

## **Norfolk Board of Selectmen's Open Session Meeting Minutes April 2, 2019**

Present: Jim Lehan; Kevin Kalkut; Todd Lindmark, Interim Town Administrator; Nancy Langlois, Senior Office Assistant

The meeting was held in Room 124, Town Hall. Jim Lehan called the meeting to order at 7:07 p.m. Jim announced this meeting is being both video and audio taped. All present recited the Pledge of Allegiance.

Todd read the agenda.

Please consider approving Verizon and NSTAR Easement for Norway Farms  
Robert Cain from Norway Farms Drive, LLC was present representing the "grantor" for an easement to Verizon New England, Inc. and NSTAR to lay, construct, reconstruct, operate, maintain, replace and remove lines for the transmission of intelligence and telecommunications, and for the transmission and/or distribution of electricity, upon, over, under and across a certain private way know as Norway Farms Drive.

A motion was made by Kevin Kalkut to approve the Easement for Norway Farms Drive. It was seconded by Jim Lehan, and so voted. All were in favor.

### 7:10 p.m. Water Rate Hearing (continued)

A motion was made by Kevin Kalkut to re-open the Water Rate Hearing at 7:12 p.m. It was seconded by Jim Lehan, and so voted. All were in favor.

There were no comments.

A motion was made by Kevin Kalkut to close the Water Rate Hearing at 7:12 p.m. It was seconded by Jim Lehan, and so voted. All were in favor.

At 7:13 p.m., a roll call vote was taken to enter Executive Session under MGL Chapter 30A, Section 21 **to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigation position of the public body, and the chair so declares. Subject: Clerical Grievances.** Roll call vote: Kevin Kalkut – aye; Jim Lehan – aye.

### **At 7:20 p.m. The Board returned to Open Session**

Action Items

Please consider approving water rates for FY2020

Jim Lehan inquired if any comments were received regarding water rates. Todd Lindmark answered that no comments were received.

DPW Director, Robert McGhee provided a detailed memo which explained that water rates have not increased since 2012. He further explained the proposed increase. A motion was made by Kevin Kalkut to approve the water rates as presented by Mr. McGhee as follows:

1. The Annual Service Charge will increase for all size Meters by 20%.
2. The Metered Water rates will increase from FY-19 to FY-20 as follows:

	FY 2019	FY 2020	Increase
1 – 15,000 gallons	\$ 5.39	\$ 6.00	11%
15,001 – 35,000 gallons	\$ 6.83	\$ 7.67	12%
35,001 – 50,000 gallons	\$ 8.87	\$10.72	21%
Over 50,000 gallons	\$12.52	\$15.50	24%

3. A Capital Improvement fee of \$1.45 per 1,000 gallons will be charged for the new well site.

The motion was seconded by Jim Lehan, and so voted. All were in favor.

Please consider removing "Special Employee Status" from the position of Senior Clerk in the Assessor's Office

Special Employee Status was approved in 1995 so that Kathy Mullineaux could be on the Personnel Board and later on the Board of Assessor's. The Special Employee Status goes with a position, not a person, and the need going forward is non-existent. A motion was made by Kevin Kalkut to remove Special Employee Status from the position of Senior Clerk in the Assessor's Office. It was seconded by Jim Lehan, and so voted. All were in favor.

Please consider the Town Not exercise its Right of First Refusal to purchase property at 110 Park Street

This is a 61A property and the Town has 120 days in which to match the offer. The property was reviewed by ConComm, CPC, Recreation and Affordable Housing Trust; each recommended not pursuing the purchase of the property.

A motion was made by Kevin Kalkut for the Town to not exercise its right to purchase the property at 110 Park Street. It was seconded by Jim Lehan, and so moved. All were in favor.

Please consider re-affirming vote of Fire Chief Appointment

Jim and Kevin discussed some updates to this item. Jim met with Deputy Chief, Peter Petruchick as well as Chief Cole Bushnell. Chief Bushnell agreed that he would reconsider his original resignation and extend to the end of his contract which is June 30, 2020.

Kevin also met with Chief Bushnell and Deputy Chief Petruchik. Kevin would like additional time to meet with the Chief (his initial meeting was limited in time) prior to a motion in order to get a better understanding. This was tabled until next meeting.

The Board agreed to meet Thursday, April 11<sup>th</sup> at 3:00 p.m. to sign the police contract; sign the fire contract; and to consider re-affirming the vote of Fire Chief Appointment. Please consider approving a one-day liquor license

The Cultural Council is requesting a one-day liquor license for this annual event.

A motion was made by Kevin Kalkut to approve a one-day liquor license to serve beer and wine at the Norfolk Cultural Council's Annual Juried Art Exhibition on Saturday, April 20<sup>th</sup> from 5:30 p.m. to 7:30 p.m. It was seconded by Jim Lehan, and so voted. All were in favor.

Please consider approving use of Town Hill for SEPAC post-race activities

The SEPAC 5K race was approved at a prior meeting and the organization is now requesting use of Town Hill for post-race activities.

A motion was made by Kevin Kalkut to approve the use of Town Hill for SEPAC post-race activities on Sunday, May 5<sup>th</sup> from 10:30 a.m. to 1:30 p.m. It was seconded by Jim Lehan, and so voted. All were in favor.

Please consider approving use of Town Hill – Garden Club of Norfolk

The Garden Club is requesting use of Town Hill for a re-dedication ceremony.

A motion was made by Kevin Kalkut to approve the Garden Club's request for use of Town Hill for a ceremony to re-dedicate the Rose Garden on Saturday, June 15<sup>th</sup> from 10:00 a.m. to 2:00 p.m. It was seconded by Jim Lehan, and so voted. All were in favor.

Please consider approving the Use of the Town Gazebo – Families of Exhale Dance Studio

This local dance studio is requesting use of the Town Gazebo to celebrate 2 years of dance. They expect approximately 30 people.

A motion was made by Kevin Kalkut to approve the Families of Exhale Dance Studio's request for the use of the Town Gazebo on Thursday, April 25<sup>th</sup> from 7:00 to 8:00 p.m. It was seconded by Jim Lehan, and so voted. All were in favor.

Please consider approval of minutes

A motion was made by Kevin Kalkut to approve the meeting minutes of March 13, 2019 and March 27, 2019. It was seconded by Jim Lehan, and so voted. All were in favor.

Jim updated the Board and the Interim Town Administrator on a meeting he had with the KP School Superintendent. The Superintendent will be going to the Advisory Committee tomorrow evening to present the budget. Jim stated that this budget is the best he has ever seen; it is very well done, efficiently and reasonably. There is a 3.58% increase in the budget.

Discussion Item

The Fales Park discussion will be deferred until 4/16 at the request of Barbara Bartholomew.

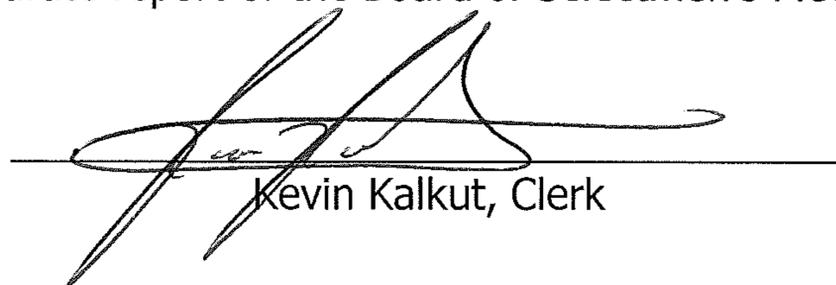
Run and Gun will be discussed on 4/16 also and Dave Deluca will be there as well.

Todd stated the budget balanced at this time. Jim stated a good job was done by Todd.

At 7:35 p.m. Kevin Kalkut made a motion to adjourn. It was seconded by Jim Lehan, and so voted. All were in favor.

The next meeting is scheduled for Thursday, April 11<sup>th</sup> at 3:00 p.m.  
The next regular meeting is scheduled for Tuesday, April 16<sup>th</sup> at 7:00 p.m., Room 124, Town Hall.

This is a true and accurate report of the Board of Selectmen's Meeting of April 2, 2019.

  
Kevin Kalkut, Clerk