

December 13, 2016

Present are Jeffrey Palumbo, Scott Bugbee, James Lehan, Jack Hathaway, Town Administrator and Marian Harrington, Executive Assistant.

The meeting was held in Room 214, Town Hall. Jeff Palumbo opened the meeting at 6:00 p.m. Jeff announced that the meeting was audio and video taped. Jack read the agenda contents.

CLASS III PUBLIC HEARING – NORFOLK AUTO REPAIR, 38 MAIN ST.

Present was Kevin Roche of Norfolk Auto Repair.

Jeff opened the public hearing. Jack said that this is the usual renewal hearing required by the Open Meeting laws.

Jack referenced a memo from Bob Bullock, Zoning Officer who reviewed the site and found it to be in compliance.

Scott Bugbee moved to approve the Class III license for Norfolk Auto Repair, 38 Main Street to expire January 1, 2018. Jim Lehan seconded, and it was **so voted**.

TOWN ADMINISTRATOR REPORT

Action Items

Scott Bugbee moved to appoint Kathy Burkle of Red Maple Run as a member to the Council on Aging, term to expire June 30, 2019. Jim Lehan seconded, and it was **so voted**.

Scott Bugbee moved to allow the restaurants to extend their hours on New Years' Eve to 2:00 a.m. This would be for Novatos Restaurant, Horse N' Carriage Restaurant, and Eagle Brook Saloon. Jim Lehan seconded, and it was **so voted**.

Jack suggested that the Board reappoint the Zoning Working Committee for a six month term instead of a year, because he wasn't sure how long they would need to be a committee as we don't know where the Southwood project is going.

Scott Bugbee moved to reappoint the Zoning Working Committee, term to expire June 30, 2017. Members are Ray Goff, Town Planner (ex-officio and non-voting), James Lehan, Selectman (ex-officio and non-voting), Robert Bullock, Building Commissioner (ex-officio and non-voting), Christopher Wider, ZBA; Walter Byron, Planning; Thomas Gilbert, Board of Health; and At Large Members: Peter Diamond, and Erin Hunt. Jim Lehan seconded, and it was **so voted**.

Jack told the Board that the licenses were ready to renew with the exception of Mitch's Repair Service, who is undergoing a change in ownership. He said that they are coming in to our next meeting on January 10th, and that he spoke with the new owner and told him we will allow him to operate until this meeting happens.

Scott Bugbee moved to approve renewals of the following licenses for 2017:

LIQUOR (Licenses expire December 31, 2017)

Eagle Brook Saloon	Restaurant, All Alcoholic
Novatos Bar & Grill LLC	Restaurant, All Alcoholic
Horse N' Carriage Restaurant	Restaurant, All Alcoholic
Cilla's Coffeeshouse	Restaurant, All Alcoholic
Fore Kicks	On-Premise, Wine & Malt
Norfolk Wine and Spirits, Inc.	Package Store, All Alcoholic
Provo Discount Liquors	Package Store, All Alcoholic
Linda's Variety Store	Package Store, All Alcoholic
Norfolk Food Mart	Package Store, All Alcoholic
Jill's Market & Deli	Package Store, Wine & Malt

ENTERTAINMENT (Licenses expire December 31, 2017)

Live Entertainment: Eagle Brook Saloon, 5 Instruments
Novatos, Single Entertainer or DJ

Automatic Amusement Device: Fore Kicks – 11 Coin Operated Machines
Norfolk Rink Management – 3 Coin Operated Machines

COMMON VICTUALLER (Licenses expire December 31, 2017)

Eagle Brook Saloon	Dunkin' Donuts, Main Street
Novatos Bar & Grill LLC	Dunkin' Donuts, Dedham St.
Horse N' Carriage Restaurant	Center Ice, Inc.
Fore Kicks	Aroma Italian Pizza & Roast Beef
Cilla's Coffeeshouse	Subway
Norfolk Town Pizza	Organic Buzz Café & Juice Bar
Bourque's Restaurant	DS Express Asian Cuisine

CLASS I

Cliff's Cycles
LVJ Trailers & Equipment LLC
MPG Motorsports, Inc.

CLASS II

Auto Clinic
Artisan Motor Group
Norfolk Auto, Inc.
Mitch's Repair Service

CLASS III

Norfolk Auto Repair

(Licenses expire January 1, 2018)

TAXI (License expires December 31, 2017)
Norfolk Town Taxi Service

Jim Lehan seconded, and it was **so voted**.

Jack told the Board that he had a request from Bob McGhee to extend a contract for one year. Jack said it is not on the agenda because Bob thought we were meeting sooner than January 10th. If you prefer to reaffirm it at the next meeting, we can do that. The Board said yes.

Scott Bugbee moved to extend the Contract for Water Services and Emergency Work to J. Hockman, Inc., for one (1) year from January 1, 2017 to December 31, 2017, and to lower the estimated amount of the contract from \$100,000 to "Not exceed \$50,000." Jim Lehan seconded, and it was **so voted**.

Jack asked the Board to consider voting to appoint one member of the Board to be signature authority for the warrants. He said there is a law that allows one member to sign, and he thinks that is easier as sometimes we are waiting to get signatures. Jack said the Municipal Modernization Act is about 25 pages. He said it was taken on by MMA. Jack said that a lot of the ranges were standardized. This allows one person to sign the bills, and also one person to sign the warrants. This applies to all committees or boards who sign their own bills. You can also appoint a second person to be the backup. You would report at the next meeting how much was signed off on.

Jeff said the window to get things signed is difficult for him. He would suggest Scott be the primary person.

Jim Lehan moved to appoint Scott Bugbee as the primary signature authority to sign warrants. Jeff Palumbo seconded, and it was **so voted**.

They discussed having alternative signers in the event Scott was on vacation or not available. Scott Bugbee moved to appoint Jim Lehan and Jeff Palumbo as the alternate signature authorities. Jeff Palumbo seconded, and it was **so voted**.

Jack said that the public records rules have changed. Rules and regulations are still being put together by the Secretary of State's Office. Some will go into effect January 1. We had to appoint a public records officer, and we appointed Anthony Turi, Asst. Town Clerk. He and Scott have met with Anthony, and have gone over things that could happen. His job will be to track a request and meet the time requirements. We will match our regulations with the State's, once they

are completed. This will be reviewed with the Board once it is in place. Jim said he would like to see more information be public, such as on our websites, etc.

Jack said he talked with Dave DeLuca regarding Stop & Shop, in which Jim was part of the discussion. Jack said they started out discussing the Wastewater Treatment Plant. Jack said we believe, and Stop & Shop agrees, they owe us \$72,000 and it is their obligation to collect the funds, our obligation to build them and their obligation to pay. It is progressing painfully slow. They owe us more than \$72,000 which they agree they owe us. They aren't arguing this. We are in a deficit.

Jack said they don't want them to put the whole cost on Cilla's and Physical Therapy because it could put them out of business. We have to figure this by January 15th and generating some revenue for the Enterprise Fund.

Jim said to play hardball and do whatever you have to do to get the \$72,000. Fifty-five square feet is Stop and Shop, and they've never said it's not theirs. Jim said we should tell them we are no longer holding 4,000 capacity, and it will make the land less valuable. Jack said the best solution is to start getting some business in there and they can appropriately share the costs.

Scott agreed that if it is legal, then take away the land. Jeff said can you take a lien against the land and threaten to auction the property. Town Counsel said you can lien a water bill but not a sewer bill. We don't have a Plan B. Have a reasonable connection fee, and have a tax revenue. We don't want the three businesses to suffer because of sewer.

SOUTHWOOD PROJECT

Jack said they are meeting with attorneys tomorrow. George Valone and the Archdiocese will be coming here with their attorneys on December 21st to hear what the open items are. Jim said they were considering a January town meeting that isn't going to happen at this point. Jim said by the time all the meetings, planning, public hearings, etc., happen it will be April. We may as well wait until our annual in May. This issue cannot happen in executive session, and it can't be done in a public meeting.

Jack said he would like to know more about what they are planning to do and what they will propose. He hasn't heard that yet.

ACCEPTANCE OF MINUTES

Scott Bugbee moved to approve the minutes of October 31, 2016, regular session and November 30, 2016, regular session. Jim Lehan seconded, and it was **so voted**.

At 7:05 p.m., the Board of Selectmen continued this meeting to the Planning Board meeting which started at 7:00 p.m. in Room 124, Town Hall, and they will adjourn this meeting after meeting with the Planning Board.

This is a true and accurate report of the Selectmen's Meeting of December 13, 2016.

James Lehan, Clerk