

TOWN OF NORFOLK 142nd ANNUAL REPORT



Year Ending December 2012

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FINANCE DIRECTOR APPOINTMENTS

TREASURER /COLLECTOR

Cheryl A. Kelley

ASSISTANT TREASURER

Anne Marie Duggan

CHIEF ASSESSOR

John Neas

TOWN ACCOUNTANT

Julianne Siewko

ASSISTANT TOWN ACCOUNTANT

Mary Noris

LIBRARY TRUSTEE APPOINTMENTS

DIRECTOR OF LIBRARIES

Robin A. Glasser

ASSOCIATE DIRECTOR

Sarina Bluhm

INFORMATION SYSTEMS ADMINISTRATOR

John Spinney

YOUTH SERVICES LIBRARIAN

Amy Reimann

EARLY CHILDHOOD RESOURCE CENTER

Connie Jones

TECHNICAL SERVICES

Kathy Astley

LIBRARY ASSOCIATES

Anne Czarnowski

Tamara Dalton

Bonnie Durand, retired

Emily Ellen

Carolyn Iacoviello

Alice Talerman

Sarah Ward

TOWN CLERK APPOINTMENT

ASSISTANT TOWN CLERK

Carol Greene

JOINT BOARD OF SELECTMEN CHAIRMAN,

MODERATOR AND SCHOOL COMMITTEE

CHAIRMAN APPOINTMENT

TRI-COUNTY VOCATIONAL TECHNICAL

SCHOOL COMMITTEE

Donald Seymour, resigned

Kathi Hamilton, appointed

BOARD OF SELECTMEN

APPOINTMENTS

TOWN ADMINISTRATOR

Jack Hathaway

TOWN COUNSEL

Joyce Frank, Esquire

Kopelman and Paige, P.C.

OFFICER OF VETERAN'S GRAVES

John J. Olivieri

LOCAL INSPECTOR-SHADE TREE

MANAGER AND PEST CONTROL

Robert J. McGhee

TREE WARDEN

Robert J. McGhee

TOWN ADMINISTRATOR

APPOINTMENTS

POLICE DEPARTMENT

CHIEF OF POLICE

Charles H. Stone, Jr.

LIEUTENANT

Jonathan M. Carroll, Sr.

SERGEANTS

Timothy P. Heinz

David R. McConnell

Paul J. Murphy

Robert J. Shannon

Kevin Roake

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

RESERVE POLICE OFFICERS

George Bent

Kerri Brown

Robert Forsythe

James Hazeldine

Robert Holst

Koren Kanadianian

Peter Lown

Gregory McMorro

Jimmy Meneses

Daniel Morris

Michelle Palladini

Jason Romans

Guiseppa Toscano

ELECTED OFFICERS

	TERM EXPIRES
MODERATOR Carolyn C. Van Tine	2013
BOARD OF SELECTMEN James C. Lehan Robert J. Garnty Scott Bugbee	2013 2014 2015
TOWN CLERK Shawn Dooley	2014
BOARD OF ASSESSORS Kathleen Mullineaux Patricia J. Salamone Andrew Bakinowski	2013 2014 2015
BOARD OF HEALTH Jeffrey Kane Cheryl Dunnington Thomas Gilbert	2013 2014 2015
LIBRARY TRUSTEES Kenneth W. Nelson Harvey R. Boulay KumKum Malik	2013 2014 2015
HOUSING AUTHORITY Robert Shannon Margaret Drisko-Johnson <small>State Appointee</small> Elizabeth Lehan William Crane Herbert Mores	2013 2013 2015 2016 2017
PLANNING BOARD Andrea Langhauser Jeffrey Palumbo Steven G. McClain Peter Chipman Michelle Maheau	2013 2013 2014 2014 2015
RECREATION COMMISSION Benjamin McCarty Scott Bugbee Karen Fruci Thomas Terpstra Kenneth Lawrence	2013 2013 2014 2014 2015

NORFOLK SCHOOL COMMITTEE	
Shawn Dooley	2013
Thomas Doyle	2014
Kelly Peterson	2014
Mark Flaherty	2015
Jeffrey Chalmers	2015

KING PHILIP REGIONAL SCHOOL COMMITTEE	
Wendy Robeson	2014
Michael Gee	2015

CONSTABLES	
Paul Terrio	2014
Richard Bremilst	2014

APPOINTED TOWN OFFICERS

MODERATOR APPOINTMENTS

ADVISORY BOARD	
Patrick Snead	2013
Marc Waldman	2013
Alfred Butters	2013
Lisa Hubert-Curl	2014
Angela Wayne	2014
Richard Stillman	2014
David Benton	2015
Arthur Frontczak	2015
Arlie Sterling	2015

BYLAW COMMITTEE	
Julie Redlitz	2013
Lisa Keating	2014
Patricia St. Aubin	2014
Jason Talerma	2015
Jack Hathaway	2015

BOARD OF HEALTH APPOINTMENTS

BOARD OF HEALTH AGENTS

Tom Houston	2013
Betsy Fijol	2013
Shawn Dooley	2013
Carol Greene	2013
James Delaney	2013
Hilary Cohen	2013
Ed Nolan	2013

SANITARIAN	
Mark Oram	2013

POLICE/FIRE COMMUNICATIONS

Joseph Castellano, full time
Garrn Eisele, full time
James Hazeldine, full time
Gregory McMorrow, resigned
Mark Vendetti, resigned
Paul Altmeyer, part time
James Brady, part time
Kevin Brady, part time
Benjamin Campbell, part time
Terence Gallagher, part time
James Lorusso, part time
Jamie Masterson, part time

SPECIAL POLICE OFFICERS

William Berardinelli
Coleman Bushnell
Hilary Cohen
Louis Droste
Leo Ethier
Jack Hathaway
John W. Holmes
James Kozak
Charles Morreale
Edward Nolan
Viriato Sena
John Wayne
George Willis

POLICE CHAPLAINS

Rev. John Ames, Emmanuel Baptist
Msgr. Peter Conley, St. Jude's
Rev. Scott Cousineau, Norfolk Federated

POLICE COMMISSIONERS

Scott Bugbee
Robert Garrity
James Lehan

POLICE MATRONS

Hilary Cohen
Farrah Gray
Christia Sena

FIRE DEPARTMENT

CHIEF OF FIRE DEPARTMENT
Coleman Bushnell, EMT

DEPUTY CHIEF

Peter Petrushik, EMT, full time

LIEUTENANTS

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

FIRE DEPARTMENT PERSONNEL

Mark D. Amiot, Paramedic, EMS Dir., full time
Kevin Brady, Paramedic, full time
William Cavalari, Paramedic - resigned
Darren Bycoff, EMT - resigned
Shawn Dooley, EMT

Charlotte P. Giovannella, Paramedic, full time
Justin F. Goldberg, Paramedic - resigned
Mark Haigh, Paramedic
Seth F. Hamilton, Paramedic, full time
Stephen R. Hamlin, EMT, full time
David Holmes, EMT - resigned
David W. Johnston
Jamie Masterson, Paramedic, full time
Thomas Nicholas, Paramedic
Patrick Rockett, Paramedic
Richard Yunker, Paramedic full time
John C. Zajac, Paramedic

FOREST WARDEN

Coleman Bushnell, Chief

DEPARTMENT OF PUBLIC WORKS

DIRECTOR

Robert J. McGhee

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

ASSISTANT ANIMAL CONTROL OFFICER

Donald Cohen

EMERGENCY MANAGEMENT DIRECTOR

Edward Nolan

FIRE OFFICER

Coleman Bushnell, Chief

BOARDS-COMMISSIONS-COUNCILS

Authorized by Statute or Bylaw
Appointed by Board of Selectmen

BOARD OF APPEALS

Robert Luciano	2013
Joseph Sebastiano	2014
Jeffrey Chalmers	2015
Michael Kulesza	2016
Christopher Wider	2017

ASSOCIATE MEMBER

Jason Vanderpool	2013
Donald Hanssen	2013

CAPITAL OUTLAY COMMITTEE

Christopher Allen	2013
Paul Cochran	2013
Raymond Ewer	2014
Susan Jacobson	2014
Mary Ann Smith	2014

COMMUNITY PRESERVATION COMMITTEE

Matthew Noiseaux, at large	2013
Paul Terrio, Precinct 2	2013
Betsy Pyne, Precinct 1	2014
Cynthia Andrade, Precinct 3	2014

CONSERVATION COMMISSION

Ellen Friedman	2013
Michelle Lauria	2013
Patrick J. Touhey	2013
Joyce Terrio	2014
Daniel Crafton	2014
John Weddleton	2015
John Wayne	2015

COUNCIL ON AGING

Janice Axberg	2013
William Atwater	2013
Elisabeth Vallee	2013
Barbara Phillips	2013
Jason Taleran	2014
Charlotte Howard	2014
Richard Connors	2015
Thomas Mirabile	2015

CULTURAL COUNCIL

Janyce Conklin	2013
Madeleine Bolger	2013
Robin Wessman	2013
Deanna Grimm	2014
Elizabeth Tedoldi	2014
Richard Tedoldi	2014
Beth Obara	2015

DESIGN REVIEW BOARD

John Buchholz	2013
Mary Lou Navin	2014

HISTORICAL COMMISSION

Sandra Paquette	2013
Thelma Ravinski	2013
M. Elizabeth Pyne	2013
Geraldine Tasker	2014
Marcia Johnston	2015
Barbara Bartholomew	2015
Betsey Whitney	2015

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

William Crump	2013
Mark Henney	2013
Thomas Cleverdon	2014
R. William Conklin	2014
Scott Dittrich	2014
James Lehan	2014
Sandra Smith	2014

NORFOLK COUNTY ADVISORY BOARD

David Wildman	2013
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REGISTRAR OF VOTERS

Girard St. Amand- R	2013
Mary Ellen Horgan-Currier - D	2013
Herbert Mores - D, resigned	2014
John J. McFeeley -D, appointed	2014

VETERANS SERVICES

R. William Conklin	2013
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BOARDS AND COMMITTEES
Appointed by the Board of Selectmen

CABLE ADVISORY BOARD

Jamie Masterson	2013
Jonathan Smith	2013
John Spinney	2013
Jack Hathaway	2013

CORRECTIONS ADVISORY COMMITTEE

Kevin Roche	2013
Gail Andersen	2013

ENERGY COMMITTEE

William Behling	2013
Lynn Gilleland	2013
Thomas Currier	2013
Andrew Bakinowski	2014
Mary Jackson	2014
Raymond Angelone	2015

INSURANCE ADVISORY COMMITTEE

Scott Bragdon	2013
Neil Cross	2013
James Dyer	2013

NORFOLK ELEMENTARY EDUCATION FOUNDATION

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

APPOINTMENTS MADE JOINTLY BY BOARD OF SELECTMEN & PLANNING BOARD

ECONOMIC DEVELOPMENT COMMITTEE

Robert Nicodemus	2013
Walter Byron	2013
Lori Scholl	2013
Gregory Mirliss	2013
Anne Marie Battistone	2013
William Haddad	2013

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

PLANNING BOARD, ASSOCIATE MEMBER

Gregory Mirliss	2013
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SCHOOL BUILDING COMMITTEE

(Appt'd jointly by BOS/School Committee)

Ingrid Allardi, School 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

SOUTH WEST AREA PLANNING COUNCIL

Walter Byron	2013
Robert Nicodemus	2013

TAX TITLE CUSTODIANS

Cheryl Kelley	2013
Anne Marie Duggan	2013

ZONING BYLAW STUDY COMMITTEE

John Wayne	2012
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BOARD OF SELECTMEN

It is our duty and pleasure to provide you with 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 a three year term. The terms of the Board of Selectmen are staggered so that one member is up for election each May. The meetings are usually held twice a month at 7 pm in Room 124 of Town Hall. The meetings are audio and video taped and are broadcast live on Comcast (channel 22) and Verizon (channels 41 and 4). The agendas are posted 48 hours in advance both in Town Hall and on our website www.virtualnorfolk.org.

As has been the case for several years, the Town continues to face financial challenges. State aid remains well below 2008 levels and once again the State removed funding for Prison Mitigation payments to communities hosting State Prisons. General revenues from building permits increased during 2012 helping to offset the limitations of State funding, which remain over \$1 million below 2008 payments. Home sales have started to rebound and home values have stabilized and are on the incline again. The solar array approved last year went on line this year and resulted in approximately \$250,000 in savings to our operating budget. Additionally a property sale of a home acquired via a tax taking resulted in an additional \$190,000 in revenue which allowed the Board to recommend to our Fall Town Meeting that we deposit \$500,000 into our Stabilization Fund. This is the first deposit to our reserves in over 10 years.

The fiscal 2013 budget put together by the Town Administrator, Jack Hathaway, and his staff along with the Board of Selectmen and the Advisory Board remains both conservative and challenging. All departments continue to operate within budget but face difficult decisions if the State does not meet its obligations to the communities.

The new elementary school opened this fall and is proving to be a tremendous facility that will serve our community well for many years to come. With a new High School, remodeled Middle School and the new Freeman-Kennedy School, our community has responded to the needs of our children and we are well positioned for future generations.

The Town continues towards regionalizing our public safety dispatch center with Wrentham, Plainville and Franklin. An additional grant of \$900,000 was received and construction will begin on remodeling the current Wrentham Public Safety Facility in the fall. This is the first step in evaluating additional opportunities to share resources with our neighboring towns and the Board remains committed to this goal.

Our Public Safety teams under the leadership of Fire Chief Bushnell and Police Chief Stone continue to serve our community with integrity and professionalism. Norfolk is a safe community and we as a Board are grateful for the dedication and service of our fire and police professionals. We continue to struggle with a facility that has outlived its usefulness and the town will be faced with a decision as to how best to replace the current facility in the near future.

Our Department of Public Works, under the leadership of Bob McGhee, continues to evolve through several organizational changes to increase our efficiencies and realign responsibilities.

The Board worked with the Economic Development Committee to refine our long term strategy to increase development in our commercial districts. Several new business opportunities are in the planning stages that will contribute to our tax base and provide new services to our community.

The Municipal Affordable Housing Trust had a very active year and added a new home to the Town's affordable housing inventory and has several more under construction which will be added in early 2013.

In May of 2012, the Board welcomed Scott Bugbee to the Board and said goodbye to Jim Tomaszewski who chose not to run for re-election. Jim is a strong advocate for our community and we are grateful for his service. The Board reorganized with Jim Lehan becoming Chairman, Rob Garrity becoming Vice Chairman and Scott Bugbee becoming Clerk.

The Board notes the loss of several citizens who served our community: Paul Kozak, Sr., Robert Campbell, Herbert Lang, John Haehnel, Elinor Pearson, Edwin Healy, Dorothy Strohl, Stanley Collins, and Kenneth Cooper, Sr. All of them helped shape the wonderful community we all enjoy today.

While we continue to face challenges, our community flourishes due to the tremendous contribution of citizen volunteers. So many give of their time and talents to make Norfolk the wonderful community we all enjoy today. We thank all who volunteer and hope others will become involved, you will be richly fulfilled.

Respectfully submitted,

James Lehan
Chairman

TOWN CLERK

2012 was an extremely busy (sometimes hectic) and productive year for the Town Clerk's Office. Shawn Dooley served as the Town Clerk, the Chief Elections Officer, and the Justice of the Peace for Norfolk. Carol Greene remained the Assistant Town Clerk. The Chief Elections Officer 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 Jack McFeeley replacing Herbert Mores as the new Registrar for the Board of Registrars.

Two Town Meetings were held in 2012: 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 continued to increase in part due to State mandates regarding the Open Meeting Law, Ethics, and Campaign Finance. In addition, since it was a Presidential election year we were exceptionally busy with both the Presidential Primary and the National Election.

Results from Presidential Primary:

Democratic: Barak Obama: 126; No Preference: 24

Republican: Michele Bachman: 1; Newt Gingrich: 60; Jon Huntsman: 11; Ron Paul: 62; Rick Perry: 2; Mitt Romney: 865; Rick Santorum: 103; No Preference: 6.

Results from National Election:

President: Gary Johnson (Lib): 40; Barak Obama (Dem): 2424; Mitt Romney (GOP): 3199; Jill Stein (Grn): 35

US Senate: Scott Brown (GOP):3829; Elizabeth Warren (Dem): 1876

US House District 4: Sean Bielat (GOP) 3249; Joe Kennedy III (Dem): 2270

Governor's Council: Robert Jubenville (Dem): 1669; Earl Sholley (GOP): 3295

Senator in General Court: Richard Ross (GOP): 4547

Representative in General Court: Dan Winslow (GOP): 4601

Clerk of Courts: Walter Timilty, Jr (Dem): 3662

Register of Deeds: William O'Donnell (Dem): 3681

County Commissioner (2): John Gillis (Dem): 2437; Francis O'Brien (Dem): 2885

Question 1 Right to Repair: Yes: 4568; No 565

Question 2 Death with Dignity: Yes: 2784; No: 2799

Question 3 Medical Marijuana: Yes: 3509; No 2055

Question 4 (non Binding): Yes: 3504; No 1061

Norfolk had the highest voter turnout of any of the local communities with over 87% of those eligible going to the polls. Thanks to our election staff, it ran smoothly and efficiently and rarely was there a line over 10 minutes. This was the first election that we used the new Freeman Kennedy School as an election location and it went very well. We coordinated with the Norfolk Board of Health to have a flu clinic at the polls and nearly 200 residents got vaccinated. In addition, the Norfolk Elementary Schools Trust held a bake sale and raised \$2,000 for school grants.

We continued to make changes to the Clerk's Office this year. The most visible was the move of the Clerk's Office from the land use board alcove to the first office as you enter the Town Hall. This move provided more counter space and an area for private absentee voting. In addition, we used an old computer from the basement to allow residents to make credit card purchases at the Town Clerk's Office if they do not have a check or cash.

At the November Town Meeting the Town voted to allocate Community Preservation funds to provide for the scanning, digitizing, and storage on a searchable database all of the Town's historical records. This will also safeguard our records in the event of any form of disaster. This process will take place throughout 2013. In December we purchased a new dog license program which will make the tracking of dogs and creating reports for the Animal Control Officer much more efficient.

I was once again able to do an elections and campaign program at the Freeman Kennedy School for the 3rd grade class. As part of this class they were able to run an election and campaign for the 2013 dog license and they chose a blue bone. We are happy that this has become 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. We licensed 1687 dogs for during 2012.

The Clerk's Office was also fortunate enough to work with the Norfolk Lions and the Norfolk Elementary Schools as the drop off location for their Coats for Kids program. 474 coats ended up being donated to families in need through this wonderful program.

Once again, thanks go out to Carol Greene, Assistant Town Clerk who also serves as the Election Warden. She is incredibly hard working and always puts the interests of Norfolk and the residents first and foremost. 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 50 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	87
Deaths	41
Marriages	20

VOTER REIGISTRATION

The Town Clerk acting in his capacity as a Registrar of Voters held three late night voter registration sessions pursuant to Chapter 51, Section 28 of the Massachusetts General Laws. There are currently 6,566 voters in the Town of Norfolk with a population of 9,510 (11,300 *approximately* 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 1, 2012. Polls were open from 7:00am until 8:00pm. A total of 1363 voters cast their ballots with the following results being listed under Article 1 of the Annual Town Meeting:

Moderator - Carolyn Van Tine 886 votes

Selectman - Scott Bugbee * 692 votes; Joyce Terrio 582 votes

Board of Assessors - Andrew Bakinowski 877 votes

Board of Health - (write in) Thomas Gilbert 75 votes; (write in) Jason Talerman 6 votes

Housing Authority - (write in) Herbert Mores 45 votes

KP School Committee - Peter Gee 861 votes

Library Trustee - Kumkum Malik 826 votes

Norfolk School Committee (2 seats) - Jeffrey Chalmers 704 votes and Mark Flaherty 701 votes

Planning Board 1 yr - Michael Findlen 534 votes; Andrea Langhauser * 569 votes

Planning Board 3 yr - Michelle Maheu 799 votes

Recreation Commission - (write in) - Kenneth Lawrence 18 votes

Ballot Question 1 - Yes 863 votes, No 433 votes. Reduces CPC surcharge from 3% to 1%.

****indicates winner of contested race.***

**NORFOLK ANNUAL TOWN MEETING
MAY 8, 2012
King Philip Middle School**

The Norfolk Annual Town Meeting called to order at 7:03 pm by Town Moderator, Carolyn C. Van Tine, Esq.

Colors were then presented by Norfolk Boy Scouts: Sam Grant, Mike Midura, Mike Anzivino, Henry Lutes, and Devon Burns. The National Anthem was sung by King Philip student Gabriella Signorile.

The Town Clerk then motioned to waive the reading of the warrant and the return of the warrant.
Motion Passed Unanimously.

The town moderator then introduced the Town Clerk, Shawn Dooley; Assistant Town Clerk Carol Greene; Town Counsel Joyce Frank; Selectmen Jim Lehan and Rob Garrity; and Town Administrator Jack Hathaway. The Advisory Board members: Marc Waldman, Lisa Curl, Arlie Sterling, Al Butters, Angela Wayne, Arthur Frontczak, and Rick Stillman were then introduced by Advisory Board chair Mr. Patrick Sned.

Madame Moderator then instructed the citizens on the rules of town meeting.

GREETINGS:

You are required in the name of the Commonwealth of Massachusetts to notify and warn the inhabitants of Norfolk, qualified to vote in Town affairs residing in Precincts 1, 2, and 3, to assemble in the designated polling places in the H. Olive Day School, 232 Main Street, Norfolk, Massachusetts, on Tuesday, May 1, 2012, at 7:00 a.m., for the election of town officers under ARTICLE 1 of the Annual Town Meeting; and thence to meet on Tuesday, May 8, 2012 at 7:00 p.m. at the King Philip Middle School, 18 King Street, Norfolk, Massachusetts 02056, for the adjourned business session of the Annual Town Meeting, then and there to act on the following articles commencing with Article 2, viz:

ARTICLE 1

To choose by ballot the following officers: One Moderator for a one year term; one Selectman for a three year term; one Assessor for a three year term; one Board of Health member for a three year term; one Member of the Housing Authority for a five year term; one Library Trustee for a three year term; two Planning Board members, one for a three year term and one to fill a one year unexpired term; one Recreation Commission member for a three year term; two Norfolk School Committee members for three year terms; one King Philip Regional School Committee member for a three year term. 1363 Votes were cast.

ARTICLE 2 Motion Approved Unanimously

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

ARTICLE 3 Motion Approved Unanimously

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.

ARTICLE 4 Motion Approved Unanimously

To see if the Town will vote to amend the Town of Norfolk Board of Selectmen's Human Resource Policy, Schedule B. COMPENSATION SCHEDULE by applying a general increase of 1.5% to all Steps on the COMPENSATION SCHEDULE effective July 1, 2012; or take any other action relative thereto.

ARTICLE 5 Motion Approved Unanimously

To see if the Town will vote to fix the salary and compensation of the Town Clerk at \$60,500 as provided for by Massachusetts General Laws, Chapter 41, Section 108; for the fiscal year commencing on July 1, 2012; AND to raise and appropriate \$32,109,316 AND transfer \$24,000 from Cemetery receipts reserved for appropriation AND transfer \$198,000 from Free Cash. For a Total Budget of \$32,331,316.

ARTICLE 6 Motion Approved Unanimously

Move to transfer the sum of \$1,593,315 from the Department of Public Works Water Division Revenues and Retained Earnings to fund the Water's Divisions Maintenance and Operating Expenses and the Water Division Debt for the fiscal year commencing on July 1, 2012 as follows:

Salaries: \$253,207

Expenses: \$773,504

Total Maintenance and Operating Expenses: \$890,463

Debt Service \$566,604

Total Water Division Budget \$1,593,315

ARTICLE 7 Motion Approved Unanimously

To appoint the following committees:

-Arts Council – 9 members
-ADA Compliance Committee – 5 members, plus Town Administrator, ex-officio and non-voting.

-Insurance Advisory Committee – 5 members

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

-Corrections Advisory Committee – 3 members

-Economic Development Committee – 7 members appointed jointly by the Board of Selectmen and the Planning Board

-Public Safety Building Committee – 4 members appointed by the Board of Selectmen, plus the Police Chief, Fire Chief, Town Administrator, one member of the Board of Selectmen and the Building Commissioner, ex-officio and non-voting.

-School Building Committee – 5 members appointed by the Board of Selectmen, plus two members of the School Committee, School Superintendent, Town Administrator, and Building Commissioner, ex-officio and non-voting.

ARTICLE 8 Motion Approved Unanimously

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)

I move that the Town authorize a five year lease purchase of fire equipment, including, but not limited to two monitors and defibrillators for CPR, together with batteries, power supply and all related accessories, replacements, parts, repairs, and insurance recoveries.

ARTICLE 9 Motion Approved Unanimously

Move that the Town authorize a five year lease purchase of fire equipment, including, but not limited to: two monitors and defibrillators for CPR, together with batteries, power supply and all related accessories, replacements, parts, repairs, and insurance recoveries.

ARTICLE 10 Motion Approved Unanimously

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 Approved by Declared Majority

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.

Motion approves by majority (voice vote)

ARTICLE 12 Approved by Declared Majority

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.

AMENDMENT: *Motion to Move Article 22 forward to be considered at this time prior to Article 13. Proposed by Cyndi Andrade. Motion Passes by Declared Majority*

ARTICLE 22 Approved by Declared Majority

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 13 Approved by Declared Majority

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 Motion Approved Unanimously

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 Motion Approved Unanimously

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 Motion Approved Unanimously

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 Approved by Declared Majority

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 Motion Approved Unanimously

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 Motion Approved Unanimously

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 Motion Approved Unanimously

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 Motion Approved Unanimously

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 23 INDEFINITELY POSTPONED UNANIMOUSLY

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 INDEFINITELY POSTPONED DECLARED VOICE VOTE

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 To Amend Article 25 to Indefinitely Postpone. Motion passes by majority 73-54

ARTICLE 25 Indefinitely Postponed by Vote of 64-50

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 Approved Unanimously

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 Approved Unanimously

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 Indefinitely postponed by declared majority.

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 Approved Unanimously

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 Indefinitely Postponed Unanimously

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 Approved Unanimously

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 Indefinitely Postponed Unanimously

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 Indefinitely Postponed Unanimously

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 Approved Unanimously

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 Indefinitely Postponed by declared majority

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 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 **Approved by declared majority**

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 **Approved Unanimously**

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 **Approved by Declared 2/3 Majority**

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)
- Wetlands Protection Regulations of the Department of Environmental Protection (DEP) (currently 310 CMR 10.00)
- Inland Wetlands Restriction, G.L., c.131, s.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 .G.L. c. 131,

s. 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 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 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; 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 G. L., c. 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, G. L., c. 131, ss. 40 and 40A, or any other laws of the Commonwealth of Massachusetts.

D.5.e. Description of Areas

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).

	Below Elevation NAVD 88
Charles River	
West of Lark Road including Populatic Pond	138
Lark Road to Myrtle Street	137
Town line north of Baltimore Street to Medfield town line	126
Mill River	
North of Main Street to Charles River confluence	137
Stop River	
Route 1A to Prison Road Dam	153
Prison Road Dam to MBTA right-of-way	150 to 147
MBTA right-of-way to Medfield town line	124

D.5.e.4. 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.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.

Moved to dissolve this Annual Town Meeting at 10:58pm. -**Passes Unanimously.**

**SPECIAL TOWN MEETING
November 29, 2012**

The Special Town Meeting was called to order by Madam Moderator, Carolyn C. Van Tine, at 7:05 p.m. on Thursday, the 29th day of November, 2012 at the Freeman-Kennedy School, 70 Boardman Street, Norfolk, MA 02056
Sworn Counters for the meeting were: Gregory Mirliss and Paul Terrio.

Pledge of Allegiance

The Town Moderator then introduced the Town Clerk, Shawn Dooley; Assistant Town Clerk Carol Greene; Town Counsel Joyce Frank; Selectmen Jim Lehan, Scott Bugbee, and Rob Garrity; and Town Administrator Jack Hathaway.

The Advisory Board members: Marc Waldman, Lisa Curl, Al Butters, Angela Wayne, Arthur Frontczak, and Rick Stillman and administrative assistant Sue Jacobson were then introduced by Advisory Board chair Mr. Patrick Snead.

Madame Moderator then instructed the citizens on the rules of town meeting.

Shawn Dooley, Town Clerk, moved to waive the return of the warrant and reading of the warrant. **Passed Unanimously**

ARTICLE 1

Submitted by the Board of Selectmen

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to be added to departmental budgets and appropriations for the fiscal year ending on June 30, 2013; or take any other action relative thereto.

Sub Part Motion A: Move \$2,235 from Fire Fines Revolving Account to Fire Department Training Account and \$33,647 from Information Technology Expenses to Information Technology Salary.

Passed Unanimously

Sub Part Motion B: Move from Free Cash: \$36,566 to Fire Department Radio Repair; \$15,913 to Interest on Verizon Court Judgment, \$10,000 to Library Salaries, \$10,000 Library Expenses, and \$26,000 to Veterans Service Expenses.

Passed Unanimously

ARTICLE 2

Submitted by the Board of Selectmen

INDEFINITELY POSTPONED (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 pay unpaid bills of a prior year pursuant to Massachusetts General Laws Chapter 44, Section 64; or take any other action relative thereto.

ARTICLE 3

Submitted by the Board of Selectmen

No Votes Were Taken

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 4

Submitted by the Board of Selectmen

Passed Unanimously

To see if the Town will vote to transfer from Free Cash, \$500,000 to the Stabilization Fund; or take any other action relative thereto.

ARTICLE 5

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 5, Motion A: Passed Unanimously

To see if the Town will vote to transfer \$68,415 from Free Cash and \$225,655 from Prison Mitigation Funds to the following capital purchases;

DPW - Vehicle Maintenance	Generator Upgrade	\$	30,600
DPW - Vehicle Maintenance	Vehicle Lift	\$	12,120
Facilities - Council on Aging	COA - Kitchen Spt Beam	\$	2,000
Facilities - Multiple Bldings	Exterior Painting	\$	73,000
Facilities - DPW	Interior Paint	\$	8,000
Facilities - Library	Interior Paint	\$	5,000
Facilities - Town Hall	Interior Paint	\$	5,000
Facilities - Town Hall	Energy Efficiency Improvements	\$	12,000
Facilities - Town Hall	Powered Entrance Double Doors	\$	11,000
Facilities - Pub Sfty	2 Garage Doors	\$	2,500

Facilities - Pub Sfty	Rear Door / Heat Tape	\$	2,500
Facilities - Pub Sfty	HVAC - Mechanical Engineer	\$	5,000
Facilities - Pub Sfty	Generator Upgrade	\$	35,000
Facilities - Pub Sfty	Rubber Roof - approx 25% of roof	\$	30,000
Fire	Folding Water Tanks	\$	1,975
Fire	Folding Water Tanks	\$	1,975
Fire	Hydrolic Stretcher Lift	\$	16,200
Fire	Vent Saw	\$	3,500
Fire	Thermal Imaging Camera	\$	7,100
Fire	Thermal Imaging Camera	\$	7,100
Police	Tasers	\$	22,500
		\$	<u>294,070</u>

Article 5, Motion B: Passed Unanimously

Move to appropriate the sum of \$286,566 for the purpose of paying costs of acquiring three Pickup trucks with plows, one sander body, 2 Police utility vehicles, 1 Police Sedan and 1 small sedan for the Assessors Department, including the payment of all other costs incidental and related thereto, and that to meet this appropriation, the Town Treasurer, with the approval of the Selectmen is hereby authorized to borrow said amount under and pursuant to Chapter 44, Section 7(9) of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore.

**ARTICLE 6
Passed Unanimously**

Submitted by the Board of Selectmen

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 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; or take any other action relative thereto.

ARTICLE 7

Submitted by the Board of Selectmen

Friendly amendment: Jack Hathaway.

Motion passed as amended 56 yea to 42 nays per hand count

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

No person shall hunt on Town owned lands without the permission of the Board of Selectmen. A hunter will be allowed on private property with the written permission of the property owner. Each property owner who wishes to allow hunting on their property must file written notification in person with the Norfolk Police Department. It is the responsibility of all duly licensed hunters to register with the Norfolk Police Department each Season that they intend to hunt, to ascertain the location of properties where hunting is prohibited and to not exceed said boundaries.

Violations of this bylaw shall be punishable by a fine of \$100 for the first violation and \$300 for each subsequent 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.

This bylaw is not intended to apply to nuisance trapping and/or control nor to a Massachusetts Hunting Preserve licensed under the provisions of Massachusetts General Laws Chapter 131, Section 31.

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 8

Submitted by the Planning Board

Passed Unanimously

To see if the Town will vote to amend Section H.3 AFFORDABLE HOUSING DEVELOPMENT of the Zoning Bylaw, as set forth below, by inserting the provisions shown that are underlined, with the text not being changed shown for informational purposes only.

H.3.e.1 Provisions Applicable to Affordable Housing Units On- and Off-Site:

1. Siting of affordable units. All affordable units constructed or rehabilitated under this bylaw shall be situated within the development so as not to be in less desirable locations than market-rate units in the development and shall, on average, be no less accessible to public amenities, such as open space, as the market-rate units. The affordable units shall be located within the subdivision unless otherwise waived by the SPGA. If such a waiver is granted, it shall be subject to H.3.f (provision of Affordable Housing Units Off-Site). The affordable units shall not be replaced with Market Rate units within the subdivision unless the developer demonstrates, to the satisfaction of the SPGA, that doing so will create a clear benefit to the Town.

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

1. As an alternative to the requirements of Section H.3.e, an applicant subject to the bylaw may develop, construct or otherwise provide affordable units equivalent to those required by Section H.3.d off-site. All requirements of this bylaw that apply to on-site provision of affordable units, shall apply to provision of off-site affordable units. In addition, the location of the off-site units to be provided shall be approved by the SPGA as an integral element of the Special Permit review and approval process. If off-site affordable units are approved, the SPGA may allow replacement of affordable units on-site with equivalent Market Rate units if the developer demonstrates, to the satisfaction of the SPGA, that doing so will create a clear benefit to the Town.

or take any other action relative thereto.

ARTICLE 9

Submitted by Zoning Bylaw Study Committee

Amendment by Mr. Lehan passed by majority voice vote

Amended Motion approved by declared 2/3rds majority

To see if the Town will vote to amend Section D.1.a of the Norfolk Zoning Bylaws; by changing the numbering from "D.1.a" to "D.1.a.1" and adding the phrase "For non-residential uses," to the beginning of D.1.a.1, removing the word "Very" from the last sentence of D.1.a.1 and adding a new D.1.a.2 so that it reads as follows, with inserted text underlined and deleted text stricken:

D.1.a.1 For non-residential uses, ~~L~~land clearing, excavation, filling, gravel removal, or other clear cutting of trees in anticipation of any use permitted or authorized by these Zoning Bylaws, Town Bylaws, and regulations of the Town of Norfolk and the Planning Board, or laws of the Commonwealth is prohibited prior to issuance of all required approvals, permits, VARIANCES, licenses, and authorizations. ~~Very~~ Limited clearing and excavation is permitted to obtain necessary survey and engineering data or other activities required to secure necessary permits.

D.1.a.2 Clearing, excavation, filling, gravel removal, or other clear cutting of trees prior to receiving a building permit may be performed on individual lots for SINGLE-FAMILY DWELLINGS within an approved subdivision, on a plan endorsed by the Planning Board as ~~not~~ subject to approval under the Subdivision Control Law, or otherwise legally in existence, but

only in accordance with the provisions of the first paragraph of Section D.1. until a building permit has been granted, clearing of the side setbacks is limited to 50 feet from the street right of way. The cleared area must be stabilized by loaming and seeding or other method approved by the Building Commissioner within 90 days of the completion of the clearing, excavation, filling, gravel removal, or other clear cutting of trees unless construction activity is underway or has been authorized to commence during that time.
or take any other action relative thereto.

ARTICLE 10 **Submitted by Zoning Bylaw Study Committee**
Amendment by planning board approved by majority
Amended Motion Failed: 38 yea to 47 nays

To see if the Town will vote to amend Section I.4.a.11 Residential Density of the Norfolk Zoning Bylaws by deleting the word "sixteen" and replacing it with "thirty-two" so that it reads as follows, with inserted text underlined and deleted text stricken:

I.4.a.11 Residential Density. Residential DWELLING UNITS, except for ASSISTED LIVING FACILITIES, shall not have more than two bedrooms per unit. Residential densities, except for ASSISTED LIVING FACILITIES, shall not exceed the ratio of ~~sixteen~~ thirty-two bedrooms for any single LOT except by special permit. Residential densities for ASSISTED LIVING FACILITIES shall not exceed the ratio of 20 units per acre nor thirty-two bedrooms per acre for any single LOT except by Special Permit by the Zoning Board of Appeals.
or take any other action relative thereto.

ARTICLE 11 **Submitted by Zoning Bylaw Study Committee**
Passed by a declared 2/3 majority

To see if the Town will vote to amend Section I.7.a of the Norfolk Zoning Bylaws by deleting the words "provided that all said buildings are located within a PLANNED MULTILOT DEVELOPMENT; from the item "Residential DWELLING UNITS as part of . . . provided that all said buildings are located within a PLANNED MULTILOT DEVELOPMENT; so that it now reads as follows, with deleted text stricken:

Residential DWELLING UNITS as part of a commercial site plan where the square footage of residential dwelling units consists of 65% or less of the total combined square footage of the residential and commercial structure(s), provided that the commercial structure is constructed prior to residential occupancy. ~~and further provided that all said buildings are located within a PLANNED MULTILOT DEVELOPMENT~~
or take any other action relative thereto.

ARTICLE 12 **Submitted by Zoning Bylaw Study Committee**
Passed unanimously

To see if the Town will vote to amend Section I.4.a.6 Streetscape in the Norfolk Zoning Bylaws by adding the following: between the sentence "Outside the BUSINESS CORE, BUILDINGS shall not be more than 40 feet in height," and "BUILDING HEIGHT shall not include flag poles, weather vanes, or cupolas.":

BUILDING HEIGHT may be extended up to 46 feet for the purpose of accommodating pitched roof lines as approved as part of site plan review by the Planning Board, but in no case shall the height exceed 3 stories.

or take any other action relative thereto.

ARTICLE 13 **Submitted by Zoning Bylaw Study Committee**
Amend to 1.5 spots per unit to round up to the nearest full space. Amendment Approved by majority.
Amended Motion Passed by a declared 2/3 majority

To see if the Town will vote to amend Section F.7.b **SCHEDULE OF MINIMUM OFF-STREET PARKING REQUIREMENTS** of the Norfolk Zoning Bylaws by adding F.7.b.1.a for DWELLING UNITS other than SINGLE FAMILY DWELLINGS and requiring 1.5 spaces per unit as follows:

Permitted Uses	Minimum Number of Spaces
F.7.b.1.a. DWELLING UNIT, other than a SINGLE FAMILY DWELLING	1.5 per unit

or take any other action relative thereto.

ARTICLE 14 **Submitted by Zoning Bylaw Study Committee**
Passed unanimously

To see if the Town will vote to amend Section I.6.b of the Norfolk Zoning Bylaws by deleting the phrase "where an on-STREET space abuts the FRONTAGE of that LOT. Where an on-STREET space abuts more than one LOT, said space may be allocated to a particular LOT only if more than 66% of the space abuts that LOT." And inserting in its place the following: "in accordance with the provisions of Section I.6.a Shared Parking," so that it reads as follows, with inserted text underlined and deleted text stricken:

I.6.b Attribution of Parking Spaces. Parking spaces may be considered as a part of the requisite parking allocated to a particular LOT or use, if those spaces are entirely on that LOT or the use of the spaces has been assured by assignment through easement or other legal guaranty. On-STREET parking, where allowed, may be considered as part of the requisite parking allocated to a LOT ~~where an on-STREET space abuts the FRONTAGE of that LOT. Where an on-STREET space abuts more than one LOT, said space may be allocated to a particular LOT~~

~~only if more than 66% of the space abuts that LOT.~~ in accordance with the provisions of Section I.6.a Shared Parking.

or take any other action relative thereto.

ARTICLE 15
Passed unanimously

Submitted by Zoning Bylaw Study Committee

To see if the Town will vote to amend Section I.6.a of the Norfolk Zoning Bylaws by deleting the number "450" and replacing it with "500."
or take any other action relative thereto.

ARTICLE 16
Motion Failed (Did not meet required 2/3rd vote) 49 yea to 30 nays

Submitted by Zoning Bylaw Study Committee

To see if the Town will vote to amend the Norfolk Zoning Map by adding the following parcel to the B-1 – Outside the Business Core district:

Map 14, Block 49, Lot 11

As shown on attached map
And to revise "Section B Definitions" of the Zoning Bylaws with respect to the term "Business Core" by inserting the phrase "A portion", by deleting the phrase "That part", and by inserting the phrase "as shown on the Zoning Map";

or take any other action relative thereto.

ARTICLE 17
Passed Unanimously

Submitted by Planning Board

To see if the Town will vote to amend Section 1 Earth Removal of Article VII of the Town Bylaws by deleting the words "stockpiled or" from the first sentence of Section B. Applicability, and adding the phrase "or contiguous parcels under common ownership" so that it now reads as follows, with inserted text underlined and deleted text stricken:

B. Applicability: No earth shall be ~~stockpiled or~~ removed from any parcel of land or contiguous parcels under common ownership within the Town to another parcel either within or without the Town without a special permit except as follows:

and

adding to Section 4 of Section B the words "including construction on individual lots as well as of roadways" between the words "under construction," and "provided that" so that it reads as follows, with inserted text underlined:

- 4) Moving and/or stockpiling of earth within a subdivision under construction, including construction on individual lots as well as roadways, provided that any stockpiles shall not be located within 500 feet of any lot for which an occupancy permit has been granted;

or take any other action relative thereto.

ARTICLE 18

Submitted by Zoning Bylaw Study Committee

Approved by Declared 2/3rd Majority

To see if the Town will vote to amend Section I.4. of the Norfolk Zoning Bylaws by adding a new Section I.4.c as follows:

I.4.c For PLANNED MULTI-LOT DEVELOPMENTS, the Planning Board may waive the dimensional requirements of Section I.4.b.2 and I.4.b.3 as part of the special permit approval process for a PMLD if it determines that APPLICANT has presented a comprehensive design concept meets all of the following standards:

1. The design fulfills the purpose of this Section I in terms of advancing the goals of the Master Plan.
2. The design addresses architectural detail, the location of buildings in relation to the access road and each other, general open space, local open space adjacent to buildings, pathways/sidewalks, any non-residential or common recreation or assembly facilities, and streetscape issues such as streetlights, street trees, sidewalks and landscaping,
3. All other requirements, including Residential Density, of Section I are met.
4. The comprehensive design concept provides greater quantifiable public benefits in terms of environmental and/or fiscal impacts or community amenities than a plan that meets the dimensional requirements. [e.g. less impervious surface, more public open space (perhaps with amenities), better vehicular and pedestrian access and circulation, energy consumption, use of sustainable materials, etc.]

or take any other action relative thereto.

ARTICLE 19

Submitted by Zoning Bylaw Study Committee

Amended by the Planning Board

Approved by Declared 2/3rd Majority

To see if the Town will vote to amend Section I.4.B.3 Outside the Business Core of the Zoning Bylaw, as set forth below, with inserted text underlined and deleted text stricken:

I.4.b.3 Outside the Business Core

- (A) BUILD-TO LINE: none;
- (B) Minimum front YARD setback: 25 feet for principle BUILDING;
- (C) Minimum LOT size: 8000 square feet or 4000 square feet for one dwelling unit* or 30,000 square feet;
- (D) Minimum LOT COVERAGE: 60 percent;
- (E) Minimum side YARD setbacks: zero (0) feet;
- (F) Minimum LOT FRONTAGE: 40 feet* or 100 feet; and
- (G) Minimum rear YARD setbacks: 10 feet.

*For PLANNED MULTILOT DEVELOPMENT

or take any other action relative thereto.

**ARTICLE 20
Passed Majority**

Submitted by the Planning Board

To see if the Town will vote to amend the Norfolk Zoning Map by amending the Flood Plain overlay district to reflect the changes in the Flood Plain overlay district that were adopted by Article 38 at the Annual Town Meeting on May 8, 2012 as shown on a map entitled Floodplain Map, dated May 8, 2012, prepared for the Norfolk Planning Board by Professional Services, Corporation, PC,

or take any other action relative thereto.

ARTICLE 21
Passed Majority

Submitted by the Board of Assessors

To see if the Town will vote to accept G.L. c. 59, Section 5N, authorizing the Board of Selectmen to establish a program to allow Veterans, as defined in clause Forty-three of Section 7 of Chapter 4, to volunteer to provide services to the Town in exchange for a reduction in the real property tax obligations of that veteran on the veteran's tax bills, in addition to any exemption or abatement to which that person is otherwise entitled, not to exceed \$1,000.00 and not to exceed the current minimum wage of the Commonwealth per hour; and further to see if the Town will vote to adjust the exemption by

- 1) allowing an approved representative for persons physically unable to provide such services to the Town; or
- 2) allowing the maximum reduction of the real property tax bill to be based on 125 volunteer service hours in a given year, rather than \$1,000.00;

or take any other action relative thereto.

ARTICLE 22
Passed Unanimously

Submitted by the Community Preservation Committee

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, Historical Reserve, an amount not to exceed \$17,800, to fund the continued restoration and preservation of the historic Pondville Cemetery Crypt, including steel door, grading, stone wall, and plantings; or take any other action relative thereto.

ARTICLE 23
Passed Unanimously

Submitted by the Community Preservation Committee

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, Historical Reserve, an amount not to exceed \$2,100, to fund the preservation and/or restoration of the historic Tramp House, including but not limited to the front door, moldings, and clapboard; or take any other action relative thereto.

ARTICLE 24
Passed Unanimously

Submitted by the Community Preservation Committee

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, Historical Reserve, an amount not to exceed \$40,000, to preserve Norfolk vital and other historic records, including, without limitation, to obtain equipment, software, and consulting and training services to scan and laser fiche said records into a secure and searchable database specific to Town of Norfolk's needs; or take any other action relative thereto.

ARTICLE 25 **Submitted by the Community Preservation Committee**
Approved by a Declared Majority

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, Open Space Reserve, an amount not to exceed \$20,000, to create an Athletic Field and Park Amenities Strategic Plan to assess the recreation needs of the Town, identify potential field and other recreational opportunities to be acquired or created by the Town, and preserve and manage the Town's recreational assets; or take any other action relative thereto.

ARTICLE 26 **Submitted by the Treasurer / Collector**
Approved by Declared Majority

To see if the Town will vote to confirm acceptance of Massachusetts General Law Chapter 40, Section 57 and to amend the Town of Norfolk General Bylaws, Article II: Financial Affairs, Section 4 by striking said Section 4 and replacing it with the following:

Section 4. Denial, Revocation or Suspension for Licenses and Permits for Failure to Pay Municipal Taxes or Charges

(a) The tax collector or other municipal official responsible for records of all municipal taxes, assessments, betterments and other municipal charges, hereinafter referred to as the tax collector, shall annually furnish to each department, board, commission or division, hereinafter referred to as the licensing authority, that issues licenses or permits including renewals and transfers, a list of any person, corporation, or business enterprise, hereinafter referred to as the party, that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges for not less than a twelve month period, and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the appellate tax board.

(b) The licensing authority may deny, revoke or suspend any license or permit, including renewals and transfers of any party whose name appears on said list furnished to the licensing authority from the tax collector or with respect to any activity, event or other matter which is the subject of such license or permit and which activity, event or matter is carried out or exercised or is to be carried out or exercised on or about real estate owned by any party whose name appears on said list furnished to the licensing authority from the tax collector; provided, however, that written notice is given to the party and the tax collector, as required by applicable provisions of law, and the party is given a hearing, to be held not earlier than fourteen days after said notice. Said list shall be prima facie evidence for denial, revocation or suspension of said license or permit to any party. The tax collector shall have the right to intervene in any hearing conducted with respect to such license denial, revocation or suspension. Any findings made by the licensing authority with respect to such license denial, revocation or suspension shall be made only for the purposes of such proceeding and shall not be relevant to or introduced in any other proceeding at law, except for any appeal from such license denial, revocation or suspension. Any license or permit denied, suspended or revoked under this section shall not be reissued or renewed until the license authority receives a certificate issued by the tax collector that the party is in good standing with respect to any and all local taxes, fees, assessments, betterments or other municipal charges, payable to the municipality as the date of issuance of said certificate.

(c) Any party shall be given an opportunity to enter into a payment agreement, thereby allowing the licensing authority to issue a certificate indicating said limitations to the license or permit and the validity of said license shall be conditioned upon the satisfactory compliance with said agreement. Failure to comply with said agreement shall be grounds for the suspension or revocation of said license or permit; provided, however, that the holder be given notice and a hearing as required by applicable provisions of law.

(d) The Board of Selectmen may waive such denial, suspension or revocation if it finds there is no direct or indirect business interest by the property owner, its officers or stockholders, if any, or members of his immediate family, as defined in section one of chapter two hundred and sixty-eight A in the business or activity conducted in or on said property.

This section shall not apply to the following licenses and permits: open burning; section thirteen of chapter forty-eight; bicycle permits; section eleven A of chapter eighty-five; sales of articles for charitable purposes, section thirty-three of chapter one hundred and one; children work permits, section sixty-nine of chapter one hundred and forty-nine; clubs, associations dispensing food or beverage licenses, section twenty-one E of chapter one hundred and forty; dog licenses, section one hundred and thirty-seven of chapter one hundred and forty; fishing, hunting, trapping license, section twelve of chapter one hundred and thirty-one; marriage licenses, section twenty-eight of chapter two hundred and seven and theatrical events, public exhibition permits, section one hundred and eighty-one of chapter one hundred and forty.

or take any other action relative thereto.

ARTICLE 27
Passed Unanimously

Submitted by the Town Clerk

To see if the Town will vote to amend the Town of Norfolk General Bylaws by adding a new Article, sequentially numbered, to read as follows:

Article XVI: Fee Schedule Relating to the Town Clerk

The following fees of the Town Clerk have been adopted by the Town Meeting:

FEE SCHEDULE

Bylaws / Regulations: (also available on website)	
Subdivision Rules & Regulations (Planning Board)	\$45.00
Zoning bylaws	\$15.00
Zoning Map	\$10.00
Wetlands	\$5.00
Certified Copy of any record	\$10.00**

GENERAL GOVERNMENT

Genealogy Research fee – per state mandated guideline

(Currently hourly rate of lowest paid office employee per office and .20 per copy)

DBA Certificate filing	\$50.00
DBA change	\$25.00
DBA – List of current DBA's	\$20.00
Dog License List of current licenses	\$35.00
Dog License, Male/Female – before May 1 st	\$15.00
Dog License, Spayed/Neutered – before May 1 st	\$10.00
Dog Kennel License up to 4 dogs	\$50.00
“ 5 to 9 dogs	\$100.00
“ 10 or more dogs	\$150.00

(*note: Kennel Licenses require Zoning Board approval prior to licensing)

***Dog late fee for license renewal after May 1st as follows:

A late fee of \$15.00 for the month of May and an increase of the late fee by \$5 per month through the end of the calendar year for a maximum fine of \$50 charged by owner.

General copies – per state mandated guidelines (currently .20 ea.)

Marriage Intentions filing fee	\$40.00
Re-issue certificate due to solemnizer error	\$25.00
Pole Locations (per pole)	\$50.00
Residents List (over age 17) on disk	\$25.00
Street Listing Book (must sign log)	\$10.00
Voter Activity Report, per election (disk or email)	\$15.00
Voter List (disk or email)	\$25.00

Any mailed or on-line transactions may also be charged a postage and handling fee.

or take any other action relative thereto.

Annual Town Meeting of November 29, 2012 dissolved at 10:10 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.

Annual procurements designed to save municipalities time and money are a major part of SERSG's services. Cooperative procurements for Paper and DPW Supplies and Water and Sewer Treatment Chemicals were held in the spring of 2012. More than fifty supplies are procured for public works projects, and in the fall, SERSG coordinated procurement of more than twenty categories of DPW Services.

As a participant in SERSG's office supply contract with Universal Business, Norfolk enjoys a discount of 65.63% off the list price of non-excluded office supplies in the S.P. Richards wholesaler's catalog. Based on projections, Norfolk will have saved about \$48,000 off list prices for fiscal year 2012 for purchased office supplies. The Town also pays a fixed competitive price for cartons of paper through the SERSG paper contract with W.B. Mason.

The estimated value of supplies and services procured for the Norfolk 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 \$63.45 per ton for hot mix asphalt and the lowest price available on the state bid is \$68 per ton. A survey of five varieties of stone items indicates SERSG's prices were lower than the lowest state contract price by an average of more than \$4.00 per ton.

In addition to an annual survey on snowplowing rates and payment policies, SERSG explored the idea and collected several proposals to facilitate and subsidize a hoisting license training for DPW and Highway Department personnel. This may involve co-sponsorship with the Plymouth County Highway Association and conversations and negotiations are ongoing.

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 2012 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 resolve five cases for the Town this year by favorable resolution, where possible, and by court decision, where necessary, including a decision upholding a ruling of the Zoning Board of Appeals denying dimensional variances for a proposed new residence, an agreement to remove an illegally constructed carport, an agreement to reimburse the Town for expenses incurred in the case of a seized horse taken by the Town to prevent cruelty to animals, a court decision in favor of the Town in a dispute involving a marriage certificate, and an agreement dismissing an appeal from a special permit with conditions regarding cutting of trees.

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 enforcement and bankruptcy matters to a building code dispute, contract claims, and an Appellate Tax Board Appeal.

We have reviewed a number of contracts, including a recreation services contract, an electricity supply agreement, a memorandum of understanding for provision of water from Wrentham to MCI Norfolk through Norfolk's water distribution system, and an intermunicipal agreement for regional public safety dispatch.

As always, we have responded to many requests for opinions this year. For example, we have provided legal opinions with respect to bidding requirements for materials for an affordable housing project and a construction arrangement for affordable housing, procedures for executive sessions and remote participation under the Open Meeting Law, application of the recent Permit Extension Act, and publication requirements for a hackney policy. We have advised as to floodplain bylaw revisions, various public records requests and requests for advice regarding potential conflicts of interest.

We have also assisted with various real estate transactions, including a drainage easement, an order of taking for a sight line easement, a land development agreement, and a lease with Verizon.

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 common issues involving alcoholic beverages licensing, third-party financed renewable energy facilities, policies for use of computers and electronic communications and social media, and statewide mutual aid programs. We have summarized an important decision addressing the need for a variance when altering or expanding nonconforming single and two-family dwellings. We have outlined notable new regulations of the Attorney General regarding remote participation in open meetings and intentional violations of the Open Meeting Law and have provided a checklist with sample notices and votes for complying with Division of Open Government rulings on Open Meeting Law procedures. We have outlined significant amendments to the Community Preservation Act expanding permissible uses of funds and trail accessibility requirements of the Americans with Disabilities Act. We provided timely E-Updates on time frames to avoid potential EPA penalties for failure to submit annual stormwater system reports, changes to municipal health insurance, statutory validation of "evergreen clauses" in collective bargaining agreements, an Appeals Court decision invalidating a cap on Class 2 licenses, a ruling by the Supreme Judicial Court on the Quinn Bill, resolution of court appeals clarifying permissible taxation of telephone company poles and wires, revisions to the Permit Extension Act, new alcoholic beverages licenses for caterers, new statutory authorization of veterans tax work off programs, and the impact of the new medical marijuana law. We have also provided a free

Massachusetts Casino Law Webinar and continue to provide direct training to Town employees and municipal boards on various topics at no cost to the Town.

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, 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 all those who have volunteered their time for the animals, those who have donated financially for the animals in need, and those who have adopted animals that were homeless or seized due to criminal actions.

This past August I was part of the new animal control reform law bill signing and was able to meet our governor Patrick. This reform is much needed to strengthen our current animal control laws, our animal welfare laws, mandate that animal control officers be trained and certified in this field, and also to include animals in abuse protection orders. This is a huge milestone that many agencies have been working on for several years. This bill is now active law. Over the year the animal control department again was successful in court prosecution of cruelty and neglect cases that were charged. Norfolk, as a municipality, set case law in a few areas that have not been tested before. We are the first town to have successfully brought forward a bond petition in district court and we are the second case (that we could find on the books) that has prosecuted a case involving abuse of ferrets. As you will see by the statistics below there is an increase in reporting of neglect, abuse, abandonment and hoarding this year.

This October I was voted in as the eastern Vice President for Animal Control Officer's Association of Massachusetts and I work hard at strengthening the professionalism and education for animal control officers across the Commonwealth. Also in October I was invited by the Norfolk County Assistant District Attorney to attend a very extensive 3 day cruelty, veterinary forensics, and internet/technology forensics out in Los Angeles, CA. It was an amazing educational experience and has helped improve my knowledge for future investigations. Currently I am working with the Norfolk County assistant district attorney's office to present a seminar that will aid police officers, animal control officers, assistant district attorneys, and veterinarians with court room procedures.

Respectfully,
Hilary Cohen

Cruelty/Neglect investigations:	12	Abandonment:	5
Surrenders:	2	Wellbeing checks:	4
Domestic Animals v. motor vehicle:	6	Wildlife v motor vehicle:	30
Lost dog reports:	17	Loose dogs:	63
Lost cat reports:	7	Stray cats:	13
Stray ferret:	1	Loose livestock:	15
Nuisance Barking:	7	Noise complaint:	5
Aggression complaint:	9	Rabies concerns:	13
Dog bites to human:	10	Dog bites to other:	7
Wildlife bite to animal:	2	Misc. Nuisance:	13
Illegal trapping:	1	Illegal possession:	4 (wildlife)
Human rabies exposure:	1	Bats in house:	5
Pooper Scooper:	6	Mutual Aid:	7
Bear sighting:	3	Pet abuse protection:	1
Verbal/written warnings:	41	Citations:	104
Public hearings:	1	Arrest:	1
Felony charges:	2	Appeals:	1
Euthanasia of dangerous dog:	1	micro chip clinics:	2

FIRE DEPARTMENT

Norfolk's demand for emergency services totaled 1,436 calls this past year. This represents a 23% increase from ten years ago and 42% increase in services requested from 1992.

Four serious building fires heavily damaged three residences and a commercial occupancy during the year. Each fire involved extensive mutual aid assistance for water supply, ventilation and extinguishment. A residential structure fire at 48 Mirror Lake Avenue left two occupants injured, both transported by fire department ambulances to Norwood Hospital fortunately with non-life threatening injuries. Through the cooperation of the Federated Church, an assistance fund was created to aid the fire victims. Residential fires at 45 Medway Street and 369 Main Street each displaced families while a fire at CABLELAN, 8 Sherwood Drive resulted in heavy smoke damage to a commercial warehouse facility. The cause of each fire was ruled accidental: 45 Medway Street & 48 Mirror Lake Avenue were fires caused by problems associated with electrical wiring; 369 Main Street was caused by deterioration of chimney and CABLELAN possibly related to static electricity discharge.

The year also witnessed a catastrophic failure of the Department's radio system in October. Both the main and backup radio systems failed, leaving the Department without communications. Norfolk County Control, the region's fire dispatching coordinating center, allocated a dedicated radio frequency for several days. To validate the scope of this "perfect storm" scenario, two independent radio vendors were consulted concurring independently new radio equipment was required. Given this assessment, emergency action by the Board of Selectmen approved the purchase of new equipment, which was installed in December.

Advanced Life Support (ALS) accounted for the resuscitation of three patients in cardiac arrest. During the past year a total of 224 patients, who after receiving in-the-field ALS had positive outcomes after arrival at a medical facility. These patients ranged from chest pains, difficulty breathing to stroke, diabetic emergency and airway management. Eight years of ALS can attest to 1,083 patients whose medical outcomes were enhanced by the firefighter/paramedics.

To fill the vacant Deputy Chief's position, Captain Peter Petrushik was promoted in February as the Department's first career Deputy Chief. Deputy Chief Petrushik, who has served the Department for over 30 years, brings a Bachelor's Degree in Fire Science, along with Certification as a Massachusetts Fire Officer to the role of Deputy Fire Chief. He has distinguished himself in training, administration and fireground operations during his career. Congratulations Deputy!

Updating the Department's staffing the following changes included: Firefighter/Paramedic Seth Hamilton graduating from the Massachusetts Fire Academy in September rejoining his shift; Deputy Chief Peter Petrushik obtained his Fire Instructor II Certification from the Fire Academy; Lt/Ps Mike Findlen and Doug Johnston were certified as Fire Prevention Officers by the Fire Academy; FF/P Justin Goldberg being appointed to the Stoughton Fire Department in December; FF/P Bill Cavalari taking a career position with North Attleboro in October; Call FF/EMT Darren Bycoff leaving Norfolk in July, Call FF/EMT David Holmes, Jr. leaving in November and FF/P Mark Amiot appointed as Medical Director for the Department. We welcome back Seth, wish Justin and Billy safe careers and thank them for their service; extend our thanks to Darren and David for their service and wish Mark well in his new position. Special congratulations go to FF/EMT John Zajac who attained Paramedic Certification during the year.

Inspections performed by the Department (532) increased by nearly 25% indicating a potential for favorable economic outlook. Included were 112 Permits issued for residential re-sale

documenting smoke and carbon monoxide detectors; 94 commercial buildings; 84 Permits for new fire alarms installed; 54 LPG storage; 62 new oil burner installations and 88 general inspections. The remaining inspection encompassed oil tank removals/installations, performing fire drills, plan reviews for construction and tank/transfer truck inspections.

Analysis of the 1,436 emergency responses continue to show over 50% being for emergency medical assistance, such as difficulty breathing, cardiac conditions or trauma from accidents. This year's review:

Major Fire/Incident Review – 2012

- 1-17 – **10 Boardman Street**, chimney fire: firefighters with Engine 2 & Ladder 1 worked for over an hour to extinguish fire.
- 2-11 – Mutual Aid to Wrentham, electrical fire, KPSrHS: Engine 2 assisted on scene.
- 2-3 – **45 Medway Street**, working fire: fire on 1st floor extending to attic. Engines 1 & 2 along with Ladder 1 used multiple hoselines to extinguish fire in concealed spaces. Franklin & Millis sent engine companies to the scene and Wrentham a ladder company, Foxboro covered the station.
- 2-6 – Mutual aid to Bellingham, 2nd Alarm, 763 South Street: Engine 2 laid supply line to fire.
- 2-27 – Mutual Aid to Wrentham, restroom fire, KPSrHS: Engine 2 assisted with ventilation.
- 3-9 – 19 Silver Fox, brush fire: Norfolk received initial report of fire sending Squads 1 & 4, Tank 1 and Engine 2. Fire was in Franklin, which sent a brush truck.
- 3-12 – Mutual Aid to Bellingham, working fire, 191 Mechanic Street: Engine 2 assisted at scene.
- 3-12 – Mutual Aid to Franklin, working fire, 446 Oakland Parkway: Engine 2 assisted at scene.
- 3-14 – **Marshal Street**, JAWS OF LIFE, extrication: vehicle rollover, Norfolk Rescues 1 & 2 transported along with Walpole and Wrentham ambulances.
- 4-4 – **115 Park Street**, truck fire: Engine 1 & Tank 1 responded assisted by a Wrentham engine company. Foam was needed to the extinguish fire.
- 4-4 – Mutual Aid to Franklin, 2nd Alarm, 145 Hillside Avenue: Engine 2 laid supply line and used hoseline assisting in extinguishing fire on 1st and 2nd floors.
- 4-6 – Mutual Aid to Wrentham, 2nd Alarm, 95 Desert Brown Road: Engine 2 assisted on scene.
- 4-14 – **26 Campbell Street**, brush fire: Squads 1 & 4 with Tank 1 worked for over 2 hours extinguishing woods fire. Mutual aid was provided by Wrentham and Plainville engine companies along with the State Forestry, which provided foam wetting agent.
- 4-15 – Mutual Aid to Bellingham, working fire, 201 Pulaski Boulevard: Engine 2 assisted at scene.
- 4-21 – **110 Park Street**, woods fire: Squad 1 & 4 with Tank 1 worked for over 2 hours extinguishing fire. Mutual aid to the fire scene was provided by Wrentham.
- 4-28 – **8 Shirley Lane**, kitchen fire: Engines 1 & 2 along with Ladder 1 extinguished kitchen fire. Mutual Aid engine companies from Wrentham and Franklin assisted.
- 5-1 – Mutual Aid to Wrentham, gas leak, KPSrHS: Engine 2 & Ladder 1 assisted.

5-22 – **369 Main Street**, 2nd Alarm: fire on 1st, 2nd floors and attic requiring multiple hoselines to extinguish. Water supply for the fire was obtained from the CAMGER CHEMICAL private fire pump station. Engine companies from Franklin, Wrentham, Millis, Walpole and Foxboro along with a ladder company from Sharon assisted on scene. Medway provided station coverage.

5-25 – Mutual Aid to Wrentham, smoke in building, KPSrHS: Engine 2 & Ladder 1 assisted.

6-8 – **8 Sherwood Drive**, CABLELAN, working fire: fire in warehouse area. Ladder 1 and Franklin's Tower Ladder vented the roof, while engine companies from Wrentham and Millis pumped a supply line from Pond Street to Engine 1. A Foxboro engine company assisted on scene with Walpole covering the station. Walpole and Rescue 2 responded to a medical.

6-20 – Mutual Aid to Wrentham, electrical fire, WDC, Emerald Street: Engine 2 assisted.

6-20 – Mutual Aid to Millis, 2nd Alarm, 115 Union Street: Engine & Ladder 1 worked fire for over 3 hours.

6-26 – **69 Grove Street**, JAWS OF LIFE: driver extricated and flown by MEDFLIGHT to Boston.

8-13 – **Seekonk & Fruit Street** – JAWS OF LIFE: driver extricated and flown by MEDFLIGHT to Boston. Rescue 1 transported second driver to Norwood. Mutual aid was provided by a Wrentham engine company covering the Landing Zone at St. Jude's parking lot.

9-2 – **2 Industries Way**, Pondville Corrections, MEDFLIGHT: Engine 2 assisted Rescue 2 & Squad 1 with Landing Zone at St. Jude's parking lot.

9-8 – Mutual Aid to Franklin, 2nd alarm, 12 King Street: Engine 2 supplied Franklin Tower Ladder, Franklin engine 1 & hoseline to the fire, on scene for nearly 3 hours.

9-15 – **48 Mirror Lake**, working fire: fire involved basement, first floor and attic with 2 occupants transported by Norfolk and Wrentham ambulances for fire related injuries. Engines 1, 2 & Ladder 1 were assisted by engine companies from Wrentham, Millis, Foxboro and Walpole along with the Franklin Tower Ladder. Plainville covered the station.

9-20 – **28 Clark Street**, Bay State Corrections, electric fire in Gatehouse: Engine 2 & Ladder 1 assisted by Walpole ladder and Wrentham engine companies.

10-4 – Mutual Aid to Wrentham, working fire, 137 Hamilton Road: Engine 2 assisted on scene.

10-10 – Mutual Aid to Plainville, Wilmarth Lane, tanker shuttle: Tank 1 responded as part of a tanker shuttle to supply water for a "stump dump" fire. Chief Bushnell served as water supply officer. Norfolk on scene for 4 hours.

10-12 – Mutual Aid to Bellingham, 2nd Alarm, 30 Mohawk Street: Engine 2 assisted on scene.

10-29 – **HURRICANE SANDY** – Department responded to 29 emergency calls, including attached garage destroyed on Norwell Street and two vehicles heavily damaged on Needham Street due to fallen trees.

11-16 – Mutual Aid to Millis, working fire, 34 Farm Street, Bob's Auto Body: Engine 2 assisted at scene of fire where a worker was burned and flown by medical helicopter to Boston.

11-29 – **258 Dedham Street**, Heart to Hand, building fire: a suspicious fire damaged the sales area. Engine 2 and Ladder 1 were assisted by Wrentham who provided an engine company.

PUBLIC SAFETY

12-13 – **2 Clark Street**, MCI-Norfolk, fire in Maintenance Building' sawdust removal system: Engine 2 & Ladder 1 assisted by Walpole ladder & Wrentham engine companies.

12-13 – Mutual Aid to Wrentham, reported attic fire, Greeley Avenue, Marion Moore Hall: Engine 2 & Ladder 1 assisted at scene.

12-28 – Mutual Aid to Medway, 2nd Alarm, 2 Wildebrook Road: Tank 1 special called for water supply, Engine 2 covered Medway, later assisted at scene. Chief Bushnell assisted with water supply. Norfolk was scene for 4 hours.

The Department wishes to thank the Police Department for their assistance; DPW; Building and Facilities Department teams; and the dispatchers staffing the Public Safety Communications Center. Special thanks go to the DPW Vehicle Maintenance staff for their prompt and professional work at significant savings to the Town. The Department's wishes to sincerely thank the Norfolk community for words of encouragement and support extended to our firefighter/paramedics. Again, thank you!

Respectfully submitted,
Coleman C. Bushnell
Fire Chief

POLICE DEPARTMENT

The 2012 Police Department activities report is my nineteenth as Chief of Police of the Norfolk Police Department.

This past July, Mark Vendetti resigned as a Reserve Officer from the Norfolk Police Department in order to pursue other career opportunities and we wish Mark and his family well in this pursuit. Daniel Morris resigned as a Reserve Officer from the Norfolk Police Department in order to accept a full time job as a Police Officer for the Wrentham Police Department. Viratio Sena resigned as a Reserve Officer and will remain as a Special Police Officer with the Norfolk Police Department. In September we hired Jimmy Meneses from our group of Reserve Officers and he started the full time Police Academy on September 24, 2012 with a graduation date of February 8, 2013. We also hired and appointed 4 new Reserve Police Officers to replace the officers that left and they are, Kerry Brown, Koren Kanadanian, Michelle Palladini and Giuseppe Toscano.

There has been a significant rise in Breaking and Entering of homes and in one case a teenage girl was home at the time. The primary reason for the increase is the rise in drug use and the need to support that habit on a daily basis and with the job market still down for this group of individuals the easiest way to support their habit is to break into homes and steal jewelry and electronics and sell them. We have had some success in catching these individuals some of which were reported on television and radio or on our new Norfolk Police Facebook page. We are not alone in this regard as many local communities are also being hit hard by these same criminals on a daily basis. We will continue to do everything we can to prevent these crimes and if not prevent them, then apprehend these criminals. There is a rise in credit card fraud so we suggest you use great caution when buying items online and who you give your information to. We have also had an increase in internet stalkers who are hoping to make contact with young women.

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 for his participation in this unit and the countless hours of hard work, training and responses to those calls at all hours of the day and night.

The Norfolk Police Department is still involved in the consolidation of communications centers including Norfolk, Wrentham, Plainville and Franklin, otherwise known as the R.E.C.C., (Regional Emergency Communication Center). We continue to receive 911 Grants that are used to update communications equipment and facility improvements that go towards safety and security of our communications employees.

We want to thank Officer Stephen K. Plympton for his tireless efforts and dedication to the D.A.R.E. program for the last 19 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

During 2012, the Norfolk Police Department answered 10,094 calls for service/incidents. 116 persons were arrested and charged with criminal offenses; 14 persons were taken into Protective Custody due to alcohol intoxication. 204 additional persons were summonsed into court to face criminal charges. A total of 320 Criminal Charges were filed. Officers stopped 2,207 motor vehicles for traffic infractions, and issued 1,385 citations.

2012 Incident Activity

Total Calls by Incident Type:

51A (Child Abuse/Neglect) Filed	7	OUI	26
911 Hang-up Investigation	63	Parking violation	28
Accident w/Injury	23	Property Damage	23
Accident No Injury	114	Property Found	10
Accident vs. Deer	16	Property Lost	6
Alarm Burglar	337	Property Recovered (Stolen)	10
Animal Complaint	255	Protective Custody	14
Arrest	115	Repossession Assist	5
Assault-Felony	5	Restraining Order Violation	15
Assault-Misdemeanor	7	Restraining Order Issued	43
Assist Fire Department	483	Road Hazard	25
Assist Ambulance	623	Recreational Vehicle Complaint	18
B&E Attempt	5	Process served	19
B&E Motor Vehicle	5	Sex Offender Registered	4
B&E Building	29	Shoplifting	3
Building Check	1713	Sudden Death Investigation	6
Civil Complaint	15	Suicide Attempt	9
Disabled MV Assist	86	Suspicious Activity	610
Disturbance	105	Tactical Police Callout	16
Domestic	41	Telephone Harassment	18
Drug Distribution	3	Threatening	21
Drug Possession	16	Town By-Law Violation	23
Firearm Violation – Possession	2	Traffic Assist	74
Fireworks Complaint	17	Transport	48
Follow-up Investigation	168	Trespass	32
Fraud	37	Warrant Apprehension	52
General Offense	63	Well Being Check	46
General Service	2192	Wires Down	25
Harassment	20		
HazMAT Incident	31		
Larceny	48		
Larceny – Credit Card	1	TOTAL CALLS / INCIDENTS	10,094
Larceny – Attempt	2		
Larceny by Check	2	TOTAL INCIDENT TYPES	10,365
Larceny Motor Vehicle	4		
Letter Disinvite (Trespass Notice)	21		
Liquor Violation	4		
Littering/Trash Disposal	7		
Lockout	68		
Malicious Destruction-Public	3		
Malicious Destruction – Private	23		
Missing Child	6		
Missing Person	12		
Motor Vehicle Stop	2207		
Mutual Aid to other PD's	97		
Oper After Suspension-Revoked	18		
Open Doors Found and Checked	7		

2012 SUMMARY - CRIMINAL CHARGES FILED

Assault & Battery	6		
Assault & Battery w/Dangerous Weapon	2		
Assault & Battery on Police Officer	3	Possession Class A Substance	1
A&B on Child with Injury	2	Possession Class B Substance	5
Assault w/Intent to Murder	1	Possession Class D Substance	2
Assault w/Dangerous Weapon	6	Possession Class E Substance	4
Abuse Prevention Order Violation	7	Distribution Class A Substance	1
B&E Daytime, Felony Intent	10	Distribution Class C Substance	1
B&E, Daytime, Placing Person in Fear	4	Distribution Class D Substance	3
B&E Nighttime, Felony	2	Possession Child Pornography	1
B&E, Misdemeanor	1	Receiving Stolen Property Under \$250	1
Burglarious Tools, Possession	3	Receiving Stolen Property Over \$250	2
Child Endangerment, Operating OUI	3	Resisting Arrest	1
Conspiracy to Commit Crime	4	Shoplifting by Asportation	3
Conspiracy to Violate Controlled Substance	1	Social Host Law	1
Controlled Substance School Zone	1	Stop for Police, Failure	2
Destruction of Property <\$250, Malicious	1	Telephone Calls, Annoying	1
Disorderly Conduct	7	Threats to Commit Crime	3
Disturbing the Peace	1	Trespass	14
Fugitive From Justice, Court Warrant	8	Town By Law Criminal App	30
ID Self, MV Operator, Refusal	1	Unlawfully Obtain Controlled Substance	1
		Unlicensed Operation Motor Vehicle	12
Larceny Over \$250	8	Violation Interlock Device	1
Larceny Under \$250	1	Witness Interference, Obstruction Justice	2
Larceny, Motor Vehicle, Subsequent Offense	1	Witness Intimidation	1
Leave Scene of Property Damage Accident	2	Miscellaneous / Other Criminal	56
License Suspended, Operating MV	8		
License Revoked as HTO, Operating With	1		
License Revoked, Operating With	3		
Liquor, Person Under 21 Possess/Transport	15		
Liquor, Person Under 21 Possess/Subsequent	6	Arrests	116
Malicious/Wanton Destruction of Property	7	Protective Custodies	14
Operating MV With Revoked Registration	5	Additional Criminal Summons	204
Operating MV to Endanger	14		
		Total Criminal Complaints Filed	320
OUI Drugs	6		
OUI Drugs, 3 rd Offense	1		
OUI Liquor	11		
OUI Liquor, Negligent, Serious Injury	1		
OUI Liquor, 2nd Offense	5		
OUI Liquor, 3rd Offense	2		

2012 TRAFFIC ENFORCEMENT SUMMARY

MOTOR VEHICLE ACCIDENTS

Personal Injury	23
Property Damage	114
Fatal	0
Pedestrian	0
MV vs. Deer	16

In 2012, Norfolk Police Officers made 2,207 motor vehicle stops. 1,385 traffic citations were issued for a total of 1,435 infractions as follows:

Alcohol, Drinking from Open Container	1	Possession/Distribution Controlled Substance	12
Allowing Operation Unregistered Vehicle	2	Railroad Crossing Violation	3
Brakes Violation	3	Reckless Operation of Motor Vehicle	1
Child 6-12 Seatbelt Violation	1	Recreation Vehicle, Oper on Public Way	1
Child Under 6 Car Seat Violation	1	Red Light Violation	5
Crosswalk Violation	5	Registration not in possession	6
Equipment Violation	27	Safety Standards, Fail Meet	5
Fail Use Care/Caution Intersection	5	Seat Belt, Fail Wear	36
Fail Yield Right of Way	6	School Bus, Fail Stop For	1
Fail Keep Right	8	Signal, Fail	1
Inspection Sticker, Not Valid	180	Slow, Fail	3
Learner's Permit Violation	4	Speeding	861
Leaving Scene Property Damage	2	Stop/Yield, Fail	57
License, Restriction Violation	2	Stop for Police, Fail	1
License Not in Possession	16	Tinted Glass Violation	7
License Revoked as Habitual Traffic Offender	1	Turn, Improper	1
License Suspended, OP MV With	11	Uninsured MV, Operating	8
Lights Violation, MV	1	Unlicensed Operation of MV	15
Littering from Motor Vehicle	1	Unregistered Vehicle	42
Marked Lanes Violation	25	Unsafe Operation MV	4
Name/Address Change, Fail Notify RMV	2	Vehicle Interlock Device Violation	1
Negligent Operation of Motor Vehicle	3		
Number Plate Violation	13		
Number Plate, Conceal ID	1		
Operating after Revoc for OUI	2		
Operating after Susp/Revoc of Registration	5		
Operating to Endanger	13		
OUI Drugs	3		
OUI Liquor	12		
OUI Liquor, Second Offense	1		
OUI Liquor, Third Offense	3		
OUI Liquor, Causing Serious Bodily Injury	1		
Passing Violation	3		
		Motor Vehicle Stops	2,207
		Total Citations Issued	1,385
		Total Distinct Charges	1,435
		Verbal Warnings	724

DETECTIVE DIVISION

In 2012, the Norfolk Police Detective Division was again shorthanded due to staffing cuts precipitated by the layoff of a full-time patrolman in July 2010. In 2009, the division consisted of two full-time detectives, and two other officers who worked a combination of uniform shifts and detective shifts; this afforded the Department detective coverage for sixteen hours a day, seven days a week. However, due to the layoff and other budget cuts, 2010, 2011, and 2012 saw just one officer assigned to the Detective Division, Nate Fletcher.

Several factors, most notably the downturned economy as well as an alarming increase in the illegal use of prescription drugs as well as other illegal substances continued to contribute to increased housebreaks in Town, as well as break-ins into businesses and motor vehicles. We are also seeing alarming new trends in housebreaks where suspects are coming from greater distances to commit these crimes; in 2012 we made arrests of B&E suspects from as far away as Fall River and Cape Cod. We are also seeing an increase in housebreaks that are occurring on weekends and late afternoon/early evening hours. We have been able to solve several of these breaks, and have been able to recover some of the stolen property.

We also continue to see 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.

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. Please use common sense and be careful when conducting business through the internet.

Detective Fletcher also spent some time assigned to a special DEA Task Force and worked along with Federal Agents and other area Detectives investigating local drug trafficking. A large amount of both illicit and prescription drugs were seized, and numerous assets were confiscated; hopefully some forfeiture money will be coming back to the Town in the near future.

The Detective Division maintains membership in NORPAC, NESPIN, and MetroLEC 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.

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. Communication Specialists continue to fill a vital role as first contact in most emergencies.

During 2012 the Communications Department logged 10,096 incidents. We continue to move forward in training and technology to ensure the department delivers a high level of service to the community. Often not seen, their hard work and dedication ensures emergency responders are dispatched rapidly and efficiently to help. While dispatching emergencies, the communication specialists are also attending to the day to day business of the public safety departments.

For the second year our region experienced a significant tropical storm (Sandy). The communications center received approximately 100 calls for the Norfolk Police, Fire and DPW Departments. The communication specialists were able to facilitate the high volume of calls to get the proper responses for the community. The Communication Specialists should be commended for their outstanding performance under difficult circumstances.

In September, Communication Specialist Joseph Castellano received a 911 call for a break and entry in progress. A 16 year old girl was home alone while two suspects forced their way into the house. Specialist Castellano kept the terrified girl calm on the line while directing police units to the scene. Specialist Castellano was able to obtain pertinent information from the girl and give life saving directions to keep her safe. The actions of Specialist Castellano were vital to the custody of two suspects and the additional charges for two other break and entries they committed that day. Most importantly the girl was safe and unharmed. The department would like to recognize Specialist Castellano for his outstanding performance during that incident.

2012 Communications Roster

Full-time

Joseph Castellano
 Greg McMorro
 Mark Vendetti (resign 6/12)
 James Hazeldine (7/12)
 Garin Eisle

Part-time

Terry Gallagher
 Ben Campbell
 Kevin Brady
 James Brady
 Farrah Gray
 Paul Altmeyer

In closing, the Department would like to thank Chief Stone and Chief Bushnell for their continued support and guidance. We would like to thank all the members of the Police and Fire Departments for the great working relationship. Thank you, to the Community of Norfolk for your continued support.

Respectfully submitted,

Sgt. Timothy Heinz
 Communications Supervision

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.

The Solar Panels project installed at the Town's landfill and adjacent Town property has been completed and is now operational. Energy savings since "going on line" are now available for viewing at:

www.alsoenergy.com/terra/Dashboard/DashboardA?key=2a5669734f656d484441554b772b71593d

So that each function of the Department of Public Works can be adequately explained, this report is broken down by the following divisions:

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 multiple Permanent Asphalt Repairs, "Perm Patch", at various locations through out the Town. 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 completed 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.

This year the State was late with its Ch. 90 Appropriations for all Cities and Towns. As a result our Street paving was reduced to small, selective paving applications. However the time not paving, allowed for extensive "road side" brush cutting. Our Highway Crew also constructed stone walls on Rt. 115 and North Street. Intersection improvements involving tree cutting, earth excavation, grading, loaming and seeding were completed at multiple locations.

A Special Project for the new Freeman Kennedy Elementary School began with the construction of the "Access Road" that included: clearing, drainage, grading, curbing, paving, tree planting, loaming and seeding. This project remains unfinished and will conclude this spring with street lighting, sidewalks, top coat of pavement and finished landscaping.

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 is updated annually so that the Town will always have a minimum 5 year cost projection with a 10 year estimated projection. The Replacement Program would allow the Town to manage the fleet in a cost effective manner, reflected in vehicle maintenance expenses. Due to funding shortages over the past several years, however, funds have not been appropriated to replace vehicles. Because of these shortages, the issues of major maintenance and major repairs will continue to play a roll in budget increases. Equipment dependability will also become an issue.

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 (i.e. compost, wood chips, etc.). 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. Solid Waste is now producing screened loams and gravels which can be purchased by residents and local businesses.

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. Compacting of cardboard began in December, and has already proven to reduce hauls greatly. Plastic compaction should begin in March, 2013.

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 2012

All of the figures in this report relate to the calendar year January 1, 2012, through December 31, 2012.

The Transfer Station was open to Norfolk residents on Wednesdays and Saturdays from January 1, 2012 through December 31, 2012. The total number of operating days in 2012 was 101.

Non-Recyclable Waste

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

Total compacted waste	668 tons
Total bulky waste	299 tons
Total non-recyclable waste	967 tons
Daily average	10 tons

The 668 tons of compacted waste represents 38,171 bags of household waste.

Recyclable Waste

Newspaper & Mixed Paper	181 tons
Corrugated Cardboard	111 tons
Plastics (#1-#7)	58 tons
Swap Shop	6 tons
Metal (white goods & metal cans)	85 tons
Tires	2 tons
DPW Waste	341 tons
Glass (white and colored)	70 tons
Leaves/Yard Waste	177 tons
Brush	609 tons
Wood	76 tons
Textiles	43 tons
Books	11 tons
Total Recyclable Waste	1770 tons
Daily Average	18 tons

Recycling Rate

Total recyclable plus total non-recyclable waste is 2,737 tons. This figure achieves a recycling rate of 65%. (Before accounting for private haulers, hazardous waste.)

WATER DIVISION

The Water Division is responsible for operation and maintenance of the town-owned water system, and delivery of potable water to its customers. The system consists of 62 miles of water main, 2,255 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, the following significant water projects were undertaken and completed:

- Installed a new stand-by generator at the Gold Street pump station.
- Installed a new emergency water connection with the town of Franklin
- Continued to reduce unaccounted-for water by finding and repairing leaks in the water pipes and testing, repairing or replacing water meters.
- Upgraded the Supervisory Control and Data Acquisition (SCADA) software for additional operational control and metering of the water system.
- Contracted out (Underwater Solutions) to clean water storage tanks and Spruce Road pump station clear well.
- Contracted out (Maher Services) cleaning and rehabilitation of 3 of the 4 water supply wells (Gold Street 1A, and Spruce Road 2 & 2A).

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 2012, the Town continued to consult with Whitewater, Inc. to operate our treatment systems. We are in the process of redefining the water system staffing needs, and anticipate using a contract operator until 2013. In-house staff will be responsible for the day-to-day operation and maintenance of the distribution system and pump station infrastructure.

WATER SERVICE INFORMATION

	<u>2011</u>	<u>20</u>
Miles of water main in service	61.00	62.
Total water services*	2,216	2,2
Number of services per mile of water main	36.33	36.
Total gallons pumped	179,994,673	162,287,1
Total gallons purchased	4,555,000	1,474,9
Average gallons pumped per day	505,616	444,6
Average annual gallons used per service	83,281	72,6
Average gallons used per service per day	228	1
Total Water Bill and Betterment Revenue	\$1,500,730	\$1,516,0

*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, 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
 2011-2012 School Year

SUPERINTENDENT'S REPORT

It has been an exciting and eventful year in the King Philip Regional Schools. We have had many challenges this year, including the construction of a new septic system for the high school. The King Philip Regional School District and its School Committee continue to work collaboratively with the three towns. Given the ongoing fiscal challenges the King Philip Regional Schools did reduce its teaching force by five teaching positions and raise class size to approximately 28-32 pupils per core academic classes. The Leadership Teams in each school worked diligently to provide course schedules that helped to minimize increases as much as was possible 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 either Adequate Yearly Progress (AYP) since 2006 or Level I Accountability in all areas within the new 2012 state system for determining school status. Comparisons of 2012 performance in ELA indicate that overall, 91% of our students have met or exceeded the standards for proficiency versus 69% at the state level. Comparisons of 2012 performance in Math indicate that overall, 69% of our students have met or exceeded proficiency standards versus 59% at the state level. While the AYP determinations were designed to measure the progress that districts/ schools were making towards having all students achieve 100% proficiency on MCAS in ELA and Math by 2014, the new goal is to have all schools and districts narrow proficiency gaps in half by the 2016-2017 school year, relative to the aggregate group (all students) and to a high needs subgroup. . District and School results are reason to celebrate the continued work that is being done to support student learning at 7-12 grade levels. King Philip is the only district within the Hockomock League to have received a Level 1 Accountability Determination. cross the state, 25% of districts and 32% of schools received this rating. Longitudinal trends indicate all King Philip students have been able to meet or exceed the proficiency level required to earn their HS Diploma. This has been accomplished with students taking the standard MCAS, MCAS retest, or through an Educational Proficiency plan. The focus in the district has been working to align curriculum with the common core and complete the NEASC self-assessment. NEASC will be visiting KPRHS September 22, 2013-September 25, 2013.

King Philip was one of 539 schools across the nation to receive distinction with placement on the 3rd Annual AP[®] District Honor Roll for simultaneously increasing access to Advanced Placement[®] course work while increasing the percentage of students earning scores of 3 or higher on AP Exams. 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 building academic rigor and the instructional frame began last year and continues today.

As a community service King Philip Regional School District provided IMPACT testing to students living in the tri-town area. This allowed families of even our youngest athletes to obtain a baseline testing score as a reference point should they become concussed at any point in time. King Philip Regional High School is focused on improving life for all in the Tri-town area and beyond. A few of the community service initiatives which took place over the 2011-2012 school year included: the food drive with donations collected at the KP GAPS and Drama production of A Christmas Carol. Over 3000.00 was collected and divided among the three local food pantries. The KP Peer mentors participated in a very successful toy drive to benefit the children of Horizons for Homeless Children. Furthermore, the annual Halloween Spooktacular was held for the Tri-town community. Representatives from all classes and clubs hosted an

activity for our younger community members so that they could participate in a safe and fun Halloween activity.

Student Academic Achievements

Our students continue to earn accolades for their outstanding academic performances. Alyssa Siegmann was high school valedictorian and Zachary Sogard was salutatorian. Both students were outstanding leaders. Senior Cecelia Plaehn was the recipient of this year's Daughters of the American Revolution Good Citizen Award as she demonstrated the qualities of dependability, service, patriotism and leadership. The faculty nominated Cecelia and she was chosen amongst a list of nominees by her peers. The National Merit Scholarship Cooperation recognized the following students for their exceptional academic promise: Matthew Hootstein, Evan Layne, Alexander Lumnah, Peter Marcotte, Ryan Molloy, Cecelia Plaehn, Sophia Raia, Zachary Sogard, and Megan Tunno. Commended students placed in the top five percent of more than 1.5 million students who entered the 2012 competition.

Each year the State of Massachusetts awards the John and Abigail Adams Scholarship to members of the senior class. This is a non-need based undergraduate tuition waiver to attract more high-performing students to Massachusetts public higher education. Eighty-one members of the senior class received this award. These students were designated as scoring advanced on at least on sub test and advance or proficient on the second. Additionally, they ranked in the top 25% of students in our district based on their combined MCAS score.

King Philip Regional High School inducted thirty six new members into our National Honor Society on November 21, 2011. These students are recognized for their scholarship, leadership, service and character. On the science front, junior Megan Mcneil has been chosen to receive an inaugural Junior Women Leaders in STEM award. She received a full scholarship to the Sea, Science and Leadership program at the Massachusetts Maritime Academy.

Our fine arts students continue to shine. 14,000 pieces of art were judged in the Scholastic Art Competition and KP students made their names known. Katie McEachern and Sarah Sullivan were both awarded the "Gold Key", Katie for her mixed media self-portrait and Sarah for fashion with her plastic bag jacket and raincoat designs. Charlotte Benson earned a "Silver Key" for a mixed media piece as well as an honorable mention for a photography piece. Matt Harnois was awarded a "Silver Key" for his drawing, "Self-Portrait on Fire". Liam Kirwan, Emily Manning, Sarah Mealy, Victoria Norman, Jenna Petruzzello, Grace Sanita and Austin Sherman all earned honorable mentions in this competitive contest.

The 2012 Massachusetts DECA State Conference was held at the Marriott Hotel at the Copley Plaza in Boston, from March 8th through March 10th. The annual conference was attended by 1,800 students, teachers, and chaperones from across the state. King Philip Regional High School under the leadership of Business and Marketing teacher, Mr. James Dow brought 113 members of the DECA chapter to compete in this event. The theme of this year's conference was "Reach for the Summit" and King Philip did just that. Twenty-seven projects received eligibility to compete at an International level in Salt Lake City, Utah in April. Eleven competitors received a Gold Award, seven a Silver Award and seven a Bronze Award. The International Career Development Conference (IDCD) brought further recognition to the King Philip Regional DECA Program. The competition was stiff and over 100 groups participated in each category. King Philip had the best success in almost ten years when the group of Maddie Porrier and Molly McGowan place in the top ten in their category and the team of Libby Boissy and Savannah Tyo placed third overall in another category. 2011-2012 was again a strong year for students participating in the renowned King Philip Music Programs. After seven months of hard work the King Philip Marching Band, The Pride and the Passion took second place in the US Bands National Championship. They were a slight one hundredths of a point off of first place. The MICCA festival held March 30th through April 1st resulted in Gold Medal

Performances by both the King Philip Middle school band under the direction of Mr. Michael Keough and the King Philip High School band under the direction of Mr. Joshua Wolloff. The King Philip High School Jazz Ensemble won Gold at both the district and state level. As recipients of Gold at finals the Jazz Ensemble performed at the Hatch Shell in Boston.

Two King Philip Middle School Science teams, the Smarticle Particles, and Nano-knows-it –all, coached by Dr. Michele Austin, Mrs. Kell Fecteau, Mrs. Emily Leone, and Dr. Kathryn Post, took two first prizes in the 6th annual Science Trivia Challenge. The teams traveled to MIT last April where the majority of teams were high school students. Nano Knows It All Team members included: Tim Lengel, Stephen Malacaria, Will Hagen, Emma McGrory, Michaela Downey, Karthik Karnik, and Eshaan Patel. Smarticle Particle Team. . While members of each team received a museum of science pass, pen, and certificate, they also had the privilege of having dinner with Nobel Laureates Dr. Jerome Friedman and Dr. Philip Sharp.

As part of a joint English and Science curriculum venture, all middle school students took part in "One School, One Read" with students reading Double Helix and having an opportunity to have author Nancy Werlin visit the school in assembly. Mrs. Werlin received a B.A. in English from Yale College and was a National Book Award nominee for *The Rules of Survival*, a winner of the Edgar Award for Best Young Adult Novel for *The Killer's Cousin* in 1999, and an Edgar award finalist for *Locked Inside*. In addition to author Nancy Werlin's visit, Grade 8 students had a unique visit from "Dr. Skateboard," otherwise known as Bill Robertson, Ph.D. currently Associate Professor in Science and Technology Education at the University of Texas at El Paso (UTEP). Dr. Skateboard reinforced some the basic force and motion aspects of our science curriculum. Patriots linebacker #47 Mike Rivera and Patriots linebacker #53 Jeff Tarpinian also played a visit to the school to talk about the importance of Summer Reading, setting goals, and life experiences. Middle School student, Karthik Karnik was named as the Massachusetts state Geography Bee Champion for two consecutive years, receiving a fully paid trip to Washington, D.C. to compete in the National Championship where he came in 6th 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 second 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.

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. Students from the David A. Ellis Elementary school located in Roxbury Massachusetts

joined us this year for a wonderful celebration. The middle school student council provides leadership for a wide variety of community service and charitable fund-raising activities.

On March 19, 2012 twenty-four sophomores along with science teacher Mrs. Brennan visited the Harvard Life Science Center and participated in the Harvard Life Sciences Outreach Laboratory Workshop. The students worked with zebra fish, becoming familiar with the characteristics that make this a model organism for many research studies. Our students stained embryos for landmark vertebrae structures such as the heart and cartilage and became very familiar with techniques used in embryological research.

The date May 24th 2012 was one that twenty-one juniors would not soon forget as they participated in Biotech Futures: A Career Exploration Event for Biotech students sponsored by the Massachusetts Biotechnology Education Foundation at Worcester Polytechnic Institute. The students attended various workshops and participated in a collection of lab activities with the goal of learning about potential career opportunities in the biotech industry.

The King Philip Regional High School Math Team competed in the WPI Math Invitational Meet under the advisement of Mr. Scott Kramer on October 19th

The King Philip Middle School New England Math League results showed that our Grade 7 scores ranked 19/128 schools in New England participating. Grade 8 school scores reflected that we rank 24/129 schools in New England participating. The top scores in Grade 7 were Jack Dewitt (1st); Stephen Malacaria and Jillian Heasley (2nd); Eshaan Patel (3rd); and Sedona Claypoole (4th). The top scores in Grade 8 were: Karthik Karnik (1st); Carter Ball (2nd); Zack Garrity (3rd); and Isabel Allardi, Sara Fazel, and Justin Rohan (4th).

KP Drama & GAPS proudly presented a holiday treat for the whole family. A Christmas Carol was performed by the students under the direction of Mr. Joseph Ferreira, Christopher Woycik played the part of Jacob Marley with Ethan Johnson as Bob Cratchit. Emily Sexton did a fabulous job as Scrooge and Daniel Corwin took the stage down as Tiny Tim Cratchit. KP Drama and the Grady Auditorium proudly presented *The Tempest* in the spring of 2012. The leads in this performance were Alexander Palango playing Alonso, King of Naples, Daniel Corwin playing Sebastian his brother, Alexander Garrity as Antonia, and Christopher Woycik as Ferdinand. The scenic design for the show is by KP Drama Assistant Director Missy Taddao (Class of 2002). The lighting design is by senior Kaitlyn Bannon and the audio design by senior Ryan Bakinowski. Middle school students presented performances of *Thoroughly Modern Millie*. to enthusiastic audiences in the sold-out middle school auditorium under the direction of advisor Jamie Osborne.

The middle school music program continues its high standards of excellence with MICCA medals for the 7th Grade Band (Gold), 8th Grade Band (Silver), and the chorus (Silver) with the Grade 7 Band 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.

As a regional school district we were honored to be able to send three Grade 8 students, one from each of our partner towns to participate in 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. Project 351 Derek Roschelein—representing Plainville, Erin Doolin—representing Norfolk, and Daria Fabiano—representing Wrentham were selected by the school administration for their enduring characteristics of humility, integrity, compassion, commitment, and generosity of spirit. Whether it was Derek's voluntary participation in our peer mentoring programing, which aims at supporting disabled students in physical activity and socialization, or Erin's leadership in the Student Ambassador's "We are the Change-- 72 hours of Kindness Campaign", to Daria's participation in a community 4H program where she was vital to leading a "revolution in responsibility" by leaving a lasting impact on her community, these students exemplified what project 351 is all about.

This year students boarded a bus in Mansfield to travel to Boston to meet up with other Project 351 volunteers. They participated in making blankets for shelters, creating essential school packs for elementary school children and had the experience of a lifetime! One student said, "It was awesome to see what kids can do"! This is the mindset that we try to cultivate here at KPMS. The Yes, We can mindset! 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 \$13,500 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. Kyle Guenther was our top fundraiser; she raised \$361, Matt Shiels collected \$310, and Nils van den Boogaard brought back \$260, while Bryan Yarbrough collected \$255. Erin Daly raised \$250 a. These were the top five fundraisers from King Philip Middle School. Since 2006, King Philip has raised \$75,000 for St. Jude's organization.

The King Philip Middle School Student Council was awarded the Top Project Award by the Massachusetts Association for School Committees for their outstanding leadership in raising food for local families in their annual Thanksgiving Day Food Drive. Middle School Student Council Members included: (7th Grade): Nicole Belanger; Sarah Butts; Justin Malacaria; Chris Owen; Meghan Piller; Natasha Saviano; Colin Stergios; Tim Watson; Caroline Wilkins; and Shawley Zeller; (8th Grade) Kristen Corrigan; Rylie Dalzell; Clayton Geuss; Jen Lacroix; Ryan Layman; Kali Magane; Kelley McSweeney; Justin Rohan; Patrick Roy; and Connor Zimmerman.

King Philip Athletics finished strong in many programs this year. The King Philip Football team is the 2011 Hockomock League Champions. The boys' basketballs program posted the best regular season record in the school's history with a 17-3 record. Leading KP was Jake Layman, who was named the league MVP. Christian Fair and John Mullane along with teammate Jake were all selected to the All Star team. Boys Ice Hockey's Tanner Jensen, Chris Bosselli and Chris Beck were selected to the Hockomock League All Star team, while Alyssa Siegmann, Annmarie DiRienzo and Danielle Hamilton were selected to the girls All Star team. The boys and girls swim teams both finished third in the state. The boys were led by Aaron Gustafson who placed first in the 100-yard backstroke. He also set a state record with his time in this race. Aaron was a member of the first place 400-yard freestyle relay team that also included Ryan Palmer, Kyle Vieira, and Chris DiGiacomo. Kyle Vieira also placed second in the 200-yard freestyle. Ryan Palmer placed third in the 200-yard individual medley. Our girls' team was equally successful as they were led by Stephanie Nasson who took first place in two events: the 200-yard freestyle and the 500-yard freestyle. Her younger sister Sydney took third place in both events as well. Emily McQuaid took a 5th place finish in the 100-yard backstroke race. The KP 400-yard free relay team came in second overall in the state behind Carly Schnable, Emily McQuaid, Sydney and Stephanie Nasson. The boys track team placed third in the state. They were led by Charles Ruffin's first place finish in the 55-yard dash and Owen Gonser placed 8th in the state in the mile run. Additionally, Owen finished 12th in the mile run at New Balance Indoor Track at Nationals which was held in New York City. Spring outdoor track received accolades in that Chris Allen won the Hockomock League Championships in the two mile setting the meet record setting a time of 9:15.23. Matt Bowers won the 100 meters and Ellery Lyon won the high jump at the Hockomock League Championship. KP Wrestling had a strong season as wrestler Logan David placed second in the All State Wrestling Tournament and took first place in the Division 2 State tournament. This is Logan's third time winning the state championship-a first for any wrestler in KP history. Tyler Florio came in fourth place in the Division 2 State Tournament. Chris Allen and Alyssa Siegmann recently received the Scholar Athlete awards from the Hockomock League. These awards were presented to the top male and female athlete/student from each school within the league. They will be attending Harvard

University in the fall. Chris plans on running cross country and Alyssa plans on playing softball. The girls' softball team won the state tournament in 2010 and 2011. In 2012 they played in the South Sectional Finals, despite their loss, they have a six year streak as the Hockomock Champions.

Staff Recognition and Academic Programs

The teaching staff continues to achieve recognition through teacher-of-the-year awards and competitive grants. High School Science teacher Mrs. Ann Lambert was selected for membership into Aula Laudis Northeastern Section of the American Chemical Society. This honor society was established in 1985 for high school chemistry teachers. Mrs. Lambert was selected for membership due to the fact that she has had several student winners in the Avery-Ashdown competition over the years; In addition she has led workshops, held leadership roles in national organizations and has published articles.

Mrs. Cathie Carneiro was named Educator of the Year and Mrs. Pam Buchanio the Layperson of the Year by the King Philip Teacher's Association. Their dedication to the students of King Philip Regional High School stands out on a daily basis. Both individuals go above and beyond in promoting academic and personal excellence in our students. Our teacher/coach Mr. Jim Leonard was selected as the 2012 Softball coach of the year based upon excellence of character, impact upon students and community. As such he is the nominee to the National Federation of High Schools National Coach of the Year Award.

Middle School Teacher Mrs. Whitney Hartwell was honored as Student Council Advisor of the Year by the Massachusetts Association of School Committees at a ceremony in Blackstone, Massachusetts. Over the course of Mrs. Hartwell's advising career, she has educated almost 10,200 students about the importance of caring and contributing to humanity and has guided her councils to raise about \$200,000 for humanitarian efforts. Her councils have even served as ambassadors that visit the elementary schools and actively participate in our new student orientation. In addition, Mrs. Hartwell was also one of two teachers selected by the New England Patriots as the recipient of the Super Bowl for Super People Award for all of her humanitarian efforts. Mrs. Hartwell was featured on FoxNews and had the opportunity to travel to the 2012 SuperBowl with the New England Patriots.

Staff Changes

The following staff members were new to the high school: Mrs. Eileen Belastock, Mrs. Emily Antul, Mr. Ryan Bennett, Mr. Eric Swansburg, Mrs. Neva Brown, Ms. Yi Feng, Mrs. Chefeng Wang, Ms. Ashley Doiron, Ms. Kate Sullivan, Mrs. Stephanie Sweeton.

The following staff members were new to the middle school: Ms. Christine Dunn, Mr. Jonathan Gorky, Mr. Patrick Holland, Mr. Sean Ingle, Mr. Conor Jacobsen, Dr. Kathryn Post, and Mr. John Spaziano.

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 S.M.A.R.T 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.

The district is currently undergoing a major review and update of curriculum within each of departments to address alignment with the Common Core Standards. Beginning with the 2012-2013 school year, all Massachusetts' classrooms are expected to make the transition to the new ELA/Literacy and Mathematics standards (based on the *Common Core State Standards* adopted by 45 states). These new standards are designed to prepare students for college and careers after high school. Both the middle school staff and high school staff are benefiting from reviewing updated techniques in curriculum mapping and unit design. The last major district curriculum writing initiative occurred in the district in 2003.

Additionally, as part of professional development at the Middle School, the middle school staff was engaged in a year long training that included advanced techniques for data analysis. As part of the professional development at the High School, high school staff have been involved in a reflective study of school practice in preparation for their New England Association of Schools and Colleges (NEASC) site visit to occur in the Spring of 2013. All district mentors and curriculum team leaders were trained in Research for Better Teaching's Studying Skillful Teaching.

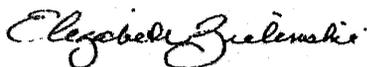
Town of Norfolk Enrollment History 2007 – 2012
 Norfolk Students Enrolled in King Philip Regional School District

As of October 1	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
Apportionment Percent for the following Fiscal Year	36.27%	35.65%	34.20%	34.46%	33.43%	33.82%
Norfolk Enrollment	769	759	723	758	725	742
Total District Enrollment	2,138	2,129	2,114	2,200	2,169	2,194

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 2011 – August 2012****2011 - 2012 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 FY2012 Approved Budget was \$9,407,341.

Personnel Changes**Staff Retirements**

Two teachers retired in 2012. We acknowledge, with gratitude, the dedication and excellent service that these teachers provided to the Norfolk Public Schools:

Mrs. Paula Lambert- 18 years

Mrs. Anne Ezepik- 34 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 2011– 2012 school year, the School Councils spent time at their monthly meetings discussing a variety of topics including: the diverse learning needs of students, differentiated instruction, curriculum initiatives, student assessments, home-school communication, integration of technology, school budget and special school events. The Freeman Kennedy Council devoted time to reviewing the progress of the building project and planning the move from the Freeman Centennial School to the new building, while the H. Olive Day School Council discussed the need for a new playground and field. 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.

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, 2012 as reported to the Department of Education for the 2012-2013 school year.

<u>Class Enrollment and Ave. Class Size</u>			
Grade	# Students	# Classes	Average Class Size
P	58	5	12
K	92	4 full 1 half	19 15
1	117	6	20
2	111	6	19
3	120	5	24
4	137	6	23
5	157	7	22
6	134	6	22
	Total Enrollment	926	

2012 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 2012. The percentage of students who scored in the Advanced, Proficient, Needs Improvement, and Warning categories are listed below:

	Adv.	Prof.	N.I.	Warn
Gr. 3	27%	54%	16%	2%
Reading				
Gr. 3	40%	37%	19%	4%
Mathematics				
Gr. 4	28%	53%	17%	2%
ELA				
Gr. 4	29%	44%	22%	4%
Mathematics				
Gr. 5	44%	36%	17%	3%
ELA				
Gr. 5	28%	53%	17%	2%
Science & Tech				
Gr. 5	33%	41%	25%	1%
Mathematics				
Gr. 6	55%	27%	16%	2%
Mathematics				
Gr. 6	35%	54%	9%	2%
ELA				

Curriculum

Curriculum work continues to be a focus in the district. The Social Studies and Math Committees developed new Learning Expectations Documents using the Understanding by Design model. You can find these documents on the Norfolk Public School website www.norfolk.k12.ma.us. The Science and ELA committees have been working on aligning the Massachusetts frameworks to the new Common Core Curriculum. The Math committee chose "Go Math" as our new math curriculum, a program written for the new Common Core State Standards. New persuasive writing units were introduced at each grade level to meet the new speaking and writing standards in ELA. The Science Committee has matched the grade level curriculum to the state standards and is waiting for the release of Next Generation Science Standards.

Respectfully submitted:

Linda A. Balfour

Principal, H. Olive Day School

Lisa Altham-Hickey

Principal, Freeman Centennial School

Special Education Department

The goal of Norfolk's Special Education Department is to provide students with educational programs best suited to their needs in the least restrictive environment. The Special Education Department continues to offer comprehensive programming at the H. Olive Day and Freeman Kennedy Schools. Four specific special programs continue to allow the District to educate a diverse learning population: Inclusive Preschool Programming; Language-Based Classroom; Specialized Resource Program BEST (Behavioral Educational Support and Treatment program) designed to support children diagnosed with PDD and; the SEALS program (Social, Emotional, Achievement and Learning) designed to support children with social & emotional needs. These programs have been successful this year in maintaining students in the Norfolk District.

The inclusive Preschool programming and services were expanded during the 2012/2013 year and offer a range of programming including half-day programs, full-day programs for students with special education needs, and a transitional kindergarten classroom. This program services students from the ages of 3 to 5 years old. In addition, Applied Behavioral Analysis, a research-based technique for students on the autism spectrum, is available through the expertise of the District's BCBA and ABA trained therapists. This is an integral component of the preschool programming.

The language-based classroom, which serves students in grades 3, 4 and 6, is entering the fourth year of implementation. The program provides support services for students with language-based learning disabilities in

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reading, writing, math and content areas. As a direct result of this program no new students have left the district for private language based schools in the last 24 months.

The district has been able to maintain a percentage of students on IEP's at state average, 17%. While the decrease in percentage has been significant since 2010 (21%), the district has experienced a significant increase in the number of students diagnosed with PDD. The number of students qualifying for Special Education services with a diagnosis on the PDD spectrum has almost doubled from 2010 to 2013.

This year the Special Educational Parent Advisory Council (SEPAC) has hosted four very successful parent presentations under the leadership of PAC President, Caitlin Goldman. The organization, which meets once a month, offers support to parents and families with children of all abilities.

Respectfully Submitted:
Anna Eberwein-Tupper, Ph.D.
Acting Director of Student Support Services

Technology

Technology is an ever-important ingredient in the daily lives of people, as individuals fulfill the role of responsible citizens, productive contributors to the economy, and valued members of the community. Our goal as a school technology department is to prepare our students to meet these requirements and to see technology as a resource rather than a barrier.

This past school year, we celebrated the opening of the Freeman-Kennedy school, a technology rich learning environment that has embraced technology as a key contributor to the learning process. The new school has every classroom outfitted with a smart board, projector, document camera and classroom computers as well as student laptop and iPad carts for each grade. Each of our teachers has a dedicated laptop and the software necessary to use technology to its fullest capability. We have also insured that the H. Olive Day School has kept the technological pace. We have smart boards in every first and second grade classroom and have plans to provide them to kindergarten as well. Teachers are using their laptops and smart boards to enrich their teaching and to engage students on a daily basis.

There have been other important additions to the district's technology resources. We have begun using a new application, Baseline Edge, to evaluate teachers in a more meaningful way. The food services department will soon launch a new point of sales system that will allow parents to fund and manage student cafeteria spending online. Finally, a Technology Steering Committee has been formed in order to craft a vision for technology in the Norfolk Public Schools going forward. The Technology Department is looking forward to building on this momentum in the coming year and to further using our strong technological foundation to support student learning.

Respectfully submitted:
Adam Steiner, IT Director

Buildings and Grounds

School year 2011-2012 was marked by the substantial completion of the new Freeman-Kennedy School on Boardman Street. Despite some ongoing construction activities, the building was ready for the move from the adjoining Freeman Centennial School as soon as children left that building for summer break in mid-June. The former construction driveway from Rockwood Road was paved and now serves as the main access to the new building.

As the fiscal year drew to a close at the end of June, the old school was in the process of being emptied and prepared for demolition to make way for the parking lots and drop-off loops for our new Freeman-Kennedy School.

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.

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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

The School Committee reorganized in July of 2011, and elected Jonathan Dowse from Sherborn as its Chair, Donald Seymour from Norfolk as its Vice Chair, and Christine Geering from North Attleborough as its Secretary. Monthly meetings continued to be held on the third Wednesday of each month at the school. Subcommittee meetings were held as needed.

Tri-County's secondary program, postsecondary program and continuing education program experienced continued enrollment growth. 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.

In these difficult economic times, the vocational and civic skills of our students are extremely helpful when plumbing, carpentry, electrical and other programs work on public sector buildings and projects to save our towns labor costs. The vocational skills of our students can also be witnessed by a visit to Tri-County to take advantage of services such as Culinary Arts, Cosmetology, Auto Collision and Auto Technology.

The academic skills are visible in our students' achievements such as hosting the state-wide Vocational Mathematics Competition, participating with MIT in the NASA HUNCH (High School Students United with NASA to Create Hardware) program or scoring well in the High Schools That Work Assessment. Their academic skills are also evident when all students have passed MCAS since 2005 or when 68% 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 honored for excellence in energy and environmental education at the State House. Tri-County received a First Honors Certificate of Excellence award for clean energy initiatives which range from the installation of a photovoltaic training structure and the formation of the TC Green Club to the creation of an organic vegetable garden by the Student Council.

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 received preliminary approval for a Massachusetts State Building Authority science grant to renovate our science labs. 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 four 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

Two hundred seven students graduated in a notable afternoon ceremony on Sunday, June 3, 2012. Superintendent-Director, Stephen Dockray, presided over the ceremony. School Committee members, Jonathan Dowse and Victor Knust Graichen, presented diplomas to the graduates. Adele Sands, Director of Student Services, presented scholarships and awards totaling \$57,750 to deserving seniors. The grand total of scholarships and awards for the class of 2012 was \$615,000.

Guidance & Special Education Services

In September, 2011, Tri-County welcomed 1006 students to the new school year. The respective number of students from member towns was as follows: Franklin – 210, Medfield – 12, Medway – 64, Millis – 38, Norfolk – 37, North Attleborough – 258, Plainville – 99, Seekonk – 64, Sherborn – 4, Walpole – 63, and Wrentham – 80.

During the 2011-2012 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 continues to work with the Department of Elementary and Secondary Education on its 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 again named *2012 Top of Class* by *Your Plan For College* and was honored by membership into its 2011-2012 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 2011-12 school year. Tri-County's faculty and staff were recognized for helping students better prepare for college and careers.

Tri-County hosted Career Days for over 2,000 Grade 8 students from the regional districts. The Guidance department, with assistance of personnel from the Massachusetts Educational Financing Authority (MEFA), presented programs on college preparation.

The Special Education department has been working diligently to develop a more comprehensive service delivery structure. General education and special education faculty have met together for professional development in order to establish new methods of instruction, including co-teaching.

The Special Education Parent Advisory Council met monthly and discussed topics such as college admissions. Dana Walsh, School Social Worker, also spoke on school anxiety and teen mental health during a well attended meeting.

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.

All 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 60 seniors from the Class of 2012 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, Mathematics, and Biology MCAS exams.

In the spirit of continuous improvement, Tri-County held a Senior Project Summit designed to review and evaluate all aspects of the Senior Project initiative which has been recognized by HSTW as a promising practice for developing 21st 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 2011, 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, "Is There Pride in Serving in Our Military?" One student received additional recognition by winning the Norfolk County District 5 competition.

Finally, Tri-County continued its leadership efforts within the vocational math community by hosting the Fifteenth Annual Vocational Mathematics Competition in the Kenneth Custy Gymnasium with thirteen

vocational schools from throughout the State competing for top honors. Tri-County's Mathematics team placed third in the competition made up of 30 teams.

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 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. The State SkillsUSA T-shirt was designed by a student in our Graphic Communications Program. Also, a senior student won the gold medal for extemporaneous speech in the State SkillsUSA Competition. Both of these students competed in Kansas City at the National SkillsUSA Conference this past June.

Tri-County again received a grant from the U.S. Army to help fund the Robotics Team. J.C Penny and the EMC Corporation also sponsored our Robotics team. The Robotics team, named "Tri Force" was busy this year competing at the *FIRST Robotics* Competition in April at Boston University, at the *Beantown Blitz* Competition at Northeastern University, and at the WPI Robotics Competition.

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

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. In preparation for the school year 2012-2013, the students prepared an estimate to repair a 1999 Jaguar for the Medway Senior Center. We are proud that the Auto Collision Program met all standards for continued NATEF Certification at the mid-cycle review.

Auto Technology: Auto Technology, one of the most popular programs at Tri-County, continued to maintain 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. Some notable community based projects included constructing signposts for a third grade class in Medway. The signposts will be displayed at historical sites in the town adorned with artwork done by the children. The Carpentry students also built garden sheds for both the Franklin Community Gardens and the Sherborn Woodhaven Elder Housing Complex. Many seniors received their 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 and achieved at least a 3.0 GPA.

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. Two notable projects completed by students in CIS were the development of websites for the Town of Norfolk and the Sons of Italy in Franklin.

Construction Craft Laborer: Now in its third year at Tri-County, the Construction Craft Laborer students continued to participate in field trips at the NELTA Training Center in Hopkinton. Six grade eleven students received Hazard Communication Training and received a certificate of successful completion.

Also, the junior class began construction of an outside classroom at the site of the former Tri-County tennis courts.

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 district communities to provide services to the residents. They also participated in Teacher Appreciation Week at an elementary school in Plainville where they offered manicures to the teachers. 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 and baked goods 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. Many senior citizen groups enjoy lunch at Gerry's Place Restaurant during the school year. 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 as meeting all standards set forth by the American Culinary Foundation.

Dental Assisting: 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. Grade 9 and grade 11 students participated in professional development seminars at the Yankee Dental Conference in Boston January 2012.

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. Along with certifications in CPR, First Aid and OSHA, students in Early Childhood Careers achieved certificates for successful completion of the *Strengthening Families* workshop. 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 students on a project to renovate a farmhouse on the Medway Community Farm this past 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 Robotics team, known as the Tri-Force Robotics Team, competed once again in the *FIRST Robotics* Competition held at Boston University, in the *Beantown Blitz* Competition, held at Northeastern University, and at the WPI Robotics Competition. 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 the school. They gained experience in renovating classrooms, replacing ceiling tiles, and performing landscaping projects on Tri-County school grounds.

Graphic Communications: The Graphic Communications students continued to provide design and print services for Tri-County as well as for in-district municipalities. Projects included the Town of Wrentham letterhead stationery and the Medfield Public Schools school forms. The Graphic Communications students also created artwork for the Norfolk Historical Society. They continued to provide services to other non-profit organizations in the eleven town district. 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 as an integral part of the curriculum 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. The grade 10 students received Epi-pen training leading to a certificate. 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: The Metal Fabrication Program is in its second year. Students in grade 10 have received many AWS certifications, including GMAW-V, GMAW-O, GTAW-ST and GTAW-SS. 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 students practiced their skills in residential and commercial plumbing in the shop. Plumbing students also participated in outside projects in 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. The Plumbing students in grade 11 completed the Tier I Plumbing course and the seniors completed Tier II. Five graduates have already attained their apprentice licenses.

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 has offered access to Federal Financial Aid in the form of Pell Grants to qualifying students in our Practical Nursing and Adult Cosmetology programs for the past two years 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 2012. Tri-County students once again were successful competing in SkillsUSA sending 2 students to the

national 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 2012, ten students from the Evening Cosmetology program participated in the postsecondary graduation exercises held on Friday evening June 22. 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 2012 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. 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's Evening class is entering the second year of the two year program and expects to graduate as many as 15 students from the class in June of 2013. 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 inducted 12 new members on October 26, 2011, raising the number of members to 24 for the 2011-2012 school year. These students participated in many fund-raising and community service activities during the 2011-2012 school year. Among these activities were campaigns for Pennies for Patients and Cradles to Crayons. NHS members organized these drives, which the entire student body participated, raising money for the Leukemia Society and collecting school supplies for local disadvantaged children.

On April 24, 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. On May 30, 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 she 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

EDUCATION, LIBRARY, ARTS

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 Regional State Student Advisory Committee. These students met once a month at Assabet Valley Regional Technical High School with students from other schools in the Central Massachusetts region. One of these students was elected to the State Student Advisory Committee, which met once a month at the Massachusetts Department of Elementary and Secondary Education in Malden.

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 elected 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 class trip, 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 and 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 and the addition of the Tri-County vegetable garden. 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. The Drama Club performed "Afraid of the Dark", allowing students to showcase their acting talents; and the Music Club offered students who play instruments a chance to share their abilities. Additionally, the Math Club and Robotics Club participated in interscholastic competitions where students put both their academic and vocational experience to the test.

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 selling energy-efficient light bulbs.

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 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 students built a shed for the Franklin Community Gardens; Plumbing students completed plumbing for the Beaver Pond Bath House; *Medway*, Carpentry and Electrical students have been working on the rehabilitation of an old farmhouse for the Medway Community Farm. *Norfolk*, Computer Information Systems students designed a website for the town; Graphics students completed design work for Norfolk Historical Society. *Sherborn*, Carpentry students built a shed for Woodhaven Senior Housing and cabinets for the Fire Department. The Medway Farms 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 replaced a backflow protector in the HVAC shop. Electrical students installed GFCI outlets in the Metal Fabrication shop and installed lighting in various areas of the school. Facilities Management students completed demolition in a vocational classroom – removed all built-in cabinets and ceiling tiles, installed new ceiling tiles and painted the walls. These students also installed a balance beam in the outdoor play area of the Early Childhood Careers program and installed shelving in Cosmetology. Construction Craft Laborer students repaired manholes on school premises and removed and replaced the sidewalk in front of school. Carpentry students built and installed shelving in the newly renovated Medical Careers shop, business office and Dental Assisting shop storage area.

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.

LIBRARY TRUSTEES AND LIBRARY DIRECTOR

Our public library has been operating continuously since 1880. Many years have seen many changes. We are pleased to report that two changes, related to each other, occurred in 2012. First, our Library's certification by the Massachusetts Board of Library Commissioners was restored. Since 2008 we have had to apply for a waiver to retain certification due to funding reductions. Loss of certification would have had serious consequences, including termination of state financial aid and disqualification for applying for state grants. Working with the Selectmen and the Town Administration, modest adjustments were made in the Library budget and full certification has been restored.

In the process of regaining certification, the Library is now again open on Sundays from October through April. This increased access is important, especially for families who want to squeeze in a visit on a busy weekend.

Norfolk Public Library by the numbers:

- 83,733 visits to the library
- 5,753 borrowers cards issued to Norfolk residents
- 79,308 print/audio/and video resources available to borrow
- 154 subscriptions available to borrow
- 131,733 items borrowed by library users
- 279 children's programs offered with an attendance of 5,531 participants
- 25 teen programs offered with an attendance of 150 participants
- 31 adult programs offered with an attendance of 741 participants
- 16 public access computers with an average use of 128 people per week
- 385 uses of the meeting rooms by community groups

The Friends of the Norfolk Public Library is a private, non-profit group that assists our Library in many, many ways. The Friends' annual Book and Bake sale goes from strength to strength and is one of the most successful in the area. Proceeds from this event and from other Friends' activities enhance library services for everyone.

Finally, our Library is a constant in a sea of change. But this does not mean that the Library is immune from or can ignore the changes that are affecting libraries all over the country. A recently as the 1990s we had a store in the Town center whose exclusive business it was to rent videotapes. That store and thousands like it is gone as changes in technology rendered it obsolete. This example serves as a reminder that public libraries must creatively adapt to our fast-changing world.

Consistent with public libraries across the country, the NPL offers electronic library resources side-by-side with print resources. All electronic services can be accessed 24/7, including searching the SAILS e-catalog and reserving materials, searching reference and research databases, browsing a popular magazine, downloading an e-book or an e-audio or learning a new language. Print or electronic? The choice is yours. All you need is a library card to tap into a world of information.

Respectfully submitted,

Board of Library Trustees

Robin A. Glasser, Library Director

CULTURAL COUNCIL

The Norfolk Cultural Council received \$3870.00 from the Mass. State Cultural Council for the local grant program. A total of 32 applications were received and reviewed by the members of NCC. For the year 2013 there were 16 applications awarded partial grants totaling the \$3870. Some of the grants that will directly influence Norfolk residents are:

1. Two children's programs at the Public library for the summer.
2. The Norfolk Preschool music program
3. Summer concert Series
4. Wall of History at the FK School sponsored by Girls Scouts
5. Norfolk Rec. Dept. for the summer Musical Theatre program

The Council meets monthly on the second Thursday and has had a total of nine meetings. All meetings are open, except the voting meeting on allocation of the grants.

In December 2012 – Feb 1, 2013 an interest survey pertaining to the arts was on the NCC web page (library) for town residents. A short survey, but we only received 14 responses. In previous years we had a hard copy survey available at the Library, which had a very low return.

In the planning stage presently we are in the process of trying to schedule an art demo by the GOLDEN Acrylic Paint Company. This demo will be offered in the Library Community room for all local artists and local residents.

Respectively submitted,
Deanna Grimm, Chair NCC

The Metropolitan Area Planning Council (MAPC)

The Metropolitan Area Planning Council (MAPC) is the regional planning agency serving the people who live and work in the 101 cities and towns of Greater Boston. With a mission to promote smart growth and regional collaboration, MAPC's work is guided by our regional plan, "MetroFuture: Making a Greater Boston Region." Founded in 1963, MAPC will celebrate its Golden Anniversary this year.

As we approach our 50th anniversary in 2013, MAPC caps off a year of remarkable growth and transition in 2012. With more than 200 projects underway at the agency, we have extended our reach into areas once thought incongruent with traditional planning: public health, clean energy, interactive gaming, education, community engagement and more. Becoming a leader in these emerging areas while furthering our bread-and butter planning work under our guiding plan, MetroFuture, has brought MAPC recognition as a leader in smart growth and regional planning nationally. We have been privileged to continue this work with support from the federal Sustainable Communities Regional Planning Grant, while mindful that the Sustainable Communities Grant enters its final phase in 2013, and that we must be strategic and deliberate in planning to sustain that work.

Sustainable Communities projects have continued to showcase the very best of smart growth planning and policy throughout Greater Boston, with guidance from our **Metro Boston Sustainable Communities Consortium**, which governs the grant. The Consortium now numbers 170 member organizations, including 66 municipalities representing more than 80 percent of the region's 3 million residents.

A sampling of the work funded through Sustainable Communities in 2012:

- Creation of **Housing Production Plans** in communities across the region, including Bellingham, Foxborough, Sharon, Lexington and Watertown.
- **Zoning updates at Nantasket Beach** in Hull, to increase potential for commercial development along the beach while adding public amenities and preserving cultural attractions.
- **Re-envisioning Wollaston**, a project focused on bringing economic development and housing opportunities to the Wollaston Red Line Station area in Quincy.
- **The Lower Broadway Visioning Project in Everett**, which seeks input from residents and businesses on the revitalization of the city's Lower Broadway neighborhood.
- **The Orange Line Opportunity Corridor study**, which brings together developers and local leaders from Charlestown, Somerville, Medford, Malden and Melrose for coordinated planning along a stretch of subway ripe for transit-oriented investment.

In addition to our Sustainable Communities work, we also implement MetroFuture by helping cities and towns through the successful and popular **District Local Technical Assistance (DLTA) program**, which is an essential vehicle for helping communities to achieve more sustainable land use and more effective local governance. DLTA funding is provided by the Legislature and Governor to help cities and towns to collaborate regionally on housing, economic development, and regional service delivery. During 2012, MAPC had a total of 18 DLTA projects, four of them related to energy. One project in MetroWest investigated the idea of bringing communities

together to establish a regional natural gas refueling system for municipal vehicles. Another on the North Shore investigated regionalizing affordable housing services. The remaining dozen DLTA projects related to land use, and many were regional in scope. We expect DLTA to increasingly focus on housing creation in the coming year, as a reflection of Governor Deval Patrick's new commitment to build 10,000 new units of multi-family housing per year—a first-of its-kind production goal that MAPC was proud to support.

Another critical component to MAPC's mission is helping municipalities to create jobs through **economic development**. This year, MAPC worked on the diversification of the maritime economy in Gloucester. Fishing has played a dominant role in Gloucester for hundreds of years, but to stay relevant and forward-thinking, the city must now look to areas such as marine science and technology to bring testing facilities, research institutes and business incubators to Gloucester. Working with Mayor Carolyn Kirk, MAPC helped the city to obtain funding sources to locate an academic institution on the Harbor, so Gloucester teens can train locally in postsecondary fields related to marine science. MAPC is also working with North Shore Innoventures, a clean tech firm in Beverly, the UMass Venture Development Center, the Dorchester Bay Economic Development Corporation, and many others to bring diverse economic development opportunities to many parts of Greater Boston.

A reliable and diverse transportation network for pedestrians, cyclists, transit riders and motorists is an important component of the region's economic viability. Last year, MAPC helped launch the **Hubway Bike Share** system in Boston, with more than 670,000 trips logged since the program's inception. In 2012, we worked to expand Hubway beyond Boston's borders and into Brookline, Cambridge and Somerville, where 34 new stations were collectively added and countless new riders joined the system. Additional Hubway stations were also added in more neighborhoods of Boston, filling gaps in the network and allowing more people to take advantage of Hubway's convenience. Thanks to continued support from MassDOT and the Federal Transit Administration, combined with local momentum for expanding bike infrastructure, cycling is growing in popularity in Greater Boston, increasingly connecting the dots between transit stations for commuters and tourists alike. We expect to continue facilitating Hubway's expansion across Boston and into additional cities and towns in coming years.

Last year, MAPC published our **Greater Boston Cycling and Walking Map**. A first-in-the-region foldable pocket map showing both walking and bicycling facilities, the pamphlet and its companion website were so popular this past year that we re-published both with some enhanced features. The new version includes more landmarks and street names, walking routes, hiking trails, nearby transit, bike lanes and Hubway stations, and is available through the mail by contacting MAPC, or online at trailmap.mapc.org.

A hallmark of MAPC's work this year has been cross-department collaboration on interactive tools to engage the public in planning, particularly in communities that aren't traditionally included in planning processes. An outgrowth of our internal focus on cultural competency, these public engagement efforts have increased the diversity of stakeholders attending our community meetings and participating in decision making at the local level. And by better reflecting the diversity of the region, these efforts help us to foster more sustainable, inclusive project outcomes. In Quincy, our "**Community PlanIt**" gaming tool transforms community planning into something fun and interactive. Using a gaming environment customized for the project area—Wollaston and North Quincy—residents compete with one another to generate and debate ideas for planning in their neighborhoods. Empathy-based challenges might help a teenager to walk the streets as an

elderly resident, or might allow a native English speaker to take on the daily routine of a recent immigrant. This social media game helped MAPC, the Asian Community Development Corporation and the city of Quincy to engage youth and linguistically-isolated, low-income Asian residents in planning activities, and allowed residents to participate in an online conversation about the impact of their decisions on diverse groups in the area. The project culminated in a 200-person visioning meeting which used more than 1,000 comments gathered in the gaming tool as the basis for face-to-face conversations.

Over the past year, MAPC has expanded its regional and local energy technical assistance programs to support **clean energy efforts** and greenhouse gas reductions throughout the region. Through our Local Energy Action Program (LEAP), MAPC works closely with individual communities to help them plan and implement clean energy work in their residential, commercial and municipal sectors. We led several regional energy procurements, including one that brought 17 communities together to procure professional solar installation services on municipal properties. Additional regional projects include the hiring of an Energy Services Company (ESCO) for performance contracting, the bulk purchasing of LED street and outdoor lights, and the hiring of shared energy managers. These regional projects are effective in using economies-of-scale and peer learning to help cities and towns overcome the financial, logistic, and capacity barriers that often slow or prevent energy projects from moving forward.

This year marked our inaugural partnership with the state Department of Public Health (DPH) for a five year, \$1.6 million Community Transformation Grant funded by the federal Affordable Care Act. Our efforts tackle the root causes of chronic illness, such as smoking, poor diet, and physical inactivity. In October, our public health team worked with the MWRA to open a 1.1-mile section of a formerly closed 40-mile aqueduct system for public hiking, biking and walking trails; we also worked with Somerville, Medford and Malden to open 2.3 miles of signed **walking routes along the Mystic River** using existing sidewalks and infrastructure. Malden, Melrose and Wakefield collaborated with MAPC's public health staff to enroll four new schools in the Safe Routes to School program, which encourages children to walk and bike to school.

To help combat obesity, our team launched a **healthy dining program** with 15 restaurants in Malden, Somerville and Waltham; each participating location agreed to offer healthier menu options, such as side salads, vegetable substitutions, and more. Finally, MAPC's public health department worked with youth in Cambridge, Everett, and Somerville to document **community safety risks and assets** through digital photography, using cameras provided to teens by MAPC. Each community held a local summit to showcase these "photovoice" images and to engage local leaders in discussions about the public safety issues depicted through the eyes of area youth.

In 2012, MAPC also continued to innovate new ways to use technology and interactive websites to engage residents and use data for advocacy across the region. We built a web-based "calculator" at www.fixthet.mapc.org that let members of the public make their own recommendations about how to plug the T's \$161 million gap through an interactive budget sheet. The calculator received thousands of hits from web visitors who submitted multi-varied proposals to fix the MBTA's funding crisis. MAPC used the results in our media work and legislative advocacy regarding the T's finances.

In October and November, MAPC built on the success of our MBTA Calculator to launch the first-ever **Hubway Visualization Contest**, which challenged amateur and professional data wizards and designers to visualize just-released data on every Hubway ride to date—more than half a million trips. We received 67 submissions from across the country (and the globe), with the

ultimate prize going to Ta Chiraphadhanakul, a doctoral candidate at MIT. His submission merged Hubway and MBTA data to compare trip times, and to calculate the time saved by Hubway users versus T riders. He demonstrated that Hubway provides a fast, efficient transportation option for the region's residents and visitors, all with an elegantly designed visualization. (Read more about the contest in our April map).

To help our growing network of stakeholders find and use data, MAPC proudly partnered with The Boston Foundation this year to release the newest version of our **Metro Boston Data Common**, built using the open source platform "WEAVE." WEAVE allows Data Common users to explore data, create charts and maps, and find locally-useful resources, with full support from MAPC staff who offer monthly trainings and on-call expertise. For more information and to get started, visit www.metrobostondatacommon.org.

In December 2011, MAPC published "**The State of Equity in Metro Boston**," an analysis of how inequity creates challenges for people in the region in all stages of life: childhood, young adulthood, adulthood, and the senior years. Although the region as a whole has become far more diverse over the past decade, this report showed that deep divisions and inequity remain. We explored these challenges in our 2011 report, which is available online at www.regionalindicators.org, and we are now following up with a policy-focused plan for 2013. After the release of the State of Equity Indicators Report in December 2011, MAPC turned immediately to developing an action agenda for equity in the region, working with stakeholders from throughout Metro Boston. The report will be released, and we will begin working to advance the agenda, throughout the winter and spring of 2013, so stay tuned for ways to get involved.

Implementing MetroFuture through every facet of our planning work is a core value at MAPC. The internal team devoted to building a stronger corps of MetroFuture supporters has done a remarkable job of reaching new constituents this year. Our "**Friends of MetroFuture**" database numbers more than 2,000 at the close of 2012, with a full roster of "Walks and Talks" activities in the works for 2013. Past Walks and Talks events have included an historical tour of Fields Corner in Dorchester; a walking tour of River's Edge, the rehabilitated brownfields site along the Malden River; a lecture on sustainable food production with author Julian Agyeman from Tufts University; and the ever-popular tour of Deer Island's Sewage Treatment Plant in Boston Harbor. With something planned every month, it's easy to get involved with MAPC and connected to MetroFuture through Walks and Talks. For more information about events and to become a Friend of MetroFuture, visit the **new home of MetroFuture on the web: www.mapc.org/metrofuture**.

As our work expands into new and innovative areas, a key mission of MAPC remains the drive to help municipalities collaborate across their borders, saving money and time by becoming more efficient, while improving the quality of service to residents. A prime example is our unique **Fire Apparatus Collective Purchasing Program**. Last year, six months after launching the state's first collective purchasing contracts for fire apparatus, MAPC and the Fire Chiefs Association of Massachusetts (FCAM) brought Boston into the partnership, giving the program significant momentum. Now, with the program in its second year, our staff has worked with 17 chiefs across the state, all of whom have taken an active role in shaping the program and its contracts. To date, 45 units of fire apparatus (including pumpers and aeriels) have been purchased since the program's inception in 2010, representing total sales of close \$21.5 million and a savings of nearly \$900,000 for local fire departments. In addition to aerial apparatus and pumper apparatus, ambulances have just been added to the FCAM contract, and the first unit sold in

November. This exciting new addition to our portfolio is expected to post strong sales in 2013 and beyond.

In keeping with our mission to promote regional collaboration, MAPC continues to facilitate the operation of the Northeast Region Homeland Security Advisory Council (NERAC). Three NERAC cache sites located in Beverly, Framingham and Lexington contain equipment to help the region prepare for and respond to major events such as natural or man-made disasters, by providing resources that municipalities typically can't afford to purchase individually. NERAC assets were deployed in such major disasters as Super Storm Sandy this year, making 2012 a year of deep need in terms of emergency planning and preparedness.

2012 marked a time of tremendous success for MAPC's legislative agenda. We were gratified to see several years of hard work and advocacy around the Community Preservation Act (CPA) come to fruition in 2012, when the Legislature increased the state matching fund and passed several reforms making it easier to adopt and use CPA. A total of 11 communities adopted CPA this year thanks to these reforms, including six municipalities in the MAPC region. MAPC also worked with SWAP subregion communities to support legislation that regulates the use of phosphorous fertilizers, as a way to reduce pollution and comply with challenging EPA regulations. Additionally, our Government Affairs team drafted language for a transportation bill that enables the MBTA and Regional Transit Authorities (RTAs) to receive additional funding and avoid even worse fare hikes and extreme service cuts.

As the debate around transportation funding in Massachusetts heats up again in 2013, MAPC is once more taking a strong role in the debate through our **Transportation Finance Campaign**. With our allies in Transportation for Massachusetts (T4MA) and the Massachusetts Association of Planning Agencies (MARPA), we are committed to creating a sustainable, long-term solution to our transit and roadway funding gaps, and generating more money for bike and pedestrian infrastructure. MAPC hosted several public forums throughout the year, including one major summit in South Station on June 11 that brought together more than 300 mayors, city managers, transit advocates and commuters to rally for a 21st-century transportation system for the entire state. A second forum took place in early December in Braintree. We will be continuing this campaign right into 2013. If you are interested in joining us, visit our website to get started.

As we look toward 2013 and our 50th anniversary as Greater Boston's regional planning agency, MAPC remains committed to fostering a vibrant, more livable region by furthering the progressive goals of MetroFuture. Much about the region has changed during the last five decades, but our commitment to serving the people who live and work in our region remains steadfast.

Interested in staying in touch with us throughout the year? Visit www.mapc.org for news, project updates and ways to connect with us in 2013, including information on our anniversary celebrations. We look forward to commemorating 50 years with you in 2013, and to planning for the next generation of our region's future together.

**Metropolitan Area Planning Council (MAPC)
South West Advisory Planning Committee (SWAP) Annual Report 2012**

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

During 2012, the SWAP subregion municipal representatives participated in eight meetings to discuss issues of mutual interest and co-sponsored, with MetroWest Regional Collaborative, a Transportation Forum to address transportation finance. Using Sustainable Communities grant funding, the subregion hosted a Conservation Design Workshop presented by noted landscape designer Randall Arendt at Dean College.

SWAP members heard presentations and participated in discussions on the 495/MetroWest Development Compact Final Project Report (all SWAP communities except Dover were included in the Compact project that identified Priority Development and Preservation Areas); municipalities and universal access, a program on the requirements of the Americans with Disabilities Act; and the MetroWest Tourism and Visitor's Bureau. SWAP representatives also participated in training on MAPC's updated DataCommon resource, utilizing 2010 census information and other sources to obtain community data.

Transportation continued to be a major topic in the subregion with funding for a subregion transportation study a top priority. Requested by SWAP communities, the study will evaluate travel patterns within and between the SWAP communities to identify opportunities for increasing transit options. It is funded by the federal Unified Planning Work Program (UPWP) and awarded by the Metropolitan Planning Organization (MPO). The study will be conducted by the MPO's Central Transportation Staff (CTPS) and MAPC and should be completed by December, 2013. SWAP also reviewed and commented on projects proposed for funding in the Transportation Improvement Program (TIP). The Bellingham Planning Office was awarded a National Park Service Rivers and Trails Conservation Assistance grant for consulting services to create strategies for the Southern New England Trunkline Trail (SNETT) trail development. Grant partners include Franklin, and local trail associations.

Wrentham received District Local Technical Assistance (DLTA) funding for a two-part planning project that included build-out and traffic generation scenarios for the South Street/Route 1A corridor south of Interstate 495 and a visioning process for Downtown Wrentham. Utilizing concepts from the 2011 DLTA-funded SWAP Parking Bylaw Project, Bellingham and Wrentham Town Meetings approved modifications to their respective parking requirements in 2012.

In 2013, SWAP representatives look forward to participating in additional activities supported by the federal Sustainable Communities grant awarded to MAPC, as well as working on the transportation study.

MAPC would like to thank the SWAP Town Administrators/Managers, planners and representatives whose expertise, interest and participation guided our work this past year in implementing MetroFuture, the regional plan.

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, to 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.

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. This long standing need was explored with our State Representative who organized a visit to Town center and the bridge site by State officials. Subsequently, the Selectmen sponsored an application for a MassWorks State grant to construct the bridge. The EDC acted in support of this application. Unfortunately, the bridge grant was not among the projects approved from the very long list of applications.

Down Town Development -

The EDC participated with the Board of Selectmen and the Down Town Development Committee in the preparation of a video of what the Down Town Center could look like if it were completely developed. The video, which was produced gratis by a citizen, Nils Nordgren, at his company *Neoscape*, was shown to citizens at the May Town Meeting. During the summer and fall, the EDC supported the efforts of the Zoning Bylaws Study Committee to prepare several articles for the warrant for the fall Town Meeting/ These articles were proposed in a effort to set the table for Town Center development primarily by having the zoning bylaws support high density residential development in multi – use buildings., as well as high density residential construction consistent with walkable, transit – oriented development. As 2012 transitioned into the next year, the EDC has taken up the task of exploring alternative funding sources for the construction of the Boardman Street Bridge.

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.

PLANNING BOARD

The 2012 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 & Fall Town Meetings for several amendments to the Town's Zoning Bylaws, including an amendment to the Town's Flood Plain Bylaw and Map.

The Planning Board approved a modified site plan for the Village at River's Edge off Holbrook Street to include two additional duplexes. The Board also approved a 3-lot subdivision off Stop River Road called "Oak Knoll Estates". The Board approved two Estates Lots in 2012, one on North Street and the other on Fredrickson Road. A Special Permit was issued for new signage at Allied Auto Parts of 267 Dedham Street. The Planning Board approved an ANR (Subdivision Approval Not Required) Plan for 8 age-restricted, single family dwelling lots at 77 & 79 Holbrook Street. An ANR Plan was also approved to combine several small lots into one large lot on Shears Street.

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 Board welcomed newly elected member Michelle Maheu to the Planning Board in May. Thank you for your hard work and dedication to Norfolk this year Michelle!

Please consult our web page at 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

PLANNING & DEVELOPMENT

NORFOLK 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 Assistant, Kathy O'Brien, along with program instructors consisting of independent contractors, outside organizations and several Norfolk Public School Teachers.

Norfolk Recreation's goal is to contribute to Norfolk's community spirit and health by offering a variety of programming as well as free community events. In 2012 we accepted approximately 3500 registrations for fee-based programs 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 became Norfolk Wrentham Youth Basketball and grew 25% percent with participants topping over 400. In its 7th year, the program is administered by Norfolk Recreation and led by King Philip's Girls Basketball Coach, Sean McInnis, along with the Varsity Boys Coach, Tim Clifford, their 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. To help fund the Playground Program a Sponsorship program was formed in 2012. Sponsors included Acorn Animal Hospital, Crowley Power Equipment, Foxboro Federal, Eagle Brook Saloon, Norfolk Arena, Norfolk Baseball, Taylor Rental, Carpentry by Tom Antonellis, Norfolk Community League and Millis AmVets. Additional grants were received from the Norfolk Arts Council, Wal-Mart, and Norfolk Lions and Dunkin Donuts.

The Recreation Commission allocates Norfolk playing fields at the Freeman Kennedy School and at Pond Street. Organizations continue to have as many as 2500 players using fields for practices and games each week. We are beyond full capacity and cannot accommodate all requests received. Norfolk and King Philip organizations continue to receive priority in field allocation.

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 Program continued to bring in revenues for work specific to Pond Street. The 2012 supporters were Foxboro Federal Savings, Dunkin Donuts, Barry Zimmerman/The Bulfinch Group, Taylor Rental, Carpentry by Tom Antonellis, Dr. James Collins/Family Dentistry, Eagle Brook Saloon, Soccer Club of Norfolk, Norfolk Baseball, J. Sherrick Landscaping, and Norfolk Federal Credit Union.

The Community Preservation Act has funded 3 projects currently being worked on by Recreation; Gump's Farm, The Town Pond, and the Recreation facilities Master Plan. In 2012 significant design work was done at Gump's Farm with the opening of the first portion of the area including the playground slated for 2013. In the fall of 2012, funding for a field/recreation area master plan was approved which will be completed in 2013. Once done, a plan will be established to address the best field layout to maximize space, safety conditions, and accessibility. Recreation continued to work with the Conservation Commission on revitalizing the Town Pond as an accessible park area with fishing.

Norfolk Recreation is greatly appreciative of the support we receive from our citizens, other Town departments, the Norfolk Elementary Schools and the 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 2012 calendar year, the Board received 10 separate applications for hearings, some with multiple special permit and variance requests. The Board granted 2 variances and 6 Special Permits all related to residential uses and 2 Special Permit Extensions, one of which was related to a commercial development. The Board also issued determinations on two Appeals of the Building Inspector's decision on applications that were filed in calendar year 2011. The Board denied the Appeal of an applicant who wished to establish a business entity that was prohibited in the C-1 zoning district. Another Appeal by an applicant was granted in a matter related to an opinion of the timing of enforcement of the tree clearing zoning bylaw. The Board also granted one Special Permit modification.

The Board also conducted several meetings with the Norfolk Condominium homeowners regarding unfinished development items at the Norfolk Town Center Condominium 40B project.

**BUILDING INSPECTIONAL / ZONING ENFORCEMENT
FACILITIES DEPARTMENT**

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. The Building Inspector and Electrical inspector are also called on to assist the Fire Department calls. In 2012 we went out on 21 of those calls.

Robert J. Bullock Jr. is the Department Head, Building Commissioner and Facilities Director overseeing the Department which consists of:

- Karen Turi full time Administrative Assistant
- Tom Patnode part time Assistant Building Inspector
- Ron Bain part time Electrical Inspector and part time Facilities Manager
- Peter Diamond on call Assistant Electrical Inspector
- Paul Steeves on call Plumbing / Gas Inspector
- Jerry Smolinsly on call Assistant Plumbing / Gas Inspector

Permits issued in 2012:

- Building/ Sheet metal/Solar 407
- Electrical 355
- Plumbing 153
- Gas 152
- **Total permits 1,067**

In 2012 the Building Department was very busy with the construction of the Freeman-Kennedy School and we were also very involved in the development of our Solar Array at the Towns Landfill. As Building Commissioner I attended the construction meetings and was a nonvoting member of the School Building Committee. It was a great opportunity to be involved with the project from the start and be able to comment on construction issues from the outset. Since becoming the Building Commissioner for the Town of Norfolk I have had the privilege of being a part of the construction and reconstruction of King Philip Middle school and the Freeman-Kennedy school.

In closing I would like to take this chance to thank the Building Department staff for the outstanding work they do throughout the year. I am greatly appreciative to each and every one for their hard work and for their dedication to the people of Norfolk.

Robert J. Bullock
Building Commissioner

NORFOLK COUNTY REGISTRY OF DEEDS

The Registry of Deeds is the principle 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 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; to maintain the accuracy, reliability and accessibility of our communities land records for the residents and businesses of Norfolk County.

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- Register O'Donnell and his staff continue to visit town halls, senior centers and civic groups across Norfolk County. Register O'Donnell visited Cohasset Town Hall on June 27th.
- The full service telephone and walk-in Customer Service and Copy Center continues to provide residents and businesses of Norfolk County with quality customer assistance in all areas of Registry operations.
- Multiple technological improvements were implemented in 2012 including an upgrade of the Registry's server and the introduction of an improved Registry of Deeds website. The Registry's new website www.norfolkdeeds.org is regularly updated and enhanced to include recent news, resources for homeowners, real estate statistics and answers to frequently asked questions.
- Our ongoing community programs; Suits for Success, the Annual Holiday Food Drive, Cradles to Crayons and Toys for Tots Collection were once again successful thanks to the generosity of Registry employees as well as many residents and businesses across Norfolk County.
- Improvements to the physical and structural appearance of the historic Registry Building continued in 2012 with the installation of new energy efficient windows throughout the facility.
- Electronic recording which allows for documents to be sent for recording via the internet has attracted interest from the real estate business community.
- The internet library of images accessible to the public through the Registry of Deeds online research system at www.norfolkdeeds.org continues to expand. All documents back to the first documents recorded in Norfolk County in 1793 are available for viewing online.

Norfolk, MA Real Estate Activity Report January 1, 2012 – December 31, 2012

Real estate activity in Norfolk during 2012 showed increases across most measurement categories with the exception of average sale price and total volume.

There was a 27% increase in documents recorded for Norfolk during 2012 at 3,267 which was 688 more documents than the 2011 total of 2,579.

HUMAN RESOURCES

The total volume of real estate sales in Norfolk during 2012 was \$60,201,036.00 which showed a slight 1% decrease from the 2011 total. The average sale price of deeds over \$1,000 (both residential and commercial properties) was down in Norfolk by 10% in 2012 at \$409,530.86 which showed a \$46,572.12 decrease from the 2011 average.

The number of mortgages recorded on Norfolk properties in 2012 was up 45% from 2011 at 901, while total mortgage indebtedness increased by 77% to \$306,193,562.00 from the 2011 total of \$173,194,073.00.

The number of foreclosure deeds filed in Norfolk during 2012 decreased by 1 at 5 filings compared to the 2011 total of 6, while the number of notice to foreclose mortgage filings increased by 7 with 19 filings during 2012 compared to 12 filings in 2011.

Finally, homestead activity was on the rise in Norfolk during 2012 with 229 homesteads filed representing a 14% increase over the 2011 total of 201.

Respectfully submitted by,



William P. O'Donnell
Norfolk County Register of Deeds

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.

Permits and Licenses Issued

	2011	2012
Burial Permits	7	13
Form 1.0 (Review for home improvement)	25	37
Perc Testing	38	66
Well Permits	11	12
Septic System Permits:		
New Construction	20	44
Upgrades Component Replacements	16	29
Variance Hearings	3	2
Food Establishments	35	36
Tobacco Sales	6	6
Refuse Haulers	8	8
Septic Installers	41	45
Septage Pumpers	14	14
Camps	2	2

Other Board Issues

The Board of Health sponsored its annual Rabies Clinic on Saturday, March 24, 2012 at the Norfolk DPW facility on Medway Branch Rd. Dr. Shelly Sandler, D.V.M. and staff vaccinated a total of 84 dogs and cats of Norfolk residents and surrounding towns.

The Board of Health sponsored a Seasonal Flu Clinic on November 6, 2012 at the Norfolk Senior Center and the Walpole Area VNA provided vaccinations to 80 residents. On the same day, the Norfolk Town Clerk, Board of Health and Walpole Area VNA also sponsored a "Vote & Vax" clinic at the newly opened Freeman-Kennedy Elementary School to offer flu vaccines to residents post-vote at the Presidential Election and approximately 300 residents took advantage of this service. Many thanks to the VNA, Council on Aging, Town Clerk and the volunteers that made these events 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.

HUMAN RESOURCES

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

Respectfully submitted,

Norfolk Board of Health

COMMUNITY PRESERVATION COMMITTEE

The Community Preservation Committee meets monthly at Town Hall and is comprised of a combination of members representing certain existing Boards and Commissions in Norfolk, and precinct and at-large representatives, as prescribed in its bylaws. In the ten years since the adoption of the Community Preservation Act by Norfolk voters, the fund has collected about \$8.2 million, with nearly 39% of that sum coming from State matching funds. As of the end of December 2012, the fund had an unencumbered balance of about \$3.2 million, exclusive of the funds earmarked for projects already approved. To date, the CPC has spent or allocated nearly \$5.0 million for projects within the Town of Norfolk. These projects fall under mandated priorities: open space and recreation, affordable housing, and historic preservation. In 2012 Norfolk voted to reduce the CPA surcharge to 1% from 3%, meaning that going forward, not only will Norfolk's CPA fund collect less money locally, the state match funds received will decline dramatically as well.

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:

- Progress continues on the development of Gump's Farm, purchased by the Town following fall 2010 Town Meeting approval. Excluding the four house lots conveyed to the Affordable Housing Trust, the remainder of the parcel will include Kids' Place playground, community gardens, and trails. This plan was presented to the town in April at the Library, and the \$750,000 expenditure was approved at spring Town Meeting. Phase one, the parking lot and playground, should be underway in the spring of 2013.
- Town meeting voters approved a \$300,000 transfer to the Affordable Housing Trust for the creation of affordable housing in Norfolk. They also approved a \$100,000 transfer to the Trust for the construction of an affordable home at 82 Main Street.
- A historical plaque detailing present and past road structure, plus past and current locations of historical landmarks surrounding Town Hill was completed, installed on Town Hill, and unveiled to residents in a September ceremony.
- The Town Clerk recommended a project to scan and laserfiche Norfolk vital and historic records into a secure and searchable database. Fall Town Meeting approved the \$40,000 appropriation.
- Discussions with Recreation regarding the need for additional athletic fields led to the recommendation that the department undertake an Athletic Field & Park Amenities Strategic Plan, to assess recreation needs for the next decade. The \$20,000 allocation was approved by fall Town Meeting voters.
- Two historic projects were also approved at fall Town Meeting: \$17,800 to rebuild the steel door of the crypt at the Pondville Cemetery, make grading improvements and install period plantings; and \$2,100 for exterior repairs to the Tramp House on Town Hill.
- The Norfolk Grange completed the work performed with CPA monies, including septic and roof drainage systems, a small building addition, interior renovations, handicap ramp, utilities, and ADA-compliant restrooms. An official opening is expected in April 2013.
- 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 2012.

Please visit www.virtualnorfolk.org to view our meeting schedule and minutes along with downloadable forms for projects and applications. We encourage people to get involved with the CPC and to bring us ideas of possible projects. We appreciate the support of the Town of Norfolk and look forward to continuing our efforts.

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 latest Federal census has indicated that Norfolk's senior population has increased from 882 to 1,629 seniors age 60 and over. This is used as the foundation for award allocations. The Council received a formula grant from the Executive Office of Elder Affairs (MCOA) in the amount of \$11,403.00, which was used for mileage and extra hours for the outreach program, annual dues to MCOA, MCOA conference, a program Coordinator, mailing our newsletter 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 watercolor class, social events, swimming at the Wrentham Developmental Center pool, Veterans breakfast, and a Fishing Derby. One special event that was voted the best program of 2012 was a Halloween play performed by an amateur group of local thespians-in-training. The Council also provides services to non-seniors for such things as fuel assistance and general information.

The Norfolk Senior Center's monthly newsletter, the Silver Set Gazette, is printed and mailed to all Norfolk Seniors, can be accessed online by all interested residents, and a modified version is broadcast on local Cable television.

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.

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.

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.

NORFOLK COUNTY MOSQUITO CONTROL DISTRICT

Our operations apply an Integrated Pest Management (IPM) approach to mosquito control that is rational, environmentally sensitive, and cost effective.

Surveillance

We are engaged in an intensive monitoring process through weekly field collections and data analysis in collaboration with the Massachusetts Department of Public Health (MDPH) to detect for disease-vectoring mosquitoes. Virus isolations assist us in focusing our surveillance to hot zones thereby allowing us to alert nearby towns of a potential epidemic.

Virus Isolations in the town: no isolates in town in 2012

Water Management

Communication with residents and town/state/federal officials, site visits, monitoring, wildlife management, and land surveys while maintaining regulatory compliance is integral to the management of waterways that may contribute to mosquito breeding. Pre- to post-management documentation allows us to assess the efficacy of our work.

Culverts cleared	22 culverts
Drainage ditches checked/hand cleaned	7,770 feet
Intensive hand clean/brushing*	0
Mechanical water management	0

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

Larval Control

When mosquito larval habitat management is not possible, larval mosquito abatement is the most environmentally friendly and effective method of disease control. An intensive monitoring program, aides in our decision to effectively target culprit locations.

Spring aerial larvicide applications (April)	0 acres
Summer aerial larvicide applications (May – August)	0 acres
Larval control - briquette & granular applications by hand	1 acres
Rain basin treatments – briquettes by hand (West Nile virus control)	329 basins
Abandoned/unopened pool or other manmade structures treated	0 briquets

Adult Control

Adult mosquito control is necessary when public health and/or quality of life is threatened either by disease agents, overwhelming populations, or both. Our rigorous surveillance program, along with service request data and state of the art GPS and computer equipment, allows us to focus our treatments to targeted areas.

Adult aerosol ultra low volume (ULV) applications from trucks	4,035 acres
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Respectfully submitted,

David A. Lawson, Director

NORFOLK HISTORICAL COMMISSION

The Norfolk Historical Commission continues to be dedicated to the preservation of Norfolk's rich history. Achievements over the last year have included acceptance in the National Register of Norfolk's first historic district, Sullivan's Corner which includes Norfolk Cemetery. We continue our endeavors to establish other districts throughout the town. The process from application to approval from the Massachusetts Historical Commission is a lengthy one taking at least two years.

NHC member Betsey Whitney finished and published her book, *Pondville: My Home and Neighborhood My Personal Search for Its History: Preservation of Its Past * Hopes For Its Future*. This is a history of some of the earliest settlers in the Norfolk area and the role the Pond family played in this village in town from c1730 into the 20th Century. The book is available at the Norfolk Library and can be purchased from Betsey Whitney at 508-384-8747. Betsey is currently working with the local cable television station to produce a series of documentaries based on her book.

Work continues on *Norfolk Stories, Volume 2*; this endeavor is based on a series of oral history interviews conducted by Thelma Ravinski. Longtime residents relayed their recollections and roles as the town developed. The taped interviews are in the process of being transcribed into text for publication.

A *History Window* was created outside of the NHC office to showcase displays of historical artifacts, documents and projects. An itemized manuscript file was created to organize photos, books, pamphlets, and other historical documents in our archive library, which continues to grow.

Barbara Bartholomew continued her *History on the a Hill*, a series of talks about local history. This year the History on the Hill focused on the History of Town Hill and the area immediately around it. Barbara researched and designed a 36" x 48" fiberglass panel that has been installed on Town Hill on the site of the Old Meeting House. The interpretive sign combines a map and over two dozen old photographs which displays two hundred years of the History of Norfolk center. A memorial tree was planted nearby, and an unveiling ceremony was held on Sept. 30 with local dignitaries in attendance.

NHC worked with the CPC to finance repairs to the Tramp House as well as a continuing restoration and improvement project at the Pond Family Crypt at the Pondville Cemetery.

NHC sponsored Boy Scout Mark Norman as he earned the status of Eagle Scout, by taking on the project of recording, indexing and mapping hundreds of old graves in Norfolk Cemetery. He presented us with written documentation and a CD version of his project.

We oversaw the dismantling of The Bicentennial Quilt, which needed to be relocated due to the demolition of the Freeman Centennial School this year. The quilt hung in the Freeman-Centennial School since its creation in 1976. Many thanks to Roy Hamlin, who first made the display case in 1976. This year Brian Hamlin took the case down and then reassembled it in the new Kennedy-Freeman School. Our thanks to Roy, Brian and to Suzanne Burns who lead the effort to make and hang the quilt in '76 and who helped again to hang the quilt for the second time in the fall of 2012.

Respectfully Submitted,

Norfolk Historical Commission

NORFOLK HOUSING AUTHORITY

The Norfolk Housing Authority manages 84 units of State Aided housing. Presently, we have 64 units at Hillcrest Village, located on Rockwood Road; our residents are Elderly and Disabled/Handicapped. All applicants interested in residing at Hillcrest Village will find our waiting list to be about a six month to one year wait for an apartment.

Our Family development, Pine Knoll, located on Arnold Road, contains 20 residences of two and three bedroom units. This year we were able to secure funding for replacing the boiler systems at Pine Knoll in an effort to lower our Family tenants' heating bills. Waiting lists are kept for both properties and applications may be obtained at the Housing Authority office at Hillcrest Village or mailed by request. We can be reached at 508-528-4800, 8:00 a.m. to 1:00 p.m. daily. Our Family waiting list is about a two to three year wait. Both waiting lists give a priority to those applicants who currently live or work in the town of Norfolk.

Our mission is to provide Affordable Housing in the Town of Norfolk. All members are working diligently to provide more affordable housing opportunities in the town of Norfolk.

Special Thanks:

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

The Board of Commissioners, staff and residents wish to express their appreciation to the dedicated Police, Fire and Highway Department personnel for their concern and service. The Housing Authority also wishes to commend and thank Norfolk Together, St. Jude's Parish, the Federated Church, the Girl Scouts, the Boy Scouts, the SAC program and children, and the Council on Aging for their continued support, outreach and care of our residents.

The Norfolk Housing Authority remains committed to serving the Norfolk community and its residents with affordable housing opportunities. If you would like the opportunity to serve on the Board of Commissioners, please come to the office at Hillcrest Village, 33 Rockwood Road, for more information.

Respectfully submitted,
Muriel St. Amand,
Executive Director

MUNICIPAL AFFORDABLE HOUSING TRUST

The Norfolk Municipal Affordable Housing Trust ("NMAHT") generally meets on Tuesdays at 12:00 noon. NMAHT is presently made up of 7 members with one Selectman representing the town as prescribed by state law. The mission of NMAHT is to provide the Town of Norfolk with more affordable housing units. Presently, the town's affordable housing stock is approximately 3.2%. The state mandates that each community in the state shall have a minimum of ten percent (10%) affordable housing or be working toward that goal.

Affordable homes will all have a deed restriction making them affordable in perpetuity. Affordable homes will go to qualified working individuals and families who fall under state guideline income levels. Typically, the phrase "affordable housing" means total housing costs that are affordable (costing no more than 30% of income) for a family earning at or below 80% of the area median income (AMI). As an example, a family of four (4) is eligible if their annual income level does not exceed \$65,000. Household assets cannot exceed \$75,000.

The Trust is always looking at properties that could fit its affordable housing formula. Funding for the Trust comes from Norfolk's CPC, and sales of new condominiums on the hill over-looking the town center (\$10,000 per unit sold). Upon sale of houses purchased by NMAHT, funds will come back to the Trust and used to purchase additional land or homes to continue NMAHT's mission. It is the goal of the Trust, to acquire, build, or retro-fit single family homes within the Town of Norfolk for the purpose of improving the affordable housing opportunities for those qualified residents interested in establishing housing within Norfolk.

Accomplishments in 2012 through February 2013:

1. Purchased a 3 bedroom home in the Populatic Lake area and sold it through lottery.
2. Built and sold a home through lottery on the previous Gump Farm property located on Rockwood Road.
3. Sold a 3 bedroom home through lottery at 82 Main St. constructed in conjunction with Random Smile.
4. Purchased a 3 bedroom home through lottery located at 98 Cleveland Street, and will have a new family occupying the home in August/September 2013.
5. Purchased a 3 bedroom home through lottery on North St., and will have a new family occupying the home in August/September 2013.
6. Built and sold a new 2 bedroom home through lottery at 24 Mirror Lake, with closing to take place March 2013.
7. Built and sold a 4 bedroom home through lottery on the previous Gump Farm property located on Boardman Street to a family who is moving in April 2013.
8. 2 additional 4 bedroom homes will be built and sold on the previous Gump Farm property located on Medway Branch Street in late 2013.

NAMHT will be holding its second lottery in June of 2013 for existing houses and future developments for the following 15 months. This process is seeking qualified individuals for these homes.



Achieve with us.

The Arc of South Norfolk, Inc.
www.arcsouthnorfolk.org - See our new
 website and online Gift Catalog !!

As part of a number of local chapters representing more than thirty states, The Arc of South Norfolk (formerly The South Norfolk County Arc) has joined in a rebranding initiative to promote a powerful, shared identity that reflects the energy and action of The Arc US as we work together to transform the lives of people with intellectual and developmental disabilities (I/DD). The Arc's vibrant new logo and tagline, as shown above, communicate the organization's commitment to promoting and protecting the human rights of people with I/DD and actively supporting their full inclusion and participation in the community throughout their lifetimes.

With funding through the Town of Norfolk, the The Arc of South Norfolk provides supports and services to citizens of Norfolk who are disabled by I/DD including autism. The Arc of South Norfolk is a private, non-profit, membership-based organization founded in 1954 by local parents. For more than half a century The Arc of South Norfolk 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 to the citizens of Norfolk include:

Family Support and Respite Care:

The Arc 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/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 facility in Westwood. We are excited about our new Adult Foster Care program currently in development for adults who cannot live safely alone but want to live in a family setting.

Family Autism Center:

Our 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, ER and courtroom 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:

The Arc 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:

The Arc 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:

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

Residential Management:

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

Day Habilitation Program:

The Arc 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 I/DD. 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 The Arc of South Norfolk 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 VETERANS' 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 serve as the Norfolk Veterans' Service Officer.

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 Visiting Nurse Association provides programs in health promotion to all age groups in addition to traditional home health services.

The Association provided the following services to the Town of Norfolk for 2012:

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 referred and receive a home visit by a nurse. 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 Norfolk Senior Center monthly. Counseling includes answering questions and providing teaching about medications.

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

Communicable Disease: Prevention and control of communicable disease through case finding, education and provision of follow-up care, consistent with and in collaboration with the Massachusetts Department of Public Health.

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 a huge success.

Statistics for FY 2012 are as follows:

SERVICE	VISITS
Home Visits/Health Maintenance	4
Maternal Child Health Visits	2
Communicable Disease Follow-up	74
Senior Citizen Clinics	63
Flu Vaccine	332
Pneumonia Vaccine	0

CONSERVATION COMMISSION

The 2012 Norfolk Conservation Commission membership consists of seven dedicated volunteers appointed by the Board of selectmen for a three year staggered term. The Commission met twice monthly on the 2nd and 4th Wednesdays of the month. The Commission's jurisdictional responsibilities are guided by the State Wetlands Protection Act and 310 CMR 10.00 as well as 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 2012 calendar year, the Commission received fourteen Notice of Intent applications (NOI's) and two Request for Determination (RDA) applications for a total of 16 applications, an increase of 8 applications over 2011.

During the calendar year 2012 the Commission held meetings regarding the baseline environmental surveys of Bush Pond, Town Pond and Highland Lake conducted by Aquatic Control Technologies (ACT) during calendar year 2011. The three ponds are owned by the Town of Norfolk. Aquatic Control Technologies made recommendations for the management and long term treatment of the three ponds, some of which were costly proposals. The Commission did not proceed with any action on the ponds due to the cost of the maintenance required that would not be eligible for Community Preservation Act fund.

The Commission approved a restoration plan for the Town Pond area that was proposed by the Recreation Commission. The plan involves the construction of fishing docks, weed control efforts and cleaning and maintenance of existing trails.

The Commission also approved the Eagle Scout project of Evan Cree Gee to perform his Eagle Scout project at the Town Pond. Evan's project is to construct a footbridge and clean-up of the trails around the pond.

The Commission also conducted several meetings and drafted language for a Hunting Bylaw that was presented to the Board of Selectmen in response to concerns of some citizens who own large parcels of land in the town. After several revisions, the Hunting Bylaw was passed at the Fall 2012 Town Meeting.

BOARD OF ASSESSORS

The sales that occurred in calendar year 2011 were inspected during calendar year 2012 to establish the assessment for all properties in town as of January 1, 2012.

The average residential assessment for single family homes decreased in value by approximately 1%; the average assessment on vacant residential land increased by approximately 8%; and the average assessed value of residential condominiums, commercial property and industrial property decreased in value at rates of approximately 1% to 6%. The total value for all taxable property in Norfolk for Fiscal Year 2013 was \$1,465,419,800. This reflects an increase of approximately 0.5% over the total value for Fiscal Year 2012 of \$1,455,660,228. The total value for all taxable property in Norfolk for Fiscal Year 2011 was \$1,448,598,429.

The tax rate for Fiscal Year 2011 was \$15.10 per \$1,000 for all classes of property in Norfolk; the tax rate for Fiscal Year 2012 was \$16.47 per \$1,000 for all classes of property in Norfolk; and the tax rate for Fiscal Year 2013 is \$17.10 per \$1,000 for all classes of property in Norfolk.

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

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 for more information.

TOWN TREASURER/COLLECTOR

The Treasurer/Collector' Office has two full-time and two part-time employees. In addition to the Town Treasurer/Collector, there is an Assistant Town Treasurer/Collector, one Revenue Collector and one Payroll Coordinator/Revenue Collector.

Tax related duties and responsibilities focus on billing and collecting real estate and personal property Taxes, water payments and motor vehicle taxes. Those collections for the calendar year 2012 amounted to approximately \$27,625,780.00 in tax revenues via online, lockbox, mail and counter payments.

Other related responsibilities include the processing of municipal lien certificates and good standing approvals. We collect delinquent taxes and water bills by utilizing demand billings, water liens, deputy collections, tax title takings and foreclosures. In May of this year this office coordinated a town auction of a tax foreclosure property, which sold for \$190,000.00.

The office is also responsible for the receiving of all Town funds, funding and mailing vendor checks, for all Town expenditures, investing all Town funds, short and long-term borrowing and the processing of payrolls for 350 full and part-time employees.

Currently we have on our electronic online payment process, the capability to pay recreation fees along with real estate taxes, motor vehicle taxes, personal property taxes and water payments. We will continue to assess our needs and look for future options for payments.

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

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

Respectfully submitted,

Cheryl Kelley
Treasurer/Collector

ADVISORY COMMITTEE

The Advisory Committee's primary function is to review financial and other articles on the Town Meeting warrant and make recommendations to the Town Meeting. The Advisory Committee consists of nine members appointed to three year terms by the Town Moderator. Each year the terms of three of the members end and those members may be reappointed, or new members selected, at the discretion of the Town Moderator. In addition, appointments to the Committee are periodically made to replace members who resign prior to the expiration of their terms.

During the months preceding Town Meeting, the Advisory Committee meets several times to discuss the articles that will be voted upon at Town Meeting. The Committee welcomes input from anyone who wishes to provide opinions or information regarding any of the articles under consideration. Anyone who wishes to be included on the agenda for the discussion of a particular article can make arrangements by calling the Committee's administrative assistant.

The article which requires the greatest amount of the Committee's time and attention is the Town's annual budget, which is voted upon each year at the spring Town Meeting. The Selectmen present their budget proposals to the Advisory Committee, which then holds budget review sessions with various Town departments and boards. The Committee works with the Selectmen to develop the final budget recommendations for presentation to the Annual Town Meeting.

In addition to reviewing and making recommendations regarding the articles in the warrant, the Advisory Committee also prepares a summary of its recommendations along with a discussion of the reasons for the recommendations being made. This summary is made available to all town residents prior to the Town Meeting.

The final responsibility of the Advisory Committee is the oversight of an amount of money in the Annual Budget which is known as the reserve. The amount of the reserve varies from year to year, usually between \$25,000 and \$100,000. During the fiscal year, if a municipal department encounters an "extraordinary and unforeseen expense" which was not anticipated in the budget approved at Town Meeting, a request can be made to the Advisory Committee for a transfer from the reserve. Any such request is discussed and voted upon by the Committee. At the end of the fiscal year, any funds remaining in the reserve are returned to the Town.

**TOWN ACCOUNTANT
FINANCE DEPARTMENT**

Local revenues were up this year, in part due to a Solar Energy construction on the former town landfill along with some supplemental local aid from the state. Through careful budget management by Town Department heads, we had free cash certified for Fiscal Year 2012 in the amount of \$115,434. A portion of the free cash in the amount of \$98,479.00 was appropriated at November Special Town Meeting for FY13 departmental budgets: Library, Veteran Agent's, and Fire Department. Also at the November Special Town Meeting \$500,000 was appropriated from free cash to the Stabilization Account and \$68,415 was appropriated for the FY13 Capital Budget.

I am including a copy of the Fiscal Year 2012 Town of Norfolk's General Fund and School Budgets.

All Town wide expenditure requests are processed weekly in the development of the weekly payroll and expenditure warrants. The Accounting Department provides regular reporting to departments and assists all town wide departments with many accounting matters throughout the year.

Many thanks to Mary Noris (Assistant Town Accountant) and Renee Klopf (Accounting Department Assistant) for their assistance throughout the year.

Respectfully submitted,
Julianne Siewko, Town Accountant

FINANCES

FOR 2012 13

0100 GENERAL FUND - TOWN

	ORIGINAL APPROP	TRANSFRS ADJUSTMTS	REVISED BUDGET	AVAILABLE YTD EXPENC BUDGET	PCT USED
011142 MODERATOR EXPENSES	49	0	49	0	49 0%
011221 SELECTMENT/TOWN ADMIN SALARIES	241759	0	241759	239292	2467 99%
011222 SELECTMENT/TOWN ADMIN EXPENSES	26250	0	26250	20710.56	5539.44 78.90%
011226 SELECTMENT/TOWN ADM ENCUMBRANCE	0	1769	1768.63	1768.63	0 100%
011301 FIN DEPART SALARIES	492547	-15000	477547	472888.06	4658.94 99%
011302 FIN DEPART EXPENSES	165751	6000	171751	156562.41	15188.59 91.20%
011306 FINANCE ENCUMBRANCE	0	10000	10000	8411.83	1588.17 84.10%
011311 ADVISORY BOARD SALARIES	6400	0	6400	6390.23	9.77 99.80%
011312 ADVISORY BOARD EXPENSES	5000	0	5000	3108.91	1891.09 62.20%
011322 ADVISORY BOARD RESERVE	50000	5972	55971.74	0	55971.74 0%
011412 ASSESSORS EXPENSES	5500	0	5500	5500	0 100%
011512 TOWN COUNSEL EXPENSES	75000	30000	105000	91537.80	13462.20 87.2%
011552 INFORMATION TECHNOLOGY EXPENSE	70000	0	70000	66160.97	3839.03 94.50%
011582 TAX TITLE FORECLOSURE EXPENSES	10000	0	10000	10000	0 100%
011611 TOWN CLERK SALARIES	92191	350	92541	92525.47	15.53 100%
011612 TOWN CLERK EXPENSES	12956	0	12956	9162.94	3793.06 70.70%
011616 TOWN CLERK ENCUMBRANCES	0	1588	1587.88	1587.72	0.16 100%
011621 ELECTIONS SALARIES	7020	3650	10670	6612.65	4057.35 62%
011622 ELECTIONS EXPENSES	11600	-4000	7600	7349.84	250.16 96.70%
011626 ELECTIONS ENCUMBRANCES	0	4758	4757.72	4757.28	0.44 100%
011701 LAND USE DEPARTMENT SALARIES	98591	0	98591	96776	1815 98.20%

FINANCES

011702 LAND USE DEPARTMENT EXPENSE	16500	0	16500	11215.01	5284.99	68 %
011712 CONSERVATION COMM EXPENSES	10500	0	10500	10500	0	100 %
011752 PLANNING BOARD EXPENSES	34560	0	34560	21514.50	13045.50	62.3 %
011762 ZONING/APPEALS BOARD EXPENSES	60	0	60	0	60	0 %
011902 TOWN HALL FAC MAN	123250	10000	133250	120246.21	13003.79	90.2 %
011903 OLD TOWN HALL FAC MAN	7850	0	7850	5555.35	2294.65	70.8 %
011905 COUNCIL ON AGING FAC MAN	37350	0	37350	34610.15	2739.85	92.7 %
011907 FIRE/POLICE STATION FAC MAN	98150	0	98150	93528.02	4621.98	95.3 %
011909 LIBRARY FAC MAN	82400	0	82400	86818.21	-4418.21	105.4 %
011921 FACILITIES MANAGEMENT SALARY	49500	-2500	47000	46104.14	895.86	98.1 %
011922 FACILITIES MANAGEMENT EXPENSE	3200	0	3200	1952.38	1247.62	61 %
011952 TOWN REPORT	3200	0	3200	1854.51	1345.49	58 %
012101 POLICE SALARIES	1710000	0	1710000	1667836.5	42163.54	97.5 %
012102 POLICE EXPENSES	103000	0	103000	102999.11	0.89	100 %
012106 POLICE ENCUMBRANCE	0	2741	2741.14	2731.90	9.24	99.7 %
012201 FIRE SALARIES	1133000	34900	1167900	1151505.8	16394.21	98.6 %
012202 FIRE EXPENSES	47000	18000	65000	64793.82	206.18	99.7 %
012206 FIRE ENCUMBRANCE	0	70	70	70	0	100 %
012251 DISPATCH SALARIES	220400	0	220400	210629.02	9770.98	95.6 %
012252 DISPATCH EXPENSES	6150	0	6150	6148.94	1.06	100 %
012256 DISPATCH ENCUMBRANCE	0	712	712	711.09	0.91	99.9 %
012312 AMBULANCE BILLING	16000	0	16000	14451.19	1548.81	90.3 %
012411 BUILDING DEPARTMENT SALARIES	196500	4000	200500	199499.55	1000.45	99.5 %
012412 BUILDING DEPARTMENT EXPENSES	4300	500	4800	4592.48	207.52	95.7 %
012416 BUILDING DEPT ENCUMBRANCE	0	457	456.5	456.5	0	100 %

FINANCES

012442 WEIGHTS AND MEASURES EXPENSES	850	0	850	750	100	88.2 %
012911 EMERGENCY MANAGEMENT SALARIES	700	0	700	700	0	100 %
012912 EMERGENCY MANAGEMENT EXPENSES	900	0	900	614.22	285.78	68.2 %
012916 EMERGENCY MNG ENCUMBRANCE	0	735	734.6	244.6	490	33.3 %
012921 ANIMAL CONTROL SALARIES	43700	169	43869	43868.88	0.12	100 %
012922 ANIMAL CONTROL EXPENSES	4000	0	4000	3962.73	37.27	99.1 %
012926 ANIMAL CONTROL OFF ENCUMBR	0	120	120	115.14	4.86	96 %
012961 ANIMAL INSPECTOR SALARIES	2247	0	2247	2193.96	53.04	97.6 %
012962 ANIMAL INSPECTOR EXPENSES	200	0	200	0	200	0 %
013012 EDUCATION - KING PHILIP	7051732	0	7051732	7051467	265	100 %
013022 EDUCATION - TRI COUNTY	446251	0	446251	444604	1647	99.6 %
013032 EDUCATION-NC AGRICULTURAL SCH	0	10000	10000	10000	0	100 %
014101 DPW ADMIN SALARIES	121377	0	121377	121111.22	265.78	99.8 %
014102 DPW ADMINISTRATION EXPENSES	72500	79000	151500	138667.75	12832.25	91.5 %
014106 DPW ADMIN ENCUMBRANCE	0	3574	3574	2109.62	1464.38	59 %
014201 HIGHWAY DEPT SALARIES	166879	0	166879	166431.32	447.68	99.7 %
014202 HIGHWAY DEPT EXPENSES	89731	0	89731	82731	7000	92.2 %
014206 HIGHWAY DEPT ENCUMBRANCE	0	15357	15357	11345.59	4011.41	73.9 %
014212 ROAD PROGRAM	1	0	1	0	1	0 %
014221 GROUNDS MAINTENANCE SALARIES	150312	-2445	147867	144477.23	3389.72	97.7 %
014222 GROUNDS MAINTENANCE EXPENSES	56281	-2000	54281	54281	0	100 %
014226 GROUNDS MAINT ENCUMBRANCE	0	5517	5517	5517	0	100 %
014232 SNOW AND ICE EXPENSES	125000	70848	195847.6	195847.56	0	100 %
014242 STREET LIGHTING EXPENSES	40578	0	40578	36917.7	3660.30	91 %
014246 STREET LIGHTING ENCUMBRANCE	0	1810	1809.58	442.59	1366.99	24.5 %
014251 VEHICLE MAINT SALARIES	118040	1750	119789.7	118089.67	1699.99	98.6 %

FINANCES

014252 VEHICLE MAINT EXP	94168	51935	146103	118064.14	28038.86	80.8 %
014256 VEHICLE MAINT ENCUMBRANCE	0	3203	3202.85	3202.85	0	100 %
014262 TOWN VEHICLE FUEL EXPENSES	100984	0	100984	96110.01	4873.99	95.2 %
014266 TOWN VEHICLE FUEL ENCUMBRANCE	0	15000	15000	14965	35	99.8 %
014331 TRANSFER STATION SALARIES	183026	0	183026	180235.02	2790.98	98.5 %
014332 TRANSFER STATION EXPENSES	151213	0	151213	146343.89	4869.11	96.8 %
014336 TRANSFER STATION ENCUMBRANCES	0	7125	7125.15	6851.18	273.97	96.2 %
014342 LANDFILL EXPENSES	90605	0	90605	73625.24	16979.76	81.3 %
014346 LANDFILL ENCUMBRANCE	0	27124	27123.65	27123	0.65	100 %
014911 CEMETERY COMM SALARIES	14001	695	14696.39	14321.39	375	97.4 %
014912 CEMETERY COMM EXPENSES	15613	0	15613	15588.47	24.53	99.8 %
014916 CEMETERY COMM ENCUMBRANCE	0	6479	6479	6479	0	100 %
014921 CUST. VETERAN GRAVES SALARIES	700	0	700	700	0	100 %
014922 CUST. VETERAN GRAVES EXPENSE	1500	0	1500	1303.2	196.80	86.9 %
014926 CUST VET GRAVES ENCUMBRANCE	0	508	508.35	504.01	4.34	99.1 %
015122 BOARD OF HEALTH EXPENSES	17600	0	17600	16046.96	1553.04	91.2 %
015126 BOH ENCUMBRANCE	0	1200	1200	882	318	73.5 %
015402 HUMAN SERVICES SPECIAL PROGRAM	4025	0	4025	4025	0	100 %
015411 COUNCIL ON AGING SALARIES	108000	0	108000	106642.52	1357.48	98.7 %
015412 COUNCIL ON AGING EXPENSES	5281	0	5281	5113.4	167.60	96.8 %
015431 VETERAN'S SERVICES SALARIES	5700	0	5700	5700	0	100 %
015432 VETERAN'S SERVICES EXPENSES	15000	0	15000	12955.72	2044.28	86.4 %
016101 LIBRARY SALARIES	333000	5500	338500	330778.19	7721.81	97.7 %
016102 LIBRARY EXPENSES	112178	0	112178	112178	0	100 %
016301 RECREATION SALARIES	77000	0	77000	77000	0	100 %
016302 RECREATION EXPENSES	300	0	300	300	0	100 %

FINANCES

016912 HISTORICAL COMMISSION EXP	250	0	250	225.28	24.72	90.1 %
016922 TOWN CELEBRATIONS EXP	600	0	600	593.87	6.13	99 %
017112 RETIREMENT OF LT DEBT / PRINC	417771	0	417771	417771.03	0	100 %
017122 INTEREST ON LONG-TERM DEBT	99378	0	99378.48	99378.51	-0.03	100 %
017133 BAN INTEREST	13867	0	13867.01	14957.01	-1090	107.9 %
017152 OTHER DEBT COSTS	11983	0	11983.23	10499.06	1484.17	87.6 %
017212 EXCLUDED DEBT PRINC	1221000	0	1221000	1221000	0	100 %
017222 EXCLUDED DEBT INTEREST	635336	0	635336.3	635336.24	0.01	100 %
018202 STATE ASSESSMENTS	0	343145	343145	344365	-1220	100.4 %
018332 STATE ASSESSMENT- TUITION	0	26265	26265	18280	7985	69.6 %
019122 EMPLOYEE BENEFITS	3385590	-124339	3261251	3110285	150966.11	95.4 %
019452 BUILDING AND LIABILITY INS	255000	0	255000	249956.42	5043.58	98 %
TOTAL GENERAL FUND - TOWN	21135433	662239	21797672	21297603	500069.44	97.7 %
<hr/>						
0300-NORFOLK PUBLIC SCHOOL						
SCHOOL ENCUMBRANCE	9407341	195471.9	9221146.66	186194.34		98 %
GRAND TOTAL SCHOOL	9407341	195471.9	9412952.9	189860		98.1 %

NORFOLK, ss.

To either Constable in the Town of Norfolk, in said County:

GREETINGS:

You are required in the name of the Commonwealth of Massachusetts to notify and warn the inhabitants of Norfolk, qualified to vote in Town affairs residing in Precincts 1, 2, and 3 , to assemble in the designated polling places in the Freeman-Kennedy School, 70 Boardman Street, Norfolk, Massachusetts, on Tuesday, April 30, 2013, at 7:00 a.m., for the election of town officers under ARTICLE 1 of the Annual Town Meeting; and thence to meet on Tuesday, May 7, 2013 at 7:00 p.m. at the King Philip Middle School, 18 King Street, Norfolk, Massachusetts 02056, for the adjourned business session of the Annual Town Meeting, then and there to act on the following articles commencing with Article 2, viz:

ARTICLE 1

Submitted by Town Clerk

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

ARTICLE 2

Submitted by the Board of Selectmen

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

ARTICLE 3

Submitted by the Board of Selectmen

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to be added to departmental budgets and appropriations for the fiscal year ending on June 30, 2013; or take any other action relative thereto.

ARTICLE 4

Submitted by the Town Administrator

To see if the Town will vote to amend the Town of Norfolk Board of Selectmen's Human Resource Policy, Schedule B. COMPENSATION SCHEDULE by applying a general increase of 1.5% to all Steps on the COMPENSATION SCHEDULE effective July 1, 2013; or take any other action relative thereto.

ARTICLE 5

Submitted by the Board of Selectmen

To see if the Town will vote to fix the salary and compensation of all elected officers of the Town as provided for by Massachusetts General Laws, Chapter 41, Section 108; and 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, 2013; or take any other action relative thereto. (Operating Budget)

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. (Water Enterprise Operating Budget)

ARTICLE 7

Submitted by the Board of Selectmen

To see if the Town will vote to amend the Town of Norfolk General Bylaws, Article I, Section 7.D.2 by deleting the words "(a) no person shall speak more than twice on any motion except to correct a mistake or misstatement, or to answer a question, or to raise a Point of Order;" and to renumber the following sentences "(a)", "(b)" and "(c)" so that the paragraph now reads:

"Unless otherwise approved by the Moderator, (a) no person shall speak more than five minutes the first time they speak on any article and more than three minutes the second or subsequent time they speak on that article; (b) no person may yield their speaking time to another person; and (c) except to answer a question or to raise a Point of Order, no person shall speak for a second time on any motion until all persons wishing to speak for a first time on that motion have been recognized. Any persons who desire to make lengthy presentations or use audio-visual aids are strongly encouraged to attend the Organizational Meeting and disclose such intentions to the Moderator."

or take any other action relative thereto.

ARTICLE 8

Submitted by the King Philip School Committee

To see if the Town of Norfolk will vote to authorize the King Philip Regional School District to establish, to the extent permitted by the Laws of the Commonwealth of Massachusetts, a capital account for purposes of receiving donations and other funds for purposes of constructing an artificial turf field at the King Philip Regional High School; or take any other action relative thereto.

ARTICLE 9

Submitted by Zoning Bylaw Study Committee

To see if the Town will vote to amend the Norfolk Zoning Bylaw, by deleting Sections J.4.a.4, J.4.a.4.B, J.4.a.4.C, J.4.a.4.D, J.4.a.5, J.4.a.6. and J.4.a.6.a in their entirety, and to insert a new Section J.4.a.4 as follows:

J.4.a.4. Location of Drives and Streets that Intersect Rt 1A or Rt 115. Proposed drives and STREET entrances to Rt 1A or Rt 115 shall not be located within 250 feet of another such entrance or intersection unless they are aligned directly across from an existing drive or STREET, or where practicable as determined by the Planning Board. Unless access to an individual lot is denied, other drives and STREETS shall be staggered across Rt 1A or Rt 115 by distances of 250 feet or more from centerline to centerline, or where practicable as determined by the Planning Board.

and further to amend Section J.4.a.8 to add "by right or 46 feet in height by Special Permit from the Planning Board" after the word "height" so as to read, with the amended text shown underlined:

J.4.a.8. Buildings shall not be more than 40 feet in height by right or 46 feet in height by Special Permit from the Planning Board.

or take any other action relative thereto.

ARTICLE 10

Submitted by Zoning Bylaw Study Committee

To see if the Town will vote to amend Section J, C-1 DISTRICT (ROUTES 1A/115), of the Norfolk Zoning Bylaws; by amending Section J.3, District Boundaries, so as to read as follows, with additions shown underlined below and deletions shown as stricken:

The C-1 District is further divided into two areas: (1) On-Highway, which consists of that portion of the C-1 District which is located within 300 feet of the FRONTAGE line of Route 1A or 115, and (2) Off-Highway, which consists of that portion of the C-1 District which is located greater than 300 feet from the FRONTAGE line of Route 1A and 115. The Off-Highway District shall be further divided into the following four subareas: C-1a shall include that portion of the Off-Highway district in the southwest quadrant of the Route 1A/115 intersection; C-1b shall include that portion of the Off-Highway district in the northwest quadrant of the Route 1A/115 intersection; C-1-c shall include that portion of the Off-Highway district in the northeast quadrant of the Route 1A/115 intersection; and C-1d shall include that portion of the Off-Highway district in the southeast quadrant of the Route 1A/115 intersection. Within the C-1c Off Highway District there shall be an Adult Business Overlay District and a Medical Marijuana Treatment Center Overlay District, which shall be comprised of the following lots: Assessors' Map 19 Block 72, Lots 36, 37-1, 38, 39.

And further to insert new sections, J.7.a.2.D and J.7.a.2.E as follows:

J.7.a.2.D Special Permit Uses by Zoning Board of Appeals in Off-Highway C-1b

AUTO FREIGHT STORAGE FACILITY located on a site that is fully screened by an opaque fence at 6' 0" high.

J.7.a.2.E Special Permit Uses by the Planning Board in Off-Highway C-1d

Residential DWELLINGS at a density of not less than 4 units per 30,000 square foot or greater lot and not more than 1 unit per 5000 square feet of land.

And further to delete from the Appendix to the Norfolk Zoning Bylaws the current Example I, which depicts the C-1 District, and current Example Ia, which depicts the Adult Zoning Overlay District and replace them with a new Example I, which depicts the C-1 District Map, including districts C-1a, C-1b, C-1c, and C-1d, and a new Example Ia, which depicts the Adult Business Overlay District and Medical Marijuana Treatment Center Overlay District, as shown on the attached maps.

And further to amend Section B, Definitions, to add the following definitions for Auto Freight Storage and Medical Marijuana Treatment Centers:

AUTO FREIGHT STORAGE: a facility provides for the short-term storage of up to 150 motor vehicles per business that are (a) in operating condition; (b) for which an order has been placed to transport the vehicle to or from another location by means of a car carrier or store for an owner for up to 9 months and for which service of on-site stored motor vehicles only is allowed and no on-site sale of motor vehicles is permitted except as may be authorized by state law for abandoned vehicles or nonpayment for services rendered.

MEDICAL MARIJUANA TREATMENT CENTER: a not-for-profit entity, as defined by and registered under Massachusetts law only, that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers.

or take any other action relative thereto.

ARTICLE 11

Submitted by Zoning Bylaw Study Committee
To see if the Town will vote to amend the Norfolk Zoning Map by adding the following parcel to the B-1 – Outside the Business Core district:

Map 14, Block 49, Lot 11

As shown on attached map

or take any other action relative thereto.

ARTICLE 12

Submitted by Zoning Bylaw Study Committee
To see if the Town will vote to amend Section I.4.a.11 Residential Density of the Norfolk Zoning Bylaws by deleting the words "sixteen" and replacing with "thirty-two" so that it reads as follows:

I.4.a.11 Residential Density. Residential Dwelling Units, except Assisted Living Facilities, shall not have more than 2 bedrooms per unit. Residential densities, except for Assisted Living Facilities, shall not exceed a ratio of ~~sixteen~~ Thirty-two bedrooms for any single lot (Lot size at 30,000 square feet or greater) except by special permit. Residential densities for Assisted Living Facilities shall not exceed a ratio of 16 bedrooms per acre for any single Lot (Lot size at 30,000 square feet or greater) except by Special Permit by the Zoning Board of Appeals.

or take any other action relative thereto.

ARTICLE 13

Submitted by Zoning Bylaw Study Committee

To see if the Town will vote to amend the Town's Zoning Bylaw by adding a new Section F.14, **TEMPORARY MORATORIUM ON MEDICAL MARIJUANA TREATMENT CENTERS**, that would provide as follows, and further to amend the Table of Contents to add Section F.14, "Temporary Moratorium on Medical Marijuana Treatment Centers:"

F.14.a. PURPOSE

By vote at the State election on November 6, 2012, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for medical purposes. The law provides that it is effective on January 1, 2013 and the State Department of Public Health is required to issue regulations regarding implementation within 120 days of the law's effective date. Currently under the Zoning Bylaw, a Medical Marijuana Treatment Center is not a permitted use in the Town and any regulations promulgated by the State Department of Public Health are expected to provide guidance to the Town in regulating medical marijuana, including Medical Marijuana Treatment Centers. The regulation of medical marijuana raises novel and complex legal, planning, and public safety issues and the Town needs time to study and consider the regulation of Medical Marijuana Treatment Centers and address such novel and complex issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of medical marijuana treatment centers and other uses related to the regulation of medical marijuana. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Medical Marijuana Treatment Centers so as to allow the Town sufficient time to engage in a planning process to address the effects of such structures and uses in the Town and to enact bylaws in a manner consistent with sound land use planning goals and objectives.

F.14.b. DEFINITION

"Medical Marijuana Treatment Center" shall mean a "not-for-profit entity, as defined by Massachusetts law only, registered by the Department of Public Health, that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers."

F.14.c. TEMPORARY MORATORIUM

For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a Medical Marijuana Treatment Center. The moratorium shall be in effect through June 30, 2014. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of medical marijuana in the Town, consider the Department of Public Health regulations regarding Medical Marijuana Treatment Facilities and related uses, and shall

consider adopting new Zoning Bylaws to address the impact and operation of Medical Marijuana Treatment Centers and related uses.

or take any action relative thereto.

ARTICLE 14

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 15

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 16

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 2013 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 17

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 18

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 19

Submitted by Community Preservation Committee

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, \$350,000, with \$35,000 from Open Space Reserves, and \$315,000 from Undesignated Reserves, for the rehabilitation of the playground area at H. Olive Day School, 232 Main Street, including the replacement of equipment and reconstruction of the play field; or take any other action relative thereto.

ARTICLE 20

Submitted by the Board of Selectmen

To see if the Town will vote to transfer the custody of the parcels described below from the board or officer having custody thereof for the purpose for which it is currently held to the Board of Selectmen for the purpose of conveyance, and to authorize the Board of Selectmen to convey, 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", located at 100 Main Street, shown as Assessors Map 14, Block 56, Lot 33 and the adjoining town owned parcel, shown on Assessors Map 14, Block 56, Lot 32, subject to the Town reserving an easement for access to "Town Pond"; or take any other action relative thereto.

ARTICLE 21

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 22

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 FY2013 Community Preservation Fund revenues for the future appropriation of Open Space creations, acquisition and preservation; 10% from FY2013 Community Preservation Fund revenues for the future appropriation of Affordable Housing creations, preservation and support; and 10% from FY2013 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 23**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 24**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 25**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 26**Submitted by the Town Clerk**

To see if the Town will vote to authorize a revolving fund, pursuant to M.G.L. Ch. 44, Section 53E 1/2, to be known as the "Town Clerk's Record Preservation Fund", to which shall be credited departmental fees and receipts received from certified vital copies, which fund may be expended by the Town Clerk, without further appropriation, to pay for the reasonable costs and expenses, including supplies, services and administrative costs as deemed necessary by the Office of the Town Clerk, to aid in the preservation, restoration and documentation of the permanent records of the Town of Norfolk, and to establish a spending limit of \$5,000 for Fiscal Year 2014 for said fund; or take any other action relative thereto.

ARTICLE 27**Submitted by the Board of Selectmen**

To see if the Town will vote to authorize the Board of Selectmen to convey, and to ratify the conveyance of, for affordable housing purposes, the parcels of land located at 25 Boardman Street, 6 Medway Branch, and 18 Medway Branch, which parcels are portions of the Gump's Farm property acquired by the Town by deed recorded with the Norfolk Registry of Deeds in Book 28624, Page 515, on such terms and conditions as the Board of Selectmen deems appropriate, and to authorize the Board of Selectmen to accept affordable housing restrictions on said parcels, and, further, to authorize the Board of Selectmen to enter into and execute such agreements and other documents, including regulatory agreements, as may be necessary or appropriate to effectuate the foregoing transactions; or take any other action relative thereto.

TOWN OF NORFOLK
142nd ANNUAL REPORT
Year Ending December 2012

SETTLED: 1678

INCORPORATED: 1870

POPULATION: 9516

MCI NORFOLK POPULATION: 2025

AREA: 15 Square Miles

LOCATION: 20 miles south of Boston, 22 miles north of Providence, R.I.

BOUNDED BY: Foxboro, Franklin, Medfield, Medway, Millis, Walpole and Wrentham

ELEVATION: 220 feet

VOTERS: 6622

TAX RATE: \$16.47 per \$1,000

VALUATION: \$1,455,660,228

PROPERTY CLASSIFICATION: 92.9903 % Residential
4.2279 % Commercial
.8793 % Industrial
1.8760 % Personal
.0265 % Open Space
100%

SINGLE FAMILY DWELLINGS: 2,908

FORM OF GOVERNMENT: open town meeting
Board of Selectmen

PAVED ROAD MILES: Over 70 miles

AREA HOSPITALS:

Norwood Hospital, Norwood
Sturdy Memorial Hospital, Attleboro
Milford Regional Medical Center, Milford

CHURCHES:

The Federated Church of Norfolk –
Interdenominational
St. Judes - Catholic
Emmanuel - Baptist

LIBRARY:

Monday	2:00-7:30
Tuesday & Wednesday	10:00 - 7:30
Thursday, Friday & Saturday	10:00 – 5:00

ABSENTEE VOTING: All Elections, Town Clerk's Office
528-1400

DOG LICENSES:

All licenses expire December 31. A dog must be licensed if over 6 months old.

Fee: Spayed female and neutered male:	\$10.00
Female and Male:	\$15.00
Late fee from May 1:	\$15.00 - \$50.00

Please show evidence of current rabies inoculation.

QUALIFICATIONS FOR REGISTRATION AS VOTERS:

Must be 18 years of age, American born or naturalized. Registration: Monday through Thursday 9:00 a.m. to 6:00 p.m. at Town Clerk's office. Special evening sessions for registration of voters held by Registrars, preceding elections.

TAX BILLS:

Tax bills are paid quarterly. First payment is due on August first, second payment is due on November first, third payment is due February first and the fourth payment is due on May first or thirty days from mailing of bill, whichever is latest. Motor vehicle excise bills and water bills are due thirty days from date of issue.

SCHOOLS:

H. Olive Day, Pre K-2
Freeman/Kennedy, 3-6
King Philip Regional Middle School, 7-8
King Philip Regional Senior High School, 9-12
Tri County Vocational Regional Technical School, 9-12
Norfolk County Agricultural School, 9-12

TRANSPORTATION:

MBTA rail service daily to Boston
GATRA dial-a-ride 800-698-7676

SENATORS IN CONGRESS:

Elizabeth A. Warren, JFK Federal Building,
15 New Sudbury St., Boston, MA 02203
617-565-3170

William M. Cowan, (Interim) One Bowdoin Square,
10th floor, Boston, MA 02114
617-565-8519

REPRESENTATIVE IN CONGRESS:

Joseph P. Kennedy, III – 4th Congressional District
1218 Longworth House Office Building
Washington, D.C. 20515
202-225-5931
District Office: 8 North Main St., Suite 200
Attleboro, MA 02703
508-431-1110

STATE SENATOR:

Richard J. Ross – Norfolk, Bristol, Middlesex District
State House, Room 540, Boston, MA 02133
617-722-1555

STATE REPRESENTATIVE:

Daniel B. Winslow – Walpole 9th Norfolk District
State House, Room 33, Boston, MA 02133
617-722-2060

NORFOLK COUNTY COMMISSIONERS:

Francis W. O'Brien
John M. Gillis
Peter H. Collins
614 High Street, Dedham, MA 02027
781-461-6105

DISTRICT ATTORNEY:

Michael W. Morrissey
45 Shawmut Road
Canton, MA 02021
781-830-4800

SHERIFF NORFOLK COUNTY:

Michael G. Bellotti
220 West Street
P.O. Box 149
Dedham, MA 02027
781-329-3705

TOWN DEPARTMENTS

Accounting Department.....	528-5686
Animal Control.....	528-3232
Assessors.....	528-1120
Board of Appeals.....	541-8455
Building Department.....	528-5088
Board of Health.....	528-7747
Community Preservation Committee.....	528-3209
Conservation Commission.....	541-8455
Council on Aging.....	528-4430
Department of Public Works.....	528-4990
Fire Department (Information).....	528-3207.
Housing Authority.....	528-4800
Human Resource Director.....	440-2826
Library.....	528-3380
Municipal Affordable Housing Trust Committee.....	440-2812
Planning Board.....	528-2961
Police Department (Information).....	528-3206
Recreation.....	520-1315
Schools:	
Superintendent's Office.....	528-1225
Freeman/Centennial.....	528-1266
H. Olive Day.....	541-5475
King Philip High School.....	384-1000
King Philip Middle School.....	541-7324
Tri-County Regional Vocational High School.....	528-5400
Norfolk Agricultural High School.....	668-0268
Selectmen/Town Administrator.....	440-2855
Tax Collector.....	520-0058
Town Clerk.....	528-1400
Treasurer.....	541-3323

POLICE/FIRE AMBULANCE EMERGENCY 911

RECYCLING/TRANSFER STATION

You must be a resident of Norfolk and purchase a decal for your vehicle in order to use the Transfer Station. Decals may be purchased at the Transfer Station during normal hours of operation.

Hours of Operation:

Wednesday	11:00 a.m. to 7:00 p.m. (April 1- September 30) 9:30 a.m. to 5:00 p.m. (October 1- March 31)
Saturday	8:00 a.m. to 4:00 p.m.

Closed Legal Holidays

TOWN DEPARTMENTS

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King Philip Middle School.....	541-7324
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