

July 25, 2017

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

The meeting was held in Room 124, Town Hall. Scott Bugbee opened the meeting at 7:00 p.m. Scott announced that the meeting was audio and video taped. All present recited the Pledge of Allegiance.

### **Call Meeting to Order**

At 7:00 p.m., Scott Bugbee opened the meeting to discuss an application received from Shubham Variety, Inc., d/b/a Linda's Variety, 158 Main Street for a Change of Manager/Change of Director. Present was Arthur Pearlman, attorney for Linda's Variety. He was representing Rekhaven S. Patel who was not present.

The new manager will be Rekhaven S. Patel, of 17 Robinwood Road, Norwood. She has worked as a liquor manager, and will work here 40 hours. No change in the business or floor print of the establishment. Attorney Pearlman told the Board that in the original corporation papers filed, they had Mr. Patel's home address as Norfolk instead of Norwood. He gave the Board a copy of the papers he submitted to the State changing the address. Attorney Pearlman told the Board that Mr. Patel has moved out of state and that is why they are seeking a change in Manager and Director. All employees will have training required to sell alcohol. Hours will remain the same.

Jim Lehan said that Linda's Variety has worked well with the Board, and were good neighbors and hoped to continue working with them.

Jim Lehan moved to approve the Change of Manager and Director as discussed at this meeting. Scott Bugbee seconded, and it was **so voted**.

### **TOWN ADMINISTRATOR REPORT**

#### **Report of Warrants**

Jack reported that the following warrants have been signed:

6/16/17 - LUMP17 for \$1,379,884.48; 6/20/17 - #51V17 for \$371,560.64; 6/23/17 - #26P17/S17 for \$458,126.07; 6/27/17 - #52VS17 for \$210,224.98; 6/27/17 - #52VSA17 for \$163,756.01; 6/30/17 - #53V17 for \$366,565.91; 6/30/17 - #54V17 for \$236,427.48; 6/30/17 - #54VS17 for \$106,452.51; 6/30/17 - #53VSA17 for \$200.00; 6/30/17 - #02V18 for \$405,453.99; 7/03/17 - #01V18 for \$1,964,146.01; 7/7/17 - #01P18 and 01PS18 for \$393,005.76; 7/11/17 - #02V18 for \$405,453.99; 7/18/17 - #50TAX17 for \$426,055.96; and 7/18/17 - #03V18 - \$397,056.54.

#### **Action Items**

Jim Lehan moved to renew the Directional Sign Permits for Jane & Paul's Farm, CableLAN, Fore Kicks, Norfolk Rink Management, and Dunkin Donuts-Subway-Gulf. Scott Bugbee seconded, and it was **so voted**.

Jim Lehan moved to appoint the Poll Workers for the Town Clerk, per the attached list. Scott Bugbee seconded, and it was **so voted**.

Jim Lehan moved to approve a Block Party at Day Street on Saturday, September 9, 2017 from 1 p.m. to 9 p.m., to include closing a portion of Day Street from #2 Day to #6 Day Street. Scott Bugbee seconded, and it was **so voted**.

Jim Lehan moved to renew the contract with Richard Kadesh, R. Kadesh Excavation of Walpole, for equipment rental from July 1, 2017 through June 30, 2018 at the current rates. Scott Bugbee seconded, and it was **so voted**.

Jim Lehan moved to allow the Norfolk Girl Scouts to hold their annual Girl Scout Jamboree & Picnic at the Gazebo on Town Hill on September 13, 2017, from 5-8 p.m., with a rain date of September 20, 2017. Scott Bugbee seconded, and it was **so voted**.

Jack said that he thought we may not need the fall meeting, but we have the issue of the shared driveway for the credit union, which is a time sensitive issue. Jim Lehan moved to open the warrant for the Fall Town Meeting to be held on November 14, 2017. Articles will be due on September 7<sup>th</sup>, no later than 4 p.m. Scott Bugbee seconded, and it was **so voted**. Jim said prison mitigation funds could be used for capital.

The Board will consider the Goals and Liaisons for FY'18 at our next meeting since Jeff was not present tonight and needs to be part of the discussion.

Jack asked the Board to review the new CORI Policy that Scott Bragdon drafted. Jim Lehan questioned why we would want Scott to become CORIED and not go through the Police. We will wait and have Scott in to review the policy with the Board at our next meeting.

### **Discussion Items**

With respect to Southwood Hospital, Jack said that they met with representatives of Southwood today. It was a beginning meeting, that included Bob Bullock, John Weddleton, Chief Bushnell and Jack and Jim Lehan. They are going out marketing the property again, and what are we looking for? Discussed from before was 55 and over housing, commercial and industrial development, and they started talking about the Hoboken project, and the resting wasn't done for the groundwater, that he was going to flip it and not actually develop it. It seemed very dense than what the Town was willing to accept. The plan was just a concept, so in reality it could be different. At the end, when we were trying to tie it up in a neat package, we couldn't do it. Jack explained what they discussed, and what we are looking for. We are trying to get to our 10%. We are concerned about water. He said that they got it. 55 and over will help us not increase school population. Jim thought it was a good meeting, because they reached out to us, which they didn't do last time. In talking about what failed, it was not a non-assignable agreement. George wasn't going to develop it, but flip it to multiple developers. We don't want that. We don't want a 3 phase plan, and have them leave after the first phase. The next step is they will mark up the plan and downsize it. Then they will run it by the Town and use that as a model. It will have apartments, and that is the only way we are going to get to the 10%. We need rentals.

Regarding the Housing Production Plan, Jim said that there would be another meeting on September 14<sup>th</sup>. There will be an initial report to Board members on the 19<sup>th</sup>, and they are right on target. There is good progress.

Public Safety Projects – they have started progress on the public safety building and have torn up the concrete slabs and put additional steel in the building. It is too early to tell if they are on schedule, but they are impressed with the speed of the work they are doing. They are also working on the Fire building. They met with some of the department members and had a healthy conversation. They are doing changes to the interior of the building. This is a variation of a plan that they feel works, as far as needs and costs. Jack said they authorized to go out for estimates on Plan C and looking at incremental costs of going to Plan F. Residents can see it on cable, because they had it videoed.

Jim reviewed the plan with Scott Bugbee. He said that they want to be sure we build out and house all the apparatus that we have. We have to think of future vehicles and equipment. Jim said one design houses the lockers and all better, but they lose room for 3 vehicles. The other design puts the lockers and space in a different area, but they get the vehicle space. They decided to price it out and see what they get. Jim said he has a problem giving up the additional bays when we struggled with that in the past and now with the current building. He is thinking of growth, which this plan will not accommodate. There is also a problem with the showers in the mens and women's rooms, where the other plan shows four separate showers. Jack prefers the additional shower space. But agrees with the bays.

The Board discussed hiring a Recruiter to search for a replacement for the Planner. We are struggling to find strong qualified candidates. We had a few candidates, or potentials, but someone suggested that maybe we should reach out to a recruiter. Jack said it would be about \$4,000, and for another \$1,500 we could pursue a water superintendent too.

Erin Hunt, 266 Main Street asked where we have looked. The Board said we are looking for municipal experience. We haven't looked at private industry, and have used the BEACON. Jack said currently there are 14 towns looking for a town planner, which isn't a good thing for us. Jack wants this position filled ASAP, especially with all the developments happening in town.

Jim Lehan moved to approve the expense for a recruiter for a planner not to exceed \$5,000. Scott Bugbee seconded, and it was **so voted**.

Jack said he thinks that at some point we need to discuss a Charter. Jack would like to look at the organization as a whole. He does want to look at Town Manager. Jack said in discussing roles, if there was a different composition of the Board, there could be friction or conflict. He said we should look at how the organization is handled. He feels it is time to make some changes. One example is the Town Clerk position. She would like this appointed instead of elected. It would be a good idea to look at changes.

Scott addressed the audience. Martha and Chris Henry, 30 Boardman Street. Martha spoke and said they were here tonight for the emergency access road that was removed from tonight's agenda. They wanted to know why. She wants to understand the emergency access road. Is Mike Kuleza asking for this road? She has been to every meeting. The developer has said there is no need for the road, and she doesn't know why he has to have the road. They both said they want to know which direction this goes, and how does this work, and doesn't want to be caught off guard.

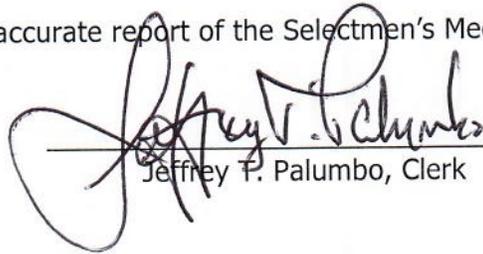
The Board discussed the emergency access road, and the conversations they had with the ZBA.

#### **ACCEPTANCE OF MINUTES**

Jim Lehan moved to approve the minutes of April 18, 2017; May 9, 2017; May 24, 2017 – Regular and Executive Session; June 6, 2017; and June 20, 2017. Scott Bugbee seconded, and it was **so voted**.

At 8:57 p.m., Jim Lehan moved to adjourn the meeting. Scott Bugbee seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of July 25, 2017.



Jeffrey P. Palumbo, Clerk