

Norfolk Board of Selectmen's Open Session Meeting Minutes June 25, 2019

Present: Kevin Kalkut; CiCi Van Tine; Christopher Wider; Blythe Robinson, Town Administrator; Nancy Langlois; Executive Assistant

The meeting was held in Room 124, Town Hall. Mr. Kalkut called the meeting to order at 7:02 p.m. Mr. Kalkut announced this meeting is being both video and audio taped. All present recited the Pledge of Allegiance.

Ms. Robinson read the agenda

Action Items

Please consider holding a joint election with the Board of Assessors to fill a vacant position

The Board of Assessor's was not able to post this meeting within the 48 hour required notice therefore this item has been postponed until the July 9, 2019 meeting.

Please consider making appointments to various Town Boards & Committees

Ms. Robinson explained to the Board that there are several more appointments/re-appointments to be voted on at this meeting.

A motion was made by Ms. Van Tine to appoint Robert Shannon to the Affordable Municipal Housing Trust for a term to expire June 30, 2020. It was seconded by Mr. Wider, and so voted. All were in favor.

A motion was made by Ms. Van Tine to appoint Allen Phinney to the Conservation Commission for a term to expire June 30, 2022. It was seconded by Mr. Wider, and so voted. All were in favor.

A motion was made by Ms. Van Tine to appoint Anthony Kennedy to the Energy Committee for a term to expire June 30, 2021. It was seconded by Mr. Wider, and so voted. All were in favor.

A motion was made by Ms. Van Tine to appoint John Kent to the Energy Committee for a term to expire June 30, 2021. It was seconded by Mr. Wider, and so voted. All were in favor.

A motion was made by Ms. Van Tine to appoint Edward Henkes to the Insurance Advisory Committee for a term to expire June 30, 2020. It was seconded by Mr. Wider, and so voted. All were in favor.

A motion was made by Ms. Van Tine to appoint Blythe Robinson as Town Administrator for a term to expire June 30, 2022. It was seconded by Mr. Wider, and so voted. All were in favor.

A motion was made by Ms. Van Tine to appoint Michael Brogan to the ZBA. It was seconded by Mr. Wider. Mr. Kalkut stated his opinion was that due to current litigation involving Mr. Brogan and the Town, he does not believe the appointment should be made. Mr. Kalkut also pointed

recommended at this time to go ahead and re-appoint the current firm and if the Town decides it would like to pursue another firm, we could unappoint the current firm in the future.

A motion was made by Ms. Van Tine to re-appoint William Conklin as a Veteran's Agent for a term to expire June 30, 2020. It was seconded by Mr. Wider, and so voted. All were in favor.

A motion was made by Ms. Van Tine to re-appoint Joseph Sebastiano to the ZBA for a term to expire June 30, 2024. It was seconded by Mr. Wider, and so voted. All were in favor.

A motion was made by Ms. Van Tine to re-appoint Medora Champagne as an Associate to the ZBA for a term to expire June 30, 2020. It was seconded by Mr. Wider, and so voted. All were in favor.

A motion was made by Ms. Van Tine to re-appoint Paul Terrio to the CPC for a term to expire June 30, 2022. It was seconded by Mr. Wider, and so voted. All were in favor.

A motion was made by Ms. Van Tine to re-appoint David LaPoint to the Design Review Board for a term to expire June 30, 2020. It was seconded by Mr. Wider, and so voted. All were in favor.

Ms. Robinson stated that the board and committee vacancies list will be updated.

Mr. Kalkut thanked all those for volunteering.

Consider appointing Peter Petruchik as Interim Fire Chief

Ms. Robinson stated that the current chief is leaving at the end of the week.

A motion was made by Ms. Van Tine that the Board vote to appoint Peter Petruchik as Interim Fire Chief beginning June 29, 2019. It was seconded by Mr. Wider, and so moved. All were in favor.

Please consider approval of year-end transfers

Ms. Robinson explained to the Board that State law allows towns to make transfers between various accounts for the last two months of the current fiscal year and the first 15 days of the next fiscal year upon a vote by both. Larger transfers are usually done during Town Meeting. Salaries and expenses cannot be overspent; however, sub-accounts can be transferred within.

The Finance Director proposed the total amount requested for transfer is \$91,696.68. It was noted that the total amount came down because Conservation and legal expenses were not as high as initially thought.

She explained that the Advisory Committee has planned a meeting tomorrow to vote as well.

Mr. Wider questioned why salaries went over. Ms. Robinson explained things such as change of staff; an adjustment to a salary based on a salary study; additional hours for part-time staff and new director with a higher salary than previous were factors involved. Dispatch was due to

A motion was made by Mr. Kalkut to name the private roads at the Village of Norfolk Pilgrim Way and Patriot Way as called for on the plan provided by the Planning Board. It was seconded by Mr. Wider, and so voted. All were in favor.

Please consider contract amendments for H. Olive Day Roof Contract

Ms. Robinson gave the Board an update regarding the proposed contract amendments that will provide cost savings to the Town.

Matt Haffner, Facilities Director was present to give background and answer questions on the proposed amendments to change the copper roof area to aluminum.

Mr. Wider asked Mr. Haffner why shingles wouldn't be used in this area. What is the maintenance requiring a material other than shingles?

Mr. Haffner stated that endurance and maintenance issues were first considered. A shingle roof is possible; however the parties involved were concerned with uplift. It is also not easy to gain access to this area, therefore, limiting future potential problems and costs was considered.

Mr. Wider asked about shingle manufacturer's warranty. Will they cover areas near the monitors or the cupola? If the manufacturer would exclude those areas, Mr. Wider would agree that shingles should not be considered. If the manufacturer would not exclude the areas, then it should be covered under a 50 year warranty similar to copper. He feels that aluminum is a lesser product than both shingle and copper.

Mr. Haffner explained that the original recommendation of the engineers to use copper was taken.

The Board discussed the cost savings versus performance versus warranties.

Ms. Robinson asked Mr. Haffner if he can get an answer on shingle warranty. He stated he could possibly get an answer by end of week and if the Select Board can meet early next week there should not be an issue with it significantly effecting cost and outcome.

Mr. Wider stated he wanted the Board to understand that shingles are not a lesser product.

Mr. Haffner stated that the materials could possibly have been procured already and if so, the Town would own it at this point.

It was decided that Mr. Haffner will get answers on the shingle warranty and the Board will meet next week.

Mr. Kalkut stated he would not be available next week. There was a brief discussion on remote participation at public meetings.

Ernie Alex, a resident of 40 North Street pointed out that shingles are under cupolas on several Town buildings.

Resident David Rosenberg explained some aspects of remote participation at public meetings and Open Meeting Laws on where and when public meetings can take place.

Ms. Mande stated that there will be more information available on the Town's website, CRWA's website and the Norfolk Garden Club.

Ms. Mande thanked the Town and the MassDep. She then explained the Charles River Climate Compact whose mission it is to bring communities in the Charles River Watershed together to work on strategies and that CRWA sent out invitations to the communities to join the Compact.

Mr. McCarthy stated that Ms. Robinson has joined the Compact. He spoke about storm water management and rain gardens being one aspects of handling storm water. Some of the rain gardens can be planted with native species that will reduce maintenance.

Ms. Van Tine asked about costs associated with plantings, maintenance and what would the gardens give back in recharge to evaluate cost-benefits.

Ms. Mande indicated that in some towns, the garden clubs will help with plantings and maintenance. These can also be phased in (over ~7 years). She also stated that in the report that comes out of the grant, the recharge area gallons are spelled out.

Ms. Robinson further explained the Federal EPA MS4 permit which the Town is obligated to follow will cost \$50,000 per year to meet requirements of mapping all storm drains and testing, etc.

The Board further discussed approaches of implementation of smart storm water systems.

Mr. Kalkut thanked everyone for their input.

Please discuss comments from the owner of 194 Main Street regarding Town process to enforce bylaws

This item will be heard on July 9th.

Please discuss a process to address, repair, or replacement of Fire Station

Ms. Robinson made recommendations for the Town to disband the existing building committee, seat a new one, and follow a similar process to that of the Police Station to determine how to either replace or repair the station. She recommended a feasibility study.

Mr. Wider asked how much is left over from the Police Station. Ms. Robinson answered that it is approximately \$2,840,000 which more than likely will not be enough for the Fire Station. The original budget was for \$4,800,000 with all costs included.

Some work has already been done and billed for at Fire Department such as site work, draft floor plans and an architectural feasibility study.

The Board discussed various differing factors between the original design and priorities today.

Mr. Kalkut thanked the existing building committee for the work they have done but agrees that due to many changes in the situation, it may be best to move forward with a new committee.

Please consider comments from the owner of 63 North Street regarding renovation of this property

The resident was unable to be present at this evening's meeting.

Warrants

A motion was made by Mr. Kalkut to approve the following warrants:

- 06/04/19 49V19 \$594,340.40
- 06/07/19 25P19 and 25PS19 \$788,202.95
- 06/11/19 50VS19 \$122,185.05
- 06/11/19 50V19 \$249,199.33

It was seconded by Mr. Wider, and so voted. All were in favor.

A motion was made by Mr. Wider to approve the following warrants:

- 06/14/19 LUMP19 \$1,487,576.29
- 06/18/19 51V19 \$617,920.03
- 06/18/19 51VSA19 \$1,890.00

It was seconded by Mr. Kalkut, and so voted. All were in favor.

Approval of Minutes

A motion was made by Ms. Van Tine that the Board approve the minutes of the May 28, 2019 regular meeting. It was seconded by Mr. Wider, and so voted. All were in favor.

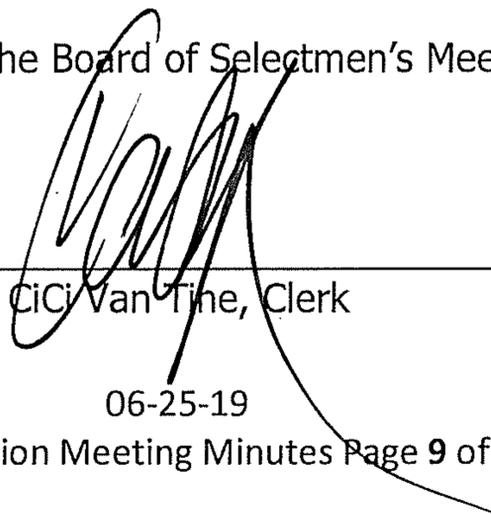
Prior to adjourning, Ms. Robinson explained to the Board that she met with the Town Treasurer, Finance Director and the Town's financial advisor regarding a refinancing of bond issues from 2011. She explained that a bid opening for refinancing of the bond needs a vote from the Board. There is a specific timeframe to follow and according to the financial advisor, the July 9th meeting is too early and August 20th is too late. Therefore, she is requesting to change the August 20th meeting to August 13th. The Board agreed to the change.

Mr. Rosenberg asked about Fall Town Meeting date and closing of the warrant for it. Ms. Robinson informed him that the meeting will be held on November 19th at Freeman Kennedy School.

At 10:37 p.m. A motion was made by Mr. Wider to adjourn the meeting. It was seconded by Ms. Van Tine, and so voted. All were in favor.

The next meeting will be held in Room 124, Town Hall, on Tuesday, July 9, 2019 at 7:00 p.m.

This is a true and accurate report of the Board of Selectmen's Meeting of June 25, 2019.



Cici Van Tine, Clerk

06-25-19