

**Norwell Board of Selectmen  
Meeting Minutes  
June 3, 2015**

TOWN OF NORWELL  
TOWN CLERK  
2015 JUN 25 AM 9:12  
RECEIVED

**3. Approval of Agenda** Gregg McBride opened the meeting and introduced Ellen Allen, Alison Demong, Peter Smellie and new Town Administrator Peter Morin. *Motion: made by Mr. McBride, seconded by Peter Smellie to go out of Executive Session. Unanimously voted. Mr. McBride polled the board: McBride, yes; Allen, yes; Demong, yes; Smellie, yes.*  
*MOTION: Ellen Allen moved the Board approve the agenda as written. Seconded by Peter Smellie and unanimously voted.*

**4. Reports**

a) Citizen Comments - None

b) Selectmen's Report and Announcements

There are no Selectmen Items to report at this meeting.

c) Town Administrator's Report

There is no report this week, but Mr. Morin will have a report for next week's meeting and on a regular basis thereafter.

**5. Discussion/Action Items**

a) Recognition of Cub Scout Pack 66, Den 3

The cub scouts planted flowers in front of town hall and made donations to the food pantry. Mr. McBride thanked the scouts for their hard work, and gave each a certificate of recognition. Mr. McBride encouraged them to keep involved in the town activities.

b) FY16 Board of Selectmen Focus Areas

Mr. McBride gave a summary of the list from last year, which also contains areas of focus for the Town Administrator. He stated that this has been helpful to focus priorities for both the board and the Town Administrator, and read the list of topics for the viewers at home (see attached).

c) FY 16 Town Administrator List

Peter Morin has put some thoughts together on his list of proposed areas of focus for the upcoming fiscal year. He thanked the BOS for welcoming him to the Town and the chance to work here. He used the prior year's list as a guide as well as getting input from the BOS and various personnel. (see attached) Mr. Morin discussed his list with comments about the areas of focus. He is a big believer in performance goals. He would like to streamline the BOS functions in the coming months through delegation of certain routine tasks. Ms. Allen commented on the OPEB goals, and will also introduce Mr. Morin to the Mayflower Health Group contacts. Mr. McBride commented on the focus area regarding a comprehensive plan for pathways and trails; care must be taken when coordinating the efforts of the pertinent boards and committees who work on the pathways and trails in town. This goal could be moved to the leadership and support category.

Ms. Allen will meet with Mr. Morin re: forecasts that have been completed. Per Mr. McBride, the list will be refined as FY16 progresses. Ms. Demong is in agreement that Economic Development is the number one priority. Ms. Allen stated that the mission for the Economic Development Committee has been redone. This committee should attend a BOS meeting to update everyone on the new mission and focus. Mr. Morin has considerable experience working with developers, which will be of benefit to both the BOS and the Town.

The BOS discussed the prior year's list of focus areas in order to reprioritize and edit the items. The School Committee will attend next week's Executive Session to discuss their employee contracts.

Social media such as Facebook was discussed, with the town goal being to push out correct information to the Town residents. Other towns have policies about using Facebook which have

been successful. A maintenance person would be needed for the social media posts, so this will be determined at a future date. There are other reporting possibilities that would allow taxpayers to see how their dollars are spent.

This is the season to recruit volunteers for open board positions, which is much more difficult than it sounds! Ms. Demong asked for a current list of board members and the status of each board seat to see who is interested and which boards need new members. Lynda Allen will update the list and distribute it to the BOS. Interested viewers should go to the "Boards and Committees" page on the Town website to get an application, and they can apply online. The board was asked to write down their ideas for the priorities list. Mr. McBride will edit out the old parts of the list, and the board will review the revisions in a few weeks.

#### **7. Approval of Minutes:**

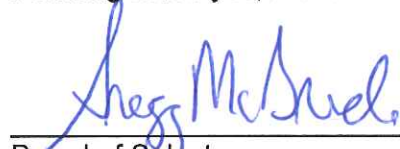
*Motion: made by Ms. Allen, seconded by Mr. Smellie, to approve the following sets of BOS meeting minutes: Open Meetings – 3/4/15, 3/11/15, 3/18/15, 3/25/15, 4/1/15, 4/8/15, 4/15/15, 4/29/15, 5/4/15, 5/5/15. Open Meetings – 5/14/14, 6/25/14, 8/20/14; Executive Session 8/20/14 Unanimously voted.*

#### **6. Licenses and Permits: Shields Liquors, LLC for June 13, Summer Fest, from 6-8pm**

*Motion: made by Ellen Allen, seconded by Peter Smellie, to approve a one day liquor license for Shields Liquors, LLC, from 6-8pm, serving only, all alcohol on the sidewalk outside the store. Unanimously voted.*

*MOTION: Ellen Allen moved the Board enter into Executive Session for the purpose of discussing collective bargaining strategy and union contracts and not returning to open session. Seconded by Peter Smellie and unanimously voted.*

Chairman Gregg McBride explained that to discuss this in an open meeting may have a detrimental effect on the Town's bargaining or litigating position. Mr. McBride polled the Board. Demong voted yes, McBride voted yes, Allen voted yes and Smellie voted yes.



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Board of Selectmen

#### Attachments:

1. List of Town Administrator priorities
2. FY 2015 List of BOS priorities

#### Next Steps:

1. Revisit Social Media Maintenance person topic
2. Revised List of Priorities for both Town Administrator and BOS for FY 2016
3. Current list of Boards and Committees members and seats status for the BOS