

**Norwell Board of Selectmen  
Meeting Minutes  
July 11, 2012**

Gregg McBride opened the meeting and introduced Ellen Allen, David DeCoste and Town Administrator James Boudreau. Gregg McBride explained that the 7:00PM Executive with the ZBA had been cancelled. *MOTION: Ellen Allen moved the Board approve the agenda as written. Seconded by David DeCoste and unanimously voted.*

**7:00 Executive Session - ZBA – Jacob’s Pond Discussion – Cancelled**

**CITIZEN COMMENTS** – John Penny of WATD inquired why the Executive Session – ZBA Jacob’s Pond Discussion - had been cancelled and why it is Executive Session. Gregg McBride explained that the Chair of the ZBA contacted the Town Administrator this afternoon with concerns about this being Executive Session and Town Counsel advised the Selectmen that this is an Executive Session matter. Each Board had different advice as to the status of this being Executive Session.

**7:35 Pat Anderson, Town Clerk - Vital Fees** – Pat Anderson briefed the Board on the Vital Records Fees for Birth, Marriage and Death certificates. Current Fees are \$8.00 and she would like to increase them to \$10.00 effective August 1, 2012. The Town Clerk’s office is now able to utilize Uni-Bank, the on-line payment service used by the Treasurer’s Office, which allows customers the ability to pay via electronic check or credit card. Pat Anderson named other fees charged by her office: \$15 for typing a Vital Record that had been hand written, \$15 for Certifications for Zoning decisions, \$35 for DBA Certificates good for 4 years, \$30 for Marriage Licenses, \$20 for Local & Zoning By-Laws, \$30 for Planning Rules & Regulations, \$125 for Gas Storage permits, \$75 for Verizon & National Grid pole recordings, \$6 for Resident Listing Books (\$30 for non residents). *MOTION: Ellen Allen moved to approve the Town Clerk’s recommended increases to the Vital Records fees for Birth, Marriage and Death certificates from \$8.00 to \$10.00 effective August 1, 2012. Seconded by David DeCoste and unanimously voted.*

**7:55 Matthew Power – Town Technology Committee Interview** – Matthew Powers briefed the Board of Selectmen on why he is interested in serving on the Town Technology Committee and what skills he could bring to that Committee. *MOTION: Ellen Allen moved to appoint Matthew Powers to the Town Technology Committee to a Term Expiring June 30, 2013. Seconded by David DeCoste and unanimously voted.*

**OLD BUSINESS**

**Delegation of Warrant Signing** – The Board discussed this briefly at its last meeting. David DeCoste spoke against delegating this to the Town Administrator because he considers it part of the job. He had spoken to former selectmen, all of whom believed it was a bad idea, and had found value in reviewing the spending of the Town. David DeCoste said he believes Jim Boudreau is completely capable of signing. Ellen Allen said she is personally comfortable with delegating it. Gregg McBride suggested a compromise, namely that the Payroll Warrant be delegated to the Town Administrator since it does not change much week to week and the Payables Warrant remain the responsibility of the Selectmen to sign. Gregg McBride stressed that the Selectmen are not giving up the right to review any Warrant items at any time. *MOTION: Ellen Allen moved to delegate the signing of the Payroll Warrant to the Town Administrator. Seconded by Gregg McBride. Ellen Allen voted yes, Gregg McBride voted yes and David DeCoste voted no. Passed 2-1.*

**Electronic Board Packets** – Jim Boudreau explained that once the Agenda is posted, then the meeting packet can be sent to the Board via PDF file. On meeting nights, the Board has the option to receive a paper copy or utilize the PDF file on their own computers. This will not create work for Lynda Allen and will help the Board review meeting information before meetings begin.

**Selectmen Liaisons** – The Board selected areas to which each Selectman would be assigned as the liaison, periodically reporting back any developments to fellow Board Members. A member of the Audience inquired if a member is assigned to the Technology Committee and Ellen Allen explained that Jim Boudreau is assigned to that committee instead. It was decided that David DeCoste would be the liaison to Police Station Project, Ellen Allen to the Planning Board and Economic Development Committee, and Gregg McBride to Affordable Housing Trust. The latter must be voted as an official appointment. *MOTION: Ellen Allen moved to appoint Gregg McBride to the Affordable Housing Trust. Seconded by David DeCoste and unanimously passed.*

**Summer Schedule** –The Board discussed future meeting dates. Ellen Allen is not available August 1<sup>st</sup>, could participate remotely on August 8<sup>th</sup>. David DeCoste is available for all meetings. Gregg McBride will not be available August 15<sup>th</sup>. The Summer Schedule is as follows: July 25, August 8, and August 22, returning to weekly meetings on September 5.

#### **NEW BUSINESS**

**Accept CPC at large Resignation** – The Board is in receipt of the Resignation of Rebecca Freed from the At-Large seat of the Community Preservation Committee. She will continue on the CPC as the Assessors' representative to the CPC.

#### **Picnic on the Common Request – September 3, 2012**

The Jevne Team at Coldwell Banker in Norwell is requesting permission to hold the 3<sup>rd</sup> Annual Picnic/Concert on the Commons for the Townspeople on Labor Day, September 3, 2012 from 2:00PM – 5:00PM. *MOTION: Ellen Allen moved the Board approve the use of the Town Common and the Cushing Center by the Jevne Team at Coldwell Banker in Norwell to host a Concert on the Common for all Townspeople on Labor Day, September 3, 2012 between the hours of 2:00PM – 5:00PM, provided they hire a police detail from our Police Department. Seconded by David DeCoste and unanimously passed.*


#### **UPCOMING MEETINGS:**

July 25, 2013, August 8, 2013 and August 22, 2013

#### **EXECUTIVE SESSION** – Assessors, Pending Litigation

*MOTION: Ellen Allen moved that the Board of Selectmen adjourn from open session and enter into Executive Session to meet with the Board of Assessors to discuss pending litigation and not return to open session. Seconded by David DeCoste and unanimously voted.*

Chairman Gregg McBride explained that to discuss this in an open meeting might have a detrimental effect on the Town's litigating position. Gregg McBride polled the Board. Gregg McBride voted yes, Ellen Allen voted yes and David DeCoste voted yes.



Board of Selectmen