

Norfolk Board of Selectmen's Open Session Meeting Minutes December 17, 2018

Present: Jim Lehan, Kevin Kalkut, Jeff Palumbo, Dave DeLuca, Susan Jacobson, Executive Assistant, Nancy Langlois, Senior Office Assistant

The meeting was held in Room 124, Town Hall. Jim Lehan called the meeting to order at 5:00 p.m. Jim announced this meeting is being both video and audio taped. All present recited the Pledge of Allegiance.

Executive Session

At 5:03 p.m. Jim Lehan called for a roll call vote to exit Open Session and enter Executive Session under MGL Chapter 30A, Section 21 concerning litigation with Comendul vs. Town of Norfolk. Roll call vote: Jeff Palumbo – aye; Kevin Kalkut – aye; Jim Lehan – aye.

The Board returned to Open Session at 5:30 p.m.

CLASS III License Hearing

Kevin Roche of Norfolk Auto Repair, 38 Main Street, is present and requesting renewal of his Class III Auto License.

Bob Bullock commented that a chain link fence had fallen down and needs to be put back up. He had no other concerns.

Jeff Palumbo reiterated that the fence needs to be repaired.

A motion was made by Kevin Kalkut to approve the renewal of a Class III Auto License to Norfolk Auto Repair, 38 Main Street, Norfolk. It was seconded by Jeff Palumbo and so voted. All were in favor.

Eversource Hearing

Chris Crosby of Eversource was present to request permission to install conduit.

This request has received approval by the Chief of Police.

A motion was made by Jeff Palumbo to approve the Grant of Location to install approximately 103 feet of conduit at manhole #27946 to provide electric service to 18 Union Street (mixed use commercial). It was seconded by Kevin Kalkut, and so voted. All were in favor.

Action Items

Appointment to the Town Government Study Committee

A motion was made by Kevin Kalkut to appoint Edward Nolan to the Town Government Study Committee. It was seconded by Jeff Palumbo, and so voted. All were in favor.

Disclosure of Business Relationship with Member of a Town Board

Jim Lehan stated that they have had a disclosure from a member of one of the Town's Boards and that said member disclosed that he has a business relationship – rental of garage space for the storage of cars, with someone who may be coming before that Board for hearings in the future.

Dave DeLuca discussed that 2 separate sections of statute are relevant to this; Sections 19 and 23. The prohibitions in these sections state that if you have a business relationship with an applicant who comes before your Board, you are prohibited from participating in the consideration of the matter. If you have a past relationship with an applicant who comes before your Board, you should recuse yourself.

Dave recommends the member to recuse himself if the relationship is continuing. If the relationship is in the past, a disclosure would be sufficient, as long as it is done in the proper form.

The Board agreed to inform the member of the above recommendations and also that if the relationship is in the past, they will require proof of the termination of the relationship.

Approval of Location of Two Glass Display Cases

The Board considered approving the location of two glass display cases in preparation for the Sesquicentennial. They are proposed to be mounted on the wall on the ground floor flanking the existing display case which contains the weights and scale.

A motion was made by Jeff Palumbo to approve the location of the two glass display cases. It was seconded by Kevin Kalkut, and so voted. All were in favor.

Cilla's License Renewal

This item will be heard at the 12-24-18 BOS meeting.

Southeast Regional Services Group DPW Award

A motion was made by Kevin Kalkut to approve the SERSG DPW Services Award for 2/1/19 – 1/31/20. It was seconded by Jeff Palumbo, and so voted. All were in favor.

Appointment of Chief Assessor

A motion was made by Kevin Kalkut to confirm the appointment made by the Finance Director of Donald Clarke as Chief Assessor. It was seconded by Jeff Palumbo, and so voted. All were in favor.

Norfolk Special Education Parent Advisory Council 5K Race

Norfolk SEPAC is requesting approval of a 5K to take place on May 5th, 2018. Lt. Shannon has given his approval on the course. Registration will be at the library from 8:00 a.m. to 9:00 a.m. Town Hill is to be used for a meet and greet from 10:00 a.m. to 12:30 p.m.

A motion was made by Jeff Palumbo to approve the SEPAC 5K race on May 5th, 2018 from 9:00 a.m. to 10:00 a.m. It was seconded by Kevin Kalkut, and so voted. All were in favor.

Appointment of BOS Member as Liaison to the Working Committee Zoning Bylaws

Kevin Kalkut volunteered to be Liaison to this committee.

A motion was made by Jeff Palumbo to appointment Kevin Kalkut as Liaison to the Working Committee Zoning Bylaws. It was seconded by Jim Lehan, and so voted. All were in favor.

Discussion Items

Energy Committee Audit – The Energy Committee has approached Matt and they would like to do the audit during Christmas break. However Matt is devoted to the final 30 days of the police station. The Board agreed that February vacation would be better.

Jim updated the Board on the progress of the police station. It is looking very good; painting is done, lockers are in. It is looking optimistic that it could be done by the end of January.

Kevin asked about timing of the Fire Station project. Jim stated that there has been some talk about whether to renovate the existing building or if it may be better to demolish the existing building and build a new 2 story building. Fire Station discussions are starting tomorrow.

Approval of Meeting Minutes

A motion was made by Kevin Kalkut to approve the Open Session Meeting Minutes of December 5, 2018. It was seconded by Jim Lehan, and so voted. Jeff Palumbo abstained.

At 5:52 with no further business, Jeff Palumbo motioned to adjourn the meeting. It was seconded by Kevin Kalkut, and so voted. All were in favor.

This is a true and accurate report of the Board of Selectmen's Meeting of December 17, 2018.



Kevin Kalkut, Clerk