

Board of Selectmen Meetings 2001 Minutes

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The Minutes

January 2, 2001

Present was John J. McFeeley, R. William Perron, and Greg L. Balukonis, Town Administrator. Joyce E. Terrio was not present.

Jack McFeeley, Acting Chairman, called the meeting to order at 7:05 p.m. Greg Balukonis read the agenda.

Jack McFeeley recognized Dan Spigarolo who was in the audience doing a project for a Boy Scout badge.

OLD/NEW BUSINESS

Bill Perron noted a letter from Gary Mirliss asking for recognition of his son Gregory, who will become an Eagle Scout on January 20. The Board will prepare a letter and Proclamation which will be read by a Selectman at the ceremony.

Bill Perron stated that he was disappointed that a letter was received from Senator Cheryl Jacques office that she has not been able to go forward with funding for the MBTA as yet.

Bill Perron discussed a letter from the Norfolk Community League stating that they would like to go forward and revitalize the Old Town Pond. Bill Perron said that he would love to see that happen, and would like to incorporate the MBTA parking into this project. Bill Perron said he would like to discuss this with them.

Jack McFeeley said he was not sure that these two should be done together. He was also concerned about their plans to install an aerator. He did not feel that the aerator was a solution until the siltation problem was solved. Jack McFeeley agreed to sit down with the Community League to discuss this project.

Bill Perron moved to sell the plans for our gazebo to W S Development for \$1,000, with the provision that they use the plans for their use only, and they are not to be resold to anyone else. Jack McFeeley seconded, and it was **so voted**.

Bill Perron said he will attend a meeting of the Norfolk County Mosquito Control in January. Jack McFeeley suggested he ask them about their aerial spraying schedule.

Bill Perron discussed a letter received by the Norfolk Police Association asking for permission to use part of the old town hall for a gym. Jack McFeeley is concerned about the continued use of the old town hall. He suggested this be taken under advisement, as we shouldn't be putting anyone in that building. Bill Perron said he may have a solution to this problem, and will discuss it with Officer Glen Eykel.

Bill Perron discussed the list of call firefighter/EMT's. Jack McFeeley said this should go through the chain of command, and Chief Kelley should notify the individuals. This is a Town Administrator appointment, and does not require an action of the Board of Selectmen.

CLASS II HEARING – RANDI CORPORATION, 84 ROCKWOOD RD.

Present was James Gagne, owner of 84 Rockwood Road.

James Gagne told the Board that he has recently purchased this property, which was formerly owned by Vival Ingraham. Mr. Ingraham held a Class II license for this property, and Mr. Gagne would like to use it, also.

Jack McFeeley asked James Gagne if this is his primary occupation? James Gagne said no. He is a landscaper. He would like to hold this license in order to be able to sell his landscaping vehicles at the end of the season. James Gagne said he would not have more than three (3) vehicles for sale.

Jack McFeeley read the state law, which requires that the business be your primary business in order to hold a Class II license. Bill Perron did say that Mr. Gagne would be allowed, under town bylaw, to keep one unregistered vehicle for sale on his property at a time. Jack McFeeley agreed, and said that he did not require a Class II license, but could sell these three vehicles by selling them one at a time. James Gagne said he would do that.

Bill Perron moved to deny a Class II license to Randi Corporation at 84 Rockwood Road. Jack McFeeley seconded, and it was **so voted**.

OLD/NEW BUSINESS (Cont)

Bill Perron mentioned a letter received from Lisa Newell of 32 Cleveland Street, and asked that this be discussed in executive session. Jack McFeeley agreed.

Jack McFeeley noted that a parcel of property at the Library was donated to the Town by Paul Borrelli of Medfield. The deed was recorded in Land Court as of December 28, 2000. The Board wholeheartedly thanks Paul Borrelli for his generosity.

Bill Perron moved to release the following street opening bonds, per the recommendation of the Highway Superintendent: #99-24, Pond View Road; #99-46,

19 Marshall Street; #99-47, Pond Street/Route 115; and #00-06, 14 Hunter Avenue. Jack McFeeley seconded, and it was **so voted**.

Jack McFeeley discussed a letter on the Community Preservation Act with respect to 3% funding for open space, with matching funds coming from the State. This will require town meeting vote. He would like to establish a small committee, or have members of the Conservation Commission work on this.

CLASS II LICENSE HEARING – ACTION MOTOSPORTS, 224 DEDHAM STREET
Present was Michael Reddish of Quincy, owner.

Michael Reddish told the Board that this business would be at 224 Dedham Street, in the back of the building next to Tyler's Family Restaurant. He would have 850' of showroom. Mr. Reddish told the Board that it would mainly be motorcycles, jet skis, and snowmobiles. There would be no automobiles, and no outside storage. Michael Reddish told the Board that he would not do repairs there, other than minor cosmetic repairs. Michael Reddish told the Board that he would not conduct any business outside the premises, and there would be no outside parking of vehicles.

Jack McFeeley asked Michael Reddish is he was incorporated? Michael Reddish replied no, not yet. Jack McFeeley asked if he has run this by the Building Inspector? Greg Balukonis said that this is an allowed use as long as it is not conducted outside.

Bill Perron moved to grant a Class 2 license to Michael Reddish restricted to vehicles being kept inside, and per approval of the Building Commissioner. Jack McFeeley seconded, and moved to amend the motion that no large motor vehicles be allowed. Jack McFeeley questioned his hours of operation? Michael Reddish replied 40 hours, but varied. This business would mostly be through advertising. It was **so voted**.

OLD/NEW BUSINESS (Cont)

Bill Perron announced an invitation to a retirement party for Jerry Hughes on Thursday, January 11. The Board thanked him for his years of service to the Town. Jerry Hughes will retire after serving 18 years as Building Commissioner.

DISCUSSION – BERKSHIRE/SUFFOLK STREETS

Present was Planning Board members Tony Fitzpatrick, Steven McClain, Robert Nicodemus, and David LaPointe. Fire Chief William Kelley and Police Chief Charles Stone were present. Developer Scott Colwell, and abutters Mr. & Mrs. Kenneth Northup of 2 Suffolk Street, and Geoffrey Chick, of 5 Suffolk Street were present.

Jack McFeeley reopened the discussion, and gave a brief summary of what we talked about on December 18th. Jack McFeeley asked for input from Chief Stone, and Chief Kelley as to how they felt about a street name change affecting the community, and public safety.

Chief Charles Stone said he has given this thought, and it would be nice, and best if the road name were changed to Berkshire all the way through. He would have thought Berkshire would have been changed to Suffolk, because Suffolk was there first. However, Chief Stone said he is sympathetic to the residents who may have to experience inconvenience caused by renaming the street, but feels that he is thinking of their safety. He said that he is concerned that the mix-up in street numbers could result in a delay of emergency personnel responding to a call in that area. The easier it is to find your home, the quicker you will receive emergency attention.

Chief Kelley agreed, saying that it should be simple and easy. They could live with it, but it would be easier for everyone if the street name was changed. Chief Kelley pointed out that Route 115 changes name seven times.

Tony Fitzpatrick and Steven McClain of the Planning Board came forward. Steve McClain said the confusion started when Berkshire was just a stub road off of Essex Road. When Berkshire was fully developed and finished, that is when it was noticed that the odd and even numbers were on the same side of the road. This is not something that happens frequently. Steve McClain said it is very rare that a developer comes from two dead ends, and meets in the middle. Geoffrey Chick questioned the Planning Board about cul-de-sacs in that area. Steve McClain said it wouldn't be possible. Bill Perron told Mr. Chick that the safety concerns expressed by both the Police Chief and Fire Chief should be considered by the residents.

Elliott Spigarolo, Stilwell Avenue, said that he feels the town should consider a type of financial compensation to the three residents of Suffolk Street who suffer this expense. It isn't their fault that the Town made a mistake. He felt this would be a goodwill gesture on our part to compensate them for their inconvenience.

Greg Balukonis pointed out that in order to do this, it must be appropriated through town meeting. "Inconvenience" needs to be clearly defined.

Scott Colwell said that he has paid plenty of fees to the Town. Perhaps some of this could be reappropriated back to the residents. Jack McFeeley stressed that it is not that easy. Even if we wanted to, we cannot reimburse the residents without going through town meeting vote.

Mrs. Northup said that in listening to the concerns of the two Chiefs, she has to agree with them. As much as she is not in favor of changing the street name and having to change all her deeds, checks, etc., she feels that they must agree with what is best for the town. She does agree that the Town should reimburse them for their expense.

Jack McFeeley agreed, and would like an article put on the warrant for the May 5th town meeting.

Chief Stone and Chief Kelley also brought to the Board's attention, the fact that changing the street name will affect the Enhanced 911. They will need a date as soon

as possible in order to change the system. The post office will also need to be notified of the change.

Bill Perron moved to change the name of Suffolk Street, from King Street to Berkshire Street, to Berkshire Street, with house numbers adjusted by the Planning Board. Jack McFeeley seconded for discussion purposes. Mrs. Northup asked what her street number would be. Jack McFeeley said it appeared her new address would be 55 Berkshire. Mr. Chick would be 48 Berkshire. Bob Nicodemus asked that this not be cast in stone until they have had a chance to have Lois Boucher, their Planning Administrator, check this out and agree to those numbers. Jack McFeeley said he would like a time certain to have all this changed. He suggested three months would be appropriate. Scott Colwell asked for a date of September 1. The Board agreed three months would be more appropriate. Jack McFeeley amended the motion to read "such change to be effective on April 1". It was **so voted**.

OLD/NEW BUSINESS (Cont)

Bill Perron stated that the State is looking into low income deprived towns. He is concerned that we start looking into this, as he doesn't want it shoved down our throats later on, in a place we don't want it. He suggested Norfolk integrate low income housing in with other houses in a development, so they are not clustered together. That way they wouldn't be conspicuous and draw a name. Bill Perron wondered if these homes could be owned by the Town, and can we make this type of development mandatory? Greg Balukonis said that the Town already has an affordable housing bylaw. He will look into Bill Perron's concerns.

Bill Perron discussed the Virtual Town Hall website. Jack McFeeley gave Greg Balukonis a brief update on what he found out. Greg Balukonis is waiting to hear firm cost estimates.

TOWN ADMINISTRATOR REPORT

Greg Balukonis asked the Board to open the Annual Town Meeting Warrant. He will give the Board a draft of the other dates related to this warrant next week.

Bill Perron moved to open the Annual Town Meeting Warrant for May 5th. Jack McFeeley seconded, and it was **so voted**.

Greg Balukonis mentioned that Karen Powers of 39 Maple Street will be present next week to discuss her concerns with Toils End Road. Jack McFeeley may not be present next week due to a work commitment.

Greg Balukonis asked the Board to please approve the SEMASS contract so that we can lock in at \$15 per ton for waste emissions for the rest of our five year contract.

Bill Perron moved to accept the \$15/ton for MCAT compliance for waste emissions, an amendment to the service agreement at SEMASS. Jack McFeeley seconded, and it was **so voted**.

Bill Perron moved to accept the revised plan from Coler & Colantonio for movement of the septic plan dated December 22, 2000. Jack McFeeley seconded, and it was **so voted**.

ACCEPTANCE OF MINUTES

Bill Perron moved to accept the regular and executive session minutes of December 4, 2000. Jack McFeeley seconded, and it was **so voted**.

Bill Perron moved to accept the regular and executive session minutes of December 11, 2000. Jack McFeeley seconded, and it was **so voted**.

At 9:15 p.m., Bill Perron moved to go into executive session to discuss purchase, lease, or valuation of real property, and pending litigation. The Board will not return to open session. Jack McFeeley seconded, and it was a roll call vote: Jack McFeeley, **aye**; and Bill Perron, **aye**.

This is a true and accurate report of the Selectmen's Meeting of January 2, 2001.

John J. McFeeley, Clerk

January 8, 2001

Present was Joyce E. Terrio, R. William Perron, and Greg L. Balukonis, Town Administrator. John J. McFeeley was absent.

Joyce Terrio called the meeting to order at 7:05 p.m. Greg Balukonis read the agenda contents.

Joyce Terrio updated the Board on a meeting last month with the Walpole Board of Selectmen, and representatives of Caritas Hospital. Caritas representatives will be here on January 29, 2001.

OLD/NEW BUSINESS

Joyce Terrio discussed a letter from a resident of Rockwood Road complaining of interference in their phone lines and cable. Joyce Terrio said that she had the same problem, and discovered it was a neighbor's short wave radio causing the problem. She wondered if it could travel that far down to 72 Rockwood Road. Joyce Terrio will pass this information on to the resident.

Joyce Terrio asked Greg Balukonis to inform the Planning Board that no members of the Board will be able to attend their meeting on January 11, 2001, regarding the appeal of the Matulewicz case, as the Board will be attending the MMA Conference in Boston.

Due to a deadline in which to appeal, the Board would like a written response by Friday as to what the Planning Board decided.

The Board discussed a letter from Ed Nolan of Medway Branch asking that the street number issue be resolved. The Board will discuss this with the Planning Board. A letter will be sent to Mr. Nolan that we are looking into it.

Bill Perron read a letter from the Department of Environmental Protection informing the Water Department that they were awarded the Clean Water State Revolving Fund loan program and the Drinking Water State Revolving Fund loan program for \$642,000 to construct a water treatment plan for the Spruce Road well.

Joyce Terrio noted an invitation from the Department of Veterans' Services in Boston to attend a dedication of the Massachusetts Veterans' Memorial Cemetery in Agawam, on May 21, 2001 at 10 a.m. Joyce Terrio suggested Greg Balukonis keep this on the To-Do List as a reminder to the Board.

KAREN POWERS, 39 MAPLE STREET

Karen and Timothy Powers, of 39 Maple Street were present to discuss a title problem on their property.

Karen Powers told the Board that when they purchased their home at 39 Maple Street, they were given a clear title at the closing. They have since discovered that the town abandoned Toils End Road, and it runs directly through their home. Karen Powers said that she feels the Town should rectify their title problem, because the Planning Board and/or Building Inspector allowed this house to be built on the abandoned road.

Karen Powers said she has had several discussions with Greg Balukonis, as well as members of the Board, and understood that Town Counsel was going to review this problem. She said that it was not put on the Fall Town Meeting, and has not heard anything further from the Town. Karen Powers said that all they are looking for is a clear title. They cannot refinance, or even sell their home because they do not have a clear title.

Karen Powers said that Town Counsel is also counsel for Wrentham, and supposedly Wrentham had this problem, also, and Toils End Road continues into Wrentham. She would like a ruling from Town Counsel.

Karen and Tim Powers submitted a petition to the Board of Selectmen asking that an article be put on the Annual Town Meeting in May to see if the Town will abandon Toils End Road as it pertains to 39 Maple Street. This petition will be given to the Town Clerk for certification.

The Board will forward this information to Town Counsel for his review.

ROAD SAFETY COMMITTEE – STREET LIGHTS

Road Safety Committee members present were Joseph Sebastiano, Beth Strubeck, James Giebfried, Mario Damiata, and Remo R. Vito, Highway Superintendent, and Police Chief Charles Stone.

Joe Sebastiano spoke on behalf of the Board. Joe Sebastiano told the Board that this Committee has been pro-active planning sidewalks and street lights for the Town.

Joe Sebastiano had previously submitted a list of street lights that this Committee feels is badly needed in Town. They have asked the Board to fund 40 street lights in the FY2002 budget. Joe Sebastiano said that they feel street lights are overdue, and have been neglected for a long time. He said that in asking for these 40, this is just the beginning. Joe Sebastiano said that the Committee feels they are 3-5 years behind, and that asking for these 40 is a modest request. Joe Sebastiano said that the Board can review their list, and if they feel street lights would be more important in a location other than what they listed, it is fine with them if revisions are made.

Mario Damiata gave the Board a traffic survey hand out, and explained that many fatal crashes occur on unlit streets.

Joe Sebastiano thanked the Board for approving the street lights on Main Street, which will assist the commuters who park at the Old Town Hall.

Butch Vito said that these 40 street lights are primary. He said to be conservative now, but then look at the critical areas such as subdivisions, connector roads, intersections, etc., and add as we go.

Joe Sebastiano said the Committee has been working on a plan for sidewalks, also, but that will be discussed at another time.

Joyce Terrio said that the Board of Selectmen agrees that these street lights are needed, however, we need to find the money to fund them. She took this matter under advisement until the three members can discuss this in detail.

Bill Perron said that he received a telephone call from Ken Cooper, who lives at the intersection of Shear Street and Mirror Lake Avenue. Ken Cooper said that there is a lighting problem there, and said we could use part of his property, if needed. Butch Vito said he is well aware of the problem there, and it is a much bigger problem than lighting; it is an intersection reconstruction project. He has discussed this with Mr. Cooper. Butch Vito said he has already adjusted the lighting in this location, but will look at it again.

TOWN ADMINISTRATOR REPORT

Greg Balukonis gave the Board tax title and foreclosure information that he received from the Treasurer/Collector. He reviewed this information with the Board, and they suggested the Town go forward.

Greg Balukonis asked the Board to approve a Waste Energy Grant through SEMASS. Bill Perron moved to approve an application for the Waste Energy Grant Program through SEMASS. Joyce Terrio seconded, and it was **so voted**.

Greg Balukonis said that the Board had asked for a disability insurance survey. He has spoken with the vendor, and will forward a report to the Board.

Greg Balukonis asked the Board to think of a cover for the 2000 Annual Town Report. Joyce Terrio asked that this be put on the To-Do List to remind the Board to think of an idea.

At 8:40 p.m., being no further business, Bill Perron moved to adjourn the meeting. Joyce Terrio seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of January 8, 2001.

John J. McFeeley, Clerk

JANUARY 16, 2001

Present was Joyce E. Terrio, John J. McFeeley, R. William Perron, and Greg L. Balukonis, Town Administrator.

Joyce Terrio opened the meeting at 7:10 p.m. Greg Balukonis read the agenda contents.

OLD/NEW BUSINESS

The Board of Selectmen received the resignation of Council on Aging member Katherine Anne Rodman. Mrs. Rodman cited health reasons for resigning. The Board accepted Mrs. Rodman's resignation, and will forward her a letter of thanks.

Jack McFeeley discussed a letter from Highway Superintendent Remo Vito requesting that bag stickers at the Transfer Station be increased by 15 cents, from \$1.75 per sticker to \$1.90.

Jack McFeeley moved to approve the increase of 15 cents per bag sticker, increasing the cost from \$1.75 to \$1.90 per sticker at the Transfer Station for FY'02. Bill Perron seconded for discussion purposes. Lori Hurley, a resident in the audience, told the Board that she usually goes to the Transfer Station on Wednesday, and there is never any personnel checking the bags for stickers. The personnel is there, and they are always busy, but they don't check the bag stickers. Mrs. Hurley felt that the cost of

stickers shouldn't increase until someone is actively checking stickers. Joyce Terrio read the reason why Mr. Vito requested an increase in his letter. Joyce Terrio said she is not in favor of increasing the cost of bag stickers, as we just increased them last year. The Board took a vote and there was one **yes**; one **no**; and one **abstain**. Greg Balukonis will invite Butch Vito in to a future meeting to discuss his request.

The Board received an invitation to a Court of Honor for Boy Scout Troop 80 on Sunday, February 4, 2001 at 4 p.m. at the Norfolk Grange. Jack McFeeley will attend.

Jack McFeeley will attend the Phase II Stormwater Management Workshop held by the Planning Board on Wednesday, January 31, 2001 at 8 p.m. in Room 124.

NORFOLK COMMUNITY LEAGUE – KIM WILLIAMS

Present was Kim Williams and Lori Hurley of the Norfolk Community League.

Kim Williams told the Board that they would like to revitalize the Town Pond, and they would like to gain the Board of Selectmen's support. Kim Williams told the Board that in the 1970's, this property was given to the Town by Ken Wood, who was a conservationist, for recreation purposes. It was then developed into the Town Pond.

Kim Williams told the Board that they originally wanted to revitalize the Town Pond, and were working toward that end. However, in looking at bigger ticket items that will be coming before Town Meeting in the Spring, they realized that this will have to be put on the back burner. Therefore, Kim Williams told the Board that they would like to be less aggressive toward developing the Town Pond at this time, and work toward a park project instead. Kim Williams said the Norfolk Community League thought this may help alleviate an overcrowded Kid's Place. Kim Williams said they discussed this at length with Bill Perron.

Kim Williams said that they would like to rework the trails, and put in benches or picnic tables, and clean up the place and make it a useable park. Once that is done, they would pursue the Town Pond phase. Kim Williams said that they are hoping to do this at no cost, or very little cost, to the Town through fundraising.

Bill Perron told the Board that he did work with the Committee, and would like to help with this project. He feels this is a worthwhile project.

Jack McFeeley explained that the Town Pond needed sand because of the clay on the bottom on the pond. Bacteria became a problem. He said that it also became a "hang-out" for kids after 10 p.m. because of its location. Jack McFeeley felt that we do need more park environments in Town.

Joyce Terrio also felt that it is worthwhile to take it slow, and see how it develops.

On another issue, Kim Williams presented the Board with plans for their annual 5K Road Race that is usually held on Norfolk Community Day, which is sponsored by the Norfolk

Lions Club. Kim Williams told the Board that because of scheduling conflicts, they will be unable to hold this race on the same day as the Lions events. They would like to do a 5K Road Race, as well as bicycle safety events coordinated by the Police Department. Kim Williams said that they would like to hold this race on June 9th and use the Town Hill for these events. They would call it Road Safety Day. She said that they hope to bring in a bicycle stunt group that will entertain the kids, as well as teach them about safety.

Kim Williams said that they have considered a type of program where the Police can reward the kids for wearing their helmets, or exercise bicycle safety. Kim Williams gave the Board the race route, and said that they would like to set up a tent and booths on Town Hill. She said that they would like to use Town Hill from 8 a.m. until 4 p.m.

Jack McFeeley asked Remo Vito, who was in the audience; if he felt the race on Medway Branch would be a problem because of the Transfer Station traffic. Mr. Vito said no, he did not feel this would be a problem at all. He will discuss this with Police Chief Stone.

Jack McFeeley said that he is in favor of Road Safety Day, and rewarding the kids. Jack McFeeley told Kim Williams that he has received calls from residents about a place where kids can skateboard. He wondered if this was something that the Norfolk Community League and Road Safety Committee could work on together to collaborate on a place where the kids could gather? Kim Williams said she would take it back and discuss it with her Committee.

Jack McFeeley suggested the Board take this under advisement until we have the Chief's opinion.

Joyce Terrio said that by doing this, it would make two community days. Kim Williams said no. The Lions Club does the fun stuff like the dunk tank, pony rides, etc. Joyce Terrio said that we would be taking the road safety aspect out of community day. Kim Williams said she doesn't think this will affect the crowd at all. She feels that if Community Day is held on May 16th, they will still get the crowd. She sees no problem with having their race held separately. Joyce Terrio disagreed, saying that this has always been an event held by the Lions Club, and now they are taking this aspect away from the Community Day.

Jack McFeeley moved to allow the Norfolk Community League use of Town Hill and the surrounding area on June 9, 2001, from 8 a.m. to 4 p.m., for Road Safety Day, subject to the usual clean up and safety, and per Chief Stone's approval. Bill Perron seconded. Jack McFeeley and Bill Perron voted **aye**; Joyce Terrio voted **no**.

Bill Perron moved to go into executive session for an employee grievance. Joyce Terrio seconded, and it was a roll call vote: Joyce Terrio, **aye**; and Bill Perron, **aye**. Jack McFeeley was not available during this vote. The Board will return to open session.

The Board returned to open session at 9:14 p.m.

OLD/NEW BUSINESS

Joyce Terrio referred to a memo given to the Board a few minutes ago by Donna Putt, Water Commissioner. The memo addressed cellular monopoles. As the Board did not have a chance to review this memo, it was not addressed. Joyce Terrio will discuss this matter with Donna Putt.

Jack McFeeley said he would like to see a tour of MCI Norfolk scheduled as soon as possible. He suggested Saturday morning, January 27th as a date that he and Joyce Terrio could attend. We will contact the officials at MCI and try to arrange the tour for this date.

Jack McFeeley discussed open space legislation, and said that it has to meet certain deadlines. We need to do something in January. Mr. McFeeley said we need to make sure that no other Board is working on this, also, that we aren't aware of.

Jack McFeeley suggested that three parking spaces be designated at the new Town Hall for one-day limited parking for the train. A pass could be obtained through the Selectmen's Office. Mr. McFeeley said since we have not heard any feedback from either Town Counsel or Planning Board, we should go ahead with it. He suggested blank signs be placed. This would indicate that these are reserved spots. Joyce Terrio said she would like the Zoning Officer to review this. She said, in other words, you are formalizing something we are already doing.

Bill Perron moved to have the Highway Department install three blank signs at three parking spaces in the new Town Hall parking lot, with wording to be designated at a future date. Jack McFeeley seconded. Bill Perron said he would like to see the signs left blank with nothing at all on them. Jack McFeeley agreed. It was **voted**: Joyce Terrio, **no**; and Jack McFeeley and Bill Perron, **aye**.

Jack McFeeley said he would like to have a Personnel Administrator warrant article. Joyce Terrio said that the Personnel Administrator position in an approved position, we just need funding. It was agreed to pursue funding for this position.

Jack McFeeley stated that nothing was done on the Bremilst property, and asked that this be placed as a high priority on the To-Do List.

Jack McFeeley said he would like the Metricom matter put on hold. He asked that nothing be done until we have Attorney Bill Solomon in to a meeting. The Board concurred.

Jack McFeeley would like to organize a focused committee meeting with respect to communication. He would like to see it held on Tuesday, February 20th, and asked that notices be sent out.

Jack McFeeley felt that the letter from Attorney Newell needs a response. He again felt this should be a high priority on the To-Do List. Joyce Terrio said she will review it, and send a short response that we hope to work amicably in the future.

Bill Perron questioned scheduling the MBTA meeting. He also asked to cancel the Lakes Committee meeting which had been set for January 18th.

Bill Perron asked if we had heard back from the State with respect to additional buried paint and mercury, as well as the piggery and another site. Any further action in locating these? Greg Balukonis will check on this.

Joyce Terrio announced that the three Board members and Greg Balukonis attended the Massachusetts Municipal Association Conference in Boston over the weekend. She felt they gathered much valuable information during this Conference, and would like to see it shared between members.

TOWN ADMINISTRATOR REPORT

Greg Balukonis told the Board that the Road Safety Committee has asked for street lights totaling \$4,400. Does the Board wish to include this in the budget?

Jack McFeeley moved to instruct the Town Administrator to add \$4,400 to the FY'02 budget for 40 streetlights. Bill Perron seconded, and it was **so voted**.

At 9:43 p.m., being no further business, Jack McFeeley moved to go into Executive Session to discuss litigation. Bill Perron seconded, and it was a roll call vote: Joyce Terrio, **aye**; Jack McFeeley, **aye**; and Bill Perron, **aye**. The Board will not return to open session.

The meeting adjourned at 11:03 p.m.

This is a true and accurate report of the Selectmen's Meeting of January 16, 2001.

John J. McFeeley, Clerk

February 12, 2001

Present was Joyce E. Terrio, John J. McFeeley, R. William Perron, and Greg L. Balukonis, Town Administrator.

Joyce Terrio opened the meeting at 7:07 p.m. Greg Balukonis read the agenda contents.

ACCEPTANCE OF MINUTES

Jack McFeeley moved to accept the regular and executive session minutes of January 16, 2001; regular minutes of January 22, 2001; and the regular and executive session minutes of January 29, 2001. Bill Perron seconded, and it was **so voted**.

OLD/NEW BUSINESS

Joyce Terrio announced that Lorraine Foley, Assistant Town Accountant, will retire after over 30 years working for the Town. Her last day in Town Hall will be Wednesday, February 14th, and she asked residents to feel free to stop in and say goodbye to Mrs. Foley.

Joyce Terrio said that the Board of Selectmen had a tour of MCI Norfolk on Saturday, February 10th. She thanked Superintendent Spencer for conducting the tour for the Board, and enjoyed meeting Supt. Spencer, who is new to the job.

Jack McFeeley moved to nominate Hilary Penlington to the position of Animal Inspector (for State purposes) from March 31, 2001 to March 31, 2001. Bill Perron seconded, and it was **so voted**.

Jack McFeeley moved to allow the Garden Club permission to conduct their plant sale on Town Hill on Saturday, May 12, 2001, from 8 a.m. to 1 p.m. Parking per the usual requirements, and no sale of food. Bill Perron seconded, and it was **so voted**.

Jack McFeeley moved to allow Norfolk Recreation use of the Town Hill Gazebo on the following dates, from 6 p.m. to 8 p.m., for their Summer Concerts: June 5, June 14, and June 28; July 12, July 19, and July 26, 2001. Rain dates will be August 2 and 9, if needed. Bill Perron seconded, and it was **so voted**.

Jack McFeeley discussed the letter from the Golf Study Committee. Mr. McFeeley said he attended their recent meeting. They evaluated the prison site, and did aerial photographs. They have determined it is inappropriate because the site is too wet. He suggested the Board allow the Golf Study Committee to be able to spend up to \$500 to evaluate a second parcel of land. Bill Perron seconded for discussion purposes. Joyce Terrio asked if they could possibly need more money? Jack McFeeley said yes. Joyce Terrio suggested that perhaps we should increase the amount to \$900. Jack McFeeley said yes, or even \$1,500. Jack McFeeley withdrew his motion. Jack McFeeley then moved to allow members of the Golf Study Committee to spend up to \$1,500 for the purpose of evaluating a second site. Bill Perron seconded. Joyce Terrio said if it appears that they are going to be over the \$1,500, they should immediately let the Board know. It was **so voted**.

Jack McFeeley accepted the resignation of Bruce Hamlin as Lieutenant/EMT of the Fire Department. The Board will send a letter expressing their regrets, and thanking Mr. Hamlin for over sixteen years of service to the Town.

Jack McFeeley discussed a letter received from Connor & Hilliard with respect to Cress Brook Road. Greg Balukonis told the Board that this is a Planning Board/developer issue. We will contact the Planning Board to see if they have contacted Town Counsel with respect to this matter.

Bill Perron said he was contacted by Ed Nolan with respect to the numbering of Medway Branch. Greg Balukonis said that we have not heard from Chief Stone, or Butch Vito as yet.

COMMUNITY PRESERVATION ACT HEARING

Present was Andrea Langhauser, Open Space Committee, and Gino Carlucci, Town Planner, who were the spokespersons. Also present were Steven McClain, Tony Fitzpatrick, and Lois Boucher of the Planning Board; Dan Mason, Open Space Committee; Cindy Andrade, and Aimee Dudley, Conservation Commission; and Marie Chiofolo, Town Clerk. Robert Nicodemus of the Planning Board attended late in the meeting.

Gino Carlucci explained that this was signed into law late last September by Governor Cellucci. There are four different categories the money can be used for - affordable housing, open space, historic preservation, and recreation. The way the \$225 million breaks down is if every town adopted it, it would raise locally about \$200 million, and the State would match that with \$25 million. The way it would work is that the towns can adopt a property tax surcharge up to 3%. The State money is collected by a surcharge on document recordings at the Registry of Deeds. That would create the \$25 million match. At least 10% has to be used for affordable housing, another 10% for open space, another 10% for historic preservation, and the other 70% is used for any of those three, plus recreation.

Gino Carlucci said that another feature of the Act is that the town would establish a Community Preservation Committee. Andrea Langhauser said this would be the Committee that makes recommendations to the legislative body, the town meeting, as to how the money should be spent. Town Meeting then has the opportunity to vote either in favor of that recommendation, or take no action. Town Meeting cannot modify that recommendation. We would need to talk later about how that committee gets set up.

Gino Carlucci said that of the surcharge, there are exemptions that are available. The first \$100,000 of valuation can be exempted, if the Town so chooses. Also commercial and industrial properties can be exempted, and property owned and occupied by a person who qualifies for low income housing, or low or moderate income senior housing can be exempt. Andrea Langhauser said that the definition of low or moderate housing is specific to this bill. 80% low income is considered 80% of the area wide

medium. In eastern Massachusetts, it is less than or equal to \$50,000. Moderate income is 100% of the area wide medium, or less than or equal to \$60,000.

Jack McFeeley asked what that means? Andrea Langhauser said this means the Town has to make a choice of how they want to locally adopt this Act. You can choose to add these types of exemptions. One of the exemptions the Town can choose is to exempt those residences that fit that category of low or moderate income, and senior housing that are considered low or moderate. You can also apply the standard exemptions that are available to a resident, such as a veteran, disability, etc. These are also allowed.

Gino Carlucci said that the process of adopting this Act is a little bit cumbersome, depending on the timing of town meeting vs. town election. Town of Norfolk is one of the towns where it is a little awkward, because it has to be adopted by a ballot question. The question has to be placed on the ballot by the legislative body at least 35 days in advance of the election. If the town meeting is within 35 days of the election, or after the election, you can't do it unless you wait until the following year. You can put it on the ballot this year, for next year. Another way to do it is to have a petition signed by 5% of the registered voters. That also has to be done 35 days prior to the election. That feature probably is going to discourage some towns from participating in the first year; or at least make it difficult to do so.

Gino Carlucci said that the Community Preservation Committee that Andrea Langhauser mentioned has a specific membership. This Committee must be made up of somewhere between 5 and 9 members. Of those members, five must be representatives from the Conservation Commission, Planning Board, Historical Commission, Board of Park Commissioners, and the Housing Authority. If a Town does not have any of these, then whatever Board is the closest to this duty, will serve.

Among the condition of expenditures, the funds do not have to be spent within the Town. For example, the funds could be used to purchase water from Franklin, or do a project with another community. The funds cannot be used to replace existing operating funds. They can't be used for maintenance. They can be banked and built up over a few years, and bonds can be issued against that revenue stream.

Affordable housing can be for individuals or families, including seniors 60 years or above, of low income or moderate income. The funds for open space can be used to protect existing and future water supply areas, agricultural, forest or coastal lands, frontage to inland water bodies, wildlife habitat, nature preserves, and scenic vistas. It also can be used for active and passive recreation uses, community gardens, trails, non-commercial use and adult sports, and for parks, playgrounds, or athletic fields. Andrea Langhauser said it cannot be used for passive recreational structures, like dog racing or stadiums. There are some types of recreation that are specifically not allowed, and then there is a gray area between passive recreation, and commercial type uses. Jack McFeeley asked if a structure could be built at the fields on Pond Street. Andrea Langhauser said probably, but we cannot use it for maintenance, but it can be

used for those type of structures that would normally go in your capital improvement plan.

Gino Carlucci said that the historic preservation funds can be used for property that has been determined by the local Historic Preservation Commission to be significant in the history, archeology, architecture, or culture of the city or town, or if listed on the State Register of Historic Places.

The State matching funds are in a fund called the Community Preservation Trust Fund, and the Act specifies that the local match will be a minimum of 5%, and maximum of 100% of the amount raised locally. That money is primarily from fees collected at the Registry of Deeds. Jack McFeeley asked if this is accrued on a yearly basis? Andrea Langhauser said yes, it is only eligible to communities that choose the maximum 3% surcharge. The fewer communities that come up with the 3%, the fewer communities that will have these funds available, and therefore, the greater the share. No one would ever get more than a 1 for 1 dollar value. Gino Carlucci said to clarify that, the match is distributed in at least two rounds, and possibly three. The first round, which is 80% of it, goes to all towns that participate, whether they have the 3% or not. The second 20% then gets distributed only to those towns that have the full 3%, and then there are also other criteria based on income of the towns. That is more a qualifying type round. The first round, however, goes to everyone who participates.

Gino Carlucci said that the first round is given to everyone. The second round is a complicated formula, which he passed around a hand-out explaining it. How you qualify for the second round, and how you get chosen is different from the first round.

Gino Carlucci said that no cities will participate in the first year, because most cities have their elections in the Fall. Towns will be eligible in the first year, which is why it is important to try to qualify for the first year, when cities won't be competing for the funds. Towns that have already adopted this are Boxboro, North Andover, and Duxbury.

Gino Carlucci and Andrea Langhauser said that once the percentage rate is determined, it cannot be lowered without town meeting vote. To go to a higher rate, you have to go back to a ballot question.

Gino Carlucci presented Norfolk's revenue impact estimate. Andrea Langhauser said that Norfolk is one single tax rate, so there is no exemption for us.

Joyce Terrio asked for clarification. Matching funds are given out by the State in October? Andrea Langhauser said we put in receipts to the State of the amount we have generated by October.

Marie Chiofolo, Town Clerk, said that we don't have time to adopt this, this year unless we do it by petition. The petitions need to be in to the Town Clerk by March 20.

Cindy Andrade asked how many registered voters we have. Marie Chiofolo replied 5,726. We would need to get a little over 300 signatures.

Jack McFeeley moved to form a committee selected by the Board of Selectmen to circulate petitions to have a ballot question placed on the May ballot to give the community a chance to accept the Community Preservation Act. Bill Perron seconded. Joyce Terrio asked if any funds can be given to the Treasurer/Tax Collector to assist her with the extra work? Gino Carlucci said yes, up to 5% of the funds can be used for administrative costs associated with the Committee. Dan Mason, Chairman of the Open Space Committee, said their committee did a survey. Residents were very interested in open space, but said the tax base is already high and they feel they get very little public service for their money. He is afraid they will not be in favor of more taxes. It was **so voted** by Jack McFeeley and Bill Perron. Joyce Terrio **abstained**.

Andrea Langhauser will give the Board language needed for a petition, as well as specific information regarding the senior housing.

PERMANENT BUILDING COMMITTEE – FIRE STATION FEASIBILITY STUDY

Present was Fire Chief William Kelley, Police Chief Charles Stone, Mark Barrett, Architect from Allen Lieb & Associates, and members of the Permanent Building Committee, David Capone, Buddy Bowden, Fred Pfischner, and Secretary Gail Bernardo.

Mark Barrett reviewed the floor plan of the new fire station with the Board of Selectmen. He presented the Board with a handout, and said that they revisited the budget.

Bill Perron asked if this plan meets the needs of now, or projected years? Mark Barrett said that this will accommodate thirty years.

Jack McFeeley questioned the need to build out the second floor. He suggested that we don't have personnel now to fill all the offices on the second floor, although we may in the future. Couldn't the Lieutenant, and other offices go on the first floor? Jack McFeeley felt it made more sense to have the offices on the first floor near the public, and the training rooms upstairs. Mark Barrett explained the different reasons why it is this way, when they were designing the building. Mark Barrett said the conference room shouldn't be upstairs, because then the public is walking through the entire building.

Jack McFeeley asked Chief Kelley if we are planning enough space for future vehicles? Chief Kelley said yes. We will probably only replace vehicles that already exist, and not add.

Mark Barrett discussed the summary of project budget estimate with the Board, and described how they arrived at the figures they did. The cost of property is not included.

Jack McFeeley said that many people will be disappointed this year. We have a lot of big ticket items coming at us, and the Town cannot fund all of them. We have King Philip, the Library, the Fire Station, Police, and Schools. Chief Kelley said he was hoping the Board would give him guidance as to where to go. The Board told him 3 years ago that they should proceed.

David Capone said he is in favor of this. He said Mark Barrett has done an excellent job, and feels public safety should come before other projects.

Fred Pfischner said it is a good site, a good plan, and a good job done by the architect. He doesn't like us taking commercial property off the market, and feels the numbers may be conservative.

Jack McFeeley said he likes where we are, but he doesn't like having so many projects on the plate at once. Joyce Terrio asked what the Board's next step is?

Chief Stone said he feels this is long overdue. The Fire Department should have moved out back in the early 90's. Chief Stone apologized for not having information for the Board tonight, but he has been out for over two weeks due to surgery, and didn't have a chance to pull it all together.

TOWN ADMINISTRATOR REPORT

Greg Balukonis gave the Board a calendar showing the Board upcoming meetings and with whom. He told the Board that they need to review the articles for the town meeting warrant, and he has blocked time on February 26, March 5, and March 12 for discussion by the Board. Greg Balukonis told the Board that the draft warrant should be final on the 12th, and the Board needs to sign the warrant on March 19, and get it to the printer.

Greg Balukonis said that he discussed the Personnel Bylaw discrepancies with Dotty Strohl, Personnel Board Secretary, so that the Personnel Board and Board of Selectmen aren't doing the same job.

Greg Balukonis asked the Board to consider a suggestion for the cover of the 2000 Annual Town Report. It was agreed by all to do a pen and ink of the new Senior Center (at the suggestion of Steve Peterson, reporter).

BUDGET DISCUSSION

Greg Balukonis gave a brief summary of where he and Susan Gagner are in the budget process. They have completed all meetings with departments. Greg Balukonis said that this year they placed emphasis on small departments who have not had increases in staffing over the past years, such as Town Hall departments.

Jack McFeeley said he is a strong advocate of addressing problems on the roads. He asked if this budget includes \$100,000 for road repairs? Greg Balukonis said he isn't sure, but probably not. In order to do that, other departments will suffer. Jack

McFeeley said he want to see that \$100,000 for road repairs in there, even though departments will take cuts because of it.

At 10 p.m., Bill Perron moved to go into executive session for the purposes of discussing litigation, contract negotiation, and land acquisition. Jack McFeeley seconded, and it was a roll call vote: Joyce Terrio, aye; Jack McFeeley, aye; and Bill Perron, aye. The Board will not return to open session.

At 11:04 p.m., Jack McFeeley moved to go out of executive session and adjourn the meeting. Bill Perron seconded, and it was so voted.

This is a true and accurate report of the Selectmen's Meeting of February 12, 2001.

John J. McFeeley, Clerk

February 20, 2001

Present was Joyce Terrio, John J. McFeeley, and R. William Perron.

Joyce Terrio opened the meeting at 7:13 p.m. Marian Harrington read the agenda contents.

OLD/NEW BUSINESS

Bill Perron voiced appreciation to Detective Ethier regarding the recent investigation into child molestation/rape case. He read a letter of commendation from Lieutenant Carroll to Detective Ethier. The Board expressed their sincere congratulations to Detective Ethier for an outstanding job.

Bill Perron announced that a new dispatcher, Terrence Gallagher, was appointed.

Bill Perron commended four officers, Officer David Eberle, and Thomas Degnim, and Sergeant David McConnell and Detective Glen Eykel for their work with internet fraud through the Wrentham District Court.

Bill Perron noted a letter from Jan Moore, Executive Director of the Housing Authority advising the Board that members of the Housing Authority are interested in being on the Affordable Housing Committee.

Bill Perron moved to allow the Norfolk Baseball Association permission to hold their annual parade on Saturday, April 21, 2001 at 12 noon beginning at the new Town Hall, and continuing to Main Street to Rockwood Road, to Boardman Street and to the fields. This was seconded by Jack McFeeley, who then modified the motion to include a rain

date of Sunday, April 22nd, and subject to approval by the Chief of Police. It was so voted.

Bill Perron moved to appoint William Crump, 58 Rockwood Road, to the Road Safety Committee. Jack McFeeley seconded, and it was so voted.

Joyce Terrio said she had a discussion with Butch Vito regarding a Textbook Reuse Container at the Transfer Station. The Board will discuss this in depth at a later time.

COMMUNICATION DISCUSSION

Present was Bob Lowndes, Fred Pfischner, David Capone, Georgia Jones, Norma Shruhan, Nancy Seitz, Jonathan Smith, Allan Shaw, Andy Bakinowski, Nancy Lancellotti, Bruce Simpson, Brian Wolf, Rob Garrity, Barbara Gillis, David Wildman, Lori Hurley, Fran Holman, Gail Bernardo, Allan Chapski, Peter Chipman, Chief William Kelley, Chief Charles Stone, Glen Coulter, Susan Gagner, Jane Lepardo, Marie Chiofolo, Tony Fitzpatrick, Art Spruch, Bob Nicodemus, David Lapointe, Remo Vito, Ed Piscitelli, Dotty Strohl and Jim Martin.

Joyce Terrio welcomed all board and committee members, and read a prepared statement explaining the need for better communication. She presented the individuals with a list of which Selectmen serve as Board of Selectmen liaisons to all departments. This will keep the Selectmen in touch with each and every board as far as what the departments are doing, and if there are needs or problems. Joyce Terrio also touched briefly on the fact that the Town Administrator has left, but that the Selectmen's Office is still open to all departments, as it previously was. Joyce Terrio will spend a few hours daily in the office, keeping things flowing smoothly.

Joyce Terrio told everyone that there are many major projects in town that involve all departments. Examples are the old town hall property, intersections, road work, MBTA issues, and the old town pond, to name a few. We are a team, and these are all projects that we all should be on top of. Joyce Terrio said take the Community Preservation Act, for example; how does this impact you and projects that you are working on? Same with the concept for Southwood Hospital. It impacts many boards. She is talking concept, not specifics. Joyce Terrio mentioned the golf course, should we pursue this? The airport property – should the Town work toward a municipal airport, or let the property be sold? These are all examples of how the town boards should communicate and work together. Joyce Terrio stressed that we are all members of the same team, and should work toward that end. She asked if anyone had suggestions on how to relay information from one department to another. Perhaps a monthly "team" meeting would be appropriate.

Joyce Terrio told the people present that they still have access to Town Counsel through the Selectmen's Office, same as before. They can see Joyce Terrio, or Marian Harrington for approval to contact Town Counsel.

Jack McFeeley said the Capital Outlay Committee is coming to fruition. He has spoke with a few people who are interested in working on this committee – Peter Roe, John Czyzewski, Nancy Seitz, and Norm Gentry. They need to have a 5-year capital plan, and be able to cope with large capital programs when they hit us. We need continuity for each.

Jack McFeeley told everyone that we are working toward a town website. This will present an opportunity to communicate with the public.

Jack McFeeley said he personally supports open space. He supports the Community Preservation Act (CPA) in that it allows for purchasing of open space, historical sites, affordable housing, etc. He would like to see the CPA approved this year. We would get matching funds from the State. If we are quick out of the gate, competition is small. By the end of March, we would need petitions signed

March 7, 2001

Present was Joyce E. Terrio, John J. McFeeley, and R. William Perron.

Joyce Terrio opened the meeting at 7:10 p.m. Marian Harrington announced the agenda contents, which included a revised agenda.

OLD BUSINESS

Joyce Terrio commended the police, fire and highway departments for sleepless nights and days to take care of the Town during the recent Northeaster storm. The Governor had declared a State of Emergency for two days, and she realized that being essential personnel, they worked around the clock to keep the Town safe for the residents. Jack McFeeley agreed, and acknowledged a tremendous job done by all departments.

Jack McFeeley questioned if there were funds in the budget for increased salaries in the Highway contract? Mr. McFeeley requested an executive session to discuss this.

Jack McFeeley questioned Liberty Lane/Independence Drive. Mr. McFeeley wanted to confirm that this was for surface water drainage, and not a right of way. We need to have it changed to read surface water drainage and right of way. He will discuss this with Remo Vito when he attends later.

Jack McFeeley stated he will attend the Planning Board hearing on Thursday, March 15th at 8:36 p.m.

Joyce Terrio noted that the Friends of the Council on Aging are the only ones who have responded to our request to provide lunch.

Jack McFeeley moved to allow the Friends of the Council on Aging the privilege of providing refreshment services at the May 5th town meeting. Bill Perron seconded, and it was so voted. No determination of times of break and lunch have been made as yet.

Jack McFeeley moved to accept the FY2002 SERSG bids for highway. Bill Perron seconded. Jack McFeeley withdrew his motion. Jack McFeeley then moved to submit to SERSG the bid specifications as proposed by Butch Vito for DPW and water supply chemicals. Bill Perron seconded, and it was so voted.

Jack McFeeley acknowledged receipt of a letter from Janet MacLaren of Populatic Avenue with respect to the Town of Franklin sewer project. Discussion will be with Butch Vito when he arrives later.

ROAD SAFETY COMMITTEE – SIDEWALKS

Present was Committee members Joseph Sebastiano, Beth Strubeck, William Crump, Mario Damiata, Remo R. Vito, Highway Superintendent, and Police Chief Charles Stone, Jr.

Joe Sebastiano introduced the Committee, and discussed their goals. He presented a map showing the plan of sidewalks that they have been working on.

Mario Damiata presented the Board with a "Safe Community" document. He gave a brief summary of road safety statistics. There is a website available to view, as well as a national newsletter. The website is for a livable community from the EPA. The newsletter comes from the Governors Highway Safety Bureau. Mr. Damiata said they are watching Portland, Maine very closely. They have good concepts that they have done with Federal Highway money. They've done bicycle paths, safe paths to school, etc.

Joe Sebastiano and Butch Vito both said that nothing has been done on the Master Plan. That is key.

Jack McFeeley said he would like to see a safe path to the King Philip Junior High as an important part of this. He would like Road Safety Committee's support at town meeting for road maintenance funding.

Joe Sebastiano presented a map that they have drafted that shows the addition of sidewalks in town. Sidewalks are going in with every new development. It is a three-phase approach, with input from the Police Department, Highway Department, and liaison from the Planning Board. Joe Sebastiano stated that he wants to work with the Planning Board and Board of Selectmen to implement a plan. William Crump explained the three phases on the map to the Board. Joe Sebastiano said they are still waiting for feedback from the Planning Board. Mr. Sebastiano handed out a sidewalk estimate, indicating the total miles of sidewalks.

Bill Perron said there are wonderful concepts here. He would like to see this get out to all residents.

Butch Vito stated that some prep work on the shoulder area can be done, as he's doing work on the roads. A Master Plan would let him know what roads need to be done when. The Planning Board is very supportive. Mr. Vito said they are looking for funds and contributions. They are doing very aggressive planning.

Bill Perron asked what would be used on the sidewalks? Butch Vito said asphalt. It doesn't ice up, and is easier to maintain for long-term use.

Joe Sebastiano said that he would like to know what the desire is of the Board, on where to go with this plan.

Joyce Terrio said that she wanted to thank the Committee for their hard work and commitment to benefit the residents. She suggested that they work a plan for the phases, and start slow. Joyce Terrio said try to scale down Phase 1 and come back to us. She suggested working on the Master Plan.

Butch Vito said a betterment was contemplated. Sidewalks will improve a home's value because of safety.

William Crump said he is a new resident, and a new member to this Committee. He said we should break the phases out, put money in the appropriate place, and put it in front of the residents. He agreed we should start slow.

REMO R. VITO, HIGHWAY SUPERINTENDENT

Butch Vito asked the Board about the article for town meeting with respect to the Populatic Sewer project. Mr. Vito said he has not seen an Agreement, and asked if Joyce Terrio had. Ms. Terrio replied not since the article that went before town meeting for \$185,00 for 11 ½ residents. Butch Vito said he talked with Franklin, and they are still reviewing estimates. Mr. Vito told the Board that he had heard the Agreement would start June 1, 2001, but they are still arguing about it; and that there was a joint grant between Norfolk and Franklin. Butch Vito told the Board that it is joint between the two towns for a water line, not a sewer line. He wants to be sure people understand that. They are getting confused. Residents are hearing that they will get a commitment letter from Franklin. Butch Vito said that this letter was given to a resident who is selling his residence, and it exempted them from the Title 5 laws. Any Norfolk resident who is selling their property in that area can obtain the same commitment letter.

Butch Vito told the Board that when we went to Town Meeting before, we had very preliminary estimates that were prepared for town meeting purposes only. Therefore, he has requested that an article for additional funds be placed on the annual town meeting warrant.

Butch Vito reviewed all his warrant articles with the Board. Jack McFeeley questioned the North Street property and the drainage easement. Butch Vito said that the County told him they would abandon the road, but it appears they never recorded it at the Registry of Deeds. It needs to be filed within 120 days of the vote, so we need to vote this again to clear up a recording glitch.

Butch Vito also told the Board that he has an article on the warrant to abandon the cul-de-sac at Ferndale Avenue.

Butch Vito reviewed his budgets. Mr. Vito discussed the transfer station budget, and reviewed it with the Board at length. Butch Vito told the Board that he would like to increase the solid waste bag sticker price from \$1.75 to \$1.90. He told the Board that he did a survey of area towns, which he gave to the Board. We are on the low side.

Jack McFeeley moved to increase the solid waste bag sticker from \$1.75 to \$1.90 for FY'02. Bill Perron seconded, and it was so voted.

Jack McFeeley discussed the snow and ice budget. He said we need to bring the budget up to what we are actually spending.

Jack McFeeley was adamant that \$300,000 is necessary this year for road maintenance. He said funds should be designated every year to repairing our roads.

Butch Vito told the Board that under special projects, he has drainage issues that impact private properties. Butch Vito also told the Board that he would like to start a program with brush. He has safety issues, and not enough staff. He would like to get a mini-excavator to help do this.

OLD/NEW BUSINESS

The Board briefly discussed Capital budgets. Jack McFeeley suggested the Board let each department know exactly what dollar amount is allocated for them, and ask them how they would prioritize the capital items they submitted. Let them decide what is the most important to them. The Board agreed that something that the Board decides is very important might not be the most important to the department head.

Bill Perron moved to appoint the following members to the Capital Outlay Committee: Jack McFeeley, Jonathan Smith, Norman Gentry, and Nancy Seitz, term to expire June 30, 2001. Joyce Terrio seconded, and Bill Perron and Joyce Terrio voted it. Jack McFeeley abstained.

Jack McFeeley moved to appoint a Website Committee consisting of David Forrester, William P. Jurgens, Andras Radics, and John Spinney, term to expire June 30, 2001. Bill Perron seconded, and it was so voted.

At 11 p.m., being no further business, Jack McFeeley moved to adjourn the meeting. Bill Perron seconded, and it was so voted.

This is a true and accurate report of the Selectmen's Meeting of March 7, 2001.

John J. McFeeley, Clerk

March 12, 2001

Present was Joyce E. Terrio, John J. McFeeley, and R. William Perron.

Joyce Terrio called the meeting to order at 7 p.m. Marian Harrington read the agenda contents.

ACCEPTANCE OF MINUTES

Jack McFeeley moved to approve the regular and executive session minutes of February 12, 2001. Bill Perron seconded, and it was **so voted**.

Jack McFeeley moved to approve the regular and executive session minutes of February 20, 2001. Bill Perron seconded, and it was **so voted**.

Jack McFeeley moved to approve the regular session minutes of February 26, 2001. Bill Perron seconded, and it was **so voted**.

OLD/NEW BUSINESS

Jack McFeeley moved to approve the annual 5K Dog's Breath road race sponsored by Eagle Brook Saloon for Sunday, May 6, 2001, beginning at 11 a.m., and to issue a one-day beer and wine license for May 6, 2001, from 12 noon to 5 p.m. Bill Perron seconded, and it was **so voted**.

Joyce Terrio discussed further the request of Chris Millicci to be married on Town Hill in September, and to install a tent in case of rain. Joyce Terrio said that David Capone assured her that he would review this in detail with Butch Vito prior to any installation of the tent, and that the tent would only have 4 to 6 stakes. Mr. Capone said that he also uses a metal detector so that he doesn't damage underground utilities or irrigation systems.

The Board approved the tent, but requested an additional \$200 security deposit, in addition to the regular \$100 security deposit, to insure us if any damage is done by the tent.

MARIE CHIOFOLO, TOWN CLERK

Marie Chiofolo was present to discuss with the Board the petition for the Community Preservation Act. Marie Chiofolo told the Board that if this is placed on the warrant as a result of a petition, she needs to have the petition in and all the signatures certified by March 20. She told the Board she will work on the petition, and the wording.

Jack McFeeley moved to authorize the Town Clerk to distribute a petition for the Community Preservation Act to have a question placed on the ballot at the next election on Tuesday, May 1, 2001, as stated in the handout from the Town Clerk. Bill Perron seconded, and it was **voted** by Jack McFeeley and Bill Perron. Joyce Terrio abstained.

COUNCIL ON AGING - BUDGET DISCUSSION

Present was Executive Director Norma Shruhan, and members Georgia Jones, and John Evans.

Norma Shruhan said that this is their first budget with the new building.

Jack McFeeley told them that their budget has been reduced by approximately \$20,000. He told them that \$10,809 was taken out for the increased hours for the Executive Director. Mr. McFeeley said that \$6,000 was taken from the elder meal program, and the tax relief program was reduced from \$6,640 to \$4,800.

Both John Evans and Georgia Jones were strong advocates that the hours need to be increased for the Executive Director. She has consistently, over the years, worked 40-45 hours per week, even though she wasn't compensated for it. They would like to see her position full time.

John Evans asked why her hours were cut? Jack McFeeley said he didn't know, but would find out. The Board agreed that changes need to be made. Jack McFeeley said that we cannot open a new building, and not expect changes.

Jack McFeeley moved that the Board of Selectmen take a position to the Advisory Board meeting Thursday evening that the additional 10 hours for the Executive Director be added. Bill Perron seconded, and it was **so voted**.

Norma Shruhan told the Board that they would like to make their own meals in the new building. In order to do that, they would need to have a Dietician come in. These would be on-site meals. Georgia Jones said they would charge a nominal fee, and in time, this program would fund itself. Bill Perron asked if this replaces the meal program currently in place? Georgia Jones said yes. Jack McFeeley reminded them that they will need to create a revolving fund.

Joyce Terrio moved to take this up to the Advisory Board, with the Board of Selectmen's support. Bill Perron seconded, and it was **so voted**.

Norma Shruhan said that they probably were cut in the tax relief program because every year they turn back money. She had no problem with that.

Norma Shruhan told the Board that they hoped to have the new Senior Center (the building) completed on April 1st. They hope to occupy the building June first.

PLANNING BOARD – BUDGET DISCUSSION

Present were Planning Board members Tony Fitzpatrick, Bob Nicodemus, Kevin Darcy, Art Spruch, Steven McClain, and Planning Administrator Lois Boucher.

It appears that the budget was cut \$8,770, which would pay for a part time Clerk.

Tony Fitzpatrick said that the Planning Board feels strongly that a part time Clerk is needed. He said he hoped the Board of Selectmen will support this position. The Planning Board feels that their administrative area is taxed already. Lois Boucher is now at the maximum comp time allowed, and therefore, has to leave when her 40 hours are finished. This leaves the office closed.

Tony Fitzpatrick said that they discussed this with the Advisory Board, and they recommended that Lois Boucher close the office for a day and not answer the phones, or open to the public. Planning Board members do not feel this is a viable option, given the growth in Town. Menial jobs could go to the Clerk, and Lois Boucher can continue doing the important tasks.

Tony Fitzpatrick suggested that they could help fund a Clerk position by either considering raising application fees paid by developers, although they feel they are up there right now; or using some of the funds allocated for planning services.

Art Spruch said he doesn't think it is advisable to shut the office down, because they are shared with the Conservation/ZBA office. He also feels that the Planning Board brings in significant fees, and the money goes into the general fund.

Bob Nicodemus said that Lois Boucher is one individual who knows everything about the office. If she is away, no one covers. He did not feel they should be sending a message to developers saying, "sorry we can't help you".

Tony Fitzpatrick said that the Planner gets about \$50 an hour. The Clerk would get \$9.37 an hour. The Clerk would help the Planner get his job done more efficiently, also.

Bill Perron said that he realizes Lois Boucher is behind in her work, and definitely supports this position.

Jack McFeeley said that he agrees that closing the office isn't an option, and it also wouldn't work because they are joint with Conservation. He asked if they have considered a separate office?

Art Spruch said they don't want a separate office. They had that option when the building was being built, but these three departments are tied together. Lois Boucher agreed, and said that it is very convenient having all the permitting boards in one wing. Art Spruch said that collaboration and teamwork are essential. Assisting the public is our business.

Jack McFeeley suggested a Clerk that could help several departments. Planning Board members concurred with that concept. Planning Board is requesting about 18 hours per week.

Marie Chiofolo, Town Clerk, told the Board that she wanted to add that Lois Boucher is hard working, extremely pleasant, and always helpful to whomever needs assistance. She stressed that Ms. Boucher does an excellent job, and is a very valuable employee. Planning Board members agreed with her.

LIBRARY TRUSTEES – LIBRARY EXPANSION

Present was Robin Glasser, Library Director; Library Trustees Harvey Boulay, Frances Holman, and Kenneth Nelson. Susan Nelson was present, as well as the architect, Wilson Raines.

Robin Glasser spoke on behalf of the group, and introduced Wilson Raines. Mr. Raines had with him an architectural diagram that explained how the building would be situated. It will be a single level Library that will serve handicapped services and intra-Library services.

Bill Perron questioned the services, and Mr. Raines explained them. Jack McFeeley questioned the children's wing being on the west side, and wondered about the sun. Wilson Raines said they are using a glazing to help shield the sun. Programs will change from time to time, also, and plantings will be on the side with the sun.

Robin Glasser handed out a funding source sheet that was part of their grant package. They would expect to receive \$2,057,218 in grant monies. They feel it is reasonable to assume that if they are approved, funding would be forthcoming from the State.

Jack McFeeley asked if we need \$3 million? Mr. Raines said yes. We would need to bond for \$5 million, and would receive \$2 in a grant, and the Town would need \$3 million. Jack McFeeley questioned the timing. After receiving grants, and the groundbreaking, etc., how long for construction? Wilson Raines said about a year.

Robin Glasser said that for the grant, they need a support vote at town meeting for the concept of the project. They submitted an article as such.

Joyce Terrio asked them if they have considered parking? Harvey Boulay said there are not too many ways to change it, but they are working on it. Joyce Terrio asked them if they have been before the Advisory Board yet. Robin Glasser said yes. The Advisory Board is who encouraged them to put the article on town meeting about going for the funding.

Joyce Terrio said she hoped they were aware that the town is facing numerous large projects this year, and we cannot fund them all. Robin Glasser said that this may not be a reality for 3 years down the road.

JONATHAN SMITH – CAPITAL OUTLAY COMMITTEE

Jonathan Smith was present to discuss the Capital Outlay Committee.

Jack McFeeley told the Board that they had a meeting this week, and said that they need the Board to think of a figure that would constitute capital items. He isn't sure where to draw the line.

Joyce Terrio informed the Board that she received a call from Elizabeth in Scott Brown's office and he was looking for capital items that may be able to be funded from money in the House Ways and Means. Joyce Terrio gave the Board a list of items she submitted. Jack McFeeley said we need to decide what will be capital, and what will be operating. Joyce Terrio said that recurring items are operating.

The Board will let Jonathan Smith know what they decide.

REMO VITO – HIGHWAY MAINTENANCE

Butch Vito told the Board that the Town of Franklin needs a Letter of Intent stating that they will maintain the sewer line, and charge Norfolk users a fee. The Board approved, and Butch Vito will send the letter.

Butch Vito told the Board that with the storm this past week, he would like to conduct a town wide brush cleanup program. He said all residents, as well as town property, are inundated with branches and brush that is a direct result of the storm. Mr. Vito said he would suggest that residents put the brush on the street, and he will hire contractors to chip the brush. He will not have a schedule, but will cover the town in a one-week period. Jack McFeeley questioned State reimbursement. Butch Vito said definitely, this would be covered to a degree. He isn't exactly sure what's available, but as this was a State of Emergency declared by the Governor, funds will be forthcoming.

Butch Vito discussed the budget in whole, regarding the negotiation results.

Butch Vito gave the Board a draft Street Inventory Report and Maintenance Schedule. He told the Board that pavement life lasts about 20 years. Pavement starts deteriorating after five years. Butch Vito said that seal treatment is about \$11 million; and overlays are about \$12 million.

The intent of the program is to fund an allowable amount of money to being maintaining the roads. Bill Perron questioned the different types of seal treatments. Butch Vito said that liquid asphalt seals the cracks, and seals old bituminous concrete. It rejuvenates existing bituminous concrete to bring it back to life. He said that you always do the good and fair roads first, so that you don't lose them. The worst roads are done last.

Jack McFeeley suggested that Mr. Vito be prepared to present this to the Town. He is not sure if we need a warrant article.

At 9:35 p.m., Jack McFeeley moved to go into executive session for the purchase, lease, or value of real property. Bill Perron seconded, and it was a roll call vote: Joyce Terrio, **aye**; Jack McFeeley, **aye**; and Bill Perron, **aye**.

At 10:39 p.m., Jack McFeeley moved to go into executive session for contract negotiations. Bill Perron seconded, and it was a roll call vote: Joyce Terrio, **aye**; Jack McFeeley, **aye**; and Bill Perron, **aye**.

At 11:00 p.m., the Board returned to open session from executive session. The Board needed to review the Annual Town Meeting Warrant. The Board discussed the order in which they wanted the articles. It was decided to hold the Earth Removal Bylaw revision article until the Fall Town Meeting. The Board agreed that this article was lengthy, and needed work.

Jack McFeeley did not approve of the articles submitted on behalf of Caritas Hospital.

Jack McFeeley moved to remove the proposal to amend the zoning bylaws, creating a new district submitted by Caritas. Bill Perron seconded for discussion. Jack McFeeley said that they have done exactly what he asked them not to do. Not to rewrite the zoning bylaw, and then come back to us a week before the warrant is going to print, and have a lengthy revision. Joyce Terrio said that she recalled this being worked on with the Planning Board, and that it was in the office for several weeks; it was not just given to the Board at the last minute. It was **so voted** by Jack McFeeley and Bill Perron. Joyce Terrio abstained.

Jack McFeeley then moved to rescind the vote as Article 33. Bill Perron seconded. It was **so voted** by Jack McFeeley and Bill Perron. Joyce Terrio abstained.

Jack McFeeley moved to accept the new version contingent upon Planning Board acceptance of this article. Bill Perron seconded, and it was **so voted** by Jack McFeeley and Bill Perron. Joyce Terrio abstained.

At 12:37 a.m., being no further business, Jack McFeeley moved to adjourn. Bill Perron seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of March 12, 2001.

John J. McFeeley, Clerk

March 19, 2001

Present was Joyce E. Terrio, John J. McFeeley, and R. William Perron.

Joyce Terrio opened the meeting at 7:08 p.m. Marian Harrington read the agenda.

Jack McFeeley read the "Media Democracy Week" proclamation, and presented it to Paul Guertin, Station Director for NCTV.

OLD/NEW BUSINESS

Bill Perron noted a letter from the Police Chief to the Planning Board with respect to renumbering of 4 and 5 Medway Branch.

Bill Perron stated that the Board of Selectmen have been invited to participate in the Little League parade on April 24.

Bill Perron discussed the letter from Doug Smith with respect to the Mirror Lake Advisory Committee. Jack McFeeley said he would like to discuss this letter with the Committee, because he has many questions. We will invite the Committee in, in April, and have Remo Vito present, as well.

SUSAN GAGNER – DIRECTOR OF FINANCE

Susan Gagner was present on behalf of the Treasurer, who was on vacation. Ms. Gagner told the Board that she was here for an Interfund Borrowing for completion of the Senior Center. She said that they need to approve borrowing \$300,000 which was authorized at the May, 2000 annual town meeting. We will borrow in June. This will tie us over for 3 months from the Stabilization Fund.

Jack McFeeley moved to allow the Finance Office to interfund borrow from the Stabilization Fund, \$300,000 for the Senior Center. Bill Perron seconded, and it was **so voted**.

OLD/NEW BUSINESS (Cont)

Bill Perron mentioned that he was a surprise reader this week at the second grade class of Mrs. McKenzie.

Bill Perron told the Board that he met with the ADA Committee recently, and they have submitted an article on the Warrant.

Bill Perron said that he met with the Website Committee on Saturday, and that he also met with the Housing Authority in Millis at the Primavera.

Jack McFeeley told the Board that the Community Preservation Act petition is in at the Town Clerk's office. She will certify the signatures tomorrow. This will be a ballot question on the election.

Jack McFeeley moved to appoint Dorothy Brizzolara to the Council on Aging, replacing Katherine Rodman, who resigned. Bill Perron seconded, and it was **so voted**.

Jack McFeeley said he'll be attending the information forum that the Planning Board is holding on April 5th. There will be discussion on the zoning change proposed by Caritas/Pulte.

Jack McFeeley told the Board that he has met several times with the Capital Outlay Committee. He has a 5 year plan from the school, and they have asked boards and committees for information also. He hopes to have a capital projection for the Advisory Board report.

Jack McFeeley said that we have received a 61A request from the Slattery's. It does not include the bonafide offer, and asked that we call their attorney and request a copy.

Jack McFeeley moved to accept the Transfer Station newsletter for Spring, 2001. Bill Perron seconded, and it was **so voted**.

The Board quickly reviewed the Town Meeting Warrant. Jack McFeeley would like a meeting with King Philip representatives to find out how they plan to fund this new school.

Jack McFeeley asked for a description of affordable housing, as mentioned in the 40B comprehensive permit.

At 9:27 p.m., being no further business, Bill Perron moved to adjourn. Jack McFeeley seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of March 19, 2001.

John J. McFeeley, Clerk

March 26, 2001

Present was Joyce E. Terrio and John J. McFeeley. R. William Perron was not present.

Jack McFeeley and Paul Guertin, NCTV Station Manager went downstairs at 7 p.m. to view the Multi-Purpose Room for possible use as a cable studio. Joyce Terrio joined them at 7:05 p.m. Upon returning upstairs, Joyce Terrio opened the meeting at 7:19 p.m. Marian Harrington read the agenda contents.

OLD/NEW BUSINESS

Jack McFeeley noted a letter from Jack Jones, Superintendent of Tri-County Regional Vocational High School indicating that the budget increase for FY'02 would be 3.17%.

Jack McFeeley asked that the office staff keep a schedule of Transfer Station campaign requests so that we can keep track of who is there.

Jack McFeeley moved to accept the recommendation of Paul Coelho, Building Commissioner, and appointed Robert Bullock, Jr., of Wrentham as the Local Inspector. Joyce Terrio seconded, and it was **so voted**.

Jack McFeeley moved to waive the \$35 building permit fee for the Highway Department. Joyce Terrio seconded, and it was **so voted**.

Jack McFeeley moved to allow the Emmanuel Baptist Church permission to hold a gospel concert on the Town Hill on Sunday, August 26, 2001 from 5 – 7 p.m. Joyce Terrio seconded, and it was **so voted**.

Jack McFeeley discussed the letter from Deborah Owen with respect to the lighting of the American flags in town. The Board will respond that the flags are lit, if they fly 24 hours per day. The Town Hill flag must be hindered by the snow, and the Town Hall light has a problem, and we have an electrician looking at it.

Jack McFeeley asked that we do a proclamation for April 24, 2001, declaring "Armenian Day", as requested by correspondence we received.

NORFOLK SCHOOL COMMITTEE – BUDGET REQUEST

Present was Marcia Lukon, Superintendent, and School Committee members Nina Roe, Ed Piscatelli, David Kennedy, Maureen Howard, Beth Gilbert, and Business Manager Thayer Olson.

Marcia Lukon passed out handouts to everyone. Nina Roe reviewed the budget categories with everyone present.

Ed Piscatelli said that the Strategic Five-Year Plan is at the Library if anyone wishes to review it. Mr. Piscatelli discussed the six objectives that they have, which are (1) improve organizational effectiveness; (2) improve students' achievement; (3) provide an aligned PreK-6 curriculum; (4) to expand and improve the use of technology and information resources; (5) provide safe, secure, well-maintained facilities that will accommodate growth of student population and programs; and (6) improve communication among families, schools and community.

Marcia Lukon discussed increases in the Operating budget, and the Capital budget. She reviewed a graph with the Board of fixed costs, operating expenses, growth and ed reform. Dr. Lukon also gave the Board a budget summary.

Dr. Lukon reviewed the Category 2 items that are in their FY'02 line item, and discussed each line item. Dr. Lukon mentioned grant funds that they hoped to get for reading. Joyce Terrio asked when these would be available? Dr. Lukon said it looked good that they would get the funds.

Marcia Lukon said that they made a lot of cuts themselves, rather than have someone cut their budget for them. She reviewed kindergarten per pupil expenditure. She gave the Board a chart showing spending in these areas.

Jack McFeeley said he feels like he is between a rock and a hard place. He doesn't disagree with what they are doing; he just doesn't know where the funds will come from. Mr. McFeeley told them that there is only \$700,000 to work with. \$400,000 has been given to the schools. That leaves \$300,000 for every other municipal department. Jack McFeeley said that out of the \$300,000, insurance is considered, and the largest chunk of insurance is the schools. He feels they have received more than any other department. Jack McFeeley said this would make a balanced budget. However, the budget isn't balanced because there are extra's that throw it off. Mr. McFeeley said there are some things that can't be taken out a budget, but they are. We are already over in the Snow and Ice budget by \$200,000 because of a tough winter.

Dr. Lukon discussed the capital items. She said that the one item that was left off of the capital list was the feasibility study. Dr. Lukon said she had mentioned this to Greg Balukonis, but it was not included. They feel that this is a necessity.

Jack McFeeley said that we have a really tough job this year, because we have started the year out tighter than usual to begin with. We really need to see how the Snow and Ice budget plays out, before promising too much.

Although Highway Superintendent Remo Vito had the next appointment, the Recreation Commission appeared uninvited and asked to have five minutes of the Board's time.

Present was Barbara Gillis, Noelle Tonelli, Tom Terpstra, Joe Byrne and Julie Chapski. Ann Proto, Recreation Co-Director was also present.

Barbara Gillis said that they were upset that the Multi-Purpose Room was being split and half of the room given to the Cable Studio. She said they were upset that this is a done deed, and they weren't consulted. They found out through the NCTV members, and not the Selectmen. Barbara Gillis thought the Selectmen would at least have open discussion with them prior to making final decisions.

Joyce Terrio told the Recreation Commission that she had this same discussion on Friday evening with Noelle Tonelli. Joyce Terrio said this came about on Thursday morning, and that there was no time to talk to Recreation members. She said that this is not a done deed, and that the Board of Selectmen has not even had time to vote on it. Joyce Terrio explained that all she did was show the room to Paul Guertin, Station Manager of NCTV, and they measured some space, and discussed possibilities.

Noelle Tonelli said that members of the NCTV were down in the room tonight measuring, and disrupted classes going on there. They again asked when there was going to be open discussion on this.

Jack McFeeley explained that although NCTV is not a town committee, it is the responsibility of the Board of Selectmen to find them a home. That is why the Board of Selectmen is looking into every space available in Town Hall, to see what would work. No decisions have been made; in fact, we have just started looking at space.

Joyce Terrio said that open discussion would have come about with the Recreation Commission. She is sorry that they are hearing the information from other people, but the Board of Selectmen is not at the point right now to discuss this with others. The Board of Selectmen is in the process of reviewing all space needs in Town Hall to see if there are other offices that need space, and may need to be relocated, as well.

Noelle Tonelli and Barbara Gillis argued that they need the whole room in order to effectively run their programs. Barbara Gillis gave the Board a copy of their programs with a black "X" marking programs that they wouldn't be able to conduct without the room. Joyce Terrio picked out a program, and disagreed that they would need a whole room to conduct this particular program.

Barbara Gillis said that they have looked at other places, but have no place available to hold classes. Joyce Terrio asked if they have looked into renting a place, such as the old pharmacy. Noelle Tonelli said they couldn't afford it. She said that NCTV has more money than they, and should be the ones renting it. Noelle Tonelli said that residents are upset, and we will be hearing from them.

Joyce Terrio told the Board that, as she told Noelle Tonelli this weekend on the phone, the Recreation Commission needs to be creative with their programming. Perhaps they need to hold back-to-back classes of smaller amounts, instead of one large class. Julie Chapski said that wouldn't work, because they would have to pay an instructor twice, and they can't afford to.

Ann Proto asked the Board if they have looked at other space in Town Hall for the Cable Studio? She also asked if the Board has considered the space in the Council on Aging office, and perhaps the Cable Studio could go there. Joyce Terrio and Jack McFeeley both stressed that yes, this space is also being considered. However, they aren't out of there yet. Jack McFeeley said that the Cable Studio needs outside access, which is one of the reasons they are looking at that space. The Selectmen said they are sorry that the Recreation Commission feels the way they do, but the Board of Selectmen has responsibilities to other boards and committees besides the Recreation Commission.

The Selectmen assured the Recreation members that this is not a done deed; it is only in the discussion stages, and if the members had been patient, the Board of Selectmen had intended to speak to everyone who would have been impacted.

Ann Proto will provide the Board with a list of programs used in the Multi-Purpose Room.

Joyce Terrio said the Board discussed the impact, and knows that it won't be acceptable to everyone. Jack McFeeley agreed, and said they will review the list to see what can be done. They still feel the room can be shared.

REMO R. VITO, HIGHWAY SUPERINTENDENT

Butch Vito was present to discuss a town wide brush cleanup. He said he would like to address this issue, and get rid of it. If we don't do a roadside clean up, and residents bring the brush to the Transfer Station, it keeps coming for months. This way they can go around town in approximately a week, and it's done. It was decided that they would have residents put out the brush at the curbside the week of April 9th. Brush pickup would occur the week of April 16th. Mr. Vito said there will not be a schedule. They will do every street in town as they get to it.

Butch Vito told the Board that he received a copy of the SEMASS Grant award for \$20,529 over three years. It is approximately \$6,700 a year.

Butch Vito discussed the Regional Reciprocal Household Hazardous Waste Collection with the Board. This would enable ten of our residents to use another town's facility, if they miss our collection. Neighboring towns can send ten of their residents to us. Mr. Vito told the Board that the person has to fill out an application and be approved by the Town. They cannot just show up. It would be done on an appointment basis. Butch Vito said he would plan to do our day on Wednesday, one day a month. We service our residents, so we shouldn't have much of a problem. Butch Vito asked the Board to do a trial of one Wednesday a month, for about six months and see how it works.

Jack McFeeley moved to agree to participate in a Regional Reciprocal Household Hazardous Waste Collection program as defined by Butch Vito's memorandum of March 21, 2001. Joyce Terrio seconded, and it was **so voted**.

At 9:56 p.m., Jack McFeeley moved to go into executive session for the purpose of purchase, sale, lease, or value of real property. Joyce Terrio seconded, and it was a roll call vote: Joyce Terrio, aye; and Jack McFeeley, aye. The Board will not reconvene into open session.

At 10:30 p.m., being no further business, Jack McFeeley moved to adjourn the meeting. Joyce Terrio seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of March 26, 2001.

John J. McFeeley, Clerk

April 2, 2001

Present was Joyce E. Terrio, John J. McFeeley, and R. William Perron.

Joyce Terrio opened the meeting at 7:08 p.m. Joyce Terrio informed the Board that she needed to leave at 7:30 p.m. to attend her daughter's band performance at King Philip. She then turned the chairmanship over to Jack McFeeley. Marian Harrington read the agenda contents. Jack McFeeley amended the agenda to include Jonathan Smith with respect to the Capital Outlay Committee report, and an executive session to discuss the Highway Union contract negotiations.

CAPITAL OUTLAY COMMITTEE

Jonathan Smith said he has a proposal to discuss with the Board, on how they will approach the next six years. He thanked Jack McFeeley, Norm Gentry, and Terry Monjar for their work.

Jack McFeeley said that this is the first time in 12 years that we've had a capital plan. He said that it is a one page summary at this point. At this point, this is balanced. Jack McFeeley explained the financial impact of this capital plan. He hoped the plan would avoid us needing any overrides in the future.

Jonathan Smith said that the Committee has reviewed the level of debt and capital projects that we can do within our means. Projects have been planned and measured as to when it would be best to do them.

Jonathan Smith said that the Advisory Board might present this prior to the capital article. Jack McFeeley said he is very pleased that they can deliver a vision that can be worked out. Bill Perron asked about project bond payments. Jonathan Smith said that the large projects, such as buildings, are usually bonds for 20 years. Smaller projects are 10 year bonds.

Joyce Terrio said it sounds like a lot of thought and a lot of work has gone into this. Jack McFeeley said that the Board of Selectmen and Advisory Board need to remain diligent in having committees respect the capital plan.

TOWN ADMINISTRATOR

Joyce Terrio told the Board that they need to consider what is going to be done with the Town Administrator position. She said they have chosen several individuals for a search committee. Does the Board want a committee to choose an Interim Administrator, and a committee to choose a Permanent Administrator; or does the Board want to select an Interim, and have a committee select the Permanent?

It was decided that the Board would select the Interim. The Board will appoint a Search Committee to select a Permanent Administrator, and can also give guidance and advice to the Board on the Interim position.

CONSERVATION COMMISSION

Present was Andy Bakinowski and Allan Shaw of the Conservation Commission.

Jack McFeeley asked them to explain why a Reserve Fund Transfer is necessary. Andy Bakinowski said that due to a heavy hearing volume, it has been necessary for their assistant to work extra hours in order to get the work done. Andy Bakinowski said that the budget was set last year, and Marie Simpson works 16 hours per week. He said she has consistently worked over that. Andy Bakinowski said she works about 25 hours a week on average. He said that without this Reserve Fund Transfer being approved, they could only keep the office open another week.

Jack McFeeley told them that they couldn't authorize time if they don't have the funds to do so. Jack McFeeley said that they should have brought this to our attention earlier. Andy Bakinowski said that they are between a rock and a hard place. They are at a critical point, and they need the funds to keep the office open.

Bill Perron asked if she has been working extra hours, and who authorized the time? Andy Bakinowski said he has no choice. They had to get the work done from the hearings. Andy Bakinowski said that they had 26 hearings last July, and that set the pace for the year. Bill Perron agreed that the Board should have been consulted before you authorized the extra hours, because you knew you had no money.

Jack McFeeley said they should have come to us around September, when they knew they were incurring all this overtime. If you are low now, it means you won't have enough in your budget next year.

Andy Bakinowski said both the Planning Board and Board of Health have consultants to help them. They don't share that expertise, and do the research work themselves. Jack McFeeley asked what the Conservation Commission has done to lighten the workload? Andy Bakinowski said (1) the workload cannot be lightened, and (2) nothing. Andy Bakinowski said they tried to limit the number of hearings, which would help limit the workload, but applicants have the right to have their hearing held within 21 days. This past year alone, they have had about 90 hearings. Each hearing requires an Order of Conditions, which is about 14 pages long each, and must be to the applicant in a three-week time frame. They are usually late.

Allan Shaw said these Order of Conditions take time. They require extensive research, and they need to be sure all the I's are dotted, and the t's are crossed.

Andy Bakinowski suggested surveying area towns to see what they have. He knows some towns have a Conservation Agent. Jack McFeeley said this would be a wonderful idea. He would like to see the numbers. Jack McFeeley questioned whether we could

get a full time Agent to work for Conservation, Board of Health, and Planning Board. Andy Bakinowski said he didn't know if someone with that much expertise could be afforded by us. You are talking an environmental engineer who has Title 5 expertise. We would have to look at the qualifications of the individual.

Jack McFeeley asked if this is a position that exists in other towns? Andy Bakinowski said he isn't sure, but possibly Dover.

Bill Perron said that you put a gun to our head. You used up all the hours, and now you tell us to give you the money, or you'll close the office. If this had been discussed earlier, perhaps we could've worked something out. Andy Bakinowski agreed.

Jack McFeeley said he would like Andy Bakinowski to get a proposal from the Advisory Board on how to rectify the problem within the first three months of the new Fiscal Year, to make ends meet. Jack McFeeley said he would agree to send this request to the Advisory Board.

Bill Perron moved to approve the Reserve Fund Transfer of \$5,210 to go before the Advisory Board. Jack McFeeley seconded, and it was **so voted**.

At 8:03 p.m., Jack McFeeley moved to go into executive session to discuss pending litigation. Bill Perron seconded, and it was a roll call vote: Jack McFeeley, **aye**; and Bill Perron, **aye**. The Board will return to open session.

At 8:27 p.m., the Board returned to open session.

Jack McFeeley asked Andy Bakinowski if he knew what Wrentham was proposing in their letter about Mirror Lake? Andy Bakinowski replied no, because he hadn't seen the letter. Bill Perron read him some of the chemicals proposed. Andy Bakinowski wasn't familiar with Sonar, but could be concerned about Diquat. He would prefer mechanical means vs. chemical means. Jack McFeeley agreed, stating that as a chemical engineer, he doesn't agree with what they are doing, either.

The Board briefly discussed the Slattery property on Park Street which is Chapter 61A. The Board will have a joint discussion on Monday, April 9th with respect to this property.

Peter Chipman, Board of Health Chairman, stopped in and gave the Board a copy of the Board of Health Agent RFP, and stated that he had also given this to the Inspector General for review. They have some procedural changes. The Board agreed to look at it.

OLD/NEW BUSINESS

Bill Perron noted a letter of commendation from Fire Chief Kelley to the firefighters and area towns who assisted in the fire at Old Populatic Avenue.

Bill Perron announced the information forum that the Planning Board will hold on Thursday evening.

Jack McFeeley asked Marian Harrington to ask the Planning Board to provide us with information on Toils End Road. Do they have any history? How did this go from a gravel path to a 33' right-of-way? This is with respect to the petition article by Mr. & Mrs. Powers of Maple Street.

The Board would like to invite in the Mirror Lake Advisory Committee members to discuss the cleaning of Mirror Lake, and would like to discuss this in depth when Town Administrator Ed Gil de Rubio attends.

ACCEPTANCE OF MINUTES

Bill Perron moved to accept the minutes of March 7, 2001. Jack McFeeley seconded, and it was **so voted**.

At 9:35 p.m., Bill Perron moved to go into executive session for the purpose of contract negotiations. Jack McFeeley seconded, and it was a roll call vote: Jack McFeeley, **aye**; and Bill Perron, **aye**. The Board will not return to open session.

At 10:17 p.m., Jack McFeeley moved to adjourn the meeting. Bill Perron seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of April 2, 2001.

John J. McFeeley, Clerk

April 9, 2001

Present was Joyce E. Terrio, John J. McFeeley, and R. William Perron.

Joyce Terrio opened the meeting at 7:11 p.m. Marian Harrington read the agenda contents.

OLD/NEW BUSINESS

Bill Perron moved to approve a Common Victualler license to Norfolk Baseball for their concession stand for the baseball season; April 21, 2001 through August 30, 2001, and waive the fee. Jack McFeeley seconded, and it was **so voted**.

Bill Perron moved to approve a One-Day Common Victualler license to the Norfolk Lions Club for Norfolk Community Day on June 16, 2001, at Holmes Transportation and waive the fee. Jack McFeeley seconded, and it was **so voted**.

The Board noted that the Board of Registrars has a vacancy because Donna Bentley moved to Foxboro. The Board asked the press to issue a release asking for volunteers.

Bill Perron moved to grant a fee waiver of the Building Permit to the Highway Department for a Universal Waste Shed. Jack McFeeley seconded, and it was **so voted**.

Jack McFeeley moved that, pending available funds in the Highway budget, to supply a truck and one man for the clean up of Mirror Lake on Saturday, May 12, 2001. Bill Perron seconded, and it was **so voted**.

Jack McFeeley asked Joyce Terrio to contact George Hall and ask him about the up-to-date ramifications of Toils End Road. As his opinion on what we should do.

MARIE CHIOFOLO, TOWN CLERK

Marie Chiofola was present to discuss a Special Election for the King Philip School Expansion Project. Marie Chiofola told the Board that they would like to have the same date for all three towns. June 18th won't work for Wrentham; June 20th is Norfolk and Wrentham's sixth grade graduation. Anytime prior to June 30th will work.

Jack McFeeley said he would prefer to have no special town meeting or election after school gets out. Marie Chiofola agreed, but said it would depend on the availability of the towns. She will speak with Supt. Bill McAlduff, and get back to the board.

SLATTERY CHAPTER 61A PROPERTY – PARK STREET

The Board had asked representatives from the Board of Assessors and Conservation Commission to be present tonight to discuss the Chapter 61A property of William and Beverly Slattery, on Park Street.

The only person present was James Martin, Water Superintendent. Mr. Martin told the Board that this may be a possible site for a well. He is going to walk the site Thursday with a hydrologist, and would know then. Jim Martin told the Board that he would need \$17,000 if he were to proceed. The Board suggested he contact the Advisory Board and perhaps they could increase his figure at the Annual Town Meeting by \$17,000.

Jim Martin will let the Board know of his decision to pursue this after his meeting with the hydrologist on Thursday.

FIRE DEPARTMENT BUDGET – CHIEF KELLEY

Fire Chief William Kelley was present to discuss his budget with the Board.

Chief Kelley presented two versions of his budget. The first one reflected two new on-call people. The second one allowed him to hire three more full time people to cover 24 hours, 7 days a week.

Chief Kelley told the Board that his Officers Retainer account was cut. This is his replacement for any time off – vacations, sick time, weekends off, etc. This is a firm figure and he needs that put back in, in order to take time off.

Jack McFeeley told Chief Kelley that his budget increased 11.7% in FY'00 to FY'01. Budget 1 would be a 13% increase on top of the 11.7% increase. That would be a 30% increase within two years. Jack McFeeley said he feels this is an outrageous percentage. Mr. McFeeley stated that 40% is an astronomical increase.

Jack McFeeley then questioned Chief Kelley on the ambulance runs. He asked what the percentage was from the prisons, and what percentage came from Norfolk. Chief Kelley claims the calls have increased 40% over the last year, and this warrants additional coverage.

Chief Kelley told the Board that he has 12 EMT's with 18 shifts. He has difficulty covering the shifts. Chief Kelley said that shift changes increased his budget. Jack McFeeley questioned him about how his shift schedule increased his budget.

Jack McFeeley asked Bill Perron, as the liaison to the Fire Department, to review with Chief Kelley how proposed changes resulted in a shift change that increased the budget.

Bill Perron said that he feels three new full-time EMT's are needed, and discussed the hiring of said personnel.

Jack McFeeley wanted to review the calls increasing by 40%. He finds this incomprehensible.

Bill Perron will discuss the liaison issues with Chief Kelley, while Jack McFeeley will discuss the financial issues.

Chief Kelley asked the status of the fire station plans, since it is on the warrant, and he has heard nothing.

BOARD OF HEALTH – AGENT RFP

Present was Peter Chipman, John Hurley, and Tom Gilbert, Board of Health members.

Joyce Terrio turned the Chair over to Jack McFeeley.

Jack McFeeley had a list of questions that he wrote while reviewing the RFP. John Hurley questioned whether these questions were from the Board of Selectmen, or from Jack McFeeley personally. Jack McFeeley said they were his personally. John Hurley asked if Jack McFeeley was the acting Chief Procurement Officer? Jack McFeeley said no, the Chief Procurement Officer is the full Board of Selectmen in the absence of a Town Administrator.

The two Boards spent almost an hour going over the RFP in detail. Peter Chipman stated that he had this reviewed by the Inspector General's office, and gave the Board changes the Inspector General proposed.

Tom Gilbert suggested the RFP not be signed until after the town meeting. Everyone agreed. Peter Chipman asked if he could still solicit prior to the meeting. Jack McFeeley said yes.

The Board continued their discussion of the RFP. It was agreed that all members would submit names for an evaluation committee.

OLD/NEW BUSINESS

Jack McFeeley moved to appoint Terence Gallagher as a full time Dispatcher for the Fire/Police Communications. Bill Perron seconded, and it was **so voted**.

Jack McFeeley moved to appoint Greg Graves as a part time Dispatcher for the Fire/Police Communications. Bill Perron seconded, and it was **so voted**.

Jack McFeeley asked the Board if they still wanted to stay with a \$12,000 increase in the Town Administrator salary. The Board said yes.

At 10:58 p.m., being no further business, Jack McFeeley moved to adjourn the meeting. Bill Perron seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of April 9, 2001.

John J. McFeeley, Clerk

April 17, 2001

Present was Joyce E. Terrio, John J. McFeeley, and R. William Perron.

Joyce Terrio opened the meeting at 7:07 p.m. Marian Harrington read the agenda contents.

OLD/NEW BUSINESS

Bill Perron read a thank-you note from Lorraine Foley, former Town Accountant who retired. She thanked the Board for the beautiful plaque they gave her.

Bill Perron read a dinner meeting invitation to the Norfolk County Selectmen's Association. No Selectmen can attend as they have a conflict with a prior meeting.

Bill Perron mentioned receiving cards from the second grade class thanking him for reading to them during Literacy Week.

The Board discussed an article in **The Sun Chronicle** about bridges from the Big Dig being used. The Board will consider possibly using this for Miller Street.

CAPITAL OUTLAY/ADVISORY BOARD

Present was Jonathan Smith and James Ward.

Jim Ward read about the capital recommendations for the article in the warrant. This will appear in the Advisory Board recommendation booklet.

Jonathan Smith said we need to look to the future for long range planning of large projects, and look at debt expiring, and sources of funds that may be available in the future.

Jonathan Smith said a special town meeting in June would be the first stage of the large requests. The Capital Outlay Committee is trying to think these projects through.

Jim Ward said they believe that sometimes important items get left off the list. They want to address these items, and not have it be by "left over money".

Jim Ward said they recommend indefinite postponement of Article 6, and discuss a long range plan. Would like a Special Town Meeting to address the whole capital plan.

Joyce Terrio said that King Philip would like June 11th for an election. Jack McFeeley expressed a desire to have the road repair brought back for reconsideration. He said that they would like to this either as an override, or a debt exclusion, but not sure which.

ADA COMMITTEE

Present was Tom Terpstra, Barbara Ward, and Kurt Unitt.

Tom Terpstra discussed their article on town meeting warrant. Tom Terpstra said that it's the minor things that are the problem. They are slipping through the cracks. Tom Terpstra said they feel they are being left out of the loop in a lot of building going on.

Bill Perron said that this is a liability issue.

Barbara Ward said the new Recreation Complex is a good example. Some of the access roads didn't have good covers. Wood chips aren't appropriate for wheel chairs or crutches.

Jack McFeeley said he has heard complaints from builders about getting plans approved. Perhaps ADA should get a copy of the plans, and a time frame to work with.

This would avoid holding up the plans. Bill Perron agreed, saying it would be cheaper to do it right the first time.

Tom Terpstra said they appreciate the article being placed on the warrant, and expressed that it is a frustrating committee to be on. People don't realize the hardships people with disabilities go through.

WEBSITE COMMITTEE

Present was Andras Radics, Dave Forrester, and Pat Juergens.

Bill Perron said that he has been working with the Website Committee to reach a goal of establishing a town website.

Andras Radics said that he is approaching this assignment as he would a job at work. What is it they are being asked to do? He told the Board where the Committee presently is.

Pat Juergens said they are still in the analysis stage. Where are they? What do the residents want? What do we want?

Joyce Terrio asked them if they have a timetable?

Pat Juergens said Phase 1 will be static data. Typical things people coming into Town Hall would want to know. Phase 2 is current events. Dept. heads and staff can put out things they are doing, or information people need to know. Phase 3 is dynamic data. This is the phase that needs to be taught. Dave Forrester said they are hoping for the IT Coordinator to assist with this.

The Board wants things simple and easy-to-follow. It can be cheap, fast, or easy – but not all 3!

The Board of Selectmen and the Website Committee discussed servers and providers. The Board reminded the Committee that no funding can be spent until after Town Meeting.

ANIMAL CONTROL BUDGET

Present was Hilary Penlington, Animal Control Officer, and her assistant, Stephen Penlington.

Hilary Penlington wanted to discuss her job description. She does not have a formal, approved job description. She did draft a job description, but the Personnel Board hasn't approved it. Hilary Penlington said that she does a lot of things that she didn't do before.

Hilary Penlington told the Board that as Animal Control Officer, she handles all loose animal calls. She does violation calls and authoritative calls. She makes appearances in

Court, and has a level of investigation with the job. She handles emergencies. She has to be available 24 hours a day, and training is required for her position.

Hilary Penlington also gave the Board a synopsis of her duties as Animal Inspector.

Hilary Penlington said she does everything from home. This is becoming outdated. She also said that 769 licenses were issued in 2000. Already in 2001, 684 licenses have been issued and we are only 1/3 through the year.

Hilary Penlington also said that she purchased a new truck for her personal use in pulling her horse trailer, not for the Town of Norfolk. She has already put an injured dog in the back, and has blood on the back seat. She does not want to trash her truck by putting animals in the vehicle, such as skunks, deer, or bleeding animals.

Hilary Penlington told the Board that she would like a town vehicle. She said besides having no protection from the animals she puts in the vehicle with her; she also doesn't have lights to show that she is a town vehicle. Sometimes she is in the middle of the road picking up an animal at night when it's dark, and she could risk being struck by a vehicle that didn't see her. Hilary Penlington also said that if she goes to someone's house, she appears in a plain unmarked vehicle, and people don't know who she is.

Stephen Penlington agreed with her. He stressed to the Board the importance of protection from animals. He said that not only is there the risk of no protection, but she often has their three year old son with her. He is concerned about Patrick being hurt by an aggressive animal. Stephen Penlington said he is also worried about her safety without a marked vehicle. She is just a woman getting out of a truck. People who are upset, don't understand who you are.

Hilary Penlington told the Board that even an old cruiser would work. She would use a tray seat rather than a back seat. She needs lights and communication. She is only looking for safe transport for herself and her assistant.

Hilary Penlington would also like to discuss arrangements needing to be done without going to a regional animal control officer. She is against it, and does not think it will work. Discussion centered around shelters, and the animals that she keeps.

Hilary Penlington said she would like hours. She's supposed to be part time, but she's 24 hours a day, 7 days a week. Her husband is voluntary help. He helps in assisting with large animals, or in resolving problems, and taking some night calls. She told the Board that she uses mutual aid to cover if she goes away.

Joyce Terrio said that the Board will take the matter under advisement.

MARIE CHIOFOLO, TOWN CLERK

Marie Chiofolo discussed redistricting with the Board. Her population with the prisoners is 12,000. Without is 10,046.

Marie Chiofolo said she has to redistrict into four precincts, and would like to do so this year while there are no state elections. Marie Chiofolo said she has to comply with Mass. General Law Chapter 154 with respect to the number of residents and boundaries.

Marie Chiofolo presented a color coded map of the Town to the Board, showing what the new precincts would look like.

Jack McFeeley asked Marie Chiofolo to revisit the map, and see if the prisoners from Walpole could be put into the blue precinct, instead of the yellow, to even out the size of the precincts. Marie Chiofolo said she would check with the State to see if they agreed to do this.

The Board agreed with the Town Clerk's recommendation to create four precincts.

Jack McFeeley moved to go into executive session to discuss litigation strategy. Bill Perron seconded, and it was a roll call vote: Joyce Terrio, **aye**; Jack McFeeley, **aye**; and Bill Perron, **aye**. The Board will return to open session.

At the close of executive session, Jack McFeeley moved to adjourn the executive session until tomorrow evening (April 18) at 7:00 p.m. Bill Perron seconded, and it was a roll call vote: Joyce Terrio, **aye**; Jack McFeeley, **aye**; and Bill Perron, **aye**.

At 10:27 p.m., Jack McFeeley moved to go into a second executive session for the purpose of purchase, sale, lease or value of real property. Bill Perron seconded, and it was a roll call vote: Joyce Terrio, **aye**; Jack McFeeley, **aye**; and Bill Perron, **aye**. The Board will return to open session.

OLD/NEW BUSINESS

Jack McFeeley moved to allow a street opening permit at 220 Main Street to do borings. Bill Perron seconded for discussion and asked why we were doing more borings. The Board members felt it was the owner applying for the permit. It was **so voted**.

Jack McFeeley moved to set June 11, 2001 as a date for two ballot questions – (1) KP's letter dated April 12, and in addition, both pending approval of town meeting, and (2) \$215,000 as an override for the purpose of Norfolk road repairs. Bill Perron seconded, and it was **so voted**.

Jack McFeeley moved to allow a street opening permit for Bella Construction, Barnstable Road for 10 days. Owner of property is Sunnyvale Development Corp. Bill Perron seconded, and it was **so voted**.

Jack McFeeley moved to support an affirmative vote on Article 19 on the Annual Town Meeting. Bill Perron seconded, and it was **so voted**. A letter will be forwarded to the Advisory Board.

Due to a letter received from the Board of Water Commissioners indicating no interest in the Slattery property as previously mentioned, Jack McFeeley moved that the Board of Selectmen have no interest in the Slattery property, as proposed under Chapter 61A. Bill Perron seconded, and it was **so voted**.

Being no further business, Jack McFeeley moved to adjourn the meeting at 11:10 p.m.

This is a true and accurate report of the Selectmen's Meeting of April 17, 2001.

John J. McFeeley, Clerk

April 18, 2001 SPECIAL MEETING

Present was Joyce E. Terrio, John J. McFeeley, and R. William Perron. Also present was Allan Shaw, Conservation Commission member, and Marie Simpson, Administrative Assistant of Conservation.

Joyce Terrio called the meeting to order at 7:00 p.m. This is a continuation of the executive session held last evening, April 17, 2001. This is regarding the Canterbury Estates appeal.

Jack McFeeley moved to go into executive session at 7:02 p.m. to discuss litigation strategy. Bill Perron seconded, and it was a roll call vote: Joyce Terrio, **aye**; Jack McFeeley, **aye**; and Bill Perron, **aye**. The Board will return to open session.

The Board returned to open session at 7:37 p.m.

Jack McFeeley moved to have George Hall file the necessary paperwork to appeal the superceding order of conditions. Bill Perron seconded. This was to be done as soon as possible. It was **so voted**.

Jack McFeeley moved to accept the bid from Phoenix Environmental for a contract in the amount of \$6,500. Bill Perron seconded. It was **so voted**.

At 7:42 p.m., being no further business, Jack McFeeley moved to adjourn the meeting. Bill Perron seconded, and it was **so voted**.

This is a true and accurate report of the Special Meeting of April 18, 2001.

May 2, 2001

Present was Joyce E. Terrio, John J. McFeeley, and R. William Perron.

At 7:03 p.m., Marian Harrington opened the meeting. Marian Harrington congratulated Joyce Terrio for being elected to another three years on the Board. She asked the Board if they wished to reorganize. The Board responded yes.

Joyce Terrio nominated Jack McFeeley Chairman of the Board. Bill Perron seconded, and it was **so voted**.

Joyce Terrio nominated Bill Perron Clerk of the Board. Jack McFeeley seconded, and it was **so voted**.

Jack McFeeley then took the Chairmanship. Mr. McFeeley said that the Chairman's job is to guide the Board of Selectmen during the year. He commended Joyce Terrio for a terrific job done during the past year, in addition to coming into the office to help out during the absence of a Town Administrator.

Jack McFeeley then discussed some plans he had for the upcoming year as Chairman. Mr. McFeeley read a statement that he had used during his campaign, and said the key things were to communicate, cooperate, and plan. Mr. McFeeley stated he was happy that the Community Preservation Act passed. We will receive matching funds from the State. Jack McFeeley congratulated the winners of the election, and expressed his condolences to those who didn't win.

Jack McFeeley told the Board that he discussed with George Hall his recusing himself during the Board of Health RFP process, and hopes to receive a letter from Attorney Hall. Jack McFeeley said he will still recuse himself.

OLD/NEW BUSINESS

Joyce Terrio discussed a letter received from Deputy Chief Wood asking that the vacant Lieutenant's position be filled by John Kelley. The Board had questions about who would supervise Mr. Kelley. At that point of the meeting, Chief Kelley came into the meeting for another matter, and stated that the Deputy Chief will be the supervisor for John Kelley.

Joyce Terrio moved to accept the recommendation of Deputy Chief Stephen Wood and the Selection Committee, and appoint John Kelley at Lieutenant of the Fire Department. Bill Perron seconded, and it was **so voted**.

TOWN MEETING DISCUSSION

Present was Advisory Board members Jonathan Smith, Jim Ward, Nancy Seitz, Graham Sterling, Marc Waldman, Kate Johnson, Glenn Beernink, Clerk Dotty Strohl; George Hall, Town Counsel; Frank Gross, Moderator; Susan Gagner, Director of Finance; Marie Chiofolo, Town Clerk; and Jane Lepardo, Treasurer/Collector.

Jack McFeeley told everyone that this will be a run through of town meeting. He asked that Frank Gross read each article in the warrant, and we will have discussion of each.

Jim Ward told the Board that he will be the spokesperson for the Advisory Board at town meeting.

The Board discussed the personnel administrator duties being incorporated into the Town Administrator's job description. This was one of the articles. George Hall recommended to the Board that either the bylaw, or the Personnel bylaw, needs to be changed to go along with the Town Administrator position, if this is done.

In article 5, Susan Gagner will include monies from water revenues in a motion.

In article 6, the Board of Selectmen will call a Special Town Meeting for sometime in June. No positive motion on this article. Susan Gagner questioned what would happen if town meeting tried to push article 6 through, and didn't wait to do the capital items at a special town meeting. This was discussed.

Frank Gross asked if other things would be put on a Special Town Meeting? He was wondering if we should postpone the annual town meeting to June 18th, rather than adjourning. Frank Gross said that the bylaw states that reconsideration can only be made on the date it was brought up. Marie Chiofolo said that it would be easier for her if we adjourn the meeting. Susan Gagner was afraid money articles could be brought up again.

Article 10 was Bill Perron's MBTA/Town Hall property article. Bill Perron said he has a powerpoint presentation, and needs a 2/3 vote indicating whether the residents are interested in this project.

Discussion centered around each article. The boards discussed putting all the revolving funds on an omnibus article for future years, rather than doing many articles.

The Board of Selectmen voted unanimously that Article 49 should come before Article 48. (Southwood development)

George Hall will talk with Attorney Hilliard about the water problem in Article 49.

Frank Gross said that he felt this meeting was very necessary, and it gives any voter watching the idea that the town meeting articles won't necessarily go as indicated in

the Advisory Board report. Changes happen after the printing of the book. Mr. Gross suggested this meeting happen every year.

OLD/NEW BUSINESS (Cont)

Joyce Terrio moved to approve a street opening permit for Crossbow Road. Bill Perron seconded, and it was **so voted**.

ACCEPTANCE OF MINUTES

Joyce Terrio moved to accept the following minutes: March 12, 2001 – regular and executive session; March 19, 2001; March 26, 2001 – regular and executive session. Bill Perron seconded, and it was **so voted**.

At 11:45 p.m., being no further business, Joyce Terrio moved to adjourn the meeting. Bill Perron seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of May 2, 2001.

R. William Perron, Clerk

May 14, 2001

Present was John J. McFeeley, R. William Perron, and Joyce E. Terrio.

Jack McFeeley opened the meeting at 7:04 p.m. Marian Harrington read the agenda content.

REDISTRICTING PRECINCTS

Jack McFeeley told the Board that he had a long discussion this morning with Marie Chiofolo, Town Clerk, with respect to new precinct redistricting on the map. The State will not allow the prisons to be split into two different precincts. Jack McFeeley announced the new precincts, and showed it to the Board on the map.

He said that we have also outgrown the Freeman/Centennial School. They are considering having Precinct 2 and 4 at the H. Olive Day School, and Precinct 1 and 3 at the Freeman/Centennial School. This would happen next year.

Joyce Terrio moved to accept the 2001 Redistricting Plan for the Town of Norfolk, as presented by the Town Clerk. Bill Perron seconded, and it was **so voted**.

LINDA'S VARIETY STORE

Jack McFeeley stated that he had a conversation with Linda Orlando, owner of Linda's Variety Store, who said that the store will be opening, and would like to pick up her liquor license. The store has been closed because of a fire several months ago.

Joyce Terrio moved to reinstate the liquor license for Linda's Variety Store, at a prorated rate for 2001. Bill Perron seconded, and it was **so voted**.

OLD/NEW BUSINESS

Joyce Terrio moved to release the street opening bonds for the following: #00-10 Mass Ave/Pennacook; and #00-11 – 7.5 King Philip Trail. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to award the contract for tree services to J. McMillan Professional Tree Services of Ashland, MA, per the Highway Superintendent's recommendation. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to award the contract for tree planting services to Nolan Landscaping of Norfolk, MA, per the Highway Superintendent's recommendation. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to approve a bike rally by the Lions Club for Olde Tyme Day on June 16, 2001. Bill Perron seconded and questioned police detail. It was **so voted**.

Joyce Terrio moved to approve the request of the Norfolk Legion to conduct their annual poppy drive on May 19, 2001 from 8 a.m. to 4 p.m. at the Transfer Station. Bill Perron seconded, and it was **so voted**.

The Board received a request from the Building Department to allow Anna Anderson to carry over 25 hours of vacation time. The Board did approve this request, but asked that this vacation time be used in a reasonable amount of time.

Joyce Terrio announced a letter received from the King Philip Music Association.

TOWN ADMINISTRATOR SEARCH COMMITTEE

Present was Helen Cleary, Yaffa Dratman, John Czyzewski, and Jim Giebfried, all past Selectmen.

The Board asked them if they felt that four members is enough, or did they want additional people appointed to the Committee? The members felt that four was enough.

Jack McFeeley gave the Committee all the resumes received to date; a job description for the Town Administrator, as well as a copy of the advertisement that went into the Boston Globe.

John Czyzewski asked what the timetable was? Jack McFeeley said he does not expect to see anyone prior to July 1. John Czyzewski asked how many you want to see – 3? Jack McFeeley said yes.

Helen Cleary asked what the Board was looking for in a Town Administrator? Jack McFeeley said a strong administrator, someone who can delegate details, and the minutia of the job. The person needs to be more involved in setting policy, setting direction to the Board of Selectmen, grant writing, and more leadership than caretaker. Helen Cleary said that in order for a person to do a good job as Town Administrator, you need to give him the tools to work with. She questioned the staffing in the Board of Selectmen's office. Jack McFeeley discussed the staffing in the Board of Selectmen's office, and the responsibilities. He said that the personnel administrator duties may possibly be part of the new Town Administrator, but we aren't sure yet.

Bill Perron said he is looking for leadership, someone who is self-motivated and can run the town, and doesn't rely on the Board of Selectmen. His high priority is someone who will respond to the residents.

John Czyzewski asked if they want a prior Town Administrator? Bill Perron said he would. He would like someone strong and with experience. John Czyzewski asked if we would consider someone who has plenty of experience, but hasn't been a Town Administrator? Bill Perron and Jack McFeeley both said yes. The person can have experience, but doesn't need to have been a Town Administrator.

Joyce Terrio said she would like to see someone with strong municipal experience, and who has more than a basic knowledge of the Mass. General Laws. She feels that this person needs to have a solid answer from the Laws, and not pass everything onto Town Counsel.

John Czyzewski said he feels the salary is low for an experienced Town Administrator. Jack McFeeley said our prior Town Administrator was at \$67,000. We have an additional \$12,000 in the budget. We will be talking to the Personnel Board and hope that the starting step will be \$79,000 plus a car, travel expenses, etc.

Jim Giebfried asked if they have discussed the length of contract and benefits? Jack McFeeley said no, just salary. Jack McFeeley said they can appoint for three years, and have the contract be yearly. Jim Giebfried asked if this person would be the Chief Procurement Officer? The Board replied yes.

The Committee members asked specifics about what the Board was looking for. The members asked about background checks, CORI checks, financial checks, drug testing, and numerous other requirements the Board may or may not be looking for.

Helen Cleary asked if they could go to the person's employment, or prior employment to get a feel of how the person operated. A reference letter can sometimes be glowing, just to get rid of someone.

Yaffa Dratman questioned the financial responsibilities this person would have. Is this any less now? Jack McFeeley said absolutely not. This person will be a financial manager, and must be very involved in budgeting, and plan and balance the budget.

Jim Giebfried asked if the Committee can avail themselves to the services of the office, in particular to Marian Harrington, for updates and information. The Board replied absolutely, and Jack McFeeley suggested that the Committee discuss this matter with only Marian Harrington.

91 LELAND ROAD, NORFOLK

Frank Gross, Esquire present.

Frank Gross told the Board that he represents E & B Realty Trust, who has a P&S with the owner of 91 Leland Road. A title search revealed the property was in tax title. In order to purchase this property, the back taxes must be paid, which his client is willing to do.

Atty. Gross said he talked with Cheryl Kelley in the Treasurer's Office, and was told that this is a foreclosure deed, and there would need to be filed a Motion to Vacate, and taxes and fees would have to be paid by May 31, 2001. A \$350 fee was due to our tax title attorney, Atty. Coppola.

Frank Gross said he advised his client to proceed. They entered into a written agreement with the neighbor for septic purposes.

Frank Gross told the Board that Jane Lepardo said that the owners have one year after the decree to file. Bruce Johnston tried to file an Order of Conditions. The Conservation Commission wouldn't accept, because the taxes weren't paid.

Attorney Gross said that on December 6, 2000, Town Administrator Greg Balukonis sent a memo to the permit granting boards asking them to grant permits if this was in good standing. Frank Gross said he also received a letter from Jane Lepardo and did not like her answer, or the tone of her memo. Frank Gross said he wants to know if the Board is going to accept payment of the back taxes?

Jack McFeeley said that there is more detail the Board isn't aware of, and needs to discuss.

Joyce Terrio said that she dealt with this issue quite a bit while sitting in the Selectmen's Office over the past few months. She said it was her understanding that the owner has until May 31, 2001 to pay the taxes. The Town of Norfolk doesn't own the property yet.

Frank Gross said he agrees with the Board. But he wants to know how they can pay the back taxes, when the Treasurer won't tell him how much they are?

Jack McFeeley said that he will discuss this with the Treasurer tomorrow, and reply to Frank Gross as soon as possible.

FIRE CHIEF WILLIAM KELLEY – SHIFT SCHEDULE

Chief William Kelley was present.

Chief Kelley told the Board that with summer coming, his top priority is to have the ambulance roll. He said that they have been looking at their budget to try to cut so that they have the money to staff the ambulance 7 days a week, 24 hours a day. He sat down with his staff, and they prioritized line items in the budget to try to come up with the needed money for another person - \$25,000.

Bill Perron asked if with the revised budget, would this start July first? Chief Kelley said yes. Bill Perron told the Chief that went they went over his budget, they were short \$2,000. Did Chief Kelley find this money? Chief Kelley said yes. Bill Perron told the Board that the big priority was filling the holes in shifts. There are times when the dispatcher had to make a judgment call for mutual aid.

Chief Kelley said that next year he will have to put back some things in his budget, such as training, that he took out this year.

Jack McFeeley questioned the cutting of monies this year as “not needed”, only to put them back in the FY’03 budget. You need to look at the long term as well as the short term. Mr. McFeeley said he was concerned about people being hired, and then we have to come up with the money for these people every year. An average department increase is 3-5%.

Bill Perron said he feels the prison mitigation monies should go directly to the public safety budgets. Jack McFeeley disagreed, and said he did not feel monies should be entitled.

Chief Kelley and Bill Perron will further review the budget, and report back to the Board.

HILARY PENLINGTON – ANIMAL ISSUES

Hilary Penlington, Animal Control Officer was present.

Hilary Penlington told the Board that she sent certified mail notices to two parties with respect to problems, and she has notification that they both received them.

One issue involves a barking order. Hilary Penlington has issued three citations. One has been paid, two are issued but not paid yet. Hilary Penlington asked that a Permanent Restraining Order be issued by the Board. She told the Board that neighbors are complaining that the dog sits under an open window in the house, now that it is summer and windows are open, and barks all night. Hilary Penlington said

that the Order should indicate that the dogs not be left out unsupervised without bark collars.

Jack McFeeley said that he would like to assure peace for the neighbors by having a bark collar on the dog inside the home between the Town's quiet hours of 10 p.m. to 7 a.m. Hilary Penlington said a criminal complaint could take place, but no action is necessary by the Board of Selectmen.

Joyce Terrio moved to issue a Permanent Restraining Order to Dawn Herman of Spring Street, and further that the dogs not be left out unsupervised without a bark collar on, and that a bark collar be on the dog inside the house between the hours of 10 p.m. and 7 a.m. Bill Perron seconded, and it was **so voted**.

In another matter, Hilary Penlington asked if anything has been resolved regarding her request for a vehicle. The Board replied no, that they have had their sights focused on the Special Town Meeting, Special Election, and Town Administrator. When things quiet down, this will be discussed. Hilary Penlington asked the Board to ask Chief Stone for his input regarding this issue.

SPECIAL TOWN MEETING WARRANT

Present was Jim Ward, Chairman of the Advisory Board.

The Board discussed the articles on the Special Town Meeting Warrant, as the Warrant needed to go to the printer in order to meet bylaw deadlines.

The Board agreed on 11 articles total. These were all articles that were on the Annual Town Meeting Warrant that, through agreement by various Boards, it was decided to hold a Special Town Meeting for.

The Golf Study Committee will forward their articles, as discussed.

The Warrant will go to the printer, and be mailed to the residents on June 1, 2001.

The Board reviewed a request from the Council on Aging for \$4,000 to hire a Grant Writer for the Senior Center Grant. The Board agreed a Reserve Fund Transfer was appropriate for this matter. Jim Ward was present, so he was aware that this request will be coming to the Advisory Board, and that it was approved by the Board of Selectmen.

Joyce Terrio moved to close the warrant with eleven articles as discussed tonight. Bill Perron seconded, and it was **so voted**.

The Board then reviewed the Special Election Warrant and questioned wording which will be discussed with the Town Clerk. If it is satisfactory, the Board will come in the office to sign the warrant tomorrow evening.

OLD/NEW BUSINESS (Cont)

Bill Perron asked that the Lake Committee be posted to meet at 7:30 p.m. on May 22, 2001.

The Board discussed appointment renewals. Individuals up for reappointment should send a note to the Board with an explanation of why they remain interested in serving on this committee. Letters will be sent to all individuals and the department heads.

Bill Perron moved to proclaim the week of May 13th through the 19th as National Police Week. A proclamation will be forwarded to the Police Chief. Joyce Terrio seconded, and it was **so voted**.

The Board urged all departments to respond to the survey that the Website Committee sent out.

Joyce Terrio moved to proclaim October 2001 as Italian Heritage Month, and to draft a resolution to that effect. Bill Perron seconded, and it was **so voted**.

Joyce Terrio discussed a letter received from Fred Pfischner requesting information pertaining to the Board of Health RFP's. The Board of Selectmen do not feel that this information is public information, and are under no obligation to reveal this information to the public.

Joyce Terrio moved to appoint Robert Smith and Jeffrey Janes as Constables for a term of one year to fill the vacancy until the next annual election. Bill Perron seconded for discussion purposes. Joyce Terrio questioned appointing them for three years, because she felt that if they had been properly placed on the election ballot, they would have been three years. She felt this was only fair. Jack McFeeley said he felt that we can't appoint for more than one year, because it was an elected position, and not an appointment. Joyce Terrio agreed to stay with one year, unless Town Counsel ruled that it can be done for three years. If so, the Board will revisit these appointments. It was **so voted**.

Town Counsel will be contacted tomorrow morning regarding this matter.

TOWN ADMINISTRATOR REPORT

Marian Harrington questioned the Board on CORI checks for Council on Aging applicants. The Board suggested sending them in under Greg Balukonis' name, as he is our CORI agent and is still employed by the Town.

Marian Harrington discussed the three "train" signs in the parking lot. The Board will issue permits to residents wishing to use the train after the morning rush hour on a sporadic basis. It cannot be used by residents on a routine basis.

Marian Harrington asked the Board to consider their summer schedule, so that she can plan the office agendas accordingly. The Board decided that because of the Special Election, and Special Town Meeting, we will start summer schedule after June 25, 2001.

Marian Harrington presented the Board with a proposal from Goldense Building Company of Medfield for the front door of the Town Hall. The Board will review the proposal and discuss it at a later date.

Joyce Terrio moved to award the contract for the office supply bid through SERSG to W. B. Mason for two years at a discount of 63.25%. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to award the contract for the copier and computer paper through SERSG to W. B. Mason for one year. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to award the contract for DPW supplies through SERSG, for one year, to various vendors as listed on the award sheet. Bill Perron seconded, and it was **so voted**.

At 10:40 p.m., being no further business, Joyce Terrio moved to adjourn the meeting. Bill Perron seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of May 14, 2001.

R. William Perron, Clerk

May 21, 2001

Present was John J. McFeeley, R. William Perron, and Joyce E. Terrio.

Jack McFeeley called the meeting to order at 7:10 p.m. Marian Harrington read the agenda contents.

CAPITAL OUTLAY COMMITTEE INTERVIEWS

Ed Melanson of 40 Park Street was present. Mr. Melanson indicated an interest in serving on the Capital Outlay Committee. Ed Melanson told the Board that he is a 3 year resident of Norfolk. He is a Registered Professional Engineer at Camp Dresser & McKee. He does master planning and planning structure for municipalities for water and wastewater treatment.

Joyce Terrio asked Mr. Melanson if he has met any of the other members? Ed Melanson said no, but he has spoken with Jonathan Smith and Terri Monjar.

Jack McFeeley said he spoke with Mr. Melanson on the phone. Mr. McFeeley said this is a very important committee, and we need to look over the horizon.

The Board thanked Mr. Melanson for attending.

William Sharkey of 77 Park Street was present. Mr. Sharkey said he has been a sole member of the Capital Outlay Committee for several years. Bill Sharkey said that he still holds an interest in this committee. Jack McFeeley explained what the committee is doing, and who is on it.

Jack McFeeley said he will have Terri Monjar, Chairman, notify Mr. Sharkey of the meetings. The Board thanked Mr. Sharkey for his continued interest.

WEBSITE COMMITTEE

Present was John Spinney, Andras Radics, Dave Forrester, and Pat Juergens.

The Committee gave the Selectmen an update. They are concentrating on town committees right now. Their focus is on customer service.

Bill Perron said that he has been meeting with this committee on a regular basis. They are hoping to be able to have the different forms and applications that the departments require readily available on the web, rather than people having to come into Town Hall for these forms.

They discussed post-its and department announcements. They will consider an announcement board vs. a bulletin board.

The Committee will continue asking for the website surveys from all departments, and are trying to get a feel of what the departments are looking for on the web, so that everyone will be on the same page.

FRANK GROSS – 91 LELAND ROAD

Present was Frank Gross, attorney; Jane Lepardo, Treasurer/Collector; and Cheryl Kelley, Assistant Treasurer.

Jack McFeeley explained to Frank Gross that we cannot give him the tax information that he is requesting. We can only provide it to the interested party.

Frank Gross said he does not agree. He provided a letter from Sylvestro DiGregorio, who is the owner of the property. Mr. DiGregorio has asked the Town of Norfolk to furnish the tax information to Attorney Gross. Jack McFeeley asked Attorney Gross if this letter needs to be notarized? Atty. Gross replied no. Jack McFeeley asked what the date of the letter was? Atty. Gross replied today, after Jane Lepardo met with Mr. DiGregorio. Atty. Gross told the Board that he didn't even feel the letter is necessary.

Frank Gross asked the Board what the real problem is here? He has never had to go through this in 30 years. Whenever he's requested the information, he has had it.

Bill Perron said he wasn't sure last week, but now assumes this is public record.

Jack McFeeley said can a person come in and pay the taxes on this property? This week you want to know this?

Jane Lepardo said that the way the software works is that once the foreclosure happened on 5/31/00, the account sits idle until May 31, 2001. Both the Department of Public Records, and Attorney Coppola have advised her that she does not have to create a record. Jane Lepardo said that she is not refusing to give Attorney Gross this information; she doesn't have it to give to him. She would have to create a record. She said that a foreclosure is entirely different than just a tax title taking. If it were a taking, she could certainly give Mr. Gross the information. She does not have this information.

Jack McFeeley asked if this software is unique to Norfolk? Jane Lepardo said she does not know. She has talked with her software vendor to get a better handle on things. She can reverse the foreclosure decree, once the Board has vacated it. Then she will be able to get a tax amount.

Jane Lepardo told the Board that she spoke with Attorney Coppola today, and he advised her to speak with the owners. She said she spoke first with Mr. DiGregorio by telephone. He told her that he didn't recall a P&S. Jane Lepardo said she drove to his home and spoke with him, and spoke with both Atty. Gross and Atty. Coppola. Jane Lepardo started with more details and Jack McFeeley stopped her, feeling this wasn't appropriate. Jack McFeeley said that we should continue this discussion off line, because he feels that there is more information to be said, that perhaps shouldn't be discussed here. It was agreed for all parties to meet on Thursday afternoon as this has to be resolved by May 31st. Jack McFeeley will represent the Board of Selectmen at this meeting.

Frank Gross told the Board that his first request was back in March. No one ever asked about a P&S. Mr. Gross said he didn't even know there was a problem until now. Joyce Terrio said that she worked on this matter extensively while she sat in the Selectmen's Office these past few months. She has discussed this matter with everyone involved, including Bruce Johnston. Joyce Terrio said that she feels that what Frank Gross perceives as a problem is that this is a foreclosure issue, and an understanding issue.

TRAIN WHISTLE LEGISLATURE

Frank Gross and Anne Marie Battistone were present to ask the Board about the train whistle issue.

Bill Perron would like the Board of Selectmen to write a letter saying that the Board is against the train whistle. Anne Marie Battistone said that Rep. Sullivan has presented a bill to the Joint Transportation Committee banning train whistles, and putting in stipulations in order to continue with a whistle ban.

Frank Gross said he find the bill confusing. Anne Marie Battistone said she attended the hearing, and does not want the train whistle ban removed.

Joyce Terrio asked if the towns that already have a train whistle ban in place are grandfathered? Frank Gross replied no. They don't grandfather this, and it isn't fair to impose these stipulations on any town.

The Board of Selectmen will send a letter opposing this bill to the Joint Committee on Transportation, to all its members individually, and to our Senator and Representative.

OLD/NEW BUSINESS

Mario Damiata and Kim Williams were present with respect to Road Safety Day on June 9th. They informed the Board that Chief Stone would prefer the Car Seat Check be conducted at the parking lot in the new Town Hall as opposed to the Federated Church parking lot. Chief Stone was concerned about congestion and safety issues. The Board of Selectmen agreed the new Town Hall parking lot could be used for this event.

FIRE CHIEF WILLIAM KELLEY – SHIFT SCHEDULE

Chief William Kelley was present as a follow up from last week's meeting.

Chief Kelley told the Board that he did a projection for FY'03. It would be 5.7% over this year's budget. This would be hiring three full time men in July.

Bill Perron said his big concern is going from a call Fire Department to a full time Fire Department. If we would up where a full time firefighter was sick or whatever, he was concerned about another full time firefighter taking this shift, and earning time and a half. Chief Kelley and Bill Perron said they have worked this so that time and a half wouldn't happen. They can backfill a position, or take off the midnight shift.

Joyce Terrio stated her disappointment that this all happened after Town Meeting. No more monies were appropriated to the Fire Department, so now Chief Kelley can tweak his budget to find the needed monies. She said that if the department and men agree to this, fine.

Jack McFeeley said that shifts have been modified; and monies have been taken out of the budget that won't be necessary if a full time person is hired, such as training.

Chief Kelley said that the citizens and visitors of Norfolk can now be assured of receiving top notch care.

Bill Perron moved to accept the proposal of Chief Kelley to hire three full time EMT/Firefighters as of July 1, 2001. Joyce Terrio seconded. Bill Perron stated that this is conditional on overtime shifts. It was **so voted**.

OLD/NEW BUSINESS

Joyce Terrio moved to allow the Town Hill/Gazebo to be used for a wedding on Saturday, June 9, 2001, at 6 p.m. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to approve a street opening permit for 22 Kingsbury Road. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to approve a bid proposal for road rehabilitation (overlays) to Lorusso Corporation, per the recommendation of the Highway Superintendent. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to approve the request of the Director of Finance to forward to the Personnel Board the Chief Assessor's letter. Bill Perron seconded, and it was **so voted**.

The Board of Selectmen noted the Memorial Day parade on Monday. All three Selectmen will attend, and will say a few words.

Jack McFeeley said that the information received from the Highway Superintendent on the Highway sign installed at the end of Medway Branch was started in 1997, and the Board of Selectmen approved it in 1999. Any interested or concerned resident can review the paperwork in the Selectmen's office.

Jack McFeeley discussed the request of Thomas Norton to purchase some tax title property. We will get further information from the Assessors and Treasurer.

Norfolk County Commissioners are hoping to create a county breakfast, and asked town to indicate an interest. Norfolk will respond as interested.

Joyce Terrio moved to approve the Board's summer schedule as follows: Meetings will be held on July 9, July 23, August 6, August 20, and Tuesday, September 4. Bill Perron seconded, and it was **so voted**.

The Board discussed the Golf Committee's letter, but needed further clarification of the amount. Marian Harrington will ask Joe Byrne if the figure is \$2,350, and not \$1,350. Joyce Terrio moved to allow the Golf Committee the difference in funding. Bill Perron seconded, and it was **so voted**.

The Board would like a response from Chief Stone as to the Tanqueray Bike Ride.

ACCEPTANCE OF MINUTES

Joyce Terrio moved to approve the minutes of April 2, 2001 – regular and executive session; April 9, 2001; April 17, 2001 – regular and executive session; and the Special Meeting of April 30, 2001. Bill Perron seconded, and it was **so voted**.

At 9:43 p.m., being no further business, Joyce Terrio moved to adjourn the meeting. Bill Perron seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of May 21, 2001.

R. William Perron, Clerk

May 29, 2001

Present was John J. McFeeley, R. William Perron, and Joyce E. Terrio.

Jack McFeeley called the meeting to order at 7:04 p.m. Marian Harrington read the agenda contents.

OLD/NEW BUSINESS

Bill Perron mentioned that he has had inquiries about the progress in the post office parking lot, and the carriers returning to Norfolk. This person would like a letter sent. Bill Perron asked the Board's input. Jack McFeeley said that we have already done this. Joyce Terrio agreed. We have also had ongoing discussions with Postmaster Marianne Maloney and Paul Sullivan.

Bill Perron noted an invitation from Tri-County Regional Vocational High School for the graduation ceremony on Sunday, June 3. Joyce Terrio will try to attend.

Bill Perron expressed concerns that MCI can bypass the caller ID and do telemarketing. He does not think this is right, and would like to send a letter. Jack McFeeley suggested we contact Senator Jacques and Representative Brown.

Bill Perron moved to approve the street opening request for 115 Union Street for a water service. Joyce Terrio seconded, and it was **so voted**.

Joyce Terrio noted the military training being done by the National Guard on Sunday, June 3, 2001 from 8 a.m. to 5 p.m. on property behind MCI Cedar Junction and the Oval. The Board will send a notice to Needham Street residents.

Joyce Terrio reviewed the Board of Health RFP that was submitted, and noted a date error on one of the pages. It will be brought to the Board of Health's attention for revision.

BOB SMITH, CONSTABLE

Bob Smith, 9 Barnstable Road was present. Mr. Smith is upset that the Board appointed him a Constable for one year, rather than three. Bob Smith said that when he realized at the election that the Constables were left off the ballot, he asked Town Clerk Marie Chiofalo what happens now. She advised him that the Board of Selectmen can appoint him, or he could call a Special Election. Those were his options.

Bill Perron said he hasn't been appointed for one year yet. Joyce Terrio and Marian Harrington both responded yes, he has. He was appointed at the May 14th meeting. Joyce Terrio explained that Bob Smith was appointed for a one year term, until or unless Town Counsel could advise us differently. Joyce Terrio said that it was our error, and they did run unopposed. She did not see why we didn't just appoint for 3 years. Bill Perron agreed, because Bob Smith got the five signatures as required in MGL41, Chapter 91b. It would be different with Jeffrey Janes, because he did not get the required signatures. He would need to remain at one year.

Jack McFeeley disagreed. He read a letter to Bob Smith, and then gave him the original letter, expressing his feelings. Mr. McFeeley still felt that a one year appointment was appropriate according to Mass. General Law, and as George Hall stated in his letter. Jack McFeeley said that according to George Hall, you can appoint an elected Constable for one year to fill the vacancy until the next election. A three year appointment would only hold if the Board of Selectmen appoint Constables. But Norfolk doesn't appoint our Constables, we elect them. So the one year would hold true.

Bob Smith was upset. He assumed he would be appointed for three years, and said if he is not, he may exercise his option to call a Special Election. Jack McFeeley stated that it would cost the Town approximately \$6,000 to hold a Special Election. Mr. Smith said that didn't matter to him. Jack McFeeley said it was not his option to call a Special Election. It is the Board's option. Bob Smith said that the Town Clerk told him he had two options – to have the Board appoint him, or call a Special Election. Jack McFeeley said that the information is correct, except that he must have misunderstood what Marie Chiofalo told him because it is not *his* option, but rather the Board of Selectmen's option.

Joyce Terrio asked if we need a special election in September for a capital exclusion or an override ballot, can we add the two Constables? Jack McFeeley said no, it must be done at an annual election.

Bob Smith told the Board that he took out a \$10,000 bond for three years. He doubts he will get reimbursed for his remaining two years if he doesn't get elected. Mr. Smith

said that an election would mean that anyone could run against him. The Board agreed.

Bob Smith told the Board he had to have a new ID card because he couldn't prove he was a Constable. Jack McFeeley said it was prepared because he signed it. Marian Harrington said it was waiting for Chief Stone's signature. Mr. Smith said he had to have this ID card. Jack McFeeley asked Marian Harrington to give the card to Mr. Smith, and he could have Chief Stone sign it. Marian Harrington gave Bob Smith the ID card.

Bob Smith said he never received an appointment form, and couldn't get sworn in. Marian Harrington stated that he can go to the Town Clerk anytime and be sworn in without the appointment form. Mr. Smith did not reply.

OLD/NEW BUSINESS (Cont)

Jack McFeeley discussed a letter received from Ron Burke of Tucker Road complaining about the lights at the Senior Center. Jack McFeeley asked that the Permanent Building Committee ask the contractor to conform to the agreements we have made with the neighbors, as there are terms and conditions that need to be adhered to. A similar letter will be sent to the Council on Aging, and ask them to provide the Police Department with a key in the event lights are left on.

A letter will be sent to Mr. Burke that we are sorry, and are addressing this matter.

Jack McFeeley said that Frank Foss will be in to attend our June 25th meeting. He has read the cable contract regarding underground wiring, and would like to discuss various cable issues with him.

Jack McFeeley discussed a Notice of Intent that the Wrentham Selectmen sent to abutters of Mirror Lake regarding herbiciding Mirror Lake. Bill Perron also gave his input. The Board will run this by George Hall when he attends later tonight.

Jack McFeeley stated that he has the Agreement between the Town of Norfolk and the Highway Union. He will leave it for review by the Board members.

Jack McFeeley said that many people have been asking about a capital list. Jack McFeeley said that there is no capital list at present. It is something they are all working toward for the June 18th meeting, but right now no list is available.

Butch Vito stopped by to ask the Board their preference for a public hearing for installation of sidewalks at Pennacook and Stilwell Ave. The Board agreed to advertise this hearing in both the *Sun Chronicle* and *Country Gazette*. Abutters will be notified by Certified Mail.

Joyce Terrio moved to authorize a public hearing on Wednesday, June 27, 2001 at 7:30 p.m. in our meeting room. Bill Perron seconded, and it was **so voted**.

BOARD OF SELECTMEN LIAISONS

The Board of Selectmen determined the liaisons as follows:

Jack McFeeley – All budgetary issues, including anything relating to finance; Board of Assessors; Capital Outlay Committee; Water Department; Highway Department; Road Safety Committee; Library; Permanent Building Committee; Building Department; Golf Study Committee; Legal Counsel; relations with the State Senator and Representative; Department of Corrections; and Norfolk County Advisory Board.

Bill Perron – Lakes Committee; Police Department; Fire Department; Fire Station Project; ADA Committee; Cemetery Commission; Veterans Agent; Veterans Graves Officer; MBTA; Board of Health; Computer Committee; Website Committee; Recreation Commission; Animal Control Officer; Conservation Commission; Council on Aging; Charles River Pollution Control District; Charles River Watershed Association; and Norfolk County Mosquito Control.

Joyce Terrio – Police Chief and Lieutenant Contracts; Town Hall Offices; King Philip School District; Tri-County School District; Norfolk Schools; Advisory Board; Planning Board; Personnel Board; Zoning Board of Appeals; Zoning Bylaw Study Committee; Cable Committee; MAPC and SWAP; Southwood Development; I-495; and Study of the Airport.

At 9:07 p.m., Joyce Terrio moved to go into executive session for litigation strategy. Bill Perron seconded, and it was a roll call vote: Jack McFeeley, aye; Bill Perron, aye; and Joyce Terrio, aye. The Board will not return to open session.

At 11:20 p.m., being no further business, Joyce Terrio moved to adjourn the meeting. Bill Perron seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of May 29, 2001.

R. William Perron, Clerk

June 18, 2001 SPECIAL MEETING

Present was John J. McFeeley, and Joyce E. Terrio. R. William Perron was not present. Also present was George Hall, Town Counsel.

Jack McFeeley called the meeting to order at 7:30 p.m.

Joyce Terrio moved to appoint Bruce Simpson as a full member of the Zoning Board of Appeals, term expiring June 30, 2001; and Associate Members of the Zoning Board of Appeals, Robert Garrity and Nancy Lancellotti, term expiring June 30, 2001. Jack McFeeley seconded, and it was **so voted**.

Joyce Terrio moved to appoint Bruce Simpson as a full member of the Zoning Board of Appeals, from July 1, 2001 through June 30, 2006; and Associate Members of the Zoning Board of Appeals, Robert Garrity and Nancy Lancellotti, from July 1, 2001 through June 30, 2002. Jack McFeeley seconded, and it was **so voted**.

Jack McFeeley moved to accept the recommendation of the Personnel Board to approve Bennett Associates for the Classification and Compensation Study. Joyce Terrio seconded, and it was **so voted**.

At 7:33 p.m., being no further business, Joyce Terrio moved to adjourn the meeting. Jack McFeeley seconded, and it was **so voted**.

This is a true and accurate report of the Special Meeting of June 18, 2001.

R. William Perron, Clerk

June 25, 2001

Present was John J. McFeeley and R. William Perron. Joyce Terrio was not present.

Jack McFeeley called the meeting to order at 7:13 p.m. Marian Harrington read the agenda contents.

FRANK FOSS – A T & T BROADBAND

Present was Frank Foss and Brian Joyce, of A T & T Broadband.

Jack McFeeley welcomed Mr. Foss and Mr. Joyce. He told the Board that he had asked Frank Foss to come prepared with answers to certain questions.

Jack McFeeley said the items he would like to cover tonight are: 1) making sure that all areas of town are covered; 2) wiring in the town center; 3) NCTV payments and issues; and 4) objections to quasi-rate hike by AT&T Broadband.

Jack McFeeley said that they have given the subscribers in town a programming service that they don't want. If they wanted it, they would already be subscribing to it.

Frank Foss said that recently, they notified everyone that they are going to deploy NESN on their cable programming service tier. In town here, that is the standard tier of service. This is the tier that comes off of the basic tier. AT&T was the last cable operator to come to an agreement with NESN to move its' programming from a premium service (selling for \$10.95 a month), to incorporating it into a standard tier. We did so, and by agreement, negotiated a cost increase of \$1.40 with NESN. Other cable operators who negotiated the same, have a cost increase anywhere from \$2 to \$4. That programming was added to the service, and the \$1.40 was impacted by all subscribers and they now have that service. This will take place on July 1.

Bill Perron asked why this transaction took place. Frank Foss said that it was a commercial agreement between NESN and AT&T Broadband. Bill Perron asked if this was mandatory. Frank Foss said yes.

Jack McFeeley said that people already voted not to have it – by not having it. Frank Foss said that when they looked at it, they felt that there were enough people who did want it, but chose not to take it because they didn't want to pay the \$10.95 cost. Now they have the benefit of this service, at a much lower price.

Frank Foss discussed the problem of no service at Holbrook/Baltimore St. area, and gave a highlighted map to the Board. The highlighted areas show areas that already have service, or can obtain service from an area town. All of Holbrook Street is wired, whether it be from the Millis end. They put a line extender which will pick up Millis' cable service. Frank Foss feels that all of Holbrook Street is now wired. He feels that Christina Estates is also wired. Jack McFeeley discussed wording in the contract pertaining to the Holbrook/Baltimore area.

Frank Foss discussed the Populatic/Norfolk Avenue area. They attempted to feed the Populatic area, but cannot. They will feed Norfolk Avenue and Medway Avenue through Franklin.

Frank Foss discussed the telephone service. This is the last portion of the upgrade. The switch is essentially done in Foxboro. Lucent has come in and certified it. They will be activating the Foxboro Station soon.

Jack McFeeley asked about the work in the center of Town. Mr. McFeeley questioned why it is so expensive to install underground cabling. He explained that this is for the TIP project, and AT&T gave us an enormous cost for this underground work.

Frank Foss said they gave the underground wiring costs to Remo Vito. It was \$2.80 per subscriber per month for seven (7) years. They do not fall under the same rules as utilities (Chapter 166). Cable companies can only amortize, they cannot do a percentage. They fall under Chapter 166A.

Brian Joyce said that he work with Mr. Vito on this. He said that Butch Vito asked him to give them the worst case scenario. That is why the estimate is so high. Mr. Joyce

told the Board that the cost is based on them going in and doing the work on their own. This would include tearing up the road, and installing pipe. If they use Verizon's manhole, they are charged an access fee. They prefer to use their own conduit, because it is less expensive. Brian Joyce said that by using their own trench, pipe, manhole, access, etc., there can be a huge savings. The high cost was based on what Mr. Vito asked for. There are several scenarios that can be discussed to bring the cost down. This will be discussed further at a later time.

Frank Foss tried to explain the delay in NCTV payments. Donna Jones, President of NCTV was present, and Mr. Foss explained to her the payment schedule, and when he receives the check. He told her that the information she received was correct, and the right quarter is noted on the cover letter.

Frank Foss discussed the new Senior Center. He said he was notified by Georgia Jones that the building is under construction. The project should be completed in 15-20 days. He needs to know where outlets are going. The basic tier service will be installed there. Mr. Foss said the Highway building already has the basic tier service.

Jack McFeeley questioned an emergency alert override. Frank Foss and Brian Joyce stated that they have provided our prior Town Administrator, and our Police and Fire Departments with the access numbers, and a sheet that walks them through it. Jack McFeeley will check with the Police and Fire Departments to be sure they are comfortable with it.

Frank Foss briefly discussed the INET and relocating a drop for NCTV since they are moving to another building.

HARVEY BOULAY, LIBRARY TRUSTEE

Harvey Boulay told the Board that they are finalizing a three-year contract for both Robin Glasser and Francena Johnson. They discussed the contents of prior contracts, and said that they would like to offer Robin Glasser five (5) weeks vacation in this contract. She is up to 10 years. In the previous contract, she was given four (4) years vacation time.

Harvey Boulay said that he had discussed this with the Personnel Board. George Hall has ruled that this is a determination of the Board of Selectmen. That is why he is here tonight to discuss it with the Board. Mr. Boulay suggested that the Board of Selectmen approve this request.

Bill Perron said that they should look at the whole package, not this single request. Jack McFeeley stated that he has no problem with it, as it appears to have been fully researched.

Bill Perron said he would prefer not to make a decision this evening, but would rather look this over more thoroughly. Jack McFeeley said that we are meeting again on Wednesday evening, and the following Monday evening, and can revisit it again then.

It will also give them a chance to fill Joyce Terrio in, and have a decision by the full Board.

REMO VITO, HIGHWAY SUPERINTENDENT

Remo Vito reviewed the upcoming Public Hearing on Stilwell Ave. and Pennacook Street for sidewalks, to be held on Wednesday night .

Jack McFeeley informed Mr. Vito that the Highway Department building will be hooked to the INET along with the Senior Center. He told Mr. Vito that they already have the basic tier cable service.

They discussed at length the spelling of "Stilwell" Avenue. Jack McFeeley said that in the minutes of the February, 1979 Special Town Meeting, it was accepted as Stilwell Avenue with one "L" in Still. All street signs and veterans signs should be changed accordingly. Bruce Reinhardt, a resident of Stilwell Avenue, who was present, joined in the discussion relaying research he has done about the veteran, Charles Robert Stilwell, whom the street was named after.

Remo Vito discussed the TIP project with the Board. Mr. Vito said that there will be a sub signatory committee of MAPC held on June 28th in Boston at the Transportation Building with respect to the TIP project. He said he would like to have Bill Perron present at that meeting, if possible. MAPC's committee will give a status and update on the project. Remo Vito said that he would like to show the Town's commitment to this project, and ask for funds for next year. Bill Perron was sure he could attend.

Remo Vito told the Board that another state project is the total reconstruction of Route 115 – North Street to Foxboro. It is a \$2.5 million project. They will install sidewalks. Traffic is increased on game day when the Patriots are at the stadium.

Remo Vito discussed the Miller Street bridge, and gave the Board a status report on the bridge. He is concerned about the State not allowing them to repave the road. There is a liability there, and if the State refuses to allow us to repave, the State may be liable, and not the Town. Mr. Vito discussed different options with the Board.

They discussed the road maintenance program. Remo Vito said that they will re-evaluate the fair roads for condition, and come back with a list of streets for the Board to review. They need to address the fair roads first, so that they don't slip into poor condition. We need to keep them good.

Remo Vito told the Board that the delay in the Union and King Street project is due to Verizon. A pole relocation has caused the delay. For some reason, it takes Verizon forever to come out and move a pole. Mr. Vito said he has addressed the problems with an engineer from Verizon, and they hope to continue the project next week.

Mr. Vito discussed the uniform contract. He would like to extend it for an additional two years, as stipulated in the original contract, at the same price with Coyne Uniform Service.

Bill Perron moved to accept the extension of the uniform contract for an additional two years at the same price with Coyne. Jack McFeeley seconded for discussion purposes. Mr. McFeeley questioned if this is legal, or does it need to go out to bid? Mr. Vito said it is legal, and it is a clause that was included in the original contract. The original contract was approved by Town Counsel. It was **so voted**.

Remo Vito asked that the Board authorize Karen Mitnick to sign payrolls, bills, and warrants in the absence of the Foreman. This will be on a temporary basis only.

Bill Perron moved to allow Karen Mitnick to sign Highway Department related payrolls, bills, and warrants on a temporary basis only. Jack McFeeley seconded, and it was **so voted**.

BOARD OF HEALTH AGENT/RFP

Present was Arthur Spruch and Edward Piscitelli, members of the evaluation committee for the Board of Health Agent RFP.

Art Spruch told the Board that they reviewed the two RFP's received, this evening, and feel very comfortable with their chosen candidate. Art Spruch did say that Andy Bakinowski was their third member, but was unable to attend tonight.

Jack McFeeley asked Art Spruch to email their recommendation to Betsy Fijol in the Board of Health office, and she can prepare a letter to be opened by the Board of Health members and Board of Selectmen members at a joint meeting tomorrow evening.

DIRECTIONAL SIGN RENEWALS

Bill Perron moved to grant a renewal for directional roadway signs to Jane & Paul's Farm as follows: Rockwood Road/Cleveland Street; Main Street/Seekonk Street; and Fruit Street/Seekonk Street. Jack McFeeley seconded, and it was **so voted**.

Bill Perron moved to grant a renewal for directional roadway signs to Norway Farms as follows: 2 signs at Medway Branch/Tucker Road; Rockwood Road/Tucker Road; Main Street/Medway Street; and Myrtle Street/Medway Street. Jack McFeeley seconded, and it was **so voted**.

Bill Perron moved to grant a renewal for directional roadway signs to Norfolk Rink as follows: Baltimore Street/Holbrook Street; Main Street/Medway Street; Main Street/Myrtle Street; Main Street/Hanover Street; Hanover Street/Myrtle Street; Miller Street/Myrtle Street, and Medway Street/Myrtle Street. Jack McFeeley seconded, and it was **so voted**.

OLD/NEW BUSINESS

Bill Perron moved to utilize the former Town Administrator's vehicle for use by the Animal Control Officer in carrying out town business for this department. Jack McFeeley seconded, and it was **so voted**.

With respect to this matter, the Board approved shirts and jackets with an appropriate patch as a uniform for the Animal Control Officer.

Bill Perron said they are still checking into a kennel license to relocate the animals to another location off of the property of the Animal Control Officer.

The Board will discuss with Town Counsel whether we can take the Animal Control responsibility from the Town Administrator and place it with the Police Department. Does it need a town meeting vote since this was a Special Act, or can we just do it?

Bill Perron mentioned that Ron Marino is retiring from the King Philip School System, and wanted to thank him for his assistance. He has been an educator for 36 years, and the assistant principal at KP North since 1971. The Board of Selectmen will send him a letter of appreciation.

Bill Perron moved to accept the resignation of the Building Commissioner, Paul Coelho. Jack McFeeley seconded, and it was **so voted**.

Bill Perron noted a memorandum from Police Chief Stone with respect to the *Are You Ok?* Program in conjunction with Sheriff Bellotti's office. This is a daily check on the seniors to be sure they are okay. It is a voluntary program, and you need to sign up for it. It is an electronic phone call. If no one answers, the police go and check on the individual.

Bill Perron noted that the Police Department received a Ford Mustang in a drug forfeiture. The Police Department will use the vehicle in parades and events, as advertising.

Jack McFeeley noted that we received a letter from the Clerk of the ADA Committee noting that they reviewed the sidewalk plans for the Stilwell and Pennacook sidewalk hearing, and it meets ADA requirements.

At 10:28 p.m., being no further business, Bill Perron moved to adjourn the meeting. Jack McFeeley seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of June 25, 2001.

R. William Perron, Clerk

June 27, 2001 SPECIAL MEETING

Present was John J. McFeeley, and Joyce E. Terrio. R. William Perron arrived later in the meeting.

Also present was Remo R. Vito, Highway Superintendent; Joseph Sebastiano and William Crump of the Road Safety Committee; Robert Shelmerdine, attorney for Intoccia Development; and Bill Buckley of the Bay Colony Group, who are civil engineers for the project. Also present in the audience were Art Spruch, Tony Fitzpatrick, Steve McClain, and Kevin Darcy of the Planning Board.

Jack McFeeley opened the public hearing at 7:30 p.m. This meeting was held in the Multi-Purpose Room of the Town Hall. Mr. McFeeley read the public hearing notice that was in *The Sun Chronicle*. The purpose of the public hearing was to notify residents of sidewalks being installed on Stilwell Avenue and Pennacook Street. Immediate abutters were notified by certified mail, and Jack McFeeley had the receipts of the mailing.

Jack McFeeley explained to the residents the procedure for a public hearing process. He informed the residents that a public hearing was not a legal requirement; but the Board of Selectmen decided to hold one to better inform the residents. This could have been handled as a regular agenda item at a Selectmen's Meeting. We will discuss the town government structure and history of the project; the Planning Board's approval of the project, and their involvement with the Highway Department and Conservation Commission; the Selectmen's approval of parts of the project; the presentation of the town sidewalk study by the Road Safety Committee and how this fits into the Master Plan; presentation of the developers, and the Highway Superintendent for the Pennacook/Stilwell sidewalks, and the impact on the homeowner, timelines, procedures, letters from residents and responses by the town, and traffic and traffic studies. Jack McFeeley preferred questions at the end of the presentations, and hoped to limit the questions.

Jack McFeeley told residents in attendance that there seems to be a misconception that this hearing was called to decide on the location of the sidewalks. This is not true. There also seems to be a misconception, on the basis of the letters we have received, that we will be discussing a truck route along these streets. This is also not true. We are here to discuss the construction details for the sidewalks such as procedures, routes, easements, locations of trees, etc. From this discussion, this Board will decide whether to require special conditions on the construction, to provide for the safety of the people in the neighborhood. Jack McFeeley said this hearing is not to decide if sidewalks should go here. The route for sidewalks has been established and approved. The sidewalks are a condition of approval by the Planning Board.

Jack McFeeley did introduce himself as a resident of Chicatabut Avenue. He told the audience that since this project did not include Chicatabut Avenue, he did not feel a reason to recuse himself from this discussion.

Jack McFeeley told everyone that the selection of the route was determined three years ago. He will go into further detail later.

Jack McFeeley said we are talking about Christina Estates. This process was started about 4 or 5 years ago. It goes through the Planning Board, and when it involves a non-development property, such as here, then it is the province of the Board of Selectmen. Until this point, it has nothing to do with the Board of Selectmen.

Jack McFeeley said that for one reason or another, the Pondview Road people have had trucks going over their roads for about 17 years. Then Christina Estates has been developed, and they have endured even more truck traffic. Jack McFeeley pointed out that this project has not been before the Board of Selectmen, so the Board is just learning about it, also. He reviewed some of the project approvals of the Planning Board with the residents.

Mr. McFeeley introduced the members of the Planning Board. Tony Fitzpatrick, Chairman, said they were present to answer questions, however, had nothing prepared to say.

Jack McFeeley asked Attorney Shelmerdine to begin by explaining the sidewalk history of Christina Estates. Attorney Shelmerdine had a map on which he showed the relationship of Christina Estates to the sidewalks being installed on Stilwell Avenue and Pennacook Street. Mr. Shelmerdine said that the Certificate of Approval indicates that the sidewalk shall go from Pennacook to Fruit Streets.

Tony Fitzpatrick of the Planning Board said that they require new subdivisions to have sidewalks on both sides of the street. During the approval process, developers are given an opportunity to ask for a waiver from some of the rules and regulations. By giving them one sidewalk, it reduces the cost of their construction, and it gives them a break. Because of this break, the Planning Board asks for something in return to help public safety in the areas surrounding the subdivision. We require some sort of link in exchange for this waiver. In this case, sidewalks offsite, improvements off site, in areas we think will be impacted by the new subdivision. Here, Pondview Road was going to be severely impacted because it had no sidewalks, and was going to endure the heaviest truck traffic as the main truck route in. They required the sidewalk from Holbrook Street to their roadway A, Evergreen. In addition, whether or not it ever became a truck route during the construction process, obviously the people of Massachusetts Avenue are going to generate more traffic into the Mass Ave, Stilwell, Pennacook area. It made sense to mitigate some of that traffic and, as a positive public safety feature, have a sidewalk leading out of their access road off-site to at least one of the adjoining streets in the neighborhood.

A resident asked why did they choose two streets? Jack McFeeley asked that all questions be held until the end. The resident said that they lose what they were going to say by waiting, and asked that they be allowed to speak as they thought of something. Jack McFeeley said it was a good point, but was still going to hold right now.

Joe Sebastiano of the Road Safety Committee gave his presentation of the sidewalk plan, as developed for the Master Plan, to the residents. He showed on this plan the correlation of the sidewalks in this neighborhood.

The same resident questioned the truck route. Jack McFeeley said there is no truck route here. The residents of Pondview Road have already suffered through the bulk of this project. The worst is over. Butch Vito agreed, and said that there will be no truck route here. The heavy trucking is already done.

Bruce Reinhardt of 12 Stilwell Avenue questioned Attorney Shelmerdine about aspects of the development. He referred to a memo by former Town Administrator, Greg Balukonis, dated December 7, 1998. Mr. Reinhardt said that putting a sidewalk on Stilwell and Pennacook involves 22 driveways. This seems to be the longer route. Going Mohegan only involves 13 driveways, and is 500' less. He would ask they consider this route.

Joe Sebastiano said he would prefer to see a sidewalk on every street in that area, but, of course, the Board of Selectmen has the final say.

Jack McFeeley read a letter from Janice Daley of 9 Stilwell Avenue who wrote to the Board on December 29, 1998, regarding public safety in the area. She mentioned all the small children in the neighborhood, and was concerned for their safety. She applauded Greg Balukonis' decision, during discussions regarding Christina Estates, to include access to Fruit Street. Jack McFeeley said at this time, it was decided to change the plans to include Stilwell Avenue into the study.

Bruce Reinhardt asked where's the memo and the statement from the Planning Board that includes the Stilwell Avenue to Intoccia saying that they would like Intoccia to include Stilwell? He also said that Stilwell is 30' wide, and Mass Ave and Mohegan is 27' wide. It is 3' narrower on those two roads. If the sidewalks went in on those two roads, you would increase the safety on those two roads. There would be 27' plus a sidewalk.

Butch Vito stated that they are trying to do a traffic calm town wide. Wider roads are not traffic calm; narrower roads are. The minimum requirement is 24'.

Bruce Reinhardt questioned roadway construction in Medfield, and asked why they lowered the speed limits? They went from 35 mph to 30 mph on South Street. Butch Vito said that South Street is a poor example because it is a state project. Many things are mandated. Bruce Reinhardt questioned the grade. He felt that the grade is less on

Mass Ave, Mohegan and Stilwell, than all the way down Stilwell by the Conley house. Butch Vito tried to explain to the residents that we are in the infant stages of this project. We are here tonight to get your input, and then we will devise the plan. Butch Vito said that we have not addressed grades yet, and said that things such as retention walls are not in the plan yet. It's too early.

A resident relayed fear of truck traffic, and said that the contention of a sidewalk means that that is the route the trucks will use, according to the Planning Board. She said this is the residents fear, and there will be a battle in their neighborhood. They all need to know what you are talking about before you tear our neighborhoods apart. Jack McFeeley said he cannot make them promises, but he can tell them that there is no connection between the truck route and the sidewalk. He assured them that he will not vote to put a truck route on a given street because there is a sidewalk. He agrees with the Planning Board's statement that 90% of the truck traffic is finished. The remaining 10% of the truck traffic will still come in from Holbrook through Pondview. If you see any, it would be someone wanting to go to Rt. 27. Most of the trucks are coming from Rt. 115, so they are not going your way.

Butch Vito said that he will poll the truck drivers to see where they are coming from, and what route they will use to get to the subdivision, and this will help them in trying to resolve the issues presented tonight.

Jack McFeeley listened to some residents, and said that he feels we are going in circles. We are not here to discuss truck routes, but rather to discuss the sidewalk. He emphasized that if we are getting a sidewalk for free, he would prefer to get the longer sidewalk, than the shorter one. Any decision is not based on a truck route. He has already told everyone here tonight that any proposed truck route will be scrutinized on the basis of safety, on the basis of truck traffic, and we can restrict it any way they want, such as no trucks this way, or no right turns. Actually, the easiest way is to put four stop signs at the roadway getting out. If it takes them longer to get out one way, they will use the shorter way.

A resident suggested doing that now. Jack McFeeley stated there is a gate there, now.

Another resident asked why the need for the sidewalks now. Why can't it be deferred to the end of the construction? Jack McFeeley said that actually, we are late doing it. Art Spruch of the Planning Board said that it is one of their conditions. They are actually way behind in getting the sidewalk done. They hoped it would be in last year. Art Spruch also clarified that the Planning Board defined the connection between the end of Pennacook and Mass Ave where the subdivision is, and Fruit Street. They did not define specifically to go down one street or another. The reason they did that was they knew that there is multiple routes, and they did not have enough information at that time to know which would be preferable to the Board of Selectmen, or the Highway Superintendent. They put in the condition that this would all have to be resolved. This is why we are here today to decide if this is the appropriate route, or

should there be another route for the sidewalk. The Planning Board's focus was that they need to make a connector. They did not choose one vs. another.

A resident questioned why does the sidewalk have to be done now? Art Spruch said this was a condition by the Planning Board to allow this subdivision to have any kind of traffic to go through it. Sooner or later, these homes are going to need more than one access point. The Planning Board will not allow, for safety reasons, a single access for 50 homes. The only way you can get there now is through Holbrook Street. This is not safe; it is not allowable. No emergency equipment would be able to get through.

Bill Perron asked if there is any way to delay the sidewalk? Art Spruch said if you delay the sidewalk, then you delay opening that end of the subdivision. A resident said the gate is there. Art Spruch said the emergency personnel have keys to open that gate, but there is not full development in there right now. Only people living there right now are on Evergreen Road.

Brian Leary of 30 Massachusetts Avenue said that he feels the gate being locked is a safety issue. It was questioned about emergency personnel. Jack McFeeley said that all the police, fire, emergency ambulance, etc. have keys.

Attorney Shelmerdine said that this gate was not meant to be permanent. From a safety point of view, it's only a swing gate, and an ambulance or fire truck could drive right through it. So it really isn't a safety issue we're talking about here.

Jack McFeeley said that the concern if the gate were open right now is not the truck traffic, but the existing residents traffic when the development is full. The increased traffic throughout the entire neighborhood is what we are looking at long term. We're not looking at the short term truck traffic. If we can only have one sidewalk, where is the best place to put it? We are trying to look at the safety of the residents. Stilwell is an obvious choice, because Stilwell is an obvious entry road for the vehicular traffic, not just truck traffic. An expectation is that one house on Mass Ave. will generate ten trips per day. Add 50 more houses, and you have potentially 500 more trips, mostly coming out of Mass Avenue. This is where we have the concern for the safety in the area. It is not the truck traffic that we are concerned with.

Bruce Reinhardt said that the Planning Board said they left the route open. If that is the case, why did Greg Balukonis write the memo he did? Art Spruch and Steve McClain both responded that he isn't on the Planning Board. Bruce Reinhardt said that does the Planning Board have paperwork saying that they gave carte blanche to Intoccia? Art Spruch said it is in the Conditions. Attorney Shelmerdine said 15E of the Conditions of the Definitive Decision says "install a sidewalk from the limited subdivision property of the intersection of Roadway C (which is Mass Ave) at Pennacook Street to Fruit Street. Prior to submitting such a petition, this condition 15E is a requirement that prior to endorsement, the developer shall meet with the Selectmen to petition them as follows: (e) install a sidewalk from the limit of the subdivision property at the intersection of Roadway C at Pennacook Street to Fruit Street. Prior to submitting such

a petition, the Planning Board must first review and approve the applicant's proposed location of the sidewalk to Fruit Street." It is not uncommon for the Planning Board, or board in town to require the individual, or private contractor to make the first stab at this, so that the Planning Board can then respond to the applicant and say yes or no. That is exactly what happened here. The Planning Board did not give Intoccia carte blanche to locate it wherever we wanted to; they gave us the chance to make the first attempt, and then had to review and approve.

Jack McFeeley said that all streets were studied initially. He did say that he disagrees with Art Spruch a bit. It was not the Board of Selectmen who chose the street. The Board of Selectmen are the ones who received the approved choice. Art Spruch said that is correct.

A resident stated that the first choice was Chicatabut, Pennacook, and Mass Ave. This was presented to the Planning Board for the first step. The Planning Board then has an opportunity to either reject or approve. He wants to know the reason the Planning Board rejected Chicatabut. Steve McClain said the Planning Board did not reject it. The developer presented both options. The developer said there was more obstacles and more grading work involved in Chicatabut, than there would be on Stilwell. Therefore, they requested Stilwell and we approved.

Bill Perron apologized for being late, and may have missed this part, but is this group opposed to the sidewalk if the truck traffic was removed? Some of the residents said no, and some responded yes. There was no consensus. It was a split decision.

Another woman said that there should have been a Scenic Road hearing. Why isn't there one? Jack McFeeley said that this is not that hearing. If trees are involved and if we need to have a hearing under the Scenic Road Act, then we will.

This same woman said then we are not here to forever hold our peace on the changes of infrastructure? Jack McFeeley said the removal of a tree will require a separate hearing. She asked about a hearing for the installation of the sidewalk itself? Jack McFeeley said no.

Cynthia Stanfield of Stilwell Avenue asked about the scenic road act. One of the Planning Board members responded it includes only existing stone walls and trees. Jack McFeeley said this is another reason this particular route was chosen. It only involves one 20" tree. The other routes involved other trees.

A woman asked about the site visibility pulling out onto Fruit Street. She said it is horrible now. Jack McFeeley said that this is a different issue – with or without sidewalks. We can do something about the intersection, if that is a problem. But once the gate is opened, and the traffic is a problem, that is a different issue.

Butch Vito said that at the intersection of Fruit and Stilwell, and during the subdivision, all the intersections were looked at as far as impact of traffic. This was not an intersection that came up as traffic impact.

Bill Perron asked the Planning Board if the sidewalks have to be connected to the project? Is the Town locked into the one or two routes, or can the sidewalks go anywhere else in Town? Tony Fitzpatrick said the sidewalk has to go from the project connection to Fruit Street, with no defined route. Steve McClain said it has to be the location. It is in the Conditions. Art Spruch said that if we're going to tie this in with the development, and the developer is dishing out the funds for this sidewalk, we can't put it 3 miles away. Attorney Shelmerdine said that in order for the condition to be valid and enforceable, the off site work is then a condition the developer has to construct, then it has to have a causal connection to the subdivision.

A resident asked if the tree removal requires the owner's permission? Jack McFeeley said no. And the sidewalks do not have to be straight, especially if we are trying to preserve a tree.

Bruce Reinhardt asked if residents need to worry about the liability of the sidewalk? Some communities require the residents to keep the sidewalk plowed in front of their home, for example. The Board said no, the town plows the sidewalks.

Bill Buckley, of Bay Colony Group, civil engineers for the project spoke. He gave an explanation of the sidewalk, using maps.

Mr. Buckley said that the sidewalk will be constructed within the Town of Norfolk right-of-way. It will be a 5' bituminous concrete sidewalk with a 3' wide grass strip that will act as a buffer. This makes the roadway 24', which has a calming effect. Mr. Buckley mentioned a construction easement. He gave a detailed description of the sidewalk, and how it will be constructed. There will be two crosswalks constructed, one across Pennacook, and one across Mohegan.

At Jack McFeeley's request, Mario Damiata, of the Department of Public Safety/Transportation gave a small speech on pedestrian/vehicle safety. He described the many risk factors, and stressed that sidewalks are a great opportunity to separate pedestrians from vehicles. He said they are a major factor in eliminating pedestrian accidents.

Frank Doyle, of Stilwell Avenue, asked about the drain at Stilwell that makes a treacherous skating rink. What about that? Also, will his well be affected – it is 15' in the driveway. He asked if trees will be coming down? Bill Buckley responded no, no trees will be impacted.

Jim Daly, of 9 Stilwell Avenue, is also on a well. Questioned town hookup buried under the sidewalk. Bill Buckley said the curb stop should be on grass, unless it was installed

wrong. Butch Vito will check into this. It should have been on private property. All private wells should be on your own property; not town property.

Kevin McVeigh, of 27 Pennacook Street, asked how he can figure out where the sidewalks will go. Bill Buckley said figure 7' in.

Barbara Conley, 35 Pennacook Street, said she has rain coming into her garage from Stilwell because the drains do not hold the water. What will the pitch do if you change it for the sidewalk? Bill Buckley said she's at the low spot. Raising a neighbors drain shouldn't impact her. It sounds like the drains are too small. Butch Vito will investigate this.

Howard Stanfield, of 10 Stilwell Avenue, wants to know more about the sidewalk materials. Bill Buckley explained what the sidewalks will be constructed of. Butch Vito stated the asphalt is better, because it lasts 10-15 years. The high quality aggregate is according to state specs.

Kevin McVeigh questioned the telephone poles. Bill Buckley said some may fall within the grass strip. Others will have to be relocated into the grass strip. A resident of 19 Mohegan Street, asked how long it will take for this to be constructed? Butch Vito said the delay is getting Verizon to relocate the poles. This takes anywhere from 6 months to a year. The construction of the sidewalks will only take two months.

Ronald Keys, 15 Stilwell Avenue, said he has no confidence in the materials being used, and feels they are inferior. He said there are a lot of issues here.

Jack McFeeley said the Board is recording all the comments and will take them into consideration. They have his word that he personally will not vote a truck route in this area.

Bruce Reinhardt questioned signage. He does not want a bunch of signs there. What's required? Butch Vito said ADA signs are required. We are not painting crosswalks in subdivisions right now.

Janice Daly asked if any further hearings are held pertaining to this matter, will residents be notified by certified mail? Butch Vito responded yes.

Joan Boylan, 16 Pennacook Street, said that the builder has had no problems with all the boards. How can they ensure that this will be done properly? She has heard that this developer is not on the up-and-up and there are all kinds of problems. She wants to be sure they don't need to worry about this.

Bill Perron suggested we sit down with the residents of Christina Estates, and the boards, to voice complaints about the builder. Residents have concerns about the builders' reputation.

Howard Stanfield suggested we ask the residents of Stilwell Avenue what they want.

Sandy Kimball said she is not comfortable with the quality of sidewalks in town.

John Jaffrey said he heard granite is essential for safety. He said he accompanies the mothers in the morning to the bus stop. He feels the kids are not safe without a sidewalk. Mr. Jaffrey is very much in favor of the sidewalk. He wonders if the sidewalk will be constructed correctly, or is it being done the cheapest way for the builder?

Bill Perron and Jack McFeeley both stated that the building materials for the sidewalk are something that will be negotiated and discussed.

Joyce Terrio told the residents that she has already recorded 15 legitimate concerns. She takes these seriously, and the Board of Selectmen will take them under advisement and study them, work with them, review them, and look at the Order of Conditions, before making any decisions.

Ronald Keys asked what avenue they have, if they don't like our answer? Jack McFeeley said the courts. Ronald Keys asked if there is any appeal process through the courts? Jack McFeeley replied no.

Bill Perron stated that the town officials are here tonight to accommodate you, and want to work with you. We are here tonight to listen to you and advocate for you, the residents.

Jack McFeeley moved to take this matter under advisement. He promised the residents he would personally answer their letters. He asked for positive letters, as well, and said he would probably have another hearing in the future.

Bruce Reinhardt questioned pulling the developer's bond and doing the sidewalks. He wanted to know when we can discuss that? Steve McClain said it's not something we can just do. You can't pull a bond because you feel like it. There has to be a violation – and there isn't one yet.

Joyce Terrio moved to take this matter under advisement. Bill Perron seconded, and it was **so voted**.

At 9:56 p.m., Joyce Terrio moved to continue the public hearing. Bill Perron seconded, and it was **so voted**.

PLANNING BOARD – ASSOCIATE MEMBER

In a joint meeting of the Board of Selectmen and Planning Board members, present was John J. McFeeley, R. William Perron, Joyce E. Terrio, Arthur Spruch, Francis (Tony) Fitzpatrick, Steven McClain, and Associate Member Kevin Darcy.

Steven McClain said that they would like to re-appoint Kevin Darcy as their Associate Member, which is a joint vote between the two boards. Arthur Spruch moved to appoint Kevin Darcy as the Associate Member for another term. Tony Fitzpatrick seconded, and it was a roll call vote: Jack McFeeley, **aye**; Bill Perron, **aye**; Joyce Terrio, **aye**; Steve McClain, **aye**; Tony Fitzpatrick, **aye**; and Art Spruch, **aye**. All members congratulated Kevin Darcy.

HIGHWAY DEPARTMENT WAGES – FY'02

Joyce Terrio moved to accept the Highway Department wages, as specified, commencing July 1, 2001. Bill Perron seconded, and it was **so voted**.

Being no further business, Joyce Terrio moved to adjourn this Special Meeting at 10:02 p.m. Bill Perron seconded, and it was **so voted**.

This is a true and accurate report of the Special Meeting of June 27, 2001.

R. William Perron, Clerk

July 2, 2001 SPECIAL MEETING

Present was John J. McFeeley, R. William Perron, and Joyce E. Terrio.

The Board conducted interviews for three finalists for the position of Town Administrator.

Interviews started at 7:00 p.m., and the Selectmen spent considerable time with each candidate asking questions pertinent to the position.

Candidates were Robert T. Markel of Springfield; David Owen of Bedford; and David Berry of Maynard.

The Board did not make a final decision, but took the matter under advisement and will get back to the candidates. The Board did ask each candidate to provide a starting salary, and proposal, along with a starting date to the office as soon as possible.

At 9:47 p.m., being no further business, Joyce Terrio moved to adjourn the meeting. Bill Perron seconded, and it was **so voted**.

This is a true and accurate report of the Special Meeting of July 2, 2001.

R. William Perron, Clerk

July 9, 2001

Present was John J. McFeeley, R. William Perron, Joyce E. Terrio, and Robert T. Markel, Town Administrator.

Jack McFeeley opened the meeting at 7:04 p.m. Marian Harrington read the agenda contents.

Jack McFeeley welcomed Robert T. Markel as our new Town Administrator, and introduced him to everyone.

Jack McFeeley moved to appoint Robert T. Markel as Town Administrator for a three (3) year term, expiring June 30, 2004. Bill Perron seconded, and it was **so voted**.

COUNCIL ON AGING – SURVEY

Georgia Jones, Chairman, and Norma Shruhan, Executive Director was present. Georgia Jones read a letter mailed to the Seniors asking that they please fill out the attached survey and return it as it is extremely important.

Norma Shruhan told anyone who has difficulty in filling out the survey, and needs assistance, to please call the office and they will be happy to assist.

VOTING/PRECINCT LOCATION

Present was Marie Chiofolo, Town Clerk; Marcia Lukon, School Superintendent; and Remo Vito, Highway Superintendent.

Marie Chiofolo said we needed to discuss her going to four precincts. This will be effective January 1. Marie Chiofolo told the Board that the Freeman/Centennial School couldn't hold four precincts, while the H. Olive Day School can. Ms. Chiofolo said that the Freeman/Centennial School needs a new ramp. She can't see putting the expense into the ramp for this purpose. She also explained to the Board that the auditorium that they use has classrooms on the outer perimeter. It generally takes a day to set up, and a day for election, and a day to dismantle. This is three days that are distracting to the children as they try to concentrate. It can be very noisy. Marie Chiofolo said this bothers her. She pointed out that this year it coincided with MCAS testing.

Marie Chiofolo said that in using the H. Olive Day School, students wouldn't be impacted at all. Marcia Lukon said that it would impact lunch. She has considered

having the cafeteria staff prepare bag lunches for that day that the students can eat in their classroom. It would impact gym class, too. Marcia Lukon said that by using the H. Olive Day School, there is better security than at the Freeman/Centennial School. The room at the H. Olive Day School has an entrance and an exit.

Marie Chiofolo said that the Board of Selectmen is the ones who set the voting place. That is why she is bringing it to the Board for action. Marie Chiofolo said the Board of Selectmen must notify everyone 20 days prior to an election, that the voting place has changed.

Marie Chiofolo stressed that there would be no traffic issues, as we have at the Freeman/Centennial School. Marie Chiofolo said that there are no organized sports held at the H. Olive Day School. We do not have to worry about no parking places, or children darting out between cars. There will be no parking problems.

Remo Vito said that parking at the H. Olive Day School could be a problem. He said that long term, perhaps with expansion of the parking lot, we could have town meetings held there. This would enable us to have town meeting in our own town, instead of having it in Wrentham. Mr. Vito said the school currently has 125 parking spots, but it could maximize to 300. He feels this would be a good move for the town to get a central facility.

Marie Chiofolo said there are no elections until May 2002. The new boundaries are effective January 1st.

Joyce Terrio said that she is in favor of the four precincts in one facility. She feels this would also take care of a shortage of election staff. If it is in two facilities, that means staff for each voting place. Joyce Terrio said she would like to see a study done of the parking. She feels they could have temporary parking on the grass for the first few elections.

Robert Markel questioned the parking at the H. Olive Day School.

Joyce Terrio moved to approve four (4) precincts being held in the H. Olive Day School for voting purposes, commencing May, 2002. Bill Perron seconded, and it was **so voted**.

REFUNDING VOTE

Present was Jane Lepardo, Treasurer/Collector, and Lisa Dickinson, Bond Counsel.

Jane Lepardo introduced Lisa Dickinson, and told the Board that they wished to discuss refunding. They would propose to sell bonds in the low interest rate environment. Lisa Dickinson said that they would invest. It would be exactly at bond yield. The interest earned pays all the interest on the old debt service.

Lisa Dickinson explained the whole procedure to the Board on how this would work. The escrow is controlled by an independent agent, and cannot be controlled by the Town. Lisa Dickinson presented the Board with examples of how the refunding would work, and how our money works. Lisa Dickinson, when asked by a board member, responded that our bond rating is currently A-1.

Lisa Dickinson suggested we talk to our Advisory Board, or Capital Outlay Committee to suggest a use for the savings. She said it cannot be used for operating. It must be a one-time expense, such as a capital item. Susan Gagner said it does take a ballot vote, as it will be outside of Prop. 2 1/2.

Joyce Terrio moved to issue the bonds or notes per the sheet given to the Board tonight by Lisa Dickinson. Bill Perron seconded, and it was **so voted**.

Robert Markel asked what method they preferred? Jack McFeeley said he preferred up front (as opposed to level savings). This way it can go right into capital outlay. Bill Perron and Joyce Terrio agreed.

Joyce Terrio moved to go with the up front savings proposal. Bill Perron seconded, and it was **so voted**.

GOLF COURSE OPEN FORUM

Present were members of the Golf Study Committee, as well as members of various town boards and committees.

Jack McFeeley thanked everyone for attending this evening. He said that he realizes that everyone was not in favor of a golf course. However, the vote was cast at town meeting, and we need to move forward. Tonight's meeting is not to be a repeat of town meeting, but rather to focus on the positive aspects of a golf course in Norfolk. Jack McFeeley said we need to discard the negativity, and work together.

Joe Byrne, Chairman of the Golf Study Committee, gave a ten-minute presentation to everyone, of where they are at this point with the golf course.

Joe Byrne said it will take about two months for the permitting process – August through October. He said they will prepare a Master Plan in September. Construction documents and permits will take 9-15 months. The golf course construction will be August through September.

Joe Byrne said they plan to let the golf course sit for 6 – 12 months after construction. They would like to open 9 holes sooner than later. The land is already stripped; only one ledge. Hopefully, in June or July, 2004, they will open the 18 hole full course. They are pursuing special legislation with the Treasurer. They will work with the Permanent Building Committee to get a Clerk of Works with expertise in building golf courses.

Paul Robinson, a committee member, gave the layout of the overall property. It is a 200 scale view. He explained to all present on a plan he designed, the property. He said they have discovered that the "unknown" owner is Lorusso. They consider this a great base plan for the conceptual plan. Mr. Robinson said they are aware of the Conservation Commission issues – river front, 100 year flood, intermittent stream, etc. The 18 hole feasibility study plan is conceptual. The final site will probably look nothing like what he is showing us tonight.

John Oliveri, a resident, said he is puzzled. He volunteered to go look at the 10 municipal golf courses, and come back to the Committee with restrictions, information, etc. He told Joe Byrne that he has the time to do this, if it will help. Joe Byrne acknowledged Mr. Oliveri's efforts with gratitude.

Jack McFeeley asked what do we need to be concerned with? What should we be doing first, second, etc?

Ed Piscitelli, 7 Timberline Drive, said we need someone with expertise who knows what they are doing; who can shepherd the whole project.

Cathy Elder, Seekonk Street, suggested members of the Committee speak with a Tom Landry. He is the Executive Director of the Mass. Golf Association, and is a wonderful resource. He is willing to speak to anyone interested.

Buddy Bowden, North Street, member of the Permanent Building Committee, said his biggest concern is avoiding public bidding. The low bidder isn't always the way to go, and it takes a very special contractor to do this right. You need to be 100% sure this will work.

Robert Markel said we need to be very careful about drawing the specs narrowly. It is hard to get out from under the State.

John Vancura, member of the Committee, suggested that we contact other municipal golf courses, and see what they did and how they got around it.

Ramesh Advani, Bush Pond Road, said he has done some research. We should get a professional consultant. He made copies of information he got on the internet from the National Golf Foundation, and handed it to the Selectmen.

Jason Talerman, Chickadee Drive, said that he could recommend legal people who could help out. He offered his assistance and expertise.

Graham Sterling, Advisory Board member, told the Board that he had 3 options. He gave the Board his options in writing. Mr. Sterling told the Board that we could buy the property and lease it to an entrepreneur. He felt it was a historic site, and should be left alone.

Andy Bakinowski, Conservation Commission Chairman, said that this site is a contaminated site listed with DEP. Groundwater contamination is still there. He asked if the Town has an agreement from indemnification?

Richard Mann, owner of the property, told the Board that this contamination began in 1986. He has dealt with all of the violations issued. It is not toxic or contaminated material. He said he can walk away from the property with a clear conscience. Mr. Mann said the Conservation Commission is fully aware of what is there.

Andy Bakinowski said that in March, 2001 it showed contamination of groundwater.

Ramesh Advani mentioned contamination from years ago that all the abutters were notified of.

Graham Sterling said he wouldn't dig a well. He would use the water there.

Richard Mann said that they drew from the water for 80 years.

Vijay Radics, Barnstable Road, asked if a 21E would be done for Norfolk? Jack McFeeley said most likely.

Paul Robinson said that he has web surfed and submitted a checklist for the Board of Selectmen to review. An Audubon site has a program for golf courses, which he submitted, also.

Cathy Elder asked if we have done a plan? Jack McFeeley said he would like to revisit this, and do more detail. It will be reworked as we go along.

Dan Mason, Chairman of the Open Space Committee, asked about sharing water with Franklin, and how much are they in the loop? Have we talked to them? Jack McFeeley said they are not in the loop at all, and it is not our responsibility to inform them of what is going on.

Adeline Bee, Day Street, said that she is concerned about the contamination. She asked how long it will take, and how much money will it cost, and do we have the available funds?

Andy Bakinowski said we are probably talking \$10,000, and talking 6-8 months.

Jack McFeeley said that the \$10,000 for the 21E would have to come out of the project funds.

Helen Cleary said that the hardest part is having no information. You really need to find a way to communicate any information you have to the residents. Not everyone has cable, and not everyone has website access.

Joe Byrne said there is no alternate way to reach everyone. Cable and website access is the most efficient way. Joe Byrne said he will use Norfolknet.com.

Cathy Elder agreed that it is unfair to those who don't use a computer. Jim Ward, chairman of the Advisory Board, asked about an occasional bulk rate mailing from time to time. The Board questioned the cost, and Marian Harrington said that it is time consuming, as well as costly.

Bill Perron suggested that the Website Committee that is being set up in September would be a good source for the Golf Committee to use. He also suggested leaving information at the Library from time to time. He agreed it will be impossible to reach all residents, but we are trying. Information on Cable, the Library, and the Website should be a good start.

Ed Piscitelli volunteered to download information, and make binders and have them available for residents to view at the Town Hall and at the Library.

ANNUAL APPOINTMENTS

Joyce Terrio moved to accept the annual appointments as read. Bill Perron seconded, and it was **so voted**. Jack McFeeley suggested that if anyone questioned any of the appointments, that a hold be said when the person's name was read.

All appointments are for one year, expiring June 30, 2002, unless noted. Appointments are: ADA Committee – Tom Terpstra, Mary Nuhibian, Barbara Ward, and Kurt Unitt; Capital Outlay Committee – William Sharkey, term expires 6/30/03; Cemetery Commission – Robert Kirby, term expires 6/30/04; Conservation Commission – Brian Butler, expires 6/30/04; Corrections Advisory Committee – Lisa Newell, Timothy Ahearn; Council on Aging – Irene Cahalane, George Clinton, Richard Connors, Harriet Fisher, expires 6/30/04; Design Review Board – John Buchholz – expires 6/30/04; Assistant Fence Viewer – Robert Bullock; Golf Study Committee – Joseph Byrne, John Czyzewski, Todd Monjar, John Vancura; Historical Commission – Suzanne Burns, William Domineau, Marcia Johnston, Mary Power, Mary Elizabeth Pyne, Thelma Ravinski, term expires 6/30/04; Insurance Advisory Committee – Bruce Shapiro, Loretta Jacobs; MBTA Advisory Committee – Robert T. Markel; Mirror Lake Advisory Committee – Joseph Gilio, Marge Stockbridge; Norfolk County Advisory Board – Robert T. Markel; Registrar of Voters – Charles Burnett, term expires 6/30/04; Road Safety Committee – Joseph Sebastiano, Beth Strubeck, William Crump, and ex-officio members Remo R. Vito and Charles H. Stone, Jr.; Sealer of Weights and Measures – Peter S. Hildebrandt, and Assistant Sealer Robert Shannon; SWAP Representative – Francis Fitzpatrick; Tree Warden/Shade Tree Manager – Remo R. Vito; Town Beautification Committee – Sally Vesty, Stacey Flanagan; Town Counsel – George A. Hall, Jr.; Underground Utility Committee – George Tamer, Albert Michel, ex-officio-Remo R. Vito; Veterans' Graves Officer – Arthur Keenan; Website Committee – Andras Radics, John Spinney, David Forrester, W. Patrick Juergens; Zoning Bylaw Study Committee – Robert Nicodemus, Glendon Coulter.

Bill Perron questioned Andy Bakinowski's appointment. He was involved with sites such as the prison. Mr. Perron felt that Andy Bakinowski was not forthcoming with information, and feels this is a conflict of interest. He said there is a wall of silence in that area, and that borders on insubordination.

Bill Perron stated he would like to recommend Jennifer Tharrett to replace Andy Bakinowski on the Conservation Commission. She is a member of the Lakes Committee, and could be very valuable on this Commission.

Joyce Terrio said that Andy Bakinowski has a wealth of knowledge and vested interest in the Town. He doesn't always agree with him, and would like the Conservation Commission to be more flexible. She has seen that regularly. Joyce Terrio said she disagrees adamantly that no responses have been received from Andy Bakinowski. There was correspondence. Maybe not to the extent Bill Perron wanted, but he did correspond with his findings. Joyce Terrio said she is comfortable with having Andy Bakinowski on the Board, and feels he has the technical experience which is necessary and valuable. He is one of the more level headed individuals on that Commission, and she feels comfortable leaving him there.

Bill Perron said the Conservation Commission enforces regulations doing 56 in a 55. Are they technically right most of the time? Yes. Could rationale be used? Undisputedly, yes. He feels Andy Bakinowski picks and chooses his fights.

Jack McFeeley said he thought Andy Bakinowski worked for the State. The response was yes. Jack McFeeley agreed with Joyce Terrio for the same reasons she stated. We are going into difficult times, where they have asked for expertise.

Jack McFeeley moved to appoint Andy Bakinowski to the Conservation Commission for a three year term, expiring June 30, 2004. Joyce Terrio seconded, and it was **so voted** by Jack McFeeley and Joyce Terrio. Bill Perron **opposed**. 2-1 vote.

The Board will ask Adeline Bee, representative of the Democratic Committee, for a recommendation for a Registrar of Voter, since there is a vacancy.

The Board agreed at this time, not to appoint Robert L. Smith as Veterans' Agent until more research is done on the position.

Joyce Terrio moved to accept the annual Town Administrator appointments, as read. Bill Perron seconded, and it was **so voted**. These appointments are also for one year, expiring 6/30/02, unless noted. Appointments are: Animal Inspector and Animal Control Officer – Hilary N. Penlington; Assistant Animal Control Officer – Stephen Penlington; Chief Assessor – Deborah Robbins, term expires 6/30/04; Treasurer/Collector – Jane Lepardo, term expires 6/30/04; Assistant Treasurer – Cheryl Kelley; Assistant Tax Collector – Constance LaChance; Assistant Town Accountant – Paige Eppolito; Superintendent of Streets – Remo R. Vito, Jr., term expires 6/30/04; Local Inspector/Assistant Zoning Officer – Robert Bullock; Inspector of Gas Fittings –

Edward Forsberg; Plumbing Inspector – James K. Murray; Inspector of Wires – W. Ron Bain; Assistant Inspector of Wires – J. William Carberry; Emergency Management Director - Edward Nolan; Emergency Management Fire Officer – William Kelley; Fire Chief – William Kelley, term expires 6/30/04; Deputy Fire Chief – Stephen Wood; Lieutenant/EMT/Full Time Firefighter – Peter Petruchik, John Kelley; Lieutenant/EMT – David Holmes, Jr.; Lieutenant – Joseph Nolan; Full Time Firefighter/EMT – Patricia Bixby, Richard Clancy, Douglas Johnston III; Firefighter/EMS Director – John Malaney; Firefighter/EMT – Darren Bycoff, Peter Curran, Michael Findlen, Nathan Fletcher, Mark Haigh, Peter Hildebrandt; Firefighters – Wayne Burton, David Johnston, James Leary, Jr.; Full-Time Fire/Police Communications – Joy Leonard, Sarah Hill, Janet Poirier, Terence Gallagher; Part-Time Fire/Police Communications – Edward C. Bettencourt, Timothy Brooks, Charlene Tingley, Greg Graves, Chris Antonnetti, Helena Findlen, Nathan Fletcher, George Labonte, Donna McGowan; Full Time Police Officers – Susan Forniciari, Kevin Roake, Eric Van Ness; Police Matrons – Joy Leonard, Sarah Hill, Janet Poirier, Donna McGowan, Helena Findlen; Reserve Officers – Chris Antonnetti, Kevin Collins, Joseph Deptula, Louis Droste, Robert Forsythe, Robert Holst, Glenn Lindsey, Donna McGowan; Special Police Officers – John J. McFeeley, R. William Perron, Joyce E. Terrio, Edward Bettencourt, William J. Davis, John W. Holmes, William Kelley, Joy Leonard, Albert Leverone, William Meau, Edward Nolan, Hilary Penlington, Stephen Penlington, Janet Poirier, Charles Ray; Police Chaplains – Rev. Robert Connor, Rev. Merritt Nielson, Rev. Stephen Arnold.

Joyce Terrio moved to accept the annual Special Police appointments for the Town of Medfield, as follows: Chief Richard D. Hurley, Sgt. Ronald Kerr, Sgt. Raymond Wheeler, Sgt. John Wilhelmi, Sgt. John Mayer, Sgt. Ray Burton, Officer Richard Bishop, Officer Robert Naughton, Officer Kevin Robinson, Officer Patrick Caulfield, Officer Dana Friend, Officer Stephen Grover, Officer Robert Flaherty, Officer Shawn Garvey, Officer Thomas LaPlante, Officer John Geary, Officer Lorna Fabbo, and Officer Daniel Burgess. Bill Perron seconded, and it was **so voted**.

OLD/NEW BUSINESS

A request was received by the developers of Maple Valley Estates asking for five streetlights. The Board would like input from the Road Safety Committee and the Planning Board prior to approving this request. Jack McFeeley asked that the Zoning Bylaw Study Committee be given wording for a bylaw to the effect that the developers pay for the street lights for 20 years in the form of a bond.

The Board agreed to meet in executive session with the Planning Board to discuss all the issues with Intoccia Developers, and Christina Estates.

The Board discussed the Golf Committee article and suggested in Section 2, the word "shall" be replaced with "may".

Bill Perron moved to submit to the General Court, a request for an Act for borrowing for the golf course with the exception of a wording change in Section 2 – replacing the word "shall" with the word "may". Joyce Terrio seconded, and it was **so voted**.

Bill Perron discussed the fifth week vacation for the Library Director, as asked for by the Library Trustees. He said that he asked the Personnel Board for their opinion, and they are against the fifth week. They would suggest waiting until after the compensation/reclassification study is done. This is the way they have gone with other requests. The Board of Selectmen agreed to this, and will forward a letter to Harvey Boulay.

The Board discussed the vacant Building Commissioner position. The Board will work on a job description, and a compensation/reclassification application. It will be posted immediately.

TOWN ADMINISTRATOR REPORT

The Board of Selectmen accepted with regret the resignation of Dorothy Strohl as the Clerk for the Board of Selectmen. A letter will be sent to Mrs. Strohl.

The Board suggested to Robert Markel that he present the Board with a more structured agenda, to help keep timely meetings.

Joyce Terrio moved to allow the Reserve Fund Transfer for the Fire Department in the amount of \$633.74 for ambulance salaries. Bill Perron seconded, and it was **so voted**.

At 11:08 p.m., being no further business, Joyce Terrio moved to adjourn the meeting. Bill Perron seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of July 9, 2001.

R. William Perron, Clerk

July 23, 2001

Present was John J. McFeeley, R. William Perron, and Robert T. Markel, Town Administrator. Joyce E. Terrio was absent.

Jack McFeeley opened the meeting at 7:10 p.m. Robert Markel read the agenda contents.

OLD/NEW BUSINESS

Bill Perron suggested approving the Golf Study Committee's request for new members. Bill Perron moved to appoint Paul Robinson, Jim Tomazewski, and Jason Talerma to the Golf Study Committee. Jack McFeeley seconded, and it was noted that Paul Robinson will replace John Vancura, who is resigning because he's moving out of town. It was **so voted**.

Bill Perron questioned a letter from Ron Burke regarding the lights remaining on at the Senior Center. Robert Markel will check on why this is still happening, and respond to Mr. Burke.

Bill Perron said he has received calls from angry residents regarding frequent power outages by NSTAR. We will have representatives in the first part of September, and any name given to the office will be notified.

Bill Perron discussed the Animal Control Department. He said that the Wrentham Animal Control Officer said that out of 6 dogs, 4 were Norfolk's. Can we please resolve this? The Animal Control Officer doesn't want to do this on even a short-term basis. Bill Perron said that Hilary Penlington is back on the job, and has her car. Mr. Perron said he spoke with Whispering Pines, and they will help us out on a very short-term basis with kennel issues, but don't want to become a kennel. Bill Perron said he hopes to build a kennel at the Highway Department. He told Hilary Penlington that he would bring it before the Board tonight, and see if a kennel license is necessary.

Bill Perron then brought up the letter received from Charles Jones of Campbell Street regarding different issues. One of them was using the old Highway Garage, and the fact that Jim Martin hasn't removed his items. Jack McFeeley said he had a conversation with Mr. Martin, and allowed him two more weeks to get his items out of the building. Bill Perron disagreed, saying that the Town needs the space now, and Jim Martin has had plenty of time to remove his items. Bill Perron said he will speak with Jim Martin regarding doing it sooner.

TOWN ADMINISTRATOR REPORT

Robert Markel asked about the Building Inspector position. He would like to do interviews. The Board agreed.

Robert Markel discussed a letter from Remo Vito, Highway Superintendent, regarding the irrigation system at the Pond Street Recreation Center. It appears to be okay, and Mr. Markel will discuss this with Remo Vito.

Robert Markel said he attended the Golf Study Committee meeting. They will prepare a report for our August 6th meeting. Robert Markel will be working on an RFP/RFO for them. Hopefully, it will be ready for review by the Board of Selectmen on August 15. They will work on a traffic feasibility study, and tackle any issues that may hinder too much of the project before too much spending is done.

The vehicle for the Assessors/Building Department was discussed. They have reported that the car needs work, such as tires, ball joints, brakes, etc., and wondered about having it repaired, or whether another vehicle would be available soon, and they could swap. In reply, Chief Stone reported to the Selectmen that since Town Meeting only approved him one cruiser, he will only have one vehicle to hand over. It will be the Town Administrator's car. The only other car that possibly could have been used was

just given to the Animal Control Officer. Jack McFeeley said we need to discuss this with Chief Stone. In the meantime, the car will be repaired.

Jack McFeeley will discuss agenda revisions with Robert Markel. He would like to see the agenda more structured.

Robert Markel told the Board he would like to work on signage for the Town, possibly utilizing the Pondville Correctional inmates. He noted that Norfolk is one of the few towns that does not have "Welcome to Norfolk" signs at the town lines. The Selectmen agreed, and told him to coordinate the signs to look similar to either the H. Olive Day sign, or the new sign put up for the Highway Department at the end of Medway Branch.

JONATHAN SMITH, ADVISORY BOARD

Jonathan Smith would like to discuss a timetable for the Fall Town Meeting, which will be Saturday, October 27th.

Jonathan Smith told the Board that although he realizes people are away in the summer, he is concerned about the Fall Town Meeting schedule being set so that articles are due at a later date, rather than sooner. Mr. Smith said his concern is that the Advisory Board receives the articles later and later, and almost have no time to work on them the way they would like to. He is also concerned that when the Advisory Board recommendations go out, many articles say that the recommendation will be made on town meeting floor. He said that is because they still aren't finished with some articles when the book goes to print.

Jonathan Smith said we need to be more firm. The Planning Board always submits many articles. They are too vague, and their public hearing is always held at the last minute. This is a serious problem for the Advisory Board. He noted that this past town meeting, the Planning Board asked us to reserve room for 10 articles. They gave no information on what the articles were for, or why they were being submitted late. We cannot accept this.

The Selectmen agreed that an earlier timetable needs to be established. Jonathan Smith said he does not feel that people are away all summer. He said there is no reason why we can't start the ball rolling in August, and give Boards who are around, a chance to get started.

Robert Markel will look at a timetable that will be acceptable to all.

OLD/NEW BUSINESS (Cont)

Bill Perron noted a letter from the Building Commission stating that the attic fan in question at Fox Hill Lane is within the allowed decibels.

Bill Perron said that he would question, again, why the State closed the investigation on the prison dumps, but never provided any documentation. They promised they would,

but we never saw any reports. Bill Perron also stated that he thought they would look at where the paint is, but haven't. He said he had even offered to show them exactly where to look. He is upset about this. Jack McFeeley felt a hazardous waste coordinator employed by the Department of Corrections is the person we should be working through.

Bill Perron discussed the King Philip building project. Jack McFeeley said the committee was meeting tonight, so we should hopefully know more tomorrow. Bill Perron said he is interested in the Wrentham Development Center property, and feels they need to explore all options.

Robert Markel asked the Board to vote on the street name for Sandy Knoll Estates.

Bill Perron moved to approve the name of the proposed Road A on GLM Engineering map dated March 31, 2000, in Sandy Knoll Estates as Silver Fox Road. Jack McFeeley seconded, and it was **so voted**.

Bill Perron moved to approve three street lights for Maple Valley Estates, as recommended by the Road Safety Committee, one at the intersection of Chatham Road and Medway Street; one at the intersection of Barnstable Road and Chatham Road; and one at the bend in Barnstable Road near lots 10, 11, 13, and 14. Jack McFeeley seconded, and it was **so voted**.

The Board discussed a memo from the Planning Board asking about renumbering of Suffolk Street to Berkshire Road. Art Spruch, who was present in the audience, told the Board that the numbering will be done by Lois Boucher in their office. The Board will send a letter to the residents, after review of this matter by Robert Markel with Town Counsel, advising them of what their new street name and number will be. We will also request Remo Vito to install a new street sign at that location.

Robert Markel noted a letter from a woman at Longview Farm in Walpole, asking they be granted permission to have a concession stand at the Recreation fields, and would give a percentage to the Town. They are trying to teach children from the Home for Little Wanderers how to manage money, etc. The Board asked Mr. Markel to forward this letter to the Recreation Commission for their review.

Bill Perron moved to approve an emergency street opening permit for the Water Department for a water repair at 83 Main Street. Jack McFeeley seconded, and it was **so voted**.

Jack McFeeley read parts of an article in *The Sun Chronicle* that noted Robert Markel as our new Town Administrator. He again welcomed Mr. Markel, and said how excited we were to have him join us.

CHRISTINA ESTATES

Present was Police Chief Charles Stone, and Planning Board members Art Spruch, Tony Fitzpatrick, Steven McClain, and Robert Nicodemus arrived a few minutes after we started. Also present were two residents of Christina Estates – no names given, and Bruce Reinhardt of Stilwell Avenue.

Jack McFeeley opened the discussion by saying that something is broken in the process. This is with respect to Christina Estates. We need to all discuss it, and try to fix it. Jack McFeeley said that residents of Pondview Road are complaining about trucks, and work happening prior to 7 a.m. The Planning Board Order of Conditions says no activity before 7 a.m., but obviously that is happening.

Steve McClain told the Board that enforcement is part of the problem. They are not an enforcement board. They rely on other town officials for that. They have had absolutely no assistance from the Building Commissioner, however, the police have been very helpful.

Art Spruch said the lots are not the Planning Board's purview. They only do roadway and drainage issues. The Building Commissioner has jurisdiction over the lots.

Bill Perron asked if a truck is considered machinery once it goes onto a lot? No. Bill Perron asked who releases the lots? Art Spruch said the Planning Board does. Legally, they are allowed lot releases due to a state statute.

Art Spruch said he would like to see more road work done and finished. But it is impossible to get that developer to do anything.

Bill Perron said he went down there to look at the Christina Estates after receiving many complaints from residents. There is a huge hole in the sidewalk, that looks like a piece of machinery must have dug. There is also a large pothole in the roadway. Bill Perron is concerned about the safety of the residents.

The Board asked why lots were released, or occupancy permits issued, with so many obvious problems? Steve McClain replied that the Building Commissioner did not issue occupancy permits until the last six months. Bob Nicodemus said they didn't even realize any occupancy permits had been issued on an undeveloped subdivision. This has happened since January, when Jerry Hughes retired. They have never seen this level of moral decay since the new Building Commission came on board. Bob Nicodemus said they were stunned to find out occupancy permits had been issued. They feel it's a legal issue.

Bob Nicodemus said that there was always a comfortable level of connection between all permitting boards, and the Police Department, until six months ago with the appointment of a new Building Commissioner. Then it all went downhill.

The Selectmen and Planning Board discussed putting up signage to help alert people that this is private property – and not an accepted roadway by the Town. Art Spruch suggested “Private Property – Drive at Your Own Risk”, or a sign similar. He said this is not a Town of Norfolk liability, until we accept the road at a town meeting.

Steve McClain questioned the note received by Chief Stone asking that the gate to Mass Ave. be unlocked. This has not been addressed yet. Bill Perron said that although at the sidewalk hearing, the attorney stated the gate was a “breakaway” gate, he did not feel you could just drive through it. It was 5/8” chain link.

Chief Stone agreed that police, fire, and emergency vehicles need circulation. It is a long way around for ambulances, and other emergency vehicles.

Jack McFeeley agreed the signage is most important. He suggested putting the new bylaw on a sign to alert truckers or workers who don’t even realize we have one. It would include “subject to a \$300 fine”. It could go on Mass. Ave and Pondview Road. Remo Vito can work up the signs, and the Police can help enforce it. The Police can use their own discretion.

Tony Fitzpatrick said that they can take care of the other sign, and charge the builder for the cost.

A resident on Evergreen Road said that she agreed the potholes in the road and sidewalks are dangerous. She said the guardrail was requested by the Planning Board in April. Here it is, almost August, and no guardrail. What are we waiting for, an accident?

Another resident asked if occupancy permits are going to continue to be issued? Jack McFeeley stated absolutely not. The new Town Administrator, Mr. Markel, will be sure roadways and safety issues are addressed prior to any occupancy permits being issued. The Assistant Building Commissioner will be advised immediately not to issue any permits in that development.

Bruce Reinhardt asked the Planning Board if Phase 3 is the completion of everything? The Planning Board responded no, it’s the completion of the infrastructure.

A resident questioned paving of Pondview Road when the trucks are finished traveling it. She also asked will the gate be opened only if sidewalks go in on Pennacook and Stilwell Ave? Jack McFeeley said no, these are two separate issues. He said there is no need to designate a truck route for that area (Fruit Street). Art Spruch said that there is no need to have the sidewalk, because we have the money available. It is under the control of the town now, where previously it wasn’t. The sidewalk may wait.

Bob Nicodemus said that the bond covers the cost and materials. They would have the work done by an outside firm, because it will be less expensive than the Town doing the work.

Bruce Reinhardt stated that Remo Vito said a traffic study of the whole area would be done. The sidewalk will go in the area where the most traffic is, correct? The Board of Selectmen agreed – yes. The Planning Board and Selectmen agreed that the traffic study will be a major factor in where the sidewalk goes. This won't happen until Christina Estates is largely completed.

Bruce Reinhardt asked if the Board will send mail to all affected residents informing them of any decision. Jack McFeeley said yes, they will decide as a full board, probably in a month when everyone returns from vacations.

A resident of Evergreen Road told the Boards that a stop sign is missing from Evergreen Road, and really needs to be replaced. The Boards noted this.

Chief Stone responded to his department checking out trucks. He informed everyone that the new bylaw needs revision, because it is vague in some areas as far as their enforcement is concerned, and they do not feel the trucks, at this point, are in violation. He would stress that the bylaw be clarified. Chief Stone said he will have a car go down there every morning to try to inform the truck drivers of the bylaw, and that nothing will happen before 7 a.m.

Planning Board members and Selectmen agreed that most of what needed to be said, has been discussed. It was decided no executive session would be necessary. Both boards will work together to resolve the intolerable condition for Christina Estates residents.

Jack McFeeley asked if anyone had any other questions, to please let the Board of Selectmen know.

At 9:07 p.m., Bill Perron moved to go into executive session to discuss litigation issues. Jack McFeeley seconded, and it was a roll call vote: Jack McFeeley, **aye**; and Bill Perron, **aye**. The Board will not return to open session.

At 9:51 p.m., Bill Perron moved to adjourn the meeting. Jack McFeeley seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of July 23, 2001.

R. William Perron, Clerk

August 6, 2001

Present was R. William Perron, Joyce E. Terrio, and Robert T. Markel, Town Administrator. John J. McFeeley was absent.

Bill Perron called the meeting to order at 7:05 p.m. Bob Markel opened with new business.

Bob Markel asked if the Board wanted to consider appointing Timothy Walsh to the Permanent Building Committee. He has submitted a letter of interest, and the PBC concurs. Joyce Terrio would like an opportunity to meet Mr. Walsh before appointing him.

Bill Perron moved to expend \$111,261 of Chapter 90 funds for the job as outlined on the memo of July 26, 2001 by the Highway Superintendent for the design and development of the intersection on Rockwood Road from Cleveland Street to Boardman Street, and Seekonk Street to the town line. Joyce Terrio seconded for discussion. Joyce Terrio wanted to amend the motion, as Bill Perron's expenditure amounts were incorrect. Joyce Terrio amended the motion to read two Chapter 90 requests - \$129,397 for Seekonk Street, and \$120,567 for Rockwood Road. Bill Perron seconded, and it was **so voted**.

Leo Fantini, Principal of the Freeman/Centennial School, asked permission to use the town sandwich board sign to advertise events at the school. As the town does not own a sandwich board sign, and Mr. Fantini did not specify where he wishes to display the sign, the Board will hold on this, and request further information from Mr. Fantini.

Bob Markel told the Board that with respect to the street lights approved at town meeting, the Road Safety Committee wishes the Board to approve their list of proposed locations, so that they may go ahead and order the street lights from NSTAR.

Bill Perron moved to accept the list of street lights as approved at town meeting, and requested by the Road Safety Committee. Joyce Terrio seconded, and it was **so voted**.

Bill Perron moved to waive the fee for the replacement of the smokestack at the Freeman/Centennial School. Joyce Terrio seconded, and it was **so voted**.

Joyce Terrio moved to release the street opening bond for 6 Norwell Street. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to release the street opening bond for 11 Needham Street, 113 Union Street, and 241 Main Street. Bill Perron seconded, and it was **so voted**.

Bob Markel told the Board that we received a notice today via fax from Senator Cheryl Jacques office announcing receipt of a recycling grant.

TOWN ADMINISTRATOR REPORT

Bob Markel reported to the Board that he has resolved the office staff issue. Joni Troyanos, who worked on a part time basis in the office, has agreed to work 30 hours, which will cover the hours needed in the office.

Bob Markel presented the Board with the schedule he drafted for the Warrant for the Fall Town Meeting. This has been forwarded to all departments, boards, and committees. The Board of Selectmen approved.

Bob Markel gave the Board the schedule for hiring the Building Commissioner. It has been posted outside, and we will schedule interviews the first week of September.

Bob Markel said he has been attending Golf Committee meetings, and has been working closely with this group. They have decided to wait two weeks to come before the Selectmen, and will be present at our August 20th meeting.

The Website Committee is moving forward and hopes to go live around the end of October – in time for the Fall Town Meeting. They hope to carry information such as police regulations, bylaws, etc.

Bob Markel informed the Board that he has hired an IT Coordinator to work 10 hours per week. He told the Board that he calls him a Network Administrator, and he should be able to perform the job for the amount of money in the budget. His name is Christopher McClure, and he will work for 5 hours each day on Tuesday and Thursday.

Bob Markel asked the Board to review their schedules and give us a date for the work session at Tri-County.

PUBLIC HEARING – SENIOR CENTER

Present was R.F. Duffy of Bailey Boyd Associates, who are our grant writers, and Georgia Jones, Chairman of the Council on Aging.

Bill Perron stated that this was a public hearing on the FY02 Small Cities Block Grant in which we are trying to get this grant for our Senior Center.

Bob Markel read the advertisement from the newspaper, *The Sun Chronicle*, of this grant hearing.

Mr. Duffy said that they are writing the grant to finish the downstairs of the Senior Center. Mr. Duffy said they are looking to submit the grant in the vicinity of \$240-\$250,000 to complete the work there. The Town needs to provide certain things, and we are well on our way. Mr. Duffy said the Council on Aging sent out surveys, and have received almost 50% of them back, which is almost unheard of. If you get 10% back, you are usually lucky.

Bill Perron asked if anyone in the audience had any questions. There were none.

Bill Perron asked Mr. Duffy to explain what this grant will do. Mr. Duffy said this would create a health and wellness center on the second floor of the building. They will put in a handicapped accessible bathroom, and finish the entire downstairs of the building. It calls for a deck over the second floor on the back of the building, and wheelchair ramps out of the back of the building and up that grade somehow. Bill Perron asked if this grant has to offset any type of town funds. Mr. Duffy replied no. It is a 100% grant.

Bill Perron asked when the grant would be submitted? Mr. Duffy said September 15th. We should hear sometime in mid-January whether or not we received the grant. Bill Perron asked if this is competitive with a lot of other towns applying? Mr. Duffy replied that it is through the Department of Housing and Development. It is the Small Cities Block Grant. There are plenty of funds available. They generally don't lose grants like this. They haven't been turned down. It is a great deal for the town; and a great deal for the state. The Feds give the funds to the State to disburse at their discretion. Mr. Duffy said he is also working on another Senior Center grant in Wellfleet. He doesn't see why they both wouldn't be funded.

Joyce Terrio asked how much money is in the fund that will be disbursed. Mr. Duffy had no idea. Bob Markel stated that he has looked at this recently, and there is \$37 million available. Perception is that most of it goes to the cities, which is true. But a huge chunk is allocated toward towns under 50,000. Sometimes it goes begging, because the image is that this is a program for cities.

Mr. Duffy said that there are funds to create affordable housing in towns, also. Bill Perron said we might look into that someday, too.

Mr. Duffy said he feels the senior center is a cut-and-dry project, and sees no problem at all in getting this funded. They are still working things out with the architect, so right now they only have a rough estimate of the figures.

They did pass a document around for everyone to sign who was present at tonight's meeting. Mr. Duffy has also requested a copy of tonight's minutes to be included with the grant.

The Board thanked everyone for their efforts.

ACCEPTANCE OF MINUTES

Joyce Terrio moved to accept the minutes as follows: June 4, 2001; June 12, 2001 – regular and executive session; June 18, 2001 – special meeting; June 25, 2001; and June 27, 2001 – special meeting. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to approve the temporary appointment of Thomas Benedetti as Acting Foreman, retroactive to July 1, 2001, at a compensation of Level K-6 (\$19.13); and to appoint Alan Washkewits as Acting Assistant Foreman, at a compensation of Level K-5 (\$18.57). Bill Perron seconded, and it was **so voted**.

Bill Perron discussed the attic fan problem at Fox Hill Road. He suggests that we try to obtain the equipment necessary to check the noise. He said he realizes this is an expensive piece of equipment, and perhaps we could see if another town has a meter we could borrow. Bill Perron said we need an expert opinion on the noise level. Bob Markel will look into this with an area town.

The Board discussed a date and time to meet with the Personnel Board. August 29th at 7 p.m. worked for everyone. It appeared that September 11, 25, or 26th would work for everyone for dates for the work session at Tri-County. Marian Harrington will try to schedule this meeting.

At 7:56 p.m., being no further business, Joyce Terrio moved to adjourn the meeting. Bill Perron seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of August 6, 2001.

R. William Perron, Clerk

August 20, 2001

Present was John J. McFeeley, R. William Perron, and Robert T. Markel, Town Administrator. Joyce E. Terrio was absent.

Jack McFeeley called the meeting to order at 7:04 p.m.

Bill Perron moved to approve two separate interfund transfers from the Stabilization Fund, for engineering costs associated with upcoming highway projects. One request is for \$30,000 for the underground wiring project, and \$20,000 for start-up costs for the Old Populatic Road sewers. Jack McFeeley seconded, and it was **so voted**.

TOWN ADMINISTRATOR – ACTION ITEMS

Bob Markel told the Board that Rob Watkins of Norfolk Fine Wine & Beer has requested an upgrade of his wine & beer liquor license to an all alcoholic liquor license. He had checked with the ABCC who advised him this license is available.

Bill Perron moved to authorize upgrading the liquor license of Norfolk Fine Wine & Beer to an all-alcoholic package store license. Jack McFeeley seconded for discussion. Jack McFeeley said that Mr. Watkins still needs to submit the proper paperwork, and to advise him that we aren't going to refund his fee on the existing license, and he will have to pay in full for the new license for the next three months. Jack McFeeley said he

will vote to allow this to happen, but we will sign the license when we receive the application. It was **so voted**.

Bill Perron moved to grant a street opening permit to Mirra Construction for Stop River Road to install a conduit for AT&T Broadband. Jack McFeeley seconded, and it was **so voted**.

Bob Markel noted the Board received a letter from Mr. & Mrs. Brian MacLean of 3 Wompanoag Avenue requesting permission to tie-in to our town drainage system. Mr. Markel said that the Highway Superintendent feels this is the only solution to their problem.

Bill Perron moved to allow permission to the residents at 3 Wompanoag Avenue to tie into the town drainage system for reasons stated in their letter. Jack McFeeley seconded, and it was **so voted**.

Bob Markel informed the Board that two letters were received requesting that the town put tax title property up for auction. One letter was from Attorney Frank Gross asking for 91 Leland Road to be auctioned. Mr. Donald Newhall of Leland Road asked for 7 Leland Road to be auctioned. The Board asked for more information in order to be better informed. Jack McFeeley suggested a meeting with the Treasurer to discuss the whole process.

Bob Markel stated that the Highway Superintendent would like the Board to vote the snow removal rates for FY02.

Bill Perron moved to accept the rates for snow removal as outlined by Remo Vito in his August 14, 2001 memorandum. Jack McFeeley seconded, and it was **so voted**.

Bob Markel asked the Board to consider installing a street light at Stony Brook Estates as requested by GLM Engineering. In reviewing the letter and plan submitted, Jack McFeeley asked that we forward this to the Road Safety Committee for their review and recommendation.

Bob Markel asked the Board to consider several requests for Common Victualler licenses:

Bill Perron moved to grant a Common Victualler license to the Norfolk-Millis-Medfield Pop Warner Football for their concession stand from August 6 through November 30, 2001, and to waive the fee. Jack McFeeley seconded, and it was **so voted**.

Bill Perron moved to grant a Common Victualler license to Stony Brook for their Fall Fair on September 29, 2001 (rain date of 9/30), and to waive the fee. Jack McFeeley seconded, and it was **so voted**.

Bob Markel reported to the Board that a request has been received from residents in Christina Estates asking permission to hold a block party. Jack McFeeley was reluctant to approve this request, stating that the town does not own the streets, and this permission may need to be granted by the developer, and not the town. This will be forwarded to Chief Stone for his comments.

REFUNDING

Present was Lisa Dickinson, Bond Counsel; and Marie Chiofalo, Town Clerk.

Lisa Dickinson told the Board that the savings will be \$227,783.32. This is greater than expected a month ago when she was here.

Jack McFeeley said he would like a copy of the schedule forward to both the Board of Selectmen, and the Capital Outlay Committee.

Bill Perron moved to vote to award the \$4,535,000 Town of Norfolk, Massachusetts General Obligation Refunding Bonds dated September 1, 2001, and maturing January 15, 2004-2013 to UBS Paine Webber at a true interest costs of 3.908145% (adjusted to 3.9013% in accordance with the terms of the Notice of Sale to reflect the change in the par amount of bonds) as set forth in a document prepared by Ropes & Gray, Bond Counsel, to the Town to be inserted into the minutes of this meeting. Jack McFeeley seconded, and it was **so voted**.

TOWN ADMINISTRATOR REPORT

Bob Markel told the Board that at a recent staff meeting he held, he asked everyone to submit to him (anonymously) three suggestions to help improve town government; and three things that annoy people that could be resolved. He put the list together of all things that have been submitted so far, and gave the Board a copy for their review.

Bob Markel stated that one of the major concerns to employees was security for the building. He said that he has looked into a new front door, which will come with the key card system. One firm has already provided an estimate for a security system with the new door.

Bob Markel updated the Board on the progress of a Building Commissioner. He said that August 23rd is the cut-off date for applications. He plans to conduct interviews on September 4th and 5th. He will invite the Board of Selectmen, as well as members of the Zoning Board of Appeals and Planning Board as representatives. Mr. Markel said he hoped to have a recommendation for the Board at their September 10th meeting.

Bob Markel told the Board that he visited the new Senior Center. He said it is in the works, and near completion. In order to get the grant request in, we need the occupancy permit by the September 14th deadline.

Bob Markel suggested we keep September 11th as the administrative work session date. We will work to find a place, as Tri-County will not be available.

GOLF STUDY COMMITTEE

Present was Joe Byrne, Bill Crump, and John Czyzewski. Also present was Jason Taleran, Ramesh Advani, Rory Neubert, John Olivieri, Jim Tomasheski, Todd Monjar, Ralph Greggs, Helen Cleary, Buddy Bowden, and Richard Mann.

Joe Byrne told the Board that they have been working with Senator Jacques and Representative Brown on Legislative Bill #4423. Joe Byrne said they are looking for an feasibility consultant. They would like someone as an independent overseer of the project to verify the numbers. They would review the market and financial data.

Joe Byrne reviewed the RFP with the Board of Selectmen. They would like to send this out tomorrow. They would like the financial study done by the end of October. That would give them 4-5 weeks to complete the work.

Bill Perron asked what their criteria is. Joe Byrne said they must have rejected golf courses in the past. Bill Crump said they want someone who understands the dynamics of a municipality. Joe Byrne said they will also look at municipal projects the individual has done.

Jack McFeeley said that looking at the RFP, it doesn't put a timeframe on anything. Time is money. Jack McFeeley commented on permitting. We are asking them to comment, and they don't even know our permitting procedures. Mr. McFeeley suggested we incorporate an environmental issue into this.

Joe Byrne said they will send this tomorrow, and it will be back September 7th. They will choose an individual. How should they address the selection of a person? Jack McFeeley asked how has your committee discussed doing this?

Bob Markel stated that #10 says that the Board of Selectmen will make the final decision with input from the Golf Committee. Jack McFeeley said he would like the Town Administrator and Golf Committee to give the Board a list of "this is who we want and why".

Joe Byrne said they will be doing an RFP for the Project Manager. Bob Markel said he looked at the 10 municipal golf courses. He has asked the Town Administrator's there to tell him what worked, and what didn't.

Bill Crump said that there is a group in town who has concerns. They have asked them to have a representative present at the weekly meetings so the concerns can be addressed, and worked on. They are also keeping an open line of communication.

Jack Olivieri said he was concerned about the timetable. He couldn't find a golf course that could do it in 3 years. He is afraid that it will take several years just to get environmental permits. Mr. Olivieri thinks we need more time.

Jason Talerman said we need to clarify that permitting can go smoothly if there is no appeal. It's when there is an appeal that it takes so much time to work through.

Ramesh Advani questioned a P&S, and stated it may be too early. Bob Markel explained the 6 acres of unknown ownership. Either do a tax title taking, or eminent domain.

Bob Markel said he would make the necessary revisions to the RFP, and get it out tomorrow.

Jack McFeeley thanked everyone for the cooperation they've shown, and for their efforts. He re-emphasized that we all need to work together on this.

OLD/NEW BUSINESS

Bill Perron questioned the noise at Fox Hill Road. Bob Markel said when he returns, he will meet with Mr. Schafer and obtain the equipment to monitor the noise, and go there.

Bob Markel said that he also spoke with the Duquette's regarding Denise's Dance Studio. They understand that this matter is on hold awaiting a new Building Inspector.

Bill Perron asked what the status is of the new fire station? Jack McFeeley said it is not a dead issue. It is in the plan of the Capital Outlay Committee, but he is not sure when. As liaison, he suggested Bill Perron move ahead. He is not sure of a site, though.

At 9:20 p.m., Bill Perron moved to go into executive session to discuss litigation. The Board will not return to open session. Jack McFeeley seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of August 20, 2001.

R. William Perron, Clerk

September 4, 2001

Present was John J. McFeeley, R. William Perron, and Joyce E. Terrio. Robert T. Markel was absent.

Jack McFeeley called the meeting to order at 7:06 p.m. Marian Harrington read the agenda contents.

OLD/NEW BUSINESS

Bill Perron moved to allow a sandwich board sign to be placed on Rt. 115/Main Street for the Freeman/Centennial School advertising a school fundraiser. The sign will be in place for approximately a month. Joyce Terrio seconded, and it was **so voted**.

Bill Perron moved to waive the permit fee, as described in their letter of August 25, 2001. Joyce Terrio seconded, and it was **so voted**.

The Board discussed a letter from Friends of the Council on Aging requesting permission to serve refreshments at Town Meeting again. The Board suggested opening this up for one week, and if there are other organizations who wish an opportunity to do this, they should contact the Selectmen's Office within the week.

Dorothy Chaffee of North Street submitted a letter to the Selectmen about the RIDE coming to Norfolk. A copy of this letter was given to members of the Council on Aging, who have a RIDE committee formed, and they will respond. Bill Perron will also discuss this issue with Senator Jacques.

Bill Perron moved to waive the bond for the banner for the Friends of the Library, and to allow them to hang their banner on town hill from September 8th through September 24, and to waive the fee. Joyce Terrio seconded, and said she wanted to be sure it was the same banner and same location as previous years. It was **so voted**.

Bill Perron discussed the Animal Control going into the old Highway Garage. He asked that Bob Markel and Marian Harrington coordinate with Remo Vito to be sure we remove anything left. We must make sure there is no value to what is being disposed of.

TIMOTHY WALSH, PERMANENT BUILDING COMMITTEE INTERVIEW

Timothy Walsh, Boardman Street. Mr. Walsh told the Board he was interested in becoming a member of the Permanent Building Committee (PBC). He told the Board that he made comments at a town meeting, and someone turned around and told him he should join the PBC. After that, he began attending PBC meetings, to see what they do before deciding to become involved.

Mr. Walsh is a DPW director in Westwood. He has extensive knowledge of fields, and is interested in the PBC mainly because of the Pond Street field project. Mr. Walsh is on the Board of Directors for the New England Sports Turf Management Association. He has lived in Norfolk for 25 years, and been with the DPW for 30 years. Joyce Terrio asked Mr. Walsh if he feels he has the time to dedicate to this committee, and Mr. Walsh said yes.

Bill Perron moved to appoint Timothy Walsh to the Permanent Building Committee. Joyce Terrio seconded, and it was **so voted**.

JAMES LEONARD, ROAD SAFETY COMMITTEE INTERVIEW

Jim Leonard told the Board that he lives at 51 North Street. He has been a resident of Norfolk a short time, about a year and a half. Mr. Leonard said he is interested in this committee because of safety issues. He is a pedestrian, and takes the train daily. He works in Medfield, and is very interested in the infrastructure of the town.

Joyce Terrio asked Mr. Leonard if he has attended meetings? Jim Leonard replied yes. Joyce Terrio asked him if he can dedicate the time? Jim Leonard said yes, because they only meet once a month, although there is some extra work inbetween. Bill Perron asked if he is on any other committees? Mr. Leonard said no.

Joyce Terrio moved to appoint James Leonard to the Road Safety Committee. Bill Perron seconded, and it was **so voted**.

CHARLES GROFF, COUNCIL ON AGING INTERVIEW

Charles Groff is a resident of Seekonk Street. Mr. Groff said he was a teacher for 25 years; 14 of them at the agricultural school. He is the Chairman of the Korean/Vietnam Memorial Committee; involved in the Federated Church and Little League. Mr. Groff said he was a parent twice, bringing up his granddaughter.

Richard Connors said that Mr. Groff is an associate member of the Council on Aging, and has already developed a program called SIS (Students Interacting with Seniors). He also has "Charlie's Garden" on NCTV. He recommends the Board appoint Mr. Groff to the COA.

Joyce Terrio wondered if Mr. Groff would have time for the Council on Aging, as he appears very, very busy. Mr. Groff said he would have plenty of time.

Joyce Terrio moved to appoint Charles Groff to the Council on Aging. Bill Perron seconded, and it was **so voted**.

COUNCIL ON AGING, SENIOR CENTER GRANT

Present was Georgia Jones, Chairman; and Richard Connors, member.

Georgia Jones stated that lots of work has been done on this grant by lots of people. She said that Bailey Boyd are the grant writers. The EO418 has gone into the State, and we are waiting to hear.

Joyce Terrio moved to apply for a community grant in the amount of \$310,587. Bill Perron seconded, and it was **so voted**.

Georgia Jones said she would especially like to applaud Debbie Owens for her dedication and hard work to the Senior Center and the grant.

Richard Connors gave the Board an overview of where the Senior Center is at the moment. They are working toward getting the temporary occupancy permit. It won't be full blown activity there until the building is turned over to the town.

OLD/NEW BUSINESS (Cont)

Joyce Terrio moved to approve a street opening permit for Bella Construction to install a water main on Holbrook Street for seven (7) new homes. Bill Perron seconded, and it was **so voted**.

Bill Perron moved to allow Sunnyvale Development to install a street light at Pole 16/46 on Medway Street, for Maple Valley Estates. Sunnyvale Development is also to install a pole at Barnstable/Chatham so we can come back later and install a street light at that location. Joyce Terrio seconded, and it was **so voted**.

Joyce Terrio moved to allow a street light on Stony Brook Street off of North Street on Pole 70/75, at the request of GLM Engineering. Bill Perron seconded, and it was **so voted**.

The Board reviewed a notice from the Norfolk County Selectmen's Association regarding a dinner meeting on October 4th at the Apollo Restaurant in Norwood. Jack McFeeley stated he will attend, and hoped the other board members would, too. Joyce Terrio and Bill Perron will consider it.

Jack McFeeley read a memo from Lt. Carroll to Chief Stone regarding the outstanding performance by Detective Leo Ethier in a recent drug bust resulting in the arrest of a Norfolk resident, and an accomplice. They were both cocaine suppliers in Norfolk. The Board will send Detective Ethier a letter praising him, and commending his work and fine efforts.

Jack McFeeley clarified that the Planning Board never informed the Selectmen that the reasons a sidewalk was being constructed on Stilwell Avenue was to develop a truck route. This comment is about two months after the fact.

Bill Perron stated that after the hearing in June, a Planning Board member did advise him of this. However, Bill Perron did not relay this information to the Board members until this evening, and only did so because of the letters from residents that have been coming in. Jack McFeeley stated that he did not lie to residents, and the Board was completely honest with the residents at the hearing. This is an unwarranted allegation, however the Board will ask the Planning Board if this is a correct statement that they were planning to establish a truck route. The Board of Selectmen has the responsibility for a truck route, not the Planning Board.

The Board reviewed a letter from residents in Christina Estates requesting permission to close the roads and have a block party. The Board reviewed this, and since the roads are still under construction and not the property of the town, the Board does not have the authority to close the streets. The residents will be advised of this, however, the Board will allow them to proceed with the block party. Chief Stone advised us that he will provide extra patrols that day to ensure their safety.

Jack McFeeley would like to arrange a meeting between Norfolk, Wrentham, and Plainville Selectmen, King Philip Supt. McAlduff, and the KP School Committee to discuss the possibility of a new high school.

The Board supported this request, and the office staff will set up this meeting.

ACCEPTANCE OF MINUTES

Bill Perron moved to approve the Special Meeting of July 2, 2001; regular meeting of August 6, 2001; and regular and executive session of August 20, 2001. Joyce Terrio seconded, and it was **so voted**.

At 8:35 p.m., Joyce Terrio moved to go into executive session to discuss litigation. Bill Perron seconded, and it was a roll call vote: Jack McFeeley, **aye**; Bill Perron, **aye**; and Joyce Terrio, **aye**. The Board will not return to open session.

At 8:55 p.m., being no further business, Bill Perron moved to adjourn the meeting. Joyce Terrio seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of September 4, 2001.

R. William Perron, Clerk

September 10, 2001

Present was John J. McFeeley, R. William Perron, Joyce E. Terrio, and Robert T. Markel, Town Administrator.

Jack McFeeley opened the meeting at 7:08 p.m. Bob Markel read the agenda contents.

COUNCIL ON AGING

Georgia Jones, Richard Connors, and Debbie Owens were present to give an update on the Senior Center, and the Grant.

It was decided that members of the Council on Aging will give the Board of Selectmen a tour of the Senior Center on Saturday, September 22 at 9 a.m.

OLD/NEW BUSINESS

Joyce Terrio moved to allow the Norfolk Federated Church's banner for the Harvest Festival be hung in the center of town from September 11th through September 22, and to waive the fee. Bill Perron seconded, and it was **so voted**.

Bill Perron moved to allow the Friends of the Council on Aging to provide refreshments at the Fall Town Meeting on October 27th. Joyce Terrio seconded, and it was **so voted**.

TOWN ADMINISTRATOR REPORT

Bob Markel informed the Board that he has spoken with Remo Vito regarding the TIP project. Mr. Vito will be in on October 15th to discuss this at length with the Board.

He reported that he has spoken with Marcia Lukon, Superintendent of Schools, who has requested information on our personnel study. He feels this is appropriate, and that Dr. Lukon may use Bennett Associates to perform a similar study at the schools.

Bob Markel told the Board that he attended a PBC meeting regarding the fields. They discussed the shortcomings on the fields, and will meet Wednesday morning with all subcontractors to ensure that the fields will be ready for Spring. He insisted they be forceful with the architect that these fields need to be ready.

Jack McFeeley asked that the Recreation members attend our meeting next Monday night to discuss how the delay in fields will affect their programs.

Jack McFeeley also mentioned a meeting on October 25th with the Advisory Board to conduct a preliminary town meeting similar to last year. He asked that the Moderator, Town Clerk, Finance Director, Town Counsel and others also be invited to this meeting.

JOINT POLE HEARING – NSTAR AND VERIZON

Present was Christopher Parella, representative from Verizon. No abutters were present.

Jack McFeeley opened the hearing on the joint petition of Verizon and NSTAR to install conduit for new homes on North Street.

This request came as a joint petition to install conduit on North Street. Mr. Parella told the Board that both the electric and phone companies will be using the same trench, and it will underground.

Ron Bain, Wiring Inspector, questioned the depth of the trench, fill, underground installation, etc., and said his questions were answered to his satisfaction. He was just checking procedure.

Joyce Terrio moved to close the hearing. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to approve the joint application for conduit for Verizon and NSTAR as described on their petition. Bill Perron seconded, and Jack McFeeley suggested an amendment to include NSTAR and/or Boston Edison as Boston Edison still appears on the petition. Bill Perron seconded the amendment, and both motion were **so voted**.

TOWN ADMINISTRATOR REPORT (Cont)

Bob Markel gave the Board a list of upcoming meetings they should attend.

Jack McFeeley discussed the Stilwell Avenue truck route dispute. He discussed the letters from residents, and the response from the Planning Board. No one has any plans to make this a truck route. Jack McFeeley said he would call the three residents who sent the letters and explain that they are looking for the safety of the Stilwell Avenue residents.

LIBRARY TRUSTEES – DIRECTOR’S CONTRACT

Present were Library Trustees Harvey Boulay and Kenneth Nelson.

Harvey Boulay wanted to discuss the Board of Selectmen’s decision to hold on deciding whether a fifth week of vacation could be incorporated into Robin Glasser’s contract, until the Personnel Board study was complete.

Harvey Boulay stated that, as you know, the Board of Selectmen must make the ruling, because the Personnel Board does not have that authority. It is the Selectmen’s authority.

Bill Perron stated he was the one that wanted to wait and see what the Personnel Board had to say. He has heard nothing but good about Robin Glasser, and has no prejudice against Ms. Glasser, but the Personnel Board recommended waiting until the Bennett Associates study was complete. He agreed.

Jack McFeeley said that some things have changed. He gave a little more background. He said that the Bennett Associates study is now over a month off schedule. Mr. McFeeley suggested that the Library Trustees could get creative in language to help them with their contract. In lieu of vacation time, use work time, and build your contract from that. If you are not adding vacation time, it does not become an issue the Board of Selectmen needs to vote on. Harvey Boulay said he understood, and would work from there.

TOWN ADMINISTRATOR REPORT (Cont)

Bob Markel reported that the Golf Study Committee is working on proposals received for the feasibility consultant. The deadline was September 7th. They will meet tonight, Wednesday and Thursday, and hope to have a recommendation for the Selectmen by next Monday, the 17th. They received four proposals in all.

Bob Markel also stated that the residents have petitioned the Buckley & Mann property to become a PIP site. There will be a hearing for that tentatively scheduled for October 25th. Bob Markel will see if that date can be changed. The meeting will be held in our Town Hall.

Bob Markel said that he will need an extension of one week for a decision on the Building Commissioner position. He will submit a recommendation next week.

Bob Markel told the Board that he attended a SERSG meeting. He told the Board they discussed EMS services, and the State is regulating, but no funds are forthcoming. Funds may be available for defibrillators for places such as the senior center, or other places that aren't vehicles manned by public officials. More information will be available later.

TOWN MEETING WARRANT ARTICLES

The Board of Selectmen reviewed the draft articles given to them for the Fall Town Meeting Warrant.

There were several articles that still needed wording, or pieces added to them. The Board asked that all wording be final by Monday, September 17th so that we can meet the printing deadline.

Joyce Terrio moved to accept the articles, subject to text revisions and ordering. Bill Perron seconded, and it was **so voted**.

At 9:37 p.m., being no further business, Joyce Terrio moved to adjourn. Bill Perron seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of September 10, 2001.

R. William Perron, Clerk

September 17, 2001

Present was John J. McFeeley, Joyce E. Terrio, and Robert T. Markel, Town Administrator. R. William Perron was absent.

Jack McFeeley called the meeting to order at 7:08 p.m. Bob Markel read the agenda contents.

The Board discussed their calendar, and reviewed dates in October.

OLD/NEW BUSINESS

Bob Markel told the Board that he would like the Board's permission to negotiate with a candidate for the Building Commissioner position. The Board approved.

RECREATION COMMISSION

Present was Ann Proto, Director; and members Todd Chisholm and Tom Terpstra.

Bob Markel told the Board that there is no definite date of conclusion of the fields. The work is unsatisfactory. There is a strong demand to the contractor from the PBC to get

the work done. The fields are in better condition than in the past, although there is patch, hard ground, and unevenness. He said these are unacceptable conditions for a brand new project. The PBC also met with the general contractor and the architect and threatened litigation, although it's the wrong time of year to do that. This is seeding, fertilization, and watering season. We don't want them walking off the job, and this work not getting done.

Todd Chisholm said their last walk was in August, and they have come a long way since then. He told the Board that they really need the fields for the Babe Ruth program. There is now a Legion team in Norfolk. Baseball can't hold any practices because there aren't enough fields to practice on.

Ann Proto said the tennis courts are a desperate need. Norfolk has a big tennis program. Basketball, volleyball, and track are around the fields. Playground equipment needs to be purchased by the end of the year.

Buddy Bowden of the PBC sat in on part of this discussion. He said the PBC is meeting at the site on September 26th, at 6:30 p.m., and invited the Recreation and Selectmen members to accompany them to see the condition of the project. Mr. Bowden seems to think some responsibility is on the architect, and not all the blame would go to the general contractor. Buddy Bowden also said the sprinkler system is working well.

Todd Chisholm said there are washouts, but no one seems to want to address the washouts. We cannot sign off and own them. Mr. Chisholm said he doesn't want to rush the project and get the fields done, and not have the problems corrected.

Bob Markel said he had discussions with Supt. Spencer of MCI Norfolk regarding concerns about the water and sprinkler system. There is an abnormally high iron content in MCI's water, and a \$20,000 piece of equipment was damaged by the iron. Mr. Markel said he called the architect on Friday, as soon as he found out. The irrigation system was running Friday morning in the pouring rain. He feels there is an overuse of the system. However, the architect made no calls to the prison, despite saying he would. Bob Markel said he called him again today, and asked him to please do something. Mr. Markel said this is the responsibility of the architect, because we don't own the fields.

GOLF STUDY COMMITTEE

Present was Joe Byrne and Bill Crump. Also present was Ramesh Advani.

Joe Byrne explained the feasibility study. He explained the entire process they went through to come up with a feasibility consultant. The National Golf Foundation scored the highest. Joe Byrne explained that the price came in higher than they had left to spend. He went to them and explained to them how much we have already done financially. Because of that, Joe Byrne said that they will do it for \$15,000, which is what we have to spend.

Joe Byrne reviewed the most recent contract with the Selectmen. They are ready to go as soon as they have approval.

Jack McFeeley said it looks like a very good proposal. He feels it is a vital link with the continuing project.

Bob Markel said the firm only does studies. It has no interest in building the facility. This firm is neutral on whether or not to go ahead.

Bill Crump told the Board that they were honest with them about the environmental issue on the property.

Ramesh Advani said he felt this firm was a good choice, too. It was a very well thought out proposal.

Joyce Terrio said the National Golf Foundation (NGF) was on the higher end of the bidding scale. Joe Byrne said yes, but the agreement with the Board of Selectmen was to use the money that was left. Joyce Terrio asked if they went based on the questions? Joe Byrne said yes, but also on the RFP, reputation, etc.

Catherine Elder told the Board that Tom Landry reviewed the quotes and felt they were reasonable.

Joe Byrne said that NGF came down 20% to bring them to \$15,000. That would remain in the scope of the work. Any price lower would have cut the scope of work.

Joe Byrne said they expect negotiating. Phase 1, 2, and 3 prices were reduced. Joyce Terrio asked if we will get a report after each phase is done, or at the end? Joe Byrne said that after each phase, and we can stop after each phase if we feel it won't work.

Ralph Greggs told the Board that he, Cathy Elder and Ramesh Advani were unanimous and very comfortable to go with the NGF. They were very satisfied with the process.

Jack McFeeley thanked everyone collectively, and said all efforts are greatly appreciated.

Joyce Terrio moved to award the proposal to enter into an agreement for professional services to the National Golf Foundation as specified in the proposal not to exceed \$15,000 for Phase 1, 2, and 3. Jack McFeeley seconded, and it was **so voted**.

Bob Markel will send the proposal to George Hall for a quick opinion, and ask for a response ASAP.

Joe Byrne then gave the Board a brief update on the process for Project Manager. RFP's are due September 28th.

HIGHWAY SUPERINTENDENT ISSUES

Remo Vito reported to the Board that the construction happening in front of Town Hall is the town center water main project. The Water Department has needed to replace the water main as it was asbestos pipe. It has been done on other roads in town. Paving will occur on Monday to stabilize the area. Underground utilities will be bid during the winter, and installed in spring.

The Board then discussed the road repairs. \$300,000 was appropriated at town meeting. Jack McFeeley said he didn't want residents to come forward and say they voted the money, but the roads are still terrible. Remo Vito told the Board that there has been many setbacks. They are trying to stabilize four areas of town. Presently, he is using crack seal repair, and doing overlays over the very poor areas of town. Mr. Vito said this is an organizing and scheduling year. He will make a list this winter for the Board of schedules for road repair.

Bob Markel said he had heard about rubberized asphalt and asked Remo Vito if he had. Remo Vito said he is currently looking at rubberized chip seal.

Jack McFeeley said he is concerned that if residents don't see anything being done, they will assume the money was a waste and wonder where it went.

Remo Vito briefly discussed the Chapter 90 project. He said that progress on the King Street and Union Street intersection was held up by the utility companies. He hopes to have it all closed up before winter.

Remo Vito discussed the Seekonk to Cleveland, Seekonk to Medfield line, and Boardman and Rockwood Roads, etc., which are all Chapter 90 projects. He hopes to do Rockwood Road soon, and have it stabilized by winter.

The Board then discussed the building expansion. Remo Vito said this is where he doesn't have much experience. He has met with the Permanent Building Committee. The project will need to be bid, and he will need an architect and plans. Mr. Vito said he will have to start all over again, and bond the building expansion project. He will do this during the winter, and start in the Spring.

Mr. Vito also reported to the Board that he has spent considerable effort this year on the new Senior Center. He is also working on the Phase 2 Stormwater Management project, which will be done by 2003.

TOWN MEETING WARRANT ARTICLES

Bob Markel will put the town meeting warrant articles into order and email them to the Board for their approval. Jack McFeeley will provide further wording for the street light article.

At 9:35 p.m., being no further business, Joyce Terrio moved to adjourn. Jack McFeeley seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of September 17, 2001.

R. William Perron, Clerk

September 24, 2001 SPECIAL MEETING I

Present was John J. McFeeley, R. William Perron, and Joyce E. Terrio. Jack McFeeley called the meeting to order at 7:35 p.m.

Jack McFeeley read a request from Norfolk Lions to hold their Flowers for Sight fundraiser on Saturday, October 5, 2001, at Norfolk Center, and the Intersection of Rts. 115/1A. American flag decals will be distributed. Joyce Terrio moved to allow the Lions Club to hold this annual fundraiser as presented. Bill Perron seconded, and it was **so voted**.

At 7:47 p.m., Bill Perron moved to adjourn the meeting. Joyce Terrio seconded, and it was **so voted**.

This is a true and accurate report of the Special Meeting of September 24, 2001.

R. William Perron, Clerk

September 24, 2001 SPECIAL MEETING II

Present was John J. McFeeley, R. William Perron, and Joyce E. Terrio. Jack McFeeley called the meeting to order at 7:55 p.m.

George Cronin, Chairman of the King Philip School Committee, opened with possibilities of new options for King Philip buildings. The KP School Committee wanted to know if the Norfolk School Committee would be interested in acquiring King Philip North. Supt. William McAlduff spoke on the cost of renovating the KP North to an elementary school. Discussion was opened to the floor. The presentation finished at 9:20 p.m.

Joyce Terrio moved to accept the Warrant for the fall town meeting. Bill Perron seconded, and it was **so voted**.

At 9:22 p.m., Bill Perron moved to adjourn the meeting. Joyce Terrio seconded, and it was **so voted**.

This is a true and accurate report of the second Special Meeting of September 24, 2001.

R. William Perron, Clerk

October 1, 2001

Present was John J. McFeeley, and R. William Perron. Joyce E. Terrio arrived at 7:30 p.m. Also present was Robert T. Markel, Town Administrator.

Jack McFeeley called the meeting to order at 7:03 p.m. Bob Markel read the agenda.

VETERANS' AGENT

Bob Markel told the Board that he would like to introduce an individual he would like the Board to consider as Norfolk's Veterans' Agent. His name is Anthony Mastroiani. Mr. Mastroiani told the Board that he has been a Veterans' Agent for 47 years. He preaches professionalism, as they deserve better. Tony Mastroiani told the Board that he currently works for four towns. It would become a district.

Bill Perron asked if we lose anything by becoming a district? Bob Markel responded not at all. It makes sense, because Norfolk only has about one case per year.

Tony Mastroiani said he wears two hats. He is Veterans' Agent and Veterans' Services Agent, which deals with federal services available to veterans. Mr. Mastroiani told the Board that he served in the Navy, and has always kept the policy that he is available 24 hours, seven days a week. He has no set hours.

Bob Markel told the Board that when we were in the market for a Veterans' Agent, he discussed this with many different town administrators at a joint meeting, and Mr. Mastroiani came highly recommended.

Jack McFeeley would like to vote Mr. Mastroiani as Veterans' Agent, but hesitated to vote until he had a full board present. This matter was tabled.

NORFOLK COMMUNITY LEAGUE

Present was Paula Austin, Chairman; Christine Porrell, and Kerri Keefe. Present also was Police Chief Charles H. Stone, Jr.

Paula Austin told the Board that they wish to present Chief Stone with proceeds from a fundraiser in the amount of \$4,000 for bulletproof vests for his department.

Chief Stone thanked them for this donation. These funds, along with other funds Chief Stone secured, will enable him to purchase 27 vests. Chief Stone said that these vests last anywhere from 7-10 years. Replacing these vests will put him on the early end, but many of the current vests are used daily and need replacement.

ACTION ITEMS

Bill Perron moved to award the joint salt bid for the winter of 2001/2002 to Granite State Mineral, Inc., of Portsmouth, NH at 33.19/ton for solar salt and calcium chloride delivered, and Eastern Mineral, Inc., Lowell, MA at 33.65/ton for solar salt and calcium chloride delivered. Jack McFeeley seconded, and it was **so voted**.

Bill Perron moved to grant a street opening permit to Bay State Gas Company for a gas main from #39 Pine Street to #10 Pine Street. Jack McFeeley seconded, and it was **so voted**.

Bill Perron moved to grant a street opening permit to Bay State Gas Company for maintenance, repair and corrosion control across from #40 Everett Street. Jack McFeeley seconded, and it was **so voted**.

Bill Perron moved to grant a street opening permit to P. J. Hayes for a water service at One Campbell Street. Jack McFeeley seconded, and it was **so voted**.

Bill Perron moved to ban street opening permits from November 15, 2001, through April 15, 2002. Jack McFeeley seconded, and it was **so voted**.

Bill Perron moved to ban on-street parking, including sidewalks, from November 15, 2001, through April 15, 2002. Jack McFeeley seconded, and it was **so voted**.

Bob Markel reported to the Board that the town has received Executive Order 418 certification from the State for the Senior Center.

STILWELL SIDEWALK HEARING CONTINUATION

Jack McFeeley opened the public hearing. He asked that all residents in attendance please sign the sign-in sheet being passed around, as a record of those in attendance for the minutes.

Individuals who signed the sign-in sheet were: Police Chief Charles Stone; Highway Supt. Remo R. Vito; Planning Board member Arthur Spruch; Road Safety Committee Chairman Joseph Sebastiano; Frank and Gerry Doyle, 3 Stilwell Avenue; Jeff and Sandra Kimball, 14 Stilwell Avenue; Bruce Reinhardt, 12 Stilwell Avenue; Eric and Sue May, 11 Stilwell Avenue; Joan Boylan, 16 Pennacook Street; Sheila Gavin, 20 Pennacook Street; Theresa McNeice, 5 Pennacook Street; Diane and Ron Keys, 15 Stilwell Avenue; Janis Daly, 9 Stilwell Avenue; Stephen Conley, 35 Pennacook Street; Chris Heyer, 14 Chicatabut Avenue; Dorothy and Anthony Intrieri, 17 Stilwell Avenue; Peter Freeman, 7 Stilwell Avenue; Kevin McVay, 27 Pennacook Street; and Bob Day, 29 Pennacook Street.

Jack McFeeley stated that unlike the hearing on June 27th, tonight's procedure would be simple. On that occasion, the Board read into the record certain correspondence from people primarily on Stilwell Avenue, and we heard the opinions and the testimony of many of those in attendance, and adjourned to enable additional information to be

gathered. Normally, the time frame between sessions would be about a month. However, this Board went on summer schedule, and it was felt in order to maximize the information flow, we would wait until the end of summer. As it was, the Selectmen only met every other week during the summer months, and tonight is only the second time that all three members have met together since that public hearing.

Jack McFeeley said that what he proposes to do tonight is to read into the record correspondence we have received since the June session, and a few that weren't read into the record that night, ask the Board if they have any additional comments, and then request that the hearing be closed. The Board will then discuss their opinions amongst themselves, and Jack McFeeley will ask for a definitive motion, and then a vote this evening. Mr. McFeeley pointed out that once he closes the hearing, there will be no requests for additional information, however relevant, from any source; and no further discussion will be allowed except amongst the members of this Board.

Mr. McFeeley said he would read into the record the correspondence that we have received since that point, and in fact, will read some of the correspondence but not necessarily all of it, in order to make this move quickly.

Jack McFeeley first noted two documents from the Planning Board. One is dated October 22, 1998, and is titled "Form C-1, Planning Board, Town of Norfolk Certificate of Approval of a Definitive Plan". This is the Christina Estates subdivision plan, and this is what sets the parameters for the subdivision construction. Mr. McFeeley read from page 5 only of this document, although he is submitting the whole document into the record. In addition, he has a Form C-1A, which is a modification to this approved definitive plan, which was approved by the Planning Board on September 9, 1999. Mr. McFeeley read page 5 of this document.

Jack McFeeley read a letter from Brian Leary of Massachusetts Avenue, dated June 27, 2001 into the record. Jack McFeeley entered email from Mario Damiata, dated June 27, 2001 into the record. Mr. McFeeley read a letter into the record received on August 27, 2001 from Janis and James Daly of 9 Stilwell Avenue, Dorothy and Anthony Intriери of 17 Stilwell Avenue, and Elliott and Donna Spigarolo of 6 Stilwell Avenue. All three families signed this same letter. Mr. McFeeley read a memo of September 7, 2001 from Planning Board Chairman Tony Fitzpatrick into the record, and a second memo from Mr. Fitzpatrick commenting on the sidewalk location. The comment that was referred to here is an alleged remark to Bill Perron by the Planning Board that the purpose of constructing a sidewalk here was to designate a truck route at Christina Estates. With further review, the Planning Board responded that this was never for the purpose of a truck route. Mr. McFeeley stressed that it is the Board of Selectmen's jurisdiction to designate a truck route, and no one else. Jack McFeeley read a letter that residents are opposed to sidewalks on Stilwell Avenue, signed by 15 residents and dated September 13, 2001 into the record. Mr. McFeeley read an undated memo from the Planning Board received by the Board on September 25, 2001 regarding an upcoming public hearing.

Jack McFeeley explained to the residents that the reason he reads all these into the record are that this is what the Board bases their decision on. They don't consider anything external to the public hearing. They use strictly this information to form their decision.

Mr. McFeeley asked if there was any other correspondence received that he did not mention. No one did.

Jack McFeeley asked for a motion to close the hearing so we can have that discussion. Joyce Terrio moved to close the public hearing. Bill Perron seconded, for discussion purposes. Bill Perron asked if we would open to the floor before we close the hearing. Jack McFeeley asked if there was any discussion from the floor.

Frank Doyle, 2 Stilwell Avenue said that he has made two references to closing the hearing. Does that mean that once it is closed, it will never be brought up again? Jack McFeeley asked in what sense? The Board will close the hearing, and then have a discussion, and then at the end of the discussion, the Board will vote on what they want to do relative to the sidewalk. Will it ever be brought up again? Sure. We could bring it up again at a later date, or it could be brought up by a future Board of Selectmen. Relative to this hearing, and this issue, the only thing that stops is the public participation in this part of the discussion.

Frank Doyle said that you haven't discussed anything about building the sidewalk. Jack McFeeley stated that would be brought up in the discussion phase. He stated also that the public hearing is an opportunity for the Board of Selectmen to hear from them. Mr. Doyle was afraid that the Board would close the hearing, and then the hearing would be dead. Will the hearing be continued? Jack McFeeley said no. He asked Mr. Doyle if he would like it to be continued? Mr. Doyle said yes. Because you have to look at the proposal of where the sidewalk is eventually going to go. Will there be a voice then? Jack McFeeley said yes, he plans to give the residents a voice in all phases.

Joan Boylan, 16 Pennacook Street asked about the 15 points that were taken down at the hearing in June. Have you discussed them, and talked to other Boards? Jack McFeeley said that that would be done after the hearing. Jack McFeeley said they met with the Planning Board in August, and intends to continue the discussions with the Planning Board. They are next on our agenda. She asked about the Board of Health and Conservation Commission. Jack McFeeley said they have had feedback and input from these two boards, but have not actually sat down with them. This will happen at the public hearing on October 11th. Joan Boylan said her concern was that the boards weren't getting together and finding out the whole picture, and exactly what is going on.

Bill Perron said that no more building permits will be given to Intoccia Development until the problems are rectified. He has sold 16 more lots that he will want to build on, so this will force the issue naturally. Joan Boylan mentioned other concerns with Christina Estates. Jack McFeeley said he did not want to sound like he was passing the

buck, but as long as there is a Christina Estates, it is issues with the Planning Board and not the Selectmen.

Joan Boylan asked other questions that Jack McFeeley felt weren't pertinent to this discussion. He reiterated that this hearing is only for the sidewalk. He will listen to more residents, if they are only discussing the sidewalk.

Bruce Reinhardt, 12 Stilwell Avenue said he wanted to be sure that prior letters are part of the record. He said that previous letters for the June 27th hearing weren't fully read as letters were read tonight, and he wanted to be sure that they would be part of the record. Jack McFeeley assured him that all letters would be part of the record.

Bruce Reinhardt also said that at the meeting in August, he had asked what was going on, and was told the money for the sidewalks had been turned over to the town. He was also told that the sidewalks would not be put in until Christina Estates was substantially completed and a traffic study had been made of the Noon Hill Estates, and based on the predominant traffic use that the sidewalks would then probably follow that route. Mr. Reinhardt said he asked how they would get this information out to the people of the Stilwell/Penacook area, because not everyone watches cable tv, and he was told they would send out a letter. However, a letter never has been sent to the residents. What he had heard is no longer valid then.

Both Jack McFeeley and Bill Perron said of course not. That is why we are here tonight. Jack McFeeley said that Mr. Reinhardt heard this is what we were going to do. Mr. Reinhardt said that a letter would probably be acceptable to the people of that area. Jack McFeeley said that instead of a letter, the continuation of the public hearing is the method to inform the residents. All residents were notified in writing of this public hearing. This public hearing is for you. To receive information, as well as give your input. The Planning Board is who said that they had the money for the sidewalks. However, they have contradicted that in a letter they sent on September 7th.

Jack McFeeley, Bill Perron, and Joyce Terrio **voted aye** to close the public hearing.

Jack McFeeley then asked each Selectman to make a statement if they care to, followed by any discussion of those statements.

Joyce Terrio said that regarding the June 27th hearing, the fifteen points that the residents had brought to the Board. No, the Board did not sit as a group and discuss them, but rather, disseminate them to get the information. Some of the points were under the Board's purview, and some were not. They went to the various boards or individuals who had control of the issues.

Joyce Terrio maintained, and still maintains, that the Board of Selectmen did not designate or so name a truck route. She said that she has no intention of indicating a truck route in that area during the continuation of Christina Estates. On a personal note, she would like to see the gate come down on Mass Ave as she feels it is a safety issue. Joyce Terrio will not recommend a sidewalk on Stilwell, or any other street until

the development of Christina Estates is completed to specifications, and accepted by the Town.

Bill Perron feels that at the last public hearing, general consensus was that residents did not want the sidewalks coming in at all. Since then, he has received input that the sidewalks would be okay, but after the Christina Estates is finished, so that it wouldn't appear as a truck route. Bill Perron asked the audience if there was anyone opposed to the sidewalk going in after Christina Estates is finished – a show of hands showed they are opposed to the sidewalk at all. Two residents indicated an interest when the project is done.

Jack McFeeley said that even though Bruce Reinhardt said they would be interested in pursuing the sidewalk further, the letter indicates differently. Bruce Reinhardt clarified his point.

Jack McFeeley expressed his disappointment over this process. As a resident of this area, he had received telephone calls over the past year from residents about the Mass Ave. gate being opened, and trucks entering and exiting Christina Estates from Mass Ave. They also asked about sidewalks being constructed in the area. In each case, he told the persons that any action external to Christina Estates would come from the Board of Selectmen, and this Board had not discussed the issue, or any part related to it. Mr. McFeeley said he assured the residents that they would be part of any decision. He then explained the procedure. He said that if a developer wants to create a development to put in a road or houses, it gets worked with the Planning Board. The Planning Board is an independently elected Board that does not report to the Board of Selectmen. The Board of Selectmen receives copies of the Planning Board approvals, and generally has input through the public hearing process, the same as the rest of the public, but does not get involved in Planning Board business. In this case, the Planning Board approved Christina Estates in 1988. This current Board has not been involved in this until now. In fact, the current members of the Board of Selectmen were not on the Board back then. If you hear that the Board of Selectmen agreed to this, it was not this current Board. When activities of in or outside of a development involve the building or construction on existing streets, the Board of Selectmen make all decisions. A truck route along existing streets is the jurisdiction of this Board. Sidewalk construction, or earth removal along an existing street is the jurisdiction of this Board. A sidewalk along Mass Ave., on the Christina Estates side, is the purview of the Planning Board. A sidewalk along Stilwell, or Pennacook, or Mass Ave. on the other side is the purview of this Board. Now you can see the problem. The Planning Board can require all they want of a developer, but they cannot require the Board of Selectmen to do anything, or commit to anything. So when the Stilwell Avenue sidewalk came up, this was the first we had heard of this.

Jack McFeeley said that when we received this request, he told the members of the Board that he promised the people of this neighborhood that they would be notified before any decisions would be made. The Board chose to do this through a public hearing. We are not required to hold a public hearing. We could have received the

request, taken a vote, and have it happen. But it was our way of letting you know, and letting you in on the decision. At the same time, you were in on the information flow at the same time that we were receiving the information. We had nothing but good intentions, and were trying to be nice to you, and helpful. Instead, it backfired. Someone or somebody's misinformed you, and you were told that we were planning a truck route, which wasn't the case. You were told that we had made decisions, which wasn't the case, and you called us liars, when our goal was to inform you. Mr. McFeeley stated that a letter he read said, "either Mr. McFeeley lied or this Board wasn't informed about what was happening". Jack McFeeley said there was no such thing going on. We were called deceitful, when they couldn't have been more honest and up front. The Board was not trying to hide anything, or be deceitful. If anything, the Board was trying to be too open, to try to bring you in. Jack McFeeley is disappointed with the process. He assured the residents that he did not lie. If it is the will of the people not to have a sidewalk on this street, then this Board will not commit to putting a sidewalk on this street. It does not mean that another Board cannot come along next year and put in a sidewalk, because we cannot dictate to another Board. Jack McFeeley said he prefers to do nothing for a couple of years, and watch the traffic flow.

Jack McFeeley wants to talk to the Planning Board about what other options exist for a sidewalk route, and see if we can get the money from the developer. We could put a sidewalk in the problem area a few years from now. This can be discussed with the Planning Board at their hearing on October 11th, and perhaps be made a part of the new conditions for Christina Estates.

Jack McFeeley recommended the Board vote not to do anything at this point, and not commit to a sidewalk anywhere, certainly commit to no truck route anywhere, and we will hear when opening the gate is concerned, and monitor the truck traffic, monitor the auto traffic, monitor the pedestrian flow, in and out of the Noon Hill/Hickory Hill area. Joyce Terrio moved this recommendation by Mr. McFeeley. Bill Perron seconded. It was **so voted** by the Board.

Mr. McFeeley said the public hearing is closed, the vote is finished. There will be no sidewalk until a traffic study has been done. If, at some later point, the residents are still opposed to a sidewalk, the then Board of Selectmen will vote yes or no as to how that Board sees fit.

Jack McFeeley asked Butch Vito, Highway Superintendent, and Art Spruch of the Planning Board to inform the residents a little bit about what is going to happen, such as with the gate at Mass Ave. Jack McFeeley also told Remo Vito those residents, in their letter, indicated that they feel the sidewalks in town are not impressive. Mr. Vito smiled at this comment, and told everyone that developers, not him, do sidewalks in town. The only sidewalk in town done by the Highway Department is Rockwood Road.

Remo Vito explained why the gate could not be open. The Planning Board will discuss this at their hearing on October 11 and 18th. Residents asked why the gate was open on and off some days. Remo Vito said there was a communication problem between

the developer and his own employees. The gate never should have been open. Jack McFeeley agreed, and said that the developer ignored a lot of things that should have been done.

A resident asked Mr. Vito about a truck route on Pennacook Street. Bill Perron said there would be no designated truck route. Truck drivers will use what is most convenient for them as a route.

Arthur Spruch, Planning Board, said he is tired of the developer not doing what he is supposed to, and what he knows he should be doing. At this point, a developer can take them to court if they don't agree with what the Planning Board says. The Planning Board will be using legal advice more often than in the past.

A resident asked Mr. Vito about state laws that require what the sidewalk would look like. Remo Vito said the sidewalks would look just like a regular subdivision sidewalk.

Jack McFeeley promised everyone that they would receive a letter stating the Board's decision.

Ronald Keys, 15 Stilwell Avenue, told the Board that the majority of the residents do not consider the Selectmen liars. That would be just who wrote the letter. He commended the Board for doing this for them. For holding a public hearing as open discussion for the public. The end result is what the residents wanted, and it probably wouldn't have occurred without the public hearing.

Jack McFeeley appealed to the residents to let the Board know if they have any concerns with increasing traffic, or similar problems.

PLANNING BOARD

Present was Arthur Spruch.

Art Spruch told the Board that they need better communication with boards. He said that they weren't aware that an occupancy permit was being issued for the Senior Center. He said that they need to be advised before an occupancy permit is being issued, temporary or final. The Planning Board felt that it was an unsafe site. There are big gaping holes. Once a temporary occupancy permit is issued, they can move 100 people in there, safe or unsafe. Mr. Spruch said the Planning Board would have composed a punch list and taken action to be done.

Bob Markel agreed that the Planning Board should be advised. Art Spruch said they could break it down into two lists – one safety issues; and two, other things to be completed. Bob Markel said with a new building commissioner, it would take care of itself.

Jack McFeeley agreed, and said in this case we were rushed. Due to the grant, they had to have a temporary permit by September 14th. Art Spruch said his board had no

problem with that. All they wanted to say was "do this first, it's more urgent. Work on that later."

Art Spruch said there is no comprehensive landscape plan that ties all the town center projects together. He would like a nice looking town center, and would like to hire someone to do a master plan for Norfolk.

Bob Markel said he has already called to see when the next round of grants will be in. Budgets aren't done. He is trying for grant money to do a new Master Plan, and would roll this all into one. Remo Vito is in favor of this, also.

TOWN ADMINISTRATOR REPORT

Bob Markel reported that the Highway Department would hold Hazardous Waste Day on October 13, 2001, at the Highway facilities.

The last day to register to vote for the Special Town Meeting is October 17th.

Bob Markel discussed security and doors for Town Hall. Bob Markel said he has discussed this with Police Chief Stone, and using cards instead of keys, and cameras. He considered cameras via the I-loop, as opposed to motion sensors. They discussed alarming the doors, and having the card with an electronic strip, or a bar code.

Bob Markel discussed the HVAC system of the Town Hall with the Board. He took a tour of the building with Bob Bullock, and said that the building and system hasn't been maintained since we've been here. We have fundamental design flaws, as well as just repair issues. Some of this could be part of our lawsuit. These issues need to be addressed as soon as possible, as it will only be a matter of time before we have major problems. Perhaps, we could get funding from town meeting.

Bob Markel said that we could proceed with this firm that gave us the estimate, or go get another cost. Bob Markel said he would like a separate cost, and will get someone else to look at it.

Bob Markel discussed a request for Norfolk to join a regional animal control facility. Bob Markel said that a proposal is being discussed for a 3-town regional facility at the developmental center at the Wrentham State School. They would have one full-time Animal Control Officer to man it, and one part time person to assist. There would be a 99-year lease for \$1 for the building. Mr. Markel said this has been discussed with Senator Jacques, and she feels this could work, as it is a surplus building. Work could be done in the summer, and would be ready a year from now.

Jack McFeeley would like to look into this further. Joyce Terrio would like to briefly discuss this with the other two towns on Wednesday evening. Bill Perron said he will address it, but feels we aren't in a position to jump. He agrees that we should discuss it with Wrentham and Plainville at the meeting on Wednesday evening.

Bob Markel reported that the National Golf Foundation would be in Norfolk at 1 p.m. tomorrow, and a walking tour of the property will begin at 1:45 p.m.

Bill Perron commended Bob Markel for obtaining sound equipment for the noise level problem at Fox Run Road.

Joyce Terrio moved to appoint Anthony Mastroiani as Veterans' Agent. Bill Perron seconded, and it was **so voted**.

At 9:45 p.m., being no further business, Joyce Terrio moved to adjourn the meeting. Bill Perron seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of October 1, 2001.

R. William Perron, Clerk

October 15, 2001

Present was John J. McFeeley, R. William Perron, Joyce E. Terrio, and Robert T. Markel, Town Administrator.

Jack McFeeley called the meeting to order at 7:10 p.m. Bob Markel read the agenda contents.

BOND ANTICIPATION NOTES – WATER DEPARTMENT

Bob Markel told the Board that he had Bond Anticipation Notes from the Treasurer for borrowing for the Water Department that he would like to have the Board sign. These funds were appropriated at the annual town meeting, and the funds are available now. Marie Chiofalo, Town Clerk, witnessed the Board members' signatures and all documents were executed.

ACCEPTANCE OF MINUTES

Joyce Terrio moved to accept the minutes of September 4, 2001, regular and executive session; September 10, 2001, regular; September 17, 2001; regular; and September 24, 2001 – two special meetings, as presented. Bill Perron seconded, and it was **so voted**.

WATER SUPERINTENDENT – FINANCING PROJECTS

Present was James Martin, Water Superintendent; and Debbie Robbins, Water Commissioner.

Jack McFeeley told Jim Martin that he asked him to come in tonight because of what appeared to be a problem in their procedure for borrowing funds for the water main

project. However, after emails and telephone conversations back and forth during the past few days, the problem has been resolved.

Bob Markel explained that the Bond Anticipation Notes was for funds that were appropriated at town meeting and this will go toward the cost of the water main construction. The remainder of funds will be borrowed through the interfund borrowing, which was the original problem tonight, but has since been taken care of.

Bob Markel told the Board that, as a result of this borrowing dilemma, a manual is being created that will give the department heads a step-by-step guideline of the borrowing procedure and how to go about it.

Jim Martin told the Board that because they bid in April, and it takes six months to go to bond counsel, they came out ahead of themselves with the work to commence before the money was appropriated.

On another matter, the Board discussed the old highway garage, and the Water Department's possessions still in there. Jack McFeeley said that he was down there over the weekend, and couldn't believe the rundown shape that the building was in. He asked Jim Martin if any maintenance has ever been done to the building. Jim Martin said they did fix the door, and put on a new roof. Jack McFeeley asked the Water Commissioners to consider putting money in their budget for maintenance for this building.

ACTION ITEMS

Joyce Terrio moved to approve the annual Santa's Parade held by the Norfolk Lions Club and Recreation Commission for Saturday, December 1, 2001 at 2 p.m. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to approve a sandwich board sign for St. Jude's Women's Club to advertise their Christmas Craft Fair for dates so noted in their letter. Sign to be either at the island by Daley's Service Station, with Daley's permission, or on town hill near the gazebo. Bill Perron seconded, and it was **so voted**.

PERIGO LANE HEARING

Bob Markel told the Board that they must have a public hearing on the laying out of Perigo Lane, as it is an article to be accepted at the fall town meeting.

Joyce Terrio moved to open the public hearing. Bill Perron seconded, and it was **so voted**.

Bob Markel told the Board that he went up and looked at the street. He spoke with Remo Vito, Highway Superintendent, who agreed that it was satisfactory and met his approval. Bill Perron questioned street lights in this vicinity.

Joyce Terrio moved to accept the layout of Perigo Lane as presented to the Board of Selectmen by the Planning Board. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to close the public hearing. Bill Perron seconded, and it was **so voted**.

HIGHWAY SUPERINTENDENT – TOWN CENTER TIP PROJECT

Present was Remo Vito, Highway Superintendent; Kenneth Caputo, Coler and Colantonio; Police Chief Charles Stone; Water Supt. James Martin; Steven McClain, Planning Board member; and Joe Sebastiano, Road Safety Committee Chairman.

Remo Vito said that the greatest impact of the town center project would be the Town Hill and Federated Church. They had previously submitted a plan to the State that had a 43' cross-section that greatly impacted both. He got very bad reviews from the State. They submitted another plan with a 34' cross-section, and got great reviews from the State.

Remo Vito said that they are going to show the Board three options tonight. He is hoping to leave tonight with a recommendation from the Board of Selectmen. Mr. Vito said that they have a short window, they have the support of the Metropolitan Planning Office (MPO), and they have the support of the State. This was formerly a 1999 project, and he asked the State to hold the project for three years, which they did. Now we need to move forward.

Remo Vito discussed non-participating items. One is underground wiring. He is in the process of having the water mains done now, and next year will do the underground conduits. He tried to pull "our" items out, so it won't impact the project. Next will be a complete resurfacing.

Bill Perron questioned that he thought we sold the project to the residents by saying it would be cheaper to do the underground wiring when we did the town center project.

Remo Vito said we bid this twice. We did the water main and utility together, and the cost was over \$1 million. He bid it the second time by splitting it, and did the water main first, and now the utilities will be done separately. It was less costly this way.

Bill Perron again questioned doing it together. Remo Vito said he tried doing it that way, but the State said no. Remo Vito explained to Bill Perron that the end is different.

Ken Caputo said it also costs more for the general contractor to get a sub-contractor for underground, because he adds a mark up cost. If we get our own person, it is less expensive, and we don't pay the mark up cost.

Bob Markel asked if we looked at the prospect of doing the underground work in the sidewalk as opposed to the street? Ken Caputo said the telephone and cable may be

under the sidewalk, but electric may be too large to go under the sidewalk. Remo Vito said the duct bank is under the sidewalk in the town center now.

Ken Caputo gave the key project goals:

- maintain current cross-section (34')
- accommodate future traffic
- keep state funding (\$2 million)
- flexibility – keep options for the future open
- minimize fiscal risk
- select the plan the town wants (state will approve)

The project started at Boardman and Main, west to the old town hall, and north of Union and Rockwood Road, and runs south down Union Street.

Mr. Caputo said that they would improve infrastructure with a new sidewalk from the Main Street Bridge to Boardman Street, and a new sidewalk down to the old town hall.

He said that the Rockwood Road parking almost killed the project. The business owners did not want to give up angle parking. The State would not approve with angle parking. The Board of Selectmen sided with the business owners, and it was agreed to stop before we got to angle parking. That section of Rockwood Road was taken out of the TIP project. It started with Main Street. The original TIP plan does not accommodate future traffic because of two intersections – Main Street and Independence Lane.

Ken Caputo discussed the Main Street, 3-Lane Tip Plan. We can't deter from 5' shoulders. We have to have them. We are using all, and more of the 60' curb cut that is there today. The State became upset over the traffic lights, which brought to light the angle parking. In order to do this, the walls of town hill need to be moved. This what we need to meet traffic, but the town would feel the impacts forever.

Ken Caputo discussed the Main Street, One-Way Alternative. This proposal would take Union, Main, Independence and Liberty and make them one-way. It keeps the traffic going, and eliminates traffic signals. It provides vehicular capacity like no other proposal. This one gives the best vehicular plan yet. There are tremendous safety features on one-lane roads, as opposed to two-lane roads. They wouldn't be parking along roadways.

This plan meets all six project goals. We can be flexible, because years down the road, if you decide you don't want to keep one-way, it can be reversed. Bill Perron questioned the State funding if we change in the future what the State approved. Ken Caputo said that doesn't matter. We can change later on with no problem. Ken Caputo said this plan keeps the traffic in the center moving.

Joyce Terrio questioned different scenarios of traffic, and Ken Caputo explained how they would work. Joyce Terrio asked about Daley's gas station, and Carlson's Circle.

Ken Caputo said that there is no impact to the gas station. Carlson Circle is only pavement on private property; it is not a town road.

Jack McFeeley said he does not like this plan, because it puts the Library on an island. It makes it more difficult for emergency vehicles to get through.

Ken Caputo did not feel this was an issue. Joyce Terrio absolutely disagreed. Many emergency personnel come from their homes, and this can cause delays with a one-way road. Bill Perron agreed, saying he wasn't sure he liked this plan, either.

Remo Vito said he knows it was a concern about a year ago with the Study Committee. But this may not be an issue if the fire station moves to the other side of Main Street five years from now.

Ken Caputo said there is \$800,000 in infrastructure improvements that the town needs. A piece of line going out to the old town hall hasn't been done yet with town drainage, and it needs to be done.

Ken Caputo discussed the Main Street, No Left Turn Alternative.

Ken Caputo proposed Main Street onto Rockwood Road and Union Street with no left turn. Franklin traffic would turn at Boardman Street, rather than at the center onto Rockwood Road.

The alternative is a roundabout. Mr. Caputo said there are four points of yield now that will assist as per only one point. He is not sure if the State will approve. Money set aside in the Norfolk Commons project will pay for traffic lights at Liberty Lane, if needed. If you decide you don't like the roundabout, you can change it for around \$30,000-\$40,000. Jack McFeeley suggested that this plan could convert to the one-way plan.

Chief Stone said that you would have to enforce the two "no-left turns" to be sure the cars don't turn. But he said that, like anything else, people get the hang of it after awhile and it isn't a problem. It would be just enforcement in the beginning, until people are used to it being there.

Jack McFeeley stated that because so many residents already use Boardman Street, he doesn't feel we'll see a tremendous increase of traffic on Boardman Street.

There was discussion about site visibility on Boardman Street and Rockwood Road. Joyce Terrio was adamant that a four way stop will never happen there.

Chief Stone felt the roundabout works. He suggests that we have no parking on the inside of the roundabout, if we do a one-way. Ken Caputo said the roundabout is the gateway to the center. Most traffic comes through there.

Susan Nelson, Medway Street, questioned people going straight and turning left in Carlson Circle. How do you control that?

Bill Roche, Grove Street, said he liked the roundabout. He feels this is a calming effect. He wanted to know projections and time lines.

Bruce Reinhardt, Stilwell Avenue, said he is in favor of the one-way. The pedestrian traffic would be easier to cross the street with a one-way. Emergency vehicles on a one-way are inconsequential.

The last plan showed a roundabout in the center to eliminate the signal. Ken Caputo's concern was the train. When it stopped, would traffic block the intersection? He would need to coordinate this with the MBTA. Mr. Caputo said no takings are necessary, and there is no problem passing this with the State. It's a workable plan.

Discussion centered on pedestrian crossings, and whether the one-way concept or unsignalized concept would work better.

Bob Markel said that he feels that we want to try to maintain the small town character in Norfolk. He said that having two lanes and faster traffic would change this.

TOWN ADMINISTRATOR REPORT

Bob Markel reminded the Board of a meeting tomorrow evening with the Planning Board regarding the Building Commissioner.

Bob Markel reported to the Board that he would attend an MBTA Advisory Board meeting on Wednesday pertaining to The RIDE.

Bob Markel read a notice sent that organizations could have access for a day at Quincy Market. It will be sent to groups such as the Lions, and Community League.

OLD/NEW BUSINESS

Joyce Terrio congratulated the King Philip Marching Band who recently competed in a Regional Competition in Hempstead, Long Island. Out of 17 bands, King Philip took #1 on all fronts.

Bill Perron discussed the Eagle Scout project of Matthew Carr.

Jack McFeeley told the Board that he attended the Planning Board hearing on Christina Estates. He gave them a summary of the meeting. The Definitive Plan expires October 26th, and they will have a plan in place by then that will correct everything from the past three years. There will be no more lot releases, or building permits issued. They would like a letter sent to Town Counsel asking if we can withhold building permits under certain conditions, and can the Planning Board not release lots?

Jack McFeeley asked that Attorney Shelmerdine, attorney for Intoccia (Christina Estates) be scheduled in sometime in November.

At 10:27 p.m., being no further business, Bill Perron moved to adjourn the meeting. Joyce Terrio seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of October 15, 2001.

R. William Perron, Clerk

October 29, 2001

Present was John J. McFeeley, Joyce E. Terrio, and Robert T. Markel, Town Administrator. R. William Perron was absent.

Jack McFeeley called the meeting to order at 7:07 p.m. Robert Markel read the agenda contents.

OLD/NEW BUSINESS

Bob Markel advised the Board that they need to vote a special election for December 17 for the purpose of the King Philip Middle School issue, and the two financial issues for the Library.

Joyce Terrio moved to call a Special Election on December 17, 2001, for the purpose of voting the King Philip Middle School, and the two financial issues for the Library. Jack McFeeley seconded, and it was **so voted**.

Marie Chiofalo, Town Clerk, was present and told the Board that she needs language from Town Counsel by November 12th. We may need language about the grant for the Library, according to Bond Counsel. Ms. Chiofalo said Town Counsel suggested we need two separate articles.

Joyce Terrio moved to hold a Special Town Meeting on Thursday, December 6, 2001, at 7:30 p.m., at King Philip High School in Wrentham. Jack McFeeley seconded, and it was **so voted**.

The Board designated that due to a strict time schedule; the warrant will close on Friday, November 2. All articles for this special town meeting must be in by then. The Board will consider all articles that were held from the Fall Town Meeting.

ACTION ITEMS

Joyce Terrio moved to release the street opening bond on Permit #00-41 for a water service at 29 Lakeshore Drive, per the recommendation of the Highway Superintendent. Jack McFeeley seconded, and it was **so voted**.

Joyce Terrio moved to waive the permit fees for corrosion control improvements at the Spruce Road well, contingent upon information received by the Town Administrator from the Highway Superintendent. Jack McFeeley seconded, and it was **so voted**.

Joyce Terrio moved to approve a street opening permit for Fore Kicks on Pine Street, per the applicant and Highway Superintendent. Jack McFeeley seconded, and it was **so voted**.

Joyce Terrio reviewed a list of dates of events by the Garden Club, who has requested permission to install signs in the town center island for almost a year ahead. After discussion, Joyce Terrio and Jack McFeeley had reservations and put this matter on hold pending more information. It will be brought up at the next meeting.

NSTAR REPRESENTATIVES

Present was Barry Salvucci and Jack Lopes, representing NSTAR.

Barry Salvucci talked about the major storms this winter. He referred to the February, March 7, and what they call the "July 4th" storm. This was the storm that was never predicted, appeared out of nowhere, and was designated as a microburst storm (one level under a tornado). He said that Millis and Walpole were hit very hard. This caused them to increase their crews, and have added an additional 30 linemen to their crew. They have designated more money to preventative maintenance.

Jack Lopes reviewed some of the circuits with the Board. He said that Station 146 is Walpole, and there are 3 circuits. Station 65 is Bellingham/Medway and is one circuit. It is Station 146, H/2 that they have had the most problems with. Most of the liability concerns have been here. Mr. Lopes said they are working on this circuit, and will cut out Millis and go directly to Medfield. This will eliminate two miles of circuit that will help. The system is made mostly of fuses and switches, and if they blow, they need replacement.

Residents in the audience, Gary McFarland, Cleveland Street; Mary Jane Boughner, Cleveland Street; Brian Kahaly and Rory Neubert of Cranberry Meadow Road; Paul Connors, Everett Street, and John and Ellen Cairns of Pine Street complained about frequent power outages in their neighborhoods.

Mr. Kahaly asked where their power comes from? Jack McFeeley said Walpole.

Barry Salvucci said that many of the problems they experience come from trees. He said he realizes it sounds like they are passing the buck, but it is true. They have made many changes during a major shakedown recently, and hiring arborists to work on trees and trimming them, is part of the changes.

John Cairns said they are on the Foxboro line. They experience power outages all the time, and wanted to know what would be done. Mr. Lopes said they are on the

Walpole end, and are on a fuse line. Trimming all the trees down in the Spring will help.

Rory Neubert asked how NSTAR knows when the power is out? Jack Lopes said by phone calls. He urged every resident to call. Even if you know your neighbor called, you should still call. This way they chart the calls, and the area with the most calls gets the most attention. The calls are charted by computer on a map. The more information they have, the better attention to handle the problem.

Paul Connors asked why they lose power so often? Jack Lopes explained the backbone of the circuit.

Mary Jane Boughner complained that she has lost power more than had it. She said that she had no power once for over 3 days, and lost everything in her freezer. She put in a claim and was compensated, but that wasn't the point. She told Mr. Salvucci that she would call and say she had no power, and an NSTAR representative would tell her she did. She said she would argue that she didn't have power, and hadn't had it for quite a while, and the woman at NSTAR would insist that yes, she did have power because the whole town was up and running. Ms. Boughner asked how you get around that. How can NSTAR solve the problem, when they won't acknowledge that you are without power? She said it is very frustrating. She also indicated that her neighborhood is without power all the time, and asked why. Gary McFarland, her neighbor, agreed with her.

Barry Salvucci apologized for what was ignorance on the part of their staff. He said that he would go back and report this. Their job is to take the information, and try to assist the customer, not to argue on the phone with the customer.

Joyce Terrio questioned the "hot spots" they find. What did you do? Jack Lopes said that the jumpers were in bad condition, and were replaced. A switch needed replacement, and has been done. Joyce Terrio asked if all hot spots have been corrected? Mr. Lopes responded, absolutely.

Joyce Terrio asked if they have a plan to service or maintain work in Norfolk? Barry Salvucci said yes. He will send their maintenance report, which they refer to as an action plan, to the Town Administrator for review.

Joyce Terrio questioned how they take care of growth. Barry Salvucci said through engineering. They are undergoing a growth study right now. Jack Lopes said that in 2006/2007, they hope to have a new circuit to alleviate the pressure in Norfolk. This circuit would probably be in another town.

Barry Salvucci said they obviously have to first correct the attitudes of employees taking their calls.

Mr. Lopes distributed to the Board, copies of who is connected where, including all area towns.

Brian Kahaly asked what their priorities are. He was concerned about having a well, and no running water for days. The Board agreed, and stressed that half of Norfolk is on wells, which means no toilets or running water when power is lost.

Mr. Lopes said that the first priority is hospitals. Second priority is police, fire, and emergency units. They used to do main lines next, as they are able to get more people up in one shot.

Barry Salvucci told residents to be sure to tell personnel at NSTAR when they call that they are on a well.

PUBLIC HEARING – ALL ALCOHOLIC PACKAGE STORE LICENSE Norfolk Fine Wine and Beer, 206 Dedham Street

Present was Robert Watkins, Owner/Manager.

Jack McFeeley opened the public hearing. This was for a request of Robert Watkins to upgrade to an all alcoholic package store license. Mr. Watkins currently holds a wine and malt package store license.

Rob Watkins told the Board that the staff, hours, and premises would remain the same. He is presently a “wine” guy, but feels that carrying all alcohol is a must to the business. His Sherborn store is a full alcoholic store. 15-20% will go to all alcoholic beverages.

Joyce Terrio asked Mr. Watkins if he is spending more time in the Norfolk store? Mr. Watkins replied yes, 20-25 hours per week. Jack McFeeley asked Rob Watkins if he added to his store, would he change the coolers, etc? Mr. Watkins said no, because liquor isn't refrigerated. It only needs to be well displayed.

Jack McFeeley told Rob Watkins that if he obtains the new license after December first, we could give him this license without a problem. Mr. McFeeley stated that prior to December first, he would have to pay for this license, as well as a new one. We cannot, by law, prorate the license fee. Mr. Watkins said he understood. Board of Selectmen issuance is contingent upon approval by the Alcoholic Beverages Control Commission.

Joyce Terrio moved that the hearing for an all alcoholic package store license for Norfolk Fine Wine and Beer be closed. Jack McFeeley seconded, and it was **so voted**.

Joyce Terrio moved to approve the full liquor license to Norfolk Fine Wine and Beer, 206 Dedham Street, Norfolk, Robert Watkins, Owner, for off premises consumption for a full year based on ABCC approval. Jack McFeeley seconded, and it was **so voted**.

TOWN ADMINISTRATOR REPORT

Bob Markel reported to the Board that there would be a Veterans' Day ceremony on Monday, November 12th to commemorate the events of September 11th.

Bob Markel mentioned to the Board the MEMA notice we received that informs us that we need to include "terrorist annexes". This plan needs to be filed. Mr. Markel met with Ed Nolan, Emergency Management Director, and they will bring a plan to the Board for approval.

Bob Markel told the Board that they have copies of the Snow Removal Manual. He has had a conversation with Remo Vito, and he is assured that Norfolk is ready for winter.

Bob Markel read the notice of the hearing that Caritas-Southwood is planning to hold on Monday, November 19th regarding closing part of the facility. Department of Public Health will conduct the hearing here at town hall.

Jack McFeeley announced that Town Meeting for the fall session did finish on Saturday, October 27th.

CLASS 2 HEARING – NEW LICENSE

Present was Donald Crawford, doing business as WSAB, at 84 Rockwood Road.

Donald Crawford applied for a Class 2 license for the premises at 84 Rockwood Road, formerly owned by Vival Ingraham. Mr. Crawford told the Board that he currently carries a Class 2 license for a similar business in Natick.

Mr. Crawford told the Board he would propose a 10 or 15 vehicle limit. Joyce Terrio questioned the premises, and the hours. Donald Crawford said he would be open from 9 a.m. – 5 p.m., Monday through Saturday. This would replace his Natick business, which license will expire January 29th. He will run the business, along with help.

Jack McFeeley asked if the area will be fenced, or open? Mr. Crawford said open. Mr. Crawford said the cars would be to the left of the building.

Jack McFeeley told Donald Crawford that we do not put conditions on the license the first year. We keep an eye on the business, and do spot checks, especially during the first year. At renewal time, if we feel we need to put conditions on the license, we will do it then.

Joyce Terrio moved to close the public hearing for the Class 2 license request of Mr. Crawford. Jack McFeeley seconded, and it was **so voted**.

Joyce Terrio moved to approve a Class 2 license to Donald Crawford, d/b/a WSAB, 84 Rockwood Road with the following stipulations: up to 15 cars only maintained on the property; hours of operation will be 9 a.m. to 5 p.m., Monday through Saturday; and

Mr. Crawford will visit the Building Commissioner to discuss signage. Jack McFeeley seconded, and it was **so voted**.

TOWN ADMINISTRATOR REPORT (Cont)

Bob Markel announced that Robert Bullock of Wrentham has been named the new Building Commissioner for Norfolk. Mr. Bullock is our former Local Inspector.

Bob Markel stated that boards need to visit the new town website and input information concerning their departments. The new site is located at www.town.norfolk.ma.us.

At 9:09 p.m., being no further business, Joyce Terrio moved to adjourn the meeting. Jack McFeeley seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of October 29, 2001.

R. William Perron, Clerk

November 5, 2001

Present was John J. McFeeley, R. William Perron, and Robert T. Markel, Town Administrator. Joyce E. Terrio was absent.

Jack McFeeley called the meeting to order at 7:05 p.m. Bob Markel read the agenda contents.

BOARD OLD/NEW BUSINESS

Bob Markel updated the Board on the FY 2003 budget process.

There was also a discussion of security issues related to Town Hall.

SUSAN GAGNER, FINANCE DIRECTOR – HEALTH INSURANCE

Susan Gagner appeared before the Board to discuss the health insurance costs.

Susan Gagner told the Board that she has received the health insurance rates for calendar year 2002. The Town is faced with a 28% increase in premiums for both HMO Blue and Medex. Blue Care 65 rates are still pending. Susan Gagner told the Board that the increases are due to claims exceeding premiums paid for the first seven months; general health insurance environment; and prescription drug costs.

Ms. Gagner told the Board that the only significant change is that the prescription co-pay will go to a three tier from a two tier. Co-pays were \$5 and \$10, but will now be \$10, \$20, and \$35. This change should help alleviate the significant jump in health care premiums over the next few years.

Susan Gagner told the Board that she polled the Insurance Advisory Committee, and the general consensus was to continue with Blue Cross/Blue Shield.

Bill Perron asked Susan Gagner to explore through MIIA the possibility of employees being able to choose between health care providers.

The Board was unable to vote on this matter, as Jack McFeeley is a member of the health insurance and cannot vote. It was tabled until a meeting where two members who can vote on this issue are present.

ACTION ITEMS

Bill Perron moved on the request of Samantha Benton to allow Girl Scout Troop #4735 permission to conduct a memorial service on Town Hill on Tuesday, December 11, 2001, from 6:30-7:30 p.m. to honor victims of the September 11th tragedy. Jack McFeeley seconded, and it was **so voted**.

Bill Perron moved to approve the request of the King Philip Music Association to sell wreaths at the Transfer Station on Saturday, November 24th from 8 a.m. to 4 p.m., with the stipulation that they follow the regulations regarding the number of adults and children present. Jack McFeeley seconded, and it was **so voted**.

Bill Perron moved to grant a street opening permit to William J. Hewitt to construct Gordon Road, in the Gordon Road subdivision. Work will commence immediately upon approval. Jack McFeeley seconded, and it was **so voted**.

Bill Perron moved to approve the request of the Knights of Columbus to conduct their annual tootsie roll drive at the Transfer Station on Saturday, November 10, 2001, from 8:30 a.m. to 4:00 p.m. Jack McFeeley seconded, and it was **so voted**.

AFFORDABLE HOUSING COMMITTEE INTERVIEWS

Present was Roger Holmes of 9 Stacey Road and Patrick Morganelli of 3 Eric Road. Paul Guertin, Station Manager of NCTV is also interested in becoming a member of this committee.

SUNDAY HOLIDAY LIQUOR LICENSES

Present was Linda Orlando, of Linda' Variety Store.

Jack McFeeley explained that this is an annual procedure that is allowed by the Alcoholic Beverages Control Commission in order to allow package stores to open on Sundays during the holiday season. This year stores are allowed to open on Sunday, November 18, 2001, until Sunday, December 30, 2001. Stores cannot open until 12 noon, and must close on or before 11 p.m. Jack McFeeley read the stipulations set forth to licensees from the ABCC.

It was noted that the only two applications received were from Linda's Variety Store, 158 Main Street, and Norfolk Fine Wine & Beer, 206 Dedham Street. Provo Discount Liquors, and Norfolk Food Mart did not submit an application.

Bill Perron moved to grant Sunday Holiday Liquor Licenses to Linda Orlando, Linda's Variety Store, 158 Main Street, and Robert Watkins, Norfolk Fine Wine & Beer, 206 Dedham Street. Jack McFeeley seconded, and it was **so voted**.

TOWN ADMINISTRATOR REPORT

Bob Markel discussed warrant articles for the Special Town Meeting to be held on December 6, 2001.

At 9:02 p.m., being no further business, Bill Perron moved to adjourn the meeting. Jack McFeeley seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of November 5, 2001.

R. William Perron, Clerk

November 19, 2001

Present was John J. McFeeley, R. William Perron, Joyce E. Terrio, and Robert T. Markel, Town Administrator.

Jack McFeeley called the meeting to order at 7:10 p.m. Bob Markel read the agenda contents.

ACCEPTANCE OF MINUTES

Joyce Terrio moved to accept the minutes of October 1, 2001; October 15, 2001; October 29, 2001; and added November 5, 2001 as submitted. Bill Perron seconded, and it was **so voted**.

AFFORDABLE HOUSING COMMITTEE APPOINTMENTS

Joyce Terrio moved to appoint Patrick Morganelli of 3 Eric Road; and Roger W. Holmes of 9 Stacey Road to the Affordable Housing Committee. Bill Perron seconded, and it was **so voted**.

Jack McFeeley said that the entire Housing Authority could not be appointed, because if we appoint all seven members, and only one shows up for a meeting, we won't have a quorum. He asked that we contact Jan Moore, Director at the Housing Authority for the name of who should be appointed.

BOARD OF ASSESSORS – TAX CLASSIFICATION HEARING

Present was Debbie Robbins, Chief Assessor, and Patricia Salamone, Member of the Board of Assessors.

Jack McFeeley stated that this was a tax classification hearing for purposes of setting a tax rate. Mr. McFeeley then turned the floor over to Debbie Robbins. Debbie Robbins presented a PowerPoint presentation showing the different tax rates – commercial and residential.

Debbie Robbins said that the proposed tax rate for fiscal year 2002 is \$14.32 per thousand of valuation.

Joyce Terrio moved to maintain a single tax rate. Bill Perron seconded, and it was **so voted**.

TAX TITLE AUCTION

Present was Jane Lepardo, Treasurer/Collector, and Attorney James Coppola, Tax Title Attorney.

Jane Lepardo gave the Board of Selectmen a list of tax title properties in Norfolk.

Attorney Coppola told the Board that there are many ways to dispose of tax title property. Attorney Coppola referred to Mass. General Laws Chapter 60, Section 77B. Attorney Coppola said that you could designate a tax title custodian who will handle any disposition method for you. Attorney Coppola said he has done that many times, and is willing to be our tax title custodian, if we wish.

The two popular ways to dispose of tax title property would be to sell by public auction, and the property would go to the highest bidder. This is the most popular way, and the easiest way.

Another way would be under the Uniform Procurement Act. You would solicit proposals, and request sealed bids to be opened on a certain day and certain time. This is a good vehicle to use to restrict property, such as low income housing, senior housing, etc. You would not be able to sell to an individual or an abutter who could use the property. MGL Chapter 30B, Section 16 is the procurement statute. You can refuse all offers if you feel the bids aren't adequate.

The Board discussed requests by abutters to sell them a certain parcel. Attorney Coppola said you need to be careful that you place restrictions, such as a parcel cannot be built on, or put together to make a buildable lot. The parcel would go for minimal money, and would be good for an abutter who wants privacy. You do not, however, ever have to sell the property to an abutter if you don't want to.

Attorney Coppola said that if you are aware of a resident interested in an abutting parcel that you will be disposing of, you can notify them of what you are doing. You can also notify a previous owner of the property by certified mail that you are selling the property, but it doesn't give them any more right to the property than anyone else.

Attorney Coppola suggested giving a list of all parcels to town departments to see if there is any that they may be interested in keeping. In particular, he considered the Conservation or Recreation Commissions. Jane Lepardo said that this has already been done.

The Board of Selectmen asked for a more detailed description of the parcels. They would like to see if we could get a brief description from the Board of Selectmen, along with where they are located.

It is the will of the Board to keep on exploring, and possibly head toward a tax title auction in the future.

COMMUNITY PRESERVATION ACT COMMITTEE UPDATE

Bob Markel showed a Powerpoint display of the new Precinct map of Norfolk that will go into effect on January 1, 2002. This map will show four precincts, instead of three. We need to have a resident representative from Precinct 4, so Mr. Markel showed where Precinct 4 is on the map. The Board asked any individuals who live in that Precinct who has an interest, to please contact the Selectmen's Office.

Bob Markel also told the Board that there are five Boards that have a statutory requirement to be on the Community Preservation Act, and he has contacted all five and asked them for a designee. The five boards are Housing Authority, Conservation Commission, Planning Board, Recreation Commission, and Historical Commission.

TOWN WEBSITE

Bob Markel reviewed the new Norfolk website. He told people that they could access it by going to town.Norfolk.ma.us. It is still in the infant stages, and boards and committees are updating with information as much as they can, so he asked residents to be patient until all the sites are completed.

ACTION ITEMS

Joyce Terrio moved to approve a street opening permit to Miles of Excavating for a water service at 38 Miller Street. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to approve the Norfolk Community League's request to conduct a Jingle Bell Run road race on Saturday, December 8, 2001. Chief Stone and Remo Vito have approved the route. Bill Perron seconded, and said that from now on with approvals for road races, he would like Chief Stone to indicate the amount of overtime required for such a race. It was **so voted**.

OLD/NEW BUSINESS

Bob Markel told the Board that there is a memo before them from Susan Gagner, Finance Director, regarding a quote on a 6 month and an 18 month renewal on the Blue Cross/Blue Shield rates for health insurance from MIIA. Mr. Markel did say that although MIIA was willing to quote us for 18 months, they are not willing to write an 18 month contract, so that is not an option.

After much discussion, Jack McFeeley suggested that the Board go with the six month plan, and have the Town Administrator shop around during these six months to see if there is a comparable plan that is less costly. It was hoped that perhaps we could be included with other towns in order to save money. Mr. Markel agreed to aggressively pursue health insurance options for employees.

Joyce Terrio moved to approve a 6 month renewal for Blue Cross/Blue Shield health insurance for employees. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to approve a Sunday Holiday Liquor License for REEMA Corporation (Norfolk Food Mart) from Sunday, 11/25/01 through 12/30/01. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to approve a Sunday Holiday Liquor License for BWJ, Inc., d/b/a Provo Liquors from Sunday, 11/25/01 through 12/30/01. Bill Perron seconded, and it was **so voted**.

Bill Perron discussed letters we are still receiving from Charles Jones of 43 Campbell Street complaining about the Gaynor dog in his yard. The Board would like a weekly report on why this matter is not being resolved.

Bill Perron discussed cleaning of the old Highway garage for use by the Animal Control Officer. He said that they would need to rent a dumpster to use to clean out the building. At what point can we go to the Advisory Board? Bill Perron said that at a recent meeting, Jack McFeeley asked the Water Department to come up with funding to help clean up the building. Bob Markel said he would speak with Jim Martin to see if they will pay for a simple clean up. We can get free labor, and really only need to pay for paint, brushes, and a dumpster. Highway Department personnel can do removal of trees and brush.

Bill Perron told the Board that he has attended several Board of Health meetings. They want to ban smoking in restaurants. Bill Perron said that he would like the Selectmen to send a letter to all area towns advising them that the Board of Health wants to ban smoking in restaurants, and to urge them to join us so that if all towns would go at the same time, it would minimally impact businesses.

Joyce Terrio disagreed. She stated that we asked the businesses to sink a lot of money into their establishments a few years ago by making one section "No Smoking". She is adamantly opposed to this idea.

Bill Perron feels that to ignore this is irresponsible because it will happen no matter what the Board of Selectmen wants.

Jack McFeeley suggested the Town Administrator draft a letter to get the pulse of the area. That way we'll know what towns want. He suggested wording it that this is under discussion, and what is the attitude of your town. Joyce Terrio stated she would not sign the letter.

Bill Perron said he would like to see the Norfolk Businessmen's Association become more involved, and asked that they be scheduled in after the first of the year.

Bill Perron noted congratulations were in order to Firefighter/EMT's Mark Kantzer and Richard Clancy. The Massachusetts Fire Training Council recently certified both men as Fire Officer 1. The Board will send letters to each man.

Bill Perron gave a brief synopsis of the status of THE RIDE.

Jack McFeeley mentioned that the Conservation Commission makes reference of "Toils End Road" in a legal description. He stated that there is no Toils End Road, nor has there ever been, and he would like a letter immediately sent to Andy Bakinowski of the Conservation Commission informing them not to refer to this road.

Jack McFeeley asked that a letter be sent to Bob Bullock, Building Commissioner, that the Board of Selectmen needs to be made aware of building permits as they occur, and discuss them with the Building Commissioner prior to any issuance in Christina Estates.

The Board discussed with Bob Markel scheduling one Board per week for a departmental report, after the first of the year.

At 10:00 p.m., being no further business, Bill Perron moved to adjourn the meeting. Joyce Terrio seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of November 19, 2001.

R. William Perron, Clerk

December 3, 2001

Present was John J. McFeeley, R. William Perron, Joyce E. Terrio, and Robert T. Markel, Town Administrator.

Jack McFeeley called the meeting to order at 7:03 p.m. Jack McFeeley introduced Matthew Carr, who is being honored this evening. Bob Markel read the agenda contents.

Jack McFeeley welcomed Matthew Carr, who recently attained the rank of Eagle Scout, and thanked him for attending our meeting this evening. Jack McFeeley told Matt Carr that the Board of Selectmen made a mistake. It is always necessary that we admit our mistakes. Mr. McFeeley stated that it was an oversight on our part. Matthew Carr had a reception in his honor on Saturday, November 24th, which would normally be attended by one or more members of the Board of Selectmen, but slipped through the cracks on our part. Mr. McFeeley sincerely apologized for this oversight.

Jack McFeeley said that we have asked Matthew Carr to come in this evening to receive the proclamation from the Board of Selectmen, and he graciously accepted our invitation to come in. Jack McFeeley read the Proclamation to Matthew Carr, and proclaimed Tuesday, December 4, 2001 as "Matthew S. Carr Day" in Norfolk. The Board of Selectmen congratulated Matthew Carr for his achievement.

Matthew Carr said it feels really good to get this, and he has always looked up to the older guys who have become Eagle Scouts. His mentor and role model is Andy Dalton. Matthew Carr said that Andy Dalton inspired him all through scouting, and he hopes to be just like him, and work with the younger kids. Matthew Carr explained his Eagle Scout Project, which was extensive work done on the Harold Campbell Forest on North Street. Matthew Carr told the Board it was quite an honor to be here tonight to get this award. Matthew Carr earned 34 merit badges, and hopes to continue on in a leadership role.

ACTION ITEMS

Joyce Terrio moved to approve the SERSG contract for DPW supplies to the vendors listed on the contract, effective January 1, 2001. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to approve the request of the Norfolk Community League to display their sign announcing the Jingle Bell Run at the corner of Boardman Street and Rockwood Road. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to allow the Friends of the Council on Aging to provide beverages at the Special Town Meeting on December 6. Bill Perron seconded, and Joyce Terrio mentioned that other organizations have had an opportunity to come forward and volunteer to do this. No one else has indicated an interest, so in light of the short notice, Joyce Terrio did not feel the Board needed to accommodate other groups. It was **so voted**.

The Board reviewed a letter from Tri-County with respect to a Budget Sub-Committee.

Bob Markel discussed the heating system in the building. He gave the Board a copy of a letter regarding the flaws in the design. Bob Markel explained the problems to the Board – some offices are too hot; some offices are too cold. Some offices have to compensate the heat by opening windows. We are trying to rectify the situation. Our goal is to be able to regulate the heat individually in each office.

CLASS III LICENSE PUBLIC HEARINGS NORFOLK AUTO

Jack McFeeley opened the public hearing scheduled at 7:30 p.m. Paul Roche of Norfolk Auto was not in attendance. Mr. McFeeley noted that we did not have a letter from the Building Commissioner stating that Norfolk Auto is in compliance. Therefore, Mr. McFeeley continued this public hearing until 7:45 p.m. on December 18, 2001.

CALL AND WAIT AUTO

Present was Barbara Waznis of Call & Wait Auto, 15 Lincoln Road.

Jack McFeeley opened the public hearing at 7:45 p.m. Mr. McFeeley reviewed a letter from the Building Commissioner, Bob Bullock. Mr. McFeeley pointed out areas of concern that he would like to see corrected. One area of discussion was a section where a boat and vehicles were parked. Mrs. Waznis said she was under the impression they could park there. Barbara Waznis asked if employees and customers could park there, as there is no other place for them to park. This will be reviewed further.

It was discussed that the “limit of disturbance” line needs to be defined. Mr. Bullock mentioned that it was clear where this line began and ended, and it was necessary to have a definite marked line that he can work from. Jack McFeeley suggested orange stakes could visually define the line.

Bob Markel gave the Board a copy of an email he received from Andy Bakinowski of the Conservation Commission. The Conservation Commission noted many concerns about this site.

Jack McFeeley read some of the concerns about groundwater and MTBE contamination on Campbell Street and said he would like an opportunity to walk the site with the Conservation Commission and Building Commissioner to first-hand see the concerns they raise.

Joyce Terrio moved to continue the public hearing for Call & Wait Auto until December 18, 2001, at 7:30 p.m. Bill Perron seconded, and it was **so voted**.

Joan Waitkevich, an abutter who lives at 5 Lincoln Road, asked to speak. Mrs. Waitkevich said that the present license said that abutters are not supposed to see anything on their property. But they are parking trucks there on a regular basis. Mrs. Waznis said that since the inspection, they removed the vehicles mentioned. Mrs. Waitkevich said yes, but the inspection only happened in the past week. The vehicles

have been there all along, and would probably still be there if they hadn't been made to move them. Joan Waitkevich said a red truck has been there all along. Mrs. Waznis said it is now moved. Mrs. Waitkevich also questioned the Board on the noise of the crusher. Jack McFeeley questioned the crusher, and Barbara Waznis said it is a necessary part of their business.

Joyce Terrio moved to continue the public hearing for Norfolk Auto until December 18, 2001, at 7:45 p.m. Bill Perron seconded, and it was **so voted**.

ACCEPTANCE OF MINUTES

Joyce Terrio moved to accept the minutes of November 19, 2001, with minor changes made by Bill Perron. Bill Perron seconded, and it was **so voted**.

TOWN ADMINISTRATOR REPORT

Bob Markel told the Board that he would be doing a website presentation for the Board on December 18th. Jack McFeeley said he would like to see all departments post their schedules on the website.

Bob Markel told the Board that the Animal Control department has cleaned out the old Highway garage for animal control purposes. They have filled an entire dumpster, and another dumpster will be delivered tomorrow.

Bob Markel said that the Gaynor's on Campbell Street have installed an electric fence. Hilary Penlington told Mr. Markel that when she goes down there, she has never seen a stray dog. Charles Jones has agreed that the problem is resolved.

Bob Markel stated that we would reopen the golf public hearing for a decision on the report next Tuesday evening. Bob Markel said that he received a call from Joe Byrne asking for a time to give a report prior to the vote. Jack McFeeley said he does not want any new information given to the Board that evening. If Joe Byrne or the Golf Committee has new information for the Board to review, it must be given to the Board well in advance of the meeting for the Board to have time to review and digest it.

Bob Markel told the Board that he has a call in to Lisa Dickinson, bond counsel, about locking in the interest rate. He thought he would hear back from her today, but hasn't yet. His opinion is that it is not legal for municipalities to do this without a Special Act. We are eligible for the grant. It is non-competitive, we are eligible. There is a half million dollars from the State. This round of funding will close on January 4th. The paperwork is available online. There is no other state funding available that he's aware of.

Joyce Terrio moved to continue the golf hearing until Tuesday, December 18, 2001 at 8 p.m. Bill Perron seconded. Jack McFeeley said any new information **MUST** be submitted to the Board prior to December 18th. It was **so voted**.

Bill Perron brought up the No Smoking letter that he would like sent to area towns. Jack McFeeley said he feels this is a Board of Health matter, and they should do their own work on this issue. No letter is needed from the Selectmen.

Bill Perron said he would like it if the Board of Health were considering doing this, to coordinate with area Boards of Health so that our businesses aren't disadvantaged. He would like to remind them that the businesses have dumped a lot of money into renovating their business for a no smoking section several years ago.

Joyce Terrio emphasized that she is totally opposed to this idea, and letter. Bill Perron said that if area Boards of Health don't agree, then he is not in favor of it, either.

Bob Markel reminded the Board that beginning January 10, 2001, town offices would remain open on Thursday evenings until 7 p.m., and close on Fridays at 1 p.m. This will accommodate commuters who work late and cannot get back into Norfolk by 5 p.m.

NYREN TAX ISSUE

Present was Linda Nyren. Linda Nyren and her husband, Paul own Cadillac Mountain Realty Trust, 63 Grove Street.

Mrs. Nyren told the Board that she had a problem with not receiving a tax bill on time. She stated that in researching the issue, she found that the Treasurer had changed her address from a post office box in Medfield, to 63 Grove Street in Norfolk. Mrs. Nyren stated that 63 Grove Street in Norfolk does not exist. No mail should be forwarded to an address that does not exist.

Linda Nyren told the Board that they tried to resolve this matter with the Treasurer-Collector and were treated with highly unprofessional attention. She told the Board that her husband was highly frustrated in trying to resolve this issue with the Town.

Linda Nyren stated that she went to the Norfolk Post Office, who advised her to go to the Millis Post Office. She found two tax bills in the dead file in Millis, which she retrieved.

Linda Nyren said she is protesting the \$29 demand fee that she had to pay because the tax bills were late.

Robert Markel told the Board that Paul Nyren had been in to see him to discuss this matter. He has also had extensive discussions with Jane Lepardo, the Treasurer-Collector. The tax bill is based upon the address provided by the Assessors. He appreciates how Mrs. Nyren feels, however, the law is very clear that it is the property owner's obligation to provide the town with an address. Legislature has enacted a statute that it is the property owner's responsibility to provide the town with an address.

The Board reviewed the tax bills with Mrs. Nyren. They discussed dates and addresses of the bills.

Linda Nyren claims that the Town changed the address, and it wasn't her that changed it. The Treasurer-Collector can remove the penalty, but refuses to.

Bob Markel said that Jane Lepardo can waive the penalty, but chose to abide by the law. The law states clearly that it is the property owner's responsibility to know when taxes are due.

Bill Perron said he feels for Mrs. Nyren's situation, and would like Jane Lepardo to look at this again. Joyce Terrio said she would like an opportunity to look at the law. Jack McFeeley agreed with Joyce Terrio, and said he would like to acquaint himself with the full law. Bill Perron said he would like this resolved. He feels that Mrs. Nyren did inform us of her address. It is the principle, not the money.

Jack McFeeley said he would like to clarify how the Assessors handle the lists. He would like to get to the breadth of the problem.

Mr. McFeeley said this matter would be taken under advisement. He thanked Mrs. Nyren and said he regretted her having to come here tonight.

At 9:12 p.m., being no further business, Joyce Terrio moved to adjourn the meeting. Bill Perron seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of December 3, 2001.

R. William Perron, Clerk

December 18, 2001

Present was John J. McFeeley, R. William Perron, Joyce E. Terrio, and Robert T. Markel, Town Administrator.

Jack McFeeley opened the meeting at 7:15 p.m. Bob Markel read the agenda contents.

WEBSITE PRESENTATION

Present was Andras Radics and John Spinney of the Website Committee. Andras Radics, John Spinney, and Bob Markel gave the Board of Selectmen a detailed presentation of the Town of Norfolk website.

At 7:30 p.m., Joyce Terrio moved to reconvene the public hearing for the Class III license of Call & Wait Auto to 7:45 p.m. Bill Perron seconded, and it was **so voted**.

**PUBLIC HEARING CONTINUATION – CLASS III LICENSE
Call & Wait Auto, 15 Lincoln Road**

At 7:45 p.m., Jack McFeeley opened the hearing for Call & Wait Auto.

Present was Barbara Waznis, owner, and her attorney, Ted Koban. There were no abutters present.

Jack McFeeley complimented Mrs. Waznis' on their efforts in trying to comply with what the Board has asked them to do in the past, and told her they have done a good job. Jack McFeeley said that he walked the site with the Town Administrator, Building Commissioner, and Conservation Commission members. He proposes a six-month license, with stipulations to be improved upon during the six months. He also added that if they found the conditions harsh or difficult to comply with, that they should come back during the six month period to find a mutually acceptable condition. He then read from a prepared list of proposed conditions that he distributed to all.

Jack McFeeley explained on a map that referring to the North side means toward the end of the road; the West side is the swale area – Stop River.

Mr. McFeeley said that he would recommend having the limit of disturbance be on the inside of the swale area. The swale area collects contamination, etc.

Jack McFeeley said he is concerned about items collected on the north side. There is a lot of storage outside the limit of disturbance. It is a small area, but he would like it cleaned. He is concerned about the concrete pad outside the existing building. The concrete pad drains into the ground and does not have a collection for runoff. They visited the site on a rainy day and there was surface runoff into the surrounding ground.

At this point in the meeting, Joyce Terrio moved to open the public hearing for the Class III license of Norfolk Auto, and to adjourn the hearing until 8:20 p.m. Bill Perron seconded, and it was **so voted**.

Joyce Terrio read the existing Class III license for Call and Wait. She asked where parcels 2 and 3 were located. No one knew. Joyce Terrio said we needed to find out, because it specifically mentions no expansion. Joyce Terrio asked if this would be reviewed in six months? Jack McFeeley said yes.

Bill Perron asked about the car crusher. When was that installed? Barbara Waznis said that it has been there a few years. Jack McFeeley stated that it is outside the limit of disturbance.

Jack McFeeley noted that the tanks are unmarked as to what substance is inside them. He asked that the tanks be properly supported, and clearly marked.

Bill Perron asked if there were any gasoline vehicles on the property? Barbara Waznis said very little, and gave the Board the vehicles and the amounts they contain.

Further discussion involved many of the stipulations brought forth by the Board. Mrs. Waznis disputed many of the stipulations, and discussed them at length with the Board.

Jack McFeeley, concerned about groundwater contamination, stipulated that two test wells be dug, and specified the conditions. Mrs. Waznis complained that it was too costly to install the wells.

With no further discussion, Joyce Terrio moved that the Board of Selectmen accept the recommendations of Mr. McFeeley as part of the Class III license for a period of six months, until June 30, 2002, including the conditions on the previous license. Bill Perron seconded, and it was **so voted**.

Joyce Terrio said she hoped Call and Wait Auto would continue the dialogue, and work with the Board of Selectmen on these issues.

NORFOLK AUTO REPAIR, 38 Main Street

At 8:22 p.m., Jack McFeeley opened the hearing for Norfolk Auto, 38 Main Street.

Present was owner Paul Roche. There were no abutters present.

Paul Roche told the Board that the Building Commissioner did have an issue involving the fence. The fence was put up by Mr. Roche to hide the parts. There is disrepair to the fence on the back side of the property, which he will repair.

Mr. Roche asked about increasing the amount of cars on his license from 100 to 200. He feels it may be necessary to need to store more than 100 vehicles. In reviewing his license, Mr. McFeeley noted that his current license does not stipulate how many vehicles he can have there. To increase the amount of vehicles would require more consideration.

Paul Roche said he would like to keep his license as it currently is, then.

Joyce Terrio moved to approve the Class III license for Norfolk Auto as previously issued in past years, with no changes. Bill Perron seconded, and it was **so voted**.

GOLF COURSE VOTE

Jack McFeeley welcomed everyone in attendance that came about the future of the golf course. Jack McFeeley said that they deliberately left the matter open to consider.

Joe Byrne, Chairman of the Golf Study Committee, gave a narrative of new costs considered for the golf course. He gave handouts to the Board of Selectmen illustrating the costs. It is an annual debt service of 5.25% over 30 years.

Helen Cleary, 67 Myrtle Street, asked if there is a signed Purchase and Sales Agreement for the Mann property? Joe Byrne said there is a verbal agreement. Both Helen Cleary and Jack McFeeley said that isn't worth the paper it is written on.

Joe Byrne said the Golf Committee has decided the residential discount will be suspended.

Joe Byrne mentioned that there is a lease on the land that has environmental concerns. Again, they have a verbal agreement that the Mann's will own the land for twenty (20) years, and take care of any environmental issues that arise.

Ramesh Advani, 1 Bush Pond Road, had concerns, as he is an abutter. Mr. Advani does not feel that this is a financial project we should pursue. He feels we hired a professional who does this for a living, and they advised us that this isn't a go. We cannot be fooled by projections.

Rory Neubert, 4 Cranberry Meadow Road, said he was originally against the golf concept. However, he has attended every Golf Committee meeting to try to learn more about their project. He suggested we look very close to what the Golf Committee is saying. Look at page 7 of the NGF study, and look at critical year 5. Mr. Neubert felt that a verbal agreement is about as far as you can go.

Helen Cleary asked how much energy do the administrator and elected officials plan to put into this? She felt that it is crazy of the Mann's to accept the liability. Ms. Cleary said there is a lot of debt, and a lot more coming.

James Tomaszewski, 33 Berkshire Road, is a member of the Golf Committee. Mr. Tomaszewski reiterated what Joe Byrne and Rory Neubert said. He asked that this proposal be considered.

Andras Radics, 9 Wellfleet Drive, commented on the construction costs being reduced. He is concerned about playing with figures that were done by a professional. If you skimp on the clubhouse, you are not giving the same quality as the other golf clubs are.

Cathy Elder, Seekonk Street, said that she doesn't feel the project now is what the voters thought they voted for at town meeting.

Patricia St.Aubin, Shady Way, questioned the cost of the land. She said we are assuming we will get this grant. She said we must keep in mind that we haven't even applied for it yet.

Bob Markel, Town Administrator, said that he spoke with the former Town Administrator of South Hadley who was the Town Administrator at the time their golf course was built. He directed Bob Markel where to go to look for funding. This led him to the grant. Bob Markel said he will apply for the grant, and the window is January 4, 2002.

Patricia St.Aubin said that we couldn't apply for this grant, because the open space plan is not up to date, and that is a requirement.

Ralph Greggs, Shady Way, said that we should remember Mary Ann Magner's comments about vernal pools and possible conservation issues here.

Ramesh Advani asked what was the response we received on bonds, and binding another board?

Bob Markel responded that governmental bodies couldn't be compelled to vote certain ways by a previous governmental body. The procedure was tricky, and involved Town Counsel and bond counsel. He did not pursue the forward swap. It needs a Special Act. It is the opinion of our bond counsel that legislature will probably not vote it because it will open a Pandora's box.

Jack McFeeley said the Board has three options: (1) There is not enough information; we can hold the vote for two weeks; (2) Yes we still feel it's viable. We have reached this milestone and can clear a path to the next milestone. (3) No, we are not proceeding. We are not authorizing the expenditure of any additional funds now or future. But Town Meeting has the final say to undo what was authorized.

Joyce Terrio said the Golf Committee was given \$25,000 to look at the DOC property. This site didn't work. She was against this site from the beginning. They took the money that was left, and looked at the property we are talking about now. She supported the idea of the golf course. We went for a consultant, and got NGF. Joyce Terrio said she was never in favor of the concept of the Town Administrator managing the golf course. She felt that there should be a property manager to do it.

Joyce Terrio said that she did not get a warm, fuzzy feeling from the NGF report. We have continued with phone calls, reports, etc. She asked why the lease hasn't been taken care of already? She doesn't buy it.

Joyce Terrio said her recommendation is going with option no. She doesn't see us going any further with this proposal.

Bill Perron said he wasn't concerned with telephone calls about whether or not the town should be involved in running a golf course or not. It has to do with whether it works, or it doesn't work. It is not about whether the town should run one or not. Bill Perron said he would like to postpone the vote, to have more time to digest the information

presented tonight. He would like to look into the 5.25 interest rate, and find out if the Town Meeting vote needs to be 2/3, or a majority vote.

Jack McFeeley said he wants this to work, because he thinks it's a great idea. But the idea's in trouble because of the numbers. There is too big of a gap. Mr. McFeeley applauded and commended Joe Byrne and the other members of the Golf Committee who put hard work and energy into this effort.

Jack McFeeley said he goes along with Joyce Terrio, and votes no.

Joyce Terrio moved to terminate all further activity on the golf course project, and go to town meeting to rescind the vote. Jack McFeeley seconded, and it was **so voted**.

TOWN ADMINISTRATOR REPORT

Bob Markel said that we need the Board to approve the keyless entry system into the Town Hall. We are ready to go.

Joyce Terrio moved to approve and accept the policy for access to the Norfolk Town Hall. Bill Perron seconded, and it was **so voted**.

Bill Perron said he agreed that security cameras were necessary, because it would capture vehicles entering and exiting the driveway.

Joyce Terrio moved to approve the request of Rachel Bremilst-Ellis to hold a candlelight vigil on Town Hill in memory of former Beatle George Harrison, on Saturday, January 12, 2002 from 6 – 10 p.m. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to waive the building fee for the security chain link around the Gold Street Well. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to approve a Common Victualler license for 2002 for Fore Kicks, 10 Pine Street. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to approve an entertainment license for the arcade area at Fore Kicks, 10 Pine Street, not to exceed 20 machines. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to accept the Order of Taking of Perigo Lane, as specified by documentation dated December 13, 2001, from the Planning Board. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to extend the earth removal permit for lots 50 & 51, on Main Street for Norfolk Enterprises, for a period of six (6) months expiring June 30, 2002, subject to the same conditions in the original earth removal permit dated August 28, 2000. Bill Perron seconded, and it was **so voted**.

Bob Markel asked the Board about the Nyren matter, and should we resolve it? Jack McFeeley said that in further investigating this matter, according to MGL Chapter 60, Section 15, we couldn't do this, whether we want to or not. According to Mass law, we cannot legally rule in this matter. It was decided that the Board of Selectmen will take no action, and will let the Treasurer/Collector make the ruling. We will forward a letter advising Mrs. Nyren of this decision.

Joyce Terrio moved to approve Liquor Licenses for calendar year 2002 for the following establishments: Restaurant, all alcoholic – Eagle Brook Saloon, Tyler's Family Restaurant, Horse 'n Carriage Restaurant; Package Store – Wine & Malt – Norfolk Fine Wine & Beer, Norfolk Food Mart; and Package Store – All Alcoholic – Provo Discount Liquors, and Linda's Variety Store. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to approve Common Victualler licenses for calendar year 2002 for the following establishments: Eagle Brook Saloon, Tyler's Family Restaurant, Horse 'n Carriage Restaurant, Norfolk Town Pizza, Bourque's Restaurant, Dunkin' Donuts, and Crossroads II. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to approve Entertainment licenses for calendar year 2002 for the following establishments: Eagle Brook Saloon, and Tyler's Family Restaurant. Bill Perron seconded, and it was **so voted**.

Joyce Terrio moved to approve the following Class I and II licenses as follows: Class I – Cliff's Cycle Shop; Class II – Mitch's Repair, Norfolk Auto Repair, Dave Lind's Tire & Auto Center, WSAB, Eddy Ray's Auto Body Shop, R & D Automotive, Call & Wait Auto, Inc., National Auto Co., Inc., and Action Motosports. Bill Perron seconded, and it was **so voted**.

Class III licenses were voted previously in the meeting.

Joyce Terrio moved to approve Taxi licenses for calendar year 2002 for Foxfield Taxi of Foxboro, MA. Bill Perron seconded, and it was **so voted**.

At 10:45 p.m., being no further business, it was moved by Joyce Terrio to adjourn the meeting. Bill Perron seconded, and it was **so voted**.

This is a true and accurate report of the Selectmen's Meeting of December 18, 2001.

R. William Perron, Clerk

