December 8, 2015

Present was James Lehan, Scott Bugbee, Jack Hathaway, Town Administrator, and Marian Harrington, Executive Assistant. Jeffrey Palumbo was not in attendance.

The meeting was held in Room 124, Town Hall. Jim Lehan opened the meeting at 7:00 p.m. Jim announced that the meeting was video and audio taped. Jack read the agenda contents.

Jim asked for a moment of silence for the San Bernardino, CA attack that happened last week.

TAX RATE PUBLIC HEARING – LORAINE FIELDS, CHIEF ASSESSOR
Loraine Fields, Chief Assessor and Julie McCarthy, Finance Director was present.

Jim opened the hearing and Scott read the public hearing notice. Loraine presented a power point. She said that this is not a hearing to determine the tax rate, but rather for the Selectmen to consider a single or split tax rate. Loraine said that the tax rate for 2016 is $18.08.

Jim said we have to do the single rate, because we don't want to put the burden on the commercial businesses. Jack did a brief summary of why we have such an increase in the tax rate.

It looks like we should have a decrease in the tax rate next year, barring anything unforeseen.

Scott Bugbee moved to continue to use the single rate. Jim Lehan seconded, and it was **so voted**.

Jack commended both Loraine and Julie for a job well done.

TOWN ADMINISTRATOR REPORT
Action Items
Carol Greene present to discuss the date for the election for the debt exclusion. She told the Board that because this is leap year, we can't hold the election on primary day, March first, because it has to be scheduled within 90 days. Jack said he and Carol have talked and it has to be between January 12th and February 29th. Jack said January 19th appears to be a good date, free of holidays.

Scott Bugbee moved to set the date for an election to consider a debt exclusion ballot question for January 19, 2016. Jim Lehan seconded, and it was **so voted**.

Scott Bugbee moved to approve all Liquor licenses for 2016 as follows: Eagle Brook Saloon, Novatos Bar and Grill, LLC, Horse N' Carriage Restaurant, Cilla's Coffeehouse, Norfolk Wine and Spirits, Inc. Provo Discount Liquors, Linda's Variety Store, Norfolk Food Mart and Fore Kicks. Jim seconded, and it was **so voted**.

Scott Bugbee moved to approve all Common Victualler licenses for 2016 as follows: Eagle Brook Saloon, Novatos Bar and Grill, LLC, Horse N' Carriage Restaurant, Cilla's Coffeehouse, Fore Kicks, Norfolk Town Pizza, Bourques Restaurant, Dunkin Donuts, Center Ice, Inc., Aroma Italian Pizza & Roast Beef, Subway, and G&P Donuts, d/b/a Dunkin Donuts. Jim Lehan seconded, and it was **so voted**.

Scott Bugbee moved to approve all Entertainment licenses for 2016 as follows: Eagle Brook Saloon, Novatos Bar and Grill, LLC, Fore Kicks, and Norfolk Rink Management Co., Inc. Jim Lehan seconded, and it was **so voted**.

Scott Bugbee moved to approve all Class I, II, and III licenses for 2016 as follows: Class I – Cliff's Cycles, LVJ Trailers & Equipment, LLC, MPG Motorsports, Inc.; Class II – Auto Clinic, Norfolk Auto Brokers, Norfolk Auto, Inc., and Mitch's Repair Service. Jim Lehan seconded, and it was **so voted**.

Scott Bugbee moved to approve one license for Norfolk Town Taxi Service, Ahmad Faraj, Owner for 2016 as follows: Jim Lehan seconded, and it was **so voted**.

Scott Bugbee moved to extend the term of the Zoning Working Committee to December 31, 2016. Members appointed are: Ray Goff, Town Planner, Bob Bullock, Building Commissioner, Peter Diamond, At Large Member, Erin Hunt, At Large Member, Thomas Gilbert, Board of Health Rep., Joyce Terrio, Conservation Comm. Rep., John Weddleton, Planning Board Rep., Walter Byron, Planning Board Rep., Christopher Wider, ZBA Rep., and Jim Lehan, Ex-Officio and Non-Voting Member. Jim Lehan seconded, and it was **so voted**.

Scott Bugbee moved to allow Eagle Brook Saloon, Horse N' Carriage Restaurant, and Novatos Bar & Grill, LLC to remain open on New Years' Eve until 2:00 a.m. Jim Lehan seconded, and it was **so voted**.

Jack reported that we have some new employees coming on board. Theresa Knowles from DPW will become the Asst. Town Accountant and Amy Brady has assumed the position of ConComm/ZBA Assistant. We will now need to replace the DPW position, and Carol Greene said she will replace Amy with a part time position.

Jim said that the Insurance Committee needs to come back in. We will schedule them in.

Jim said we need to put an article on the Annual Town Meeting Warrant to take the right of way by eminent domain for the Municipal Housing Trust property – Weeber – and keep the $10,000 in escrow.

We also need to put an article on the Annual Town Meeting Warrant for the Old Town Hall. We need an idea of cost, so that we can give a figure to CPC for funds. Jack will ask Bob Bullock to give us a guesstimate.

At 8:20 p.m., Scott Bugbee moved to adjourn the meeting. Jim Lehan seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of December 8, 2015.

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Scott Bugbee, Clerk