

# TOWN OF NORFOLK 141<sup>th</sup> ANNUAL REPORT



Year Ending December 2011



# *IN MEMORIAM*

*A. Bruce Wood*

*February 28, 2011*  
1962 - 1990

Auxiliary Police, Civil Defense, Special Police Officer  
Reserve Officer, Police Officer, Provisional Police Officer  
Permanent Intermittent Police Officer  
Water Study Committee 1966  
Communications Study Committee 1974

*Albert P. Ravinski*

*March 21, 2011*  
Zoning Board of Appeals 1947 - 1952  
Auxiliary Police 1957 - 1974

*Vincent A. Panettiere*

*May 25, 2011*  
Advisory Board 1983 - 1985  
Capital Outlay Committee 1983 - 1985

*Albert J. Baima*

*June 16, 2011*  
Auxiliary Police 1966 - 1969  
Special Police Officer 1969 - 1971  
Intermittent Police Officer 1970 - 1971  
Recreation Commission 1967 - 1970  
Fire Department Study Committee 1967  
Future Needs Committee 1969 - 1970

*Arthur F. Cronin*

*June 22, 2011*

Police & Fire Station Building Committee 1964 - 1973  
Recreation Commission 1965 - 1967

*Robert L. Kirby*

*June 24, 2011*

Cemetery Commissioner 1974 - 2004

*Ernest F. Wolfgang*

*November 28, 2011*

Zoning Board of Appeals 1970-1976

*Allan M. Shaw*

*December 17, 2011*

Open Space Planning Committee 1994  
Conservation Commission 1995 - 2007

## TABLE OF CONTENTS

Town Officers, Elected.....	5
Town Officers, Appointed.....	5
<b>GENERAL GOVERNMENT</b>	
Board of Selectmen.....	10
Town Clerk.....	12
Annual Town Election.....	13
Special Town Election.....	14
Annual Town Meeting.....	22
Fall Special Town Meeting.....	36
Southeastern Regional Service Group.....	41
Town Counsel.....	42
<b>PUBLIC SAFETY</b>	
Animal Control Department.....	43
Fire Department.....	44
Norfolk Police Department.....	48
Detective Division.....	52
Police and Fire Communications.....	54
Public Works Department.....	55
<b>EDUCATION, LIBRARY, ARTS</b>	
King Philip Regional School.....	59
Norfolk Elementary Schools.....	67
Tri-County Regional Vocational Technical School.....	71
Norfolk School Building Committee.....	79
Norfolk Public Library.....	80
Cultural Council.....	81
<b>PLANNING &amp; DEVELOPMENT</b>	
Metropolitan Area Planning Council.....	82
Planning Board.....	83
Economic Development Committee.....	84
Norfolk Recreation Commission.....	85
Zoning Board of Appeals.....	86
Building Inspection.....	87
<b>HUMAN RESOURCES</b>	
Norfolk County Registry of Deeds.....	88
Board of Health.....	90
Community Preservation Committee.....	92
Council on Aging.....	93
Norfolk County Mosquito Control Project.....	94
Norfolk Historical Commission.....	95
Norfolk Housing Authority.....	97
Municipal Affordable Housing Trust.....	98
South Norfolk County Association for Retarded Citizens.....	99
Veterans' Services Department.....	101
Walpole Area Visiting Nurse Association.....	102
Self Help.....	104
<b>NATURAL RESOURCES</b>	
Conservation Commission.....	105
<b>FINANCES</b>	
Board of Assessors.....	106
Treasurer / Collector.....	107
Advisory Committee.....	108
Town Accountant.....	109
Annual Town Meeting Warrant 2012.....	114



## ELECTED OFFICERS

	TERM EXPIRES
<b>MODERATOR</b>	
Carolyn C. Van Tine	2012
<b>BOARD OF SELECTMEN</b>	
James M. Tomaszewski	2012
James C. Lehan	2013
Robert J. Garrity	2014
<b>TOWN CLERK</b>	
Shawn Dooley	2014
<b>BOARD OF ASSESSORS</b>	
Andrew Bakinowski	2012
Kathleen Mullineaux	2013
Patricia J. Salamone	2014
<b>BOARD OF HEALTH</b>	
Mark Nelson, resigned	2012
Thomas Gilbert, appointed	2012
Jeffrey Kane	2013
Cheryl Dunnington	2014
<b>LIBRARY TRUSTEES</b>	
KumKum Malik	2012
Kenneth W. Nelson	2013
Harvey R. Boulay	2014
<b>HOUSING AUTHORITY</b>	
Eric Dupont	2012
Robert Shannon	2013
Margaret Drisko-Johnson State Appointee	2013
Elizabeth Lehan	2015
William Crane	2016
<b>PLANNING BOARD</b>	
Andrea Langhauser	2012
David Roche	2013
Jeffrey Palumbo	2013
Steven G. McClain	2014
Peter Chipman	2014
<b>RECREATION COMMISSION</b>	
Kenneth Lawrence	2012
Benjamin McCarty	2013
Scott Bugbee	2013
Karen Fruci	2014
Thomas Terpstra	2014

### NORFOLK SCHOOL COMMITTEE

John Olivieri, resigned	2012
Peter Haviland, appointed	2012
Linda Andrews	2012
Shawn Dooley	2013
Thomas Doyle	2014
Kelly Peterson	2014

### KING PHILIP REGIONAL SCHOOL COMMITTEE

Michael Gee	2012
Wendy Robeson	2014

### CONSTABLES

Paul Terrio	2014
Richard Bremilst	2014

## APPOINTED TOWN OFFICERS

### MODERATOR APPOINTMENTS

#### ADVISORY BOARD

David Benton	2012
Arthur Frontczak	2012
Rick Stillman	2012
Patrick Snead	2013
Marc Waldman	2013
Alfred Butters	2013
Arlie Sterling	2014
Lisa Hubert-Curl	2014
Angela Wayne	2014

#### BYLAW COMMITTEE

Jason Taleran	2012
Jack Hathaway	2012
Julie Redlitz	2013
Lisa Keating	2014
Patricia St.Aubin	2014

### BOARD OF HEALTH APPOINTMENTS

#### BOARD OF HEALTH AGENTS

Wade Saucier	2012
Tom Houston	2012
Betsy Fijol	2012
Shawn Dooley	2012
Carol Greene	2012
James Delaney	2012
Hilary Cohen	2012
Ed Nolan	2012

**SANITARIAN**

Mark Oram

2012

**OFFICER OF VETERAN'S GRAVES**

John J. Olivieri

**FINANCE DIRECTOR APPOINTMENTS****TREASURER /COLLECTOR**

Cheryl A. Kelley

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

Robert J. McGhee

**ASSISTANT TREASURER**

Anne Marie Duggan

**TREE WARDEN**

Robert J. McGhee

**CHIEF ASSESSOR**

John Neas

**TOWN ADMINISTRATOR****APPOINTMENTS****TOWN ACCOUNTANT**

Julianne Siewko

**POLICE DEPARTMENT****CHIEF OF POLICE**

Charles H. Stone, Jr.

**ASSISTANT TOWN ACCOUNTANT**

Mary Noris

**LIEUTENANT**

Jonathan M. Carroll, Sr.

**LIBRARY TRUSTEE APPOINTMENTS****DIRECTOR OF LIBRARIES**

Robin A. Glasser

**SERGEANTS**

Timothy P. Heinz

David R. McConnell

Paul J. Murphy

Robert J. Shannon

Kevin Roake

**ASSOCIATE DIRECTOR**

Sarina Bluhm

**INFORMATION SYSTEMS ADMINISTRATOR**

John Spinney

**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

**CHILDRENS LIBRARIAN**

Amy Lang

**EARLY CHILDHOOD GRANT****COORDINATOR**

Connie Jones

**RESERVE POLICE OFFICERS**

George Bent

Robert Forsythe

James Gallagher

James Hazeldine

Robert Holst

Peter Lown

Gregory McMorrow

Jimmy Meneses

Daniel Morris

Jason Romans

Viriato Sena

Mark Vendetti

**CIRCULATION ASSOCIATES**

Anne Czarnowski

Bonnie Durand (also Juvenile Associate)

Emily Ellen

Carolyn Iacoviello

Connie Jones

Alice Talerman

**TOWN CLERK APPOINTMENT****ASSISTANT TOWN CLERK**

Carol Greene

**BOARD OF SELECTMEN****APPOINTMENTS****TOWN ADMINISTRATOR**

Jack Hathaway

**POLICE/FIRE COMMUNICATIONS**

Joseph Castellano

James Gallagher

Gregory McMorrow

Daniel Morris

Mark Vendetti

Kevin Brady, permanent part time

Garin Eisele, permanent part time

Kerry Armstrong, part time

Benjamin Campbell, part time

Terence Gallagher, part time

James Hazeldine, part time

**TOWN COUNSEL**

Joyce Frank, Esquire

Kopelman and Paige, P.C.

**TRI-COUNTY VOCATIONAL TECHNICAL****SCHOOL COMMITTEE**

Donald Seymour

Jamie Masterson, part time  
Daniel Morris, part time  
Christia Sena, part time

**SPECIAL POLICE OFFICERS**

Coleman Bushnell  
Brian Carr  
Hilary Cohen  
Louis Droste  
Leo Ethier  
Robert J. Garrity  
Jack Hathaway  
James Hazeldine  
John W. Holmes  
James Kozak  
James C. Lehan  
Jimmy Meneses  
Charles Morreale  
Edward Nolan  
Christia Sena  
James M. Tomaszewski  
John Wayne  
Police Chaplain Rev. Scott Cousineau  
Police Chaplain Rev. John Ames  
Police Chaplain Msgr. Peter Conley

**POLICE MATRONS**

Hilary Cohen  
Christia Sena

**FIRE DEPARTMENT**

**CHIEF OF FIRE DEPARTMENT**

Coleman Bushnell, EMT

**DEPUTY CHIEF**

Stephen A. Wood, retired

**CAPTAIN**

Peter J. Petruchik, EMT, full time

**LIEUTENANTS**

Michael P. Findlen, Paramedic, full time  
David C. Holmes, Jr. EMT  
Douglas E. Johnston, Paramedic full time  
Mark R. Kantzer, EMT, full time, retired  
John F. Kelley, EMT, full time

**FIRE DEPARTMENT PERSONNEL**

Mark D. Amiot, Paramedic, full time  
Richard F. Clancy, Paramedic, full time, retired  
Charlotte P. Giovanella, Paramedic, full time  
Justin F. Goldberg, Paramedic, full time  
Seth F. Hamilton, Paramedic, full time  
Stephen R. Hamlin, EMT, full time  
Jamie Masterson, Paramedic, full time  
David Russo, Jr. Paramedic, full time, resigned  
Richard Yurker, Paramedic full time  
Darren Bycoff, EMT  
Mark W. Haigh, Paramedic  
David W. Johnston  
Thomas Nicholas, Paramedic  
Patrick Rockett, Paramedic, resigned  
Matt Treannie, Paramedic, resigned  
Mike Valkansas, Paramedic, provisional  
John C. Zajac, EMT

**FOREST WARDEN**

Coleman Bushnell, Chief

**DEPARTMENT OF PUBLIC WORKS  
DIRECTOR**

Remo R. Vito, Jr., retired  
Robert J. McGhee, appointed

**BUILDING COMMISSIONER**

Robert J. Bullock, Jr.

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

Thomas Patnode

**ZONING OFFICER**

Robert J. Bullock, Jr.

**FENCE VIEWER**

Robert J. Bullock, Jr.

**ASSISTANT FENCE VIEWER**

Thomas Patnode

**INSPECTOR OF WIRES**

William R. Bain

**ASSISTANT INSPECTOR OF WIRES**

Peter C. Diamond

**INSPECTOR OF GAS FITTINGS**

Paul Steeves

**PLUMBING INSPECTOR**

Paul Steeves

**ANIMAL CONTROL OFFICER**

Hilary Cohen

**EMERGENCY MANAGEMENT DIRECTOR**

Edward Nolan

**FIRE OFFICER**

Coleman Bushnell, Chief

**BOARDS-COMMISSIONS-COUNCILS**

Authorized by Statute or Bylaw

Appointed by Board of Selectmen

**ADA COMPLIANCE COMMITTEE**

Kent Schenkel 2012  
Charlotte Norris 2012  
Nancy Wirtes 2012

**BOARD OF APPEALS**

David Pergola 2012  
Robert Luciano 2013  
Joseph Sebastiano 2014  
Joseph Flanagan, resigned 2015  
Michael Kulesza 2016

**ASSOCIATE MEMBER**

Shawn Dooley, resigned 2012  
Jeffrey Chalmers, appointed 2012  
Christopher Wider 2012

**CAPITAL OUTLAY COMMITTEE**

James Rayner	2012
Raymond Ewer	2012
Paul Cochran	2013

**COMMUNITY PRESERVATION COMMITTEE**

Cynthia Andrade	2011
Matthew Noiseaux	2011
Paul Terrio	2013
Elizabeth Whitney	2013

**CONSERVATION COMMISSION**

John Weddleton	2012
John Wayne	2012
Ellen Friedman	2013
Kevin O'Loughlin, resigned	2013
Patrick J. Touhey, appointed	2013
Joyce Terrio	2014
Daniel Crafton	2014

**COUNCIL ON AGING**

Janice Axberg	2012
Richard Connors	2012
Thomas Mirabile	2012
William Atwater	2013
Elisabeth Vallee	2013
Barbara Phillips	2013
Jason Talerma	2014
Charlotte Howard	2014

**CULTURAL COUNCIL**

Janyce Conklin	2012
Anne Marie Battistone	2012
Madeleine Bolger	2013
Robin Wessman	2013
Deanna Grimm	2014
Christopher Roberts	2014
Elizabeth Tedoldi	2014
Richard Tedoldi	2014

**DESIGN REVIEW BOARD**

John Buchholz	2013
Mary Lou Navin	2014

**HISTORICAL COMMISSION**

Marcia Johnston	2012
Barbara Bartholomew	2012
Betsy Whitney	2012
Sandra Paquette	2013
Thelma Ravinski	2013
M. Elizabeth Pyne	2013
Geraldine Tasker	2014

**REGISTRAR OF VOTERS**

Girard St. Amand- R	2013
Mary Ellen Horgan-Currier -- D	2013
Herbert Mores -- D	2014

**VETERANS SERVICES**

Anthony J. Mastroianni, retired	
R. William Conklin, appointed	
Stuart Van Tine, appointed	

**METROPOLITAN AREA PLANNING COUNCIL**

Jack Hathaway	
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**MBTA ADVISORY BOARD REP.**

Jack Hathaway	
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**MUNICIPAL AFFORDABLE HOUSING TRUST FUND**

Scott Dittrich	2012
James Lehan	2012
John Weddleton, resigned	2012
R. William Conklin, appointed	2012
William Crump	2013
Mark Henney	2013
Thomas Cleverdon	2014

**NORFOLK COUNTY ADVISORY BOARD**

David Wildman	2012
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**BOARDS AND COMMITTEES**

Appointed by the Board of Selectmen

**CABLE ADVISORY BOARD**

Jamie Masterson	2012
Jonathan Smith	2012
John Spinney	2012
Jack Hathaway	2012

**CORRECTIONS ADVISORY COMMITTEE**

Kevin Roche	2012
Gail Andersen	2012

**ENERGY COMMITTEE**

Rita Advani	2012
Robert Lombardo	2012
Raymond Angelone	2012
William Behling	2013
Lynn Gilleland	2013
Thomas Currier	2013
Andrew Bakinowski	2014
Mary Jackson	2014

**INSURANCE ADVISORY COMMITTEE**

James Dyer	2012
Eric Dupont	2012
Bradley McCreedy	2012
Edward J. Donohue	2012

**NORFOLK ELEMENTARY EDUCATION FOUNDATION**

Joan Marsden	2012
Dr. David Lu	2012
Jennifer Wynn	2013
Elizabeth Gebhard	2013
Marissa Keleher	2013
Christopher Swezey	2013
Erika Warren	2013
Karen Casper	2014
Stacey Forte	2014
Mark Gafur	2014
Elizabeth Squires	2014
Jennifer Troutman	2014

**SCHOOL BUILDING COMMITTEE**  
(Appt'd jointly by BOS/School Committee)  
Claire Jackson, Interim Superintendent  
Jack Hathaway, Town Administrator  
Robert J. Bullock, Jr., Building Commissioner  
(ex-officio)

Andrew Bakinowski  
Leo Bedard  
Shawn Dooley  
Thomas Doyle  
Beth Gilbert  
Michael Guidice, Jr.  
Annette McBride

**PUBLIC SAFETY BUILDING COMMITTEE**  
James C. Lehan, Board of Selectmen  
Jack Hathaway, Town Administrator  
Charles H. Stone, Jr., Police Chief  
Coleman Bushnell, Fire Chief  
Robert J. Bullock, Jr., Building Commissioner,  
(ex-officio)

George Cronin  
John Wayne  
John Weddleton  
Gregory Mirliss

**ZONING BYLAW STUDY COMMITTEE**  
John Wayne 2012

**APPOINTMENTS MADE JOINTLY BY  
BOARD OF SELECTMEN &  
PLANNING BOARD**

**ECONOMIC DEVELOPMENT COMMITTEE**  
Robert Nicodemus 2012  
Walter Byron 2012  
Lori Scholl 2012  
Gregory Mirliss 2012  
Anne Marie Battistone 2012  
William Haddad 2012

**PLANNING BOARD, ASSOCIATE MEMBER**  
Michael Findlen 2012

**BOARD OF SELECTMEN**

It is our duty and pleasure to provide to you the Annual Report of the activities of the Board of Selectmen.

The members of the Board of Selectmen are the Town's Chief Executive officers under State Law and are each elected to three year terms. The terms of the Board of Selectmen are staggered so that one is up for election each May. The meetings are usually held twice a month at 7 p.m. in Room 124 of Town Hall. The meetings are broadcast live on Comcast (channel 22) and Verizon (channels 41 and 42). The agendas are posted 48 hours in advance in Town, and on our website [www.virtualnorfolk.org](http://www.virtualnorfolk.org).

As it has been for the past few years, the Town has struggled with the financial challenges in achieving the Fiscal 2011 budget and developing the 2012 Fiscal Budget. The 2011 Fiscal year was negatively impacted by heavy snow during that winter. Over 90 inches of snow fell during that time period, and the Town was forced to deficit fund the Snow and Ice budget, as was the case with many towns in the Commonwealth.

The Fiscal 2012 budget, put together by Town Administrator Jack Hathaway and his staff, along with the Board of Selectmen and Advisory Committee represents a significant challenge for the Town. An easy solution did not exist for this problem. Tight budgets were put into place for Public Safety, Schools (both elementary and King Philip), the DPW as well as Town Government. With little or no relief coming in State Aid, the Town hoped to recover some of the Prison Mitigation money from the State that was lost a few years ago. Through the effort of State Representative Dan Winslow, the Town was able to regain a portion of the prison mitigation money (\$88,000).

The solar array project approved at a previous town meeting began in 2011 and is due to be in operation by mid-2012. The energy savings from the project are estimated to be approximately \$250,000.

In 2011, the Town received a grant of \$1,481,000 to begin the process of regionalizing the public safety centers for Norfolk, Wrentham, Plainville and Franklin. The project will be implemented over the next eighteen months.

The new elementary school project began in the fall of 2010 with the completion set for September 2012. The ground breaking for this school was held in April of 2011 and the school will be named the Freeman-Kennedy School after Sgt. Adam Kennedy of Norfolk, who gave his life in service for his country in April of 2007. The new access road to the building site from Rockwood Road was very useful during the project. The future of the road after the project is complete will be the decisions of the Norfolk School Committee. The old school will be torn down in the summer of 2012.

The year 2011 was again a busy year for Norfolk Public Safety. In June of 2012, several tornadoes hit in western and central Massachusetts. Damage in Norfolk was limited to downed branches and trees, but in western and central Massachusetts, the damage was devastating, including four deaths from Springfield to Brimfield. Fire Chief Coleman Bushnell led a convoy of fire and rescue equipment from several towns and worked through the night in a rescue effort. The following Saturday, he led a contingent of Norfolk Public Safety and town employees to cook a barbeque for the people of Brimfield, which was overwhelmingly appreciated by the people of Brimfield.

In the fall of 2011, two additional storms taxed the resources of Norfolk Police, Fire, and DPW with Tropical Storm Irene and a freak pre-Halloween snow and ice storm. Both storms caused several days of power outages and massive clean up of downed trees and branches.

In May of 2011, the annual town election was held, and Rob Garrity was elected to another three year term. The Board of Selectmen was reorganized with Jim Tomaszewski becoming Chairman, Jim Lehan becoming Vice Chairman, and Rob Garrity becoming Clerk.

Other notable election results were Shawn Dooley becoming Town Clerk. Thomas Doyle and Kelly Peterson were elected to the Norfolk School Committee.

On September 11, 2011, the Town of Norfolk commemorated the Tenth Anniversary of the terrorist attacks on New York, Washington D.C. and Pennsylvania. The moving ceremony was held at Town Hill and well attended on a bright sunny afternoon. The ceremony included a number of moving speeches and inspirational and patriotic music. The highlight was the rededication of the Peace sculpture which was restored by the original sculptor with monies donated by many Norfolk citizens.

The Board notes the loss of several citizens who have served our community: A. Bruce Wood, Albert P. Ravinski, Vincent A. Panettiere, Albert J. Baima, Robert L. Kirby, Arthur F. Cronin, Ernest F. Wolfgang and Allan M. Shaw.

All of them helped shape the wonderful community we all enjoy today.

Norfolk town government runs on the assistance of talented and generous volunteers on many committees and boards. We thank all who volunteer their time and effort for the Town, and encourage others to get involved. You will be richly fulfilled.

Respectfully submitted,

Jim Tomaszewski, Chairman  
Jim Lehan, Vice Chairman  
Rob Garrity, Clerk

**TOWN CLERK**

2011 was a busy and productive year for the Town Clerk's Office. On May 10<sup>th</sup> Shawn Dooley replaced Gail Bernardo as the new Town Clerk. Carol Greene remained the Assistant Town Clerk. The Chief Elections Officer (Town Clerk) administers all elections under the guidelines of Mass General Law and is answerable to the Secretary of the Commonwealth in this regard. The Board of Registrars was also changed to abide by Massachusetts General Laws with Shawn Dooley and Herbert Mores being named the new Registrars.

Shawn Dooley was also appointed a Justice of the Peace by Governor Deval Patrick and performed numerous marriage ceremonies this past year, many of which were held at the gazebo on Town Hill.

Three Town Meetings were held in 2011: a Special Town Meeting in February, the Annual Town Meeting in May, and a Special Town Meeting in November. The Town Clerk records all action taken at every Town Meeting, processes Bylaw changes to the Attorney General's Office, and certifies votes for financial and other articles.

The workload in this office increased in part due to State mandates regarding the Open Meeting Law, Ethics, and Campaign Finance. A new State sponsored Vital Records program launched this year and although this will eventually be beneficial to the Town, the State continues to work out the bugs. After the election, I requested both the Attorney General's Office and the Secretary of State's office to do an audit of the Clerk's office and make suggestions on improvements. I am happy to report at this time, all recommendations have been addressed and the suggested changes are in place.

We made many changes to the Clerk's Office this year. The most visible was the move of the Clerk's Office from the basement to the main floor. Many thanks to Assistant Town Clerk, Carol Green, for helping me paint the office and organize the space for maximum efficiency. This has allowed our office to work hand in hand with other offices more freely and provide a far greater level of service to for the residents. We have also upgraded our web presence and have created an on line store to allow people to purchase their dog licenses and vital records on line.

In addition, we extended our hours from 9-5 Monday through Thursday to 9-8 on Mondays, 9-6 on Tuesday-Thursday and additional times by appointment.

Our office also applied to the Community Preservation Committee to digitize our vital and town records. This would have allowed us to expedite all of our processes and make our office even more user friendly to the citizens. In addition, this would have provided us with a way to safeguard our vital records in the event of an emergency or disaster. This system would also have made our systems searchable which would allow other departments to access necessary reports in a matter of minutes as opposed to hours upon hours of searching through the archives. Unfortunately the CPC did not approve this funding request even as a low scale pilot program. We are planning on re-submitting our application again this Fall in the hopes that they will allow us to start getting this program in place.

I was also able to do an elections and campaign program at the Freeman Centennial School for the 6<sup>th</sup> grade class. As part of this class they were able to run an election and campaign for the 2012 dog license and they chose a green shamrock. We hope that this will be an annual tradition as the kids really seemed to enjoy it and it got more exposure out amongst the community that the dog licensing was due.

The Clerk's Office was also fortunate enough to work with the Norfolk Lions as the drop off location for their Coats for Kids program. Nearly 200 coats ended up being donated to families in need through this wonderful program.

Many thanks go to Carol Greene, Assistant Town Clerk and serves as the Election Warden, she truly is the life blood of this office and goes above and beyond for all the residents. Thanks also go out to Carol O'Connor and Lois Boucher- both of whom has been an enormous help working under the Senior Program. And kudos to the Election staff of over 25 individuals who are such an integral part of our

election process and make the entire day so enjoyable. I also extend my thanks to the DPW staff, the School Department, and the Police Department for their valued assistance in the Election process.

#### VITAL STATISTICS

Births	81
Deaths	35
Marriages	22

#### VOTER REGISTRATION

The Town Clerk acting in her capacity as a Registrar of Voters held nine late night voter registration sessions pursuant to Chapter 51, Section 28 of the Massachusetts General Laws. There are currently 6,382 voters in the Town of Norfolk with a population of 9,508 (11,227 including prisons).

#### ANNUAL TOWN ELECTION

Pursuant to the Warrant for the Annual Town Meeting, the inhabitants of Precincts 1, 2, and 3 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 3, 2011. Polls were open from 7:00am until 8:00pm. A total of 1235 voters cast their ballots with the following results:

##### MODERATOR FOR ONE YEAR

Blanks	388
Carolyn C. Van Tine*	829
Write-In	18

##### TOWN CLERK FOR THREE YEARS

Blanks	7
Gail Bernardo	571
Shawn Dooley*	656
Write-In	1

##### SELECTMAN FOR THREE YEARS

Blanks	377
Robert Garrity*	841
Write-In	17

##### ASSESSOR FOR THREE YEARS

Blanks	425
Patricia Salamone*	808
Write-In	2

##### BOARD OF HEALTH FOR THREE YEARS

Blanks	445
Cheryl Dunnington*	786
Write-In	4

##### BOARD OF HEALTH FOR TWO YEAR UNEXPIRED TERM

Blanks	455
Jeffrey Kane*	777
Write-In	3

## HOUSING AUTHORITY FOR FIVE YEARS

Blanks	418
William Crane*	813
Write-In	4

## LIBRARY TRUSTEE FOR THREE YEARS

Blanks	437
Harvey Boulay*	794
Write-In	4

## PLANNING BOARD (TWO) FOR THREE YEARS

Blanks	1034
Peter Chipman*	666
Steven McClain*	748
Write-In	22

## RECREATION COMMISSION (TWO) FOR THREE YEARS

Blanks	899
Karen Fruci*	797
Thomas Terpstra*	772
Write-In	2

## NORFOLK SCHOOL COMMITTEE (TWO) FOR THREE YEARS

Blanks	1018
Thomas Doyle*	693
Kelly Peterson*	749
Write-In	10

## KP SCHOOL COMMITTEE FOR THREE YEARS

Blanks	439
Wendy Robeson*	794
Write-In	2

## KP SCHOOL COMMITTEE FOR ONE YEAR UNEXPIRED TERM

Blanks	433
Peter Gee*	800
Write-In	2

## CONSTABLE (TWO) FOR THREE YEARS

Blanks	999
Richard Bremilst*	695
Paul Terrio*	768
Write-In	8

\*Declared elected

**Special Town Meeting  
February 1, 2011**

Pursuant to a warrant dated January 13, 2011, signed by Robert Garrity, James Tomaszewski, and James Lehan, Selectmen of Norfolk, the inhabitants of Norfolk qualified to vote in elections and town affairs met in the Freeman Centennial School, 70 Boardman

St., Norfolk, MA on Tuesday, February 1, 2011, at 7:00 PM in the evening, there and then to act on the following articles. The meeting was called to order at 7:00PM by Moderator Carolyn Van Tine. There were eleven registered voters in attendance.

**APPROVED BY UNANIMOUS VOTE to adjourn this Special Town Meeting to Thursday, February 10, 2011 at 7:00pm at the Freeman Centennial School, McBride Auditorium.**

The second session of this Special Town Meeting was called to order by the Moderator at 7:05pm on Thursday, February 10, 2011. There were 52 registered voters in attendance.

The Moderator led the Pledge of Allegiance, and then introduced the Town Clerk, Assistant Town Clerk, Board of Selectmen, Town Administrator, and the Finance Advisory Committee Chairman who then introduced the members of that Committee.

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

#### **ARTICLE 1**

**APPROVED BY UNANIMOUS VOTE to amend the Town of Norfolk Zoning Bylaw by deleting Section M and replacing it as follows:**

**Section M: Solar Energy Overlay Zone.**

##### **M.1 Purpose**

The purpose of this bylaw is to promote the creation of new large-scale ground-mounted solar photovoltaic installations by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations that address public safety, minimize impacts on scenic, natural and historic resources and to provide adequate financial assurance for the eventual decommissioning of such installations.

The provisions set forth in this section shall apply to the construction, operation, and/or repair of large-scale ground-mounted solar photovoltaic installations.

##### **M.1.a Applicability**

This section applies to large-scale ground-mounted solar photovoltaic installations proposed to be constructed after the effective date of this section. This section also pertains to physical modifications that materially alter the type, configuration, or size of these installations or related equipment.

##### **M.2 Definitions**

**As-of-Right Siting:** As-of-Right Siting shall mean that development of a solar photovoltaic installation may proceed without the need for a special permit, variance, amendment, waiver, or other discretionary approval. As-of-right development may be subject to site plan review to determine conformance with the

Zoning Bylaws. Projects cannot be prohibited, but can be reasonably regulated by the Building Inspector and the Planning Board as Site Plan Review Authority.

**Building Inspector:** The inspector of buildings, building commissioner, or local inspector, or person or board designated by local ordinance or bylaw charged with the enforcement of the zoning ordinance.

**Building Permit:** A construction permit issued by the building inspector; the building permit evidences that the project is consistent with the state and federal building codes as well as local zoning bylaws, including those governing ground-mounted large-scale solar photovoltaic installations.

**Designated Location:** The location designated as the Solar Energy Overlay Zone, in accordance with Massachusetts General Laws Chapter 40A, section 5, where large-scale ground-mounted solar photovoltaic installations may be sited as-of right. Said location shown on Assessors Map 09, Block 32, Lot 32 and Assessors Map 15, Block 32, Lot 27, pursuant to Massachusetts General Laws Chapter 40A Section 4. This map is hereby made a part of this Zoning Bylaw and is on file in the Office of the Town Clerk.

**Large-Scale Ground-Mounted Solar Photovoltaic Installation:** A solar photovoltaic system that is structurally mounted on the ground and is not roof-mounted, and has a minimum rated nameplate capacity of 250 kW DC.

**On-Site Solar Photovoltaic Installation:** A solar photovoltaic installation that is constructed at a location where other uses of the underlying property occur.

**Rated Nameplate Capacity:** The maximum rated output of electric power production of the Photovoltaic system in Direct Current (DC).

**Site Plan Review:** review by the Site Plan Review Authority pursuant to Section F.11 to determine conformance with the Zoning Bylaws.

**Site Plan Review Authority:** For purposes of this bylaw, Site Plan Review Authority refers to the Planning Board.

**Solar Energy Overlay District:** This district shall include land under the control of the Department of Public Works on the east side of Medway Branch Rd., specifically property identified as Assessors Map 09, Block 32, Lot 32 and Assessors Map 15, Block 32, Lot 27, which is a part of this Zoning Bylaw and on file with the Town Clerk.

**Solar Photovoltaic Array:** an arrangement of solar photovoltaic panels.

**Zoning Enforcement Authority:** The Building Inspector.

### **M.3 General Requirements for all Large-scale Solar Power Generation Installations**

The following requirements are common to all solar photovoltaic installations to be sited in designated locations.

#### **M.3.a Compliance with Laws, Ordinances and Regulations**

The construction and operation of all large-scale ground-mounted solar photovoltaic installations shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable safety, construction, electrical, and communications requirements. All

buildings and fixtures forming part of a solar photovoltaic installation shall be constructed in accordance with the State Building Code.

**M.3.b Building Permit and Building Inspection**

No large-scale ground-mounted solar photovoltaic installation shall be constructed, installed or modified as provided in this section without first obtaining a building permit.

**M.3.c Site Plan Review**

Large-scale ground-mounted solar photovoltaic installations with 250 kW or larger of rated nameplate capacity shall undergo site plan review by the Site Plan Review Authority prior to construction, installation or modification as provided in this section.

**M.3.c.1 General**

All plans and maps shall be prepared, stamped and signed by a Professional Engineer licensed to practice in Massachusetts.

**M.3.c.2 Required Documents**

Pursuant to the site plan review process, the project proponent shall provide the following documents:

**(a)**

A site plan showing:

**i.**

Property lines and physical features, including roads, for the project site;

**ii.**

Proposed changes to the landscape of the site, grading, vegetation clearing and planting, exterior lighting, screening vegetation or structures, etc., in accordance with Section F.11.a;

**iii.**

Blueprints or drawings of the solar photovoltaic installation signed by a Professional Engineer licensed to practice in the Commonwealth of Massachusetts showing the proposed layout of the system and any potential shading from nearby structures

**iv.**

One or three line electrical diagram detailing the solar photovoltaic installation, associated components, and electrical interconnection methods, with all National Electrical Code compliant disconnects and overcurrent devices;

**v.**

Documentation of the major system components to be used, including the PV panels, mounting system, and inverter;

**vi.**

Name, address, and contact information for proposed system installer;

**vii.**

Name, address, phone number and signature of the project proponent, as well as all co-proponents or property owners, if any;

**viii.**

The name, contact information and signature of any agents representing the project proponent; and

**(b)**

Documentation of actual or prospective access and control of the project site (see also Section M.4);

**(c)**

An operation and maintenance plan (see also Section M.5);

**(d)**

Zoning district designation for the parcel(s) of land comprising the project site (submission of a copy of a zoning map with the parcel(s) identified is suitable for this purpose);

(e)

Proof of liability & Workers Compensation insurance; and

(f)

Description of financial surety that satisfies Section M.11.c.

The Site Plan Review Authority may waive documentary requirements as it deems appropriate.

**M.4 Site Control**

The project proponent shall submit documentation of actual or prospective access and control of the project site sufficient to allow for construction and operation of the proposed solar photovoltaic installation.

#### **M.5 Operation & Maintenance Plan**

The project proponent shall submit a plan for the operation and maintenance of the large-scale ground-mounted solar photovoltaic installation, which shall include measures for maintaining safe access to the installation, storm water controls, as well as general procedures for operational maintenance of the installation.

#### **M.6 Utility Notification**

No large-scale ground-mounted solar photovoltaic installation shall be constructed until evidence has been given to the Site Plan Review Authority that the utility company that operates the electrical grid where the installation is to be located has been informed of the solar photovoltaic installation owner or operator's intent to install an interconnected customer-owned generator. Off-grid systems shall be exempt from this requirement.

#### **M.7 Dimension and Density Requirements**

##### **M.7.a Setbacks.**

For large-scale ground-mounted solar photovoltaic installations, front, side and rear setbacks shall be as follows:

1. Front yard: The front yard depth shall be at least 50 feet.
2. Side yard. Each side yard shall have a depth at least 100 feet from an adjacent Residential property line.
3. Rear yard. The rear yard depth shall be at least 100 feet from an adjacent Residential property line.

Planning Board may be allowed to waive one or more setback requirements upon a demonstration by the applicant that such waiver will further the goals of the Solar Energy Zone, provided, however, that no such waiver shall allow a large-scale ground-mounted solar photovoltaic installation within 50 feet of a residential property line or 20 feet of a street.

##### **M.7.b Appurtenant Structures**

All appurtenant structures to large-scale ground-mounted solar photovoltaic installations shall be subject to reasonable regulations concerning the bulk and height of structures, lot area, setbacks (see M.7.a), open space, parking and building coverage requirements. All such appurtenant structures, including but not limited to, equipment shelters, storage facilities, transformers, and substations, shall be architecturally compatible with each other. All structures shall be screened from view by vegetation and/or joined or clustered to avoid adverse visual impacts.

#### **M.8 Design Standards**

##### **M.8.a Lighting**

Lighting of solar photovoltaic installations shall be consistent with local, state and federal law. Lighting of other parts of the installation, such as appurtenant structures, shall be

limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties.

#### **M.8.b Signage**

Signs on large-scale ground-mounted solar photovoltaic installations shall comply with Section F.9. A sign consistent with the requirements of Section F.9 shall be required to identify the owner and provide a 24-hour emergency contact phone number.

Solar photovoltaic installations shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of the solar photovoltaic installation.

#### **M.8.c Utility Connections**

Reasonable efforts, as determined by the Site Plan Review Authority, shall be made to place all utility connections from the solar photovoltaic installation underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the utility provider. Electrical transformers for utility interconnections may be above ground if required by the utility provider.

### **M.9 Safety and Environmental Standards**

#### **M.9.a Emergency Services**

The large-scale ground-mounted solar photovoltaic installation owner or operator shall provide a copy of the project summary, electrical schematic, and site plan to the local fire chief. Upon request the owner or operator shall cooperate with local emergency services in developing an emergency response plan. All means of shutting down the solar photovoltaic installation shall be clearly marked. The owner or operator shall identify a responsible person for public inquiries throughout the life of the installation.

#### **M.9.b Land Clearing, Soil Erosion and Habitat Impacts**

Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the large-scale ground-mounted solar photovoltaic installation or otherwise prescribed by applicable laws, regulations, and bylaws.

### **M.10 Monitoring and Maintenance**

#### **M.10.a Solar Photovoltaic Installation Conditions**

The large-scale ground-mounted solar photovoltaic installation owner or operator shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the local Fire Chief and Emergency Medical Services. The owner or operator shall be responsible for the cost of maintaining the solar photovoltaic installation and any access road(s), unless accepted as a public way.

### **M.11 Abandonment or Decommissioning**

#### **M.11.a Removal Requirements**

Any large-scale ground-mounted solar photovoltaic installation which has reached the end of its useful life or has been abandoned or discontinued consistent with Section M.11.b of this bylaw shall be removed. The owner or operator shall physically remove the installation no more than 150 days after the date of discontinued operations. The owner or operator shall

notify the Site Plan Review Authority by certified mail of the proposed date of discontinued operations and plans for removal. Decommissioning shall consist of:

1. Physical removal of all large-scale ground-mounted solar photovoltaic installations, structures, equipment, security barriers and transmission lines from the site.

1. Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.

Stabilization or re-vegetation of the site as necessary to minimize erosion. The Site Plan Review Authority may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.

Acquire all permits required from Federal, State and local authorities prior to any work.

#### **M.11.b Abandonment or Discontinuance**

Absent notice of a proposed date of decommissioning and removal or written notice of extenuating circumstances, the solar photovoltaic installation shall be considered abandoned or discontinued when it fails to operate for more than one year without the written consent of the Site Plan Review Authority. If the owner or operator of the large-scale ground-mounted solar photovoltaic installation fails to remove the installation in accordance with the requirements of this section within 150 days of abandonment or discontinuance, or the proposed date of decommissioning, the town may enter the property and physically remove the installation. As a condition of approval, an applicant shall bind itself to grant the necessary license or easement to the Town to allow entry to remove the installation. The Town shall have the right, but not the obligation to remove the installation.

#### **M.11.c Financial Surety**

Proponents of large-scale ground-mounted solar photovoltaic projects shall provide a form of surety, either through escrow account, bond or otherwise, to cover the cost of removal in the event the town must remove the installation and remediate the landscape, in an amount and form determined to be reasonable by the Site Plan Review Authority, but in no event to exceed more than 125 percent of the cost of removal and compliance with the additional requirements set forth herein, as determined by the project proponent. Such surety will not be required for municipally- or state-owned facilities. The project proponent shall submit a fully inclusive estimate of the costs associated with removal, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation.

#### **M.12 Expedited Permitting**

All local permitting decisions - formal determinations, orders of conditions, licenses, certificates, authorizations, registrations, plan approvals, or other approvals or determinations with respect to the siting and construction of clean energy facilities within the Solar Energy Overlay District shall be issued within 180 days of submission of a completed application.

### **ARTICLE 2**

**APPROVED BY UNANIMOUS VOTE** to transfer from the Board of Selectmen for sanitary landfill purposes to the Board of Selectmen for general municipal purposes and for the purpose of leasing, the parcel of land having approximately fifty acres off Medway Branch Rd., being shown on the Assessors Map as Parcel 15-32-27, being the land acquired

by Order of Taking recorded with the Norfolk County Registry of Deeds in Book 4995, Page 737, and to authorize the Board of Selectmen to lease all or any portion of said land from time to time by one or more leases for such term of years up to fifty years and 6 7 for such consideration as the Selectmen shall determine, for the purpose of a solar array for electric power generation and distribution, and to authorize the Selectmen to grant such easements and rights of entry over said land and over Medway Branch Rd., for utility and access and ingress purposes as necessary to construct and operate such a solar array. All articles having been acted upon, it was moved, seconded, and voted to DISSOLVE this Town Meeting at 7:40pm.

**Annual Town Meeting**  
May 10-11, 2011

Pursuant to a warrant dated, April 25, 2011, signed by James Lehan, Robert Garrity, and James Tomaszewski, 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 02056 on Tuesday May 10, 2011, at 7:00 pm in the evening, there and then to act on the following articles.

The annual town meeting was called to order by Moderator Carolyn Van Tine at 7:15 pm at the King Phillip Middle School Auditorium.

Tellers appointed for the evening were Deborah McGonagle, Maria Tomaszewski, and Virginia Ryan. There were 210 registered voters in attendance. Sworn counters were: Julie Redlitz, Patrick Touhey, and Michael Kulesza.

Introductions by Town Moderator, Carolyn C. Van Tine, Esq.

Presentation of the Colors by the Norfolk Boy Scout Troop and the Pledge of Allegiance.

Motion was made to waive the reading of the warrant and the return of the warrant.

***Passed by voice vote; unanimous.***

The meeting recognized State Representative Dan Winslow (R – Norfolk 9<sup>th</sup>) and he came to announce that the House voted to reinstate prison mitigation money for the Town of Norfolk.

Madame Moderator goes over the rules of Town Meeting to the citizens present.

Pat Snead, Vice Chairman of the Advisory Committee introduces the members of the Advisory Board.

**Article 1:**

Annual Election of town officers which took place on Tuesday, May 3, 2011.

**Article 2:** Indefinitely Postponed

***Passed by voice vote; unanimous.***

**Article 3: APPROVED - UNANIMOUS**

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to be added to departmental budgets and appropriations for the fiscal year ending on June 30, 2011; or take any other action relative thereto.

**Transfers to/from salary accounts for FY11 payrolls thru June 30 to avoid 53<sup>rd</sup> week payroll in FY12**

TRANSFER TO	AMOUNT	SOURCE
011221 BOS Salary	\$2,035.00	
011301 Finance Dept Salary	\$8,891.00	
011611 Town Clerk Salary	\$106.00	
012411 Building Dept Salary	\$2,959.00	
012201 Fire Dept Salary	\$25,745.00	
012921 Animal Control Salary	\$385.00	
012251 Dispatcher Salary	\$12,419.00	
014911 Cemetery Salary	\$167.00	
015411 COA Salary	\$1,603.00	
013101 Library Salary	\$4,500.00	
016301 Recreation Salary	\$258.00	
	Total: \$ 59,068.00	
	\$8,879.00	011701 Land Use Salary
	\$2,595.00	011921 Facilities Salary
	\$52.00	012961 Animal Inspector Salary
	\$2,100.00	014101 DPW Admin Salary
	\$4,000.00	011551 IT Salary
	\$41,442.00	019122 Employee Benefits
	Total: \$59,068.00	

**Other Interdepartmental Transfers for FY11 Budget**

TRANSFER TO	AMOUNT	SOURCE
012122 Police Expenses	\$20,000.00	
014232 Snow & Ice	\$188,835.68	
015122 BOH Expenses	4,000.00	
	Total	
	\$212,835.68	
	\$117,686.00	019122 Employee Benefits
	\$18,782.00	2101 Snow & Ice Revolving
	\$10,229.12	2004 MTBE Settlement
	\$2,000.00	01582 Tax/Title Foreclosure
	\$50,807.56	Overlay Surplus

	\$9,331.00	Free Cash
	\$4,000.00	011752 Planning Board Engineering
Total	\$212,835.68	

**Passed by voice vote; unanimous.**

**Article 4: APPROVED - UNANIMOUS**

To see if the Town will vote to amend the Town of Norfolk Personnel Bylaws Schedule B. COMPENSATION SCHEDULE by applying a general increase of 1.5% to all Steps on the COMPENSATION SCHEDULE effective July 1, 2011; or take any other action relative thereto.

**Passed by voice vote; unanimous.**

**Article 5: APPROVED - UNANIMOUS**

To see if the Town will vote to fix the salary and compensation of all elected officers of the Town as provided for by Massachusetts General Laws, Chapter 41, Section 108; and further to see what sum of money the Town will raise and appropriate, transfer from any available source of funds, borrow or bond, to defray the departmental and incidental expenses of the Town not otherwise provided for, for the fiscal year commencing on July 1, 2011; or take any other action relative thereto. (Operating Budget) It was moved that the Town vote to fix the salary and compensation of the elected position of Town Clerk at \$58,500 as provided for by Massachusetts General Laws, Chapter 41, Section 108 for the fiscal year commencing on July 1, 2011; and further to raise and appropriate \$30,543,283, to defray the departmental and incidental expenses of the Town not otherwise provided for, for the fiscal year commencing on July 1, 2011.

Presentation by Town Administrator Jack Hathaway

Presentation by King Philip Superintendent Dr. Linsky

Presentation by Norfolk Public Schools Superintendent Dr. Jackson

**Transfer to defray the departmental and incidental expenses of the Town not otherwise provided for, for FY12**

Cemetery Receipts	\$24,000.00
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**Passed by voice vote; unanimous.**

**Article 6: APPROVED - UNANIMOUS**

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

Amended:

Presentation by Town Administrator Jack Hathaway

**Transfer from Department of Public Works Water Division revenues to fund the Water Division maintenance and operating expenses**

Salaries	\$240,018.00
Expenses	\$722,725.00
Maintenance and Operating Expenses	\$962,743.00
Debt Service	\$548,942.00
Reserves	\$50,000.00
Total Water Division Budget	\$1,561,685.00

*Passed by voice vote; unanimous.*

**Article 7:**

To see if the Town will vote to appoint any committee, or hear or act on the report of any committee or town officer, or instruct any committee or town officer; or take any other action relative thereto.

Presentations by Ad Hoc Technology Committee (David Rosenberg); Community Preservation Committee (Andrea Langhauser); Energy Committee (Rob Garrity); Affordable Housing (William Crump).

**Article 8: APPROVED**

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, borrow or bond pursuant to any applicable statute to fund capital and other expense items; or take any other action relative thereto. Voted that the Town appropriate by borrowing the sum of \$90,000 to pay costs of purchasing two (2) police cars.

*Said article was passed by a declared 2/3rds majority.*

**Article 9: FAILED**

To see if the Town will vote to authorize the Board of Selectmen, to advertise in a local newspaper and sell at public sale, on such terms and conditions as it may deem in the best interests of the Town, all or a portion of the property known as "Old Town Hall" and located at 100 Main Street, subject to the Town reserving an easement for access to "Town Pond" and furthermore subject to developing a transition strategy to relocate the Recreation Department, such sales to be made on behalf of the inhabitants of the Town of Norfolk; or take any other action relative thereto.

*Motion Failed: 81 Aye / 77 Nay (fails as 2/3 was required)*

**Article 10: APPROVED**

To see if the Town will vote to approve an amendment to its acceptance of G.L. 44B, The Community Preservation Act, as approved by the May 5, 2001 Town Meeting and by the voters at the May 1, 2001 annual election to decrease the percentage of tax revenue contribution or surcharge to the Community Preservation Commission from three percent (3%) to one percent (1%).

*Motion Passes: 125 Aye to 46 Nay*

**Motion to Reconsider Article 10:** Motion made by Jim Tomaszewski seconded by Jim Lehan.

*Motion Fails by voice vote.*

**Article 11: FAILED**

To see if the Town will vote to adopt the "Stretch Energy Code" set forth in the State Building Code at 780 CMR 120.AA (i.e., Appendix 120.AA), as may be amended from time to time, and to amend the Town of Norfolk General By-laws by inserting a new Section 11 under ARTICLE VII, Land Use and Resource Protection, entitled "Stretch Energy Code" as set forth below:

**Section 11. Stretch Energy Code**

**A. Adoption.** The Town of Norfolk has adopted the provisions of 780 CMR 120.AA (i.e., Appendix 120.AA of the State Building Code or the "Stretch Energy Code"), as may be amended from time to time, in place of the provisions set forth under 780 CMR 13.00, 34.00, 61.00 and 93.00.

**B. Purpose.** The purpose of the Stretch Energy Code shall be to provide the Town with a more energy efficient alternative to the base energy code otherwise set forth under the State Building Code or take any other action relative thereto.

*Motion Fails: Aye: 46 to Nay: 62*

*Motion to adjourn at 11:00 pm to reconvene at 7:00 pm on May 11, 2011 at the King Philip Middle School Auditorium – Passes Unanimous*

***Town Meeting re-convenes at 7:10 pm on May 11, 2011***

Tellers appointed for the evening were Deborah McGonagle, Maria Tomaszewski, and John McGonagle. There were 71 registered voters in attendance. Sworn counters were: Patrick Touhey, Lou Crump, and Sigmund Capachin.

**Article 12: APPROVED**

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, a sight line easement upon property known as 83 Myrtle Street, located at the intersection of Myrtle Street and Miller Street, described in a deed recorded with the Norfolk Registry of Deeds in Book 24821, Page 235, identified as Assessor's Map 9, Parcel 6, Lot 12, said easement area comprising 1,162.89 square feet, more or less, as shown on a plan entitled "Available Intersection Sight Distance with Permanent Easement Acquisition," on file with the Town Clerk, and to raise and appropriate or appropriate by transfer from available funds a sum of money to acquire said sight line easement; or take any other action relative thereto.

Mr Taurasi of 18 Turner Street made a motion to amend to delete the words: eminent domain or otherwise"

*Amendment fails on a voice vote*

*Article 12 was passed by a declared 2/3rds majority.*

**Article 13: APPROVED**

To see if the Town will vote to amend ARTICLE X of the Town of Norfolk

General Bylaws ("Police Regulations") by inserting at the end thereof the following new Section, sequentially numbered;

**Placing Snow, Ice and Water on Public Property**

No person, other than an employee or other person in the service of the Commonwealth of Massachusetts or the Town of Norfolk shall direct, discharge, dump, shovel, pile, push, blow, plow or deposit snow, ice, or water under conditions where water would be subject to freezing onto, into or across any public way, including sidewalks or public property, or cause, direct, sanction or authorize any such activity involving snow, ice, or water on a public way or public property. Violations of this section shall be subject to a fine of one hundred dollars (\$100) for each violation or take any other action relative thereto.

Friendly Amendment by Jack Hathaway stating:

"And by amending appendix A of the General Bylaws by adding the following in alphabetical order:

Placing Snow, Ice and Water on Public Property

Fine Allowed: \$100

Enforcement Agent: Police Officer

Fine Schedule: \$100"

Mr. Taurasi moves to amend article by adding the words: "The only exception to the preceding being the pumping or discharging of water from private property onto or across a public way or public property to prevent or abate the flooding of and potential damages that property." after the words "...water on a public way or public property."

*Motion to amend passes.*

Mr. McGee of the DPW makes a motion for reconsideration of the amendment in effect removing the amendment.

*Motion for reconsideration passes.*

*Article 13 passes on voice vote; majority*

**Article 14: APPROVED**

To see if the Town will vote to amend ARTICLE III of the Town of Norfolk General Bylaws ("Committees") by replacing the last sentence of Section 2, Paragraph B with the following:

Furthermore, for all Town Meetings, recommendations of the Advisory Committee shall be available at Town Hall and the Norfolk Public Library and a copy of the recommendations shall be posted on the Town's website not less than five (5) days, or ten (10) days in the case of a Special Town Meeting, before the day appointed for the same or take any other action relative thereto.

Existing Language:

Furthermore, for all Town Meetings, a copy of the warrant and the recommendations of the Advisory Committee shall be delivered to each residence prior to the Town Meeting.

Mr. David Rosenberg of North Street Motions to amend Article 14 to add the words "through a link" before "on the Town's website..."

***Motion to Amend Fails by voice vote***

Mr. Jeff Birkner of Wampanoag Ave. moves to amend article 14 to add: "Any resident may have a copy mailed to them by requesting same 60 days before town meeting. Such request shall be valid for two (2) years."

***Motion to Amend Passes by Counted Vote: Aye: 39 / Nay: 34***

Mr. David Rosenberg of North Street Motions to amend Article 14 to change the word "on" to the word "through" preceding "the town's website..."

***Motion to Amend Fails by voice vote***

***Article 14 Approved by counted vote: Aye 28 / Nay 27***

**Article 15: APPROVED**

To see if the Town will vote to amend ARTICLE V of the Town of Norfolk General Bylaws ("Records and Reports") by replacing Section 3 with the following:

Section 3. Printing of the Annual Reports

Prior to June 30th, the Board of Selectmen shall annually cause to be printed and made available to the taxpayers of the Town, the reports of the various officers and boards of the Town and reports upon such matters as are directed by the Town and these bylaws or take any other action relative thereto.

***Passed by voice vote; majority.***

**Article 16: Indefinitely Postponed**

To see if the town will vote to amend ARTICLE X of the Town of Norfolk General Bylaws ("Police Regulations") by inserting at the end thereof the following new Section, sequentially numbered;

Off Road Recreational Vehicles and Snow Mobiles

No more than 2 off road recreational vehicles or snow mobiles may be operated on a parcel of land at one time. All such vehicles must be operated at a noise level not to exceed 84 decibels. No such vehicle may be operated closer than 25 feet of an abutting property and may only be operated between 9 am and 6 pm Monday to Friday and 10 am to 5 pm Saturday, Sunday and Holidays. Violations of this section shall be subject to a fine of (\$50) for a first offense, (\$100) for a second offense and (\$200) for a subsequent offense or take any other action relative thereto.

***Passed by voice vote; unanimous.***

**Article 17: APPROVED**

To see if the Town will vote to amend Section M, subsection M.2 Definitions, paragraph entitled "Designated Location" of the Town of Norfolk Zoning Bylaws by inserting the following:

“, Assessors Map 9, Block 32, Lot 33, Assessors Map 9, Block 32, Lot 7, ~~Assessors Map 9, Block 32, Lot 76~~, Assessors Map 9, Block 32, Section 19, Assessors Map 9, Block 32, Section 17 “

after the words “Assessors Map 03, Block 32, Lot 32”; and

To see if the Town will vote to amend Section M, subsection M.2 Definitions, paragraph entitled “Solar Energy Overlay District” of the Town of Norfolk Zoning Bylaws inserting the following:

“, Assessors Map 9, Block 32, Lot 33, Assessors Map 9, Block 32, Lot 7, ~~Assessors Map 9, Block 32, Lot 76~~, Assessors Map 9, Block 32, Section 19, Assessors Map 9, Block 32, Section 17”

after the words “Assessors Map 03, Block 32, Lot 32” or take any other action relative thereto.

Friendly amendment by Advisory Board:

“to strike ‘Assessors Map 9, Block 32, Lot 76’ from both ‘designated location’ and ‘solar energy overlay district’”

*Article 17 was passed by a declared 2/3rds majority.*

**Article 18: APPROVED - UNANIMOUS**

To see if the Town will vote to transfer from the Board of Selectmen for general municipal purposes to the Board of Selectmen for general municipal purposes and for the purpose of leasing, the parcel of land having approximately eleven acres, being shown on the Assessors Map as Parcel 9-32-19, being the land acquired by Order of Taking recorded with the Norfolk County Registry of Deeds in Book 14731, Page 498 and shown as Plan No. 228 of 2000 in Plan Book 474, and to authorize the Board of Selectmen to lease all or any portion of said land from time to time by one or more leases for such term of years up to fifty years and for such consideration as the Selectmen shall determine, for the purpose of a solar array for electric power generation and distribution, and to authorize the Selectmen to grant such easements and rights of entry over said land, for utility and access and ingress purposes as necessary to construct and operate such a solar array; or take any other action relative thereto and

To see if the Town will vote to transfer from the Board of Selectmen for water protection purposes to the Board of Selectmen for general municipal purposes and for the purpose of leasing, the parcel of land having approximately 32 acres, being shown on the Assessors Map as Parcel 9-32-17, being the land acquired by Order of Taking recorded with the Norfolk County Registry of Deeds in Book 4690, Page 548, and to authorize the Board of Selectmen to lease all or any portion of said land from time to time by one or more leases for such term of years up to fifty years and for such consideration as the Selectmen shall determine, for the purpose of a solar array for electric power generation and distribution, and to authorize the Selectmen to grant such easements and rights of entry over said land, for utility and access and ingress purposes as necessary to construct and operate such a solar array; or take any other action relative thereto.

*Passed by voice vote; unanimous.*

**Article 19: APPROVED - UNANIMOUS**

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, Open Space Reserves, \$15,000 for the purpose of conducting a recreational feasibility study and conceptual drawings that propose to utilize the approximate land area known as Gump's Farm (consisting of 22.35 acres, more or less, identified as Assessor's Map 14, Block 48, Lot 2-1) for purposes consistent with the Community Preservation Act; or take any other action relative thereto.

*Passed by voice vote; unanimous.*

**Article 20: APPROVED - UNANIMOUS**

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, Open Space Reserves, \$16,000 for the establishment of cement bounds at the property known as Gump's Farm (consisting of 22.35 acres, more or less, identified as Assessor's Map 14, Block 48, Lot 2-1); or take any other action relative thereto.

*Passed by voice vote; unanimous.*

**Article 21: APPROVED - UNANIMOUS**

To see if the Town will vote to amend the Norfolk Zoning Bylaw by deleting the words "and setbacks" after the words rear setbacks in section **D.1 Basic Requirements** so that it will read: All applicants for new Residential Dwellings (excluding additions, accessory buildings and septic systems) hereinafter constructed shall be prohibited from cutting down any trees within the side or rear setbacks set forth in Section E.1.b or within the soil absorption system setbacks set forth in 310 CMR 15.00, unless relief is granted by a special permit by the Zoning Board of Appeals. This prohibition shall remain in effect until the occupancy permit has been issued.

**Existing Bylaw Reads:**

All applicants for new Residential Dwellings (excluding additions, accessory buildings and septic systems) hereinafter constructed shall be prohibited from cutting down any trees within the side or rear setbacks **and setbacks** set forth in Section E.1.b or within the soil absorption system setbacks set forth in 310 CMR 15.00, unless relief is granted by a special permit by the Zoning Board of Appeals. This prohibition shall remain in effect until the occupancy permit has been issued.

*Passed by voice vote; unanimous.*

**Article 22: APPROVED - UNANIMOUS**

To see if the Town will vote to amend Section I.7.a Allowed Uses of the Zoning Bylaw by adding the following, in alphabetical order:

Residential DWELLING UNITS located above the ground floor of BUILDINGS provided that the ground floor is constructed for, and limited to, business or commercial uses prior to residential occupancy or take any other action relative thereto.

*Passed by voice vote; unanimous.*

**Article 23: APPROVED – UNANIMOUS**

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 44B, Section 5, to appropriate the sum of \$35,000 from the annual revenues in the Community Preservation Fund for the purpose of funding the Administrative and Operating Budget for the Community Preservation Committee; or take any other action relative thereto.

*Passed by voice vote; unanimous.*

**Article 24: APPROVED – UNANIMOUS**

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 44B, to reserve a sum of money equal to the state-mandated minimum amount of 10% from FY2012 Community Preservation Fund revenues for the future appropriation of Open Space creations, acquisition and preservation; or take any other action relative thereto.

*Passed by voice vote; unanimous.*

**Article 25: APPROVED – UNANIMOUS**

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 44B, to reserve a sum of money equal to the state-mandated minimum amount of 10% from FY2012 Community Preservation Fund revenues for the future appropriation of Affordable Housing creations, preservation and support; or take any other action relative thereto.

*Passed by voice vote; unanimous.*

**Article 26: APPROVED – UNANIMOUS**

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 44B, to reserve a sum of money equal to the state-mandated minimum amount of 10% from FY2012 Community Preservation Fund revenues for the future appropriation towards the acquisition, preservation, rehabilitation and restoration of Historic Resources; or take any other action relative thereto.

*Passed by voice vote; unanimous.*

**Article 27: APPROVED**

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund an amount not to exceed \$50,000 for the purpose of acquiring, creating, and/or supporting community housing to fund an affordable housing purchase price subsidy program for income-eligible individuals and households, with a preference for Norfolk residents and others with Norfolk ties including municipal employees, and to authorize the Board of Selectmen to acquire affordable housing restrictions on properties purchased with the use of such funds, meeting the requirements of G.L. Chapter 44B, §12 and G.L. Chapter 184, §§ 31-33; or take any other action relative thereto.

*Passed by voice vote; majority*

**Article 28: APPROVED – UNANIMOUS**

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, an amount not to exceed \$300,000, with \$100,000 coming from the Affordable Housing reserve and \$200,000 coming from Undesignated reserves, to be transferred to the Municipal Affordable Housing Trust Fund, subject to a grant agreement between the Town and the Municipal Affordable Housing Trust, in such form as the Board of Selectmen deems appropriate, for the purpose of acquiring, creating and/or supporting community housing, and authorize the Board of Selectmen to acquire affordable housing restrictions, meeting the requirements of G.L. Chapter 44B, § 12 and G.L. Chapter 184, §§ 31-33, to ensure that property acquired using CPA funds continue to be used for affordable housing in perpetuity; to be used to create affordable housing in the Town of Norfolk; or take any other action relative thereto.

*Passed by voice vote; unanimous.*

**Article 29: APPROVED – UNANIMOUS**

To see if the Town will vote to accept and authorize the Board of Selectmen to enter into contracts for the expenditure of Chapter 90 funds allocated by the Commonwealth for the construction, reconstruction, or improvements of public roads and other improvements within the Town, as requested by the Selectmen, and to authorize the Treasurer to borrow or bond, pursuant to any applicable statute in anticipation of reimbursement; or take any other action relative thereto.

*Passed by voice vote; unanimous.*

**Article 30: APPROVED – UNANIMOUS**

To see if the Town will vote pursuant to Massachusetts General Laws, Chapter 44, §53 E ½, to reauthorize the following revolving funds for Fiscal Year 2012 at the limits set forth below:

(1) The revolving fund for the purpose of paying expenses related to the collection of parking ticket violations; said fund to be credited with parking ticket receipts and expended under the direction of the Board of Selectmen (limit \$1,000); or take any other action relative thereto.

(2) A revolving fund for the purpose of paying the expenses of snow removal, including maintenance and replacement of equipment, from private property to include the King Philip Regional School and subdivision roads as required by the Planning Board rules and regulations; said fund to be credited with receipt of fees charged for this service and expended under the authority and direction of the Board of Selectmen (limit: \$20,000); or take any other action relative thereto.

(3) A revolving fund for the purpose of paying the expenses of Recreational Field Maintenance, including materials, replacement and rental of equipment and contract labor; said fund to be credited with receipt of fees charged for this service and expended under the authority and direction of the Recreation Commission (limit: \$50,000.); or take any other action relative thereto.

(4) A Conservation Management Revolving Fund to be credited with monies from timber harvesting on Conservation Land and expended under the direction of the Conservation Commission to develop and oversee management activities and projects on Town-owned conservation land (limit: \$5,000); or take any other action relative thereto.

(5) A revolving fund to receive wetland hearing application fees to be expended under the direction of the Conservation Commission for payment of legal advertisements for such hearings (limit: \$5,000); or take any other action relative thereto.

(6) A Planning Board Revolving Fund to receive subdivision performance inspection fees, as established by the Planning Board, to be expended under the direction of the Planning Board for services related to the inspection and approval of subdivisions (limit: \$5,000); or take any other action relative thereto.

(7) A Planning Board Revolving Fund to receive mitigation funds required by the Planning Board under the Shade Tree Act and Scenic Roads Act, to be expended under the direction of the Planning Board for the purchase and planting of replacement trees (limit: \$10,000), or take any other action relative thereto.

(8) A Planning Board Revolving Fund to receive mitigation funds required by the Planning Board relative to off-site improvements due to the approval of subdivisions and site plans to be expended under the direction of the Planning Board for such off-site improvements (limit: \$91,000); or take any other action relative thereto.

(9) A Planning Board Revolving Fund to receive funds required by the Planning Board relative to the cleaning and maintenance of unaccepted subdivision roadways and drainage structures as may be required by the Planning Board for subdivision approvals, to be expended under the direction of the Planning Board for such cleaning and maintenance (limit: \$30,000); or take any other action relative thereto.

(10) A revolving fund for the Board of Assessors to receive funds required by the Board of Assessors for the processing of abutters lists to be expended under the direction of the Board of Assessors for expenditures associated with generating such lists, including the acquisition, operation and maintenance of technologies used for preparing and issuing abutters lists and mapping (limit: \$2,000); or take any other action relative thereto.

(11) A revolving fund for the Board of Library Trustees to receive funds required by the Board of Library Trustees to replace or repair lost or damaged library materials, to be expended under the direction of the Board of Library Trustees to replace or repair such lost or damaged materials (limit: \$7,500); or take any other action relative thereto.

*Passed by voice vote; unanimous.*

**Article 31: APPROVED – UNANIMOUS**

To see if the Town will vote pursuant to Massachusetts General Laws, Chapter 44, Section 53E ½, to authorize the use of a revolving fund for the Public Library to receive funds remitted for

the processing of passports, to be expended under the direction of the Board of Library Trustees for fees and expenses associated with processing of passports and other related purposes deemed appropriate by the Trustees (limit: \$5,000); or take any other action relative thereto.

***Passed by voice vote; unanimous.***

**Article 32: APPROVED – UNANIMOUS**

To see if the Town will vote pursuant to Massachusetts General Laws, Chapter 44, Section 53E ½, to authorize the use of a revolving fund to be credited with receipts collected from charges to private parties or entities for police details involving the use of a police vehicle at construction sites, to be expended for the purpose of cruiser equipment repair or replacement or cruiser replacement within the Police Department, under the authority of the Police Chief of the Town of Norfolk (limit: \$50,000); or take any other action relative thereto.

***Passed by voice vote; unanimous.***

**Article 33: APPROVED**

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, Historical Reserves, \$5,150 for the restoration of a painted plaster mural from Misty Meadow Farm painted by Emily Jacques and purchase of a descriptive plaque; or take any other action relative thereto.

***Passed by voice vote; majority.***

**Article 34: INDEFINITELY POSTPONED**

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, an amount of \$121,000 to hire an outside vendor for measure and list services for 3,100 residential properties and for measure and list services for 140 commercial, industrial and exempt properties; or take any other action relative thereto.

**Article 35: INDEFINITELY POSTPONED**

To see if the Town will vote to accept Section 20 of Chapter 32B of the General Laws, in order to allow the establishment of a separate Trust fund to be known as an Other Post Employment Benefits Liability Trust Fund for the accumulation of funds to reduce the unfunded actuarial liability of health care and other post-employment benefits for retired employees, under the authority of the Town Administrator, and further to see if the Town will vote to appropriate a sum of money to fund such trust; or take any other action relative thereto.

***Passed by voice vote; majority.***

**Article 36: INDEFINITELY POSTPONED**

To see if the Town will vote to rescind the following amount that were authorized to be borrowed, but which are no longer needed for the purpose for which they were initially approved; or take any other action relative thereto:

Date of Vote	Warrant Article	Unissued Amount	Purpose
5/12/2009	#13	\$ 175,000	Public Safety Design
5/18/2010	# 30	\$ 500,000	Solar Electricity Generating Facility

**Article 37: APPROVED – UNANIMOUS**

To see if the Town will vote to allow the Water Division to transfer the sum of \$40,000 to pay costs of maintenance and repairs to the Gold Street and Spruce Road wells, from unexpended Water Department accounts; or take any other action relative thereto:

Date of Vote	Warrant Article	Amount to Transfer	Purpose
11/10/2009	#11	\$40,000	Pump testing and Well Construction

*Passed by voice vote; unanimous.*

**Article 38: APPROVED – UNANIMOUS**

To see if the Town will vote to authorize the Board of Selectmen to accept any monies received through grants applied for by various Town Departments or Boards; or take any other action relative thereto.

*Passed by voice vote; unanimous.*

**Article 39: APPROVED – UNANIMOUS**

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

*Passed by voice vote; unanimous.*

**Article 40: APPROVED – UNANIMOUS**

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

*Passed by voice vote; unanimous.*

**Article 41: APPROVED – UNANIMOUS**

To see if the Town will authorize the Board of Selectmen to acquire by gift, purchase or otherwise, such easements as may be necessary for drainage purposes and the laying out of public ways, and to raise and appropriate or transfer from any available source of funds, a sum of money for said purposes; or take any other action relative thereto.

*Passed by voice vote; unanimous.*

**Article 42: APPROVED – UNANIMOUS**

To see if the Town will vote to grant the Board of Selectmen permission to sell surplus property of the Town, exclusive of buildings and land, no longer needed by the Town; or take any other action relative thereto.

*Passed by voice vote; unanimous.*

***All articles on the Warrant having been acted upon, it was moved, seconded and voted on to dissolve this annual Town Meeting at 10:10pm pm May 11, 2011.***

Special Town Meeting  
November 30, 2011

Pursuant to a warrant dated November 1, 2011, signed by James Tomaszewski, James Lehan, and Robert Garrity, 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 Wednesday November 30, 2011, at 7:00 PM in the evening, there and then to act on the following articles. The meeting was called to order at 7:15PM by Moderator Carolyn Van Tine. The Moderator introduced the Town Clerk, Assistant Town Clerk, Board of Selectmen, Town Administrator, and Town Counsel. The Finance Advisory Committee Chairman was introduced and he then introduced the members of the Committee. There were 74 registered voters in attendance. Sworn counters for the meeting were Margaret Drisko-Johnson and Gregory Mirliss

**APPROVED BY UNANIMOUS VOTE** to waive the reading of the warrant.

**ARTICLE 1 – Transfers -Submitted by Board of Selectmen  
Approved Majority**

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to be added to departmental budgets and appropriations for the fiscal year ending on June 30, 2012; or take any other action relative thereto.

To: Fire Salaries \$43,900.00  
Fire Protective Clothing \$9,000.00  
Library Salaries \$5,500.00  
Norfolk Agricultural School \$10,000.00  
Advisory Board Reserve Fund 30,000.00  
DPW – Facilities Maintenance 10,000.00

DPW – Clear land for Solar Project 70,000.00  
 From: Free Cash 178,400.00

**ARTICLE 2 – Snow and Ice Deficit - Submitted by the Board of Selectmen  
 Approved Unanimous**

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to be transferred to the Snow and Ice deficit for the fiscal year ending on June 30, 2011; or take any other action relative thereto.

To: Snow & Ice \$161,139.04

From: Free Cash \$102,491.04  
 Raise & Appropriate Supplemental Local Aid \$58,648.00

**ARTICLE 3 – Vehicle Stabilization Fund - Submitted by the Board of Selectmen  
 Motion to Indefinitely Postpone - Approved Majority**

**ARTICLE 4 – Unpaid Bills of a prior year - Submitted by the Board of Selectmen  
 Motion to Indefinitely Postpone - Approved Unanimous**

**ARTICLE 5 - Committee Reports - Submitted by the Board of Selectmen**

**CPC – Update on Gumps Farm – Cynthia Andrade  
 EDC – General update - Bob Nicodemus**

To see if the Town will vote to appoint any committee, or hear or act on the report of any committee or town officer, or instruct any committee or town officer; or take any other action relative thereto.

**ARTICLE 6 - Capital Budget - Submitted by the Board of Selectmen  
 Motion to Indefinitely Postpone - Approved Unanimous**

**ARTICLE 7 - Amend License Hours - Submitted by the Board of Selectmen  
 Approved Majority**

To see if the Town will vote to accept M.G.L. c. 138, §33B, as previously amended, to authorize the Board of Selectmen, as local licensing authority, to authorize holders of on premises pouring licenses under M.G.L. c. 138, §12 to sell alcoholic beverages between the hours of 10:00 a.m. and noon on Sundays; or take any other action relative thereto.

**ARTICLE 8 – Christina Estates Subdivision - Submitted by the Board of Selectmen  
 Motion to Indefinitely Postpone - Approved Unanimous**

**ARTICLE 9 – Amend Dog Licensing Fees – Submitted by the Town Clerk  
 Approved Unanimous**

To see if the Town will vote to amend the Town of Norfolk General Bylaws, Article 13, Section 3.C.3 by deleting said Section 3.C.3 and replacing it as follows:

- 1) EXISTING:
- 2) 3) Should any owner of a dog previously licensed in the Town of Norfolk, fail to re-license his/her dog before March 1, the owner shall pay a late fee of \$50.00.
- 3) PROPOSED:
- 4) 3) Should any owner of a dog previously licensed in the Town of Norfolk, fail to re-license his/her dog before May 1, the owner shall pay a late fee of \$15.00 for the month of May and increase the late fee by \$5 per month through the end of the calendar year for a maximum fine of \$50. The late fee shall be in addition to the licensing fee. The late fee shall be imposed per residence, not per dog; or take any other action relative thereto.

**ARTICLE 10 – Town Hill Signage - Submitted by the Community Preservation Committee  
Approved Unanimous**

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, Historic Preservation reserves \$2,000 for descriptive signage detailing the history of Town Hill, to be installed on Town Hill; or take any other action relative thereto.

**ARTICLE 11 – Environmental Assessment - Submitted by the Community Preservation Committee  
Approved Unanimous**

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, Open Space reserves \$3,150 for the purpose of conducting an environmental assessment and survey, including water quality sampling to rehabilitate and/or preserve the upper (southern) portion of Bush Pond, located at the intersection of Lawrence and Park Streets; Highland Lake, located between Main, Seekonk, and Campbell Streets; and Town Pond, located off Main Street; or take any other action relative thereto.

**ARTICLE 12 – Transfer of Landfill Property - Submitted by the Board of Selectmen  
Approved Unanimous**

To see if the Town will vote to transfer certain property identified as “Proposed Conservation Area = 8.60 AC” on a plan entitled “Town of Norfolk Solar Project Proposed Conservation Land Norfolk, Massachusetts,” dated July 8, 2011, being a portion of that property described in an Order of Taking for the Purpose of Establishing a Sanitary Land Fill Area, recorded with the Norfolk Registry of Deeds in Book 4995, Page 737, from the board or commission having custody thereof, to the Conservation Commission for the purpose of holding said property for conservation purposes pursuant to G.L. c. 40, §8C, and for the purpose of imposing a Declaration of Restrictions thereon, which Declaration of Restrictions shall be enforceable by the Commonwealth of Massachusetts, through its Division of Fisheries and Wildlife; or take any other action relative thereto.

**ARTICLE 13 – Amend Taping Bylaw - Submitted by the Town Administrator**  
**Article fail: 35 no 29 yes**

To see if the Town will vote to amend ARTICLE III, SECTION 8 of the Town of Norfolk General Bylaws by deleting the reference to “G.L. c. 39, § 23B” and substituting therefore “G.L. c. 30A, §§ 18-25” and by deleting “, and shall make provision for audio or audiovisual recording of the public portions of its meetings. Tapes or other audio or audiovisual recordings of meetings shall be preserved for a minimum of two years.” ;or take any other action relative thereto.

**ARTICLE 14 – Committee Name Change - Submitted by the Town Administrator**  
**Approved Unanimous**

To see if the Town will vote to rename the “Arts Council” created pursuant to G.L. c.10 §58 as the “Cultural Council” to be consistent with the language used in the statute; or take any other action relative thereto.

**ARTICLE 15 – Water Department Budget - Submitted by the Town Administrator**  
**Approved Unanimous**

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to be added to Water Department debt budget for the fiscal year ending on June 30, 2012; or take any other action relative thereto.

To: 600312 MWPAT Principal \$20,000.00  
 600322 MWPAT Interest \$11,629.76

From: Water Retained Earnings \$31,629.76

**ARTICLE 16 – Amend Tree Bylaw - Submitted by the Building Commissioner**  
**Approved Unanimous**

To see if the Town will vote to amend the Norfolk Zoning Bylaws, Section D.1, Basic Requirements, first paragraph regarding tree clearing by deleting the text shown below as stricken and inserting text shown as bold and underlined as follows, for the purposes of deleting soil absorption system setback requirements, eliminating the special permit requirement for new residential dwellings and replacing the Zoning Board of Appeals as the permitting authority for tree clearing and instead have a proposed plot plan for tree clearing submitted to the Building Commissioner for approval as part of the building permit application for new Residential Dwellings:

All applicants for new Residential Dwellings (excluding additions, accessory buildings and septic systems) hereinafter constructed shall be prohibited from cutting down any trees from the

back corner of the house to the back corner of the lot within twenty-five feet of the side or rear lot line within the side or rear setbacks set forth in Section E.1.b or within the soil absorption system setbacks set forth in 310-CMR-15.00, unless relief is granted by a special permit by the Zoning Board of Appeals unless relief is granted by the Building Commissioner, after submission, with the building permit application, of a tree clearing plan, consisting of a plot plan demonstrating clearly where proposed tree clearing will be performed. This prohibition shall remain in effect until the occupancy permit has been issued. An applicant may appeal the decision of the Building Inspector regarding the tree clearing plan within thirty days pursuant to Section 8 of Chapter 40A.  
or take any other action relative thereto.

**ARTICLE 17 – Amend Commercial Vehicle Bylaw - Submitted by the Building Commissioner  
Approved Majority**

To see if the Town will vote to amend the Norfolk Zoning Bylaws Section J.7.a.3 Prohibited Uses in the C-1 District by removing the words “or Side YARD or More Than Ten Commercial Vehicles in the Rear YARD” so that it reads as follows, or take any other action relative thereto.

Section J.7.a.3 Prohibited Uses in the C-1 District

Outdoor Storage of Commercial Vehicles in the Front YARD or Side YARD or More Than Ten Commercial Vehicles in the Rear YARD

**ARTICLE 18 – Library Appropriation - Submitted by the Library Trustees  
Approved Unanimous**

To see if the Town will vote to appropriate \$10,568.23 from the Library Addition Project for the purpose of replacing the siding including any related repairs of the Norfolk Public Library; or take any other action relative thereto.

Moved to dissolve this Town Meeting at 9:01 PM

Respectfully Submitted  
Shawn C. Dooley, Town Clerk

## SOUTHEASTERN REGIONAL SERVICES GROUP

The Southeastern Regional Services Group (SERSG) was initiated in 1993 with a mission "to serve as a catalyst and implementer for member communities that desire to act jointly to solve governmental problems or to deliver services to their citizens more effectively or efficiently." The nineteen member communities of SERSG benefit from shared administrative services provided by a regional administrator. Lara Thomas has served as regional administrator of SERSG since 2004. SERSG's work is supported by dues from the member communities, and dues have not increased since 2003. North Attleborough joined SERSG in March 2011 and Rockland chose not to renew its membership.

Annual procurements designed to save municipalities time and money are a major part of SERSG's services. Cooperative procurements for Paper, Office Supplies, and DPW Supplies and Water and Sewer Treatment Chemicals were held in the spring of 2011. In the fall, SERSG coordinated procurements for DPW Services and for Drug & Alcohol Testing Services for CDL drivers.

According to reports provided by paper and office supply vendor WB Mason, Norfolk was able to realize savings of more than \$100,000 off list prices for office supplies and paper during Fiscal Year 2011. New contracts were executed with Universal Business products for Fiscal Year 2012 through which Norfolk will obtain a discount of 65.63% off non-excluded office supplies in the S.P. Richards wholesaler's catalog. The new contracts for Drug & Alcohol Testing services resulted in no increase in pricing.

The estimated value of supplies and services procured for Norfolk's Department of Public Works totaled more than \$1 Million. In addition to the savings of time due to SERSG handling the entire procurement up until contract execution, additional savings per year result from contract pricing. For example Norfolk has a contract price of \$60 per ton for hot mix asphalt and the lowest price available on the state bid is \$68 per ton.

In March 2011, SERSG sponsored a training at the Board of Directors' request on performance evaluations which was presented by LifeWatch Employee Assistance Program. A training on prevailing wage law and enforcement was offered to SERSG members in November and was presented by Assistant Attorney General Miranda Jones. Ms. Thomas also distributed a survey over the summer to determine what new initiatives members might be interested in. The survey resulted in the addition of five new services to the DPW Services procurement, and more procurements may be added in future years.

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

**TOWN COUNSEL**

The year 2011 was an active year in which Town Counsel rendered numerous legal opinions, approved contracts and guided transactions, met with the Board of Selectmen and various other Boards, and handled a number of lawsuits on the Town's behalf.

We are pleased to report that we were able to assist the Town in obtaining the dismissal of the Town from a significant lawsuit involving a home explosion and obtained a judgment on the merits of a second lawsuit upholding a Zoning Board of Appeal denial of an application for a number of dimensional variances.

Town Counsel continues to represent the Town in various ongoing litigation matters in State, District and Superior Court, Bankruptcy Court, Probate and Family Court, as well as in administrative agencies. There are presently seven pending litigation matters in which we are representing the Town and Town boards, ranging from land use and building code matters to an Appellate Tax Board Appeal.

We have reviewed and advised the Town regarding various contracts, including an onsite solar photovoltaic system site lease agreement and an intermunicipal water supply agreement for border water mains.

As always, we have responded to many requests for opinions this year. For example, we have provided legal opinions with respect to off-site affordable units, swearing in public officials, a subdivision covenant, expenditure of funds from a concluded project, liquor license renewal procedures and various public records requests and requests for advice regarding potential conflicts in interest.

We have also assisted with various real estate transactions, including advice as to a sight line easement, deeds and affidavit for acceptance of property for affordable housing, and review of deeds and plans for acceptance and discontinuance of various public ways.

Town Counsel has continued to take a pro-active approach to keeping control of costs by sending out numerous memoranda on various areas of municipal law at no charge to the community. For example, we have provided guidance as to green energy projects located on municipal land, the citing of solar and wind energy facilities under the State Zoning Act and the Green Communities Act and the applicability of the public construction bid laws to the leasing and procurement of finished building space. We have summarized important decisions addressing private nuisance claims brought against municipalities and application of historic curatorship program tax exemption eligibility. We have outlined notable new regulations of the State Ethics Commission, changes to municipal health insurance law, and final regulations implementing amendments to the Americans with Disabilities Act. We continue to provide updates on procedures under the new Open Meeting Law amendments and evolving regulations implementing those amendments.

As always, we strive to provide timely and concise responses to requests for advisory opinions and have assisted in the review of articles for the Warrants for Town Meetings as well as attending Town Meetings and various Board meetings.

We wish to express our thanks to all the people who have dedicated themselves to Town government in Norfolk, and especially the Board of Selectmen, Town Administrator and department heads. Without their assistance and cooperation, our collective objectives could not be attained.

## ANIMAL CONTROL DEPARTMENT

Each year the Animal Control Department works with both the residents and animals of the town in all facets of animal control and responsible pet ownership. The Animal Control Department also responds to many wildlife, feline, and livestock issues and emergencies. These statistics do not include general service responses via telephone, email, fax, postal mail regarding (but not limited to): information on pet care, control, animal health care, courtesy phone calls, case specific information, pest control referrals, town and state law guidance, communications between other professionals in the animal health profession, local and state agencies, and reporting parties that did not want formal actions initiated.

I want to thank those who have volunteered their time for the animals, those who have donated financially towards the animals in need, and those who have adopted animals that were homeless. This year we held two micro chipping clinics for domestic animals and they were successful. Thank you to all who nominated me to become the Animal Control Officer of the Year for the State of Massachusetts. I am grateful for your support and confidence in what I do for Norfolk's residents and animals.

Respectfully,  
Hilary Cohen

Cruelty/neglect investigation: 11  
Suspected rabies: 12 raccoon  
Wellbeing of dog check: 3  
Road kill: 26  
Injured wildlife: 24  
Loose & aggressive dogs: 6  
Nuisance barking: 19  
Mutual aid: 10  
Cats hit by car: 5  
Dog rescues: 5  
Bird complaints: 7  
Loose cows: 1  
Citations: 89

Animal attacks to animals/humans: 19  
Tested rabies: 1 positive: raccoon  
Dogs loose and retrieved by AC: 40  
Deer hit by car: 14  
Dog surrender: 1  
Feral cat trapping: 9  
Wildlife concerns: 10  
Loose/lost dog/cat/rabbit reports: 49  
Dogs hit by car: 3  
High angle rescues: cats 4  
Loose horses: 3  
Pooper scooper complaints: 5  
Animal adoptions: 26

## FIRE DEPARTMENT

The unpredictability of New England weather was the Department's catalyst for emergency response; as firefighters responded to the June Tornado, "Hurricane Irene", earthquake, blizzards and the Halloween Snowstorm. Norfolk's emergency responses, 1,793 calls again a record, more than double 20 years ago (1991), 794 runs.

Norfolk, as part of a Disaster Task Force from the County, responded to Brimfield following the June Tornado. Engine 2 under the direction of Capt. Peter Petruchik, with Lt/Paramedic Mike Findlen, Firefighter/Paramedics (FF/P) David Russo and Tom Nicholas, participated in rescues of persons trapped in the debris along with conducting a secondary search of the Village Green Campgrounds, the site of a fatality. Chief Bushnell served as part of the command staff, which consisted of 6 engine companies, 2 ladder companies, 4 chief officers and a field communications unit.

Following the action of Norfolk's disaster task force participation and given the cancellation of Community Day due to weather, Norfolk's staff offered to help Brimfield and provided a "community cookout" in June for the beleaguered residents. Donations from Norfolk's Lion's Club, EMC<sup>2</sup>, and local businesses allowed Norfolk's firefighters and their families along with Town officials and wives to serve over 600 people. Brimfield's Board of Selectmen honored Norfolk with a moving tribute following what their Board referred to as the largest town gathering ever seen.

As part of the Department of Fire Service 22<sup>nd</sup> *Firefighter's Heroes Awards* in November, Norfolk's firefighters were honored for their compassion helping Brimfield recover. Also those who gave so much during the 2010 tragic 5 alarm explosion/fire at the Village at River's Edge condominium complex were honored at the ceremony by the Department of Fire Service as nominated by Chief Bushnell.

The Department returned to full career staffing (12 staff) following "line-of-duty" disability retirements of Lieutenant Mark Kantzer and FF/P Richard Clancy. Also FF/P David Russo accepted a position with the Holden Fire Department, Provisional FF/P Patrick Rockett accepted a career position with Wrentham and Provisional FF/P Matt Treannie was appointed in Walpole. The Department wishes each member the very best.

To replace these positions, Provisional FF/P Thomas Nicholas was promoted to career status and graduated from the 12 week Recruit Fire Academy in December. FF/Ps Justin Goldberg and Seth Hamilton were appointed to the career staff and FF/P Mike Valkansas as Provisional. Promoted in July, FF/P Douglas Johnston filled the vacant Lieutenant's position.

FF/Ps Goldberg and Hamilton, upon their appointments, attended the intensive Firefighter Survival program conducted by Heavy Rescue in October. Also FF/P Masterson completed his Technical Rescue training and was appointed to the Norfolk County Fire Chiefs Technical Rescue Team. The Department conducted two "live fire" training programs using donated dwellings to hone firefighter skill sets, training made possible by the Town restoring funds for firefighter training.

The most significant loss to staffing was the retirement of Deputy Fire Chief Stephen Wood, who leaves after a distinguished 36 year career. Deputy Wood's experience "on-the-line" and in training will represent a void all staff will need to work toward filling. The Department wishes our most respected and valued friend well in retirement.

Advanced Life Support (ALS) was responsible for reviving a patient in cardiac arrest, the peak of the Department's life saving capabilities. Patients suffering chest pains, difficulty breathing, stroke or diabetic problems, 135 had positive outcomes from ALS. After eight years of ALS documented 994 patients whose medical outcomes were enhanced by the firefighter/paramedics.

Inspections continued to indicate a hopeful economic upswing. The 434 conducted included 102 Permits issued for residential re-sale documenting operational smoke and carbon monoxide detectors; 54 commercial buildings; and 57 Permits for new fire alarms installed in buildings. The remaining inspections included Permits for LPG storage, new oil burner installations, oil tank removals/installations, cutting & welding, fire alarms in/out of service, tank/transfer trucks along with fire drills, plan reviews and tank/transfer truck inspections. Provisions under the Massachusetts General Laws require these Permit/inspections be performed by the Department.

The Public Safety Building Committee reconvened in October. The Committee's goal will be to bring a building design acceptable to the community for construction. Toward this goal, the Committee returned the design firm of Kastle/Boos to the project. The Committee seeks to bring the proposal to the community next year.

Great weather accompanied by friends and families bolstered another successful Annual Open House. The day concluded with a simulated rescue of injured patients from a "motor vehicle crash". Continuing a long standing tradition, firefighters also participated in the annual Lions Club Halloween Haunted Train Ride dressed in scary garb. Also a large gathering was served by uniformed past and present firefighters at the Senior Dinner, with Santa delivering gifts to our guests. Keeping with tradition, firefighters provided the restored antique Ford Model A fire engine to transport Santa during the annual Santa Parade. The Executive Office of Public Safety continues to fund the Student Awareness of Fire Education (S.A.F.E.) efforts in the schools and fire prevention activities. Programs conducted included pre-school and elementary grades. Finally Lt/P Mike Findlen, State Certified for car seat safety, installed 73 infant restraint systems.

Facing an uncertain economy, Norfolk's firefighters were able to continue community efforts given the support of residents and businesses through the Annual Fund Drive letter. Viable examples of the Department's giving were evident at the Senior Holiday Dinner, Haunted Train Ride participation, KPSrHS student scholarship and Fire Station Open House, all entirely funded through this effort.

Analysis of the 1,793 incidents to which the Department responded continue to present the majority of the emergency calls are for emergency medical assistance, such as difficulty breathing, cardiac conditions or trauma from accidents, representing over 60% of this call volume. The year in review follows:

#### Major Fire/Incident Review – 2011

- 1-4 – **10 Sherwood Drive, Acres of Green: Garage fire:** Wrentham provided mutual aid.
- 1-12 – **Blizzard:** 53 emergency calls during a 12 hours period (44 hazardous conditions, 5 fire alarms & 4 EMS).
- 1-18 – **Storm:** 15 emergency calls in 8 hour period (8 motor vehicle accidents, 3 wires down, 2 EMS & 2 fire alarms).
- 1-20 – **7 Daisy Drive, Fuel oil leak:** DEP & remediation contractor assisted.
- 1-25 – **Clark Street, Motor vehicle accident:** "Jaws of Life" used to extricate driver.
- 1-27 – **76 Union Street, Chimney fire:** Firefighters & Ladder 1 accessed chimney through deep snow. Wrentham assisted.
- 1-21 – Mutual aid to Franklin, 2<sup>nd</sup> Alarm, 842 West Central Street: Engine 2's crew worked on the 2<sup>nd</sup> floor during the fire.
- 2-2 – Mutual Aid to Wrentham, Capstan Atlantic, Partial roof collapse due to snow: Engine 2 crew rendered building safe.

- 2-3 – **H.O. Day & Freeman/Centennial, Roofs inspected for severe snow loading:** Ladder 1 assisted Building Commissioner, sections of each school closed for safety.
- 2-4 – **Blizzard:** Firefighters investigated 4 homes with partial collapses due to snow.
- 2-8 – Mutual Aid to Franklin, 3 Rachel Dive, Working fire: Engine 2 assisted at scene.
- 2-18 – **97 Meetinghouse Lane, Working fire:** Firefighters extinguished attic fire. Franklin, Millis & Wrentham assisted at the scene, Foxboro covered the Norfolk station.
- 3-1 – Mutual Aid to Plainville: Engine 2 assisted Plainville, 2<sup>nd</sup> dispatch for a chimney fire **35 Leland Road**, extinguished by Ladder 1 assisted by Franklin and Millis.
- 3-12 – **1 Medway Branch, Attic fire:** 2 engines & ladder truck extinguished fire.
- 4-10 – **Lawrence Street, Brush fire:** Squads 1 & 4 deployed, supplied water by Tank 1. Franklin and Wrentham assisted.
- 4-15 – Mutual Aid to Franklin 5<sup>th</sup> Alarm, 25 Dean Street: Engine 2 & Ladder 1 operated master streams rear of the building. Chief Bushnell served as Sector Commander directing Norfolk, Milford & Wrentham ladder trucks. Norfolk on scene for 10 hours.
- 4-17 – Mutual Aid to Wrentham, 2<sup>nd</sup> Alarm, 55 Lakeside Drive: Engine 2 crew worked fire on 2<sup>nd</sup> floor.
- 5-6 – Mutual Aid to Wrentham, Woods fire, Warren Drive: Squads 1 & 4, Tank 1 and Engine 2 responded.
- 5-26 – Mutual Aid to Franklin, 2<sup>nd</sup> Alarm, 55 Lenox Drive: Engine 2 assisted at scene.
- 5-31 – Mutual Aid to Wrentham, KPHS: LZ for MEDFLIGHT. Engine 2 set up LZ.
- 6-1 – Mutual Aid Structural Task Force 4B to Brimfield for tornado: Engine 2 and Chief Bushnell operated for nearly 24 hours.
- 6-4 – Mutual Aid to Franklin, Working fire, 19 Parliament Drive: Engine 2 crew worked the fire on the 1<sup>st</sup> floor.
- 6-5 – Mutual Aid to Wrentham, Mass Casualty Incident, KPHS Graduation: Rescues 1 & 2 with Ladder 1 assisted. Rescues transported patients overcome by heat and humidity.
- 6-7 – **Pine Street, Motor vehicle accident:** "Jaws of Life" used to extricate driver.
- 6-10 – Mutual Aid to Wrentham, 6 Smith Avenue, Wrentham Developmental Center: Engine 2 assisted Wrentham extinguish fire.
- 6-19 – **Freeman/Centennial School, LZ for MEDFLIGHT:** trauma injury.
- 7-7 – **MCI-Norfolk, 2<sup>nd</sup> Alarm,** fire in 3<sup>rd</sup> floor office. Norfolk and Walpole ladder trucks deployed inside secure area. Mutual aid engine companies: Wrentham, Millis, Medfield, Walpole, Foxboro, Plainville along with Franklin's ladder company, Medway covered the Norfolk station. Ambulances responded from Foxboro, Medway, Norwood & Wrentham to standby.
- 7-22 – Mutual Aid to Millis, 2<sup>nd</sup> Alarm, 84 Orchard Street, Glen Ellen Country Club: Engine 2 assisted at scene.
- 8-2 – **19 Union Street, Fire at building's exterior:** Wrentham assisted at scene.

- 8-2 – **MCI-Norfolk, Fire in Wood Shop:** Engine 2 extinguished fire.
- 8-23 – Mutual Aid to Millis, 2<sup>nd</sup> Alarm, 27 Hemlock Drive: Engine 2 & Ladder 1 assisted at scene.
- 8-28 – **“HURRICANE IRENE”:** 88 emergency incidents in 10 hour period (80 power lines/trees down, 2 EMS, 2 public service calls & 1 motor vehicle accident).
- 9-18 – Mutual Aid to Franklin, Working fire, 31 Landry Street: Engine 2 assisted at scene.
- 9-21 – Mutual Aid to Wrentham, 56 Washington Street, Chimney fire: Ladder 1.
- 9-23 – **River Road, Car fire:** Engine 2 extinguished fire, vehicle destroyed.
- 9-27 – Mutual Aid to Franklin, 2 Bonnie Drive, Working fire: Ladder 1 assisted at scene.
- 10-15 – **Seekonk Street, Truck fire:** Squad 1 assisted by a Walpole engine company.
- 10-23 – Mutual Aid to Wrentham, East Street, Chimney fire: Ladder 1 to scene.
- 10-29 – **HALLOWEEN SNOW STORM:** 23 emergency calls during 8 hour period (14 power lines/trees down, 3 EMS, 2 minor house fires, motor vehicle accident, CO call, unauthorized burning). Engine 2 responded mutual aid Mansfield, 3<sup>rd</sup> alarm fire.
- 11-5 – Mutual Aid to Foxboro, 64 North High Street, 2<sup>nd</sup> Alarm: Engine 2 assisted as scene, Chief Bushnell Accountability Officer.
- 11-8 – **208 Main Street, Post Office, Gas leak:** Wrentham assisted at scene.
- 11-11 – Mutual Aid to Wrentham, Route 1, MVA: Engine 2 assisted at scene.
- 11-21 – **46 Seekonk Street, Working fire:** Franklin, Millis, Wrentham assisted at scene, Foxboro covered Norfolk's station.
- 12-3 – Mutual aid to Wrentham, 195 Tilting Rock Road, Kitchen fire: Ladder 1 assisted.
- 12-8 – **3 Medway Avenue, Fire in wall:** Franklin assisted at scene, Wrentham provided station coverage.
- 12-29 – Mutual aid to Wrentham, 1807 West Street, Chimney fire: Ladder 1 assisted at scene.
- 12-29 – Mutual aid to Wrentham, LZ for 2 MEDFLIGHT Helicopters: Engine 2 & Ladder 1.

The Department would be unable to deliver service to the community without the cooperation and assistance of: Police Chief Charles “Chuck” Stone, Lt. Jon Carroll and the staff of the Norfolk Police Department; Paul Vito and the DPW Vehicle Maintenance staff; Building and Facilities Department and the dispatchers staffing the Public Safety Communications Center, who without their professional attention to detail, our mission would be compromised. Our most sincere thanks remain with the community, whose support buoys every day. Again, thank you!

Respectfully submitted,  
Coleman C. Bushnell

**POLICE DEPARTMENT**

The 2011 Police Department activities report is my eighteenth as Chief of Police of the Norfolk Police Department.

This past July the Norfolk Police went into the second fiscal year that Mark Vendetti, one of our full time police officers was laid off due to budget cuts. We hope Mark and his family is doing well during this time and hope to get him back in FY 2013.

The Norfolk Police 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 tactical unit. The unit is made up of officers from the 28 cities and towns in Norfolk County and additional towns from other counties and is available for all incidents requiring the services of a tactical unit including searches for missing persons, strikes, hostage situations, warrant apprehension, C.A.R.T. and investigation work, etc. I want to thank Patrolman Glen Eykel and Detective Nathan Fletcher 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.

Norfolk has traditionally been one of the safest communities to live and work in and we were rated one of the top six safest communities to live in during the last couple of years. This is partially 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.

We applied for and received grants to participate in the Click It and Ticket Mobilizations which are designed to promote seatbelt use and drunken driving enforcement. The department will continue to be proactive in our programs including D.A.R.E., Safe and Sober, Click it and Ticket, Community Oriented Policing, T.R.I.A.D., traffic enforcement initiatives and the most recently reported crimes using the internet. We will continue our Zero Tolerance Policy in dealing with underage drinking for those individuals who are under the age of 21 and are caught drinking and/or driving. We will also continue to perform a compliance check that includes enforcement initiatives involving those businesses that hold liquor licenses to insure that there are no sales to individuals under the age of 21. We attribute the fact that we are diligent with motor vehicle work, including traffic enforcement assignments, radar and other work that we were rated one of the lowest accident rates in the Attleboro Sun Chronicle area. In fact because of this low accident rate and a cut back in funding we do not qualify for some state funded programs such as Click it or Ticket Mobilizations.

We want to thank Officer Stephen K. Plympton for his tireless efforts and dedication to the D.A.R.E. program for the last 18 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

## Norfolk Police Department – 2011 Activity Report

During 2011, the Norfolk Police Department answered 10,163 calls for service/incidents. 105 persons were arrested and charged with criminal offenses; 10 persons were taken into Protective Custody due to alcohol intoxication. 129 additional persons were summonsed into court to face criminal charges. A total of 296 Criminal Charges were filed. Officers stopped 1,912 motor vehicles for traffic infractions, and issued 1,222 citations.

## 2011 Incident Activity

## Total Calls by Incident Type:

51A (Child Abuse/Neglect) Filed	2	Mutual Aid to other PD's	99
911 Hang-up Investigation	88	Oper After Suspension-Revoked	13
Accident w/Injury	19	Open Doors Found and Checked	37
Accident No Injury	122	OUI	14
Accident vs. Deer	10	Parking violation	59
Accident vs. Pedestrian	1	Property Damage	25
Alarm Burglar	277	Property Found	20
Animal Complaint	278	Property Lost	7
Arrest	105	Property Recovered (Stolen)	2
Assault-Felony	6	Protective Custody	11
Assault- Sexual	4	Repossession	6
Assault-Misdemeanor	10	Restraining Order Violation	11
Assist Fire Department	760	Restraining Order Issued	39
Assist Ambulance	587	Road Hazard	132
B&E Attempt	6	Recreational Vehicle Complaint	22
B&E Motor Vehicle	16	Process served	8
B&E Building	47	Sex Offender Registered	3
Building Check	1407	Shoplifting	2
Civil Complaint	9	Sudden Death Investigation	2
Counterfeiting	1	Suicide Attempt	12
Disabled MV Assist	113	Suicide	1
Disturbance	125	Suspicious Activity	676
Domestic	36	Tactical Police Callout	10
Drug Distribution	5	Telephone Harassment	17
Drug Possession	3	Threatening	16
Firearm Violation – Possession	1	Town By-Law Violation	94
Fireworks Complaint	10	Traffic Assist	213
Follow-up Investigation	131	Transport	50
Fraud	24	Trespass	27
General Offense	33	Warrant Apprehension	33
General Service	2238	Well Being Check	43
Harassment	27	Wires Down	117
HazMAT Incident	34		
Larceny	86		
Larceny – Credit Card	2		
Larceny – Attempt	1	<b>TOTAL CALLS / INCIDENTS</b>	<b>10,163</b>
Larceny by Check	2		
Larceny Motor Vehicle	3	<b>TOTAL INCIDENT TYPES</b>	<b>10,522</b>
Letter Disinvite (Trespass Notice)	23		
Liquor Violation	7		
Littering/Trash Disposal	9		
Lockout	79		
Malicious Destruction-Public	5		
Malicious Destruction – Private	23		
Missing Child	3		
Missing Person	11		
Motor Vehicle Stop	1912		

## 2011 SUMMARY – CRIMINAL CHARGES FILED

Abandon Motor Vehicle	1	Possession Class B Substance	6
Assault & Battery	10	Possession Class D	1
Assault & Battery w/Dangerous Weapon	7	Possession Class E Substance	1
A&B on Child with Injury	1	Transporting Alcohol, Under 21	2
Assault w/Intent to Murder	2	Receiving Stolen Property Under \$250	1
Assault w/Dangerous Weapon	2	Receiving Stolen Property Over \$250	2
Assault	1	Reckless Operation MV	2
Abuse Prevention Order, Violate	3	Resisting Arrest	1
Alcohol, Drink from Open Container MV	1	Robbery, Armed	2
Animal Cruelty	2	Shoplift by Asportation	2
Attempt to Commit Crime	3	Social Host	1
B&E Daytime, Felony Intent	9		
B&E, Daytime, Placing Person in Fear	1	Stop for Police, Fail	2
B&E Nighttime, Felony	1	Trash, Unlawful Disposal	1
Burglarious Tools, Possession	3	Threat to Commit Crime	2
Conspiracy to Commit Crime	5	Trespass	28
Conspiracy to Violate Controlled Substance	3	Trespass with MV	5
Crime, False Report	1	Uninsured MV	5
Deface Property	1	Unlicensed Operation MV	9
Destruction of Property +\$250, Wanton	2	Unregistered MV, Operating	6
Destruction of Property +\$250, Malicious	1	Use of MV Without Authority	2
Distribution Class B Substance	2	Witness, Interfere/Obstruction of Justice	1
Distribution Class D Substance	2		
Entering Nighttime, Felony, Person in Fear	1		
Harassment	1	Miscellaneous / Other Criminal	35
Larceny by Check Under \$250	1		
Larceny Over \$250	5		
Larceny Under \$250	5		
Leave Scene of Property Damage Accident	2		
License Suspended, Operating MV	11		
License Revoked as HTO, Operating With	1	<b>Arrests</b>	<b>105</b>
Liquor, Person Under 21 Possess/Transport	13	<b>Protective Custodies</b>	<b>10</b>
Liquor, Person Under 21 Procure/Sell/Deliver	1	<b>Additional Persons Criminally Charged</b>	<b>129</b>
Malicious/Wanton Destruction of Property	7		
Negligent Operation MV	4	<b>Total Criminal Complaints Filed</b>	<b>296</b>
Number Plate Violation to Conceal ID	1		
Operating MV After Revocation of License	3		
Operating After Revocation for OUI	1		
Operating MV With Revoked Registration	3		
Operating MV to Endanger	11		
OUI Drugs	2		
OUI Liquor	10		
OUI Liquor, Second Offense	1		
OUI Liquor, Fifth Offense	1		

2011 TRAFFIC ENFORCEMENT SUMMARY

MOTOR VEHICLE ACCIDENTS

Personal Injury	19
Property Damage	122
Fatal	0
Pedestrian	1
MV vs. Deer	10

In 2011, Norfolk Police Officers made 1,912 motor vehicle stops. 1,222 traffic citations were issued for a total of 1,272 infractions as follows:

Abandonment MV	1	Reckless Operation of Motor Vehicle	1
Alcohol, Drinking from Open Container	1	Registration not in possession	
Brakes Violation	3	Red Light Violation	
DPW Regulations Movement on Highway	2	RMV Document, Forge/Misuse/Stolen	
Emergency Vehicle, Fail Yield to	1	Seat Belt, Fail Wear	
Equipment Violation	17	School Bus, Fail Stop For	
Fail Use Care, Stopping	2	Speeding	
Fail Yield Right of Way	5	Stop for Police, Fail	
Fail Keep Right	19	Stop/Yield, Fail to	
Fail Yield Pedestrian	2	Uninsured MV/Trailer	
Hang onto MV	1	Unlicensed Operation of MV	
Improper Operation, Allowing	1	Unregistered Vehicle	
Inspection/Sticker, No	151	Unsafe Operation MV	
Learner's Permit Violation	2		
Leaving Scene Property Damage	3		
License Not in Possession	15		
License Revoked as HTO	3		
License Suspended, OP MV With	13		
Lights Violation, MV	29	<b>Motor Vehicle Stops</b>	<b>1912</b>
Load Unsecured/Uncovered	2	<b>Total Citations Issued</b>	<b>1222</b>
Marked Lanes Violation	17	<b>Total Distinct Charges</b>	<b>1272</b>
Negligent Operation of Motor Vehicle	6	<b>Verbal Warnings</b>	<b>690</b>
Number Plate Violation	10		
Number Plate, Conceal ID	1		
Operating after Revoc for OUI	1		
Operating after Revocation of Registration	6		
Operating to Endanger	6		
OUI Drugs	2		
OUI Liquor	10		
OUI Liquor, Second Offense	1		
OUI Liquor, Fifth Offense	1		
Passing Violation	3		

**DETECTIVE DIVISION**

In 2011, the Norfolk Police Detective Division was again faced with staffing cuts. Due to the layoff of full-time patrolman Mark Vendetti in July 2010, combined with other budget cuts, led to a major staffing reduction in the detective division. In 2009, due to a large number of major and technical investigations, the division consisted of two full-time detectives, and two other officers who worked a combination of uniform shifts and detective shifts; this allowed detective coverage for sixteen hours a day, seven days a week. Due to these cuts, 2010 and 2011 saw just one officer assigned to the Detective Division, Nate Fletcher.

The Detective Division maintains membership in NORPAC, NESPIN, and Metro-LEC regional detective organizations. In addition, we worked closely with Homeland Security, DEA, and ICE investigators on several investigations with connections to Norfolk. We also worked with the Norfolk District Attorney's Office on several sexual assault investigations.

Several factors, most notably the down economy as well as an alarming increase in the illegal use of prescription drugs led to major increases in reported crimes this past year. Criminal complaint applications were up 77% from 2010 to 2011. Reported Breaking and Entering increased 25%, from 55 in 2010 to 69 in 2011. Larcenies were up 60% (from 60 to 96), disturbances were up 36% (from 92 to 125), Domestic violence rose 24%, and the number of restraining orders issued and served doubled from 25 to 50.

Once again, in the spring and summer months, we were faced with numerous breaks into unlocked motor vehicles. Thousands of dollars worth of cash and electronic equipment were reported stolen. Please use common sense when it comes to your home and auto security; do not leave valuable items in plain sight in your vehicles and please lock your doors!

We have also seen a huge increase in the theft of scrap and other metals; thieves have broken into vacant homes, buildings, sheds, garages, etc. and removed copper piping, plumbing materials, wiring, and other heavy metal objects to be sold for scrap. In one incident, thieves stole over \$8,000 of brand new decorative wrought iron fencing that was going to be installed at a Norfolk residence. Detective Fletcher traced the stolen fencing to a scrap yard, and two subjects were arrested and charged.

We continue to see a rise in internet fraud, scams, and identity theft; these investigations can be very lengthy, complex, and technical; the staffing reductions hinder our ability to follow-up on these types of crimes. Again, please use common sense and be careful when conducting business through the internet.

Some of the major incidents investigated by Detective Fletcher in 2011 included a multi-jurisdictional investigation into the illegal sale of prescription drugs, involving local area Detectives and members of the DEA which resulted in the arrest of 13 people. This group was supplying Norfolk and area towns with approximately 50,000 pills every 7-10 days. Numerous assets were seized and hopefully some forfeiture money will be coming back to the Town in the future.

Two people were charged with attempted murder and two more charged with un-armed robbery, after a drug deal went bad in December on Lincoln Rd., leading to the near-fatal stabbing of one of the subjects. One suspect is still on the run, believed to be in the Maryland area.

Another lengthy investigation involving NORPAC, State Police, and the US Postal Inspector involved large quantities of marijuana being shipped to Norfolk and surrounding towns and then being distributed at the local street level. Large hard plastic cases were being shipped to Norfolk every week, each case containing approximately 13 lbs. of high grade medical-grade marijuana from California.

Another NORPAC investigation led to the sale of cocaine to an undercover detective in a Norfolk school zone. The suspect also sold drugs to detectives in two other local communities. The suspect's house was raided and detectives seized drugs and cash.

A reported rape and the resulting investigation by Detective Fletcher, along with assistance from the Norfolk County DA's Sexual Assault Unit over the summer months led to the recent indictment of a Norfolk physician on charges of Rape and Indecent Assault and Battery on a Person over 14 yrs of Age.

The Detective Division wishes to thank Chief Stone and the men and women of the Norfolk Police Department for their continued support, hard work, and dedication. We also wish to thank the citizens of the Town of Norfolk for their support and assistance.

## POLICE AND FIRE COMMUNICATIONS

The Norfolk Communications Department is responsible for dispatching all emergency and non-emergency incidents for Police, Fire and Animal Control Departments. The Department also receives inquiries for other town departments and boards.

In 2011 the Communications Department had another busy year logging 10,163 incidents, an increase of 11% from 2010. On most occasions there is only one dispatcher working a shift to manage these incidents. The Department was able to process these incidents through professionalism, training, and continued commitment to community.

During 2011 the Communications Department had to manage two major incidents, Hurricane Irene and the Halloween snow storm. Both storms brought wide-spread power outages, a large increase in calls for service, and numerous unusual occurrences. Additional dispatchers were added to the shifts to assist in managing these storms, which spanned a period of several days. The training and experience of our dispatchers allowed the Communications Department to properly define and deploy resources to manage these difficult incidents.

During 2011 the Communications Department also managed day-to-day incidents, consisting of assaults (sexual, dangerous weapons & simple), larcenies, threats, domestics, breaking and entering, motor vehicle enforcement, structure fires, medical emergencies, haz-mat incidents, motor vehicle accidents and scores of other incidents. The members of the Department are to be commended for the continued high performance of their duties under often stressful and difficult circumstances.

2012-2013 will see new challenges to the Department, as State-mandated programs such as EMD (Emergency Medical Dispatching) and other newly mandated training is being implemented, and changes to the 911 system and other technology changes will affect the way calls will be handled, to the point where having just one dispatcher on duty per shift will no longer be viable. For this reason, the Towns of Norfolk, Wrentham, Plainville, and Franklin are actively pursuing and receiving grant funding that will allow the communications departments to regionalize, affording more available manpower to process calls. Representatives of the four Towns are meeting regularly to plan and implement this merger.

In closing the Communications Department would like to thank Chief Stone, Chief Bushriell, and the members of the Norfolk Police and Norfolk Fire Departments for their continued support. We would also like to thank the citizens of Norfolk.

Respectfully submitted,

Sgt. Timothy Heinz

## DEPARTMENT OF PUBLIC WORKS

The Department of Public Works strives to support and enhance a high quality of life for the Town's residents, businesses and visitors by providing well planned, environmentally sensitive, cost effective infrastructure and services to promote public health, personal safety, transportation, economic growth and civic vitality.

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

Two untimely Storms highlighted the year's events. Hurricane Irene, turned Tropical Storm Irene, blew through the North East late last August causing widespread power outages while defacing the landscape in its path. After two months of cleaning up after "Irene", we were hit with our first snow storm. On October 29<sup>th</sup> snow, accompanied by high winds, dropped only 5" of snow but caused an equal amount of damage. For Tropical Storm Irene, Norfolk County became eligible for Federal Reimbursement. Norfolk applied and was granted 75% of the cost for recovery. We have our "fingers crossed" as a warm and dry winter has been the pattern through the end of this calendar year.

So that each function can be adequately explained, this report is broken down by the following divisions:  
Administration - Highway - Grounds - Vehicle Maintenance - Solid Waste - Water.

### ADMINISTRATION

Administration is responsible for managing administrative support to the Divisions within the Department of Public Works, to include instructing and assisting with customer service, bookkeeping, data entry and record keeping functions, processing permits, preparing correspondence and reports, processing department payroll and accounts payable; assists with the managing and developing of the department budget, monitors budget and expenditures for all divisions. The DPW Administration supports core municipal finance functions that produce financial and accounting reports.

### HIGHWAY DIVISION

The Highway Division is responsible for the rehabilitation, reconstruction, maintenance and engineering design of over 70 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. The Highway Division is responsible for all snow and ice events, with support from all Divisions.

This year the Highway Division completed over 115 Permanent Asphalt Repairs, "Perm Patch", on over 30 different streets. The process includes machine milling and excavation of deteriorated street pavement and replacing with hot mix asphalt, applied, raked and compacted in place. When asphalt plants are closed and hot mix is unavailable Cold Patch is purchased and applied to potholes as a method of temporary repair.

Street Line painting was complete town wide to include: 216,780 l.f. of double yellow center lines, 151,600 l.f. of single white edge lines, cross walks, stop lines, r/r crossings and more. All streets are swept at least once in the Spring and the Town Center was swept clean on a weekly basis in the Spring and Summer. Sweeping was also completed in multiple locations before scheduled events and for clean up purposes after accidents etc. Over 1,800 catch basins were cleaned. As a result, approximately 200 c.y. of catch basin cleanings each year is stock piled on site at the Town's Land Fill. These materials are sampled annually and certified for re-use under roads through a Beneficial Use Determination (BUD) and approved by the DEP.

Through approved Articles and State Chapter 90 Funds, along with other Appropriations, the Department's Highway Division have started or completed the following paving and drainage projects:

<u>Paved Streets</u>	<u>From</u>	<u>To</u>	<u>Length</u>
Mohegan Street	Stillwell Ave	Chicatabut Ave	2,070
Chickatabut Ave	Pennacook St	Cul-de-sac	2,064
Wampanoag Ave	Mohegan St.	Pennacook St	905
Pocumtuck Ave.	Mohegan St.	Pennacook St	870
Massachusetts Ave	Mohegan St.	Pennacook St	761
Montauk Ave	Pennacook St	Cul-de-sac	511
Pine Road	Mirror Lake Ave	Dead End	172
Spruce Rd	Wrentham Town Line	Mirror Lake Ave	589
Needham Street	Spring St	300'S/ of Spring St.	300
Maple Street	King Street	150' W/of King St	150

**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 planted trees in accordance with a town-wide tree planting program to replace street and municipal area trees, and assists our Conservation Commission with completing various projects within conservation areas. The Division is also responsible for installation of all holiday decorations, lights, flags, wreaths etc.

**VEHICLE MAINTENANCE DIVISION**

The Vehicle Maintenance Division is responsible for the purchase, repair and maintenance of the Town owned fleet consisting of 69 vehicles and 91 accessory pieces. The Vehicle Maintenance Division, in compliance with the Capital Outlay Committee's request, 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. Due to funding shortages in 2010, funds were not appropriated to replace vehicles in the Fiscal Year 2011 budget. Shortages in 2011 will again extend replacement of vehicles and equipment for 2012. Because of these extensions, the issues of major maintenance and major repairs will play a roll in budget increases. Equipment dependability will also become an issue. The Replacement Program had allowed the Town to manage the fleet in a cost effective manner which was reflected in vehicle maintenance expenses.

The Vehicle Maintenance Division provides a long term cost effective maintenance program for all departments that utilize vehicles to perform services for the Community, which aids in keeping their maintenance costs down, downtime short and safe, reliable service of their vehicles. Departments that utilize the Vehicle Maintenance Division's services include Police, Fire, DPW (Grounds, Highway, Solid Waste and Water Divisions), Building Department, and 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.

In addition, the Vehicle Maintenance Division is responsible for oversight and maintenance of the emergency generators, at the town's water storage tanks and pumping stations. Vehicle maintenance is also responsible for minor building maintenance and these locations, as well as the DPW building.

**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.

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.

Due to very heavy rains and flooding in 2011, the Solid Waste Division was inundated with yard waste, brush and water-damaged goods. The Solid Waste Division is working diligently this year to maximize its efficiency in methods and markets for disposal.

Compaction of bulky materials such as cardboard and plastics would reduce the number of hauls, saving labor, repairs, fuel and maintenance costs, while increasing tipping weight per haul, which would increase revenue per haul. The Solid Waste Division is working closely with the Department of Environmental Protection (who is very impressed with our source separating program and facility layout) to acquire grants to help fund upgrades.

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: Red Cross, Community Clothes Recycling, St. Vincent DePaul, Goodwill, Salvation Army, Lions (eye glasses) King Philip Boosters (returnable plastic bottles & cans), Norfolk Schools (cell phones & printer cartridges).

#### TOWN OF NORFOLK TRANSFER STATION ANNUAL REPORT 2011

All of the figures in this report relate to the calendar year January 1, 2011, through December 31, 2011.

The Transfer Station was open to Norfolk residents on Wednesdays and Saturdays from January 1, 2011 through December 31, 2011. The total number of operating days in 2011 was 104.

#### Non-Recyclable Waste

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

Total compacted waste	682 tons
Total bulky waste	373 tons
Total non-recyclable waste	1,055 tons
Daily average	10 tons

The 682 tons of compacted waste represents 38,971 bags of household waste.

#### Recyclable Waste

Newspaper & Mixed Paper	172 tons
Corrugated Cardboard	132 tons
Plastics (#1-#7)	74 tons
Swap Shop	1 tons
Metal (white goods & metal cans)	100 tons
Tires	4 tons
DPW Waste	655 tons
Glass (white and colored)	93 tons
Leaves/Yard Waste	419 tons
Brush	979 tons
Textiles	42 tons
Books	11 tons
Total Recyclable Waste	2,682 tons
Daily Average	26 tons

#### Recycling Rate

Total recyclable plus total non-recyclable waste is 3,737 tons. This figure achieves a recycling rate of 72%. (Before accounting for private haulers, hazardous waste.)

### WATER DIVISION

The Water Division is responsible operation and maintenance of the town-owned water system and delivery of potable water to its customers. The system consists of 61 miles of water main, 2,216 services, 4 supply wells and 2 one million gallon storage tanks. The system is in compliance with all Massachusetts Department of Environmental Protection (MassDEP) Rules and Regulations. The Water Division is self supporting. Fees from water revenues are managed through the Enterprise Fund.

During the past year we added a brand new stand-by generator at Gold Street pump Station. This station was serviced by an old style vertical drive engine that had failed. In addition the engine was unable to produce power for chemical injection. The generator is up and running and will provide an uninterrupted supply of water to the residents of Norfolk during power interruptions in the area. A second generator is already in place at Spruce Road giving the Water Division emergency power at both pumping stations.

We have been working with our engineer and certified operators on the design and installation of a new emergency interconnection with the town of Franklin. Initial design and cost is under review. This interconnection will give the Water Division another source of supply in the event of an emergency.

During 2011 the Water Division made more progress in the control of unaccounted for water (UAW) in the system. We replaced over 40 Sensus meters in 2011 and should complete the change out in early 2012. In addition, two system wide leak detection surveys were conducted.

The Department of Public Works is dedicated to the delivery of potable water pertaining to quality and quantity and continues to investigate new water supply resources to meet the community's future needs.

During 2011, the Town continued to work with Whitewater, Inc. to operate and maintain our pump stations and treatment systems. We are still in the process of redefining the water system staffing needs, and anticipate using a contract operator until 2012. In-house staff will be responsible for the operation and maintenance of the distribution system.

## WATER SERVICE INFORMATION

	<u>2010</u>	<u>2011</u>
Miles of water main in service	61.00	61.00
Total water services*	2,176	2,216
Number of services per mile of water main	35.67	36.33
Total gallons pumped	221,833,270	179,994,673
Total gallons purchased	5,115,007	4,555,000
Average gallons pumped per day	607,762	505,616
Average annual gallons used per service	104,296	83,281
Average gallons used per service per day	286	228
Total Water Bill and Betterment Revenue	\$1,416,207	\$1,500,730

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

Respectfully Submitted,  
 Robert J. McGhee  
 Director of Public Works

**KING PHILIP REGIONAL SCHOOL DISTRICT**

Norfolk – Plainville – Wrentham  
2010-2011 School Year

**SUPERINTENDENT'S REPORT**

I wanted to publicly thank the three member towns and the King Philip Regional School Committee for their support in my first year of leading the King Philip Regional Public Schools. This past year has been filled with outstanding achievements by the school district's students and staff. The School Committee and the three member town's Board of Selectmen and Financial Advisory groups worked collaboratively to provide needed financial support of our schools in this era of National fiscal crisis. The Leadership Teams in each school worked diligently to provide course schedules that helped to minimize increases in class size and to provide students with maximum academic options and opportunities.

The current district profile for King Philip reflects a history where the district has met expectations for Adequate Yearly Progress (AYP) in all areas since 2006. Comparisons of 2011 performance in ELA indicate that overall, 93% of our students have met or exceeded the standards for proficiency versus 69% at the state level. Comparisons of 2011 performance in Math indicate that overall, 85% of our students have met or exceeded proficiency standards versus 58% at the state level. While the AYP determinations were designed to measure the progress that districts/ schools are making towards having all students achieve 100% proficiency on MCAS in ELA and Math by 2014, the Growth Model has been designed to address the academic progress that a student/school made in one year's time relative to his/her academic peer group. District trends in accordance with the growth model when compared from 2009-2011 indicated that students are within the target range of a year's growth and are increasing. In addition, the district's student's successes in academic achievement can also be measured by their competitiveness for acceptance to post-graduate institutions of learning. A focus in the district on academic rigor and the instructional frame began last year and continues today.

As a community service, clinics for King Philip students and families were held at the high school and the middle school through the efforts of school districts. In addition, a district-wide Health-Wellness Coalition was established to bring community and school organizations together to promote the health and wellness of the district's student body and staff. With the passing of Massachusetts anti-bullying legislation, our district responded to the mandate and has increased anti-bullying educational initiatives. One of these initiatives included a community session where parents had opportunity to hear from national expert, Dr. Elizabeth Englander, Director of the Massachusetts Aggression and Reduction Center. The parent session was taped by Norfolk Cable and aired in our local community.

Student Academic Achievements

Our students continue to earn accolades for their outstanding academic performances. Colin Shipley was high school valedictorian and Victoria Mariconti was salutatorian. Both students were outstanding leaders, academically and athletically. The 2011 National Merit Scholarship Program designated Justin Saret as a semifinalist and the following were recognized as Commended Students: Jillian Boylan, Dylan Curry, Holly Curtis, Patrick Earls, Dante Francomano, Brian Marland, Matthew Schlabach, Joshua Setien, Colin Shipley, Thomas Yang. The state university and college system recognizes the achievements of students on the MCAS by providing up to 25% of students in a graduating class each year the opportunity to receive free tuition at Massachusetts state colleges and universities. A full 25% of the Class of 2011 was eligible for the free tuition (John and Abigail Adams Scholarships).

The 2011 Massachusetts DECA State Conference was held at the Marriott Hotel at the Copley Plaza in Boston from March 10th to March 12th. The annual conference was attended by 1,500 students, teachers, and chaperones from across the state, representing 55 high schools. Students at the state conference were winners at their respective district conferences held around the state from January to February. One hundred two King Philip students competed in written projects or activity projects. These written projects consisted of up to thirty pages. Some were also required to take a Marketing and Economic Principle Test. All competitors made an oral presentation before a judge. Judges were business leaders from the fields of marketing, education, and state government. There were 102

competitive representatives from King Philip Regional High School escorted by their advisor, Mr. James Dow.

King Philip received three Emmy Awards and four Honorable Mention awards at the 2011 National Student Television Academy Emmy Award. Alecia Colella: Emmy Award for a Public Service Announcement "Text-Free Pledge", a segment done for last year's Act Out Loud campaign promoting driving without distraction. Honorable Mention for Writing "Throwing Darts", which was a poetry slam introduction for Wake-Up Warriors that called viewers to stop just going through the motions of life. Thomas McManus, Adam Ferrara, Patricia Knowles, & Andrew McManus: Emmy Award for the Public Affairs category for their breathtaking September 11 tribute entitled, "Let's Roll". Ryan Brennan & Ali Hughes: Emmy Award for Video Editing. The pair entered a compilation of their outstanding work from the year in a visually powerful montage. Honorable Mention for their Videography in an incredible music video they produced and edited together. Thomas McManus, Adam Ferrara, & Dan Arico: Honorable Mention in the Sports category for a powerfully written and visually exciting segment entitled, "On The Map". The piece details athletes and musicians putting it all on the line as they proudly represent King Philip on the field and on the court. Thomas McManus, Adam Ferrara, Ryan Brennan: Honorable Mention in the Public Affairs category for their "Columbus Day Commentary" reminding citizens that many of our nation's Native American's view this day as a tragedy for their culture. It suggests that if the happenings of that time were judged on modern day moral standards, perhaps there would be no cause for celebration.

The students from Ms. Abodeely and Mr. Childs' classes took the National Latin Exam. The results were: Latin I Silver Medals—Maxima Cum Laude: Rebecca Gemelli, Sean Pazurcek; Magna Cum Laude: Katelyn Beans, Rose Garron, Lauren Gilleland, Ashay Patel; Cum Laude: Olivia Layne, Samantha Swartzendruber; Latin II Silver Medals—Maxima Cum Laude: Tyler Hogan, Kimberly Myers, Samantha Pacor; Magna Cum Laude: Emily Harrington, Jeremiah Sullivan; Cum Laude: Jonathan Marinelli, Kimberly McCarty, Philip McCarty, Mary Ross, Michael Ryan, Dana Vesty; Latin III Gold Medals—Summa Cum Laude: Evan Layne, Louis Newsom; Magna Cum Laude: Benjamin Carr; Cum Laude: Nicholas Mahn; Latin IV Gold Medal—Summa Cum Laude: Chloe Dodge; Silver Medal—Maxima Cum Laude: Brandon Hehn; Magna Cum Laude: William Carr; Cum Laude: Ryan Smith.

For Spanish I at the Middle School, Hannah Backland earned a Bronze Medal with other students receiving honorable mention: Alyssa Calicchia; Stephen Gagnier, Michael Galetta, Sydney Martin, and Sarah Vitellaro. French students receiving a Certificate d'honneur for placing in the top 20<sup>th</sup> percentile included: Henry Carr, Megan Choate, Orvill De La Torre, Kevin Langley, Giancarlo Martini, Amy Mason, Patrick Noonan. Middle School student, Karthik Karnik was named as the Massachusetts state Geography Bee Champion, receiving a fully paid trip to Washington, D.C. to compete in the National Championship where he came in 5<sup>th</sup> place in the country. Mr. David Quinn, Advisor for the Middle School Geography Club, also accompanied Karthik to Washington, D.C.

### Course Offerings

The school district regularly reviews its course offerings to ensure that its students are in the best possible position to receive outstanding experiences that expand their academic skills and enable them to compete, at the highest level, for post-graduate education and employment opportunities. The district offers an articulated sequence of programs from Grade 7 through Grade 12.

In the fifth year of changes to its sequence of courses available to students, the Foreign Languages Department continued to make adjustments to the content of its third and fourth year courses. This year was the first year that placement in fifth year course offerings in French and Spanish were available to high school students. As a result of the changes to date, more students are enrolled in third and fourth year foreign language courses. Middle school students are now in their second year of participation in National French and Spanish exams and our students are placing in the top 20<sup>th</sup> percentile on these national exams.

### Co-Curricular and Extra-Curricular Activities

Students participate in a wide range of co-curricular and extracurricular activities. Both schools have active Student Councils that provide leadership and sponsorship of school activities and community service activities. The high school Student Council and senior class co-sponsor an annual holiday party in December for students from a selected city elementary school. The middle school student council provides leadership for a wide variety of community service and charitable fund-raising activities.

Students from Mrs. Meyer's AP Biology class went on a field trip to MIT and Harvard University in November, 2010. The AP Biology course is based on the following themes: Science as a process; evolution; energy transfer; continuity and change; relationship of structure to function; regulation; interdependence in nature and science, technology, and society. The purpose of this field trip was to experience examples of each of these themes in a hands-on, interactive set of activities at two of the world's foremost science universities.

The King Philip Regional High School Math Team participated in the SEMML (Southeastern Massachusetts Mathematics League) Meet on November 4, 2010. King Philip finished second in Division II. High scorers for this meet: Thomas Yang, Christopher Allen, Aaron Gustafson, Ian Pimental; Alec Schuberth, Ashay Patel.

The King Philip Middle School received 14<sup>th</sup> place out of 136 placement for middle schools in New England based on the math scores of all students that competed. Grade 7 students who earned top scores included first place Karthik Karnik; Sara Fazel and William Linde (2<sup>nd</sup>); Zach Garrity, Caitlin Mello, and Nick Monjar (3<sup>rd</sup>). Grade 8 students who earned top scores included Michael Galetta (1<sup>st</sup>); Kyle Maloney (2<sup>nd</sup>); Stephen Gagnier (3<sup>rd</sup>); Andrew Allen (4<sup>th</sup>); Erich Ryan, Henry Carr, and Brian Berry (5<sup>th</sup>).

Seventy middle school students had their work published in Creative Communications 2011 Poetry collection. Student work published in the collection included: Will Andon; Maddie Bonin; Abbey Buchanan; Dylan Burke; Storm Carter; Daniela Castro; Andreas Cellas; Molly Coletta; Ryan Colgan; Madi Conley; James Cooke; Casie Curtin; Shane Dahler; Rachel Degidio; Michela DelMastro; Jack Dicenso; Olivia Ely; Harrison Fallon; Colby Fess; Cameron Fiddes; Jasmine Fouracre; Emma Gerard; Clayton Geuss; William Glynn; Hannah Gonsalves; Jamie Griffin; Ryna Guenette; Kaitlyn Hastings; Feona Johnson; Kloboucher; William Landry; Jake Lannigan; Justin LaPorte; Emma Lavin; Samantha Madden; Stephen Marinelli; Connor Marland; Emma Martin; Chelsea Matta; Tess McGrory; Brandon McHugh; Patrick McLoughlin; James McMahon; Hannah McNeil; Kelley McSweeney; Safn Meau; Eliza Mecklenburg; Caroline Molla; Lindsey Mollor; Kevin Moran; Devin Morrison; Megan Morse; Sean Murphy; Angeli Myatt; Weston Narewski; Mckenzie Nickerson; Logan O'Neil; Luke Pacor; Devin Rafferty; Tim Ridgon; Kate Sexton; Emilie Sirois; Rachel Stephens; Tyler Sullivan; Natalie Tetreault; Nick Viola; Tim Volpe; Erin Walsh; Lily Winer; and Brandon Ziokowski.

KP Drama & GAPS proudly presented a holiday treat for the whole family. The Homecoming: A Walton's Christmas was performed in December. The Homecoming stars were Michael Macomber as John-Boy Walton, Emily Sexton as Olivia Walton, Mr. Rob Wargo as Sheriff Ep Bridges, Mr. John Gould in a performance of a lifetime, and a very special secret guest star was John Walton. Brittni Booth and Kasey Kirschner served as the stage managers for this production. Lighting design was provided by Katie Bannon, and audio engineering was provided by Ryan Bakinowski. Scenic design and technical direction was provided by Ms. Missy Taddeo (Class of 2003). Middle school students presented performances of *Annie Jr.* to enthusiastic audiences in the sold-out middle school auditorium under the direction of advisor Jamie Osborne.

The following students participated in the Southeast District Music Festival in January: Jazz Ensemble: Victoria Mariconti, Max Schneider, Dan Young; Orchestra: Ryan Desrochers, Chloe Dodge; Band: Erik Anundson, Hailey Burke, Tyler Campbell, Julia Donahue, Dante Francomano, Emma Gee, Marisa Giangregorio, Sean Keegan Teresa Kim, Jonathan Marinelli, Andrew Mason, Jaeyoung McGarry, Kimberly Myers, Jeffrey Ortez, Alex Palango, Matthew Piscitelli, Parissa Safizadeh, Emily Sexton, Joseph Small, Adam Strubeck, Amanda Young

The Concert Band, Symphony Band, and Chorus participated in the MICCA (Massachusetts Instrumental and Choral Conductors Association) State Concert and Choral Festival. The state festival is one of the most demanding festivals in the country where gold medals are awarded to only the best. This year the Concert Band and Chorus earned silver medals, and the Symphony Band earned a gold medal. The Winter Color Guard was a semi-finalist in the world championships in Dayton, and our Winter Percussion Ensemble were finalists at the world championships.

The middle school music program continues its high standards of excellence with MICCA gold medals for the 7th Grade Band, 8th Grade Band, and the chorus with all groups having the opportunity to perform at Symphony Hall in Boston. The high school's Symphony Band and Chorus earned gold medals and the concert band a silver medal at the annual MICCA Festival.

A number of students earned recognition for their individual skills in music. All-State accolades went to the following vocalists and musicians: Chorus: Angela Petruzzello, and Maggie Quealy; Orchestra: Rachel Gora (Oboe-1st Chair). Matt Piscitelli (Tuba-1st Chair), Erik Anundson (Alto Sax—1st Chair), Dante Francomano (Alto sax—1st part, 2nd Chair), Emma Cree Gee (Oboe—1st Chair), Dahnyoung McGarry (Clarinet—1st part, 3rd Chair), Davis McKee (Tuba—3rd Chair), Kim Myers (Clarinet—1st part, 7th Chair), Alex Palango (Tympani—1st Chair), Parissa Safizadeh (French Horn—1st part, 2nd Chair), and Dan Young (Baritone Sax—2nd Chair). Middle School students received Southeast District recognition, including Lucy Davies, Marcus Campbell, Connor Marland, Will Linde, Andreas Cella; Maddie Crump; Abby Seaburg; Emily Sullivan; Liz Kaebing; Andrew Snead; Christine Yu; Pat Noonan; and Ben Webster.

The following students were selected as winners in this year's Boston Globe Scholastic Art Awards Contest. The Gold and Silver Key winners had their pieces on display at the State Transportation Building in Boston. Leah Capparelli Gold Key—Sculpture; Maggie McDonald Gold Key—Ceramics; Sequoia Dooley Silver Key—Mixed Media; Amanda Dyke Honorable Mention—Ceramics; Abby Hayes Honorable Mention—Mixed Media; Rachel Kahaly Honorable Mention—Sculpture; Justin Lavallee Honorable Mention—Sculpture; Bailey Levetin Honorable Mention—Painting; Renee Slamini Honorable Mention—Mixed Media; Raleigh Stetson Honorable Mention—Painting

King Philip Middle School had three students, Andrew Allen, Megan Choate, and James Caprarella, represent the middle school as part of the Governor's Project 351 Initiative. The purpose of Project 351 was to assemble a congress of Grade 8 youth representing each city and town in Boston for dialogue and participation in service project. Ultimately, our students learned that 351 Grade 8 students working together across the Commonwealth can really make a difference.

King Philip Middle School seventh graders raised \$21,500 for the children of St. Jude Children's Research Hospital by participating in the Math-A-Thon. St. Jude's is the world's premier pediatric cancer research center. As part of the fundraiser, every seventh grader completed the 250 problems in the Math-A-Thon booklet for additional math review; over three hundred students also collected sponsors. Catie DuPont was our top fundraiser; she raised \$514, Sara Glass collected \$507, and Emma McGroty brought back \$470, while Emma Gammel collected \$460. Sara Fazel raised \$410 and Hannah Leffelholz contributed \$350. These were the top six fundraisers from King Philip Middle School. The amount raised this year during the Math-A-Thon was over \$9,000 more than last year

In February the boys' basketball team enacted the field visit portion of their Student Athletes For Excellence in Education (SAFE) community outreach program at three schools within Norfolk and Wrentham. The program consisted of student athletes from the boys' basketball team reading books and participating in circle discussions about bullying as well as participating in group workshops to assist with the daily lessons of the teachers. The boys' basketball team was the Division 2 South Sectional Finalist. The team made it further than any other boys' basketball team in the history of the school. Led by Jake Layman, the MVP of the Hockomock League, the team defeated Walpole, Wellesley, and Falmouth in the playoffs, and then lost to Hopkinton in overtime in the South Sectional finals. Coach Sean McInnis has developed an outstanding program that made the school and the three communities very proud of their accomplishments.

The KP boys and girls swim teams competed in the Central/South Sectional Meet at MIT. The boys took home the TITLE. This was the first time in 16 years that it wasn't BC High or Bishop Feehan!! Pat Myers broke a 7 year old state record and also set two new meet records. He also qualified to be an All-American in the 100 backstroke! Chris DiGiacomo, Aaron Gustafson, Pat Myers, and Ryan Palmer broke a meet record in the 200 medley relay, beating the second place team by 3 seconds. Aaron Gustafson, Pat Myers, Ryan Palmer, and Kyle Vieira, broke another meet record in 400 free relay, crushing the other teams by a 9 second margin! Aaron Gustafson and Ryan Palmer also won in individual events. Chris DiGiacomo, Kyle Vieira, and Dustin Whyte all scored top 12 finishes for the Warriors as well! KP girls placed 6th. This was up from 9th last year. Stephanie Nasson got a meet record in the 200 freestyle and got All-American consideration for her 500 freestyle. She won the 500

freestyle last year as well, but this year's time was an astonishing 13 seconds faster, breaking the 5 minute barrier and getting a 4:57! Celeste Carey and Hailey Nievergelt also got top 6 finishes in their individual events!

The cheerleading team qualified for the National Championship tournament in Hershey, Pennsylvania. This is the first time in almost ten years that the team has reached this level. The cheerleading team also placed 1st in the Auburn and the Foxboro competitions and came in third in the Eastern Massachusetts competition.

Charles Ruffin was Division 1 Massachusetts State Champion in the 300 meter race and took 2nd place in the New England Track Championships.

Logan David was the Division 2 State Champion in wrestling at the 112 pound weight class. Austin Brais took second in the State Championship, won the Hockomock League Championship, and took second in the Central Sectional Championship at the 140 pound weight class. Tyler Florio won the Hockomock Championship and the Central Sectional Championship in the 152 pound weight class.

The softball team won its fifth consecutive league title on its way to its second consecutive Division I state championship.

Kevin Cameron and Jessica DiBacco attended the 64th Annual Student Government Day held at the State House in Boston. Kevin Cameron was also the recipient of this year's Good Citizen Award sponsored by the local Daughters of the American Revolution Chapter.

The following juniors were selected to participate in Boys' State/Girls' State held at Stonehill College in North Easton, Massachusetts: Christopher Boselli, Emma Gee, Nicolas Lussier, Jonathan Marinelli, Philip McCarty, Cecelia Plaehn.

Chemistry Day was held on March 28th. Students were recognized for excellent projects. Honored for *Project Ingenuity* were Lindsey Arshen and the team of Denise Allen and Kasey Kirschner. Honored for *Project Design and Analysis* were Jordan Kornfeld and Lyndsy Morrissette.

Colin Shipley took first place for the second year in a row at the Southern New England Junior Science and Humanities Symposium. Colin's project used a wind tunnel to test the aerodynamics and efficiency of several different styles of wind turbine blades. Along with taking the title, Colin received a \$2,000 scholarship and presented his project at the national symposium in San Diego. Several other *Research in Science* students were also selected by the regional committee to participate and present their projects at the Southern New England Symposium. They were Jillian Boylan, Emily Burke, Holly Curtis, Jabarah Harley, and Tom Yang.

Colin Shipley and Zachary Sogard placed in the top 25 students in the New England Section of the American Chemical Society's Ashdown Exam. Their scores qualified them to compete in the United States National Chemistry Olympiad. According to the ACS, this placed them in the top 950 Chemistry students in the country.

The King Philip Middle School Science Department travelled to the Massachusetts Institute on Wednesday, May 4, 2011 to compete in their annual Science Trivia Challenge. The Science Trivia Challenge is a contest hosted by the MIT Club of Boston that is part of the Cambridge Science Festival.

Upon arrival, the students had the opportunity to tour famous MIT buildings and then enjoyed dinner in the MIT dining food court. The contest then got underway and KPMS teams just shined! Teams competed in two different rounds of ten different questions. One KPMS team, the Nano Know It All, beat out other high school area teams to advance to the Gold Round Division. Each student that participated received a free pass to the Museum of Science, souvenir pen, and a certificate of participation.

For the first time, middle school students attended the state student leadership conference held in Mansfield. The purpose of the conference was to expand leadership experience, and have an opportunity to talk with students from other schools. Council Members included (Grade 7) Clayton Geuss; Will Linde; Kall Magane; Patrick McLoughlin; Kelley McSweeney; Brenna Murphy; Taylor Richardson; Connor Zimmerman. Grade 8 members included: Andrew Allen; Henry Carr; Marcus DiBacco; Peter Hogan; Kat Jacobson; Brendan Lilley; Teyha Sesay; Edward Washington.

#### Staff Recognition and Academic Programs

The teaching staff continues to achieve recognition through teacher-of-the-year awards and competitive grants. Middle School Teachers, Mary Beth Runyon and Lynn Smith, were selected the present at the National Council of Teacher of Mathematics Annual Conference. Math Teacher, Leah

Barry, was published in the MA School Counselors Association professional publication, The Counselor's Notebook. Ms. Barry's article, Goal Setting, appeared in the January edition of the publication.

High School Science teacher Ann Lambert received the Teacher Recognition Award at the southern New England Junior Science & Humanities Symposium (University of New Hampshire). This award honors her pursuit of excellence in sciences, engineering, or mathematics research at the high school level. The award came with a \$500.00 prize for the purchase classroom materials. King Philip Regional High School was selected as the host school for the Science of the Eye Workshop. The Massachusetts Association of Biology Teachers and the Science of the Eye program presented a workshop for high school biology teachers on color vision.

Mr. Adam Gentili, a member of our History & Social Sciences Department, was selected as the 2010-2011 Outstanding Teacher of American History by the Attleboro Chapter of the Daughters of the American Revolution. He was nominated by Mrs. Mindy Morin, Curriculum Team Leader, based on his ability to motivate and encourage his students to pursue an understanding and appreciation of American History.

Mrs. Ann Lambert, Chemistry teacher, co-authored an article that was published in the New England Association of Chemistry Teachers Journal. The article was a report of ChemEd 2009, and it was co-authored with W. Cary Kilner from the University of New Hampshire.

The Middle School PTSO actively sponsored two major educational events that helped students and teachers. Three guest scientists were brought in from the High Tech High Touch laboratory to work with our seventh grade students on some more sophisticated labs in a science setting. In May, KPMS held their third annual Robert J. Mulhern Career Day and we were fortunate to have 25 presenters on hand to talk with our students. Presenters included: Tim Dowd (Accident Reconstruction); Hillary Cohen (Animal Control); Steven DeFalco (Photo journalism); Doug Dube (Musician); Andrew Martin (Software manufacturer); Christina Easterbrooks (Biomedical); Claire Balquist (Nurse); Leslie Pack Kaebling (Professor of Computer Science); Geoff Hogan (Corporate and Business Development); Michelle Kelly (ADA); Tom Kelly (Financial Services); Paul Bowes (Training manager); Deborah Antonitis (Manager-Wrentham Co-op); Pete Garrity (State Street Bank); Bethany Chamberland (Broadcast journalism); Peter Sollogub (Architect); Ashley Brecken (Hair Stylist); Dr Kevin Cooper (Chiropractor); and Liam Sheehan (Merchant Marine).

### Staff Changes

The following staff members were new to the high school: Ms. Juliane Abodeely, Ms. Alba Guzman, Ms. Elizabeth Henderson, Mr. Patrick Holland, Mr. Keith Leidner, Mr. Jon Morisseau, Ms. Judith Mulhern, Ms. Jill Tosti, Mr. Joshua Wolloff.

### Staff Development

Student learning is central to the focus of King Philip Regional School District. The district continued to emphasize its focus on accountability. Directed by building leadership teams, department based professional learning communities regularly meet throughout the year to discuss specific aspects of curriculum, instruction, and assessment. These collaborative meetings are guided by action plans that are developed early in the school year. Though departments are at different stages of collaboration and depth of their action plans, progress toward a more reflective professional practice has become more evident through the analysis of data within each department and within each school.

As part of professional development at the Middle School, the English Department, had nationally known presenter on young adult literature, Kathleen Odean, visit the district. Special Education teachers also benefitted from the visit. Kathleen has served as past chairperson for the Newberry and Caldecott Award Committees. She has been featured on NBC's Today Show, All Things Considered, CNN, Fox Network, Minneapolis Public Radio, San Francisco's KQED, and Parents' Radio.

### Student Enrollment History

The following table shows the Norfolk's budget apportionment percentages and number of Norfolk students enrolled in the King Philip schools during the last ten (10) years.

Town of Norfolk Enrollment History 2001 – 2010  
Norfolk Students Enrolled in King Philip Regional School District

As of October 1	FY 2002	FY 2003	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011
Apportionment Percent for the following Fiscal Year	34.04%	35.81%	35.10%	36.27%	35.85%	35.80%	36.27%	35.65%	34.20%	34.46%
Norfolk Enrollment	640	700	697	736	744	750	769	759	723	758
Total District Enrollment	1,880	1,955	1,986	2,029	2,075	2,095	2,138	2,129	2,114	2,200

The following tables present changes in the number of classes with over 25 students in the last two years at King Philip Regional High School and at King Philip Middle School.

King Philip Regional High School

The percent of classes with 25 or more students for most high school departments continues to increase. This growth reflects a pattern that may ultimately impact the quality of student and teacher interactions in the classroom. The following table highlights the changes in the five core academic disciplines.

King Philip Regional High School  
Changes in Percent of Classes with 25 Students and Above

Department	Change in Number of Teachers	Percent of Sections 25 and above 09/10	Percent of Sections 25 and above 10/11	Percent Change from 09/10
English/Language Arts	0.0	68.0	70.1	+2.1
Foreign Languages	0.0	55.9	60.2	+4.3
History/Social Sciences	0.0	49.2	53.5	+4.3
Mathematics	0.0	44.6	49.7	+5.1
Science	0.0	66.1	67.0	+0.9

King Philip Middle School

With rising enrollments and only one staff addition, the percent of classes with 25 or more students in the core academic departments continues to remain high. The following table highlights the changes in the five core academic disciplines.

King Philip Middle School  
Changes in Percent of Classes with 25 Students and Above

Department	Change in Number of Teachers	Percent of Sections 25 and above 08/09	Percent of Sections 25 and above 09/10	Percent of Sections 25 and above 10/11
English/Language Arts	-01.0	26.8	56.7	45.7
Foreign Languages	0.0	25.0	75.5	66.6
History/Social Sciences	0.0	83.3	83.3	80.6
Mathematics	0.0	20.0	39.4	39.4
Science	0.0	59.4	70.0	70.0

### School Committee

The School Committee has continued to work positively with the three member towns to develop a responsible budget while offering King Philip Regional School District students the best possible educational and extracurricular programs given the current fiscal crisis. The Committee has remained sensitive to local budget constraints and continues to be transparent with its budget and with the school district's requirements. On behalf of the School Committee, thank you for your continued support as we strive to provide our young people with a solid foundation for success in their future endeavors.

Sincerely,

Dr. Elizabeth Zielinski, Superintendent  
King Philip Regional School District

**NORFOLK ELEMENTARY SCHOOLS**  
**September 2010 – August 2011**  
**2010 - 2011 School Year**

**Mission Statement**

The Norfolk Public Schools offers a safe, joyful and challenging learning environment that meets the needs of our diverse students. Through school, family and community partnerships, we provide an education that inspires life-long learners and cultivates caring and productive citizens of our ever-changing world.

**Budget**

The FY2011 Approved Budget was \$9,407,341.

**Personnel Changes****Staff Retirements**

Four teachers retired in June 2011. We acknowledge, with gratitude, the dedication and excellent service that these teachers provided to the Norfolk Public Schools:

Mrs. Janet Bloom - 23 years  
 Mrs. Judith Holt - 36 years  
 Mrs. Barbara McLacklan - 18 years  
 Mrs. Karin Montlack - 30 years

**School Councils**

The School Councils are representative committees composed of the principal, parents, teachers and community members. They serve in an advisory capacity to the principal. The Councils meet on a monthly basis. During the 2010- 2011 school year, the School Councils spent time at their monthly meetings discussing a variety of topics including the learning needs of students, curriculum, student assessments, the RTI initiative and the school budget. The School Improvement Plan for each school is developed by the School Council and includes goals related to curriculum, professional development, student achievement, parent and community participation, school climate and the provision of safe, secure and well maintained school facilities.

**Curriculum**

Learning Expectations Committees were established in the fall of 2010. The goal of the Committees was to determine learning expectations for each grade level in the areas of English Language Arts and Math. The learning outcomes are based on the Massachusetts Curriculum Frameworks as aligned with the Common Core Curriculum. The Committees were composed of teacher representatives from each grade level and the reading and math specialists from each school. The Committees were led by Mrs. Linda Balfour, principal of the H. Olive Day School, and Mrs. Lisa Altham Hickey, principal of the Freeman Centennial School. The ELA and Math Learning Expectations Documents can be found on the Norfolk Schools website [www.norfolk.k12.ma.us](http://www.norfolk.k12.ma.us). The work of the committees will continue during the 2011 - 2012 school year.

**Enrollment**

Enrollment data is reported to the Massachusetts Department of Elementary & Secondary Education (DESE) (formerly

the Department of Education (DOE) on October 1 every school year.

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, 2010 as reported to the Department of Education for the **2010-2011 school year**.

<b>Class Enrollment and Ave. Class Size</b>			
<b>Grade</b>	<b># Students</b>	<b># Classes</b>	<b>Average Class Size</b>
<b>P</b>	58	5	12
<b>K</b>	122	5 full	22
<b>K</b>		1 half	19
<b>1</b>	124	7	18
<b>2</b>	135	8	17
<b>3</b>	158	8	20
<b>4</b>	135	6	23
<b>5</b>	149	6	25
<b>6</b>	132	6	22
<b>Total Enrollment</b>		101	
		3	
		FTE =	
		974	

**2011 MCAS Results**

Our students performed very well on the MCAS tests that were given in grades three, four, five, and six during March and May 2011. The percentage of students who scored in the Advanced, Proficient, Needs Improvement, and Warning categories are listed below:

	<b>Adv.</b>	<b>Prof.</b>	<b>N.I.</b>	<b>Warn</b>
Gr. 3	10%	69%	19%	1%
<b>Reading</b>				
Gr. 3	22%	62%	14%	1%
<b>Mathematics</b>				
Gr. 4	26%	57%	16%	1%
<b>ELA</b>				
Gr. 4	26%	38%	35%	2%
<b>Mathematics</b>				
Gr. 5	48%	33%	16%	3%
<b>ELA</b>				
Gr. 5	25%	59%	14%	1%
<b>Science &amp; Tech</b>				
Gr. 5	27%	47%	21%	5%
<b>Mathematics</b>				
Gr. 6	40%	36%	21%	3%
<b>Mathematics</b>				
Gr. 6	37%	51%	11%	2%
<b>ELA</b>				

**Curriculum**

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the reading and math specialists from each school. The Committees were led by Mrs. Linda Balfour, principal of the H. Olive Day School, and Mrs. Lisa Altham Hickey, principal of the Freeman Centennial School. The ELA and Math Learning Expectations Documents can be found on the Norfolk Schools website [www.norfolk.k12.ma.us](http://www.norfolk.k12.ma.us). The work of the committees will continue during the 2011 - 2012 school year.

Respectfully submitted:

*Linda A. Balfour*

Principal, H. Olive Day School

*Lisa Altham Hickey*

Principal, Freeman Centennial School

### **Special Education Department**

The Department of Special Education began the school year by developing two new programs. The specialized resource program BEST (Behavioral Educational Support and Treatment program) is designed to support children diagnosed with PDD and the program SEAL (Social, Emotional, Achievement and Learning) is designed to support children with social & emotional needs. Both programs have been successful this year in maintaining students in the Freeman/Centennial School.

The language-based classroom has expanded to serve students in grades 3, 4 and 6. In addition, the program also provides support services for students with language-based learning disabilities in science and math. As a direct result of this program no new students have left the district for private language based schools in the last 12 months.

The district was able to reduce the percentage of students on IEP's from 21% to 15.4%. While this decrease in percentage was significant, the district has experienced a significant increase in the number of students diagnosed with PDD in the district. The number of students qualifying for Special Education services with a diagnosis on the PDD spectrum has doubled from June 2011 to March 2012.

This fall the Special Educational Parent Advisory Council (SEPAC) once again hosted a very successful Halloween party for students and their families at the H. Olive Day School. A family support group for parents with children diagnosed on the PDD spectrum was formed and will work with the SPAC to support the Special Education Department of Norfolk Public Schools.

Respectfully Submitted:

John V. Stokes M.S.ED, BCBA

Director of Student Support Services

Norfolk Public School

### **Technology**

Most of today's kindergarteners will be graduating college in the year 2028. We have no idea what the world will look like in five years, much less 14 years. However, we are charged with preparing our students for life in that world. Our goal is to help students prepare as best we can and truly become media literate as they function in an online collaborative, research-based environment.

In 2011 the technology budget was increased substantially to allow the Technology Department to move closer to a technology-enriched environment. These funds allowed us to purchase the following: six Smart Boards mounted in classrooms, twenty five new iMac desktops for the computer lab at the H. Olive Day School. Eighteen laptops for all classroom teachers, Smart clickers for each grade level, 13 iPads for special education, Resource teachers, district staff and assistant principals, enterprise level wireless solution at H. Olive Day School, hardware/software management tool and district wide assessment software. The technology department also hired Mark Pizzi as a Junior Level

Technician for the H. Olive Day School. With the addition of Mark, the Technology Department finally has the technology team in place to guide the teachers, students and staff through an extremely volatile, yet exciting technological time in education.

The Technology Department hopes to maintain the current technology team for the next few years, especially with the planned opening of the technology rich Freeman-Kennedy School in September 2012.

Respectfully Submitted:  
*Claire Campo, IT Director*

#### **Buildings and Grounds**

Construction finally began in earnest on the Freeman-Kennedy School during fiscal year 2011. The children came back to Freeman Centennial from summer break to radically changed surroundings which included new bus and parent drop-off loops at the front and east side, and a fenced-off construction zone to the west of the building, along with a new direct access driveway to the site from Rockwood Road. The latter was done to keep the substantial construction traffic from having to travel on Boardman Street.

Despite the harsh conditions, the contractor worked throughout the winter months moving earth, installing underground drainage and utilities, pouring concrete footings and slabs, and creating proper grades, thereby keeping the project on schedule.

The arrival of spring saw the steel framework for the new building being placed, followed closely by the masonry walls and the second floor concrete slabs. By the time the children left for summer break, the exterior of the school looked essentially completed, ready for windows and roof.

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 125 students in the before and after school programs.

Respectfully submitted:  
*Toni Marie Davis, Program Director*

## TRI-COUNTY REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

In July, 2010, the School Committee reorganized and selected the following officers: Chair, Robert J. Rappa (Franklin), Vice Chair, Jonathan Dowse (Sherborn) and Secretary, Donald Seymour, (Norfolk).

The School Committee conducts its regularly scheduled meetings on the third Wednesday of each month at 7:00 PM in the Conference Room at the school. Subcommittee meetings are scheduled as needed.

Enrollment of Tri-County RVTHS continues to grow in all areas: in our secondary programs, our postsecondary programs and our continuing education classes. The ongoing increase in numbers is recognition of our successful three-fold mission: high vocational standards to train the workforce; high academic standards to prepare students for college; and high community service standards to prepare good citizens.

These standards are visible in the achievements of our students and in their services throughout our member towns. The vocational skills of our students can be witnessed by all those who visit Tri-County RVTHS to take advantage of our services – Culinary Arts, Cosmetology, Auto Collision, Auto Technology and the like. Their vocational skills, as well as civic skills, are also visible out in the community when plumbing, carpentry, electrical and other programs work on public sector buildings and projects to save our towns labor costs in these difficult economic times. Finally, our students' abilities are on display in their cooperative education jobs throughout the district.

The academic skills are visible in our students' achievements such as winning the state-wide Vocational Mathematics Competition for the second consecutive year or the High Schools That Work Gold Achievement Award. Their academic skills are also evident when all students have passed MCAS since 2005 or when 60% of the graduating class continues on to further education.

Their citizenship skills are also to be observed throughout the member towns as each one performs his/her annual mandatory community service. Look for them as they undertake projects to improve their local community oftentimes utilizing skills learned in their respective program majors here at Tri-County RVTHS. We were especially proud to be selected the winner of the 2010-2011 Mayflower Athletic Conference Sportsmanship Award. The award is earned through a process in which varsity coaches in the league choose a school which displayed exceptional sportsmanship for each sport in which they competed. The selections from all sports are then tallied at the end of the year, and the school with the most points is presented with the award. Tri-County also won the Sportsmanship Award in 2006.

Tri-County was also one of four technical schools in the U.S. featured in a video produced by the National Association of State Directors of Career Technical Education Consortium. The video, entitled, CTE: Making the Difference, acknowledges model high schools that prepare and empower students to succeed through outstanding career technical education.

Recognition belongs not only to Tri-County's students and staff but to its School Committee as well. Through the ongoing efforts of various subcommittees, the Tri-County School Committee has been able to accomplish several significant milestones. Tri-County was approved to take part in the Massachusetts School Building Authority Green Repair Program. The Green Repair Program will help Tri-County pay to replace two air conditioning systems and to upgrade the hot water heating system, which is original to the 1977 building. In addition, and most impressively, with the guidance of the School Committee, Tri-County has been able to operate school on a required minimum contribution budget. In other words, for the last two years, Tri-County has not asked member towns to contribute anything more than what the State has determined each town must contribute for the education of its students at Tri-County. The Committee recognizes the economic stress prevalent in our member towns and works collaboratively for the betterment of all.

## Graduation

One hundred eighty-five students graduated in a notable afternoon ceremony on Sunday, June 5, 2011. Superintendent-Director, Barbara A. Renzoni, presided over the ceremony at which over 1,200 guests were present. School Committee members, Jonathan Dowse and Robert Rappa, presented diplomas to the graduates. Karen Kennedy, Interim Director of Guidance, presented scholarships and awards totaling \$62,000 to deserving seniors. The grand total of scholarships and awards for the class of 2011 was \$688,500.

## Guidance & Special Education Services

In September, 2010, Tri-County welcomed 963 students to the new school year. The respective number of students from member towns was as follows: Franklin-206, Medfield-14, Medway-78, Millis-43, Norfolk-37, North Attleborough-259, Plainville-79, Seekonk-51, Sherborn-4, Walpole-62, and Wrentham-71.

During the 2010-2011 school year, the Guidance Department continued its programs to provide information to students, parents, sending schools and district communities. The Guidance Department provided counseling for students in career pathways and postsecondary education. Tri-County has served as a pilot school for the Department of Elementary and Secondary Education's development of Your Plan for College, a no-cost, comprehensive college and career planning portal designed to help Massachusetts students manage their educational and career pathways.

Tri-County was named *2011 Top of Class by Your Plan For College* and was inducted into its 2010-2011 Circle of Champions. Tri-County earned this distinction by performing in the top ten percent of Massachusetts high schools that engaged students and parents through *Your Plan for College* during the 2010-11 school year. Tri-County's faculty and staff were recognized for helping students better prepare for college and careers.

The Guidance Department, with assistance of personnel from the Massachusetts Educational Financing Authority (MEFA), presented programs on college preparation. Tri-County hosted Career Days for over 2,500 Grade 8 students from the regional district.

Guidance services included the development of a four-year career plan for students in grades 9 through 12. The career plans were reviewed with parents at the annual parent-student-guidance counselor conference. Massachusetts Bay Community College personnel administered the Accu-Placer, the state college placement test, to students.

## Academics

Tri-County Regional Vocational Technical High School continues to earn wide-spread recognition for academic and vocational success by combining rigorous and challenging academic courses with modern vocational studies. The initiatives implemented through *High Schools That Work* allow Tri-County to be recognized as a forerunner in vocational education. Implementation of the newest technology as well as innovative vocational technical programs ensures student success. Their success is measured in the classroom and ultimately in a chosen career path whether it is higher education, entrance in their vocational trade or military careers.

Over eighty-five percent of our students completed the Mass Core Curriculum requirement which is the Department of Elementary and Secondary Education recommended academic program for college and career readiness.

More than fifty seniors from the Class of 2011 were awarded John and Abigail Adams Scholarships. These scholarships are awarded to students who achieve two advanced scores or one advanced and one proficient score on the Grade 10 English Language Arts and Mathematics MCAS exams.

Tri-County RVTHS was recognized by the Southern Regional Education Board (SREB) for equipping students with 21<sup>st</sup> century skills through high quality career and technical programs. In the SREB publication, *"Ready for Tomorrow: Six Proven Ideas to Graduate and Prepare More Students for College and the 21<sup>st</sup> Century Careers"* (November 2009), Tri-County's Senior Project initiative was recognized as

a promising practice for developing 21<sup>st</sup> century skills that integrates academic learning with career technical education. The Senior Project allows students to discover how their academic knowledge and career technical skills can be integrated to create three components – a research paper on a topic in their assigned technical field, a related product or service, and a formal presentation.

Another area of recognition was the local Voice of Democracy Contest. The Voice of Democracy Contest was created in 1947 to foster patriotism by allowing students in grades 9 through 12 to voice their opinions on an annual theme. Many of our local students participated by composing essays, stories, and scripts based on a theme. In November 2010, three Tri-County students were chosen as winners of the VFW Post 3402 Voice of Democracy Contest based on recordings of their essay scripts addressing the theme, "Does My Generation Have a Role in America's Future?" One student received additional recognition by winning the Norfolk County District 5 competition.

Finally, Tri-County produced its own heroes when it hosted the Fourteenth Annual Vocational Mathematics Competition in the Kenneth Custy Gymnasium with eleven vocational schools from throughout the State competing for top honors. In a true team effort the Tri-County Mathematics team placed first in the competition marking the fifth time the school has captured the trophy.

### VOCATIONAL TECHNICAL PROGRAMS

Students in the Vocational Technical Programs experienced many successes, both school wide, and in their individual career areas. The grade 10 students from every vocational program completed the 10-hour OSHA training program in November. The training included 2 ½ days of interactive, specialized training in construction and general industry health and safety standards. All students passed the required exam and received a 10-hour OSHA card.

Tri-County students again achieved success at the State SkillsUSA Competition. In fact, Tri-County sent three secondary students and four postsecondary students to the National SkillsUSA Competition held in Kansas City this past June. A student in the Automotive Program won a silver medal in the Automotive Technology competition and our postsecondary Practical Nursing Students came home with a gold medal in Prepared Speech, and a bronze medal in Job Skills Demonstration. All those who competed ranked in the top seven in each of their competitions.

Two Auto Technology students competed at the Massachusetts Auto Dealers Technology Student Competition in December and took first place. This award enabled them to move on to the national competition, held in New York City in April. The students won fifth place at the national level, which included completing tasks involving skills such as tire-balancing and compression checks. The competition also involved diagnosing pre-assigned problems and repairing them within a three hour period.

Tri-County again received a grant from the U.S. Army to help fund the Robotics Team. The Robotics team, named "Tri Force" competed at the *FIRST Robotics* Competition in April at Boston University, and then competed in the *Beantown Blitz* Competition in June at Northeastern University.

The CIS students competed at Bristol Community College this spring and came away with many medals and awards in their respective computer literacy categories.

Two Vocational teachers were honored this past year with teacher excellence awards. Mrs. Angela Batt, a second year teacher in the Engineering Program was selected as the Massachusetts Vocational Association New Teacher of the Year. Her award included a check in the amount of five hundred dollars to purchase accessories for the CNC Milling Machine in the Engineering Program. Mrs. Kim Zogalis was honored by Bristol Community College for her exemplary use of technology in the classroom.

Auto Collision Repair: Students in the Auto Collision Repair program continued to serve the needs of the community and the Tri-County District by repairing vehicles under the supervision of their instructors. Students participated in field trips to emphasize the diverse career opportunities for students pursuing a career in this field.

Auto Technology: Auto Technology, one of the most popular programs at Tri-County, continued to maintain our school vehicles, and repaired and serviced cars, trucks and motorcycles owned by residents

in the eleven-town district. Students participated in the AYES shadowing program by observing employees in local auto repair shops, to learn the many aspects of the career.

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 students were busy working at several outside community projects this past year. Two notable projects were construction of a concession stand/storage building at the Beaver Pond Recreation Area and repair of a house on the property of Medway Community Farm. The students completed the Beaver Pond project and will continue to work in Medway next school year. They also completed renovations of their shop which met the standards in the Carpentry Curriculum. All of the Carpentry graduates earned pre-apprenticeship cards through the Massachusetts Division of Apprenticeship Training. The cards were issued to students who successfully completed all requirements for graduation from a Chapter 74 approved Carpentry program.

Computer Information Systems: Students in the CIS Program again successfully completed many certification exams, such as MOS, IC and A+. Tri-County continued as a Prometric Testing Center, giving our students the opportunity to take these exams on site. The CIS students also partnered with the Engineering students on the Robotics Team, developing the computer codes to allow the robot to function.

Construction Craft Laborer: Now in its second year at Tri-County, the Construction Craft Laborer students continued to participate in field trips at the NELTA Training Center in Hopkinton, where they took second place on Construction Career Day this past May.

Cosmetology: The Cosmetology Program continues to operate a full service hair and nail salon for members of the eleven towns in our district. Several Senior Citizen groups enjoyed hair and nail services by the grade 11 and 12 Cosmetology students. The students traveled to Assisted Living Centers in our communities to provide their services to the residents. The grade 9 and grade 10 students welcomed many guest speakers to promote various career opportunities for both men and women in the beauty industry. The grade 12 students once again were successful in passing the Massachusetts Board of Cosmetology exam and are gainfully employed in salons.

Culinary Arts: Gerry's Place Restaurant and Bake Shop continue to offer lunch to the public, Tuesdays through Fridays, when school is in session. Culinary Arts continues to be one of the more popular programs in the school. Students attended field trips at a variety of venues to learn about the diverse career opportunities in the food and hospitality industry. Students in the Culinary Arts Program received their certification in Serve Safe, OSHA, as well meeting all standards set forth by the American Culinary Foundation.

Dental Assisting: The Dental Assisting Program is now in its fourth year and eleven students graduated from the program in June. Students in Dental Assisting took the DANB Infection Control Exam and the Radiography Exam this past year as a requirement of the curriculum. The students in the Dental Assisting Program also volunteered to assist at the Community Health Day in Walpole. Students in grades 11 and 12 participated in a required clinical practicum at local dental offices.

Early Childhood Careers: The Preschool Program and the Toddler Program were again fully enrolled, serving children from our sending towns. The students participated in a required field placement at local child care centers and public kindergarten classrooms to expand their experiences working with young children. While visiting a local bookstore, they were featured in an issue of the baystateparent publication. Graduates of the Early Childhood Careers Program continue to pursue careers in the field of education by becoming gainfully employed in private centers immediately upon graduation or attending a four year college in order to teach in public schools.

Electrical: Students in the Electrical Program are learning all aspects of both residential and industrial application. The Grade 9 and grade 10 Electrical students practice their skills in the vocational shop. Juniors and seniors in the program work on live projects in the Tri-County school building and in outside projects. Students in the Electrical program worked with the Carpentry and Plumbing students to construct a concession/storage building at the Beaver Pond Recreation area in Franklin. They will

continue to work on a project to renovate a farmhouse on the Medway Community Farm this coming school year. Students also gain valuable training in renewable and sustainable technology by practicing installation and monitoring energy conservation at the photovoltaic PV system which was constructed on the Tri-County grounds. Students prepare for the State Journeyman license examination as they successfully complete both the theoretical and shop aspects of the program. Students will accrue up to 300 hours of Electrical Code instruction and 1,500 hours of practical application toward their license requirements upon graduation.

**Engineering Technology:** The Engineering Technology Program now incorporates Digital Electronics, Principles of Engineering, Computer Integrated Machining, and Architectural Design into their curriculum. With Project Lead the Way Certification, the students are able to transfer their skills from Tri-County to many PLTW affiliated colleges upon graduation. The Engineering students formed a Robotics team known as the Tri-Force Robotics Team, and competed for the second year in the *FIRST Robotics* Competition held at Boston University, and for the first time at the *Beantown Blitz* Competition, held at Northeastern University. The Tri-County engineering students were also chosen as one of only twenty four high school teams to design research for the International Space Station. The competition included a simulation and ground contest where the teams tested algorithms for the SPHERES satellites to accomplish tasks relevant to future space missions.

**Facilities Management:** Students in the Facilities Management Program gained skills in the many aspects of managing and maintaining a large industrial complex. They are required to take a CAD course in order to read and interpret blueprints, and perform important maintenance here at their school. They gained experience in renovating classrooms, replacing ceiling tiles, and performing landscaping projects on Tri-County school grounds.

**Graphic Communications:** The Graphic Communication students continued to provide design and print services for Tri-County as well as for in-district municipalities and other non-profit organizations. Design, pre-press, and printing skills are honed by students enrolled in this program. State of the art technology is used to enable students to be competitive as they pursue careers in this high demand industry.

**HVAC&R:** Students are trained in all aspects of heating, cooling and ventilation of both residential and commercial buildings. This past year, students in the program repaired refrigeration units in the Culinary Arts program and installed split system air conditioning units in the Tri-County school building. Students took the EPA 608 certification exam for the first time this past school year. With this certification, graduates from the HVAC&R program will be well prepared for high paying employment and further education. Students who complete 2,000 hours as a refrigeration apprentice and achieve a trade certificate upon graduation may sit for the Refrigeration Technician's license exam.

**Medical Careers:** Once again, all students in the Medical Careers program passed the Certified Nursing Assistant state examination at the end of their junior year. They also received Home Health Aide certification at the end of their senior year. Students also successfully completed the Pharmacy Technician on-line course during their senior year. All students in the program were trained in medical office technology skills as well as basic healthcare knowledge. Tri-County continued to enjoy a partnership with HMEA (Horace Mann Educational Associates) this past year, which allowed the students to gain experience working with developmentally delayed young adults. Students also participated in a clinical practicum at local skilled nursing centers and hospitals. The students who graduate from this program have many career opportunities in the highly competitive health field.

**Metal Fabrication:** Tri-County reinstated the Metal Fabrication Program this past year with an emphasis on welding. Students will be prepared to attain the AWS certification before they graduate from high school. Students will also learn the fundamentals of metal fabrication and joining processes. State of the art welding equipment allows students to become adept at oxy-acetylene, shielded metal arc, gas metal arc, flux core arc, and gas tungsten welding processes. Students are also being trained in the fundamentals of forming metals, and performing cutting operations.

**Plumbing:** The Plumbing program continued to be one of the most popular programs. Students practiced their skills in residential and commercial plumbing in the shop. Plumbing students also participated in outside projects in Franklin and Medway this past school year. Tri-County continues to have an articulation agreement with the Plumbers and Pipe Fitters Local Union 4 that allows our students the opportunity for advanced placement in the apprenticeship training program.

## CONTINUING EDUCATION

The Continuing Education Department at Tri-County offers both day and evening courses. The day program includes two Post-secondary programs, Cosmetology and Practical Nursing. The entire evening program consists of additional Cosmetology and Nursing programs as well as sixty to seventy other course offerings. The majority of adults served are from within the school district; however, students represent cities and towns from all over Central and Eastern Massachusetts, as well as Rhode Island. Tri-County offered access to Federal Financial Aid in the form of Pell Grants to qualifying students in our Practical Nursing and Adult Cosmetology programs last year for the first time with about one-third of our students taking advantage of the PELL grants. This offering continues to improve community access to these programs through this need based support.

**Adult Day Cosmetology:** There were fourteen graduates from the Adult Day Cosmetology program in 2011. Tri-County students once again were successful competing in SkillsUSA bringing home two gold medals in the statewide competition. The Adult Day Cosmetology program is a full-time program that follows the high school calendar and runs from September to June. All phases of cosmetology are introduced the first half of the year. The student learns hairstyling, cutting, permanent waves, coloring, manicuring and skin care. This program provides students with the mandated 1,000 hours of schooling and prepares them to pass the State Board of Cosmetology's licensing exam. Registration for the program begins in the spring and details are available by contacting the Continuing Education office at Tri-County.

**Evening Cosmetology:** In June 2011, eight students from the Evening Cosmetology program participated in the postsecondary graduation exercises held on June 26. The program's curriculum mirrors the day program in content but is spread out in more sessions due to the limited hours at night. This program also provides its students with the 1000 mandated hours and prepares the students to pass the licensing exam. This is still a one-year program that begins in September and runs until the end of June. Classes are held Monday thru Friday evenings from 5:00 to 10:30 p.m.

**Adult Day Practical Nursing:** Graduating twenty-eight students in 2011 the Practical Nursing program continues to flourish. The Nursing program also had a very successful year competing in SkillsUSA, sending several students to the national competition in Kansas City with one of our students bringing home a gold medal. This is a full-time day program which follows the high school calendar as 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 (Test of Essential Academic Skills) exam. 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:** Tri-County is proud to have graduated a second class of fourteen students from our evening Practical Nursing program. 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 students are eligible to sit for the NCLEX-PN examination for licensure. Successful completion of this examination permits practice as a Licensed Practical Nurse.

**Evening Adult Program:** The evening Adult Education program at Tri-County consists of approximately sixty to seventy 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>, or by calling the Continuing Education office.

## Student Activities

National Honor Society: The Peter H. Rickard Chapter of Tri-County is comprised of twenty-five student members. These students participated in many fund-raising and community service activities. Among these activities were campaigns for Pennies for Patients and Cradles to Crayons. NHS members organized these drives, with participation from the entire student body, and raised money for the Leukemia Society and collected school supplies for local disadvantaged children.

In April, the National Honor Society hosted the annual "Leadership Breakfast" honoring Tri-County students who have served in various leadership roles, both elected and appointed, during the school year. Erin Palmer, Development Manager of the Cystic Fibrosis Foundation of Massachusetts attended as the special guest speaker. Ms. Palmer's address spoke to the importance of volunteerism in society and the personal satisfaction which comes with making a difference.

On Wednesday, June 1, NHS activities culminated with the organization and presentation of Tri-County's twentieth Honors Night held in the Kenneth Custy Gymnasium.

## 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 attend the monthly School Committee meetings, where he reported on student concerns and activities. Students from this group also served on the Tri-County School Council. Three others served 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 which met once a month and included students from other schools in the Central Massachusetts region.

Class Officers: The sophomore, junior and senior classes elected a President, Vice-President, Secretary, and Treasurer for their respective classes for the 2011-2012 school year. The freshman class elect officers in January after their last exploratory. Under the supervision of the Class Advisors, officers scheduled, organized and conducted monthly after-school meetings to plan activities which included the Freshman/Sophomore Semi-Formal, the Junior/Senior Prom and the Senior Week activities. The class officers heard and communicated students' ideas to the Student Advisory Committee, and also served as ex-officio members of the Student Council.

Student Council: Each class elected four representatives to the Student Council. These students, along with the class officers and Student Advisory Committee members, served as the overall student governing body committed to the principle of student government. The group met weekly after school, and discussed issues and activities affecting the student body. The Student Council served as a liaison between the student body and the school administration. They provided a means for student statement in school affairs. 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 served as leaders for the student body, sponsoring and organizing social activities which included Freshman Orientation in August, followed by the Friday night activities for the September school Kick-Off Weekend. Student Council students assisted the Athletic Director in planning Homecoming in November and sponsored the many Spirit Week activities. In addition, the Student Council planned and coordinated civic, social, fundraising, and community service activities, provided input to the administration on student handbook revisions and acknowledged administrators and teachers throughout the school year.

## Extra Curricular Activities

There are nine extra-curricular activities at Tri-County. These clubs provided students with after school opportunities to explore and enjoy. Tri-County worked to provide a myriad of opportunities for all students during the extended week day and many weekends. This year, the Music Club held a talent show and the Drama Club performed *The Girls in the Garden Club*. These performances allowed students to showcase their artistic talents. The Math Club and Robotics Club participated in interscholastic competitions where students put both their academic and vocational experience to the test. In these

events, the Math Team took first place for the second year in a row in the Massachusetts Vocational Mathematics League.

## Summary

Tri-County Regional Vocational Technical High School is proud to provide a quality career education to the residents of its eleven member towns. Tri-County students are highly visible in our sending districts in a variety of roles. They serve as interns, summer employees, and cooperative education students and have completed a number of outside projects within our member communities. Each of these experiences assists our students in demonstrating what they have learned in their vocational programs.

Vocational training is only part of our success. Academic preparation is noted through the growing number of scholarships acquired from local associations and organizations, as well as the increased number of students now attending college upon graduation. Tri-County continues to prepare students as good citizens and this is witnessed through the actions of individual accomplishment of students through the mandated community service graduation requirement, as well as community service projects organized through a number of extra-curricular organizations. Two major school-wide projects this year were the annual *Holiday Gift Drive* and *Support for Our Troops*.

Tri-County is your town's vocational technical school. Our goal is to prepare our students to be good citizens who serve their community. Many of the programs offered at Tri-County are available to the public and our service programs are open to residents. Our facilities continue to be available to town administrators for meeting use.

Projects for member towns which were completed by Tri-County students included: *Franklin*, Carpentry, Plumbing, and Electrical students built the new concessions building for the town; *Seekonk*, Carpentry students built and installed cases for the Seekonk Town Hall; *Medway*, Carpentry and Electrical students have been working on the rehabilitation of an old farmhouse for the Medway Community Farm. This project will continue in the fall as well as our Graphics Program providing printing services for several towns.

Tri-County students also completed many projects located here at the school: Plumbing students installed a developing sink in Graphics, a new stove in Culinary, and did prep work for new heating units in Facilities Management. Electrical students installed new lighting in several interior and exterior areas of the building. Facilities Management students renovated a conference room and completed several landscaping projects. All of these undertakings were in addition to routine maintenance tasks.

Tri-County lives by its mission statement, specifically in the charge to prepare tomorrow's workforce; to provide a solid academic foundation for further education; and to prepare good citizens. Over the past year, this mission statement continued to move from words on a page, to action.

**NORFOLK SCHOOL BUILDING COMMITTEE**

The School Building Project construction activities are currently underway and the project is on budget and on schedule. The Massachusetts School Building Authority (MSBA) remains at 53% of the project costs.

In January preparation for the major construction activities continued for the School Building with activities such as site mobilization of subcontractors, submittal review/approvals and procurement of equipment and materials.

Abutters meetings were initiated to provide updates and communications with neighboring residents to ensure any abutter concerns are addressed in a timely manner.

The construction of the building is divided into 5 sectors: Gym Wing, Center Section, Cafeteria Wing, North Classroom Wing and the South Classroom Wing. Construction activities are progressing through each section in a staggered or series sequence. The construction sequence for each section is: foundations, structure, exterior walls, roofing, utilities installation and finally interior finishes.

The major construction activities began in March on the first section (Gym) when foundation and underground utility work began. Work on all sections has been progressing and is currently on schedule for occupancy of the new school at the start of the school year in September 2012.

In April, the Groundbreaking Ceremony for the Freeman-Kennedy School was held by the School Building Committee.

In May the NSBC presented project update report at Norfolk Town Meeting.

In July the project commemorated the completion of the building structure with a traditional "Topping Off" ceremony which included the signing of the final steel beam to be put in place by the project team as well as current students and faculty at the school.

A video tour of the construction site is available on the NCTV website at:  
[http://www.norfolkcable.com/norfolkcable.com/Video\\_on\\_Demand.html](http://www.norfolkcable.com/norfolkcable.com/Video_on_Demand.html)

The Norfolk School Building Committee and the Norfolk School Committee thank the residents of Norfolk for their continued support and investment in the education of Norfolk's children. A special acknowledgement is made to the many residents who have worked on the different phases of the project since 2000.

## BOARD OF LIBRARY TRUSTEES AND THE LIBRARY DIRECTOR

In the summer of 2011 we were speaking with a longtime Norfolk Resident and a good friend of the Library. He remarked how good the building looked. When we pointed out that it would soon be six years since our new Library opened in the Fall of 2005, he was incredulous. "It can't be six years already." And the building does look like it opened a year or two ago. Our fellow citizens are justifiably proud of their library and have taken exceptional care of it. Bob Bullock and Ron Bain oversee the major building systems which have worked well. We have received approval to address the last remaining issue of the building project, replacing the deteriorated siding from the 1984 addition with modern materials.

Our Library increasingly provides a number of services that depart from traditional offerings. This was in evidence following the Tropical Storm in August when much of the Town lost power. People flocked to the Library, which had power and Internet connections. More people work from home now and need the Library's technical resources more than ever. During 2011 82,000 people visited the Library. 33,000 borrowed materials on their visit and 6,500 used library computers and Internet service. The remaining 49% used the Library for other reasons, meetings, research, art shows, children's programs, adult programs and all the other offerings we have.

The Friends of the Library continue to go from strength to strength. The 2011 Book and Bake Sale raised over \$ 19,000 net of costs. Our Library is an incomparably better place because the dedication and hard work of the Friends. 2011 saw a leadership change as Susan Nelson replaced Cathy Elder. A representative of the Friends attends Trustee meetings as an associate member of the Board. This keeps communication between us at a maximum.

Finally, public libraries operate in a rapidly changing technical, economic, and social environment. We have been working continuously to stay on top of these changes, including an ongoing strategic planning effort. Our goal is to ensure that our Library, which has served the Town since 1890, will remain a vital part of our community life far into the future.

Kumkum Malik, Psy.D., Chair  
Harvey Boulay, Ph.D., Clerk  
Kenneth Nelson, R.N.

Robin Glasser, MLS, Director

**CULTURAL COUNCIL**

The purpose of the local and regional Cultural Councils is to support public programs that promote access to Education, Diversity and excellence in the Arts, Humanities and Interpretive Sciences in the community and Commonwealth. Local Councils have a right and responsibility to award grants that address the cultural needs in the community and can decide how to distribute allocated state funds as long as the state policies are followed.

For 2011 the Council received more than 32 grant applications for funding that fall under the guidelines set by the state. The sum of money allocated to Norfolk was \$3870 and this was given to 14 of the 32 applications. Examples of supported projects by the fund were the Summer Concert series, programs for Senior citizens, Bay Colony Theatre, various Library programs and other projects that support the the Town's interests

Respectively submitted:

Deanna Grimm, Chair NCC

**THE METROPOLITAN AREA PLANNING COUNCIL  
SOUTH WEST ADVISORY PLANNING COMMITTEE (SWAP)**

*Bellingham, Dover, Franklin, Hopkinton, Medway, Milford, Millis, Norfolk, Sherborn and  
Wrentham*

During 2011, the SWAP subregion municipal representatives participated in ten meetings and a Legislative Breakfast to discuss issues of mutual interest and to provide input to MAPC and other agencies. SWAP developed and supported transportation priorities as part of the Boston Region Metropolitan Planning Organization's (MPO) 2011-2015 Transportation Improvement Program (TIP).

SWAP members participated in discussions and heard presentations about the Sustainable Communities grant program, and submitted a proposal for a subregional Transportation Study. Member communities participated in State District Local Technical Assistance (DLTA) Energy Programs. Transportation continued to be a major area of interest in the subregion. The Upper Charles River Trail project was highlighted during a presentation by the Milford Upper Charles Trail Committee which included a Trail Development Primer which is a "how to" guide for other communities planning trails. Initiated by the Towns of Bellingham, Hopkinton, Medway, Sherborn and Wrentham on behalf of all ten SWAP communities, the DLTA-funded Parking Bylaw Project reviewed existing parking bylaws in the communities, identified issues of concern, and provided draft bylaws to address 12 parking strategies. Communities may adapt the strategies to update their parking regulations.

All SWAP communities except Dover were included in the 495/MetroWest Development Compact. Starting with a series of meetings with town officials, and progressing to regional forums, the project identified Priority Development Areas and Priority Preservation Areas along this strategic corridor and provided the foundation for a regional vision to guide future public investment. The Legislative Breakfast included four legislators from the subregion and featured presentations on transportation, including the subregional participation in the Boston Region Metropolitan Planning Organization, economic development and jobs creation and regionalizing municipal services. The Town of Medway was elected to serve as the SWAP subregional representative.

For more information, visit [www.mapc.org/subregions/swap](http://www.mapc.org/subregions/swap).

**NORFOLK PLANNING BOARD**

The 2011 Norfolk Planning Board consists of five (5) dedicated volunteers who are elected for three year staggered terms and one appointed associate member. Due to the decline in new construction, the Board has reduced its meeting schedule to once or twice a month in Room 124 of Town Hall.

The Planning Board, together with the Zoning Bylaw Study Committee, drafted and gained approval from the Annual Town Meeting for several amendments to the Town's Zoning Bylaws.

The Planning Board approved site plans for Cottage Car Wash at 36 Pine Street, Leo's Landing at 242 Dedham Street and the solar project at the Norfolk Landfill property off Medway Branch. The Planning Board also approved the Norfolk Landing Open Space Preservation Subdivision (7 lots) on a portion of the former Norfolk Airport property and the four affordable housing units on the former Gumps Farm property and one at 24 Mirror Lake Avenue.

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 information on available grants as well as land-use and zoning guidance has assisted in regulating growth and development.

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, or Senior Vice President David W. Sanderson.

The Planning Board sends its sincere appreciation and best wishes to former member David Roche for his many years of dedication to the Planning Board and the Town.

Please consult our web page at [www.virtualnorfolk.org](http://www.virtualnorfolk.org) or contact our assistant, Betsy Fijol, for information about current projects, applications, regulations and the services the Planning Board provides.

Respectfully submitted,  
Norfolk Planning Board

## **ECONOMIC DEVELOPMENT COMMITTEE**

The Economic Development Committee (EDC) was established in March, 2007. The EDC was "jointly appointed" by the Selectmen and the Planning Board and operates under their authorization to identify viable business interests and alternatives that meet the service needs of residents, create a sustainable tax base and encourage higher density development within the non-residential districts, by facilitating marketing information and timely, concise Town Government communications.

### ***Town Center Utilities -***

Two articles were approved at the 2010 Fall Town Meeting allowing creation of two Utility Districts for the Town Center, Storm Water and Waste Water. In 2011, the EDC has been working with Town officials in exploring the potential for the creation of waste water and storm water utility districts within the B-1 District (Town Center).

The EDC investigated financial funding options to obtain the funds for necessary Storm Water and Waste Water Utilities engineering work to apply for a Mass DEP permit. The EDC also explored grant funding for the phased construction of the Waste Water system. A profit and loss analysis showing a break even position for a proposed Waste Water Utility was created, reviewed, and is now being evaluated for funding options by the Selectmen before authorizing implementation of either of these utilities.

### ***Infrastructure Support -***

Boardman Street Bridge: An infrastructure project which could improve future development interest in Town Center is the creation of a bridge over the MBTA tracks connecting Boardman Street with Liberty Lane. The Selectmen are now evaluating funding options for this bridge program. The EDC is prepared to assist this effort.

### ***Chapter 40R and the Future Town Center -***

The EDC is working with the Board of Selectmen as they considered the idea of applying for chapter 40R status for some of the properties in Town Center. (Ch 40R allows more dense housing per acre than permitted by current Norfolk zoning. It also provides modest financial incentives to the Town for adopting 40R for properties, which permits higher density housing in areas close to Mass Transit, including some affordable housing units). The EDC recommended the 40R consideration for the Lower B1 properties in 2010-11 meetings with the Board of Selectmen and was supportive of zoning modifications for the Lower B1 properties. The recommendations led to a joint meeting of the Board of Selectman and Planning Board to discuss a vision of Town Center which, in turn, led to the formation of the Down Town Development Committee for future development.

### ***EDC Membership -***

The EDC is a seven member volunteer Committee. Presently there are six members and the EDC is in need of filling its seventh position. Volunteers should apply to either the Board of Selectmen or the Planning Board.

Minutes of EDC meetings can be found on the virtual Norfolk web site.

## RECREATION COMMISSION

The Recreation Commission consists of five elected commissioners each elected for a three year term. The Department has a full-time Director, Ann Proto, and a part-time Assistant, Kathy O'Brien, along with program instructors.

Norfolk Recreation's goal is to contribute to Norfolk's community spirit and health by offering a broad spectrum of programming as well as free community events. In 2011 we accepted approximately 3500 registrations for fee-based programs. Approximately fifty fee-based programs are offered per season and for all age groups. Norfolk Recreation offers a wide variety of programming with our own instructors and is pleased to partner with community clubs and organizations such as the Adirondack Club, Franklin YMCA, Fore Kicks, Medway Community Education and Millis Recreation to enhance program choices.

Norfolk Youth Basketball celebrated its 6<sup>th</sup> year in 2011 with an enrollment of over 300 elementary age children. This successful program is administered by Norfolk Recreation and coached by King Philip's Basketball Coach, Sean McInnis, his staff and players.

The Recreation Department organizes and funds the Free Summer Concert Series, the \$1 per day Summer Playground, the Easter Egg Hunt, and the Tree Lighting Celebration. Funding is provided primarily by our fee-based programs. In 2011, we received a \$1000 grant from the Arts Council for the concert series and \$1000 grant from Wal-Mart.

The Recreation Commission allocates Norfolk playing fields at the Freeman Centennial School and at Pond Street. We are currently at full capacity and can not accommodate all requests received. Organizations continue to have as many as 2500 players using fields for practices and games each week. Norfolk youth sports, tri-town sports, and King Philip players continue to receive priority in field allocation. Men's Softball and Adult Soccer receive time on Monday evenings and Sunday mornings.

Recreation works closely with the Department of Public Works and sport organizations to maintain the fields and park areas. The primary goals of field and park maintenance are safety, playability, and durability. Field fees are assessed and pay for necessary maintenance materials as well as aeration, overseeding, and portable toilets.

The Pond Street Banner Sponsorship Program continued to bring in revenues for work specific to Pond Street. In 2011 repair work was done to the centers of the large soccer fields and the baseball diamonds were re-edged.

Design work for the new Kids Place Playground commenced in 2011. This playground will replace Kids' Place on Boardman Street. The new Playground is being planned on the site of Gump's Farm, an acquisition proposed by the Community Preservation Committee and passed at the 2010 Fall Town Meeting.

Recreation continues working with the Department of Public Works, the Conservation Commission and the Community Preservation Commission on revitalizing the Town Pond. Our goal is to have the Town Pond serve as an accessible park area with fishing for residents.

Norfolk Recreation continues to pursue improving recreational locations. We are working with the Schools to address how to best meet the recreational space needs for the community at the Freeman Kennedy School.

Norfolk Recreation is greatly appreciative of the support we receive from our citizens, other Town departments, the Norfolk Elementary Schools and King Philip Schools. We look forward to continuing to support our residents and the promotion of community recreation, spirit, health and opportunity.

Respectfully submitted,  
Norfolk Recreation Commission

**ZONING BOARD OF APPEALS**

The Zoning Board of Appeals consists of 5 Full Members with a staggered term of 5 years and 2 Associate Members with a term of 1 year and all are appointed by the Board of Selectmen. The Board schedules a monthly meeting on the 3rd Wednesday of every month unless the work load dictates additional monthly meetings.

During the 2011 calendar year, the Board received 9 applications for hearings, some with multiple special permit and variance requests. The breakdown is as follows:

<u>Special Permits:</u>	<u>Variances:</u>	<u>Special Permit Extensions:</u>	<u>Appeals:</u>
Requested: 2	Requested: 5	Requested: 2	Requested: 1
Granted: 2	Granted: 5	Granted: 2	decision
pending			

Special Permit Modification:

Requested: 3
Granted: 1
Pending: 1
Withdrawn: 1

Of the two Special Permits one was granted for the removal of trees and vegetation within the side setback on a lot and the other was granted for the demolition and rebuilding of a non-conforming dwelling. The dwelling will be utilized for an affordable house. Two Special Permit Extensions were granted for a commercial use within the C-1 district.

Of the five Variances one was granted to allow an existing in-ground pool and the other 4 were granted to allow the construction of a single family house on 11 smaller combined lots.

Two of the requested modifications were associated with the Town Center Condominiums, a comprehensive permit project. One request for a modification was granted and one request was withdrawn by the applicant. The Third modification request related to the mitigation planting of trees that were removed in the side setback of a lot.

**BUILDING INSPECTIONAL/ ZONING ENFORCEMENT**

The Building / Inspectional Department functions to protect the public health and safety by overseeing all aspects of building construction. We ensure public safety through compliance with all laws and related ordinances that pertain to the Massachusetts State Building Code. Specifically, we encompass the administration of the State Building Code, Electrical Code, Plumbing and Gas Code, Mechanical Code and Architectural Access Board Regulations. This Department is also responsible for the interpretation and enforcement of the town zoning bylaws. The department reviews applications for building permits ranging from new construction, repairs to demolition of structures. Mechanical, Electrical, Plumbing and Gas permits are also issued from this department.

The Building Commissioner, in conjunction with the Fire Chief conducts annual safety inspections on restaurants, religious institutions and other places of assembly.

Following is a breakdown of 2011 permit activity:

Type	Permits Issued
Commercial Buildings	3
New Residential Dwellings	31
Demolition	10
Roofing	83
Siding	13
Signs	2
Wood/Pellet Stoves	13
Pools	6
Add/Alt Commercial	7
Add/Alt Residential	79
Misc.	85
Electrical	364
Plumbing	149
Gas	115
<b>Total Issued</b>	<b>960</b>

## NORFOLK COUNTY REGISTRY OF DEEDS

The Registry of Deeds is the principal office for real property records in Norfolk County. The Registry receives and records hundreds of thousands of documents each year, and is a basic resource for title examiners, mortgage lenders, municipalities, homeowners, and others with a need for land record information.

The Registry of Deeds has been a vital component of Norfolk County since 1793, the year Governor John Hancock signed legislation creating Norfolk County, also known as the County of Presidents – the birthplaces of Presidents John Adams, John Quincy Adams, John F. Kennedy and George H.W. Bush.

The Registry operates under the supervision of the elected Register, William P. O'Donnell. In over two hundred years of continuous operation the Registry's objectives have remained the same: accuracy, reliability and accessibility for the residents and communities of Norfolk County.

Improved technology, security and management of records and increased levels of customer service remain areas of major focus for the Registry of Deeds. Initiatives for 2011 include:

- The Community Outreach Program continues to bring the Registry to many of the County's Town Halls and Senior Centers during 2011. Register O'Donnell and staff were at Norfolk Town Hall on June 9, 2011.
- The Registry's Informational Seminars offer both the real estate professional and the general public the opportunity to learn how to research the Registry's land records.
- On July 14, 2011 the Norfolk County Registry of Deeds accepted all documents for electronically transmitted recordings. During 2011, the Registry of Deeds collected \$2,154,087.04 in recording fees generated through electronic recording and 12,866 documents were submitted electronically.
- Improvements to the physical appearance of the historic Registry Building built 1903 continued with the unveiling of the "Historical Photo" collection on the first floor of the Registry. Photographs depicting historic buildings and scenes from each of the 28 communities of Norfolk County are now on permanent display at the Registry. These photos can now also be viewed on the Registry's website at: [www.norfolkdeeds.org](http://www.norfolkdeeds.org).
- Norfolk County Registry of Deeds continues to enhance its disaster recovery business continuity plans. To continue "business as usual" for the entire Registry Building a generator was installed and an off-site recovery plan was developed.
- Free public viewing of every document, including land plans, recorded by the Registry since its inception in 1793 is available at: [www.norfolkdeeds.org](http://www.norfolkdeeds.org)
- The full service telephone and walk-in Customer Service & Copy Center provided thousands of Norfolk County residents with quality assistance in all areas of the Registry operations. The Customer Service & Copy Center can be reached at 781-461-6101.
- The Registry's internet website [www.norfolkdeeds.org](http://www.norfolkdeeds.org) is regularly updated and enhanced to include recent news, trends, press information, and answers to frequently asked questions.
- Our on-going community programs, Suits for Success, and the Annual Holiday Food and Toys for Tots Drives have been successful through the generosity of the Registry employees and the residents of Norfolk County.

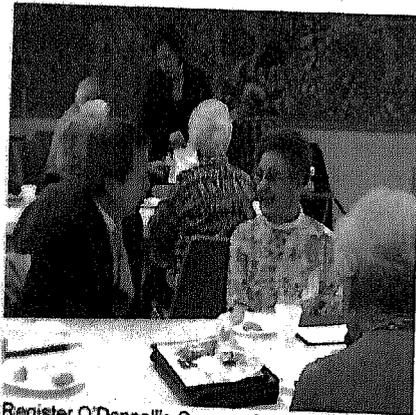
There was a decline in real estate activity in the town of Norfolk during 2011. There were 2,578 documents recorded at the Registry related to Norfolk real estate, an 11% dip from the 2,900 filed the year before. Real estate sales represented by transfers of both commercial and residential property for greater than nominal consideration dropped with just 134 Norfolk deeds recorded, or 8% fewer than 2010. The average price of a Norfolk sale (greater than \$1,000-residential and commercial properties) shrank to \$456 thousand, 17% less than 2010. The total dollar volume of sales ebbed with the final figure capping at \$61 million. Reflecting a pattern seen throughout the county, despite lower than ever interest rates, mortgage activity dropped in Norfolk by 19% with just 620 new Norfolk mortgages recorded. The total dollar amount of mortgage indebtedness recorded in 2011 for Norfolk properties slipped 30% to \$173 million. Norfolk residents took advantage of the March 2011 changes to the Homestead Law and filed 201 declarations, an 18% improvement from the year before.

The modernization initiatives that have improved the business operations of the Registry of Deeds will continue. I have been and continue to be committed to an efficient customer service oriented operation at the Registry of Deeds. It is a privilege to serve you as your Register of Deeds.

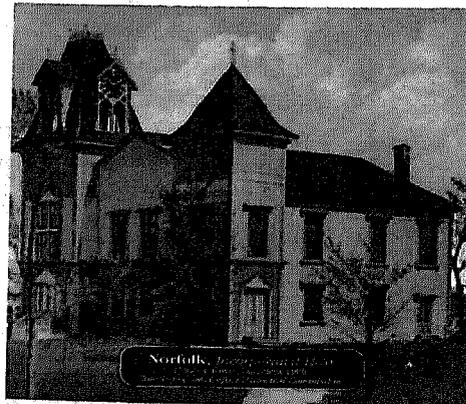
Respectfully submitted,

*Bill O'Donnell*

William P. O'Donnell  
Norfolk County Register of Deeds



Register O'Donnell's Community Outreach Program visits many Town Halls and Senior Centers.



Norfolk's historical photo now on display at the Registry of Deeds. Norfolk Town Hall circa 1906, courtesy of the Norfolk Historical Commission.

**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 – Administrative Assistant
- Wade Saucier – Health Agent
- Hilary Cohen – Animal Advisor
- Gail Bernardo – Burial Permits
- James F. Delaney – Burial Agent
- Mark Oram – Sanitarian

**Permits and Licenses Issued**

	2010	2011
Burial Permits	11	7
Form 1.0	30	25
(Review for home Improvement)		
Perc Testing	30	38
Well Permits	6	11
Septic System Permits:		
New Construction	16	20
Upgrades	17	16
Component		
Replacements	19	16
Variance Hearings	6	3
Food Establishments	32	35
Tobacco Sales	5	6
Refuse Haulers	10	8
Septic Installers	40	41
Septage Pumpers	15	14
Camps	3	2

**Other Board Issues**

The Board of Health sponsored its annual Rabies Clinic on April 2, 2011 at the Norfolk DPW garage on Medway Branch Rd. Dr. Shelly Sandler, D.V.M. and staff vaccinated a total of 76 dogs and cats of Norfolk residents and surrounding towns.

The Board of Health sponsored a Seasonal Flu Clinic in November 2011 at the Norfolk Senior Center. The Walpole Area VNA provided vaccinations to 80 residents. Many thanks to the VNA, Council on Aging, and the volunteers that make this event possible.

The Board of Health funded the town's Connect-CTY mass communication service again this year through a Homeland Security grant. Residents are reminded to visit the town's web site and click on the link that says "SIGN UP NOW-SERVICES BY CONNECT-CTY" to enter their complete contact information.

The Board's all-volunteer Medical Reserve Corp (MRC) team has grown to include fifty-two residents with medical and non-medical backgrounds. The purpose of the MRC is to generate

community awareness to educate our town on how to prepare for an emergency. The MRC meets monthly and has hosted several training classes and guest speakers. Becoming an informed citizen and being prepared for an emergency can help save lives-consider joining the Norfolk MRC. Visit the Board of Health web page for more information on the MRC.

The Board of Health would like to thank all of our volunteers for their dedication, hard work and continued support throughout the year.

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

Respectfully submitted,

Norfolk Board of Health

## COMMUNITY PRESERVATION COMMITTEE

The Community Preservation Committee meets monthly at Town Hall and is comprised of a combination of at-large members and members representing certain existing Boards and Commissions in Norfolk, as prescribed in its bylaws. In the nine years since the adoption of the Community Preservation Act by Norfolk voters, the fund has collected about \$7.8 million, with a significant portion of that sum coming from State matching funds. As of the end of December 2011, the fund has an unencumbered balance of about \$3.7 million, exclusive of the funds earmarked for projects already approved. To date, the CPC has spent or allocated approximately \$3.7 million for projects within the Town of Norfolk. These projects fall under mandated priorities: open space and recreation, affordable housing, and historic preservation.

During the past year, the CPC 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 Norfolk. Some highlights are:

- Following the fall 2010 Town Meeting approval of the purchase of the 22-acre Gump's Farm parcel, the CPC delineated wetlands and flood zones, demolished old farm structures (at the owner's expense), performed other due diligence testing, and closed on the property. Three house lots on Boardman Street and Medway Branch were conveyed to the Municipal Housing Trust for the construction of affordable housing.
- At the spring 2011 Town Meeting, voters approved the installation of permanent bounds on the Gump's property, and voted to hire a consultant to develop a master design plan. From five prospects, we selected Kyle Zick Landscape Architecture, with the goal of presenting this plan (to include Kids' Place playground, community gardens, and trails) at the spring 2012 Town Meeting.
- At the spring Town Meeting, voters approved the restoration of the Misty Meadow mural painted by Emily Jacques at the Library plus a descriptive plaque to be installed.
- Town meeting voters approved \$50,000 for an Affordable Housing Assistance Program, and a \$300,000 transfer to the Municipal Housing Trust for the creation of affordable housing in Norfolk.
- The Fales Memorial Park at Highland Lake historical plaque was completed and will be installed near the entrance to the property.
- Fall town meeting approved a plaque for Town Hill, detailing present and past road structure, plus past and current locations of historical landmarks.
- A water quality assessment of the health of Highland Lake, Bush Pond, and Town Pond was approved at fall Town Meeting.
- Due to the solar array project at the landfill and surrounding area, the CPC suspended its investigation of recreational opportunities there. Once the solar project is complete, the committee hopes to pursue walking trails and educational opportunities there.
- The Norfolk Grange completed permitting for its historic restoration, hired a new construction manager, completed septic and roof drainage systems, a small building addition, handicapped access, and began interior renovations.
- The CPC had discussions with several property owners in Norfolk, exploring conservation and acquisition options for their parcels.
- CPC was a member of the Community Preservation Coalition for calendar year 2011.

Please visit [www.virtualnorfolk.org](http://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 2012.

Respectfully submitted,

Community Preservation Committee

## NORFOLK COUNCIL ON AGING

The Council on Aging is made up of 8 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 a 20-hour-a-month Outreach Worker.

The Council received a formula grant from the Executive Office of Elder Affairs (MCOA) in the amount of \$6,174.00, which was used for mileage and extra hours for the outreach program, annual dues to MCOA, and to subsidize programs.

Programs and services provided by the Council include referrals to other agencies, outreach programs, caregiver support, food shopping, health screenings, haircuts, a walk club, massage, manicure, yoga, tai-chi, fitness programs, exercise bikes, intergenerational programs, a tax relief program, fuel assistance, transportation, congregate meals, home delivered meals, community education, legal assistance, a monthly newsletter, recreation, a water color class, social events, swimming at the Wrentham Developmental Center pool, Veterans breakfast, Friends Dinner club, and a Fishing Derby. In the past year, the Council has held several special events and has instituted new activities, all of which have brought new faces into the Senior Center. 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. The Newsletters are also online and can be e-mailed.

The work of the Council would be impossible without the generosity and support of the Friends of the Norfolk Council on Aging. The Friends work closely with the Council to provide vital and enjoyable services to Norfolk seniors.

And a special thank you also to Eagle Scout Drew Lacoviello for designing and building an herb garden at the Senior Center and Girl Scout Vicki Abramo for providing classes on Genealogy and her program on "How to start a Family Tree" as her project for the Girl Scout Gold Award.

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, Norfolk Cultural Council, HESSCO (Health and Social Services Consortium, Inc.), the Executive Office of Elder Affairs, Norfolk Community TV, the Friends of the Council on Aging, Boy & Girl Scouts, all the citizens of Norfolk and our many volunteers who helped to make the Senior Center a home away from home.

The Council received a certificate after completing a three-year (2008-2011) cultural competency training. Training was to increase the cultural competency of elder service providers and to reduce the barriers to care and health disparities experienced by culturally diverse elders.

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



The Commonwealth of Massachusetts  
The State Reclamation & Mosquito  
Control Board



Norfolk County Mosquito Control District

Commissioners

Robin L. Chapell Norman P. Jacques  
Maureen P. MacEachern Linda R. Shea  
Richard J. Pollack, PhD

61 Endicott St, Bldg #34

Norwood, MA 02062

(781) 762-3681 Fax (781) 769-6436

www.massnrc.org/nemcp

Director

John J. Smith  
Assistant Director  
David A. Lawson

Town of Norfolk

2011 REPORT OF THE NORFOLK COUNTY MOSQUITO CONTROL DISTRICT

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

**Surveillance:** Field surveys, inspections, and monitoring in support of each part of the program are highlighted below. District personnel spend significant hours conducting surveillance which supports each component of the Districts program. The District continues to collaborate with the Massachusetts Department of Public Health (MDPH), State Laboratory Institute for the purpose of detecting viruses in collected mosquitoes as an early warning system for the residents of the county. Considerable manpower is allocated to all these efforts, which is not directly reflected in this report.

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

**Water Management Activities:** An important component of our IPM approach is the management of shallow, standing, stagnant water, and the maintenance of existing flow systems which if neglected can contribute to mosquito breeding. Site visits, pre and post monitoring, photographic documentation, survey measurements, flagging, accessing assessors information, maintenance of paperwork and electronic forms, communication with and/or meeting on site with residents, town/state/federal officials and maintaining regulatory compliance are all important aspects of this program. In addition to normal drainage system maintenance, District personnel advise residents on removal of water holding artificial containers on their property for the purpose of eliminating potential West Nile Virus mosquito breeding habitat. Increasing problems with beaver activity is becoming a new area of concern.

Drainage ditches checked/cleaned	3,225 feet
Intensive Hand Cleaning*	700 feet

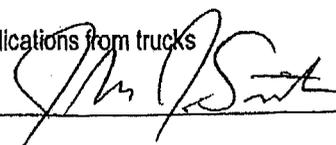
\* Combination of brush cutting and clearing of severely degraded drainage systems or streams by hand

**Larval Control:** Treatment of mosquito larvae during aquatic development is the next most effective control effort. These applications were conducted after devoting many man hours to collecting larval data which is used for targeting purposes as well as for determining efficacy of these applications.

Aerial larvicide applications with Bti	293 acres
Larval control - briquette & granular applications by hand	1.4 acres
Rain Basin treatments - briquettes by hand (West Nile virus control)	643 basins
Abandoned/unopened pool or other manmade structures treated	0 briquets

**Adult Control:** The suppression of flying adult mosquitoes becomes necessary when they are numerous, annoying, and/or threaten public health. These applications are conducted based on residential complaints as well as by analyzing adult mosquito population data collected from light traps. These collections also identify priorities for adulticide applications in response to risk from mosquitoes infected with West Nile Virus (WNV) and/or Eastern Equine Encephalitis (EEE).

Adult aerosol applications from trucks 2,922 acres

Respectfully submitted,  John J. Smith, Director

## HISTORICAL COMMISSION

**Oral History of the Norfolk Prison Debating Team** The Commission participated in a unique oral history project funded by Massachusetts Humanities. Natasha Haverty and Adam Bright conducted a number of interviews of people who took part in a series of debates at the Norfolk Prison during 1965 to the 1970's. The teams were made up of prison inmates and debating teams from many of the best ivy league colleges. The Norfolk Team was the winner at one point of 44 of 50 contests. Natasha and Adam located many inmates, students and prison administrators and interviewed them. They commission hosted a program at the Library that was a chance to listen to these tapes, meet many of the people who participated and to discuss in a forum, ideas about the debates and how they relate to prison life today.

### **Cemeteries research**

Doug Terpstra's 1998 photos and epitaphs of many of the most ancient stones in the Norfolk and Pondville Cemeteries were reprinted and bound. Mark Norman also completed his 2011 Eagle Scout Project on the Norfolk Cemetery. He compiled a map of the cemetery and an inventory of engravings on all the stones prior or 1900. Both reports are available in the library.

### **Norfolk History Talks**

The "History on the Hill" summer lecture series continued in 2011. Some of the topics covered since the talks began in June 2009 were Norfolk's most historic men and women, George Washington's stay in Norfolk, Norfolk's early industries and others. The talks were researched and conducted by Barbara Bartholomew at the bandstand on Town Hill. Barbara is preparing the first two years series for publication in a booklet in 2012.

### **Norfolk History Day**

In May the Commission held Norfolk History Day at the Senior Center. Betsey Whitney provided a display on the history of Pondville. Barbara Bartholomew displayed her interpretive sign for the Fales Memorial Park. Sandra Paquette had a display of rare photos of the Populatic Pond neighborhood. We also honored Lowell Robinson by featuring a collection of his drawings of the many projects he has designed around town.

### **New Display Case**

NHC built a History Display Case in the window area next to our office. Many thanks to Roy Hamlin, Norfolk County Glass, the Norfolk Community League and to Georgia Jones for their contributions.

### **Misty Meadow Farm**

The Commission designed a plaque remembering Emily Jacques which hangs next to her mural of Misty Meadow Farm in the Library. It consists of a photo of Emily Jacques, a biographical sketch and a photograph of her house on Union Street which was demolished in 1999. The display was paid for by funds from the Community Preservation Fund.

### **The National Register of Historic Places**

The Commission, with the help of Martha Lyon, submitted an application for Pondville Cemetery to the Massachusetts Historical Commission for the National Register of Historic Places. This application includes an in depth history of the cemetery and of Pondville as a village. It is available for anyone to read in the Library.

### **The History of Pondville completed**

Congratulations to Betsey Whitney as she has completed her wonderful book "Pondville: My Home and Neighborhood, My Personal Search for Its History - Preservation of Its Past, Hopes for Its Future". Copies can be obtained by calling Betsy at 508 384 8747. It is also available at the Library.

**Historic Building Demolition Delay**

The Commission reviewed several applications for demolition of buildings this year. We requested the six month demolition delay for only one of them - 49 Seekonk St. This was and is the home of the Mann and Ray families. The family had many people who were famous citizens including Levi Mann one of the first Selectmen in 1870.

**Oral Histories**

Thelma and Barbara continue to work on transcription of oral histories. Thank you to our volunteers, Jeanne Wall, Alex Garrity and Susan Crane for editing and transcribing the tapes.

## SOUTH NORFOLK COUNTY ARC

*Turning Disabilities into Possibilities . . .*

**[www.sncarc.org](http://www.sncarc.org) - See our updated website and online Gift Catalog !!**

With funding through the Town of Norfolk, the South Norfolk County Arc (SNCARC) provides supports and services to citizens of Norfolk who are disabled by intellectual and developmental disabilities including autism. 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 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 intellectual and other developmental disabilities and to their families."**

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

### **Family Support and Respite Care:**

SNCARC provides temporary in-home or out-of-home professional care and training for children and adults with intellectual 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 nationally recognized training program for First Responders relative to Autism Spectrum Disorders (ASD). ALEC training helps foster a deeper understanding of ASD among public safety and law enforcement personnel. Training is available for police officers, emergency room and court room personnel, EMT's 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 developmental disabilities. 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 intellectual or other developmental disabilities.

**Harbor Counseling Center:**

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

**Residential Management:**

SNCARC provides Residential Management Services for residential homes and apartments housing individuals with intellectual and other developmental disabilities.

**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 elderly individuals with intellectual and other developmental disabilities. 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 developmental disabled persons age 18 and over. These services include vocational evaluation, work adjustment training, sheltered employment, transitional or supported employment and competitive job placement and follow-up support.

**Residential Programs:**

*Lifeworks Residential Programs* provides home-like environments and supervision, care and training in independent living skills, functional academics and social skills. These programs include community residences and supervised apartments (both with 24-hour staffing) and cooperative apartments (with staff assistance less than 24 hours per day).

Norfolk residents who wish to visit or learn more about our programs or who wish to request services for someone challenged with intellectual or other developmental disabilities should contact us at (781) 762-4001.

Respectfully Submitted,  
Daniel J. Burke  
President and CEO

**DEPARTMENT OF VETERAN'S SERVICES**

Your local Veterans' Service Officer (VSO) is committed to assist our resident veterans and their dependents with information and access to a variety of Veterans Services provided by both the Federal Government and the Commonwealth of Massachusetts. Your local VSO is specially charged with the administration of Massachusetts General Law Chapter 115. This Law was established in 1861 to assist eligible veterans with monetary assistance for living and medical expenses. Approved claims are paid by the Town with 75% reimbursement from the Commonwealth to the Town. Your VSO continues to meet his responsibilities to Norfolk taxpayers with diligence to insure that recipients are bonified eligible veterans or dependents and that other forms of Federal and State financial assistance/entitlements (Social Security, Mass Health, Unemployment, Federal VA support, etc.) are first utilized.

Because of Norfolk's population of less than 12,000 residents, our Town is serviced by a part-time Veterans' Service Officer. In June 2011, Norfolk resident and veteran Bill Conklin was approved by the Selectmen to replace retiring former VSO Tony Mastroianni of Bellingham.

VSO Bill Conklin meets with veterans and their families by appointment at the Veteran's Office in Town Hall. For an appointment call either the Town Clerk, or the Town Administrator's Office.

We have approximately 400 Veteran families residing in Norfolk. We thank them for their service to the nation.

Respectfully submitted,

R. William Conklin

**WALPOLE AREA VISITING NURSE ASSOCIATION**

The Walpole Area VNA completed the year 2011, with stability and modest growth. The agency has incorporated new changes in the Medicare reimbursement system for 2011. The agency also received notice that it has been selected as one of the top home health care agencies in the U.S. The Walpole Area VNA has been designated as a Home Care Elite agency.

The Walpole Area VNA is a Certified Medicare and Medicaid 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 recognition for excellence in patient satisfaction and is ranked in the top 10% of benchmark agencies, nationwide. The major strength of the VNA continues to be the competent, professional and highly committed staff.

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

**Health Maintenance for the Elderly:** Promotion of good health and maximum functioning for all residents over 60 years of age. Elderly residents, who are homebound and have multiple chronic illnesses or conditions, but do not qualify for skilled care in the Home Health Program are seen on a periodic basis by a nurse at home. The goal of the program is to assess changes in physical condition, prevent complications and prevent unnecessary hospitalizations. Ambulatory residents are seen for physical assessment and health counseling at the senior citizen clinics, held at the Dover Town House the fourth Friday 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. Most of these visits are reimbursed by health insurance.

**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 and other screenings are held at the clinics and in the community. The annual flu clinic was held in October. The pneumonia vaccine was also offered this year in the VNA office, by appointment.

The Town of Norfolk Public Health Statistics for **2011** are as follows:

SERVICE	UNITS
Home Visits/Health Maintenance	1
Maternal/Child Health Visits	0
Communicable Disease Follow-Up	61
Senior Citizen Clinics	66
Flu Vaccine	69
Pneumonia Vaccine	0
Other	22

**SELF-HELP, INC.**

During the program year ending September 30, 2011, Self Help, Inc. received a total funding of approximately \$25.5M and provided direct services to 27,275 limited income households in the area.

In the TOWN OF NORFOLK Self Help, Inc. provided services totaling \$92,361 to 70 households during program year 2011.

Self Help's total funding of \$25,446,770 does not tell the real value of services delivered to the area as a whole. This funding enabled us to mobilize an additional \$2,465,510 of other community resources such as, volunteers, donations of space, and private donations in the form of goods and services. Therefore, the total impact of Self Help, Inc. during the past program year was \$27,912,280.

In addition, Self Help currently employs 242 individuals. Many of these individuals are of limited income and most reside in our service area.

We feel that October 1, 2010 through September 30, 2011 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, its Board of Selectmen, and all the volunteers for helping us to make fiscal year 2011 a successful one.

Respectfully submitted,

**Norma Wang**  
Human Resource Director  
Self Help, Inc.

## CONSERVATION COMMISSION

The 2011 Norfolk Conservation Commission membership consists of six dedicated volunteers appointed by the Board of selectmen for a three year staggered term. The Commission met twice monthly on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays of the month. The Commission's jurisdictional responsibilities are guided by the State Wetlands Protection Act and 310 CMR 10.00 and the local Wetlands Protection Bylaw and Regulations. The Commission also oversees and manages dedicated conservation land and open space in Norfolk. The Commission's agent, Janet DeLonga, continues to maintain public office hours on Monday and Thursday from 9:00 a.m. to 12:00 noon in the Conservation Office, Room 105C at the Town Hall.

During the 2011 calendar year, the Commission issued 2 Emergency Certifications for the repair of water leaks to residential dwellings, conducted public hearings for 9 wetlands cases involving the filing of 5 Notices of Intent, 4 Requests for Determination, and 1 amended Order of Conditions. The Commission also conducted a public hearing for revisions to the Wetlands Protection Bylaw Regulations.

The Commission approved three Eagle Scout projects during the calendar year; Chris O'Mara (picnic benches at Town Pond), Will Chadwick (widening trails at Kunde Forest and improving the pedestrian entrance along Tucker Road), and Sean Lavin (bat houses at Town Pond). The Commission was also pleased to approve and oversee the inspirational stepping stone project performed by Girl Scouts, Katelyn Beans and Emma Cree Gee at the Kunde Conservation Park. The Kunde Conservation Park officially opened in the spring of 2011 complete with perennial gardens, picnic benches and play equipment. A bronze plaque in memory of the late Commission member, Larry Harrington, was also installed on a large stone along the pathway in the park. Again, John Weddleton has graciously volunteered to oversee the maintenance schedule of the park.

During the 2011 Calendar year, the Commission applied for Community Preservation funding to complete a biological assessments of Bush Pond, Highland Lake and Town Pond. The assessments were completed by Aquatic Control Technologies and will be used to determine the overall health of these water bodies along with recommended management techniques and options.

The Commission also wishes to thank the Norfolk Lion's Club for cleaning the Harold Campbell Town Park off North Street.

**BOARD OF ASSESSORS**

The sales that occurred in calendar year 2010 were inspected during calendar year 2011 to establish the assessment for all properties in town as of January 1, 2011.

The average assessed value of single family homes decreased in value and the average assessed value of commercial and industrial property remained approximately the same between 2010 and 2011. The total value for all taxable property in Norfolk for Fiscal Year 2011 was \$1,448,598,429. This reflects a decrease of approximately 3.5% over the total value for Fiscal Year 2010 of \$1,501,202,458.

The tax rate for Fiscal Year 2011 was \$15.10 per \$1,000 of property valuation for all classes of property in Norfolk.

The Board of Assessors with the assistance of the office staff continued to update the website and make more information available to the public. We also continued our cyclical inspection of a portion of all properties in town.

Mrs. Patricia Salamone served as Chair of the Board of Assessors with Kathleen Mullineaux and Andrew Bakinowski serving as members of the Board.

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

Please visit our website on the Town of Norfolk Municipal Page at [www.virtualnorfolk.org](http://www.virtualnorfolk.org) for more information.

**TOWN ACCOUNTANT  
FINANCE DEPARTMENT**

Local revenues were down this again year along with deep budget cut in local aid from the state, through careful budget management by town department heads we had free cash certified for Fiscal Year 2011 in the amount of \$514,087. A portion of the free cash was used to fill the budget gap of the snow and ice account which was reported on the tax recap and monies were allocated for the FY12 budget for the DPW to begin the ground work on the solar energy project.

I am including a copy of the Fiscal Year 2011 Town of Norfolk's General Fund and School Budgets.

Many thanks to Mary Noris, and Renee Klopf, for all their assistance throughout the year. It has been wonderful to have the Accounting Department at full staff.

Respectfully submitted,  
Julianne Siewko, Town Accountant

FINANCIALS GENERAL FUND AND SCHOOL FOR FISCAL 2011

	ORIGINAL APPROP	TRANSFRS ADJSTMTS	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	PCT USED
0100 GENERAL FUND - TOWN	49	0	49	0	49	0 %
01142 MODERATOR EXPENSES						
011221 SELECTMEN/TOWN ADMIN SALARIES	187500	2035	189535	189530.94	4.06	100 %
011222 SELECTMEN/TOWN ADMIN EXPENSES	26250	0	26250	23069.58	3180.42	87.9 %
011226 SELECTMEN/TOWN ADM ENCUMBRANCE	0	2447	2447.25	185	2262.25	7.6 %
011301 FIN DEPART SALARIES	433361	8891	442252	442118.66	133.34	100 %
011302 FIN DEPART EXPENSES	165759	0	165759	143803.31	21955.69	86.8 %
011306 FINANCE ENCUMBRANCE	0	11935	11935	6548.11	5386.89	54.9 %
011311 ADVISORY BOARD SALARIES	6100	0	6100	5881.58	218.42	96.4 %
011312 ADVISORY BOARD EXPENSES	5000	4500	9500	8492.19	1007.81	89.4 %
011322 ADVISORY BOARD RESERVE	50000	-47984	2016.02	0	2016.02	0 %
011412 ASSESSORS EXPENSES	1500	0	1500	950.87	549.13	63.4 %
011512 TOWN COUNSEL EXPENSES	71000	30000	101000	95926.86	5073.14	95 %
011516 TOWN COUNSEL ENC	0	55730	55730.35	24629.42	31100.93	44.2 %
011551 INFORMATION TECHNOLOGY SALARY	4000	-4000	0	0	0	0 %
011552 INFORMATION TECHNOLOGY EXPENSE	64100	0	64100	63909.44	190.56	99.7 %
011562 TAX TITLE FORECLOSURE EXPENSES	10000	-5513	4487	3317.88	1169.12	73.9 %
011611 TOWN CLERK SALARIES	92978	106	93084	92734	350	99.6 %
011612 TOWN CLERK EXPENSES	9000	0	9000	7762.28	1237.72	86.2 %
011621 ELECTIONS SALARIES	10530	0	10530	7013.07	3516.93	66.6 %
011622 ELECTIONS EXPENSES	18500	0	18500	13713.12	4786.88	74.1 %
011701 LAND USE DEPARTMENT SALARIES	111259	-8879	102380	102379.51	0.49	100 %
011702 LAND USE DEPARTMENT EXPENSE	16500	0	16500	11118.85	5381.15	67.4 %
011712 CONSERVATION COMM EXPENSES	10500	0	10500	10500	0	100 %
011752 PLANNING BOARD EXPENSES	34560	-4000	30560	28464.5	2095.5	93.1 %
011756 PLANNING BOARD ENCUMBRANCE	0	25200	25200	6159.62	19040.38	24.4 %
011762 ZONING/APPEALS BOARD EXPENSES	60	0	60	0	60	0 %

011902 TOWN HALL FAC MAN	131200	0	131200	126265.2	4934.8	96.2 %
011903 OLD TOWN HALL FAC MAN	8200	0	8200	6621.32	1578.68	80.7 %
011905 COUNCIL ON AGING	38950	0	38950	41345	-2395	106.1 %
011906 FAC-TOWN HALL ENCUMBRANCE	0	4547	4546.76	4546.76	0	100 %
011907 FIRE/POLICE STATION FAC MAN	102250	0	102250	97442.25	4807.75	95.3 %
011909 LIBRARY FAC MAN	86550	16000	102550	99198.92	3351.08	96.7 %
011921 FACILITIES MANAGEMENT SALARY	47311	-2595	44716	44715.08	0.92	100 %
011922 FACILITIES MANAGEMENT EXPENSE	2400	0	2400	2231.5	168.5	93 %
011952 TOWN REPORT	3200	0	3200	1976.45	1223.55	61.8 %
011956 TOWN REPORT ENCUMBRANCE	0	125	125	0	125	0 %
012101 POLICE SALARIES	1621627	0	1621627	1619833.16	1793.84	99.9 %
012102 POLICE EXPENSES	102437	20000	122437	119695.86	2741.14	97.8 %
012106 POLICE ENCUMBRANCE	0	16415	16415.45	16335.2	80.25	99.5 %
012201 FIRE SALARIES	1086122	72029	1158150.98	1157588.01	562.97	100 %
012202 FIRE EXPENSES	52900	-1500	51400	51261.89	138.11	99.7 %
012206 FIRE ENCUMBRANCE	0	1400	1399.95	1399.95	0	100 %
012251 DISPATCH SALARIES	204346	12419	216765	215854.39	910.61	99.6 %
012252 DISPATCH EXPENSES	6150	0	6150	5436.53	713.47	88.4 %
012256 DISPATCH ENCUMBRANCE	0	2214	2214.39	2214.39	0	100 %
012312 AMBULANCE BILLING	15000	0	15000	13779.1	1220.9	91.9 %
012411 BUILDING DEPARTMENT SALARIES	178531	9748	188278.56	188278.56	0	100 %
012412 BUILDING DEPARTMENT EXPENSES	2300	2711	5011.44	4184.07	827.37	83.5 %
012442 WEIGHTS AND MEASURES EXPENSES	800	0	800	750	50	93.8 %
012911 EMERGENCY MANAGEMENT SALARIES	700	0	700	700	0	100 %
012912 EMERGENCY MANAGEMENT EXPENSES	900	0	900	144.6	755.4	16.1 %
012916 EMERGENCY MING ENCUMBRANCE	0	900	900	899.94	0.06	100 %
012921 ANIMAL CONTROL SALARIES	42238	385	42623	42622.08	0.92	100 %
012922 ANIMAL CONTROL EXPENSES	4000	0	4000	3879.62	120.38	97 %
012961 ANIMAL INSPECTOR SALARIES	2246	-52	2194	2193.96	0.04	100 %
012962 ANIMAL INSPECTOR EXPENSES	50	0	50	0	50	0 %

Account Description	6758595	77728	6836323	6836323	377756	0	100 %
013012 EDUCATION - KING PHILIP							
013022 EDUCATION - TRI COUNTY	384090	-2487	381603	381603	377756	3847	99 %
013032 EDUCATION-NC AGRICULTURAL SCH	0	6000.	6000	6000	6000	0	100 %
014101 DPW ADMIN SALARIES	162352	-2100	160252	160252	160223.83	28.17	100 %
014102 DPW ADMINISTRATION EXPENSES	72500	0	72500	72500	68925.09	3574.91	95.1 %
014106 DPW ADMIN ENCUMBRANCE	0	14932	14932.42	14932.42	9071.67	5860.75	60.8 %
014201 HIGHWAY DEPT SALARIES	132604	0	132604	132289.68	314.32	314.32	99.8 %
014202 HIGHWAY DEPT EXPENSES	89731	0	89731	74373.78	15357.22	15357.22	82.9 %
014206 HIGHWAY DEPT ENCUMBRANCE	0	2953	2953	2953	0	0	100 %
014212 ROAD PROGRAM	1	0	1	0	0	1	0 %
014221 GROUNDS MAINTENANCE SALARIES	119008	0	119008	118386.76	621.24	621.24	99.5 %
014222 GROUNDS MAINTENANCE EXPENSES	56281	0	56281	50763.69	5517.31	5517.31	90.2 %
014226 GROUNDS MAINT ENCUMBRANCE	0	4111	4111	3630	481	481	88.3 %
014232 SNOW AND ICE EXPENSES	123647	188836	312482.68	473621.72	-161139.04	151.6 %	
014242 STREET LIGHTING EXPENSES	40578	0	40578	35414.53	5163.47	5163.47	87.3 %
014246 STREET LIGHTING ENCUMBRANCE	0	433	433.01	433.01	0	0	100 %
014251 VEHICLE MAINT SALARIES	116909	0	116909	115593.32	1315.68	1315.68	98.9 %
014252 VEHICLE MAINT EXP	94168	0	94168	90738.83	3429.17	3429.17	96.4 %
014256 VEHICLE MAINT ENCUMBRANCE	0	5982	5982.31	5969.62	12.69	12.69	99.8 %
014262 TOWN VEHICLE FUEL EXPENSES	100984	0	100984	76421.4	24562.6	24562.6	75.7 %
014266 TOWN VEHICLE FUEL ENCUMBRANCE	0	10611	10611.48	9918.85	692.63	692.63	93.5 %
014331 TRANSFER STATION SALARIES	184176	0	184176	172604.52	11571.48	11571.48	93.7 %
014332 TRANSFER STATION EXPENSES	152235	0	152235	145108.17	7126.83	7126.83	95.3 %
014336 TRANSFER STATION ENCUMBRANCES	0	351	351.27	351.27	0	0	100 %
014342 LANDFILL EXPENSES	91410	0	91410	62412.46	28997.54	28997.54	68.3 %
014346 LANDFILL ENCUMBRANCE	0	6663	6663	4909.6	1753.4	1753.4	73.7 %
014911 CEMETERY COMM SALARIES	13393	167	13560	13393	167	167	98.8 %
014912 CEMETERY COMM EXPENSES	15613	0	15613	9133.22	6479.78	6479.78	58.5 %
014916 CEMETERY COMM ENCUMBRANCE	0	1552	1552.06	20.06	1532	1532	1.3 %
014921 CUST VETERAN GRAVES SALARIES	700	0	700	700	0	0	100 %
014922 CUST VETERAN GRAVES EXPENSE	1500	0	1500	991.65	508.35	508.35	66.1 %
014928 CUST VET GRAVES ENCUMBRANCE	0	470	469.94	469.94	0	0	100 %

**ARTICLE 6**

**Submitted by the Board of Selectmen**

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

**ARTICLE 7**

**Submitted by the Board of Selectmen**

To see if the Town will vote to appoint any committee, or hear or act on the report of any committee or town officer, or instruct any committee or town officer; or take any other action relative thereto.

**ARTICLE 8**

**Submitted by the Board of Selectmen**

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, borrow or bond pursuant to any applicable statute to fund capital and other expense items; or take any other action relative thereto. (Capital Budget)

**ARTICLE 9**

**Submitted by the Community Preservation Committee**

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 44B, Section 5, to appropriate the sum of \$35,000 from the annual revenues in the Community Preservation Fund for the purpose of funding the Administrative and Operating Budget for the Community Preservation Committee; or take any other action relative thereto.

**ARTICLE 10**

**Submitted by the Community Preservation Committee**

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 44B, to reserve a sum of money equal to the state-mandated minimum amount of 10% from FY2012 Community Preservation Fund revenues for the future appropriation of Open Space creations, acquisition and preservation; 10% from FY2012 Community Preservation Fund revenues for the future appropriation of Affordable Housing creations, preservation and support; and 10% from FY2012 Community Preservation Fund revenues for the future appropriation towards the acquisition, preservation, rehabilitation and restoration of Historic Resources; or take any other action relative thereto.

**ARTICLE 11**

**Submitted by the Community Preservation Committee**

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, Affordable Housing Reserve, an amount not to exceed \$65,000 for the purpose of acquiring, creating, and/or supporting community housing, to fund an affordable housing purchase price subsidy program for income-eligible individuals and households, with a preference for Norfolk residents and others with Norfolk ties including municipal employees, and to authorize the Board of Selectmen to acquire affordable housing restrictions having a term of no more than fifteen (15) years on properties purchased with the use of such funds; or take any other action relative thereto.

**ARTICLE 12**

**Submitted by the Community Preservation Committee**

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, Undesignated Reserves, an amount not to exceed \$300,000, to be transferred to the Municipal Affordable Housing Trust Fund, subject to a grant agreement between the Town and the

Municipal Affordable Housing Trust, in such form as the Board of Selectmen deems appropriate, for the purpose of acquiring, creating and/or supporting community housing, and authorize the Board of Selectmen to acquire affordable housing restrictions, meeting the requirements of G.L. Chapter 44B, §12 and G.L. Chapter 184, §§31-33, to ensure that property acquired using CPA funds continue to be used for affordable housing in perpetuity; to be used to create affordable housing in the Town of Norfolk; or take any other action relative thereto.

#### **ARTICLE 13**

#### **Submitted by the Board of Selectmen**

To see if the Town will vote to accept and authorize the Board of Selectmen to enter into contracts for the expenditure of Chapter 90 funds allocated by the Commonwealth for the construction, reconstruction, or improvements of public roads and other improvements within the Town, as requested by the Selectmen, and to authorize the Treasurer to borrow or bond, pursuant to any applicable statute in anticipation of reimbursement; or take any other action relative thereto.

#### **ARTICLE 14**

#### **Submitted by the Board of Selectmen**

To see if the Town will vote pursuant to Massachusetts General Laws, Chapter 44, §53 E ½, to reauthorize the following revolving funds for Fiscal Year 2012 at the limits set forth below:

- (1) The revolving fund for the purpose of paying expenses related to the collection of parking ticket violations; said fund to be credited with parking ticket receipts and expended under the direction of the Board of Selectmen (limit \$1,000); or take any other action relative thereto.
- (2) A revolving fund for the purpose of paying the expenses of snow removal, including maintenance and replacement of equipment, from private property to include the King Philip Regional School and subdivision roads as required by the Planning Board rules and regulations; said fund to be credited with receipt of fees charged for this service and expended under the authority and direction of the Board of Selectmen (limit: \$20,000); or take any other action relative thereto.
- (3) A revolving fund for the purpose of paying the expenses of Recreational Field Maintenance, including materials, replacement and rental of equipment and contract labor; said fund to be credited with receipt of fees charged for this service and expended under the authority and direction of the Recreation Commission (limit: \$50,000.); or take any other action relative thereto.
- (4) A Conservation Management Revolving Fund to be credited with monies from timber harvesting on Conservation Land and expended under the direction of the Conservation Commission to develop and oversee management activities and projects on Town-owned conservation land (limit: \$5,000); or take any other action relative thereto.
- (5) A revolving fund to receive wetland hearing application fees to be expended under the direction of the Conservation Commission for payment of legal advertisements for such hearings (limit: \$5,000); or take any other action relative thereto.

(6) A Planning Board Revolving Fund to receive subdivision performance inspection fees, as established by the Planning Board, to be expended under the direction of the Planning Board for services related to the inspection and approval of subdivisions (limit: \$5,000); or take any other action relative thereto.

(7) A Planning Board Revolving Fund to receive mitigation funds required by the Planning Board under the Shade Tree Act and Scenic Roads Act, to be expended under the direction of the Planning Board for the purchase and planting of replacement trees (limit: \$10,000), or take any other action relative thereto.

(8) A Planning Board Revolving Fund to receive mitigation funds required by the Planning Board relative to off-site improvements due to the approval of subdivisions and site plans to be expended under the direction of the Planning Board for such off-site improvements (limit: \$91,000); or take any other action relative thereto.

(9) A Planning Board Revolving Fund to receive funds required by the Planning Board relative to the cleaning and maintenance of unaccepted subdivision roadways and drainage structures as may be required by the Planning Board for subdivision approvals, to be expended under the direction of the Planning Board for such cleaning and maintenance (limit: \$30,000); or take any other action relative thereto.

(10) A revolving fund for the Board of Assessors to receive funds required by the Board of Assessors for the processing of abutters lists to be expended under the direction of the Board of Assessors for expenditures associated with generating such lists, including the acquisition, operation and maintenance of technologies used for preparing and issuing abutters lists and mapping (limit: \$2,000); or take any other action relative thereto.

(11) A revolving fund for the Board of Library Trustees to receive funds required by the Board of Library Trustees to replace or repair lost or damaged library materials, to be expended under the direction of the Board of Library Trustees to replace or repair such lost or damaged materials (limit: \$7,500); or take any other action relative thereto.

(12) A revolving fund for the Public Library to receive funds remitted for the processing of passports, to be expended under the direction of the Board of Library Trustees for fees and expenses associated with processing of passports and other related purposes deemed appropriate by the Trustees (limit: \$5,000); or take any other action relative thereto.

(13) A revolving fund to be credited with receipts collected from charges to private parties or entities for police details involving the use of a police vehicle at construction sites, to be expended for the express purpose of vehicle replacement within the Police Department, under the authority of the Police Chief of the Town of Norfolk (limit: \$50,000); or take any other action relative thereto.

**ARTICLE 15**

**Submitted by the Board of Selectmen**

To see if the Town will vote to authorize the Board of Selectmen to accept any monies received through grants applied for by various Town Departments or Boards; or take any other action relative thereto.

**ARTICLE 16**

**Submitted by the Board of Selectmen**

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

**ARTICLE 17**

**Submitted by the Board of Selectmen**

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

**ARTICLE 18**

**Submitted by the Board of Selectmen**

To see if the Town will authorize the Board of Selectmen to acquire by gift, purchase or otherwise, such easements as may be necessary for drainage purposes and the laying out of public ways, and to raise and appropriate or transfer from any available source of funds, a sum of money for said purposes; or take any other action relative thereto.

**ARTICLE 19**

**Submitted by the Board of Selectmen**

To see if the Town will vote to grant the Board of Selectmen permission to sell surplus property of the Town, exclusive of buildings and land, no longer needed by the Town; or take any other action relative thereto.

**ARTICLE 20**

**Submitted by the Community Preservation Committee**

To see if the Town will vote to amend the Norfolk General Bylaw, Article III, Committees; Section 7, Community Preservation Committee by deleting the words "four precincts" and inserting the words "three precincts and one at large" in section C.7 Membership and Appointment so that it reads, "The four citizens appointed by the Board of Selectmen pursuant to Section C.6 herein shall be chosen one from each of the three precincts and one at large."; or take any other action relative thereto.

**ARTICLE 21**

**Submitted by the Community Preservation Committee**

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund an amount not to exceed \$100,000, with \$75,000 coming from the Affordable Housing Reserve and \$25,000 from Undesignated Reserves, for the purpose of acquiring, creating, and/or supporting community housing, which funds are to be granted to the Municipal Housing Trust, to construct a house at 82 Main Street pursuant to a grant agreement with the Municipal Housing

Trust, and to authorize the Board of Selectmen to enter into said grant agreement, requiring an affordable housing restriction to be granted to the Town and setting forth other terms and conditions for the expenditure of such funds, and, further, to authorize the Board of Selectmen to acquire said restriction meeting the requirements of G.L. Chapter 44B, §12; or take any other action relative thereto.

**ARTICLE 22**

**Submitted by the Community Preservation Committee**

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, an amount not to exceed \$750,000, with \$100,000 coming from the Open Space Reserve and \$650,000 from Undesignated Reserves, for the purpose of creating recreation land on the parcel known as Gump's Farm, including, without limitation, creating a Kids' Place playground (with shade structure and open field), community gardens, walking and/or biking trails, a parking area and related infrastructure improvements, in accordance with the sketch plan titled Gumps Farm Master Plan, by Kyle Zick Landscape Architecture; or take any other action relative thereto.

**ARTICLE 23**

**Submitted by the Board of Selectmen**

To see if the Town will vote to raise and appropriate or transfer \$150,000 from any available source of funds, for the purpose of updating the septic system, roof, siding, paint and fire escape of the Old Town Hall, 100 Main St.; or take any other action relative thereto.

**ARTICLE 24**

**Submitted by the Board of Selectmen**

To see if the Town will vote to authorize the Board of Selectmen, to advertise in a local newspaper and sell at public sale, on such terms and conditions as it may deem in the best interests of the Town, all or a portion of the property known as "Old Town Hall" and located at 100 Main Street, subject to the Town reserving an easement for access to "Town Pond" and furthermore subject to developing a transition strategy to relocate the Recreation Department, such sales to be made on behalf of the inhabitants of the Town of Norfolk; or take any other action relative thereto.

**ARTICLE 25**

**Submitted by the Board of Selectmen**

To see if the Town will add a new Section 39 to Article X of the General Bylaws, entitled "Hunting," as follows:

No person shall hunt, whether by rifle, shotgun, bow or cross-bow in the Town of Norfolk, except that, for hunting on private property, a hunter may apply for and receive a license on an annual basis from the Norfolk Chief of Police, or his designee. Applications for such licenses shall be on an approved form and must be signed by the owner of the property, authorizing such activities. The Chief of Police may deny such licenses in his sole discretion, if he determines that said hunting activities may pose a potential risk to public safety; or the Chief may impose such conditions on an approved license as he may deem necessary to protect public safety. In no circumstance may any licensee hunt within 500 feet of a residential structure, recreational facility, school property or such other property as the Chief of Police may determine. Violations of this bylaw shall be punishable by a fine of \$300.00 per violation. As an alternative to criminal prosecution or civil action, the Town may elect to enforce this bylaw by non-criminal disposition procedure pursuant to G.L. c 40, §21D and Article XIV of these bylaws, in which case the Chief of Police or any Norfolk Police Officer

shall be the enforcing officer. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.

And further to amend Appendix A of the General Bylaws to include the penalty and enforcing officer for a violation of this bylaw; or take any other action relative thereto.

**ARTICLE 26**

**Submitted by the Treasurer/Collector**

To see if the Town will vote to accept a deed to a parcel of land on River Rd., containing approximately 20,500 square feet, and shown on Assessors' Map 4 as Parcel 13-46 which is subject to a tax taking held by the Treasurer for unpaid real estate taxes, from Andrew Smith and any and all other owner thereof in lieu of foreclosure, as allowed by and in compliance with MGL Chapter 60, Section 77C; or take any other action relative thereto.

**ARTICLE 27**

**Submitted by the Treasurer/Collector**

To see if the Town will vote to accept a deed to a parcel of land on 22 Campbell St., containing approximately 18,500 square feet, and shown on Assessors' Map 22 as Parcel 74-3 which is subject to a tax taking held by the Treasurer for unpaid real estate taxes, from George Nichols and any and all other owners thereof in lieu of foreclosure, as allowed by and in compliance with MGL Chapter 60, Section 77C; or take any other action relative thereto.

**ARTICLE 28**

**Submitted by the Treasurer/Collector**

To see if the Town will vote to accept a deed to a parcel of land on 24 Campbell St., containing approximately 15,168 square feet, and shown on Assessors' Map 22 as Parcel 73-20 which is subject to a tax taking held by the Treasurer for unpaid real estate taxes, from George Nichols and any other owner thereof in lieu of foreclosure, as allowed by and in compliance with MGL Chapter 60, Section 77C; or take any other action relative thereto.

**ARTICLE 29**

**Submitted by the Planning Board**

To see if the Town will vote to accept as public ways Parcels A and B as shown on a plan recorded with the Norfolk Registry of Deeds in Plan Book 607, Pages 77 and 78, and on a plan entitled "Plan of Land on Toils end Road by United Consultants, Inc., dated March 30, 2011," on file with the Town Clerk, as heretofore laid out by the Board of Selectmen, which Parcels A and B are an extension of the existing public way known as Toils End Road, and to authorize the Board of Selectmen to acquire by purchase, gift, and/or eminent domain, the fee to or easements in said Parcels A and B and any drainage, access, utility, and other easements related thereto; or take any other action relative thereto.

**ARTICLE 30**

**Submitted by the Planning Board**

To see if the Town will vote to accept as public ways (1) Liberty Lane, from Station 0+00 at the end of the previously accepted portion of Liberty Lane and extending westerly through the cul-de-sac to Station 8+94.54 and (2) a segment of Meeting House Road from Station 0+31.18 at the sideline of Liberty Lane extending southerly to Station 2+48.08, Norfolk Commons Phase 1 Subdivision, as heretofore laid out by the Board of Selectmen and shown on the acceptance plan entitled "Liberty Lane/Meetinghouse Road As Built" dated April 2012 and prepared by Vanasse Hangen Brustlin, Inc. on file with the Town Clerk, and to authorize the Board of Selectmen to acquire by purchase, gift, and/or eminent domain the fee to or easements in said public ways and

any drainage, access, utility and other easements related thereto and, further, to raise and appropriate, transfer from available funds, and/or borrow a sum of money for the foregoing acquisition, including damages, fees, and related expenses; or take any other action relative thereto.

**ARTICLE 31**

**Submitted by the Planning Board**

To see if the Town will vote to accept as a public way, Surrey Lane in its entirety, from Station 0+30.06 at the sideline of Canterbury Lane through the cul-de-sac to Station 4+46.81, Canterbury Estates Phase III, as heretofore laid out by the Board of Selectmen and shown on the acceptance plan entitled "As-Built/Acceptance Plan, Canterbury Estates Phase III, A Subdivision of Norfolk, MA" dated December 8, 2011 and prepared by Glossa Engineering, Inc., on file with the Town Clerk, and to authorize the Board of Selectmen to acquire by purchase, gift, and/or eminent domain the fee to or easements in said public ways and any drainage, access, utility and other easements related thereto and, further, to raise and appropriate, transfer from available funds, and/or borrow a sum of money for the foregoing acquisition, including damages, fees, and related expenses; or take any other action relative thereto.

**ARTICLE 32**

**Submitted by the Planning Board**

To see if the Town will vote to accept as a public way, Shady Way in its entirety, from Station 0+00 at the sideline of Maple Street Relocation through the cul-de-sac to Station 5+40, as laid out by the Board of Selectmen and shown on the acceptance plan entitled "Acceptance Plan of Shady Way" dated September 29, 1994, and prepared by Landmark Engineering of New England, Inc., on file with the Town Clerk, and to authorize the Board of Selectmen to acquire by purchase, gift, and/or eminent domain the fee to or easements in said public ways and any drainage, access, utility and other easements related thereto and, further, to raise and appropriate, transfer from available funds, and/or borrow a sum of money for the foregoing acquisition, including damages, fees, and related expenses; or take any other action relative thereto.

**ARTICLE 33**

**Submitted by the Planning Board**

To see if the Town will vote to accept as a public way Analore Circle in its entirety from Station 0+25 at the sideline of Park Street and extending first easterly, then northerly, then westerly to Station 23+63.74 at the sideline of Park Street including (a) Lot 29 containing approximately 134 sq.-ft., (b) Lot 27 Analore Circle South, containing approximately 72,884 sq.-ft., (c) Parcel D containing approximately 9,720 sq.-ft, (d) Lot 28 Analore Circle North containing approximately 58,444 sq.-ft., and (e) Lot 9, containing approximately 138 sq.-ft. as heretofore laid out by the Board of Selectmen, and to authorize the Board of Selectmen to acquire by purchase, gift, and/or eminent domain the fee to or easements in the foregoing, and, further to accept for drainage, access, utility and other certain parcels of land lying between Analore Circle and Toils End Road, including (i) Parcel B, containing approximately 11,951 sq.-ft., (ii) Parcel C, containing approximately 2385 sq.-ft., and (iii) Lot 31 containing approximately 197 sq.-ft., Avoca Village.

The aforesaid public way and easements are shown on the acceptance plan entitled "\_\_\_\_\_ " dated \_\_\_\_\_, \_\_\_\_\_ and prepared by \_\_\_\_\_, on file with the Town Clerk, and, further, to raise and appropriate, transfer from available funds, and/or borrow a sum of money for the foregoing acquisition, including damages, fees, and related expenses; or take any other action relative thereto.

## ARTICLE 34

### Submitted by the Historical Commission

To see if the Town will vote to amend the Town of Norfolk Bylaws, Article XV, DEMOLITION OF HISTORICALLY SIGNIFICANT PROPERTIES, as follows:

(i) To amend Section 3 "Procedure" paragraph (b), by deleting the words "fourteen (14)" in the first and fourth sentences and inserting in its place "forty-five (45)" so that the amended paragraph b will read:

b. Within forty-five (45) days from the Commission's receipt of a complete demolition permit application, the Commission shall determine whether the structure is historically or architecturally significant. If the Commission determines the building or structure is not considered significant, the Commission shall so notify the Building Commissioner in writing and the Building Commissioner may issue a demolition permit. If the building or structure is determined to be significant, the Commission shall so notify the owner and the Building Commissioner in writing, and the Building Commissioner shall not issue a demolition permit for a period of six (6) months from the date of the application, unless the Commission informs the Building Commissioner prior to the expiration of said six (6) months that the applicant for the demolition has made a reasonable but unsuccessful effort to locate a purchaser for the building or structure, or one who is willing to preserve, rehabilitate or restore the building or structure, or has agreed to accept a demolition permit on specified conditions approved by the Commission. If the Commission does not determine that the building or structure is considered significant within forty-five (45) days of the Historical Commission's receipt of a complete demolition permit application, the Building Commissioner may issue a demolition permit; or take any other action relative thereto.

## ARTICLE 35

### Submitted by Petition

To authorize the Board of Selectmen to petition the legislature for one (1) additional license for the sale of alcoholic beverages not to be drunk on the premises substantially as follows:

Notwithstanding Section 17 of Chapter 138 of the General Laws, the licensing authority of the Town of Norfolk may grant an additional license for the sale of all alcoholic beverages not to be drunk on the premises under Section 15 of said Chapter 138 to Sarthi Convenience, Inc., d/b/a Norfolk Food Mart, located at 10 Rockwood Road, Norfolk, MA. The license shall be subject to all of said Chapter 138 except said Section 17. The applicant holds a Wine and Malt License which shall be surrendered upon licensing authority approval of the Package Store license.

The licensing authority shall not approve the transfer of the license to any other location. The license may be reissued by the licensing authority to a new applicant at the same location if the applicant files with the licensing authority a letter from the Department of Revenue indicating that the license is in good standing with the department and that all applicable taxes have been paid.

If the license granted under this act is cancelled, revoked or no longer in use, it shall be returned physically, with all of the legal rights, privileges and restrictions pertaining thereto, to the licensing authority which may then grant the license to a new applicant.

**ARTICLE 36**

**Submitted by the Board of Selectmen**

To see if the Town will vote to petition the General Court to adopt the following legislation. The Legislature may reasonably vary the form and substance of the requested legislation subject to the approval of the Board of Selectmen who are hereby authorized to approve amendments within the scope of the general public objectives of this petition. In addition, the Board of Selectmen are authorized to pursue the general public objectives of this article through one or more separated petitions of a more limited or specific scope, offered at such time as the Board of Selectmen deem appropriate, to accomplish the general public objectives of this petition:

**AN ACT AUTHORIZING THE TOWN OF NORFOLK TO GRANT AN ADDITIONAL ALCOHOLIC BEVERAGE LICENSE FOR THE SALE OF ALCOHOLIC BEVERAGES NOT TO BE DRUNK ON PREMISES**

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follow:*

SECTION 1. Notwithstanding Section 17 of Chapter 138 of the General Laws, the licensing authority of the Town of Norfolk may grant an additional license for the sale of all alcoholic beverages not be drunk on the premises under Section 15 of said Chapter 138.

SECTION 2. If the license granted under this act is cancelled, revoked or no longer in use, it shall be returned physically, with all of the legal rights, privileges and restrictions pertaining thereto, to the licensing authority which may then grant the license to a new applicant.

SECTION 3. This act shall take effect upon its passage.

or take any other action relative thereto.

**ARTICLE 37**

**Submitted by the Town Administrator**

To see if the Town will vote to submit a home rule petition to the General Court, or take any other action necessary to establish a regional public safety communications and dispatch center for the Towns of Norfolk, Franklin, Plainville and Wrentham; or take any other action relative thereto.

**ARTICLE 38**

**Submitted by the Board of Selectmen**

To see if the Town will vote to amend the Zoning Bylaw, as set forth below, by deleting the provisions shown in strike-out as being deleted and inserting the provisions shown as insertions, with the text not being changed shown for informational purposes only.

**D.5. FLOOD PLAIN - WETLANDS PROTECTION DISTRICT**

**D.5.a. The purposes of the Flood Plain/Wetlands Protection District are:**

D.5.a.1. To provide that lands in the Town of Norfolk subject to seasonal or periodic flooding as described hereinafter shall not be used for residence or other purposes in such a manner as to endanger the health or safety of the occupants thereof or any residents of the Town of Norfolk;

D.5.a.2. Protect, preserve, and maintain the water table, watershed, groundwater and water recharge areas within the town so as to preserve present public and private water supplies for the public health and safety of the town of Norfolk;

D.5.a.3. To assure the continuation of the natural flow pattern of the water courses within the Town of Norfolk in order to provide adequate and safe floodwater storage capacity and to protect persons and property against the hazards of flood inundation;

D.5.a.4. To protect and preserve wetland areas, lakes, ponds, streams, rivers, brooks, marshes, meadows and bogs so as to maintain as recharge and water storage sites. To conserve natural conditions, wildlife and open spaces for the education, recreation, and general welfare of the Town of Norfolk and/or residents of the Town of Norfolk;

D.5.a.5. To protect the Town of Norfolk from the detrimental use and development of land and waters within the Flood Plain/Wetlands Protection District.

**D.5.b. Permitted Uses - The Flood Plain/Wetlands Protection Districts shall be considered as overlying other districts.** All developments in the district including structural and non-structural activities, whether permitted by right or by special permit must be in compliance with Chapter 131, Section 40 of the Massachusetts General Laws and with the following:

- Compliance with the Massachusetts State Building Code which addresses floodplain hazard areas (currently 780 CMR 3107.0, "Flood-Resistant Construction")
- Wetlands Protection Regulations of the Department of Environmental Protection (DEP) (currently 310 CMR 10.00)
- Inland Restricted Wetlands Restriction, G.L., c. chapter 131, section 40A
- Minimum requirements for the Subsurface Disposal of Sanitary Sewage, (currently 310 CMR 15.000, Title 5)

Any variances from the provisions and requirements of the above referenced state regulations may only be granted by the appropriate state or local agencies in accordance with the required variance procedures of these state regulations.

In the Floodplain/Wetlands Protection District, further described in Section D.5.e. herein, the following conditions shall apply:

- A. All encroachments in the FLOODWAY, including new fill, new construction, substantial improvement to existing STRUCTURES, and other development are prohibited unless certification by a registered professional engineer is provided by the APPLICANT demonstrating that such encroachment shall not result in any increase in flood levels during the occurrence of the 100 year flood (BASE FLOOD).
- B. Any encroachment meeting the above standard shall comply with the floodplain requirement of the State Building Code, "Flood Resistant Construction" and the goals of the NFIP.
- C. Along all watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the BASE FLOOD discharge.
- D. BASE FLOOD elevation data is required for subdivision proposals or other developments greater than 7 lots or 5 acres, whichever is the lesser within areas described in section D.5.e. of the Flood Plain / Wetland Protection District.
- E. Notification of the relocation of a watercourse must be made to the NFIP State Coordinator, Massachusetts Office of Water Resources, the NFIP Program Specialist, FEMA Region 1, and adjacent communities if the watercourse lies within the watershed of those communities.
- F. All subdivision and other development proposals shall be designed so that: (a) The potential for flood damage is minimized; (b) All utilities and facilities shall be located and constructed to minimize or eliminate flood damage; and (c) Storm water runoff shall be controlled as to rate and volume, post construction, to minimize or eliminate flood damage and, in any event, shall not be greater when post-construction drainage calculations are compared to pre-construction drainage calculations

The following uses shall be allowed within the Flood Plain/Wetlands Protection Districts without requiring a Special Permit:

D.5.b.1. Conservation of water supply, plants, wildlife, lakes, ponds, streams, brooks, rivers, marshes, swamps, bogs, land, soil, trees, shrubs, meadows;

D.5.b.2. Outdoor recreation, including play areas, nature study, boating, fishing, and hunting which is not harmful to the physical environment, where otherwise legally permitted, but excluding BUILDINGS and STRUCTURES;

D.5.b.3. Non-commercial signs (as permitted in the residential district) wildlife management areas, foot, bicycle and/or horse paths and bridges to allow adequate and safe crossing by pedestrians, bicyclists or horses, provided such uses are in compliance with M.G.L. chapter 131, sec. 40, 40A and 310 CMR 10.00 as amended, and all local zoning and wetland laws and provided such uses do not affect the natural flow pattern on any watercourse.

D.5.b.4. Grazing and farming, gardening, nurseries, conservation, including truck gardening and harvesting of crops;

D.5.b.5. Forestry management, providing stumps are not removed and reforestation takes place, by the parties or individual responsible for forestry management;

D.5.b.6. Proper operation and maintenance of existing dams, and other water control, supply and conservation devices including the temporary alteration of the water level for emergency or maintenance purposes and the emergency removal of any and all flashboards of a privately owned dam in order to lower the water level of its backwaters to a safe level providing no downstream properties are damaged by the cumulative increase in any water surface elevation.

D.5.b.7. DWELLINGS lawfully existing prior to the adopting of these provisions, but not including any enlargement more than 25% and/or extension thereof;

D.5.b.8. In the case of fire destruction to BUILDINGS or STRUCTURES existing in Flood Plain/Wetlands Protection Districts prior to the adoption of these provisions, said BUILDING -STRUCTURE or STRUCTURES may be rebuilt, and increased up to a maximum of 25% of its original size, provided however, that proper flood-proofing is taken when rebuilt, and said construction complies with all applicable local zoning and wetland laws and the provisions of the Wetlands Act and 310 CMR 10.00, as amended. Any substantial improvement or reconstruction of a structure within the floodplain/wetlands district which has been damaged by any cause is subject to the requirements of section 3107.0 of the State Building Code.

D.5.b.9. Any of the following uses, if permission is, in each case, obtained from the Board of Appeals as described in this bylaw:

- a. Commercial Golf Course
- b. PRIVATE CLUBS for recreation
- c. Temporary stands for sale of produce grown on the premises

D.5.b.10. The portion of any LOT within the area delineated in Section D.5.e. may not be used to meet the area and YARD requirements for the district or districts in which the remainder of the LOT is situated.

**D.5.c. Excluded (Prohibited) Uses in the Flood Plain/Wetlands Protection District:**

D.5.c.1. In the Flood Plain/Wetlands Protection District no new BUILDING or BUILDINGS or STRUCTURE shall be erected or constructed, and any existing BUILDING prior to the establishment of this bylaw shall not be altered or enlarged to more than 25% of its original size, or moved;

D.5.c.2. No person shall remove, fill, dredge, or alter any lake, pond, river, stream, brook, marsh, swamp, bog, meadow or flood plain or any land within the flood plain and/or wetlands and no ponds or pools shall be

-created or other changes in watercourses allowed, whether for swimming, fishing, or other recreational  
-uses, scenic features, or drainage improvements, except as permitted in Section D.5.b. of the Flood Plain/Wetlands Protection District Zoning Bylaw;

D.5.c.3. No person shall transfer or relocate earth products except as permitted in Section D.5.b.

D.5.c.4. No septic tanks, leachfields or sewer lines shall be installed in the Flood Plain/Wetlands Protection District.

#### D.5.d. Exceptions

D.5.d.1. Any person, entity, or governmental agency may seek an exception to Section D.5.c. for authority to make use of land, water bodies, or water courses in a manner which is not permitted by Section D.5.b. by application to the Board of Appeals, in accordance with General Laws, c. Chapter 40A. The application shall be accompanied by plans, certified by a Registered Land Surveyor or a Registered Professional Civil Engineer, of any construction and of the premises on which it is to be situated. All plans shall show two-foot contour intervals. Contours shall be delineated within two hundred feet of the proposed construction (elevations above mean sea level). Copies of such application shall also be sent to the Building Inspector, Board of Health, Planning Board, and Conservation Commission who shall submit their recommendations in writing to the Board of Appeals.

D.5.d.2. The Board of Appeals, after holding a public hearing, may grant an exception of special permit under this Section if the proposed use will not be detrimental to the public health, safety and welfare, if the land is shown to be neither subject to flooding nor unsuitable for the proposed use because of hydrological and topographical conditions, and if the proposed use will comply in all respects to the provisions of the underlying District or Districts within which the land is located.

D.5.d.3. Nothing contained in this Section shall excuse compliance with the wetlands protection statutes, General Laws, c. Chapter 131, ss. Sections 40 and 40A, or any other laws of the Commonwealth of Massachusetts.

#### D.5.e. Description of Areas

~~The Flood Plain District includes all special flood hazard areas designated as Zone A, A1-30, on the Town of Norfolk Flood Insurance Rate Maps (FIRM), effective August 19, 1985, as amended. A copy of the Floodway and Flood Insurance Map and Flood Insurance Study is on file in the office of the Town Clerk.~~

~~When the elevations below do not comply with the Floodway and Flood Insurance Rate Maps and Flood Insurance Study, the official map and official document shall govern.~~

D.5.e.1. --Flood Plain -- The Flood Plain is established as an overlay district and includes all of the special flood hazard areas within the Town of Norfolk designated as Zone A and AE on the Norfolk County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The Flood Plain also includes all land bordering on the river segments that lies below the elevations listed in paragraph D.5.e.3 below.

D.5.e.2 The map parcels of the Norfolk FIRM that are wholly or partially within the Town of Norfolk are panel numbers 25021C0144E, 25021C0163E, 25021C0164E, 25021C0168E, 25021C0307E, 25021C0321E, 25021C0322E, 25021C003, 25021C0324E, 25021C0331E, 25021C0333E, and 25021C0334E dated July 17, 2012. The exact boundaries of the district are defined by the 100-year base flood elevations shown on the FIRM and further defined by the Norfolk County Flood Insurance Study (FIS) report dated July 17, 2012. The map parcels of the Norfolk FIRM FIS are incorporated herein by reference and are on file in the Town Clerk's Office.

D.5.e.3 Flood elevations are listed below and reference the North American Vertical Datum of 1988 (NAVD 88).

	<u>Below Elevation NAVD 88</u>
<b><u>Charles River</u></b>	
<u>West of Lark Road including Populatic Pond</u>	<u>138</u>
<u>Lark Road to Myrtle Street</u>	<u>137</u>
<u>Town line north of Baltimore Street to Medfield town line</u>	<u>126</u>
<b><u>Mill River</u></b>	
<u>North of Main Street to Charles River confluence</u>	<u>137</u>
<b><u>Stop River</u></b>	
<u>Route 1A to Prison Road Dam</u>	<u>153</u>
<u>Prison Road Dam to MBTA right-of-way</u>	<u>150 to 147</u>
<u>MBTA right-of-way to Medfield town line</u>	<u>124</u>

D.5.e.244. Wetlands - Wetlands Districts are indicated on the flood plain map overlay and the numbering of these districts refers to corresponding areas which have been projected on assessors' maps. Further, the official plans showing the Wetlands Districts consist of two (2) sets of maps, one set entitled "Wetland Protection Districts Town of Norfolk" and one entitled "Assessors Maps showing Wetland Districts" and both are on file with the Town Clerk's Office.

~~D.5.e.2. Flood Plains - Flood plain delineations are established by elevations of area subject to inundation by 100 year frequency floods, as required by the Federal Insurance Administration, U. S. Department of Housing and Urban Development. The flood hazard map was prepared by the Soil Conservation Service, U.S. Department of Agriculture. The elevations listed below are taken from the official document with flood profile information contained in "Flood Hazard Analyses Town of Norfolk", which document is the official document for purposes of this Bylaw and is on file with the Town Clerk's office. The elevations listed below are taken from the official document and when they do not comply with the official maps and official document, the official maps and official documents shall govern.~~

~~When the elevations below do not comply with the FIRM and FIS, the FIRM and FIS shall govern.~~

<b><u>D.5.e.2.A. Description of Areas</u></b>	<u>Below Elevation (MSL)</u>
<b><u>Charles River</u></b>	
<u>Town Line Franklin on to Myrtle Street</u>	<u>140</u>
<u>Myrtle St. elev. 138 to Town line Millis (Dean St)</u>	<u>136</u>
<u>Town line Millis (below Baltimore St.) to town line Medfield</u>	<u>128</u>
<b><u>Mill River</u></b>	
<u>Lawrence St. elev. 165 to Penn Central R.R. elev. 155 Main Street to River Road</u>	<u>140</u>
<b><u>Cross Brook</u></b>	
<u>Lake St. to Mill River confluence</u>	<u>150</u>

<b>Millers Brook</b>	
Town-line Franklin elev. 160 to Mill River confluence elevation	138
<b>Stony Brook</b>	
Mirror Lake Avenue to Union Street	186
Union Street to Diamond Street	182
Diamond Street to Stony Brook Dam	178
Needham St. Elev. 160 to Stop River confluence elevation	155
<b>Stop River</b>	
South Branch - Upstream from Pine Street	175
East Branch - Upstream from Pine Street	170
Pine Street to Dedham Street	162
Dedham Street to Prison Road	155
Prison Road to Penn Central R.R.	150
Campbell Street to Town Line Medfield	125
<b>Mann Pond Lateral</b>	
High tension line to Boardman Street	175
Boardman Street to Penn Central R.R.	170
Penn Central R.R. to Seekonk Street	165
Seekonk Street to Mann Pond Dam	160
<b>Philips-Harlow-Coolidge Ponds</b>	
Entire Flowage - Holbrook St. to Charles River Confluence	130
<b>Prison Farm Lateral</b>	
Spring Street to Needham Street	160
Needham St. elev. 155 to Stop River confluence elev.	150

**D.5.f. Administration**

The Planning Board, Board of Appeals, and the Building Inspector shall be responsible for administration of this amendment to the Zoning Bylaws within the limits of their lawful authority.

**D.5.g. Limit of Authority**

Nothing contained in this amendment to the Zoning Bylaws of the Town of Norfolk shall otherwise limit the lawful authority of other agencies of government within the Town of Norfolk ; or take any action relative thereto.