

**Norwell Board of Selectmen  
Meeting Minutes  
December 9, 2015**

TOWN OF NORWELL  
TOWN CLERK  
2016 JAN 14 PM 12:17

RECEIVED

Mr. McBride opened the meeting at 7:35pm, and introduced Jason Brown, Ellen Allen, Alison Demong, Peter Smellie and Town Administrator Peter Morin. *MOTION: Ellen Allen moved the agenda as written. Seconded by Peter Smellie and unanimously voted.*

**REPORTS**

**Citizen Comments – None**

**Selectmen's Report**

Ms. Allen updated the board on an omnibus bill filed by Governor Baker's administration, which addresses inefficient state laws such as bidding requirements, other procurement items, electronic posting of public hearings, etc. The bill is an effort to work with communities to streamline cumbersome and expensive state required procedures.

**Jacobs Farm management update**

Ms. Demong met with Norwell Farms, the Conservation Commission, the Norwell Historical Commission, and John Hornstra, owner of Hornstra Farm, to gain a better understanding of how all of the properties interact, with a goal to update the management and use policies. All parties can do a better job of putting the policy into action. Norwell Farms is the license holder for the Jacobs Farm property, but the farmer's role is yet to be determined as far as interaction with Norwell Farms. Ms. Demong's role will be to assist the various boards and entities with putting a more effective and efficient version of the use plan into operation.

**Announcements**

The Toys for Tots campaign is once again taking place at the Norwell Fire Department, in cooperation with the US Marine Corps. Please bring your donated new and unwrapped toys to the Fire Department by Friday, December 18<sup>th</sup>. For more information, contact the Norwell Fire Department.

There will be a special screening of the movie "The Finest Hours" shot here in Norwell and at other South Shore locations on January 28<sup>th</sup> at the Cushing Center. Ticket proceeds will be donated to the Norwell Food Pantry.

**Town Administrator's Report**

Mr. Morin met with Dave Sutton, property manager for the Town, and Mr. McBride to get a better scope of Mr. Sutton's work activities. He also met with the head of the patrolman's union to schedule negotiation times in January. Mr. Morin also talked with the Norwell Historical Commission regarding Mr. Sutton's role with respect to Jacobs Farm. Ms. Allen asked to have a joint meeting with the School Committee and Barbara Childs, which will be scheduled by Mr. Morin. Mr. Morin met with Paul Foulsham and Becky Freed, resident and former Selectman, to discuss the creation of the Friends of the Norwell Pathways group. Ms. Freed is interested in chairing this committee, which would act as a conduit through the Town to understand what Mr. Foulsham can and can't do to help maintain the pathway system. This would create a line of communication between Town residents and Mr. Foulsham.

## **2016 License Renewals**

Mr. McBride gave an overview of the upcoming renewals and feedback from various Town departments. The following is a partial list of the motions and license renewals. The rest will be addressed at an upcoming BOS meeting.

*Motion: made by Ellen Allen, seconded by Peter Smellie, to renew the Retail Package Store – All Alcohol licenses for 2016 for the following businesses: Bo-Tes Imports, Marsh's, Inc., Shields General Store. Unanimously voted*

*Motion: made by Ellen Allen, seconded by Peter Smellie, to renew the Retail Package Store – Wines and Malt licenses for 2016 for the following businesses: DA's Mart, Norwell Sunoco, Inc., Quik Pik. Unanimously voted*

*Motion: made by Ellen Allen, seconded by Peter Smellie, to renew the Common Victualler-All Alcohol licenses for the following businesses: Beijing House, The Fours-Norwell, McGreal's Tavern, Not Your Average Joe's, Strawberry Fair, Inc., Tokio Tora, Trattoria San Pietro. Unanimously voted*

*Motion: made by Ellen Allen, seconded by Peter Smellie, to renew the Common Victualler-Wines and Malt licenses for the following business: Wild Ginger Thai Cuisine. Unanimously voted*

*Motion: made by Ellen Allen, seconded by Peter Smellie, to renew the Amusement (weekdays) license for the following businesses: Beijing House, McGreal's Tavern, North River Theatre, The Company Theatre, The Fours-Norwell. Unanimously voted*

*Motion: made by Ellen Allen, seconded by Peter Smellie, to renew the Amusement (Sundays) license for the following businesses: North River Theatre, The Company Theatre, The Fours-Norwell. Unanimously voted*

*Motion: made by Ellen Allen, seconded by Peter Smellie, to renew the Common Victualler licenses for the following businesses: Beijing House, Blue Moon Pizzeria, Bo-Tes Imports, Carewell Health Group, Eurest Dining @ Clean Harbor, Extreme Pita, The Fours-Norwell, The Juice Barn, Kentucky Fried Chicken, McDonald's Corp., McGreal's Tavern, Norwell Donuts-LLC, Not Your Average Joe's, On Rye Deli, Papa Gino's, Shield's General Store, Strawberry Fair, Inc., Subway, Taco Bell, Tokio Tora, Trattoria San Pietro, Wild Ginger Thai Cuisine. Unanimously voted*

*Motion: made by Ellen Allen, seconded by Peter Smellie, to renew the Motor Vehicle-Class I licenses for the following businesses: Coastal Nissan, Fredrickson Brothers, Inc., McLaren Boston, Village Euro Motors-Audi, Village Euro Motors-Porsche. Unanimously voted*

*Motion: made by Ellen Allen, seconded by Peter Smellie, to renew the Motor Vehicle- Class II licenses for the following businesses: Accord Auto, Coastal Nissan, Norwell Auto Sales, Steve's Auto Sales. Unanimously voted*

*Motion: made by Ellen Allen, seconded by Peter Smellie, to renew the Lodging House licenses for the following business: Capeway Motel. Unanimously voted*

**Revised Cemetery Rate** – Mr. Morin gave a summary of the market study of neighboring communities comparing current cemetery rates. Norwell's rates were lower than most other cemeteries. The proposed rates now reflect the going rates, and associated fees have been adjusted to be comparable to neighboring communities. The Cemetery Commission is taking

more of the actual costs of burial into consideration, as well as perpetual care and debt service.  
*Motion: made by Ellen Allen, seconded by Peter Smellie, to approve and adopt the cemetery price list as presented in the BOS packet on November 18, 2015. Unanimously voted*

### **Board of Selectmen 2016 Focus Areas**

The Board reviewed the Focus Areas that were voted upon in July. The version in the packet was dated, but Ellen Allen read the current version to facilitate the discussion.

#### **#1: Promote Economic Development to Create New Non-Residential Tax Revenues**

##### Tasks/Agenda Items:

Meet with EDC to Update Mission for FY16 Mission for creating new commercial tax revenues; expand committee to 7 & recruit new members

Work with Planning Board/Zoning Bylaw Committee on updating zoning by-laws, especially the sign by-law due to the potential for a billboard on Route 3

Explore adoption of Local Option Lodging Tax for possible recommendation at May 2016 Town Meeting

Pursue establishment of a Medical Marijuana business

Perform comprehensive review of all local receipts

Improve Communication with Residents regarding need for Revenue and Strategy

##### **Meeting Notes:**

The EDC's activities were discussed, which include planning for a survey for all Norwell businesses. They will identify the 12 largest businesses in the Town and meet with each of them in person. They will develop a list of contacts for future Town/government interaction.

The creation of a billboard overlay district proposal (citing the Route 3 location) was discussed. Ms. Allen and Mr. Morin met with the business owner, who remains interested. Revenues could be a range from \$25,000-\$50,000 up front with an anticipated annual payment. This must comply with state regulations to be considered. Other potential revenue areas were discussed at length.

ClearGov, a business that will show financial information at its website on all Massachusetts municipalities has chosen Norwell to be one of 6 beta sites in January. This would provide much valuable information for residents. The board anticipates many questions and comments on this application.

#### **#2: Promote Cooperation and Coordination Amongst Committees/Boards Commissions**

##### Tasks/Agenda Items:

Continue meetings with Departments/Committees/Boards for updates.

Appoint Complete Streets Committee to facilitate interaction among groups looking at changes to Town Center and other improvements to transportation and recreation including pathways, bicycle lanes and sidewalks (or street path walks). Committee to

include representatives from the Planning Board, Community Housing Trust, Pathways Committee, and sidewalk advocates)

Appoint Selectmen as members of, or liaisons to, some committees

**Meeting Notes:**

When the BOS meeting agenda is light, a committee or two will be invited to the meeting to interact with the board. The timing is good right now to get feedback as budgets are due next week. Mr. Morin will set up some meeting dates.

Put appointments of Selectmen to committees on a future agenda.

**#3: Provide Leadership to management of Town buildings and capital items**

Tasks/Agenda Items:

Monitor TA activities, Re: Comprehensive Capital Spending & Funding Plan

Assist the Library/TH Study Committee in preparing proposals for May 2016 TM

Assist with completion of Green Communities application

Review & propose strategies for unused or underutilized town property; identify possible surplus land or buildings that could be used for a home for the American Legion

**Meeting Notes:**

Mr. Morin and Ms. Allen met this morning to start working on the Capital Plan.

The BOS have met several times recently with the Library/TH SC.

The Green Communities application was submitted and is awaiting approval.

**#4: Develop Town 40B Strategy**

Tasks/Agenda Items:

Continue dialogue with DHCD about possible revisions to the law or policies; explore possible support from MMA

Review legal strategy for pending 40Bs

Consideration of costs and benefits of new development- is it feasible/desirable for Norwell to attempt "Safe Harbor."

**Meeting Notes:**

Ms. Allen will bring up the continuation of a DHCD dialogue at the next Massachusetts Municipal Association meeting.

The board continued discussions on Town strategy for this topic. The board agreed that the best thing to do is complete the 40 River Street project successfully. Ms. Allen will start exploring a home rule petition regarding the manufactured housing neighborhoods since they are truly the most affordable housing in Norwell.

**#5: Develop long range plans for employee contracts overseen by the Selectmen**

Tasks/Agenda Items:

Task TA to develop goals and strategies for future contract negotiations

Work with Schools on common issues such as health insurance and OPEB

**Meeting Notes:**

Have met with the schools to discuss and work together on health insurance and OPEB.

**#6: Improve Communication with Residents and Increase Civic Engagement**

Tasks/Agenda Items:

Monitor Task Force efforts on Update to Town website. Create a process for regular review and updates of the town website

Develop Comprehensive Plan for future of Cable operation in Town prior to Comcast/Verizon Contract Negotiation by re-establishing Cable TV Committee and determining the appropriate role for Marshfield Community TV

Add VisGov to Town website to show revenues and expenditures of the town

Recruit volunteers for open positions including "advertising" open positions in the local press, posting on Norwell Social, etc.

Work to inform residents and address the Tick and Opioid epidemics in Massachusetts

**Meeting Notes:**

Town Website –some momentum was lost due to personnel turnover in the firm updating the website. Lynda Allen has been working on the updates and progress is being made.

The Cable Committee met with Town Counsel to construct an approach to begin negotiations with the cable companies. Ms. Demong asked about Mr. Morin's idea to use the third floor of the Town Hall as a cable studio. All agreed that this could be a viable option, as it may be several years before a new library is ready. It is a good idea to consider this option seriously. Mr. McBride stated that the Town would likely want to set up a separate 501(c)3 status for the cable studio. Mr. Morin stated that it may not be an issue to have a private company in a public building. Potential building changes were discussed if this option is pursued. All agreed that the idea is worth considering.

A large number of volunteers have been recruited to fill open board positions, which are down to a handful. There seems to be renewed community interest in serving on a Town Board.

**Ticks:**

**Public health issues: Ticks and opioid use**

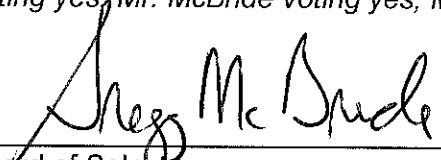
Ms. Demong summarized the impressive program at URI. She would like the Town to consider doing the full program in order for it to work, along with a whole outreach campaign. A more cost effective option might be to invite several surrounding towns and/or the County to participate. Five towns would be a perfect size for a group; the whole County might be too big. The program would kick off with an hour public presentation, followed by a working session to address local problems. The board discussed various ways to approach surrounding towns with this idea. Mr. Morin will bring up this topic at the next Town Administrator meeting, which is scheduled for the first week in January. \$2 per resident per year would "purchase" a resident tick expert. If the program could be regionalized the cost might be lower. Ms. Demong will discuss this issue with the Board of Health at an upcoming meeting in January.

**Minutes**

*Motion: made by Ellen Allen, seconded by Peter Smellie, to approve the minutes of the November 18, 2015 BOS meeting. Unanimously voted*

**Adjournment to Executive Session**

*Motion: made by Ellen Allen, seconded by Peter Smellie to adjourn to Executive Session at 8:43pm, to discuss Police negotiation business, not returning to Open Session. Unanimously voted. Mr. McBride polled the board, Ms. Allen voting yes, Ms. Brown voting yes, Ms. Demong voting yes, Mr. McBride voting yes, Mr. Smellie voting yes.*

  
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Board of Selectmen