.

Commission meetings are held on the third Tuesday of each month at 7:00 p.m. in the NHC office on the second floor of the Town Hall. We have a full slate of Board Members as well as a number of Associate Members. Our meetings are public and anyone interested may attend.

Respectfully submitted,

William Domineau -- Chairman

Geri Tasker -- Administrative Assistant

Betsy Pyne -- Corresponding Secretary

Marcia Johnston -- Treasurer

Thelma Ravinski -- Board Member

Barbara Bartholomew -- Board Member

Suzanne Burns -- Board Member

HUMAN RESOURCES

NORFOLK HOUSING AUTHORITY

The following officers were duly elected at the annual meeting of the Norfolk Housing Authority held on May 2, 2007:

Scott Dittrich, Chairman-5/08
Eric Dupont, Vice Chairman-5/12
Robert Shannon, Treasurer-9/08
William Crane, Assistant Treasurer-5/11
David Smith, Secretary-5/08

Staff:

Muriel St. Amand, Executive Director, PHM
Christina Campbell, Admin. 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 508-528-4800, 8:00 a.m. 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, the Affordable Housing Committee, as well as the newly formed, Municipal Housing Trust 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 Highway Department personnel for their concern and service. The Housing Authority also wishes to commend and thank Norfolk Together, St. 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.

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,
Executive Director

SELF HELP INCORPORATED

During the program year ending September 30, 2007 Self Help, Inc., received a total funding of approximately \$19M and provided direct services to 27,938 limited income households in the area.

In the TOWN OF NORFOLK, Self Help, Inc. provided services totaling \$147,196 to 591 households during program year 2007.

Self Help's total funding of \$19,059,457 does not tell the real value of services delivered to the area as a whole. This funding enabled us to mobilize an additional \$1,535,342 of other community resources such as, volunteers, donation 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 \$20,595,799.

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, 2006 through September 30, 2007 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 2007 a successful one.

Respectfully submitted,
Norma Wang
Human Resource Manager

HUMAN RESOURCES

2007 REPORT OF THE SOUTH NORFOLK COUNTY ASSOCIATION FOR RETARDED CITIZENS, INC.

*Over 50 Years of Accomplishments – The
Experience to Face Tomorrow's Challenges*
www.sncarc.org - See our new website !!

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 RESPIT 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.

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

HUMAN RESOURCES

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

HUMAN RESOURCES

WALPOLE AREA VISITING NURSE ASSOCIATION

The Walpole Area VNA completed the year 2007, with relative stability.

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 agency also became designated as a "Home Care Elite" agency on the national level.

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 2007 are as follows:

SERVICE	VISITS
Home Visits/Health Maintenance	1
Maternal/Child Health Visits	0
Communicable Disease Follow-Up	58
Senior Citizen Clinics	90
Flu Vaccine	140

DEPARTMENT OF VETERAN'S SERVICES

CHAPTER 115

Under Chapter 115 of Massachusetts General Law (M.G.L. ch115) the Commonwealth provides a uniform program of financial and medical assistance for indigent veterans and their dependents. Qualifying veterans and their dependents receive necessary financial assistance for food, shelter, clothing, fuel, and medical care in accordance with a formula which takes into account the number of dependents and income from all sources. Eligible dependents of deceased veterans are provided with the same benefits as if the veterans are still living.

HISTORY OF VETERAN'S BENEFITS IN MASSACHUSETTS

In the 18th century, town in Massachusetts Bay Colony provided assistance to their needy veterans of the French and Indian War (1754-1763) between France and Great Britain, fought in North America. The Commonwealth of Massachusetts began providing for its veterans immediately following the Revolutionary War. At the start of the Civil War in 1861, the state legislature formalized the assistance provided to the veterans by establishing M.G.L. 115 and the Department of Veteran's Services. In every city and town in the Commonwealth, the Legislature created the office of Director of Veteran's Services, Burial Agent, and Graves Officer – in recognition of the military services and associated sacrifices by its citizens who protected and defended the United States in time of war. It was the desire of the state and local government leaders to recognize this service in our armed forces by providing certain essential benefits to men and women (both living and deceased) who had borne the burden of military duty – and to their families – in order to honor them by providing benefits that were earned by their service. Chapter 115 enables every eligible Massachusetts veteran to receive certain financial, medical, educational, employment, and other benefits. Veterans, their dependents, and

surviving spouses have been singled out to receive counsel and assistance dispensed through the 351 municipal veteran's services offices. Today M.G.L. 115 requires every city and town to maintain a Department of Veteran's Services through which the municipality makes available to its residents the part-time or full-time services of either an exclusive or district veteran's agent. It is the job of that agent to provide veterans (living and deceased) and their dependents access to every federal, state, and local benefits and services to which they are entitled - including assisting them in their funerals and honoring them on Memorial Day and Veteran's Day.

MISSION

The mission of the Department of Veteran's Services is to provide public assistance and other types of services to veterans and their dependents. The Department also advocates for the half million veterans of the Commonwealth and their families and surviving spouses. It establishes policy, proposes legislation, ensures that adequate funding for veterans' programs is included in the Governor's budget, and represents the interest of veterans in matters coming before the general court. In addition, it acts as the agent for all state agencies and individual veterans before the Federal Department of Veterans Affairs in securing federal compensation and other benefits that might be available. It also provided state funding to organizations offering homeless shelter, transitional housing, and outreach services to veterans.

EDUCATIONAL BENEFITS

Veterans of Massachusetts may be eligible for any state supported course in an undergraduate degree program or certification program offered by a public college or university. To be eligible, a veteran must also be a legal resident of Massachusetts.

MOTOR VEHICLE BENEFITS

Disabled Veterans who, by reason of service in the U.S. Armed forces, have suffered the loss of, or permanent loss or use of, one or both hands or feet, or who have permanent impairment of vision in both eyes, or any other disability or handicap of such veterans that may be determined by the medical affairs branch of the Registry of Motor Vehicles are eligible to receive, free of charge, disabled veterans' motor vehicles registration plates and are exempt from the biennial registration renewal fee.

HUMAN RESOURCES

MOTOR VEHICLES REGISTRATION EXEMPTIONS' FOR EX-PRISONERS OF WAR

All veterans of any war or military action who, in the course of duty, have been captured and incarcerated by the enemy of the U.S. during an armed conflict are eligible to receive, free of charge, ex-prisoner of war motor vehicle registration plates and are exempt from the biennial registration renewal fee, and their surviving spouse may elect to retain the plates until he/she remarries, or fails to renew or cancel such registration.

PROPERTY TAX EXEMPTIONS

Eligible veterans, spouses and parents to qualify: all veterans, and spouses —where applicable — must be legal residents of Massachusetts. Be occupying the property at his/her domicile on July 1st of the year of application. Must have lived in Massachusetts for at least six months prior to entering the service (spouses exempted) or, must have lived in Massachusetts for five consecutive years immediately prior to filing for a property tax exemption.

VETERAN'S BONUSES

The Commonwealth of Massachusetts provides a bonus to veterans of certain designated campaigns who were domiciled in Massachusetts immediately prior to entry into the armed forces. In the event of death of a veteran, the spouse and children, mother or father, brother or sister or other dependents of the deceased veteran (in that order) are eligible for a bonus.

ANNUITIES

The Commonwealth of Massachusetts and the Department of Veteran's Services provide an annuity in the amount of \$2,000.00 to 100% service-connected disabled veterans. This annuity is payable bi-annually in two installments of \$1,000.00 each. It is granted to 100% service connected disabled veterans, to the surviving parents (Gold Star parents) and the un-remarried spouses (Gold Star wives and husbands) of certain deceased veterans who gave their lives in the service of their country during wartime.

BURIAL BENEFITS

Massachusetts has two state veterans cemeteries local in Agawam and Winchendon. The Massachusetts cemetery is located in Bourne.

VETERANS AGENT

Veterans Agents are appointed officials in cities and towns. They are appointed by the mayors in cities, and by the board of Selectmen in towns. One person may serve as Veterans Agent for two or more communities. Veterans Agents process applications for emergency assistance benefits that are paid to veterans and/or their dependents for periods of time when they may not be able to support themselves. Veterans Agents also administer benefits for the burial expenses of veterans and their dependents who die without sufficient means to pay for funeral expenses.

Respectfully submitted,

Anthony J. Mastroianni
Director

CONSERVATION COMMISSION

The 2007 Norfolk Conservation Commission consists of seven (7) dedicated individuals who 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 2007 calendar year, the Commission conducted public hearings for 23 wetland cases. The filings were for projects such as wetland resource area delineations (1) septic repairs (3), new dwellings (3), residential improvements (4), wetland crossings (1), environmental cleanups (1), repairs to drainage and infrastructure (1) building removal (1), fence installation (1), gas line excavation and installation (1) Natural gas facility (1), DPW project (1), commercial developments (2) and emergency certifications (2).

The Commission's part time agent, Janet DeLonga, continues to maintain office hours on Mondays and Thursday from 9:00 a.m. to 12:30 p.m. The office is staffed Monday through Thursday from 9:00 a.m. to 2:00 p.m. by our part time Administrative Assistant, Marie Simpson, and our part time Clerk, Elaine Mason.

In 2007, the Commission gave permission for Eagle Scout candidates, Jeffrey Andrade and Brett Ewer of Boy Scout Troop 80 to conduct Eagle Scout projects on Conservation managed land. Jeffrey's project involved the re-assignment of trails and installation of benches at the Kunde Conservation Forest. Brett's project entailed phragmites removal at the Town Pond. 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 purchase and preservation of various parcels of open space, including the purchase of Highland Lake and its surrounding uplands. The Fall Town Meeting approved the purchase of Highland Lake for open space purposes.

The Commission gratefully accepted gifts of two large parcels of land to be held for open space and passive recreation purposes. Mr. Peter Liffiton donated 5 acres of land located between Seekonk Street and Old Mill Road. The parcel contains existing trails. Mr. Robert Hastings donated a 7 acre parcel of land off Medway Branch for open space purposes. Approximately 3% of the Town is under the control of the Conservation Commission for open space and passive recreation purposes.

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 continued maintenance work on the Conservation Commission managed properties.

FINANCES

BOARD OF ASSESSORS

In 2007 an interim assessment was completed. Residential values dropped on average 3 to 4 percent. The Board of assessors with the help of their staff continued to work on updating the website and making more information available to the public. We look forward to having the information from our Vision Database linked to the mapping database in the coming year. Please visit our website at www.virtualnorfolk.org for updated mapping and property info.

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 two 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.

In June 2007 Anne Marie Duggan was appointed to the position of Assistant Town Treasurer/Collector, we wish her all the best in her new position.

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 2007 amounted to 12,600,000.00 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.

Currently we have on 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. We will continue to assess our needs for future online payment options.

I would like to thank Anne Marie, Karen & Kim for all their hard work and dedication during the year.

Finally, I would like to thank all the Town Departments and the citizens of the community for the continued support given to us through out the year.

Respectfully Submitted,

Cheryl Kelley, Town Treasurer/Collector
Anne Marie Duggan, Assistant Town
Treasurer/Collector
Kim Dorsheimer, Revenue Collector
Karen Tripp, Revenue Collector

TOWN OF NORFOLK
SCHEDULE OF APPROPRIATIONS AND EXPENDITURES
FISCAL YEAR 2007 ENDING JUNE 30, 2007

UNAUDITED

	REVISED BUDGET	ACTUAL EXPENDITURE FY2007	OUTSTANDING BALANCE
GENERAL GOVERNMENT			
Moderator Salary	1.00	1.00	-
Moderator Expense	210.00	65.67	144.33
Selectmen Salary	180,017.00	180,016.61	0.39
Selectmen Expense	26,393.00	25,815.17	577.83
Municipal Finance Salary	407,705.00	406,742.56	962.44
Municipal Finance Expense	145,620.00	136,908.42	8,711.58
Municipal Finance Audit	35,000.00	20,000.00	15,000.00
Advisory Board Salary	5,805.00	5,802.35	2.65
Advisory Board Expense	6,150.00	436.99	5,713.01
Advisory Board Reserve Fund	6,004.00	-	6,004.00
Board of Assessors Salary	600.00	600.00	-
Board of Assessors Expense	1,500.00	1,470.30	29.70
Town Counsel Litigation	35,000.00	22,273.92	12,726.08
Town Counsel Retainer Fees	26,880.00	22,400.00	4,480.00
Personnel Board Salary	4,652.00	2,510.73	2,141.27
Personnel Board Expense	1,800.00	166.91	1,633.09
IT Coordinator Salary	62,456.00	49,090.36	13,365.64
IT Coordinator Expense	17,757.00	17,677.32	79.68
Tax Title Foreclosure Expense	10,000.00	2,700.49	7,299.51
Facilities Management Salary	40,608.00	41,071.52	(463.52)
Facilities Management Expense	3,500.00	2,545.23	954.77
Facilities Mgmt - Town Hall	147,375.00	132,229.54	15,145.46
Facilities Mgmt - Old Town Hall	9,850.00	7,035.21	2,814.79
Facilities Mgmt - Council on Aging	52,150.00	42,020.22	10,129.78
Facilities Mgmt - Police/Fire Station	96,246.00	108,846.59	(12,600.59)
Facilities Mgmt - Library	84,426.00	85,496.58	(1,070.58)
Town Clerk Salary	95,227.00	95,226.01	0.99
Town Clerk Expense	4,000.00	3,022.21	977.79
Elections Salary	10,530.00	10,527.94	2.06
Elections Expense	20,980.00	14,344.36	6,635.64
Voter Registration Salary	9,882.00	9,689.50	192.50
Voter Registration Expense	4,710.00	2,605.57	2,104.43
Conservation Commission Salary	26,308.09	26,308.09	-
Conservation Commission Expense	21,405.00	21,402.36	2.64
Planning Board Salary	51,765.00	51,449.05	315.95
Planning Board Expense	47,240.00	27,881.42	19,358.58
Zoning Board of Appeals Salary	25,848.00	25,631.22	16.78
Zoning Board of Appeals Expense	3,360.00	1,886.03	1,473.97
Permanent Building Committee Salary	8,783.00	4,357.30	4,425.70
Permanent Building Committee Expense	500.00	-	500.00
Town Report	3,000.00	1,289.46	1,710.54
TOTAL GENERAL GOVERNMENT	1,741,043.09	1,609,544.21	131,498.88

**TOWN OF NORFOLK
SCHEDULE OF APPROPRIATIONS AND EXPENDITURES
FISCAL YEAR 2007 ENDING JUNE 30, 2007**

UNAUDITED

	REVISED BUDGET	ACTUAL EXPENDITURE FY2007	OUTSTANDING BALANCE
PUBLIC SAFETY			
Police Salary	1,435,121.00	1,378,301.27	56,819.73
Police Expense	105,555.00	105,554.80	0.20
Fire & Ambulance Salary	958,655.00	953,493.28	5,161.72
Fire & Ambulance Expense	157,470.00	157,316.37	153.63
Fire/Police Communications Salary	178,197.00	165,028.53	13,168.47
Fire/Police Communications Expense	5,047.00	5,046.95	0.05
Building Department Salary	181,329.00	169,742.72	11,586.28
Building Department Expense	8,100.00	6,543.88	1,556.12
Weights & Measures Salary	1,100.00	750.00	350.00
Emergency Management Salary	675.00	675.00	-
Emergency Management Expense	1,000.00	351.25	648.75
Animal Control Salary	36,857.60	36,857.60	-
Animal Control Expense	4,482.40	3,796.52	685.88
Animal Inspector Salary	2,108.00	1,972.67	135.33
Animal Inspector Expense	200.00	-	200.00
TOTAL PUBLIC SAFETY	3,075,897.00	2,985,430.84	90,466.16
EDUCATION			
Norfolk Elementary	9,500,463.00	9,225,184.54	275,278.46
King Philip Regional (Operating)	4,592,744.00	4,592,744.00	-
King Philip Regional (Excluded Debt)	1,021,880.00	1,021,880.00	-
Tri-County	291,778.00	288,773.00	3,005.00
TOTAL EDUCATION	15,406,865.00	15,128,581.54	278,283.46
PUBLIC WORKS			
DPW Administration Salary	175,809.06	175,321.56	487.50
DPW Administration Expense	64,940.94	49,580.08	15,360.86
Highway Salary	163,816.00	163,020.17	795.83
Highway Expense	87,932.00	86,841.09	1,090.91
Road Program	275,000.00	262,026.88	12,973.12
Grounds Maintenance Salary	138,263.00	138,218.96	44.04
Grounds Maintenance Expense	20,121.00	16,639.99	3,481.01
Snow & Ice	220,818.00	220,782.71	35.29
Street Lighting	42,540.00	41,373.08	1,166.92
Vehicle Maintenance Salary	128,190.00	128,182.20	7.80
Vehicle Maintenance Expense	69,627.00	67,091.34	2,535.66
Town Vehicle Fuel	72,990.00	70,978.48	2,011.52
Transfer Station Salary	171,230.00	164,985.28	6,244.72
Transfer Station Expense	168,613.00	149,235.86	19,377.14
Landfill Expense	87,123.00	84,948.98	2,174.02
Septage Assessment	2,600.00	-	2,600.00
Cemetery Commission Salary	25,371.00	24,383.70	987.30
Cemetery Commission Salary	7,151.00	5,684.26	1,466.74
Custodian of Veteran Graves Salary	683.00	683.00	-
Custodian of Veteran Graves Expense	1,705.00	1,253.18	451.82
Tree Warden Salary	2,635.00	840.00	1,795.00
Tree Warden Expense	15,150.00	15,150.00	-
Shade Tree Expense	4,198.00	-	4,198.00

TOWN OF NORFOLK
SCHEDULE OF APPROPRIATIONS AND EXPENDITURES
FISCAL YEAR 2007 ENDING JUNE 30, 2007

UNAUDITED

	REVISED BUDGET	ACTUAL EXPENDITURE FY2007	OUTSTANDING BALANCE
TOTAL PUBLIC WORKS	1,946,506.00	1,867,220.80	79,285.20
HUMAN SERVICES			
Board of Health Salary	42,387.20	42,387.20	-
Board of Health Expense	42,518.80	42,516.41	2.39
Council on Aging Salary	95,159.60	95,159.60	-
Council on Aging Senior Program	3,800.00	1,103.64	2,696.36
Council on Aging Expense	10,096.40	7,888.35	2,208.05
Veteran's Services Salary	5,460.00	5,460.00	-
Veteran's Services Expense	3,000.00	1,789.00	1,211.00
TOTAL HUMAN SERVICES	202,422.00	196,304.20	6,117.80
CULTURE AND RECREATION			
Library Salary	330,387.00	326,604.83	3,782.17
Library Expense	123,301.00	123,301.00	-
Recreation Salary	65,185.00	65,185.00	-
Recreation Expense	5,310.00	5,310.00	-
Historical Commission	325.00	203.23	121.77
Memorial Day	750.00	456.20	293.80
TOTAL CULTURE AND RECREATION	525,258.00	521,060.26	4,197.74
FIXED COSTS			
Employee Benefits	2,296,215.00	2,296,210.52	4.48
Building/Liability Insurance	275,374.00	271,429.00	3,945.00
TOTAL FIXED COSTS	2,571,589.00	2,567,639.52	3,949.48
DEBT SERVICE			
Excluded Debt (Other than King Philip)			
Principal	800,000.00	800,000.00	-
Interest	233,602.00	233,602.00	-
Non-Excluded Debt			
Principal	263,716.00	263,716.00	-
Interest	105,711.00	105,711.00	-
Short-term Debt Paydown	34,195.00	34,195.00	-
Debt Costs	5,378.15	5,227.45	150.70
TOTAL DEBT SERVICE	1,442,602.15	1,442,451.45	150.70

**TOWN OF NORFOLK
SCHEDULE OF APPROPRIATIONS AND EXPENDITURES
FISCAL YEAR 2007 ENDING JUNE 30, 2007**

UNAUDITED

	REVISED BUDGET	ACTUAL EXPENDITURE FY2007	OUTSTANDING BALANCE
STATE ASSESSMENTS			
Town Cherry Sheet	302,668.00	301,308.00	1,360.00
School Cherry Sheet	161,541.00	133,918.00	27,623.00
	464,209.00	435,226.00	28,983.00
PRINCIPAL			
INTEREST	377,252.00	367,181.86	10,070.14
COSTS	174,598.00	164,737.16	9,860.84
	745.15	1,057.87	(312.72)
	552,595.15	532,976.89	19,618.26
GRAND TOTAL GENERAL FUND	27,928,986.39	27,286,435.71	642,550.68
ENCUMBRANCES			
Selectmen	2,677.50	437.50	2,240.00
Assessors	300.00	299.75	0.25
Town Counsel	629.44	629.44	-
IT	90.97	90.97	-
Voter Registration	99.99	99.99	-
Conservation Commission	200.00	200.00	-
Planning Board	338.84	338.84	-
Zoning Board	198.32	198.32	-
Facilities - Town Hall	3,726.00	3,726.00	-
Police	39,288.35	26,852.05	12,436.30
Fire	2,775.00	2,775.00	-
Dispatch	1,091.60	785.66	305.94
Emergency Management	971.00	921.01	49.99
Animal Control	2,254.09	2,254.09	-
Highway Dept	2,224.08	1,207.77	1,016.31
Road Program	30,295.61	24,354.02	5,941.59
Grounds Maintenance	4,258.54	80.99	4,177.55
Street Lighting	3,627.16	3,140.74	486.42
Town Fuel	3,337.45	3,337.45	-
Transfer Station	1,768.00	1,516.64	251.36
Landfill	21,606.26	21,564.75	41.51
Cemetery Commission	471.13	223.23	247.90
Shade Tree	7,798.00	5,275.72	2,522.28
Library	413.79	-	413.79
Historical Commission	107.00	107.00	-
Norfolk Elementary School	103,968.81	103,968.81	-
TOTAL ENCUMBRANCES	234,516.93	204,385.74	30,131.19

**TOWN OF NORFOLK
SCHEDULE OF APPROPRIATIONS AND EXPENDITURES
FISCAL YEAR 2007 ENDING JUNE 30, 2007**

UNAUDITED

	REVISED BUDGET	ACTUAL EXPENDITURE FY2007	OUTSTANDING BALANCE
CAPITAL ARTICLES			
Appropriated Prior to FY2007			
Conservation Fund	4,793.49	-	4,793.49
Planning Growth Mgmt Study	4,441.54	-	4,441.54
Planning Street Acceptance	2,034.53	-	2,034.53
Fire Dept Hepatitis Shots	270.81	152.52	118.29
Police/Fire Station Bldg Repair	2,154.25		2,154.25
Police/Fire Station Roof Repair	739.00		739.00
Police/Fire Station Rooftop Heating	2,325.41		2,325.41
Town Clerk Retrofit Voting Machines	4,400.00	4,400.00	-
Town Clerk Touc Screen Machine	6,000.00		6,000.00
Police/Fire Station Feasibility Study	8,500.00	8,500.00	-
Highway Finish Expansion	166.46		166.46
Recreation Pond St Backstop Master Plan	82.55		82.55
Town Clerk Electronic Mail Slitter	200.05		200.05
Building Paint COA	1,500.00	1,500.00	-
Schools Repair H O Day Roof	3,200.00		3,200.00
Assessors Appraisal Service	25,000.00	21,769.30	3,230.70
Police Vehicle	3,122.00		3,122.00
	68,930.09	36,321.82	32,608.27
Appropriated in FY2007			
DPW Toire Machine & Balancer	6,500.00	6,453.88	46.12
DPW Seal & Line Paint Parking Lot	3,800.00	3,709.00	91.00
Library Computers (5) SAILS Network	8,200.00	8,200.00	-
Library Burglar Alarm System	13,280.00	10,000.00	3,280.00
Library Materials Sorter	10,000.00	10,000.00	-
Schools Repair Insulation H O Day	75,000.00	72,332.00	2,668.00
Schools Computer Upgrade 9 MAC's	53,550.00	53,550.00	-
Town Clerk Pakflatt Voting Booths	3,100.00	2,090.00	1,010.00
IT Computer/Software	18,000.00	18,000.00	-
Bldg Maintenance Painting Senior Center	7,350.00	7,350.00	-
	198,780.00	191,684.88	7,095.12
TOTAL CAPITAL ARTICLES	267,710.09	228,006.70	39,703.39