



NORFOLK
MASSACHUSETTS
ANNUAL REPORT - 2013

Cover: Field of Flags
Photo by Jack Hathaway

TOWN OF NORFOLK 143rd ANNUAL REPORT



Year Ending December 2013

IN MEMORIAM

Virginia Graves

March 8, 2013

Sewer Study Committee 1978-1979
Mosquito Control Study Committee 1979
Mirror Lake Study Committee 1978-1996
Pesticide Control Study Committee 1980-1983

James Rayner

April 18, 2013

Capital Outlay Committee 2004-2011

Maureen Buck

September 15, 2013

Special Police Officer 1975-1985

Francis Bourque

October 17, 2013

Highway Department Employee 1977-1986
Library Building Study Committee 1980-1981
Special Police Officer 1981-1982

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ELECTED OFFICERS

	TERM EXPIRES
MODERATOR	
Carolyn C. Van Tine	2014
BOARD OF SELECTMEN	
Robert J. Garrity	2014
Scott Bugbee	2015
James C. Lehan	2016
TOWN CLERK	
Shawn Dooley	2014
BOARD OF ASSESSORS	
Patricia J. Salamone	2014
Andrew Bakinowski	2015
Kathleen Mullineaux	2016
BOARD OF HEALTH	
Cheryl Dunnington	2014
Thomas Gilbert	2015
Jeffrey Kane	2016
LIBRARY TRUSTEES	
Harvey R. Boulay, resigned	2014
Glenn Hill, appointed	2014
KumKum Malik	2015
Kenneth W. Nelson	2016
HOUSING AUTHORITY	
Elizabeth Lehan	2015
William Crane	2016
Herbert Mores	2017
Robert Shannon	2018
Margaret Drisko-Johnson	2018
State Appointee	
PLANNING BOARD	
Steven G. McClain	2014
Peter Chipman	2014
Michelle Maheau	2015
Jeff Palumbo	2016
Walter Byron	2016
RECREATION COMMISSION	
Karen Fruci	2014
Thomas Terpstra	2014
Todd Lindmark, appointed	2014
Kenneth Lawrence	2015

NORFOLK SCHOOL COMMITTEE	
Thomas Doyle	2014
Kelly Peterson	2014
Mark Flaherty	2015
Jeffrey Chalmers	2015
Shawn Dooley	2016

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	
Lisa Hubert-Curl	2014
Angela Wayne	2014
Richard Stillman	2014
David Benton	2015
Arthur Frontczak	2015
Arlie Sterling	2015
Patrick Snead	2016
Alfred Butters	2016
Lisa Keating	2016

BYLAW COMMITTEE	
Patricia St.Aubin	2014
Jason Talerman	2015
Jack Hathaway	2015
Julie Redlitz	2016

BOARD OF HEALTH APPOINTMENTS

BOARD OF HEALTH AGENTS

Betsy Fijol	2014
Tom Houston	2014
Wade Saucier	2014
Shawn Dooley	2014
Carol Greene	2014
James Delaney	2014
Hilary Cohen	2014
Ed Nolan	2014

SANITARIAN	
Mark Oram	2014

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 TECHNOLOGY

John Spinney

YOUTH SERVICES LIBRARIAN

Amy Reimann, resigned
Marissa Antosh, appointed

EARLY CHILDHOOD RESOURCE CENTER

Connie Jones

TECHNICAL SERVICES

Kathy Astley

LIBRARY ASSOCIATES

Anne Czarnowski
Tamara Dalton
Emily Ellen
Carolyn Iacoviello
Deborah McKinney
Alice Taleran
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**

Kathi Hamilton

**BOARD OF SELECTMEN
APPOINTMENTS**

TOWN ADMINISTRATOR

Jack Hathaway

TOWN COUNSEL

Kopelman and Paige, P.C.

OFFICER OF VETERAN'S GRAVES

Vacant

**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.

DEPUTY POLICE CHIEF

Jonathan M. Carroll, Sr.

LIEUTENANT

Paul J. Murphy

SERGEANTS

Timothy P. Heinz
David R. McConnell
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
Jimmy O. Meneses
Stephen K. Plympton
Eric Van Ness

RESERVE POLICE OFFICERS

George Bent
Kerri Brown
Robert Forsythe
James Hazeldine
Robert Holst
Koren Kanadianian
James Lorusso
Michelle Palladini
Jason Romans
Guiseppe Toscano

POLICE/FIRE COMMUNICATIONS

Joseph Castellano, full time
Garin Eisele, full time
Farrah Gray, full time
James Hazeldine, full time
Paul Altmeyer, part time
Kevin Brady, part time
Benjamin Campbell, part time
Terence Gallagher, part time
James Lorusso, part time
Jamie Masterson, part time
James Vinson, part time

SPECIAL POLICE OFFICERS

William Berardinelli
Coleman Bushnell
Hilary Cohen
Louis Droste
Leo Ethier
Farrah Gray
Jack Hathaway
John W. Holmes
James Kozak
Edward Nolan
Lance Pickering
Viriato Sena
Charles H. Stone, III
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

Shawn Dooley, EMT
Charlotte P. Giovanella, Paramedic, full time
Mark Haigh, Paramedic
Seth F. Hamilton, Paramedic, full time
Stephen R. Hamlin, EMT, full time
Kate L. Howarth, EMT
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

Joseph Sebastiano	2014
Jeffrey Chalmers	2015
Michael Kulesza	2016
Christopher Wider	2017
Robert Luciano	2018

ASSOCIATE MEMBER

Jason Vanderpool	2014
Donald Hanssen	2014

CAPITAL OUTLAY COMMITTEE

Raymond Ewer	2014
Susan Jacobson	2014
Mary Ann Smith	2014
Christopher Allen	2015
Paul Cochran	2015

COMMUNITY PRESERVATION COMMITTEE

Betsy Pyne, Precinct 1	2014
Cynthia Andrade, Precinct 3	2014
Paul Terrio, Precinct 2	2016
Michael Kuleza, At-Large	2014

CONSERVATION COMMISSION

Daniel Crafton	2014
Joyce Terrio	2014
John Weddleton	2015
John Wayne, resigned	2015
Michelle Lauria	2016
Patrick J. Touhey	2016

COUNCIL ON AGING

Jason Taleran	2014
Charlotte Howard	2014
Charlotte Pfischner	2014
Richard Connors	2015
Thomas Mirabile	2015
Janice Axberg	2015
William Atwater	2016
Elisabeth Vallee	2016
Barbara Phillips	2016

CULTURAL COUNCIL

Deanna Grimm	2014
Elizabeth Tedoldi	2014
Richard Tedoldi	2014
Beth Obara	2015
Madeleine Bolger	2016
Robin Wessman	2016

DESIGN REVIEW BOARD

Mary Lou Navin, resigned	2014
David J. LaPointe	2016

HISTORICAL COMMISSION

Geraldine Tasker	2014
Marcia Johnston	2015
Barbara Bartholomew	2015
Betsey Whitney	2015
Sandra Paquette	2016
M. Elizabeth Pyne	2016
Gail Sullivan	2016

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

Thomas Cleverdon	2014
R. William Conklin	2014
Scott Dittrich	2014
James Lehan	2014
Sandra Smith	2014
William Crump	2015
Mark Henney	2015

NORFOLK COUNTY ADVISORY BOARD

John J. McFeeley	2014
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REGISTRAR OF VOTERS

John J. McFeeley –D, resigned	2014
David Rosenberg – D, appointed	2014
Girard St. Amand- R	2015
Mary Ellen Horgan-Currier – D	2016

VETERANS SERVICES

R. William Conklin	2014
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BOARDS AND COMMITTEES

Appointed by the Board of Selectmen

CORRECTIONS ADVISORY COMMITTEE

Kevin Roche	2014
Gail Andersen	2014

ENERGY COMMITTEE

Andrew Bakinowski	2014
Mary Jackson	2014
Raymond Angelone	2015
Lynn Gilleland	2016
Thomas Currier	2016

INSURANCE ADVISORY COMMITTEE

Scott Bragdon	2014
Neil Cross	2014
James Dyer	2014

NORFOLK ELEMENTARY SCHOOL TRUST

Karen Casper 2014
Stacey Forte 2014
Mark Gafur 2014
Elizabeth Squires 2014
Jennifer Troutman 2014
Elizabeth Gebhard 2016

SOUTH WEST AREA PLANNING COUNCIL

Walter Byron 2014
Robert Nicodemus 2014

ZONING BYLAW STUDY COMMITTEE

Robert Nicodemus Dec. 2013
Walter Byron Dec. 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

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

ECONOMIC DEVELOPMENT COMMITTEE

Robert Nicodemus 2014
Walter Byron, resigned 2014
Lori Scholl 2014
Anne Marie Battistone 2014
Gregory Mirliss, resigned 2014

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

PLANNING BOARD, ASSOCIATE MEMBER

Gregory Mirliss, resigned 2014

**GENERAL
GOVERNMENT**

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, Robert Garrity, Scott Bugbee, and James Lehan 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. James Lehan was re-elected to the Board in May 2013. The meetings are usually held twice a month at 7pm 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.

We are happy to report that the conservative and prudent management of the town's finances; forced in part due to continued state funding challenges, has resulted in greatly improved efficiencies in the delivery of town services and has allowed the Selectmen and Town Meeting to authorize, for the first time in a long time, some necessary expansions to staffing and services.

In 2013 the town authorized a new position in Town Hall, a Town Planner which will work with the Conservation Commission and Planning, Zoning, and Health Boards to streamline many of the development processes. This position will also allow for the development of consistent and sensible approaches to development which will allow the community to thoughtfully expand our tax base as well as ensure we retain the semi-rural character that brought many to Norfolk in the first place.

Continuing the professionalization of Town management, we have built on the successful creation of a town Human Resources position by expanding this position to full time. Since the creation of the position a couple of years ago, the incumbent, Scott Bragdon has proved instrumental in keeping town employee benefits costs down while providing employees with better coverage.

Given the consistent reductions or flat "local aid" appropriations from the state – we are approximately \$700,000 below the amount provided prior to 2006 – the town has remained economically viable through prudent management, efficiencies of operation, and increased commercial and residential development. Some highlights over the past several years include the development a solar field on the old town landfill which has reduced the town's energy bills by over \$200,000; the ability to deposit \$500,000 into our stabilization account for the first time in a decade; and a trend over the last several years of gradually increasing funding for snow and ice removal to avoid large deficit expenditures that we must struggle to cover at year's end.

Board Members Jim Lehan and Scott Bugbee have done an excellent job working with the school committees which constitute such a large part of our annual budget. In particular, our regional high school system remains a challenge due to a number of factors including state laws which result in different per-pupil costs for the three towns in the district, and a burgeoning regular and special education population. The Norfolk Public Schools have done an excellent job dealing with relatively flat or minimal increases while the King Philip system has required significant infusions of resources over the past several years. Increased cooperation between the three member towns would go a long way toward easing budget difficulties and ensuring our children have the best education we can provide, from pre-K, through graduation.

Along those lines it has been very gratifying to see the successful development of our regional emergency communication center, the Metacomet RECC. The RECC should be fully online in Fiscal Year 2015, with member towns Norfolk, Wrentham, Plainville and Franklin providing resources and staffing. The RECC is governed by a board made up of the professional management of the member towns, and is, as of this writing, still in the process of selecting a location for their facilities. We hope this process will serve as a template for future collaboration with our neighbors; particularly those with which we share a regional school.

The Board would like to extend our thanks and appreciation for the dedication and service of our fire and police professionals. Both chiefs and their departments have been resourceful in dealing with our budget constraints, and we are pleased that this year we have been able to support enhanced

call-back programs in fire, and the addition of another office on the police side. The Board hopes we will be able to address the significant facilities questions that plague the departments in the near future.

Likewise, we are grateful to all Norfolk's public servants; from DPW staff who answer the call in the middle of the night to plow or repair water mains, to stalwart town hall employees who have provided the towns with literally decades of service. The dedication of our hardworking employees, managers, and elected board members make Norfolk the community it is.

Recognizing as well the debt we owe to our men and women under arms, in November the Board accepted the gift of a POW/MIA chair which is on display in the Selectman's Meeting room of Town Hall. The chair is displayed with American and POW/MIA flags generously donated by Millis Amvets, and will be displayed along with a plaque commemorating the over 91,000 men and women who have gone Missing in Action since World War I. The chair will remain ever vacant as a tribute to those missing servicemen and women, and represents our hopes for their eventual return home.

The Board would be remiss if we did not give particular thanks to Town Administrator Jack Hathaway, and our Executive Assistant Marian Harrington. Jack has served Norfolk as Administrator for over a decade and is an invaluable resource to us in our service to the town, and Marian's decades of service to Norfolk inform her seemingly limitless knowledge of past town practices. They are truly assets to our Board.

In closing, we would reiterate our thanks to the scores of volunteers who give their time and themselves to make our community a better place. From volunteer service on Boards or Committees, to donating time to the library, the Council on Aging, youth sports or service groups, our town is run by those who show up. Thank you for your service, and for those who aren't yet among that number – we'd love to see you!

Respectfully Submitted

Rob Garrity, Chairman

ANNUAL REPORT OF THE TOWN CLERK

To the Residents of Norfolk,

Thank you!

For the past three years I have had the privilege of serving as your Town Clerk. It has been an honor getting to know the people of this community and helping them in a variety of different ways. I could not have accomplished most of these things without my Assistant Town Clerk, Carol Greene. Together, we were able to make a tremendous amount of changes to the Clerk's office increasing efficiencies and saving money.

I have enjoyed each and every day working for you in the role of Clerk and, while I will miss it, I am excited to serve you as your Representative on Beacon Hill. I look forward to helping the citizens of Norfolk at the state level for many years to come. If there is ever anything I can do for you, please do not hesitate to contact me.

Once again, thank you for your support and faith in me; I promise I will not let you down.

Warmest regards, Shawn Dooley

+++++

2013 continued a busy cycle in the Town Clerk's office with four elections, two Town Meetings, and continued office updates and improvements. I would like to take this time to thank 2 wonderful individuals from the Senior Work Program, Carol O'Connor and Lois Boucher. Both of these women have been invaluable and I am very fortunate to have their help in the office. I would also like to say special thanks to Deborah McGonagle, Norfolk's Deputy Election Warden, and the election staff of over 50 individuals. Without their continued commitment and service, the elections would not run as smoothly and efficiently as we have come to appreciate and enjoy. I also extend my thanks to the DPW, the School Department, and the Police Department for their valued assistance in the election process.

VITAL STATISTICS

Births	71
Deaths	62
Marriages	25

VOTER REIGISTRATION

The Town Clerk acting in the capacity as a Registrar of Voters held four late night voter registration sessions pursuant to Chapter 51, Section 28 of the Massachusetts General Laws. There are currently 6,614 voters in the Town of Norfolk.

ANNUAL TOWN ELECTION

Pursuant to the Warrant for 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 Gymnasium at the Freeman Kennedy School, 70 Boardman Street in Norfolk on Tuesday, April 30, 2013. Polls were open from 7:00am until 8:00pm. A total of 3,209 voters cast their ballots with the following results:

MODERATOR FOR ONE YEAR

Blanks	423
Carolyn C. Van Tine*	1125
Write-In	24

SELECTMAN FOR THREE YEARS

Blanks	382
James C. Lehan*	1152
Write-In	38

ASSESSOR FOR THREE YEARS

Blanks	487
Kathleen J. Mullineaux*	1077
Write-In	8

BOARD OF HEALTH FOR THREE YEARS

Blanks	471
Jeffrey Kane*	1092
Write-In	9

CONSTABLE (ONE) FOR THREE YEARS

Blanks	199
Daniel L. Fallon	579
Mark E. Flaherty*	789
Write-In	5

HOUSING AUTHORITY FOR FIVE YEARS

Blanks	436
Robert J. Shannon*	1128
Write-In	8

LIBRARY TRUSTEE FOR THREE YEARS

Blanks	468
Kenneth W. Nelson*	1095
Write-In	9

PLANNING BOARD (TWO) FOR THREE YEARS

Blanks	1375
Jeffrey T. Palumbo*	896
Walter J. Byron*	864
Write-In	9

RECREATION COMMISSION FOR THREE YEARS

Blanks	3042
Richard Burns*	11
Write-In	91

NORFOLK SCHOOL COMMITTEE FOR THREE YEARS

Blanks	452
Shawn C. Dooley*	1101
Write-In	19

*Declared elected

SPECIAL STATE PRIMARY

Pursuant to the Warrant for a Special State Election, the inhabitants of Precincts 1, 2, and 3 of the Town of Norfolk qualified to vote in town affairs assembled in the Gymnasium at the Freeman Kennedy School, 70 Boardman Street in Norfolk on Tuesday, April 30, 2013. Polls were open from 7:00am until 8:00pm. A total of 1,647 voters cast their ballots with the following results:

SENATOR IN CONGRESS

Democratic
Stephen F. Lynch 333
Edward J. Markey 342
All Others 2

Republican
Gabriel E. Gomez 124
Michael J. Sullivan 96
Daniel B. Winslow 748
All Others 2

SPECIAL STATE ELECTION

Pursuant to the Warrant for a Special State Election, the inhabitants of Precincts 1, 2, and 3 of the Town of Norfolk qualified to vote in town affairs assembled in the Gymnasium at the Freeman Kennedy School, 70 Boardman Street in Norfolk on Tuesday, June 25, 2013. Polls were open from 7:00am until 8:00pm. A total of 2,149 voters cast their ballots with the following results:

SENATOR IN CONGRESS

Blanks	2
Gabriel E. Gomez	1381
Edward J. Markey	752
Write-In	14

SPECIAL STATE PRIMARY

Pursuant to the Warrant for a Special State Election, the inhabitants of Precincts 1, 2, and 3 of the Town of Norfolk qualified to vote in town affairs assembled in the Gymnasium at the Freeman Kennedy School, 70 Boardman Street in Norfolk on Tuesday, December 10, 2013. Polls were open from 7:00am until 8:00pm. A total of 198 voters cast their ballots with the following results:

REPRESENTATIVE IN GENERAL COURT

Democrat	
Blanks	3
Edward J. McCormick III	81
Republican	
Blanks	3
Shawn C. Dooley	111

Norfolk Town Meeting
Tuesday May 7-8, 2013
King Philip Middle School
18 King Street, Norfolk, MA 02056

The meeting was called to order at 7:08pm by Town Moderator, Carolyn Van Tine, Esq. Colors were presented by the Norfolk Boy Scouts Pack 80.

Madame Moderator introduced the Town Clerk, Assistant Town Clerk, Board of Selectmen, Town Counsel, and the Town Administrator. She then introduced Patrick Snead, Chair of the Advisory Board who introduced the members of the Advisory Board. Madame Moderator then went through the rules of Town Meeting and explained the process of speaking at Town Meeting. Jay Talerman was appointed Deputy Moderator by Madame Moderator. Paul Terrio and David Lutes were sworn counters.

There were 172 Registered Voters in attendance.

Mr. Patrick Snead presented Mr. Marc Waldman with a plaque honoring him for his 22 years of service on the Advisory Board. Mr. Marc Waldman will be retiring from the Advisory Board after this Town Meeting and will be moving to South Boston.

Town Administrator recognized Police/Fire Dispatcher Joseph Castellano for being awarded the 9-1-1 award for outstanding performance in the line of duty. He also honored Officer Nathan Fletcher and Officer Glen Eykel for their work in assisting in the capture of the second Marathon bomber as a part of Metro-LEC.

ARTICLE 1 The Annual Town Election was held on the April 30, 2013 in conjunction with the U.S. Senate Primary.

The following offices were elected: Moderator for a one year term: Carolyn C. Van Tine; Selectman for a three year term: James Lehan; Assessor for a three year term: Kathleen Mullineaux; Constable for a three year term: Mark Flaherty; Board of Health member for a three year term: Jeffrey Kane; Member of the Housing Authority for a five year term: Robert Shannon; Library Trustee for a three year term: Kenneth Nelson; Planning Board members for three year terms: Walter Byron and Jeffrey Palumbo; Recreation Commission members for three year terms: Richard Burns and; Norfolk School Committee member for a three year term: Shawn C. Dooley.

ARTICLE 2 Indefinitely Postponed by Unanimous Vote

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 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, 2013; or take any other action relative thereto.

ARTICLE 4 Approved by a majority voice vote

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 Approved All Non Held Articles Unanimously

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)

Held Articles are listed with the vote on each individual article below the heading.

		<u>FY14</u>	<u>Change</u>	<u>%</u>
GENERAL GOVERNMENT				
Moderator				
	Salary			
	Expense	\$49		
	Total	\$49	\$0	0.0%
Selectmen/Town Admin.				
UNANIMOUS				
	Salary	\$213,247		
	Expense	\$29,000		
	Total	\$242,247	\$8,247	3.5%
Advisory				
	Salary	\$7,500		
	Expense	\$6,000		
	Sub Total	\$13,500	\$900	7.1%
	Reserve Fund	\$50,000		
	Advisory Board Total	\$63,500	\$900	1.4%
Municipal Finance				
UNANIMOUS				
	Salary	\$524,960		
	Expense	\$140,260		
	Audit	\$43,000		
	Total	\$708,220	\$36,277	5.4%
Board of Assessors				
	Salary	\$0		
	Recertification	\$0		
	Expense	\$15,500		
	Total	\$15,500	(\$11,000)	-41.5%
Town Counsel				
MAJORITY				
	Retainer Fees	\$80,000		
	Total	\$80,000	\$0	0.0%
Human Resources				
MAJORITY				
	Salary	\$85,176		
	Expense	\$2,500		
	Total	\$87,676	\$26,835	44.1%
Information Technology				
UNANIMOUS				
	Salary	\$40,000		
	Expenses	\$60,000		
	Total	\$100,000	\$0	0.0%
Tax Title/Foreclosure				

	Expense	\$10,000		
	Total	\$10,000	\$0	0.0%
Facilities Management				
UNANIMOUS	Salary	\$53,516		
	Facilities Management Expense	\$534,745		
	Total	\$588,261	(\$149,314)	-20.2%
(INFORMATIONAL)				
	Expense	\$3,200	\$0	0.0%
	Town Hall	\$119,430	(\$13,270)	-10.0%
	Senior Center	\$38,115	(\$4,235)	-10.0%
	Old Town Hall & Garage	\$4,000	(\$3,850)	-49.0%
	P/F Station	\$90,000	(\$20,000)	-18.2%
	Solar Power Generation	\$100,000	\$0	0.0%
	Elementary Electricity	\$100,000	(\$100,000)	-50.0%
	Library	\$80,000	(\$14,050)	-14.9%
	Sub-Total	\$534,745	(\$155,405)	-22.5%
Town Clerk				
Elections	Salary	\$108,452		
Voter Registration	Expense	\$36,076		
UNANIMOUS	Total	\$144,528	\$6,296	4.6%
Conservation				
	Salary			
	Expense	\$12,240		
	Total	\$12,240	\$140	1.2%
Planning Board				
	Salary			
	Expense	\$30,000		
	Total	\$30,000	(\$4,560)	-13.2%
Zoning Board of Appeals				
	Salary			
	Expense	\$60		
	Total	\$60	\$0	0.0%
Planning and Development				
UNANIMOUS	Salary	\$136,722		
	Expense	\$16,500		
	Total	\$153,222	\$35,093	29.7%
Town Reports				
	Expense	\$3,300		
	Total	\$3,300	\$0	0.0%
GENERAL GOVERNMENT		\$2,238,803	\$ (51,086)	-2.2%
PUBLIC SAFETY				
Police				
UNANIMOUS	Salary	\$1,960,000		
	Expense	\$118,750		
	Total	\$2,078,750	\$107,901	5.5%

Fire & Ambulance				
UNANIMOUS	Salary	\$1,232,056		
	Expense	\$75,575		
	Total	\$1,307,631	\$48,651	3.9%
Ambulance Billing	Expense	\$16,000		
	Total	\$16,000	\$0	0.0%
Building Dept.				
UNANIMOUS	Salary	\$219,419		
	Expense	\$6,500		
	Total	\$225,919	\$10,889	5.1%
Weights & Measure				
	Salary			
	Expense	\$850		
	Total	\$850	\$0	0.0%
Emergency Management				
	Salary	\$700		
	Expense	\$900		
	Total	\$1,600	\$0	0.0%
Animal Inspector				
	Salary	\$2,350		
	Expense	\$200		
	Total	\$2,550	\$35	1.4%
Animal Control				
	Salary	\$47,694		
	Expense	\$6,000		
	Total	\$53,694	\$4,194	8.5%
Fire/Police Comm				
	Salary	\$240,229		
	Expense	\$6,500		
	Total	\$246,729	\$8,629	3.6%
Total Public Safety		\$3,933,723	,299	4.8%
EDUCATION				
	Norfolk Elementary	\$9,906,184	\$348,843	3.7%
	UNANIMOUS			
	King Philip Regional (Operating)	\$7,093,834	\$525,469	8.0%
	MAJORITY			
	Norfolk Agricultural School	\$10,000	\$4,000	66.7%
	Tri-County	\$589,226	\$83,980	16.6%
	Total Education	\$17,599,244	962,292	5.8%
PUBLIC WORKS				
DPW Administration				
	Salary	\$131,675		
	Expense	\$74,900		
	Total	\$206,575	\$7,852	4.0%

Highway UNANIMOUS	Salary	\$213,396		
	Expense	\$99,731		
	Total	\$313,127	\$22,664	7.8%
Vehicle Maintenance MAJORITY	Salary	\$133,445		
	Expense	\$110,938		
	Total	\$244,383	\$18,836	8.4%
Grounds Municipal UNANIMOUS	Salary	\$176,366		
	Expense	\$66,281		
	Total	\$242,647	\$27,175	12.6%
Grounds - Cemetery	Salary	\$15,279		
	Expense	\$5,613		
	Total	\$20,892	(\$10,252)	-32.9%
Custodian of Veteran Graves	Salary	\$700		
	Expense	\$1,500		
	Total	\$2,200	\$0	0.0%
Tree Warden	Salary			
	Expense			
	Total	\$0	\$0	0.0%
Shade Tree	Expense			
	Total	\$0	\$0	0.0%
Total Public Works		\$1,029,824	66,275	6.9%
SHARED/FIXED COSTS (Administered by DPW)				
Road Program MAJORITY	Total	\$1	\$0	0.0%
Landfill	Expense	\$90,605		
	Total	\$90,605	\$0	0.0%
Snow & Ice	Expense	\$150,000		
	Total	\$150,000	\$25,000	20.0%

Street Lighting				
	Expense	\$40,578		
	Total	\$40,578	\$0	0.0%
Town Vehicle Fuel				
	Expense	\$100,984		
	Total	\$100,984	\$0	0.0%
	Total Shared / Fixed Costs	\$382,168	25,000	7.0%
Transfer Station				
Transfer Station				
UNANIMOUS	Salary	\$213,145		
	Expense	\$156,017		
	Total	\$369,162	(\$22,858)	-5.8%
	Total Transfer Station	\$369,162	(22,858)	-5.8%
HUMAN SERVICES				
Board of Health				
	Salary			
	Expense	\$17,600		
	Total	\$17,600	\$0	0.0%
Special Programs				
UNANIMOUS	SNCARC	\$4,025		
	Total	\$4,025	\$0	0.0%
Council on Aging				
UNANIMOUS	Salary	\$118,211		
	Expense	\$5,281		
	Total	\$123,492	\$7,901	6.8%
Veteran's Services				
	Salary	\$5,700		
	Expense	\$15,000		
	Total	\$20,700	\$0	0.0%
	Total Human Services	\$165,817	\$ 7,901	5.0%
CULTURE AND RECREATION				
Library				
UNANIMOUS	Salary	\$374,538		
	Expense	\$128,598		
	Total	\$503,136	\$33,076	7.0%
Recreation				
	Salary	\$83,200		
	Expense	\$500		
	Total	\$83,700	\$3,400	4.2%
Historical Commission				
	Expense	\$250		
	Total	\$250	\$0	0.0%
Memorial Day				

	Expense	\$750		
	Total	\$750	\$150	25.0%
	Total Culture & Rec.	\$587,836	36,626	6.6%
FIXED COSTS				
	Employee Benefits UNANIMOUS	\$3,543,485	\$58,077	1.7%
	Building/Liability Insurance	\$300,000	\$15,000	5.3%
	Total Fixed Costs	\$3,843,485	73,077	1.9%
Sub Total				
DEBT SERVICE (KP not Included)				
UNANIMOUS	Exempt Debt	\$1,789,182	(\$276,402)	-13.4%
	King Philip Exempt Debt	\$847,759	(\$11,975)	-1.4%
	Non - Exempt Debt Service	\$573,000	(\$1,303)	-0.2%
	Total Local Debt Service	\$3,209,941	(289,680)	-8.3%
TOTAL OPERATING BUDGET		\$ 33,360,003		3.1%
REVENUES				
	Municipal Tax Revenue	\$23,352,966		
	Local Receipts	\$2,973,767		
	State Aid	\$3,937,414		
	Override	\$0		
	General Fund Excluded Revenue & SBAB Funding	\$2,636,941		
	Other Sources	\$458,916		
	Total Operating Budget Sources	\$33,360,004		
	Surplus / (Deficit)	\$0		

ARTICLE 6 Approved Unanimously

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 Approved by a hand count vote of 65 to 40
Amended by Robert Garrity:**

Article I, section 7.D.2. Is hereby amended by inserting at the end thereof the following new sentence:

"Clause A may be suspended for an individual article upon a majority vote of town meeting."

ARTICLE 8 Approved Unanimously

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 Approved Declared 2/3 Majority

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 R.t 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 13 (Moved per request by Advisory Board)
Approved by Declared 2/3 Majority**

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 10 Approved 2/3 Majority by a hand count vote of 61 yea to 16 nay.

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 1a, 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.

The Town Clerk moved to adjourn the meeting at 11:02 pm and to resume at 7:00 pm on May 8, 2013 at the King Philip Middle School.

+++++

Second night of Town Meeting is called to order by Moderator Carolyn Van Tine at 7:02 pm on May 8, 2013 at the King Philip Middle School. Sworn Counters for the second night of Town Meeting are Michael Gee and Andrew Bakinowski. 98 Registered Voters were in attendance.

ARTICLE 11 Approved by declared 2/3 voice vote

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 Motion fails per hand count 25 yea to 51 nay.

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 14 no motions or votes required
Standing Committees appointed by the Town:**

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 15 Approved Unanimously

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 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 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 **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 18 **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 19 **Approved Majority**

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 **Indefinitely Postponed Unanimously**

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 **Approved Unanimously**

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 **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 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 **Approved Unanimously**

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 **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 25 **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 26 **Indefinitely Postponed Unanimously**

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 **Approved Unanimously**

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.

Motion made by the Town Clerk to dissolve Town Meeting. Motion was seconded and approved unanimously.

Town Meeting dissolved at 9:40pm

MINUTES FOR THE
NORFOLK SPECIAL TOWN MEETING
November 19, 2013

On Tuesday, the 19th day of November, 2013, at 7:10 p.m. Moderator Carolyn Van Tine called the Special Town Meeting to order. This meeting was held at the King Philip Middle School, 18 King Street, Norfolk, MA 02056. Madame Moderator then led the audience in the Pledge of Allegiance. This was followed by introductions of the Town Clerk, Assistant Town Clerk, Selectmen, Town Manager, Town Counsel, and the Advisory Board.

Madame Moderator then instructed the citizens on the rules of Town Meeting. Paul Terrio and Hillary Cohen were sworn in as vote counters. There were 67 registered voters in attendance.

ARTICLE 1 Motion Passed Unanimously

To see if the Town will vote to raise and appropriate or transfer from Free Cash: \$189,006; Conservation Commission Expenses \$3,150; Public Safety Design (capital) \$11,737; and DPW – Grounds / Lawn Care \$23,650 for a total amount of \$227,543 to be transferred to Conservation Commission Salaries \$3,150; Public Safety Septic & Parking (capital) \$11,737; Fire Department Salaries \$36,000; Fire Department Expenses \$10,244; Veteran's Agent Expenses \$15,000; Norfolk Public Schools \$100,000; DPW-Grounds Maintenance Salaries \$51,412 for a total transfer of \$227,543.

ARTICLE 2 Motion Passed Unanimously

To see if the Town will vote to approve the amount of \$803.52 payable to Vision Government Solutions (Assessors) Invoice dated November 5, 2011. This bill was not received until November 1, 2013.

ARTICLE 3

There were no Committee Reports.

ARTICLE 4 Motion to Indefinitely Postpone: Passed 38 to 14

To see if the Town will vote to transfer from Free Cash, \$50,000.00 to the Stabilization Fund; or take any other action relative thereto.

ARTICLE 5 Motion To Indefinitely Postpone: Failed 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)

ARTICLE 5 (SUBSTITUTED MOTION) Motion Passes Unanimously

Move to appropriate the sum of \$125,000 for the purpose of paying costs of acquiring Police Tasers, Norfolk Elementary School Water Heater and Fire Panel, and four (4) mowers for the Department of Public Works and to further move to appropriate the sum of \$126,890 for the purpose of paying costs of acquiring an Animal Control pickup truck and two (2) police vehicles for the Police 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 Motion Passes Unanimously

To see if the Town will vote to designate the remaining public land at Highland Lake as the Highland Grove Park to commemorate the New York and New England Excursion Park that was located there from 1875 – 1910; or take any other action relative thereto.

ARTICLE 8 (amended) Motion Passes by Declared Majority

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, Open Space Reserve, a sum of \$46,000 for the purposes of purchasing a conservation restriction on approximately 4.3 acres of the Gray property on Marshall Street (Assessors Map 19, Lot 71-1) and *the right to construct* a parking area thereon, the expenditure of said funds to be contingent to Mass. Audubon obtaining \$96,787 in funding for the purchase of said property; or take any other action relative thereto.

ARTICLE 9 Motion Passes Unanimously

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, Historic Reserve, a sum of \$12,000 to establish a formal entrance to the historic Highland Lake and Fales Memorial Park with access between 12 and 20 Main Street (Assessors Map 22, Block 7, Lot 18), including surveying, wetlands delineation, trail mapping, and parking; and to create informative sign panels at Highland Lake, City Mills, and Pondville; or take any other action relative thereto.

ARTICLE 10 Motion Passes Unanimously

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, an amount not to exceed \$200,000 from the Affordable Housing reserve, to be transferred to the Municipal Affordable Housing Trust Fund, to be used to acquire, create, preserve, and/or support affordable housing in the Town of Norfolk; or take any other action relative thereto.

ARTICLE 11 Motion Passes by Declared Majority

To see if the Town will vote to clarify the terms of election of constables in the Town of Norfolk to provide that, at the next annual election following expiration of the terms of office of the current incumbents, the Town shall vote to elect two constables, one of whom shall be elected for three years and the other of whom shall be elected for two years and, thereafter, each such office shall be filled by election for terms of three years, such that the terms of such two constables shall be staggered; or take any other action relative thereto.

A motion to Indefinitely Postpone this Article Failed by 24 to 22

ARTICLE 12 Motion Passes by Declared Majority

To see if the Town will vote to amend the Town of Norfolk General Bylaws, Article 10, Section 35, Site Work Construction Equipment, by deleting said Section 35 and replacing it as follows:

Existing Language

SECTION 35. Site Work Construction Equipment

A. No person or persons shall cause, allow or permit the operation of equipment or machinery associated with site work, construction, or demolition, or the operation of motor vehicles including dump trucks, trailer trucks, tractor units with flatbed trailers or other types of truck equipment, for the specific

purpose of loading or unloading equipment, machinery or goods, materials, substances or fluids, including trash, rubbish, or recyclable collection vehicles used to collect household waste between the hours of 7 p.m. and 7 a.m., Monday through Saturday, and all hours on Sunday and State Holidays without the expressed approval of the Board of Selectmen, and the issuance of a work permit by the Chief of Police. Such regulations shall not apply to utility companies, private contractors, or municipal workers who are making emergency repairs or deliveries that maintain or restore utility and necessary services which may be under the direction of the municipality or utility company but may do so with prior notice to the Police Department.

Proposed Language

SECTION 35. Site Work Construction Equipment

A. No person or persons shall cause, allow or permit the operation of equipment or machinery associated with site work, construction, or demolition, or the operation of motor vehicles including dump trucks, trailer trucks, tractor units with flatbed trailers or other types of truck equipment, for the specific purpose of loading or unloading equipment, machinery or goods, materials, substances or fluids, including trash, rubbish, or recyclable collection vehicles used to collect household waste between the hours of 7 p.m. and 7 a.m., Monday through Saturday, and all hours on Sunday and all hours on the following Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day and Christmas, without the express approval of the Town Administrator and the issuance of a work permit by the Chief of Police. Such regulation shall not apply to utility companies, private contractors, or municipal workers who are making emergency repairs or deliveries that maintain or restore utility and necessary services under the direction of the municipality or utility company, but such work shall require prior notice to the Police Department.

or take any other action relative thereto.

ARTICLE 13 Motion Passes Unanimously

To see if the Town will vote to authorize the Board of Selectmen, in accordance with Chapter 40, Section 15 of the General Laws, to abandon, for no monetary compensation, all right, title and interest in and to two (2) certain easements, being (i) an easement created by an Agreement, dated December 4, 1979, by and between the Trustees of Lafayette Realty Trust and the Town of Norfolk, recorded with the Norfolk Registry of Deeds in Book 5688, Page 678, which Agreement references and incorporates a plan entitled "Plan of Land in Norfolk, Mass.," dated October 19, 1979, recorded with said Registry as Plan 1209 of 1979, said easement identified as "Right of Way" on the aforesaid plan; and (ii) an easement created by Grant of Easement from David P. Reilly and Kathleen M. Reilly, Trustees of the Reilly Realty Trust to the Town of Norfolk, recorded with the Norfolk Registry of Deeds in Book 31704, Page 158, which Grant of Easement references and incorporates a plan entitled "Plan of Land in Norfolk, Massachusetts," dated August 7, 2013, recorded with said Registry in Plan Book 625, Plan 29, said easement identified as "33' Wide Access Easement" on the aforesaid plan, the Board of Selectmen having determined that such easements are no longer required for public purposes; or take any other action relative thereto.

Town Clerk Shawn Dooley moved for the Special Town Meeting to be closed, Motion was seconded – Vote was unanimous to close the Town Meeting at 9:11pm.

Respectfully Submitted
Carol Greene, Acting 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.

Annual procurements designed to save municipalities time and money are a major part of SERSG’s services. Cooperative procurements for Office Supplies, Paper, DPW Supplies and Water and Sewer Treatment Chemicals were held in the spring of 2013. More than thirty different supplies are procured for the Norfolk Department of Public Works. In the fall, SERSG coordinated procurement of more than twenty categories of DPW Services.

As a participant in SERSG’s office supply contract, Norfolk now enjoys a discount of 76.52% off non-excluded office supplies in the United Stationer’s Supply wholesaler’s catalog and more than 50% off ink and toner cartridges. Based on first quarter FY14 figures, Norfolk could save more than \$50,000 annually off list prices for office supplies through the SERSG contract.

The estimated value of supplies and services procured for the Norfolk DPW totaled more than \$1 Million during 2013. 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 \$81.90 per ton for FOB cold patch asphalt and the average price available on the state bid for a nearby plant is more than \$100 per ton. A survey of five varieties of delivered stone items indicates SERSG’s prices were lower than the lowest state contract price by an average of more than \$5.50 per ton. The lowest price increment for Ultra Low Sulfur Diesel purchases on the state contract is more than 3 cents per gallon while SERSG’s increment is less than 2 cents per gallon. Taking into account these items alone, Norfolk is saving more than \$5,000 per year through the public works procurements based on estimated usage.

In addition to an annual survey on snowplowing rates and payment policies, SERSG sponsored a hoisting license training in April at a significantly reduced rate for SERSG members. A grant proposal for \$365,000 was also submitted by SERSG to develop a stormwater collaborative using funding from the Commonwealth’s Community Innovation Challenge Grant program. Grant awards will be announced in February 2014. SERSG also moved to space in Mansfield Town Hall in 2013 in an effort to save money for the organization.

Finally, monthly meetings of the Board of Directors and the Highway and DPW 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.

PUBLIC SAFETY

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 department has worked this year to research and attain a new animal control vehicle to better serve the community-both two legged and four legged. The projected date for this vehicle to be ready for service to the community is March, 2014.

This October I was voted in for a second term as the eastern Vice President for Animal Control Officer's Association of Massachusetts and I work extensively at strengthening the professionalism and education for animal control officers across the Commonwealth. This past year I also furthered my education by attending South Suburban Police Institute's Reserve Police Academy and graduated in June of 2013.

During 2013, I was also deployed through SMART (State of Massachusetts Animal Response Team) for a snow emergency on cape cod where several towns needed to shelter at local schools due to lack of electricity throughout the cape. With SMART and CCDART (Cape Cod Disaster Animal Response Team) I assisted managing a mixed use shelter for both humans and animals. It was a great learning experience and valuable information to be able to bring back to Norfolk.

Respectfully,
Hilary Cohen

Cruelty/Neglect investigations:	16	Abandonment:	1
Surrenders:	3	Wellbeing checks:	2
Domestic Animals v. motor vehicle:	7	Wildlife v motor vehicle:	43
Wildlife interaction:	10	Loose dogs:	45
Lost cat reports:	11	Stray cats:	15
Adoptions:	3	Loose livestock:	13
Nuisance Barking:	8	Noise complaint:	2
Aggression complaint:	8	Rabies concerns:	7
Dog bites to human:	5	Dog bites to other:	12
Animal rescues :	6	Misc. Nuisance:	25
Illegal trapping:	1	Illegal possession:	5 (wildlife)
Wildlife concerns :	24	Bats in house:	3
Rabies concerns:	7	Mutual Aid:	7
Bear sighting:	1	Pet abuse protection:	0
Verbal/written warnings:	112	Citations:	24
Public hearings:	1	Arrest:	1
Felony charges:	1	Appeals:	0
Euthanasia of dangerous dog:	2	micro chip clinics:	1
Wildlife in house:	7	Emergency deployment:	1
Livestock complaint:	2	Wildlife complaint:	4

FIRE DEPARTMENT

Norfolk's demand for emergency services totaled 1,500 calls this past year. This represents a 28% increase from ten years ago and 48% increase in services requested from 1993.

The Department's continuing emphasis on training included five firefighters becoming State certified as Fire Officers ensuring any future vacancy can be readily filled by qualified staff. This group consisted of Firefighter/Paramedics Mark Amiot, Kevin Brady, Charlotte Gionvanella, Seth Hamilton, Thomas Nicholas and Firefighter/EMT Shawn Dooley. Firefighter/Paramedics Mark Amiot, Kevin Brady and Charlotte Gionvanella also attained State certification as a Fire Instructor I. Specialized Departmental training consisted of programs provided by NSTAR for electrical hazards, Solar panels by Constellation Energy, Apollo Safety for gas metering, MIIA for Defensive Driving (all staff attended the mandatory program) and the Massachusetts Fire Academy for structural hazards and hazardous materials. Also the Department conducted two full day training programs: "live fire" training in structures slated for demolition on Leland Road and firefighter competencies for interior firefighting and pump operation.

A welcomed enhancement to the Department's apparatus witnessed the "refurbishing" of Ladder 1. Manufactured in 1998, the ladder truck was projected for refurbishment in 2007 at a cost of approximately \$200,000. Through the concerted efforts of the Department of Public Works (DPW) Vehicle Maintenance Division the work was completed at a fraction of the cost. Work included sanding and sealing the chassis, repairing deteriorating body components, resealing hydraulic components, new emergency lighting, repainting. Also Tank 1, which serves the areas lacking hydrants and responds for all brush fires, had new portable water tanks installed along with body modifications to accommodate this equipment.

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. Ten years of ALS can attest to **1,083** patients whose medical outcomes were enhanced by the firefighter/paramedics.

Call firefighter staffing was increased with the hiring of Firefighter/EMT Kate Howarth.

Inspections performed by the Department (690) again increased 23% given the Village at River's Edge development. Included were 164 Permits issued for residential re-sale documenting smoke and carbon monoxide detectors; 101 commercial buildings; 86 Permits for new fire alarms installed; 66 LPG storage; 35 new oil burner installations and 43 general inspections. The remaining inspections included Permits issued, e.g. "hot work", fire alarm shut down, storage of flammable/combustible materials, agricultural burning; performing fire drills; and plan reviews for construction. Also 44 child car seat installations were completed.

After several years of discussion with the Archdiocese of Boston, which maintains ownership of the former Southwood Hospital site, the issuance of an Order, supported by State Fire Marshal Stephen Coan and the Building Commissioner, coordinated through the Town Administrator; work was initiated to raze two unsafe buildings, remove collapsing brick facade and clear the property of several remaining abandoned underground fuel oil tanks, brush and debris. The Order was issued after a hazardous materials incident in August.

Community service remains a hallmark of the Department as members participated in Community Day serving hot dogs and hamburgers; Annual Open House for Fire Prevention Week; Norfolk Community League's Haunted Train Ride; Annual Senior Holiday Dinner and the Santa Parade. Also the Department was fortunate to receive significant donations from two local businesses, DiPlacido Development which contributed a ventilation saw and MAS Bridge who funded the re-lettering of the ladder truck after refurbishment.

Fortunately the community suffered only one serious fire during the year. A residential structure fire at 18 Ash Road caused extensive fire and smoke damage rendering the home uninhabitable. A child was evaluated for smoke inhalation, but fortunately not injured. A smoke detector alerted occupants and saved their lives allowing for escape. While the fire's cause was not determined, it was considered to be accidental.

Analysis of the 1,500 emergency responses continues to showing over 60% being for emergency medical assistance, such as difficulty breathing, cardiac conditions, allergic reactions or trauma from accidents. This year's significant incident review presents:

Significant Fire/Incident Review – 2013

1-2 – Mutual Aid to Wrentham, Joe's Rock, West Street, search: Chief Bushnell served as part of the command staff as the Norfolk County Technical Rescue Team extricated a injured hiker, Engine 2 covered the Wrentham Station.

1-14 – Mutual Aid to Bellingham, 65 Ruth Ellen Avenue, Working Fire: Engine 2 assisted.

1-18 – Mutual Aid to Wrentham, KPSrHS, electrical fire in kitchen: Engine 2 assisted on scene. Returning from Wrentham, dispatched to a fire at **MCI-Norfolk**, Maintenance Building, fire in the welding shop. Mutual aid provided by Walpole, ladder and Wrentham, engine. While at this incident, Norfolk Rescue 2 dispatched to a medical at **River's Edge**.

1-26 – **2 Union Street**, Federated Church: leaking fuel oil tank. Engines 1 and 2 continued leak.

2-8/9 – **BLIZZARD**: during 15 hours, Department responded to 15 emergencies: 9 EMS, 3 wires down, car into a residence, fire alarm activation and gas leak.

2-10 – Mutual Aid to Wrentham, Premium Outlets, South Street: gas leak. Ladder 1 assisted.

2-11 – Mutual Aid to Wrentham, KPSrHS, gas leak: Ladder 1 responded, leak caused by drifting snow on roof, assisted clearing the roof area.

3-11 – Mutual Aid to Millis, Orchard Street, chimney fire: Ladder 1 assisted at scene

3-22 – Mutual Aid to Franklin, Stone Ridge Drive, working fire: Engine 2 assisted at scene.

4-21 – Mutual Aid to Wrentham, 220 Dedham Street, vehicle accident with extrication: Engine 1 assisted at scene; Rescue 2 transported patient to LZ at KPSrHS, LZ staffed by Chief Bushnell.

4-28 – Mutual Aid to Medway, 2nd Alarm: Engine 2 covered Medway #2; Mutual Aid to Franklin, 687 Pleasant Street, LPG leak: Engine 1 stopped leak (Walpole engine covered Norfolk); **81 Highland Lake Drive**, brush fire: Squad 1 & Walpole engine; **Rockwood Road**, EMS: Walpole engine responded with Wrentham ambulance. Incidents occurred within 40 minutes.

5-9 – Mutual Aid to Millis, 173 Orchard Street, house struck by lightning: Ladder 1 assisted.

5-11 – **Pondville Corrections**, attic fire: Engines 1, 2 & Ladder 1 responded, fire directed by Wrentham Fire Chief McMorrow. Mutual aid received from Wrentham and Walpole with engine companies, Foxboro covered Norfolk. Damage confined to attic/roof.

6-7 – **Medway Branch, Transfer Station**, dumpster fire: Engine 2 and Tank 1 extinguished fire in 40 yard roll off container.

7-4 – Mutual Aid to Wrentham, 48 Cypress Road, reported house fire with person trapped: Engine 2 extinguished oil fire, person had self evacuated. Wrentham committed in Sheldonville.

7-5 – **8 Park Street**, HAZMAT: reported chemical odor in area traced to residential garage where pesticides had been spilled. Engine 2 and Rescue 2 responded, Mutual Aid provided by Wrentham with Chief McMorrow and a Ladder company, on scene time 2 hours.

7-20 – **368 Main Street**, Motor Vehicle Accident: passenger flown by MEDFLIGHT from St. Jude LZ. Engine 1 and Rescue 2 responded to the accident, Ladder 1 covered the LZ. During incident Rescue 1 responded to an EMS call on **Old Populatic Road**.

8-22 – Mutual Aid to Millis, 246 Plains Road, oil burner fire: Ladder 1 assisted at scene.

8-25 – Mutual Aid to Bellingham, 22 Central Blvd., 2nd Alarm: Engine 2 assisted on scene.

8-26 – **111 Dedham Street**, former Southwood Hospital property, HAZMAT: 2 police officers were treated for exposure to illegally disposed materials in a vacant building. The Department of Fire Services, Hazardous Materials Team and DEP responded.

9-3 – Mutual Aid to Wrentham, KPSrHS, gas leak: Engine 2 assisted on scene.

9-5 – **Pine & Everett Streets**, pedestrian struck: MEDFLIGHT flew patient from LZ at MCI-Norfolk, 2nd patient transported to Norwood. Squad 1, Engine 2, Rescues 1 & 2 responded.

9-13 – **Medway Branch**, Transfer Station, 40 yard roll off container fire: Engines 1 & 2 responded, Engine 1 laid 800' of supply line to hydrant on Medway Branch, on scene two hours.

9-14 – Mutual aid to Wrentham, Aggregate Industries, 2nd Alarm, asphalt plant fire: Engine 2 and Tank 1 responded assisting on scene.

9-26 – Mutual aid to Franklin, 13-25 Main Street, working fire: Engine 2 assisted on scene.

10-7 – Mutual aid to Wrentham, KPSrHS, electrical fire: Engine 2 assisted venting smoke.

10-11 – Mutual aid to Millis, 1463 Main Street, working fire: Engine 2 provided supply line.

10-24 – Mutual aid to Bellingham, 10 Highland Road, 2nd Alarm: Engine 2 assisted on scene.

10-25 – **18 Ash Road**, working fire: fire on first floor caused heavy damage. Engine 1 & 2 responded with Rescue 2, crew evaluated youth for smoke inhalation. Mutual aid provided by Franklin, tower ladder, Wrentham & Millis with engine companies, Foxboro covered the Norfolk station. Responding from this scene mutual aid to Franklin was Engine 1 with the Franklin tower ladder for fire at the Incontro Restaurant, 860 West Central Street.

10-28 – Mutual aid to Franklin, 18 Christine Lane, shed & brush fire: Engine 2 provided supply line to Franklin engine and stretched hoseline to extinguish shed fire. Squad 1 also responded.

11-7 – Mutual aid to Wrentham, 35 Jennifer Lane, basement fire: Engine 2 assisted on scene.

11-16 – Mutual aid to Franklin, 616 Pond Street, 2nd Alarm: Engine 2 assisted on scene.

11-23 – **MCI-Norfolk**, cell fire: Engine 2 extinguished small fire. While on scene mutual aid was requested by Wrentham, Zinc Spa, 60 South Street for a working fire, Engine 2 cleared and responded. Ten minutes later call back staff responded to **Fore Kicks** with Rescue 2 for an ALS transport of an injured youth.

11-26 – Mutual aid to Franklin, 5 March Way, working fire: Engine 2 crew split to treat occupant with smoke inhalation and worked fire on 1st floor.

12-4 – Mutual aid to Bellingham, 79 Douglas Drive, 2nd Alarm: Engine 2 supplied Bellingham's ladder truck and hose line to fire. Engine 2 on scene three hours.

12-10 – Mutual aid to Bellingham, 155 Irving Drive, working fire: Engine 2 assisted on scene.

12-19 – Mutual aid to Bellingham, 102 Paine Street, working fire: Engine 2 assisted on scene.

12-20 – Mutual aid to Wrentham, KPSrHS, gas leak in kitchen, Engine 2 assisted on scene.

12-26 – Mutual aid to Bellingham, 20 James Street, working fire, Engine 2 assisted on scene.

The Department wishes to thank the Police Department for their assistance; DPW; Building and Facilities Department; 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 extends our most sincere thanks to Norfolk's residents and businesses for their support, kind words and of course those baked goods for the firefighters and paramedics. Again, thank you!

Respectfully submitted,
Coleman C. Bushnell
Fire Chief

POLICE DEPARTMENT

The 2013 Police Department activities report is my twentieth as Chief of Police of the Norfolk Police Department.

Drug use is still an issue in Massachusetts starting as early as Junior High and continues for many years afterward. The need to support that habit on a daily basis coupled with the job market still down for this group of individuals makes the easiest way to support their habit is to break into homes and steal jewelry and electronics and sell them. I continually suggest to homeowners that they have an alarm system with video capability which helps us apprehend the individual that has broken into their home. School age children may be shoplifting, stealing money from parents and siblings or using their part time employment to cover these costs. Parents should be ever vigilant about leaving prescription drugs in the "medicine cabinet" as these are now popular with teens and college age children because they are easy to obtain and then use or sell. We are not alone in this regard as many local communities are also being hit hard by these same activities 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 and slow down the drug trade. Credit card fraud is an ongoing crime throughout the United States so we suggest you use great caution when buying items online and who you give your information to and constantly review your bills for suspicious activity. We are also monitoring internet stalkers as time allows for those individuals who are hoping to make contact with young women or children that you so often see on the news as ending up missing or worse. This requires us all as parents to be especially vigilant about who our children contact on the internet and who they are allowed to see as a result. Social media sites continue to have individuals who patrol these sites in hopes of luring a young teen or adult away from their home with intentions that are ultimately not good for anyone, so extreme caution must be used when accessing these sites. People continue to call saying they are a public safety agency or other worthy group raising money. If our public safety groups are trying to raise money they will make it known through a mailing or other local newspaper and in any case whatever you wish to donate is strictly voluntary. If you are contacted by phone and question if the cause is legitimate, call our department and we will find out so you are not a victim of a fund raising scam.

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. 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 Metacomet 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 over 20 years and his interests in the youth of this town and the King Phillip School District. We want to thank the taxpayers for providing the resources for salaries and supplies that were necessary to maintain Steve's presence at the schools for another year. The D.A.R.E. program is a partnership between the Norfolk Police Department, the parents and their children that we hope will help everyone achieve a long, happy and fulfilling life, and we remain dedicated to achieving that result with the help of each of the participants in the partnership.

Charles H. Stone Jr.
Chief of Police

Norfolk Police Department – 2013 Activity Report

During 2013, the Norfolk Police Department answered 10,979 calls for service/incidents. 92 persons were arrested and charged with criminal offenses; 17 persons were taken into Protective Custody due to alcohol intoxication. 212 additional persons were summonsed into court to face criminal charges. A total of 313 Criminal Charges were filed. Officers stopped 2,715 motor vehicles for traffic infractions, and issued 1,701 citations.

2013 Incident Activity

Total Calls by Incident Type:

51A (Child Abuse/Neglect) Filed	5	Motor Vehicle Crash – Deer	19
911 Hang-up Investigation	68	Motor Vehicle Crash – Fatal	1
Alarm Burglar Commercial	131	Motor Vehicle Crash – Pedestrian	3
Alarm Burglar Residential	297	Motor Vehicle Crash – Injury	13
Animal Complaint	256	Motor Vehicle Crash – No Injury	152
Arrest	92	Motor Vehicle Stop	2,715
Assault- Sexual	2	Mutual Aid to other PD's	77
Assault-Misdemeanor	10	Open Doors Found and Checked	9
Assist Fire Department	435	OUI Drugs	5
Assist Ambulance	620	OUI Liquor	22
B&E Attempt	7	Parking violation	19
B&E Motor Vehicle	3	Property Damage	28
B&E Building	21	Property Found	12
Building Check	2,167	Property Lost	9
Child Abuse	1	Property Recovered (Stolen)	12
Civil Complaint	4	Protective Custody	17
Court Oder Served	11	Recreation Vehicle Offense	14
Disabled Motor Vehicle Assist	108	Repossession	4
Disturbance	92	Restraining Order Violation	6
Domestic	28	Restraining Order Issued	26
Drug Distribution	2	Restraining Order Served	15
Drug Possession	5	Road Hazard	81
Firearm Violation/Discharge	5	Runaway Child	1
Fireworks Complaint	14	Sex Offender Registry	6
Follow-up Investigation	211	Shoplifting	1
Forgery	1	Sudden Death Investigation	4
Fraud	46	Suicide Attempt	7
General Offense	19	Suspicious Activity/Persons	601
General Service	2674	Threatening	8
Harassment	21	Town By-Law Violation	32
Harassment – Telephone	19	Transport	50
HazMAT Incident	37	Trespass	19
Illegal Dumping	4	Warrant Apprehension	58
Larceny	49	Well Being Check	54
Larceny – Credit Card	5	Wires Down	35
Larceny – Attempt	3		
Larceny by Check	1		
Larceny Motor Vehicle	1		
Letter Disinvite (Trespass Notice)	13	TOTAL CALLS / INCIDENTS	10,979
Liquor Violation	3		
Lockout - Motor Vehicle	64	TOTAL INCIDENT TYPES	11,737
Lockout - Residential	13		
Malicious Destruction-Public	1		
Malicious Destruction – Private	17		
Metro-Lec/SWAT Callout	16		
Missing Child	4		
Missing Person	6		

2013 SUMMARY – CRIMINAL CHARGES FILED

Assault & Battery	6	Possession Class D Substance	1
Assault; Simple	1	Possession Class E Substance	1
Abuse Prevention Order, Violate	2	P Possession Class D Intent to Distribute	1
Accessory After the Fact	2		2
Accessory Before the Fact	3	Receiving Stolen Property Over \$250	3
Accident Report, Fail File	1		2
Animal Cruelty	1	Resisting Arrest	2
B&E Daytime, Felony Intent	3	Sex Offender, Failure to Register	1
B&E, Daytime, Misdemeanor	1	Stop for Police, Fail	1
Burglarious Instruments, Possession	2	Threats to Commit Crime	1
Bomb Threat, Disruption	1	Trespass	11
By Law Violation, Criminal	6	Trespass with MV	2
Conspiracy to Commit Crime	4	Uninsured MV	3
Conspiracy to Violate Controlled Substance	3	Unlicensed Operation MV	11
Credit Card, Receive Stolen	1	Unregistered MV, Operating	4
Destruction of Property +\$250, Malicious	2	Uttering False Document	49
Destruction of Property -\$250, Malicious	1	Witness, Interfere/Obstruction of Justice	2
Disorderly Conduct	3		
Distribution Class B Substance	1	Miscellaneous / Other Criminal	21
Disturbing the Peace	2		
Enticement of Child Under 16	4		
False Name, Refusal to ID Self	1		
Forgery of Document	49		
Identity Theft	1		
Larceny From a Building	3		
Larceny of Controlled Substance	1		
Larceny Over \$250	8		
Larceny Under \$250	6		
Leave Scene of Property Damage Accident	2	Arrests	92
License Suspended, Operating MV	9	Protective Custodies	17
License Revoked as HTO, Operating With	1	Criminal Summons	212
Liquor, Person Under 21 Possess/Transport	6		
Malicious/Wanton Destruction of Property	1	Total Criminal Complaints Filed	313
Motor Vehicle Homicide, OUI Liquor	1		
Negligent Operation MV	1		
Number Plate Violation to Conceal ID	2		
Operating MV After Revocation of License	2		
Operating MV With Revoked Registration	6		
Operating MV to Endanger	18		
OUI Drugs	4		
OUI Drugs, 2 nd Offense	1		
OUI Liquor	19		
OUI Liquor, Second Offense	3		
Possession Class B Substance	1		
Possession Class C Substance	1		

2013 TRAFFIC ENFORCEMENT SUMMARY

MOTOR VEHICLE ACCIDENTS

Personal Injury	13
Property Damage	152
Fatal	1
Pedestrian	3
MV vs. Deer	19

In 2013, Norfolk Police Officers made 2,715 motor vehicle stops. 1,701 traffic citations were issued as follows:

Accident Report, Failure to File	1	Stop/Yield, Fail to	46
Alcohol, Drinking form Open Container	1	Texting While Driving	1
Brakes Violation	2	Uninsured MV/Trailer	6
Emergency Vehicle, Willful Obstruction	1	Unlicensed Operation of MV	13
Equipment Violation	36	Unregistered Vehicle	39
Fail Use Care, Stopping	6	Unsafe Operation MV	6
Fail Use Care, Intersection	4		
Fail Yield Right of Way	8		
Fail Keep Right	19		
Fail Yield Pedestrian	2		
Improper Operation, Allowing	1		
Inspection/Sticker, Not Valid	192	Motor Vehicle Stops	2,715
Learner's Permit Violation	1	Citations Issued	1,701
Leaving Scene Property Damage	3	Verbal Warnings	950
License Not in Possession	23		
License Revoked as HTO	1		
License Suspended, OP MV With	13		
Lights Violation, MV	14		
Marked Lanes Violation	28		
Motor Vehicle Homicide, OUI Liquor	1		
Negligent Operation of Motor Vehicle	7		
Number Plate Violation	5		
Number Plate, Conceal ID	1		
Operating Recreational Vehicle Public Way	1		
Operating after Revocation of License	3		
Operating after Revocation of Registration	7		
Operating to Endanger	10		
OUI Drugs	3		
OUI Liquor	10		
OUI Liquor, Second Offense	3		
Passing Violation	3		
Pedestrian, Fail Yield	2		
Possession Controlled Substance	2		
Railroad Crossing Violation	2		
Registration not in possession	10		
Red Light Violation	2		
Seat Belt, Fail Wear	28		
Speeding	1,112		
Stop for Police, Fail	1		

DETECTIVE DIVISION

The Detective Division of the Norfolk Police Department is comprised of Detective Nate Fletcher, and Detective Eric VanNess, who is assigned to the division on a part time basis (working 2 uniformed patrol shifts and 2 Detective shifts. This allows us to have a Detective assigned to work seven days a week.

Last year Detective Fletcher responded to the Boston Marathon bombing along with Officer Glen Eykel and METRO-LEC to assist in the investigation. He also has worked extensively with the NORPAC (Norfolk County Anti-Crime Task Force) in trying to curtail the current drug problem in our communities. There has been a noticeable spike in the abuse of prescription drugs, which in turn tends to lead to heroin addiction. Throughout the year the town has continued to be hit with house breaks; this can be directly correlated to the rise in heroin and prescription drug abuse. Detective Fletcher has assisted in organizing neighborhood watches and educating the public on how to protect the property of you and your neighbors.

Along with the narcotics and related theft investigations work, Detective Fletcher was able to arrest a man who had lured a young female Norfolk resident on the internet and had convinced her to go back to his house in the western part of the state. As the investigation continued and as a result of search warrants obtained for the suspect's phone and Facebook accounts, Detective Fletcher was able to find and identify several other victims. The suspect was recently convicted of these charges and is serving his prison sentence at this time.

Through investigations and search warrants, two separate male/female couples were arrested for breaking into houses in Norfolk. As a result of the Norfolk arrests they were eventually connected to breaks in several neighboring towns and have all been convicted of these crimes. As a reminder from the Detective Division, remember that when people break into a house, the main target for them is jewelry and cash. Please remember to hide your jewelry and cash and not keep it in a jewelry box in or on the master bedroom dresser. This is where most people keep their valuables and the criminals know this.

We 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. Again, please use common sense and be careful when conducting business through the internet.

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.

FIRE AND POLICE COMMUNICATIONS

The Communications Department is responsible for dispatching all emergency and non-emergency incidents for Police, Fire, EMS and Animal Control. The Communications Department also handles inquiries for mutual aid requests from surrounding towns.

In 2013 the Communications Department logged a total of 11,015 Police incidents and 1,615 Fire/EMS incidents successfully managing these incidents through professionalism, ongoing training, and commitment to the community.

The Communications Department is 100% in compliance with the state of Massachusetts Emergency Medical Dispatch (EMD) policy. Kevin Brady FF/Paramedic has been certified as an instructor in EMD and has trained the dispatch staff, full and part-time.

Deputy Chief Carroll was able to secure a training grant from the State Emergency Training Board (SETB). This grant enabled the Department to receive numerous training opportunities without any additional cost to the town. Both full-time and part-time dispatchers took advantage of this grant and received valuable training.

Currently the Communications Department has 4 full-time dispatchers and 4 part-time dispatchers. Joe Castellano, James Hazeldine, Garin Eisele and Farrah Gray make up the full time ranks with Ben Campbell, James Vinson, Paul Altmeyer, and Kevin Brady FF/Paramedic as part-time dispatchers.

The Communications Department would like to thank Chief Bushnell, Chief Stone, the men and women of the Norfolk Police and Fire Departments and the citizens of Norfolk for their continued support.

Respectfully submitted,

Joe Castellano, Communications Supervisor

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

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: 142,893 l.f. of double yellow center lines; 81,609 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 landfill. These materials are sampled annually and certified for re-use under roads through a Beneficial Use Determination (BUD) and approved by the DEP.

The Freeman Kennedy Elementary School access road, which was begun in 2012, was concluded in 2013 with street lighting, sidewalks, topcoat of pavement and finished landscaping.

This year through Chapter 90 funds, the Department of Public Works paved the following roads:

❖ West Birch Road	from	Mirror Lake Ave	to	dead end	370'
❖ Holbrook Street	from	Pondview Rd	to	500' west of Pondview Rd	500'
❖ Lawrence Street	from	Buckley & Mann	to	Brett's Farm Rd	2,175'
❖ Medway Street	from	Main St	to	1,300' west of Main St	1,300'
❖ Leland Road	from	Miller St	to	1,153' west of Leland Rd.	1,153'
❖ Priscilla Avenue	from	Leland Rd	to	Lakeshore Drive	2,533'
❖ Lakeshore Drive	from	Priscilla Ave	to	River Road	2,031'
❖ River Road	from	Lakeshore Dr	to	400' east of Lakeshore Dr	400'
❖ Cresson Avenue	from	Priscilla Ave	to	300' west of Priscilla Ave	300'
❖ Oak Road	from	Mirror Lake Ave	to	dead end	200'
❖ Seekonk Street	from	Main St	to	7,389' north of Main St	7,389'
❖ Needham Street	from	Main St	to	545' south of Main St	545'
❖ Rockwood Road	from	Main St	to	1,435' north of Main St	1,435'
				TOTAL	20,331' = 3.85 miles

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. In 2013 there were 10 burials and 7 cremation burials.

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 sales 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.

In the past 3 years, the Vehicle Maintenance Division, utilizing any funds available and supplying in-house labor, has worked with the Norfolk Fire Department to complete several major repairs and upgrades to the older fire equipment (1989 Tank Truck and 1996 Ladder Truck) to ensure safe and dependable service of these pieces of equipment.

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.

Vehicle maintenance is also responsible for building maintenance at the DPW facility, including fuel storage, fuel dispensing, annual testing and certification of fuel system, fire suppression systems, air vessels and furnace.

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.

SOLID WASTE DIVISION (cont'd)

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. In addition, the Solid Waste Division works diligently each year to maximize its efficiency in methods and markets for disposal. Compaction of bulky materials such as cardboard and plastics has reduced the number of hauls, saving labor, repairs, fuel and maintenance costs, while increasing tipping weight per haul, thereby increasing revenue per haul. Compacting of cardboard began in December of 2012, and #1 clear plastic began in March of 2013. The compaction of these two materials has reduced the number of hauls by approximately 50% and the tonnage hauled per trip has approximately doubled when averaged over the year. This decrease in trips has allowed these labor hours to be used to do much needed repairs to the facility and to produce saleable materials such as loam, compost, woodchips, etc.

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), and Friends of the Library (books).

TOWN OF NORFOLK TRANSFER STATION ANNUAL REPORT 2013

All of the figures in this report relate to the calendar year January 1, 2013, through December 31, 2013. The Transfer Station was open to Norfolk residents on Wednesdays and Saturdays from January 1, 2013 through December 31, 2013. The total number of operating days in 2013 was 103.

Non-Recyclable Waste

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

Total compacted waste	666 tons
Total bulky waste	296 tons
Total non-recyclable waste	962 tons
Daily average	9 tons

The 666 tons of compacted waste represents 38,057 bags of household waste.

Recyclable Waste

Newspaper & Mixed Paper	169 tons
Corrugated Cardboard	107 tons
Plastics (#1-#7)	60 tons
Swap Shop	4 tons
Metal (white goods & metal cans)	97 tons
Tires	2 tons
DPW Waste	1,424 tons
Glass (white and colored)	74 tons
Leaves/Yard Waste	327 tons
Brush	168 tons
Wood	75 tons
Textiles – St. Vincent dePaul	10 tons
Textiles – American Red Cross	8 tons
Textiles – Big Brother/Big Sister	6 tons

Total Recyclable Waste	2,531 tons
Daily Average	25 tons

Recycling Rate

Total recyclable plus total non-recyclable waste is 3,493 tons. This figure achieves a recycling rate of 72%. (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, 2,372 +/- services, 2 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, for construction and maintenance.

During the past year, the following significant water projects were undertaken and completed:

- Hydrant Maintenance Program – mechanical maintenance, painting, location flags and GPS identification of infrastructure.
- Upgrade of chemical feed pumps at pump stations.
- Pump Station Maintenance – painting of station interiors, construction of drum storage shed at Spruce Road pump station.
- Preliminary geotechnical investigation and pump test of the Lawrence Street well site – potential new water source.
- Continued to reduce unaccounted-for-water (8.5%) by locating and repairing leaks in the water mains and services. Also, testing and replacing faulty water meters.
- Norfolk Water Division conducted Spring & Fall town-wide hydraulic flushing of the entire distribution system.
- Contracted out (Maher Services) for pump station well motor maintenance and/or replacement at Gold Street & Spruce Road stations.
- Manage construction oversight of booster pump station at Fox Run subdivision at Maple Street/Warren Avenue.
- Managed leak detection backflow testing, master meter testing, generator testing, and contract operations at the pump stations.

The Water Division continues to work cooperatively with the MCI Norfolk Water Department to provide the facility water for emergencies and maintenance purposes.

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.

WATER SERVICE INFORMATION

	<u>2012</u>	<u>2013</u>
Miles of water main in service	62	62
Total water services*	2,255	2,372
Number of services per mile of water main	37	38
Total gallons pumped	162,287,100	147,575,800
Total gallons purchased	1,474,900	532,000
Average gallons pumped per day	444,622	404,317
Average annual gallons used per service	72,622	62,440
Average gallons used per service per day	199	171
Total Water Bill and Betterment Revenue	\$1,516,045	\$1,596,393

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

Finally, we would like to offer a special note of thanks to all the Town Departments, Boards, Commissions, and Committees for their continued support and working relationship.

Respectfully Submitted,
Robert J. McGhee
Director of Public Works

**EDUCATION,
LIBRARY, ARTS**

KING PHILIP REGIONAL SCHOOL DISTRICT
Norfolk – Plainville – Wrentham
2012-2013 School Year

SUPERINTENDENT'S REPORT

It has been another eventful year in the King Philip Regional School District. The School Committee and I would like to express our sincere thanks to the towns for supporting the Regional School District in these challenging financial times. Your financial support allowed us to reduce class size in English and lab sciences at the high school. We would also like to inform you of our successful collective bargaining with the King Philip Teachers Association which helped to reduce the cost of health care for our staff. The high school received a new principal, Dr. Lisa Oliveira, who has been working in the district for several years as the middle school assistant principal. We have also been working to improve our curriculum and align it with the Common Core initiative launched last year in the state.

The current district profile for King Philip reflects a history where the district has shown consistent performance on statewide assessments in the areas of English Language Arts and Mathematics. Comparisons of 2013 performance in ELA indicate that overall, 89% of our students have met or exceeded the standards for proficiency versus 69% at the state level. Comparisons of 2013 performance in Math indicate that overall, 69% of our students have met or exceeded proficiency standards versus 61% at the state level. Comparisons of 2013 performance in Science indicate that overall, 64% of our students have met or exceeded proficiency standards versus 54% at the state level. The goal of the statewide accountability system 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. The last MCAS test is traditionally given at the tenth grade level where English results reflect 96% proficiency, Math results reflect 89% proficiency, and Science and Technology Engineering reflect 90% proficiency. Longitudinal trends indicate all King Philip students have been able to meet or exceed the proficiency level required to earn their high school diploma. This has been accomplished with students taking the standard MCAS, MCAS retest, or through an Educational Proficiency plan. District and School results are reasons to celebrate the continued work that is being done to support student learning at 7-12 grade levels.

King Philip has received distinction on the 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 2012-2013, our high school students took AP exams in Art, English, Foreign Language, History and Social Science, Math and Computer Science, and Science and Technology. AP exams reflected extremely high percentages of students scoring 3 or better occurred in English (86-89%), World History (96.6%), Calculus AB (97.6%), and Biology (81.8%). 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 continues today.

King Philip Regional High School became involved in many community service initiatives which took place over the 2012-2013 school year included: the food drive with donations collected at the KP GAPS and Drama production of *Miracle on 34th Street*. The National Honor Society participated in letters to Santa to assist the Wrentham Post Office in making many local children happy for the holidays. Further efforts by the National Honor Society included raising over 200.00 for the Red Cross and collecting over 66 coats for the Coats for Kids program. KP Student council continues to serve underprivileged children through hosting the annual holiday party. Students from the David A. Ellis Elementary school located in Roxbury Massachusetts joined us this year for a wonderful celebration. Our Student Success Leader, Kip Lewis began creating a peer tutoring program for elementary students. Many of our athletes traveled to the elementary school to tutor after school.

Student Academic Achievements

Our students continue to earn accolades for their outstanding academic performances. William Rigdon was high school valedictorian and Brianna Abbott salutatorian. Both students were outstanding leaders. Senior Gordon Winget was the recipient of this year's Daughters of the American Revolution Good Citizen Award as he demonstrated the qualities of dependability, service, patriotism and leadership. The faculty nominated Gordon and he was chosen amongst a list of nominees by his peers. The National Merit Scholarship Cooperation recognized the following students for their exceptional academic promise. Mathew Crafton, Jessica Daly, Evan Gee, Nathan Gee, Alyssa McAuliffe, Ashay Patel, Sean Pazurcek, Jeffrey Werlich. Students Brianna Abbott, Matthew Delmastro, Matthew Nicholson, Rachel Walker and Amelia Winer were awarded commended status. Commended students placed in the top five percent of more than 1.5 million students who entered the 2013 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- three 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 seven new members into our National Honor Society on November 18, 2012. These students are recognized for their scholarship, leadership, service and character. Our very own Loreen Meyer was recognized with the Cubist Science Education Leadership Award and Ann Lambert was a finalist for the Massachusetts Teacher of the Year. Also, Mrs. Neva Brown was awarded the Unsung Hero award from Saint Michael's College. This was a very special award as the nomination came from a former student. Last but certainly not least, Jim Leonard was named the 2012 Northeast Sectional Coach of the Year. KPTV has been making a name for itself taking home Emmy awards for their hard work. Chad Narducci won two Emmy awards, one for his commercial, "Fight Back Computer Science" and one in the student production craft category. Chad is continuing his education in the field of film-making at Columbia College of Hollywood. Samantha Magnarelli along with the whole crew won honorable mentions for their work on various productions.

Twenty-one pieces of art won recognition from the Scholastic Art Awards committee. Receiving a Gold Key Award was Elizabeth Mahoney and Austin Sherman while Charles Altieri, Lauren Gilleland and Michael Young won Silver Key Awards. Honorable mention awards went to Christina Allen, Charlotte Benson, Kathleen Doughty, Ryan Dunn, Sarah Fuller, Victoria Hope, Miranda Luce, Alexandra Pacor, Victoria Norman, Elizabeth Pearson, Sarah Radford and Megan Stambaugh.

DECA proved yet again that it is an asset in developing twenty-first century learning skills in our KP students. This year KP DECA has qualified 28 written project that moved on to the international competition. In addition, Matthew Copobianco was elected as a Massachusetts State DECA Officer on the Massachusetts DECA State Action Team.

King Philip Music Programs have once again earned top honors surpassing their accomplishments of last year. After seven months of hard work the King Philip Marching Band, The Pride and the Passion took first place in the US Bands National Championship. Our younger academicians are also making King Philip very proud! Karthnik Karnik, Michaela Downey and Robbie Hepburn participated in the History Bowl for the first time in KPHS history. They completed against much larger and seasoned teams and still took second place advancing to the National Competition in Washington DC.

Finally, King Philip High School's Student Council was awarded the 2013 National Gould Council of Excellence Award. This has been something they have worked on for a few years. In previous years they have earned Silver but this year they took gold and we are very proud of them!

Two King Philip Middle School Science teams, the Smarticle Particles, and Nano-knows-it --all, coached by Dr. Michele Austin, Mrs. Kelly Fecteau, and Mrs. Emily Leone, performed very successfully in

the 7th annual Science Trivia Challenge scoring higher than some of the participating high school teams. The teams traveled to MIT during last April vacation. Nano Knows It All Team members included: Sonia Deodas, Jeffrey Yatsuhasi, Stephen Malacaria, and Teddy Garron.. Smarticle Particle Team members included Sathwik Karnik, Eshasn Patel, Tim Lengel, Nick Ihley, and Anna Brabazon.

As part of a joint English and History curriculum venture, all Grade 8 middle school students benefitted from a Wrentham Cultural Council Grant that allowed internationally known guest speaker, Janet Applefield to visit students in assembly. Janet speaks drawing upon her own life experiences with the Holocaust. Students learn powerful lessons about the dangers of prejudice and the importance of standing up to any kind of discrimination and injustice.

Middle School student, Sathwik Karnik was named as the Massachusetts state Geography Bee Champion, receiving a fully paid trip to Washington, D.C. to compete in the National Championship where he came in 1st place in the country. Mr. David Quinn, Advisor for the Middle School Geography Club, also accompanied Sathwik to Washington, D.C. As part of the honors bestowed upon Sathwik, he received a fully paid trip to the Galapagos Islands as well as a \$25,000 scholarship and a lifetime membership to National Geographic. Thanks to the Geograpic Alliance of Massachusetts, the Alliance Team of Dr. Arelen Kowal and Dr. Vernon Domingo made a presentation to Grade 7 students. Part of the presentation included an opportunity to step inside a giant 20 foot globe. Sathwik Karnik was also named one of the Red Sox Childhood Heroes and was featured at a pre-game ceremony in June of 2013.

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 middle school student council provides leadership for a wide variety of community service and charitable fund-raising activities.

The King Philip Middle School New England Math League results showed that our Grade 7 scores ranked 5/101 schools in New England participating. Grade 8 school scores reflected that we rank 23/99 schools in New England participating. The top scores in Grade 7 were Sonia Deodas (1st); Sathwik Karnik (2nd); Brendan Clarke and Nathan Holmes (3rd); and Kevin Clifford and Nick Ihley (4th). The top scores in Grade 8 were: Stephen Malacaria (1st); Shane Quinn (2nd); John Dewitt (3rd); and Jillian Heasley and Eshaan Patel (4th). Sonia Deodas placed 2nd and Sathwik Karnik placed 18th among all New England contestants,

Sonia Deodas, Grade 7 student, was placed on the Distinguished Honor Roll for her scores on the American Mathematics Competition for the AMC-Grade 8 and the AMC-Grade 10A and Grade 10B. Sonia was also mentioned on the Leaderboard 3rd tier for her participation in the Mandelbrot Competition. The Mandelbrot Competition is named in honor of Yale University mathematician Benoit Mandelbrot and is a highly challenging mathematics competition for primarily high school students. It is often regarded as a predecessor to the Olympiad-level American mathematics competitions. The King Philip Middle School

Math Team of 17 members placed first in the Intermediate Math League Noether Division. The team met weekly to practice advanced math skills that were applied to problems during five meets throughout the school year. KPMS received first place wins at each meet under the teacher direction of Mrs. Joan Badger. The assistant coach was Karthik Karnik, KPHS sophomore. Members of the team included at Grade 8: Teddy Garron, Stephen Malacaria, Eshaan Patel. Members of the team included at Grade 7: Brendan Clarke, Mitch Cormier, Sonia Deodas, Daniel Hedberg, Nicholas Ihley, Philip Kaebing, Sathwik Karnik, Sarah Kaunfer, Chloe Manzi, Samuel May, Nicholas Simmons, Jugal Singh, and Mason Snead.

KP Drama & GAPS proudly presented a holiday treat for the whole family. *Miracle on 34th Street* was performed by the students under the direction of Mr. Joseph Ferreira, Christopher Woycik played the part of Fred Gayley while Kyle Bechet played Kris Kringle. The production was a hit! KP Drama and the Grady Auditorium proudly presented *The Birds*. 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 (Gold), and the chorus (Gold) with all groups being given 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. The King Philip Middle School Chorus ended the year with an invitation to perform at Salve Regina University in Newport, Rhode Island. Salve's Choral Director, Mr. Donald St. Jean, engaged our choral members in a high level master class.

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 Sarah Buttsn—representing Plainville, Tim Watson—representing Norfolk, and Dylan Casassa—representing Wrentham were selected by the school administration for their enduring characteristics of humility, integrity, compassion, commitment, and generosity of spirit. 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. Other notable community activities at the middle school included our canned food drive. Led by KPMS Student Council Advisors Whitney Hartwell and Ali Susi along with Student Council members, this year's drive brought in almost 4500 food items to benefit families in Norfolk, Plainville, and Wrentham. Additionally, our Council worked hard to provide 14 Thanksgiving baskets with turkeys and trimmings for 14 local families. To celebrate community spirit and emphasize caring in our community, we had a full school gathering in the gym with teachers and students being recognized

King Philip Middle School had two Desitination Imagination Teams that were awarded the privilege of going to the National DI Competition. The team "Wind Visible Challenge" Scientific Challenge included; exploring how the science of wind energy could be used to make kinetic art move; designing and creating kineti art that moves during the presentation creating and presenting an orginal story that features an "invisible vistor", integrating wind energy research into the story; using idea-creation and idea directing tools to develop and choose options. Team members included: Brian Crowley; Sammy Dewitt; Caitlin Gonser; Nick Ihley; Lauren Poirier; and Emily Wilson. The team "Change in Reality- Improv included; creating a 5 minute improvisational skil about life after a dramatic change and how the characters adapt to this change; learning about different communication techniques and integrating one into the skill Using only white t-shirts, washable markers and team members to create all costumes, sets

and props; creating a slogan from three randomly selected nouns; using idea-creation and idea-directing tools to develop and choose options. Team members included: Maddie Crago; Maggie Ellis; Sydney Keane; Riley Magane; Chloe Manzi; Lauren McSweeney; and Rachael Velleiux.

King Philip Athletics finished strong again in many programs this year. The KP Warrior Football team was the Hockomock Kelly Rex Champion for the second year in a row. They were led by seniors, Brian Jones, PJ Lyons, Billy Getchell, Joey Cochrane, Sam Macdonald and Michael Winbourn. Fall was a great season for the Girls Volleyball team as they made it to the semi-finals in the state tournament. Brigid Murray was instrumental in leading the team to its best record, 12-6. The KP Warrior Golf team had a strong season, Kyle Carnase, Kevin Cronin and Michael Pergola participated in the Hockomock Golf Championship. Kyle Carnase qualified for the MIAA Division 2 State Golf Championship. Wrestling had a stand out performer, as Kevin Bryne wrestles in the sectional championship of the state sectional tournament. Katie Paul not only kept the KP Gymnastics team alive through her recruiting efforts but qualified for the State Tournament due to her stellar performance throughout the season. Our girls' basketball team had their best finish in years. They were led by juniors Ellen Wagner and McKenzie Richardson. McKenzie had a terrific game scoring 21 points against Mansfield, leading the warriors to their first win over Mansfield ever. Spring brought about accolades in girls softball, track and field and girls and boys tennis. KP Track and field saw Hannah McNeil break the school record in the mile during the spring season. Matt Nicholson was a consistent winner in matches all season. His wins helped KP guarantee a tie for the league championship. Girls' softball also ties for the league championship under the strong presence of senior pitcher Anna O'Neil and Senior Tori Constantin. Nick Roberts set the school record for goals in a boy's lacrosse game. He scored 9 goals against Milford. Finally, Brianna Abbott and Matt Nicholson were chosen as the 2013 scholar athletes. Brianna was ranked in the top five of the senior class and is a three sport athlete. She has participated in basketball, winter track and spring track. She was named the captain of the spring track team and was the unsung hero of winter track. Matt was ranked in the top ten academically and is a 5 sport athlete. He has participated in soccer, basketball, baseball, tennis and cross country.

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. Lambert was also selected as a finalist for the Massachusetts Teacher of the year award. We are so very proud to have her here at KP!

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.

Staff Changes

The following staff members were new to the high school: Mrs. Ascoli, Mr. Denis Durkin, Mr. Joseph Giancioppo, Ms. Hannah Merchant, Mrs. Monnell, Mr. Timothy O'Connor, Mrs. Lori Tobin, Mr. Joseph Webster and Mrs. Sonja Metcalf joined us from KPMS. We welcome them to our family.

The following staff members were new to the middle school: Mr. Sean Jones (former MS Teacher Assistant becomes a KPMS History Teacher), Mrs. Alison Reyes (ELA/Math Teacher), Mrs. Kathy Curtin (Science/Special Education), Mr. Jacob Kravitz (Science), and Mr. Jim Tighe (Math).

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 in the second year of a major review and update of curriculum within each of departments. Beginning with the 2012-2013 school year, all Massachusetts' classrooms are expected to make the transition to the new ELA/Literacy and Mathematics MA Frameworks. The Frameworks which includes the Common Core Standards. These new standards are designed to prepare students for college and careers after high school.

The district has stepped up its mentoring program by requiring teachers entering their second year in the King Philip District to take Research for Better Teaching's Studying Skillful Teaching Course which is offered at King Philip during the summer and fall months. With the Department of Secondary and Elementary Education requiring implementation of the new Educator Evaluation model, both the district administrators and teaching staff received training in this model. There were specific areas of the training that introduced all faculty to the new rubric for teacher evaluation, self-assessment, SMART goal and Educator Plans, and the process for gathering evidence, observations and giving feedback as part of the Educator Evaluation process.

Town of Norfolk Enrollment History 2007 – 2013 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	FY 2013
Apportionment Percent for the following Fiscal Year	24.15%	24.71%	24.55%	25.18%	25.03%	25.71%	33.44%
Norfolk Enrollment	528	526	519	554	543	564	726
Total District Enrollment	2,138	2,129	2,114	2,200	2,169	2,194	2,171

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,

A handwritten signature in cursive script that reads "Elizabeth Zielinski".

Dr. Elizabeth Zielinski, Superintendent
King Philip Regional School District

**NORFOLK ELEMENTARY SCHOOLS
SEPTEMBER 2102 – AUGUST 2013
2012-2013 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 FY 2013 Approved Budget was \$9,557,341.

Personnel Changes

One teacher retired in 2013. We acknowledge, with gratitude, the dedication and excellent service Mrs. Anne Pizzi provided to the Norfolk Public Schools. Mrs. Pizzi retired after 34 years with the district.

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 2012– 2013 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. In addition to the topics listed, the H. Olive Day School Council focused on the development of plans for the new playground, field and walking path at the school. The Freeman-Kennedy School had a smooth transition into their new school and opened in September 2012. The Freeman-Kennedy School Council devoted time to reviewing items that were left open on the building project. These included a playground structure, additional parking and a new 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.

Curriculum

A Curriculum Review Calendar has been established to ensure that each curriculum area is systematically reviewed. The Social Studies Curriculum Committee completed their curriculum review in the spring of 2013. The Science Curriculum Committee has started the review of instruction, materials, standards and assessment data. The English Language Arts Committee will go through the same process with the ELA curriculum during the 2014 – 2015 school year. Curriculum Committees are comprised of teachers, special educators and the Assistant Principals/Curriculum Coordinators – Mrs. Anita Mecklenburg, Coordinator for ELA and Social Studies and Ms. Kelly Whitmore, Coordinator for Math and Science.

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, 2013 as reported to the Department of Education.

Class Enrollment and Average Class Size			
Grade	# of Students	# of Classes	Average Class Size
PK	56	5	12
K	135	5-Full 1- Half	23 17
1	89	5	18
2	115	6	19
3	111	6	19
4	122	5	24
5	136	6	23
6	161	6	23
Total Enrollment	925		

2013 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 2013. 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	25%	64%	9%	3%
ELA				
Gr. 3	50%	31%	16%	3%
Mathematics				
Gr. 4	22%	59%	16%	3%
ELA				
Gr. 4	23%	49%	24%	4%
Mathematics				
Gr. 5	30%	55%	13%	3%
ELA				
Gr. 5	50%	30%	18%	3%
Science & Tech				
Gr. 5	52%	28%	14%	7%
Mathematics				
Gr. 6	43%	42%	13%	2%
Mathematics				
Gr. 6	38%	55%	7%	1%
ELA				

Respectfully submitted:

Linda A. Balfour

Principal, H. Olive Day School

Lisa Altham-Hickey

Principal, Freeman-Kennedy School

Special Education Department

This year the District restructured preschool services to address the growing needs of our school community. We continue to offer half-day programming for 3 and 4 year olds, as well as offering two extended day preschool programs and a transitional kindergarten classroom. In addition, the District offers a specialized resource room, overseen by the District BCBA and founded on the principles of ABA Techniques to meet the needs of our autism community. The Department of Special Education has several other programs, which support students with disabilities in district. The specialized resource program BEST (Behavioral Educational Support and Treatment program) is designed to support children diagnosed on the autism spectrum and the program SEALS (Social, Emotional, Achievement and Learning Supports) is designed to support children with social & emotional needs. Both programs have been successful this year in maintaining students in the Freeman-Kennedy School. This year, SEALS programming was extended to grades K, 1, and 2, as well.

The language-based classroom serves students in grades 3, 4, 5 and 6. In addition, the program also provides support services for students with language-based learning disabilities in content areas and math. As a direct result of this program no new students have left the district for private language based schools in the last 2 years.

The District continues to offer traditional academic resource support for students who need either inclusion or pullout instruction in grades kindergarten through grade six.

The district has been able to maintain the state percentage of students on IEP's at 17%. While maintaining the state average, the district has experienced a significant increase in the number of students diagnosed with autism in the district. The number of students qualifying for Special Education services with a diagnosis on the autism spectrum has doubled from June 2012 to May 2013.

This fall the Special Educational Parent Advisory Council (SEPAC) once again hosted a very successful Halloween party for students and their families at the H. Olive Day School. In addition, the SEPAC has provided several presentations to the community by Norfolk Public School's special education staff and outside presenters, which address supporting students with disabilities.

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

Buildings and Grounds

School year 2012-2013 saw the final completion of Freeman-Kennedy School and the wind-up of demolition activities next door at the old Freeman-Centennial School. Permanent configuration of drainage and paving of the new school site had been accomplished mostly during summer break. The access driveway and sidewalk from Rockwood Road were completed. As planned, new playground equipment was installed inside the bus loop, and a new play field was established along Boardman Street on the site of the original Freeman-Centennial School.

Notable activities at H. Olive Day School included replacing some large arched windows in the art room and original twenty year old carpet in a classroom.

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-Kennedy Schools.

SACC follows guidelines established by the Department of Education for school run extended day programs and is under the general supervision of both the Norfolk School Committee and the Superintendent of Schools. The program strives to provide children with an environment within which they can safely explore, discover, create, interact, and grow. SACC offers stimulating activities designed to enhance children's physical, emotional, social, and intellectual development.

Currently, the SACC program provides care to over 125 students in the before and after school programs.

Respectfully submitted:
Toni Marie Davis, Program Director



TRI-COUNTY REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT ANNUAL REPORT - 2012

The School Committee reorganized in July of 2012, and re-elected Jonathan Dowse from Sherborn as its Chair, Robert Wilkinson from Plainville as its Vice Chair, and Donna Cabibbo from Millis 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 67% 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.

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. Planning continues for Tri-County's Science Lab renovation project due to begin summer of 2013. 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 five 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 twenty-three students graduated in a notable afternoon ceremony on Sunday, June 9, 2013. Superintendent-Director, Stephen Dockray, presided over the ceremony. School Committee Chair, Jonathan Dowse, and School Committee member, Steven Trask, presented diplomas to the graduates. Adele Sands, Director of Student Services, presented scholarships and awards to deserving seniors. The grand total of scholarships and awards for the class of 2013 was \$822,000.

Guidance & Special Education Services

In September, 2012, Tri-County welcomed 1019 students to the new school year. The respective number of students from member towns was as follows: Franklin – 229, Medfield – 10, Medway – 65, Millis – 26, Norfolk – 44, North Attleborough – 264, Plainville – 102, Seekonk – 69, Sherborn – 3, Walpole – 60, and Wrentham – 61.

During the 2012-2013 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 The Future*, a no-cost, comprehensive college and career planning portal designed to help Massachusetts students manage their educational and career pathways.

In 2013 Tri-County was once again to the Circle of Champions by *Your Plan For The Future*. 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 The Future* during the 2012-13 school year. Tri-County's counselors, faculty, and staff were recognized for helping students better prepare for college and careers.

Tri-County hosted Career Days for 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. Other professional development included transition planning, Functional Behavior Assessments and Behavior Support Plans, data collection for Response to Intervention, and Educational assessments. The special education department also completed its 6-year Coordinated Program Review and has submitted progress reports to the Department of Elementary and Secondary Education.

The Special Education Parent Advisory Council met monthly on a variety of topics. In November the SEPAC approved their new bylaws. Parent workshops included presentations on anxiety, adaptive driving, and central auditory processing disorders.

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.

56 seniors from the Class of 2013 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 brought in EdTechTeacher four times this year in an effort to bring 21st century skills to our teachers. All Academic and many of our Vocational teachers spent a full professional development day learning how to improve technology use in their classrooms. SMART Board training started each of the four workshops and then in depth instruction on how to incorporate all the useful components of technology within SMART Board use was covered. Teachers also practiced using the CPS Clickers and Document Camera during this workshop. At the conclusion of each day, teachers were given the opportunity to design a lesson incorporating at least one new idea they learned from the EdTechTeacher workshop. Teachers enjoyed learning how to embed video into their powerpoints, use of Animoto, class DoJo, and many other types of interactive learning were some of the favorite parts of the workshop that many teachers now use on a regular basis.

In an effort to successfully transition to the new Common Core State Standards (CCSS), Tri-County continued to train teachers in rewriting current curriculums using the Understanding by Design (UbD) model. Teachers were trained in groups with other members of their department in History, Science, Math, and English. Two sets of three day workshops were offered and teachers were able to "unpack" the

standards, learn the benefits of UbD writing, practice in academic teams, and upon completion of the three day workshop, each group produced one unit for their department. Curriculum work continues this summer to rewrite more units with the UbD concept. Teachers are writing units based on Curriculum Maps they wrote this year in an effort to not only transition to CCSS, but also to better prepare students for the transition to the PARCC exam from MCAS.

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 2012, three Tri-County students were chosen as local winners of the VFW Post 3402 Voice of Democracy Contest based on recordings of their essay scripts addressing the theme, "Is the Constitution still relevant?" All three students moved on from the local competition to districts and finished in 2nd, 3rd, and 4th place.

Finally, Tri-County continued its leadership efforts within the vocational math community by hosting the Sixteenth Annual Vocational Mathematics Competition in the Kenneth Custy Gymnasium with over 25 teams competing from vocational schools from throughout the State. Topics covered are Algebra I, Geometry, Algebra II, and Related Technical Math. Tri-County's Mathematics team placed first in the competition and was able to bring the trophy back to Tri-County after coming in third last year.

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 Skills USA Competition. A team of Medical Careers students designed a program to educate students about the dangers of driving while under the influence of alcohol or drugs. The team competed in the Career Pathways Showcase event by presenting their program and won a gold medal. They then traveled to Kansas City to represent Tri-County at the Skills USA national competition. Another team of students from Tri-County achieved a gold medal in the Job Skills Demonstration Competition and they too competed at the National Skills USA competition this past June.

Tri-County again received a grant from the U.S. Army to help fund the Robotics Team. 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. This past year the students restored a 1964 *Sicard snow blower* for the town of Sherborn. 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 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. Through Tri-County's affiliation with AYES, two 2012 Volkswagen Passats were donated to the program and will be used by students to perform problem solving diagnostics and repair.

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. Students built a footbridge for the Franklin DPW and constructed picnic tables for the Franklin Fire Department. The students in our Carpentry program also built 25 signs for the WWII Memorial Park in North Attleboro as well as 2 display cases for the Sherborn Fire Department. 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+. The CIS students also partnered with the Engineering students on the Robotics Team, developing the computer codes to allow the robot to function.

Construction Craft Laborer: The program, now in its fourth year, graduated thirteen students. Six graduates of the program will begin the apprenticeship program at the NELTA Training Center in Hopkinton this summer. Grade eleven students received Hazard Communication Training and received a certificate of successful completion. Also, all students enrolled in the Construction Craft laborer Program continued to build the 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. 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 2013.

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 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 incorporates Digital Electronics, Introduction to Engineering Design, 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. In fact, this past April, six students traveled to NASA in Houston, where they tested their prototype aboard the zero gravity aircraft.

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 Plainville letterhead stationery and the Medfield Public Schools school forms. The Graphic Communications students also created a logo design for the town of Seekonk. They continued to provide services to other non-profit organizations in the eleven town district, including printing the monthly newsletter for the Franklin Senior Center. 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. 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 now in its third 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. 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. Students in the Plumbing program worked closely with the Director of Facilities to install new state of the art eye wash stations in every vocational program this past year.

Continuing Education

Tri-County offers both Postsecondary and Adult Education courses through its Continuing Education Office. The majority of adults served through the various continuing education programs are from within the school district; however, students represent cities and towns from all over Central and Eastern Massachusetts, as well as Rhode Island.

Post-secondary programs available on either a day or evening schedule include both, Cosmetology and Practical Nursing. Additional postsecondary courses available with an evening schedule include Aesthetics, Manicuring and Certified Nursing Assistant programs. Tri-County's postsecondary programs were recently granted accreditation by the Commission of the Council on Occupational Education. Tri-County offers access to Federal Financial Aid in the form of Pell Grants to qualifying students in our Practical Nursing and Adult Cosmetology programs 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 2013. Tri-County students once again were successful competing in SkillsUSA sending 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 2013, seven students from the Evening Cosmetology program participated in the postsecondary graduation exercises held on Friday evening June 21. 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 26 students in 2013 the Practical Nursing program continues to flourish. 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 two year evening program is graduated 15 students this past June with a new class beginning the program in September 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.

Adult Education Program: The evening Adult Education program at Tri-County consists of more than 90 different 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. Continuing Education 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 (excluding SkillsUSA)

National Honor Society: The Peter H. Rickard Chapter of Tri-County inducted 12 new members on October 17, 2012 raising the number of members to 26 for the 2012-2013 school year. These students participated in many fund-raising and community service activities during the 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, collecting clothing for Teens for Jeans, raising money for the Leukemia Society and collecting school supplies for local disadvantaged children.

On Tuesday, April 23, 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 Wednesday, May 29 NHS activities culminated with the organization and presentation of Tri-County's twenty first Honors Night held in the Kenneth Custy Gymnasium.

Student Government

Student Advisory Committee: The student body elected seven students to membership on the Student Advisory Committee. The principal appointed one of these elected members to attend the monthly school committee meetings, where he reported on student concerns and activities. Students from this group also served on the Tri-County School Council. Three others served on the High Schools That Work Site Committee. These seven students also served as ex officio members of the Student Council. The student body elected two students to represent Tri-County on the 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.

Class Officers: The sophomore, junior and senior classes elected a President, Vice-President, Secretary, and Treasurer for their respective classes for the new 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. They provided a means for student statement in school affairs. Under the supervision of the Student Council Advisors, this group was also accountable for conducting and ensuring fair elections for Class Officers, the Student Advisory Committee, and the at-large Student Council membership. The Student Council served as leaders for the student body, sponsoring and organizing social activities which included Freshman Orientation in August, assisting the Athletic Director in planning Homecoming in November and sponsoring the many Spirit Week activities and working on 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 10 extra-curricular activities at Tri-County. This past year, the T.C. Green Club was added in order to provide students with the opportunity to participate in activities which revolve around recycling initiatives and sustainable food production. All of the clubs provided students with after school opportunities to explore and enjoy various interests. Tri-County worked to provide a myriad of opportunities for all students during the extended week day and many weekends. The Drama Club performed *Romeo and Juliet*, 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. In addition to participating in the annual *Holiday Gift Drive*, Tri-County sponsored its first electronics recycling day on Earth Day. District residents were able to bring their unwanted electronics to Tri-County to be disposed of in an environmentally safe way. Recycling funds were used to expand the school garden. Over 350 pounds of produce from the school garden were donated to a local food bank in the summer of 2012. In another outstanding example of community school collaboration, Medical Careers students, SADD, and Post-Secondary Cosmetology students worked with Franklin Fire and Franklin Police to stage a mock car crash. The mock car crash provided a vivid example of the dangers of drinking and driving.

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 foot bridge for the Franklin Sculpture Garden and picnic tables for the Recreation Department; *Medway*, Carpentry and Electrical students completed work on the rehabilitation of the farmhouse for the Medway Community Farm; *Medfield*, Carpentry students built a shed for Parks and Recreation; *North Attleboro*, Carpentry students built 25 signs for the WW I Memorial Park, *Sherborn*, Carpentry students built 2 display cases for the Fire Department and Auto Collision Repair students restored a 1964 Sicard (self-propelled rotary snow blower) for the DPW; and the Graphics Program provided printing services for several towns.

Tri-County students also completed many projects located here at the school: Plumbing students installed eye wash stations in all vocational shops and an outside water source for our school garden; Electrical students installed lighting in various areas including the wiring for our newest vocational offering, Legal and Protective Services; Carpentry students built raised beds to expand our school garden; Construction Craft Laborers students added another handicapped accessible sidewalk near the tennis courts; and Construction Craft Laborer and Carpentry students built two dugouts on the school's baseball field.

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. 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 popular magazines, downloading e-books or 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.

Norfolk Public Library by the numbers:

- 82,828 visits to the library
- 5,621 borrowers cards issued to Norfolk residents
- 81,608 print/audio/and video resources available to borrow
 - 138 subscriptions available to borrow
 - 35 electronic magazines to borrow
- 132,005 items borrowed by library users
 - 246 children's programs offered with an attendance of 5,531 participants
 - 13 teen programs offered with an attendance of 150 participants
 - 36 adult programs offered with an attendance of 741 participants
 - 16 public access computers with an average use of 128 people per week
 - 402 uses of the meeting rooms by community groups

In 2013, we welcomed our new youth services librarian, Marissa Antosh. Marissa hails from Connecticut and brings both experience and enthusiasm to our library. She's a hit with Norfolk's youth and teens and is a walking encyclopedia of children's and YA literature. If you don't know what to read next, stop in at the Information Desk and ask Marissa for a recommendation!

Also in 2013, we said good-bye to long time trustee, Harvey Boulay. Mr. Boulay was elected to the Board in 1986 and he served continuously through May, 2013. He shepherded the library through the 2005 addition/renovation project, was key in the public library-school library combined services program which was implemented in 1992 and above all was a champion of public libraries everywhere. We sorely miss his wit and wisdom, and the experience he brought to the Board.

The Friends of the Norfolk Public Library is a private, non-profit group that assists our Library in 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.

Last but not least, a debt of gratitude is owed to the Library's devoted volunteer corps. In 2013, 71 volunteers completed 2,044 hours of volunteer time. From processing new books, to shelving returned materials, repairing worn and torn books, cleaning DVDs, and so much more. Thank you to all our amazing volunteers!

Respectfully submitted,

Board of Library Trustees
Dr. Kumkum Pareek Malik, Chair
Kenneth M. Nelson, Clerk
Glenn Hill, Member

Robin A. Glasser, Library Director

CULTURAL COUNCIL

The Norfolk Cultural Council received \$4280.00 in State grant money for the fiscal year 2013. A total of 13 grants were accepted: 8 full award and 5 partial.

Some examples of the grant requests are:

1. Norfolk Cooperative PreSchool: Music and enrichment at the school
2. King Philip International Club: The Memory Project, a project to be displayed at the High School and on their website
3. Bay Colony Productions: Disney's Musical "Aladdin Jr.", presented at the Orpheum Theatre in Foxboro
4. Mass. Audubon Society, Stony Brook: Science inside and out program at the Stony Brook Wildlife Sanctuary, Norfolk

...The Council meets monthly on the second Thursday and all meetings are open, except executive sessions.

... The Acrylic workshop scheduled for Sept. was canceled due to low enrollment (5) and the artist requested a minimum of 20.

... On December 6, 2013 a pastel workshop was given by Greg Maichack for all residents that signed up for the 25 spots available. This three hour workshop was held in the Library Community Room and the artist supplied all the materials.

... Planning committees were established for the upcoming Juried art show in April 2014.

Respectively submitted.
Deanna Grimm, Chair NCC

**PLANNING &
DEVELOPMENT**

The Metropolitan Area Planning Council (MAPC)

Annual Report 2013

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 celebrated its 50th Anniversary this year.

The past year marked a half-century of promoting smart growth and regional collaboration in Greater Boston. It was also the five-year anniversary of "MetroFuture: Making a Greater Boston Region," our plan for development and preservation through 2030. We have celebrated by breaking ground in diverse, innovative areas of planning.

MAPC continues to lead in environmental, land use, and transportation planning. We augment more traditional planning with projects in clean energy, public health, economic development, and housing planning. MAPC is well positioned to help our region stay at the forefront of equity and sustainability.

PURSUING A SUSTAINABLE FUTURE

Some of MAPC's most vital work this year has been in implementing MetroFuture, as funded by the final phase of our Sustainable Communities grant, and in collaboration with the Metro Boston Consortium for Sustainable Communities. The consortium has grown considerably: it is now 170 members strong, and it includes municipalities that are home to nearly 80% of the region's population.

As the grant comes to a close in June 2014, more than 60 projects have been completed or will be wrapping up. They cover areas as varied as state policy campaigns, community organizing, transit-oriented development (TOD) planning, and bicycle and pedestrian network analysis.

A major emphasis of the Sustainable Communities projects and MetroFuture is incorporating comprehensive public participation into all our work. We held more than 140 public meetings over the past three years, drawing 4,000 participants. We have engaged our constituents in many ways—from organizing walking tours of communities to holding focus groups in different languages, partnering with local organizations, and using simple, direct messaging.

MAPC is committed to assisting municipalities in making smart decisions that will help guide future growth. Our smart-growth projects this past year included: a zoning analysis for South Street Mall area in Wrentham showing alternative options that could be implemented through zoning and transportation changes; an open space and recreation plan for Winthrop; and a zoning analysis for mixed-use development in the Saugus Mill District—a plan that will preserve historic mill structures, maintain existing industrial jobs, create opportunities for affordable housing, and provide public access to the Saugus River.

HIGHLIGHTS FROM SUSTAINABLE COMMUNITIES PROJECTS OVER THE PAST YEAR

- **PLAN MALDEN SQUARE:** A set of strategies to revitalize downtown Malden was the desired outcome of this Sustainable Communities-funded collaboration between Harvard's Graduate School of Design, MAPC, and the City of Malden. The recommendations we developed have spurred Malden to request proposals for the redevelopment of the City Hall site, and the city has applied for and won a \$3 million grant through the MassWorks Infrastructure program to help support the project.
- **THE INSTITUTE ON LEADERSHIP IN EQUITY AND DEVELOPMENT (ILEAD)** educates participants on sustainable and equitable development and teaches them how to advocate for outcomes in their own communities. MAPC and project partners designed the curriculum and held the training sessions in Dorchester, Lynn, and Somerville.
- **QUINCY WOLLASTON TOD:** At the Wollaston station in Quincy, MAPC analyzed the potential for transit-oriented development and made recommendations to promote new growth. In November 2013, Quincy followed those recommendations and approved a residential development proposal with reduced parking requirements.
- **SALEM POINT NEIGHBORHOOD VISIONING PROJECT:** MAPC used the online game Community PlanIt to facilitate a grassroots, neighborhood-level visioning process. With residents, we developed an action agenda to improve the quality of life in the Point neighborhood. Mayor Kimberley Driscoll is committed to the agenda outlined in the report, and is seeking grant resources to boost implementation locally.
- **EVERETT COMMUNITY VISIONING PROJECT:** MAPC worked with Everett's Department of Planning and Development, community organizations, and Everett residents to create a community vision for Everett's future. Because of the city's changing demographics, we pursued extensive community engagement outreach to ensure that the immigrant communities and long-time residents were able to provide input about the city's future.

EXPANDING TRANSPORTATION CHOICE

A reliable and diverse transportation system for everyone—regardless of age, income, or ability—is an ongoing focus of MAPC's work. A Greater Boston with a dynamic, multi-modal transportation system will enhance the region's prosperity, equity, and overall quality of life.

PROJECTS THAT IMPROVE OPTIONS AND ACCESS TO THE REGION'S TRANSPORTATION NETWORK

MAPC worked with the cities of Quincy, Melrose, and Beverly to create plans for building mixed-use, mixed-income development around three MBTA transit stations that would increase access to the region's transportation system and help lower combined housing and transportation costs for households.

In collaboration with the Massachusetts Water Resources Association, MAPC is opening the region's aqueducts to the public and developing trails for walking and biking. MAPC is coordinating bicycle and pedestrian improvements in several communities. The aim is to build a regional pedestrian and bicycle network that improves connectivity throughout the region with safe access to major walking and biking destinations.

One of the few regional bike-share programs in America, the Hubway Bike Share system has grown to nearly 130 stations in Boston, Cambridge, Brookline, and Somerville.

By October 2013 more than 1.5 million trips had been taken and users have collectively burned almost 70 million calories. Hubway will stay open year-round for the first time as Cambridge pilots winter operations in 2013-2014.

MAPC's Regional Trail Map (trailmap.mapc.org) is a singular resource for pedestrians and cyclists who want to explore our region. It offers municipalities a new perspective on their walking and biking connections with neighboring communities, while inspiring stakeholders to strengthen those connections.

In collaboration with the Roxbury Great Neighborhoods Partners, MAPC performed a parking analysis on the Grove Hall business district, a residential and commercial area located in the Roxbury neighborhood of Boston. The study determined parking availability, usage and turnover; assessed whether existing parking meets the needs of the community; and provided recommendations regarding better use of existing parking.

IMPROVING PUBLIC HEALTH

Our public health department continues to look at investing in the wellness of the region's residents and to help build healthy communities in both traditional and unexpected ways. MAPC did work this past year to increase the access of low-income residents to the fresh food found at farmers markets. With the help of a Middlesex County Community Transformation Grant, MAPC implemented a program that allows vendors in five towns to accept SNAP cards and WIC vouchers. As part of the project, MAPC collected data on current usage of SNAP and WIC at the markets, as well as data on the barriers that keep SNAP and WIC participants from using the benefits. The data will help develop best practices and recommendations for roll-out of the program throughout the state.

The MAPC public health division continues to build our Health Impact Assessment (HIA) practice. This emerging tool of the HIA is used to maximize the positive health effects of a proposed project, plan, or policy, while minimizing or mitigating negative impacts. MAPC completed two important HIA projects in 2013. Healthy Neighborhood Equity Fund (HNEF) MAPC analyzed a proposed new private equity fund intended to support mixed-use development in transit-oriented locations. Our HIA results helped define health-related metrics for developers that will frame the potential social and economic changes that could result from HNEF-supported projects. Speed Limits MAPC analyzed the potential effect of lowering the default speed limit on local roads from 30 to 25 miles per hour and the potential positive public health impact it could have by preventing traffic fatalities and injuries.

LEADING THE WAY ON CLEAN ENERGY

MAPC is helping municipalities enter the clean energy field by assisting cities and towns that have little or no dedicated staff. With the launch of our online Clean Energy Toolkit, MAPC has made it easier for municipalities to implement clean energy at the local level and realize savings through their efforts. One such effort in Sudbury included obtaining solar energy management services through a regional procurement process. Another has been the changing over of Arlington, Natick, Chelsea, and Woburn to LED streetlights—a switch that has allowed the municipalities to reduce overall energy consumption. This effort entailed the conversion of approximately 7,300 high pressure sodium and mercury vapor streetlights to LED.

Combined, the four LED projects will result in an annual energy savings of approximately 2.1 million kilowatt-hours and greenhouse gas reductions of 1.8 million pounds of carbon dioxide. Our joint procurement helps secure more competitive prices, leading to a shorter overall payback period.

ENHANCING PUBLIC SAFETY

MAPC works in tandem with the Northeast Regional Advisory Council (NERAC) to offer vital public safety resources. This work is supported by the U.S. Department of Homeland Security's Homeland Security grant program through the Massachusetts Executive Office of Public Safety and Security. In one recent NERAC project, MAPC worked with the neonatal intensive care units (NICUs) of 11 hospitals about how to evacuate babies and infants from the facilities during major weather events. Each hospital received a "babypod" infant module that puts a child patient in a controlled and secure environment for transportation. One or two people can carry the babypod, freeing up rescue staff to help others. This program is one step toward ensuring the region is prepared for significant weather events.

COLLABORATING ACROSS MUNICIPAL LINES

Regional collaboration remains at the core of the value MAPC offers to the region. We help municipalities work across borders in order to save money, gain efficiencies, and improve the quality of services to residents.

REGIONAL COLLABORATION PROJECT HIGHLIGHTS 2013

- With funding by a generous grant from the Executive Office of Public Safety and Security (EOPSS), MAPC is helping Chelsea, Everett, Medford, Melrose, and Somerville to consolidate their emergency communications functions into a single operation.
- MAPC is establishing Regional Housing Services Offices. These will be especially useful for small towns that lack full-time housing staff.
- Under the leadership of Arlington, MAPC is supporting the regional acquisition of high-resolution aerial imagery for use in municipal geographic information system (GIS) applications.
- MAPC is helping Lexington make its animal control facility available to Bedford and other neighboring towns.
- MAPC is providing technical assistance to Ashland and Hopkinton as they plan to merge their fire departments.

PROTECTING PARKS, FARMS, HABITATS, AND WATERSHEDS

MAPC advocates for growth in cities and town centers, but part of our work is also helping to protect valuable landscapes, places to play, habitats for flora and fauna, farms that grow food for local consumption, and water resources.

In partnership with the Neponset River Watershed Association and the environmental engineering firm Weston & Sampson, MAPC evaluated how municipalities in the Neponset and surrounding watersheds can address changes in state water management regulations. Our study, funded by a grant from the Massachusetts Department of Environmental Protection, was a comprehensive look across many different water sectors such as waste, drinking, and storm, serving as a great model for total water management planning.

We recommended a series of steps to reduce the environmental impact of water supply activities along the Neponset, Charles, Taunton, and Ten Mile Rivers. We advised the municipalities to develop scenarios to address potential future water needs, evaluate existing water conservation practices, take steps to increase water-use efficiency, analyze the pumping of well water to reduce potential environmental impacts, and retrofit existing roadways and parking lots to capture clean and polluted stormwater runoff that was going directly to waterways. MAPC also developed a Comprehensive Agricultural Plan in the Minuteman Advisory Group on Interlocal Coordination (MAGIC) subregion.

Our goal was to increase the economic viability of farming and protect sustainable farms and agricultural soils close to metropolitan markets. Preserving agricultural land creates and maintains jobs, discourages low-density development in these areas, and protects local food production—which ultimately decreases the energy needed to ship food from distant locales.

DEMOCRATIZING DATA AND TECHNOLOGY

MAPC continues its pioneering use of data and technology to support informed decision making. The Data Services Department developed new population and housing demand projections for the region and its municipalities that predict trends as far into the future as 2040. We completed an analysis of 16 million vehicle inspection records and created a detailed picture of driving patterns in Massachusetts. We compiled a statewide atlas of land parcels and assessor's data. In partnership with the Massachusetts Department of Public Health, we launched ourhealthymass.org, a new online data portal with information about public health outcomes and programs.

MAPC worked with MassDOT to upgrade and re-launch MASafeRoutesSurvey.org. This online school-commute survey tool will be the principal assessment and performance measurement tool for the state's Safe Routes to School (SRTS) program. The upgraded site is now available to any school in Massachusetts. It can generate automated reports for school and district administrators with information about mode choice, distance to school, and green house gas emissions, along with a map of survey responses that can help local SRTS programs identify infrastructure improvements and other initiatives.

The year 2013 saw the first full-scale application of MAPC's new scenario-modeling platform. Created for general use with the support of the Barr Foundation, this new tool allows communities to create multiple land-use scenarios and compare them on a variety of metrics, including greenhouse gas emissions, affordable housing production, tax revenue, vulnerability to sea-level rise, and impacts to neighboring communities. We used the tool in Hingham, which is developing a new master plan. MAPC created scenarios for three focus areas and shared them with stakeholders to solicit feedback and inform ongoing planning discussions in town. The final scenario model will be delivered to the town in 2014 for its use in future planning activities.

CREATING JOBS AND HOMES

A critical component of MAPC's work is encouraging economic development in smart growth locations. In 2013, MAPC conducted an interactive visioning charrette for East Dedham Village. The session was focused on establishing a more thriving and vibrant community. The use of a "visual preference collage" helped participants to determine a desired vision for the neighborhood.

The exercise built on investments within the town that included the Mother Brooks Arts and Community Center, new recreation and park areas, and a growing creative arts presence.

Another important aspect of an equitable and sustainable region is ensuring that there is a diverse array of housing choices throughout the region. MAPC works with municipalities on housing production plans that guide policies and strategies to develop affordable housing. We recently helped Belmont, Lexington, and Watertown create a multi-municipal analysis of housing needs and housing-market demand and develop local strategies to produce affordable housing that is responsive to the regional, as well as the local, needs and market.

FAIR HOUSING TOOLKIT

In keeping with our mission to promote equity in the region, MAPC and the Fair Housing Caucus of the Sustainable Communities Consortium partnered with an outside vendor to develop a Fair Housing Toolkit. The toolkit includes practical examples of how municipalities and developers can proactively ensure inclusion, diversity, and equity by promoting access to housing opportunities.

During 2014, MAPC and its partners will lead trainings with the toolkit, which includes a sample curriculum for workshops to “affirmatively further fair housing” throughout the region.

TOD FUND

MAPC recognized the need to establish new tools to finance housing and economic development in transit-oriented communities. Even with supportive plans, zoning, and infrastructure investments, TOD projects face barriers to attracting the capital necessary for many aspects of the development process: pre-development, design and engineering, acquisition, construction, and permanent financing.

Through Sustainable Communities funding, we convened a committee of experts and stakeholders to advance the creation of two new funds: a debt fund operated by the Local Initiative Support Corporation (LISC) that will open for business in 2014, and an equity fund designed by the Massachusetts Housing Investment Corporation (MHIC) and Conservation Law Foundations Ventures (CLFV) that will focus on projects that improve the health of local residents. The Executive Office of Housing and Economic Development (EOHED) has already invested \$1 million in the debt fund, and is considering investment in the equity fund at a later date.

CREATING A MORE EQUITABLE REGION

Five years ago, *MetroFuture: Making a Greater Boston* spelled out a vision of a sustainable and equitable future that we continue to pursue. Residents want a region that serves all people and provides ample opportunities to thrive. Demographic and social changes make equity more important to the region’s future than ever before: the well-being of the region will depend increasingly on the well-being of people who have historically lacked resources and opportunities. Among these groups are low-income communities, immigrants, members of racial/ethnic minority groups, and older residents. Indicators show that inequities exist throughout our systems— affecting areas such as income security, educational achievement, and access to affordable housing.

Over the last year, MAPC has created its State of Equity in Metro Boston Policy Agenda, a document that provides a roadmap for advancing equity and that has been endorsed and approved by the Sustainable Communities Steering Committee.

The Policy Agenda builds on findings from 2011's State of Equity Indicators Report and seeks to expand the constituency for social equity in the region.

The recommendations are divided into three sections: Invest in Its Places, Invest in Its People, and Build More Equitable Public Systems. To accomplish these goals, MAPC and its partners will engage a wide variety of the region's residents—both those who have traditionally participated in planning processes and those from communities that have been historically underserved by planning. MAPC will work to change the structural drivers behind the region's inequalities and advocate for policy solutions that will help us realize the vision of MetroFuture.

REACHING OUT TO IMMIGRANT ENTREPRENEURS

Immigrant entrepreneurs play a vital role in the economies of the cities and towns in our region. The businesses they run are important to the livelihoods and quality of life in their neighborhoods, providing jobs, goods and services, tax revenue, and giving back to the community in myriad ways. MAPC and its partners have sought to support these local job creators by pursuing policy changes, training municipal officials and non-profit staff, and creating connections with bankers and organizations that offer financial services to support immigrant entrepreneurs.

MAPC sponsored an Immigrant Entrepreneurs Forum as part of our "Friends of MetroFuture Walks & Talks" program. The forum, which took place at the Chelsea Collaborative, focused on the role of immigrant startups in advancing smart growth, the challenges the entrepreneurs face, the potential for collaborative opportunities, and the policy implications to support this subsector.

MAPC also collaborated with the Immigrant Learning Center, the Massachusetts Association of Community Development Corporations, and MassINC on a project in Lynn. This project focused on building relationships among immigrant businesses, municipal officials, and non-profit community-based organizations in order to help immigrant entrepreneurs in Lynn succeed. The project included a training workshop on reaching and engaging immigrant entrepreneurs and a targeted training for municipal and non-profit professionals.

ADVANCING THE STATE'S POLICIES IN LINE WITH METROFUTURE

In 2013, MAPC played a leading role in a campaign to increase state investment in our chronically underfunded multi-modal transportation system. MAPC held a series of regional forums, bringing together business leaders, municipal officials, activists, lawmakers, and the media to examine the importance of transportation investments.

Additionally, MAPC organized a rally on the steps of the State House that drew hundreds of people, placed op-eds in regional newspapers, testified at legislative hearings and MassDOT listening sessions, and created email alerts that resulted in thousands of constituents reaching out to their legislators. Ultimately, Governor Deval Patrick and the Legislature agreed to invest \$600 million more per year to help stabilize the MBTA's finances and invest in critical public transit and roadway improvements.

The new revenue will eliminate much of the MBTA's structural deficit, significantly increase funding for Regional Transit Authorities, and pay for additional capital expenditures, including maintenance, repair, and some targeted expansions. We estimate this bill covers about 60% of what we need—a great first step, but more advocacy lies ahead for MAPC and its allies.

MAPC is working on a bill to incentivize “Complete Streets” infrastructure—sidewalks, bike lanes and crosswalks—in cities and towns by creating a certification process with a modest pot of additional funding.

During the budget process, MAPC will continue to advocate for the Shannon Community Safety Initiative grant program, which serves at-risk youth in communities experiencing gang violence.

MAPC facilitates the Metro Mayors Shannon Grant Collaboration, which leads a statewide coalition focused on youth violence and provides funding for youth programming and targeted enforcement.

Looking ahead to 2014, MAPC plans to focus on zoning reform legislation to create a modernized planning framework for the state and water infrastructure finance reform. We will continue to support the goals of our “MetroFuture: Making a Greater Boston Region” plan, by providing the tools needed for municipalities to create healthy, strong, and more vibrant communities.

Visit www.mapc.org throughout the year for news and updates about our work.

**Metropolitan Area Planning Council (MAPC)
South West Advisory Planning Committee (SWAP) Annual Report 2013**

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

Transportation continued to be a major topic in the subregion in 2013 with the completion of the SouthWest Advisory Planning Committee Regional Public Transit Feasibility Study. SWAP communities applied for funding under the federal Unified Planning Work Program (UPWP) and the grant was awarded by the Metropolitan Planning Organization (MPO). The Study was conducted by the MPO's Central Transportation Planning Staff (CTPS) and MAPC. The Study evaluated travel patterns within and between the SWAP communities to identify opportunities for increasing transit options. Ten recommendations for new or modified fixed-route transit services were identified, as well as three long-range expansion opportunities. SWAP communities applied in December for a state-funded District Local Technical Assistance Grant for 2014 to begin implementing some of the Study recommendations by working with the communities, and transit providers Greater Attleboro Taunton Regional Transit Authority (GATRA) and MetroWest Regional Transit Authority (MWRTA).

SWAP began the year with a Legislative Breakfast in Milford in January. There were meetings focused on Climate Change, a hand-on training provided by the U.S. Census Bureau in Franklin, and a presentation on the Model Open Space/Natural Resource Protection model zoning bylaw, part of the Smart Growth/Smart Energy Toolkit. Several SWAP meetings were devoted to working on the Transit Study discussed above, and sessions were held with the CTPS staff to discuss the UPWP and Transportation Improvement Program projects in the subregion. The Bellingham Planning Office was awarded a second National Park Service Rivers and Trails Conservation Assistance grant for technical assistance to create strategies for the Southern New England Trunkline Trail (SNETT) trail development. Grant partners include Franklin, local trail associations and Friends of the SNETT. This is a follow-up to the grant awarded in 2012.

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.

ECONOMIC DEVELOPMENT COMMITTEE

The Economic Development Committee (EDC) was established in March, 2007. The EDC is "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.

Town Center Marketing- The EDC participated with the Massachusetts Department of Housing and Community Development (MDHCD) regarding Norfolk's Town Center (B1 District): MDHCD could help introduce future development interest in Town Center especially for housing following Smart Growth Opportunities. The EDC provided B1 District maps and development data to support future connections to interested developers.

Commercial District Marketing & Development – The EDC participated with the Board of Selectmen regarding promotion of development in the C-1 District located at Pine Street (RT. 115) and Dedham Street (RT.1A). A connection was made with the Massachusetts Office of Business Development (MOBD), the EDC and Jack Hathaway to better understand the opportunities and benefits for businesses to locate in Norfolk. The EDC identified the development opportunities in the B1, C1 and C6 Districts and Norfolk's business location assets: Educated Workforce, Accessibility (MBTA-Rt.1) and Quality of Life. The EDC supported the efforts of the Zoning Bylaws Study Committee to prepare several articles for the warrant for the Spring Town Meeting. These articles were proposed in an effort to help development in B1-C1 Districts. The C1 District will soon have a Medical Office building.

EDC Membership - The EDC is a seven member volunteer Committee. Presently there are four members and the EDC is in need of filling three positions. Volunteers should apply to either the Board of Selectmen or the Planning Board.

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

PLANNING BOARD

The 2013 Norfolk Planning Board consists of five (5) dedicated volunteers who are elected for three year staggered terms and one appointed associate member. The Board generally meets once or twice a month in Room 124 of Town Hall.

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

In 2013, the Planning Board approved a Special Permit for the Gump's Farm Recreational Area for non-pavement of the parking area. The Board approved a modified site plan for Leo's Landing at 242 Dedham Street. Special Permits were issued for new signage at Dunkin' Donuts of 134 Main Street and a wireless facility on the existing flag pole located on Meeting House Road for Crown Castle Wireless. The Planning Board approved site plans for Pine Street Medical Center and Pondville Plaza on the corner of Pine and Valley Streets.

The Planning Board approved an ANR (Subdivision Approval Not Required) Plan for 3 lots at 18 Fruit Street. ANR Plans were also approved to create a new lot on Dedham Street and 3 lots on Toils End Road.

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 Walter Byron to the Planning Board in May. Thank you for your hard work and dedication to Norfolk this year Walter!

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

Steven G. McClain, Chairman
Peter S. Chipman, Vice Chairman
Walter Byron, Clerk
Michelle Maheu
Jeffrey Palumbo
Gregory L. Mirliss

RECREATION COMMISSION

The Recreation Commission consists of five elected commissioners. In 2013, there was one open seat and one seat that was appointed for a one-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. Annually, we have approximately 3500 registrations for fee-based programs for all age groups. We distribute the recreation program brochure which also lists community events to Norfolk residents three times a year. Program registration is available on-line, by mail or in our office.

Norfolk Recreation offers a wide variety of programming with our own instructors and is pleased to partner with community organizations such as the Franklin YMCA, Fore Kicks, Medway Community Education, and Millis Recreation to enhance program choices. In addition to fee based programs which are self-supporting, 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 at no cost to taxpayers.

The Recreation Commission allocates Norfolk playing fields at the Freeman Kennedy School and at Pond Street. Approximately 2500 players from local sport organizations use the fields for practices and games each week. Additionally, King Philip High School Soccer uses Pond Street fields for their home games. Recognizing our fields were beyond capacity and we could not accommodate all requests received, in 2013 the Recreation Commission contracted with Gale Associates to do a Master Plan for fields. This plan addresses the best field layout to maximize space, safety conditions, and accessibility. This project was funded by the Community Preservation Act, worked on extensively in the fall of 2013, and will be complete in early 2014.

In 2013, the playground at Rockwood Road Park, formerly Gump's Farm, was built to 95% completion. Due to weather, the opening is delayed to 2014. The new "Kids Place" was modeled with Norfolk elements in mind resulting in a playground that has community and historical aspects in its design. This playground is specifically designed for very young children. The playground surfacing is a surfacing that does not freeze so the playground may safely be used year round.

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 items.

The Pond Street Banner Program continued to bring in revenues for work specific to Pond Street. The 2013 supporters were Foxboro Federal Savings, 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, and Norfolk Federal Credit Union.

Norfolk Recreation is greatly appreciative of the support we receive from our citizens, other Town departments, the Norfolk Arts Council, The Norfolk Lions, the Norfolk Community League, and 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,
Karen Fruci, Chairperson
Ken Lawrence, Secretary
Tom Terpstra, Member
Todd Lindmark, Member
Ann Proto, Director

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 2013 calendar year, the Board received 13 applications for hearings; most with multiple special permit and variance requests. The Board granted 4 variances and 16 Special Permits. Four variances were denied as being unnecessary and one variance was withdrawn. Twelve of the sixteen Special Permits were granted for commercial uses within the Commercial District of Route 1A and Pond Street. The Board also re-opened a public hearing on the comprehensive permit issued in 2004 to modify the condition of approval related to the paving schedule for the Norfolk Condominium 40B development in the Town Center. The Board will render a decision on that matter in calendar year 2014.

**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 on calls.

Permits issued in 2013:

- Building/ Sheet metal/Solar 409
- Electrical 400
- Plumbing 190
- Gas 180
- **Total permits 1,179**

With the implementation of the HVAC licensing, permitting and inspection requirements the 2013 year was a very busy and at times hectic year for the Building Department. The State has mandated that all HVAC installations be permitted and installed by licensed contractors. This has added an additional layer of application review, permitting and an additional number of inspections for the Building Commissioner and his part-time assistant. Over the past several years building permit numbers have risen and the Building Department staff has done an exemplary job of serving the people of Norfolk.

With that being said I would like to take this opportunity 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.

Robert J. Bullock
Building Commissioner

HUMAN RESOURCES

NORFOLK COUNTY REGISTRY OF DEEDS

William P. O'Donnell, Register
649 High St., Dedham, MA 02026

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; accuracy, reliability and accessibility for the residents, businesses and communities of Norfolk County.

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.

2013 Registry Achievements

- Register William P. O'Donnell and his staff continue to visit town halls, senior centers and civic groups across Norfolk County. Register O'Donnell held office hours at Norfolk Town Hall on April 25th.
- The Registry of Deeds full service telephone and walk-in Customer Service and Copy Center continues to provide the residents and businesses of Norfolk County with quality real time customer assistance in all area of Registry operations.
- Electronic recording continues to expand with 31,639 documents recorded electronically and 7.26million in recording fees collected in 2013.
- The internet library of images accessible to the public through the Registry of Deeds online research system at www.norfolkdeeds.org continues to expand as all documents back to the first documents recorded in Norfolk County in 1793 are available for viewing.
- Multiple technological improvements were implemented in FY13 including ongoing upgrades to the registry server and the introduction of an improved Registry of Deed's website. The Registry's website www.norfolkdeeds.org is regularly updated and enhanced to include recent news, resources for homeowners, real estate statistics, media information and answers to frequently asked questions.
- Improvements to the physical and structural appearance of the historic Registry Building continued with the installation of new central air conditioning throughout the facility and additional shelving units which will serve to meet the demands of future record book storage.
- Register O'Donnell hosted several free computer seminars at the Registry to provide hands on training to members of the public and trade groups on land record research using the Registry's new website technology.

Real estate activity in Norfolk, MA during 2013 saw increases in sales and sales volume along with reductions in foreclosure activity.

There was a 5% decrease in documents recorded at the Norfolk County Registry of Deeds for the Town of Norfolk during 2013 at 3,098 which was 169 fewer documents than the 2012 total of 3,267.

The total volume of real estate sales in the Town of Norfolk during 2013 was \$90,194,632.00 which showed a 50% increase from 2012. The average sale price of deeds over \$1,000 (both residential and

commercial properties) was up in Norfolk by 6% in 2013 at \$433,628.04 which showed a \$24,097.18 increase from 2012.

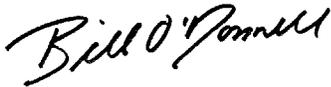
The number of mortgages recorded on Norfolk properties in 2013 was down by 23% from 2012 at 695 while total mortgage indebtedness decreased by 35% to \$198,877,961.00 during 2013.

There were 4 foreclosure deeds filed in Norfolk during 2013 which was on fewer than the 2012 total of 5, while the number of notice to foreclose mortgage filings decreased to 13 notices in 2013 compared to 19 in 2012 which was 31% fewer notices.

Finally, homestead activity increased in Norfolk during 2013 with 270 homesteads filed representing an 18% increase from the 2012 total of 229.

The modernization and business improvements that have enhanced our ability to provide first rate customer service to residents and businesses of Norfolk County will continue. I have been and always will be committed to an efficient customer service oriented operation here at the Registry. It is a privilege to serve as your Register of Deeds.

Respectfully submitted by,

A handwritten signature in black ink that reads "Bill O'Donnell". The signature is written in a cursive, slightly slanted style.

William P. O'Donnell
Norfolk County Register of Deeds

BOARD OF HEALTH

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

Appointments

Board of Health Agents:

Betsy J. Fijol – Administrative Assistant/Agent
Wade Saucier – Health Agent
Tom Houston – Health Agent
Hilary Cohen – Animal Advisory Agent
Shawn Dooley – Agent for Issuing Burial Permits
Carol Greene – Agent for Issuing Burial Permits
James F. Delaney – Agent for Issuing Burial Permits
Mark Oram – Sanitarian for Food Establishment Inspections & Housing Codes
Ed Nolan – Emergency Preparedness Agent

Permits and Licenses Issued

	2012	2013
Burial Permits	13	16
Form 1.0	37	29
(Review for home Improvement)		
Perc Testing	66	70
Well Permits	12	12
Septic System Permits:		
New Construction	44	43
Upgrades	21	21
Component		
Replacements	29	29
Variance Hearings	2	2
Food Establishments	36	35
Tobacco Sales	6	7
Refuse Haulers	8	7
Septic Installers	45	47
Septage Pumpers	14	13
Camps	2	2

Other Board Activities

The Board of Health sponsored its annual Rabies Clinic on Saturday, April 6, 2013 at the DPW facility on Medway Branch Rd. Dr. Shelly Sandler, D.V.M. and staff vaccinated a total of 60 dogs and cats of Norfolk residents and surrounding towns.

The Board of Health sponsored Seasonal Flu Clinics on October 2 & 29, 2013 at the Norfolk Senior Center and at Town Hall. The Walpole Area VNA provided vaccinations to 180 residents. Many thanks to the WAVNA, Council on Aging, 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 and to educate citizens 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. Interested residents are encouraged to consider joining the Norfolk MRC. Visit the Board of Health web page for more information.

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

Please consult our web page at www.virtualnorfolk.org 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

Tom Gilbert, Chair
Cheryl Dunnington, Clerk
Jeff Kane, Member

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. Since the first year that the Community Preservation Act surcharge was collected, 2002, the Norfolk CPA fund has collected about \$8.8 million, with nearly 42% of that sum coming from State matching funds. As of the end of December 2013, the fund had an unencumbered balance of nearly \$3.4 million, exclusive of the funds earmarked for projects already approved. To date, the CPC has spent or allocated nearly \$5.5 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, but also that 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. Phase one, the parking lot and playground, is nearly complete. Site work commenced in September, and by November, the parking lot and playground structures (which represent Norfolk landmarks) and surfacing were nearly complete. Phase 2, a community garden and trails, should be constructed this year. The property has been formally named "Norfolk Community Park at Rockwood Road" by the Selectmen.
- Fall town meeting voters approved a \$200,000 transfer to the Affordable Housing Trust for the creation of affordable housing in Norfolk.
- An Athletic Field & Park Amenities Strategic Plan, to assess recreation needs for the next decade, approved at the 2012 fall town meeting (\$20,000) is nearly complete.
- Spring town meeting voters approved spending \$350,000 to construct a new playground, field, walking path, well and irrigation at the H. Olive Day school. This project was completed.
- The CPC commissioned a study of the Highland Lake dam, to assess its condition in accordance with current dam safety regulations and to provide information to assist in analyzing dam repair needs and receive recommendations for ongoing maintenance and/or restoration/reconstruction.
- Fall town meeting voters approved spending \$12,000 to create access and parking off of Main St. to the Fales Memorial Park and Highland Lake, and to create informative panels at that property, as well as City Mills and Pondville.
- The CPC worked in conjunction with Mass. Audubon to acquire the Gray property on Marshall St., which abuts existing Audubon property. Fall town meeting approved a \$46,000 expenditure which would provide a conservation restriction on the property as well as roadside parking, which will also provide parking for the nearby Lind Farm.
- A Norfolk Airport neighbors group interested in seeing the property acquired as open space initiated discussions with the CPC. These discussions are ongoing.
- 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 2013.

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.

Community Preservation Committee

COUNCIL ON AGING

The Council on Aging is made up of 9 members appointed by the Board of Selectmen. The Council appoints an undesignated number of Associate Members. The mission of the Norfolk Council on Aging is to serve as an advocate to ensure that the town's seniors have the opportunity to live with independence, dignity and security. The Council works closely with the Friends of the Norfolk Council on Aging, the Massachusetts Office of Elder Affairs, area agencies, state legislators and local officials to ensure that a wide range of activities are provided.

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

The Council received a formula grant from the Executive Office of Elder Affairs (MCOA) in the amount of \$13,032.00, 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, community education, legal assistance, a monthly newsletter, recreation, a watercolor class, social events, swimming at the Wrentham Developmental Center pool, Veterans breakfast, and luncheons subsidized by the Friends of the Council on Aging. One special event was a month long program on senior self-defense given by Officer Michelle Palladini of the Norfolk Police Department. 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

2013 REPORT OF THE NORFOLK COUNTY MOSQUITO CONTROL DISTRICT

NCMCD 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 2013
Requests for service: 222

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	0 culverts
Drainage ditches checked/hand cleaned	3,200 feet
Intensive hand clean/brushing*	700
Mechanical water management	0
Tires collected	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)	281.6 acres
Summer aerial larvicide applications (May – August)	0 acres
Larval control - briquette & granular applications by hand	8.2 acres
Rain basin treatments – briquettes by hand (West Nile virus control)	125 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	8,468 acres
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Respectfully submitted,

David A. Lawson, Director

HISTORICAL COMMISSION

The origin of the Town of Norfolk dates back to the colonial period, and the Norfolk Historical Commission is dedicated to preserving this rich history. Our endeavor to create historic districts in town continues. Norfolk's first historic district, Sullivan's Corner was realized with the installation of a sign at the intersection of Main and Seekonk Streets. Applications for two additional historic districts are in the works, Rockwood Road and Kingsbury Pond. Both have been approved as eligible by the Massachusetts Historical Commission; in other words, MHC is willing to accept the applications for formal review by their commission. We are planning to start the formal application process for the Rockwood Road Historical District; final approval may take up to three years. In addition, an application to include Pondville Cemetery in the *National Register of Historic Places* has been approved by the MHC, and the National Park Service is reviewing the application for final approval expected in 2014. Whether applying for an historic district or for inclusion on the National Register, the process from application to fruition is time consuming and lengthy. The second edition of *Norfolk Stories*, an anthology of memoirs from longtime residents, has been completed, and the manuscript has been submitted for printing. This work includes several personal interviews conducted by Thelma Ravinski, a former board member of the NHC. Transcribing and editing of these stories were completed by local resident volunteers and members of our commission. Zeigler Restoration completed repairs to the Tramp House with a small grant from the Community Preservation Commission. NHC sponsored two girl scouts, Katie McHahon and Eleanor Spellman, as they earned the Girl Scout Silver Award. The project included research of Norfolk's history to create a History Wall at the new Freeman-Kennedy School. The culmination of the project included an unveiling ceremony at the school; members of the commission attended the event. In further support of this endeavor and to encourage continued learning about the history of our town, NHC donated copies of several documents and DVDs to the new school's library. Barbara Bartholomew completed a book entitled, *History on the Hill*, which includes her entire lecture series as well as a document entitled *Bits and Pieces of Norfolk History*. This book is dedicated to Thelma Ravinski for her decades of work with NHC. Betsey Whitney and Barbara Bartholomew are working on three interpretive signs for Highland Lake, City Mills, and Pondville. This project, funded by the CPC, is expected to be completed in 2014.

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 3.75%. 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 \$67,350. 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 at Norfolk Commons 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 that fit the neighborhood for the purpose of improving the affordable housing opportunities for those qualified individuals/families interested in establishing housing within Norfolk.

Accomplishments in 2013 through March 2014:

1. Purchased (2) 3 bedroom homes on North Street area and sold them through the affordable state mandated lottery.
2. Built and sold a home through lottery on the previous Gump Farm property located on Boardman Street.
- 3, Purchased a 3 bedroom home located on Cleveland Street, and will have a new family occupying the home in April 2014.
4. 2 additional 4 bedroom homes will be built and sold on the previous Gump Farm property located on Medway Branch Street in 2014.
5. Purchased a home on Main Street that was demolished, a new home is proposed to be built in 2015/2016.

NAMHT will be holding its third lottery sometime in early June of 2014 for existing houses and future developments for the following 15 months. The Trust is seeking qualified candidates for these homes.

Scott Dittrich, Chair
Mark Henney, Vice Chair
Thomas Cleverdon, Clerk
Sandy Smith, Trustee
William Crump, Trustee
William Conklin, Trustee
James Lehan, Trustee

Susan Jacobson, Director•



Achieve with us.

**2013 Report of
The Arc of South Norfolk, Inc.
www.arcsouthnorfolk.org Be sure to visit
our website and online Gift Catalog !!**

Over the past year, The Arc of South Norfolk (formerly The South Norfolk County Arc or SNCARC) has provided advocacy and support to individuals diagnosed with intellectual and developmental disabilities (I/DD). The Arc of South Norfolk continues to carry out the organization's mission in 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 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 that is currently in progress 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 people with I/DD 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 or at the Veteran's home. 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

Board Officers:

Sheila Ahmed, President
Margaret LaMontagne, Vice President
Callum Maclean, Treasurer
Virginia Fettig, Secretary

Management:

Maureen T. Bannan RN, MA HN-BC, Executive Director
Mary McColgan RN, OCS, Director Patient Safety and Quality
Eileen Garvey Financial Manager
Lucinda C. Williams, Office Systems Manager.
Arline McKenzie RN, Nursing Manager
MaryAnn Sadowski, P.T., Rehabilitation Manager

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 2013:

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 Certified 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 Medway Branch 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 Local and Massachusetts Department of Public Health. Case finding is conducted through the state MAVEN system. Requirements have become more stringent this past year requiring attendance at multiple webinars to remain up to date on expectations and best practice. Criteria for reporting Lyme's disease has tightened and tic borne illness has risen.

Public Health: Promotion of health awareness for the prevention of serious illnesses. The annual flu clinic was a success. Monthly talks are offered at the Town Council on Aging. Immunizations are provided including those required to enter the school year.

Statistics for FY 2013 are as follows:

SERVICE	VISITS
Home Visits/Health Maintenance	1
Maternal Child	2
Communicable Disease Follow-up	44
Senior Citizen Clinics	66
Flu Vaccine	168
Pneumonia Vaccine	0

**NATURAL
RESOURCES**

CONSERVATION COMMISSION

The 2013 Norfolk Conservation Commission membership consists of five to 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 in calendar year 2013. 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, maintained 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 2013 calendar year, the Commission received 16 applications for Notices of Intent (NOI's), 2 applications for Requests for Determination (RDA), 1 Abbreviated Notice of Resource Area Delineation (ANRAD) and 1 request for Emergency Certification for a total of 20 applications to do work within wetland resource areas, which is an increase of 25% in the number of filings over 2012. The majority of the projects were for construction of single family houses and septic systems within wetland buffer resources. The Abbreviated Notice of Resource Area Delineation was filed to determine all of the wetland resources on the former Buckley Mann and Lorusso properties off Lawrence Street, a site consisting of 208 acres. The Emergency Certification was issued to the Department of Public Works for the emergency repair of a collapsed culvert beneath Diamond Street.

During the calendar year 2013 the Commission offered guidance and support to three Eagle Scout candidates. Evan Cree Gee completed his Eagle Scout project, consisting of trails and a wood foot bridge at the Town Pond. Eagle Scout candidate, Matthew Chipman, is proposing to clear the existing trails and creating a small parking area on Conservation land within the Old Mill Meadows Subdivision off Standish Road and Seekonk Street. Ben Grant is proposing to create new trails and a trail head on the Pondville Conservation Land off Pond Street.

The Commission was able to add additional open space to the growing inventory of protected open space by accepting approximately 40 acres of open space land within the Toils End Farm/Fox Run Subdivision. This land contains an existing trail system. The open space land at the Saddle Ridge Subdivision, consisting of 12.25 acres, was also accepted by the Commission. The recently completed trail system with access from Saddle Ridge Road is located behind the homes within the subdivision, and provides additional foot access to the Lind Farm Conservation Land. Parking for the Lind Farm Conservation Land is still located off North Street on Wrentham Development property. An 8,000 square foot parcel on Mirror Lake Avenue was donated to the Town and Commission as a gift of land for open space purposes from the landowners who reside in Wrentham. This land abuts other conservation land in this area.

FINANCES

BOARD OF ASSESSORS

The sales that occurred in calendar year 2012 were inspected during calendar year 2013 to establish the assessment for all properties in town as of January 1, 2013.

The average residential assessment for single family homes increased in value by approximately ½%; the average assessment on vacant residential land remained the same; and the average assessed value of residential condominiums, commercial property and industrial property increased in value at rates of approximately ½% to 3%. The total value for all taxable property in Norfolk for Fiscal Year 2014 was \$1,490,683,450. This reflects an increase of approximately 1.7% over the total value for Fiscal Year 2013 of \$1,465,419,800. The total value for all taxable property in Norfolk for Fiscal Year 2012 was \$1,455,660,228.

The tax rate for Fiscal Year 2012 was \$16.47 per \$1,000 for all classes of property in Norfolk; the tax rate for Fiscal Year 2013 was \$17.10 per \$1,000 for all classes of property in Norfolk; and the tax rate for Fiscal Year 2014 is \$17.43 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/Collectors' 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 2013 amounted to approximately \$27,649,771.00 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.

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. This year we did add a program that streamlines the process of checks sent to us from customers who use their bank's online payment program. We will continue to assess our needs and look for future options for payments.

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**

Through careful budget management by Town Department heads, the Town of Norfolk had free cash certified for Fiscal Year 2013 in the amount of \$544,064. At Annual Town Meeting in May departmental budget transfers were approved to erase a deficit of \$295,688 in the FY13 Snow and Ice account. The Special Town Meeting in November 2012 authorized borrowing in the amount of \$286,566 to purchase 3 vehicles for the DPW, 3 vehicles for the Police Department, and a vehicle for the Assessing Department. A portion of FY13 free cash in the amount of \$189,006 was appropriated at November Special Town Meeting for FY14 departmental budgets: Norfolk Public Schools, Veteran Agent's, Grounds Maintenance Salaries and Fire Department salaries and expenses. Also at the FY14 November Special Town Meeting \$125,000 was appropriated from FY13 free cash for General Fund Capital Items including \$5,000 for additional Police Department Tasers, \$35,000 for Norfolk Elementary Schools Water Heater at H. Olive Day as well as \$5,000 for a Fire Panel also for Norfolk Public Schools. \$80,000 was appropriated to purchase lawn mowers for DPW grounds work to bring the maintenance in-house instead of outsourcing to contractors.

Included with the Town Accountant's Report is a copy of the Fiscal Year 2013 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 Klopff (Accounting Department Assistant) for their support throughout the year.

Respectfully submitted,
Julianne Siewko, Town Accountant

TOWN OF NORFOLK FISCAL 2013

	ORIGINAL	REVISED	YTD	AVAILABLE	PCT
	APPROP	BUDGET	EXPENDED	BUDGET	USED
0100 GENERAL FUND - TOWN					
011142 MODERATOR EXPENSES	\$ 49	\$ 49	\$ -	\$ 49	0 %
011221 SELECTMEN/TOWN ADMIN SALARIES	\$ 250,000	\$ 265,841	\$ 265,185	\$ 656	99.8 %
011222 SELECTMEN/TOWN ADMIN EXPENSES	\$ 29,000	\$ 29,000	\$ 24,058	\$ 4,942	83 %
011226 SELECTMEN/TOWN ADM ENCUMBRANCE	\$ -	\$ 259	\$ 259	\$ -	100 %
011301 FIN DEPART SALARIES	\$ 500,392	\$ 486,742	\$ 486,687	\$ 55	100 %
011302 FIN DEPART EXPENSES	\$ 171,551	\$ 171,551	\$ 151,003	\$ 20,548	88 %
011306 FINANCE ENCUMBRANCE	\$ -	\$ 6,000	\$ 2,901	\$ 3,099	48.3 %
011311 ADVISORY BOARD SALARIES	\$ 6,600	\$ 6,600	\$ 6,600	\$ -	100 %
011312 ADVISORY BOARD EXPENSES	\$ 6,000	\$ 6,000	\$ 5,987	\$ 13	99.8 %
011322 ADVISORY BOARD RESERVE	\$ 50,000	\$ 38,965	\$ -	\$ 38,965	0 %
011412 ASSESSORS EXPENSES	\$ 26,500	\$ 26,500	\$ 26,125	\$ 375	98.6 %
011512 TOWN COUNSEL EXPENSES	\$ 80,000	\$ 80,000	\$ 70,290	\$ 9,710	87.9 %
011516 TOWN COUNSEL ENC	\$ -	\$ 13,462	\$ 6,050	\$ 7,412	44.9 %
011551 INFORMATION TECHNOLOGY SALARY	\$ -	\$ 33,847	\$ 30,769	\$ 3,078	90.9 %
011552 INFORMATION TECHNOLOGY EXPENSE	\$ 100,000	\$ 66,153	\$ 59,380	\$ 6,773	89.8 %
011556 INFORMATION TECH ENCUMBRANCE	\$ -	\$ 1,150	\$ 897	\$ 253	78 %
011582 TAX TITLE FORECLOSURE EXPENSES	\$ 10,000	\$ 10,000	\$ 4,458	\$ 5,542	44.6 %
011611 TOWN CLERK SALARIES	\$ 103,000	\$ 103,000	\$ 102,820	\$ 180	99.8 %
011612 TOWN CLERK EXPENSES	\$ 7,956	\$ 7,956	\$ 7,490	\$ 466	94.1 %
011621 ELECTIONS SALARIES	\$ 10,020	\$ 10,020	\$ 10,020	\$ -	100 %
011622 ELECTIONS EXPENSES	\$ 17,256	\$ 17,256	\$ 17,256	\$ -	100 %
011701 LAND USE DEPARTMENT SALARIES	\$ 101,629	\$ 102,619	\$ 102,494	\$ 125	99.9 %
011702 LAND USE DEPARTMENT EXPENSE	\$ 16,500	\$ 16,500	\$ 9,095	\$ 7,405	55.1 %
011712 CONSERVATION COMM EXPENSES	\$ 12,100	\$ 12,100	\$ 12,100	\$ -	100 %
011752 PLANNING BOARD EXPENSES	\$ 34,560	\$ 28,570	\$ 20,400	\$ 8,170	71.4 %
011762 ZONING/APPEALS BOARD EXPENSES	\$ 60	\$ 60	\$ -	\$ 60	0 %
011902 TOWN HALL FAC MAN	\$ 132,700	\$ 132,700	\$ 106,669	\$ 26,031	80.4 %
011903 OLD TOWN HALL FAC MAN	\$ 7,850	\$ 7,850	\$ 5,245	\$ 2,605	66.8 %
011905 COUNCIL ON AGING FAC MAN	\$ 42,350	\$ 42,350	\$ 36,178	\$ 6,172	85.4 %

TOWN OF NORFOLK FISCAL 2013

	ORIGINAL		REVISED		YTD		AVAILABLE		PCT
	APPROP	TRANSFERS	BUDGET	BUDGET	EXPENDED	BUDGET	BUDGET	USED	
0100 GENERAL FUND - TOWN	\$ -	\$ 6,383	\$ 6,383	\$ 6,383	\$ 6,383	\$ -	\$ -	100 %	
011906 FAC-TOWN HALL ENCUMBRANCE	\$ 110,000	\$ -	\$ 110,000	\$ 110,000	\$ 89,798	\$ 20,202	\$ 20,202	81.6 %	
011907 FIRE/POLICE STATION FAC MAN	\$ 94,050	\$ -	\$ 94,050	\$ 94,050	\$ 73,032	\$ 21,018	\$ 21,018	77.7 %	
011909 LIBRARY FAC MAN	\$ 100,000	\$ -	\$ 100,000	\$ 100,000	\$ 1,261	\$ 98,739	\$ 98,739	1.3 %	
011910 SOLAR POWER GENERATION	\$ 100,000	\$ -	\$ 100,000	\$ 100,000	\$ 30,600	\$ 69,401	\$ 69,401	30.6 %	
011912 FREEMAN/KENNEDY ELECTRICITY	\$ 100,000	\$ -	\$ 100,000	\$ 100,000	\$ 61,289	\$ 38,711	\$ 38,711	61.3 %	
011913 H OLIVE DAY SCHOOL ELECTRICITY	\$ 47,425	\$ 5,000	\$ 52,425	\$ 52,425	\$ 49,133	\$ 3,292	\$ 3,292	93.7 %	
011921 FACILITIES MANAGEMENT SALARY	\$ 3,200	\$ -	\$ 3,200	\$ 3,200	\$ 2,261	\$ 939	\$ 939	70.7 %	
011922 FACILITIES MANAGEMENT EXPENSE	\$ 3,300	\$ -	\$ 3,300	\$ 3,300	\$ 1,873	\$ 1,427	\$ 1,427	56.8 %	
011952 TOWN REPORT	\$ 1,856,236	\$ (13,000)	\$ 1,843,236	\$ 1,843,236	\$ 1,822,616	\$ 20,620	\$ 20,620	98.9 %	
012101 POLICE SALARIES	\$ 114,613	\$ 13,000	\$ 127,613	\$ 127,613	\$ 122,877	\$ 4,736	\$ 4,736	96.3 %	
012102 POLICE EXPENSES	\$ 1,192,795	\$ (2,000)	\$ 1,190,795	\$ 1,190,795	\$ 1,171,134	\$ 19,661	\$ 19,661	98.3 %	
012201 FIRE SALARIES	\$ 66,185	\$ 39,601	\$ 105,786	\$ 105,786	\$ 105,785	\$ 1	\$ 1	100 %	
012202 FIRE EXPENSES	\$ 231,600	\$ -	\$ 231,600	\$ 231,600	\$ 218,610	\$ 12,990	\$ 12,990	94.4 %	
012251 DISPATCH SALARIES	\$ 6,500	\$ -	\$ 6,500	\$ 6,500	\$ 6,050	\$ 450	\$ 450	93.1 %	
012252 DISPATCH EXPENSES	\$ 16,000	\$ 2,000	\$ 18,000	\$ 18,000	\$ 17,278	\$ 722	\$ 722	96 %	
012312 AMBULANCE BILLING	\$ 208,530	\$ 1,500	\$ 210,030	\$ 210,030	\$ 205,185	\$ 4,845	\$ 4,845	97.7 %	
012411 BUILDING DEPARTMENT SALARIES	\$ 6,500	\$ 500	\$ 7,000	\$ 7,000	\$ 6,433	\$ 567	\$ 567	91.9 %	
012412 BUILDING DEPARTMENT EXPENSES	\$ 850	\$ -	\$ 850	\$ 850	\$ 750	\$ 100	\$ 100	88.2 %	
012442 WEIGHTS AND MEASURES EXPENSES	\$ 700	\$ -	\$ 700	\$ 700	\$ 700	\$ -	\$ -	100 %	
012911 EMERGENCY MANAGEMENT SALARIES	\$ 900	\$ -	\$ 900	\$ 900	\$ 900	\$ -	\$ -	100 %	
012912 EMERGENCY MANAGEMENT EXPENSES	\$ -	\$ 286	\$ 286	\$ 286	\$ 286	\$ -	\$ -	100 %	
012916 EMERGENCY MNG ENCUMBRANCE	\$ 45,500	\$ -	\$ 45,500	\$ 45,500	\$ 45,448	\$ 52	\$ 52	99.9 %	
012921 ANIMAL CONTROL SALARIES	\$ 4,000	\$ -	\$ 4,000	\$ 4,000	\$ 3,951	\$ 49	\$ 49	98.8 %	
012922 ANIMAL CONTROL EXPENSES	\$ 2,315	\$ -	\$ 2,315	\$ 2,315	\$ 2,304	\$ 11	\$ 11	99.5 %	
012961 ANIMAL INSPECTOR SALARIES	\$ 200	\$ -	\$ 200	\$ 200	\$ -	\$ 200	\$ 200	0 %	
012962 ANIMAL INSPECTOR EXPENSES	\$ 7,428,099	\$ -	\$ 7,428,099	\$ 7,428,099	\$ 7,428,096	\$ 3	\$ 3	100 %	
013012 EDUCATION - KING PHILIP	\$ 505,246	\$ -	\$ 505,246	\$ 505,246	\$ 505,246	\$ -	\$ -	100 %	
013022 EDUCATION - TRI COUNTY	\$ 6,000	\$ 8,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ -	\$ -	100 %	
013032 EDUCATION-NC AGRICULTURAL SCH									

TOWN OF NORFOLK FISCAL 2013

	ORIGINAL	TRANSFERS	REVISED	YTD	AVAILABLE	PCT
	APPROP		BUDGET	EXPENDED	BUDGET	USED
0100 GENERAL FUND - TOWN	\$ 126,223	\$ -	\$ 126,223	\$ 125,216	\$ 1,007	99.2 %
014101 DPW ADMIN SALARIES	\$ 72,500	\$ (8,500)	\$ 64,000	\$ 59,453	\$ 4,547	92.9 %
014102 DPW ADMINISTRATION EXPENSES	\$ -	\$ 12,832	\$ 12,832	\$ 3,200	\$ 9,632	24.9 %
014106 DPW ADMIN ENCUMBRANCE	\$ 190,732	\$ -	\$ 190,732	\$ 188,056	\$ 2,676	98.6 %
014201 HIGHWAY DEPT SALARIES	\$ 99,731	\$ (8,400)	\$ 91,331	\$ 56,736	\$ 34,595	62.1 %
014202 HIGHWAY DEPT EXPENSES	\$ -	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	100 %
014206 HIGHWAY DEPT ENCUMBRANCE	\$ 1	\$ -	\$ 1	\$ -	\$ 1	0 %
014212 ROAD PROGRAM	\$ 159,191	\$ -	\$ 159,191	\$ 146,715	\$ 12,476	92.2 %
014221 GROUNDS MAINTENANCE SALARIES	\$ 56,281	\$ 8,400	\$ 64,681	\$ 54,592	\$ 10,089	84.4 %
014222 GROUNDS MAINTENANCE EXPENSES	\$ 125,000	\$ 295,688	\$ 420,688	\$ 420,688	\$ -	100 %
014232 SNOW AND ICE EXPENSES	\$ 40,578	\$ -	\$ 40,578	\$ 30,045	\$ 10,533	74 %
014242 STREET LIGHTING EXPENSES	\$ -	\$ 700	\$ 700	\$ 430	\$ 270	61.5 %
014246 STREET LIGHTING ENCUMBRANCE	\$ 125,021	\$ -	\$ 125,021	\$ 122,591	\$ 2,430	98.1 %
014251 VEHICLE MAINT SALARIES	\$ 100,526	\$ 19,535	\$ 120,061	\$ 106,043	\$ 14,018	88.3 %
014252 VEHICLE MAINT EXP	\$ -	\$ 26,270	\$ 26,270	\$ 26,270	\$ -	100 %
014256 VEHICLE MAINT ENCUMBRANCE	\$ 100,984	\$ -	\$ 100,984	\$ 93,399	\$ 7,585	92.5 %
014262 TOWN VEHICLE FUEL EXPENSES	\$ 200,807	\$ -	\$ 200,807	\$ 190,534	\$ 10,273	94.9 %
014331 TRANSFER STATION SALARIES	\$ 191,213	\$ -	\$ 191,213	\$ 161,017	\$ 30,196	84.2 %
014332 TRANSFER STATION EXPENSES	\$ -	\$ 4,219	\$ 4,219	\$ 4,219	\$ -	100 %
014336 TRANSFER STATION ENCUMBRANCES	\$ 90,605	\$ -	\$ 90,605	\$ 66,127	\$ 24,478	73 %
014342 LANDFILL EXPENSES	\$ 15,531	\$ -	\$ 15,531	\$ 12,366	\$ 3,165	79.6 %
014911 CEMETERY COMM SALARIES	\$ 15,613	\$ -	\$ 15,613	\$ 15,552	\$ 61	99.6 %
014912 CEMETERY COMM EXPENSES	\$ 700	\$ -	\$ 700	\$ -	\$ 700	0 %
014921 CUST. VETERAN GRAVES SALARIES	\$ 1,500	\$ -	\$ 1,500	\$ 1,207	\$ 293	80.5 %
014922 CUST. VETERAN GRAVES EXPENSE	\$ 17,600	\$ -	\$ 17,600	\$ 16,367	\$ 1,233	93 %
015122 BOARD OF HEALTH EXPENSES	\$ 4,025	\$ -	\$ 4,025	\$ 4,025	\$ -	100 %
015402 HUMAN SERVICES SPECIAL PROGRAM	\$ 110,310	\$ 516	\$ 110,826	\$ 110,701	\$ 125	99.9 %
015411 COUNCIL ON AGING SALARIES	\$ 5,281	\$ -	\$ 5,281	\$ 5,267	\$ 14	99.7 %
015412 COUNCIL ON AGING EXPENSES	\$ 5,700	\$ -	\$ 5,700	\$ 5,700	\$ -	100 %
015431 VETERAN'S SERVICES SALARIES						

TOWN OF NORFOLK FISCAL 2013

	ORIGINAL	TRANSFERS	REVISED	YTD	AVAILABLE	PCT
	APPROP		BUDGET	EXPENDED	BUDGET	USED
0100 GENERAL FUND - TOWN	\$ 15,000	\$ 26,000	\$ 41,000	\$ 29,893	\$ 11,107	72.9 %
015432 VETERAN'S SERVICES EXPENSES	\$ 352,060	\$ 6,000	\$ 358,060	\$ 355,041	\$ 3,019	99.2 %
016101 LIBRARY SALARIES	\$ 118,000	\$ 10,000	\$ 128,000	\$ 128,000	\$ -	100 %
016102 LIBRARY EXPENSES	\$ 80,000	\$ -	\$ 80,000	\$ 80,000	\$ -	100 %
016301 RECREATION SALARIES	\$ 300	\$ -	\$ 300	\$ 300	\$ -	100 %
016302 RECREATION EXPENSES	\$ 250	\$ -	\$ 250	\$ 249	\$ 1	99.7 %
016912 HISTORICAL COMMISSION EXP	\$ 600	\$ -	\$ 600	\$ 600	\$ -	100 %
016922 TOWN CELEBRATIONS EXP	\$ 424,363	\$ -	\$ 424,363	\$ 424,363	\$ -	100 %
017112 RETIREMENT OF LT DEBT / PRINC	\$ 94,230	\$ -	\$ 94,230	\$ 94,230	\$ -	100 %
017122 INTEREST ON LONG-TERM DEBT	\$ 43,710	\$ -	\$ 43,710	\$ 43,709	\$ 1	100 %
017133 BAN INTEREST	\$ 12,000	\$ -	\$ 12,000	\$ 3,255	\$ 8,745	27.1 %
017152 OTHER DEBT COSTS	\$ 1,351,000	\$ -	\$ 1,351,000	\$ 1,351,000	\$ -	100 %
017212 EXCLUDED DEBT PRINC	\$ 714,584	\$ -	\$ 714,584	\$ 714,584	\$ -	100 %
017222 EXCLUDED DEBT INTEREST	\$ -	\$ 359,990	\$ 359,990	\$ 361,310	\$ (1,320)	100.4 %
018202 STATE ASSESSMENTS	\$ -	\$ 28,850	\$ 28,850	\$ 12,086	\$ 16,764	41.9 %
018332 STATE ASSESSMENT- TUITION	\$ 3,485,408	\$ (239,000)	\$ 3,246,408	\$ 3,210,750	\$ 35,659	98.9 %
019122 EMPLOYEE BENEFITS	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	0 %
019126 UNEMPLOYMENT ENCUMBERED	\$ -	\$ 15,913	\$ 15,913	\$ 15,913	\$ 0	100 %
019412 COURT JUDGEMENTS	\$ 285,000	\$ (10,000)	\$ 275,000	\$ 260,524	\$ 14,476	94.7 %
019452 BUILDING AND LIABILITY INS	\$ -	\$ -	\$ -	\$ 16,890	\$ (16,890)	100 %
019922 TRANSFER TO SPECIAL REVENUE FU	\$ -	\$ -	\$ -	\$ 500,000	\$ (500,000)	100 %
019962 TRANSFER TO TRUST AND AGENCY F	\$ -	\$ -	\$ -	\$ -	\$ -	-
TOTAL GENERAL FUND - TOWN	\$ 22,798,975	\$ 629,310	\$ 23,428,285	\$ 23,199,910	\$ 228,375	99 %

TOWN OF NORFOLK FISCAL 2013

	ORIGINAL APPROP	TRANSFERS	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	PCT USED
0100 GENERAL FUND - TOWN NORFOLK PUBLIC SCHOOLS						
0300	\$ 9,557,341			\$ 9,098,134	\$ 459,207	95.2 %
0300 59999 SCHOOL ENCUMBRANCE		\$ 186,194		\$ 186,194	-	\$ 100 %
TOTAL NORFOLK PUBLIC SCHOOLS	\$ 9,557,341			\$ 9,284,328	\$ 331,263	ENCUMBERED
				\$	\$ 127,944	RETURNED

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, May 6, 2014, 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 13, 2014 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 the Acting Town Clerk

To choose by ballot the following Town 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; two Constables, one for a three year term, one for a two year term; one Library Trustee for a three year term; two Planning Board members, for a three year term; four Recreation Commission members, two for a three year term, two for a two year unexpired term; three Norfolk School Committee members, two for a three year term, one for a two year unexpired term; one King Philip Regional School Committee member for a three year term; and one Town Clerk 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, 2014; 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, 2014; 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, 2014; 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 Fire Department

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 expended by the Fire Department for the acquisition of personal protective equipment (PPE) and related expenses, a non-reoccurring cost, for one career firefighter/paramedic and two call firefighter/EMTs, such PPE and expenses to include turnout pants, coat, boots, helmet, gloves, hood, self-contained breathing apparatus mask with voice amplifier, pager, portable radio/MIC along with the requisite physical ability test and physical; or take any other action relative thereto.

ARTICLE 8

Submitted by the Board of Selectmen

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

ARTICLE 9

Submitted by the Board of Selectmen

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

ARTICLE 10

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 – Debt Funded, Road Projects)

ARTICLE 11

Submitted by the King Philip School Committee

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or bond pursuant to any applicable statute, or otherwise provide, a supplemental sum of \$50,160.00 in order to pay the Town's share, constituting 33.44 percent, of the total cost of a sewer improvement repair project, said total cost being approximately \$150,000.00, at the King Philip Regional Middle School within the King Philip Regional School District, of which the Town is a member, said amount to be expended at the direction of the King Philip Regional School District School Committee; and vote to raise and appropriate, transfer from available funds, borrow or bond pursuant to any applicable statute, or otherwise provide, a supplemental sum of \$80,701.00 in order to pay the Town's share, constituting 33.44 percent, of the total cost of an lighting expansion project/upgrade, said total cost being approximately \$241,330.00, at the King Philip Regional Middle School within the King Philip Regional School District, of which the Town is a member, said amount to be expended at the direction of the King Philip Regional School District School Committee; or take any other action relative thereto.

ARTICLE 12

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 13

Submitted by the Board of Selectmen

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

ARTICLE 14

Submitted by the Board of Selectmen

To see if the Town will vote pursuant to Massachusetts General Laws, Chapter 44, §53 E ½, to reauthorize the following revolving funds for Fiscal Year 2015 at the limits set forth below:

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

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

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

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

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

(6) A Planning Board Revolving Fund to receive subdivision performance inspection fees, as established by the Planning Board, to be expended under the direction of the Planning Board for

services related to the inspection and approval of subdivisions (limit: \$5,000); or take any other action relative thereto.

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

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

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

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

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

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

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

ARTICLE 15

Submitted by the Board of Selectmen

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

ARTICLE 16

Submitted by the Board of Selectmen

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

ARTICLE 17

Submitted by the Board of Selectmen

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

ARTICLE 18

Submitted by the Board of Selectmen

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

ARTICLE 19

Submitted by the Board of Selectmen

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

ARTICLE 20

Submitted by the Energy Committee

To see if the Town will vote to adopt the “Stretch Energy Code” set forth in the State Building Code at 780 CMR 115.AA (i.e., Appendix 115.AA), as it may be amended from time to time; and to amend the Town of Norfolk General By-laws by inserting a new Section 11 under Article VII, Land Use and Resource Protection, entitled “Stretch Energy Code” as set forth below:

Section 11. Stretch Energy Code

A. Adoption. The Town of Norfolk has adopted the provisions of 780 CMR 115.AA (i.e., Appendix 115.AA of the State Building Code or the “Stretch Energy Code”), as it may be amended from time to time, in place of the provisions set forth under 780 CMR 13.00, 34.00, 61.00 and 93.00.

B. Purpose. The purpose of the Stretch Energy Code shall be to provide the Town with a more energy efficient alternative to the base energy code otherwise set forth under the State Building Code.

or take any other action relative thereto.

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 FY2014 Community Preservation Fund revenues for the future appropriation of Open Space creations, acquisition and preservation; 10% from FY2014 Community Preservation Fund revenues for the future appropriation of Affordable Housing creations, preservation and support; and 10% from FY2014 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 Community Preservation Committee

To see if the Town will vote to appropriate from the Community Preservation Fund the sums of \$50,000 from the Affordable Housing Reserve and \$150,000 from Undesignated Reserves to be transferred to the Norfolk Affordable Housing Trust Fund, to be used to create affordable housing in the Town of Norfolk; or take any other action relative thereto.

ARTICLE 24

Submitted by the Community Preservation Committee

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, Open Space Reserves, an amount not to exceed \$17,000 to update Norfolk's Open Space and Recreation Plan, originally dated May 1, 1996, and to create an Open Space and Trails Map for the Town of Norfolk; or take any other action relative thereto.

ARTICLE 25

Submitted by the Community Preservation Committee

To see if the Town will vote to appropriate and transfer from the Community Preservation Fund, Historic Reserves, an amount not to exceed \$11,000 for the preparation of the Rockwood Road National Register Historic District Application; or take any other action relative thereto.

ARTICLE 26

Submitted by the Community Preservation Committee

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise a permanent Agricultural Preservation Restriction pursuant to M.G.L. chapter 184, Sections 31-33 and M.G.L. chapter 44B, the Community Preservation Act, over and upon approximately 70 acres of land located on Fruit Street and Cleveland Street in the Town of Norfolk and shown on Assessors' Map 16, Block 55, as Lot 69; Map 16, Block 34, as Lot 194; and Map 23, Block 34, as Lot 213, with the exception of a 5 acre lot to be retained by the present owners (as shown on a plan on file with the Town Clerk), Jane E. Newton, The Trust for Public Land, or the then owner of record, said acquisition of the Agricultural Preservation Restriction to be contingent upon the contribution of funds by the Massachusetts Department of Agricultural Resources, Agricultural Preservation Restriction Program, and said Agricultural Preservation Restriction to be held jointly with the Massachusetts Department of Agricultural Resources and under the care and control of the Norfolk Conservation Commission; and that to

fund such acquisition the Town appropriate a sum not to exceed \$1.7 million from the Community Preservation Fund, consisting of \$50,000 from the Open Space Reserves, \$300,000 from the Historical Reserves, and \$1.35 million from the Undesignated Reserve; and to authorize the Board of Selectmen to execute any instruments and take any other action necessary to carry out the purposes of such acquisition; or take any other action relative thereto.

ARTICLE 27

Submitted by Petition

To see if the Town will vote to amend Section I.4.a.11 of the Norfolk Zoning Bylaws, as set forth below, by inserting the additional provisions shown that are underlined, with the existing text not being changed shown for informational purposes only.

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 ASSSISTED LIVING FACILITIES, shall not exceed the ratio of sixteen bedrooms for any single lot or entire PMLD except by special permit by the Zoning Board of Appeals. Residential Densities for ASSISTED LIVING FACILITIES shall not exceed the ratio of sixteen 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 28

Submitted by Petition

To see if the Town will vote to remove Section 1.7.a.1 of the Norfolk Zoning Bylaws:

~~1.7.a.1: Special Permit by Planning Board~~

~~Residential Dwellings in the B1 Outside the Business Core district at a density of not less than 4 units per lot and not more than 1 unit per 5000 Sq. Ft. of land.~~

or take any other action relative thereto.

ARTICLE 29

Submitted by Petition

To see if the Town will vote to amend the Norfolk Zoning Map by adding the following parcel to the R-I Residential Zone:

Map 14, Block 49, Lot 11 (As shown on the Zoning Map of Norfolk)

or take any other action relative thereto.

ARTICLE 30

Submitted by Petition

To see if the Town will vote to amend the Norfolk Zoning Map by adding the following parcels to the R-2 Residential Zone:

Map 14, Block 56, Lot 7 (As shown on the Zoning Map of Norfolk)

or take any other action relative thereto.

ARTICLE 31

Submitted by Petition

To see if the Town will vote to amend the Norfolk Zoning Map by adding the following parcels to the R-2 Residential Zone:

Map 14, Block 56, Lot 8 (As shown on the Zoning Map of Norfolk)
or take any other action relative thereto.

ARTICLE 32

Submitted by Planning Board

To see if the Town will vote to accept as a public way Essex Street, from Station 10 + 83.67 to Station 23 + 58.31, as shown on the acceptance plan dated February 2014 drawn by Landmark Engineers of New England, Inc. of Norfolk, Massachusetts and as further described in documents entitled, "Acceptance Plans of Essex Street Station 10 + 83.67 to Station 23 + 58.31" on file with the Town Clerk, as heretofore laid out by the Board of Selectmen; to authorize the Board of Selectmen to acquire by purchase, gift, and/or eminent domain, the fee to or easements in said Essex Street and any drainage, access, utility, and other easements related thereto; and further to raise and appropriate, borrow, or transfer from available funds a sum of money for such acquisition, including damages, fees, and related expenses; or take any other action relative thereto.

ARTICLE 33

Submitted by Planning Board

To see if the Town will vote to accept as a public way 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 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 34

Submitted by the Fire Chief

To see if the Town will vote, pursuant to Massachusetts General Laws, Chapter 44, Section 53E ½, to establish a revolving fund to be credited with receipts collected from charges to government entities and private parties for the purpose of communications and monitoring related to fire alarms, said receipts to be expended under the direction of the Fire Chief for monitoring system costs, maintenance of software, batteries, and related system functions (limit:\$20,000); or take any other action relative thereto.

ARTICLE 35

Submitted by the Zoning Bylaw Study Committee

To see if the Town will vote to amend **Section J C-1 DISTRICT (ROUTES 1A/115)** and **SECTION B DEFINITIONS** of the Norfolk Zoning Bylaws; by changing **Subsection J.3 District Boundaries** and adding a new definition for Medical Marijuana Treatment as shown below, with bold type indicating additions and strikethrough type indicating deletions:

J.3 District Boundaries

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 Overlay District**, which shall be comprised of the following lots: Assessors' Map 19 Block 72, Lots 36, 37-1, 39.

B Definitions

Medical Marijuana Treatment is provided by a not-for-profit entity and is 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.

ARTICLE 36

Submitted by the Zoning Bylaw Study Committee

To see if the Town will vote to amend Section F General Regulations of the Norfolk Zoning Bylaws by revising Subsection F.14 as follows, with underlined type indicating additions and strikethrough type indicating deletions:

~~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~~ as of January 1, 2013 and the State Department of Public Health ~~is required to issue~~ has issued Guidance for Municipal Regulations Regarding the Use of Marijuana for implementation ~~within 120 days of the law's effective date. Currently under~~ of the Zoning Bylaw, for a Medical Marijuana Treatment Center ~~is not a permitted use in the Town and any regulations as~~ promulgated by the State Department of Public Health regulations 105 CMR 725.000: Implementation of An Act For The Humanitarian Use of Marijuana. ~~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. This moratorium will 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 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 Centers 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 other action relative thereto.

ARTICLE 37

Submitted by the Town Administrator

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, for general municipal purposes, which purposes may include a police station, certain real property, and any buildings or improvements thereon, located at 14 Sharon Avenue, being shown on Assessor's Map 18, Block 69, Lot 41, Unit 17, described in a deed recorded with the Norfolk Registry of Deeds in Book 5387, Page 405; and to raise and appropriate, transfer from available funds, borrow or bond pursuant to any applicable statute a sum of money for said acquisition; and furthermore to raise and appropriate, transfer from available funds, borrow or bond pursuant to any applicable statute a sum of money to be expended at the direction of the Public Safety Building Committee, to pay costs of architectural and engineering services necessary for the design of a new police station upon the property, which may be located partly or wholly within the unfinished building now located upon the property, and to do site work at the property as deemed appropriate to use the property for such a facility and to authorize the Board of Selectmen to lease a portion of the property to the Metacomet Regional Emergency Communications Center for use as a dispatch center, on such terms and conditions as the Board of Selectmen shall deem to be in the best interests of the Town; and to meet these appropriations, authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sums under and pursuant to Chapter 44, Section 7 of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; or take any other action relative thereto.

TOWN OF NORFOLK
143rd ANNUAL REPORT
Year Ending December 2013

SETTLED: 1678
INCORPORATED: 1870
POPULATION: 9498
MCI NORFOLK POPULATION: 2175
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: 6567
TAX RATE: \$17.10 per \$1,000
VALUATION: \$1,465,419,800
PROPERTY CLASSIFICATION: 93.1658 % Residential
4.1233 % Commercial
.8479 % Industrial
1.8319 % Personal
.0311 % Open Space
100%

SINGLE FAMILY DWELLINGS: 2,920

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, 2400 JFK Federal Building,
15 New Sudbury St., Boston, MA 02203
617-565-3170

Edward Markey, 975 JFK Federal Building,
15 New Sudbury St., Boston, MA 02203
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:

Shawn Dooley - Walpole 9th Norfolk District
State House, Room 167, Boston, MA 02133
617-722-2810

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