

**Selectmen's Meeting**  
**Virtual Meeting**

**March 23, 2021**  
**Meeting is Recorded**

*Under Governor Baker's emergency "Order Suspending Certain Provisions of the Open Meeting Law G.L. C. 30A, Section 20", issued March 12, 2020 and in effect until termination of the State of Emergency: This meeting of the Board of Selectmen will be conducted virtually with all members present via GoToMeeting at 7:00 P.M. Please see meeting information below:*

Join from your computer, tablet or smartphone at <https://global.gotomeeting.com/join/410037717>  
Dial in using your phone [+1\(571\)317-3122](tel:+1(571)317-3122) Access Code: 410-037-717

**Present: Chairman Plasko, Vice Chairman Maloney, Selectmen Lane, Selectmen Hajjar, Selectmen Donohue, General Manager Tony Mazzucco, and Jess Jozwik**

Finance Commission: Robert Donnelly, Alan Slater, Judith Langone, Kellie Noumi, and Anne Haley.

*The meeting was convened at 7:00pm on March 23rd, 2021 via GoToMeeting.*

Mr. Mazzucco noted that department heads were asked to submit their budgets flat or with contractual increases only in order to assess strategic priorities across the Town. Mr. Mazzucco also noted that some of the budgets will not show a salary increase because the town has an allocation for contractual obligations, which was included in the powerpoint being presented.

The budget for the office of the Board of Selectmen had no significant changes, just adjustments for longevity and step increases.

The budget for the office of the General Manager shows some changes with two re-classes, added funds in the form of municipal building budget which were moved to the manager's office with the transfer of facilities expenses.

The budget for the Finance Commission had no significant changes, however the salary line had been moved over to the Town Accountant's budget.

The budget for the Town Finance and Accounting department had two major changes; the allocation of the funds from the Finance Commission's budget and a \$5,000 salary for part-time help.

The budget for the Assessors Office had no significant changes.

The budget for the Treasurer's Office had no significant changes other than longevity/step increases which will show once the contracts for non-union have been settled.

The budget for Town Council increased by \$50,000 because it more accurately reflects the costs of previous years.

The budget for Human resources increased by \$88,603 due to the addition of a human resources generalist position to accommodate the increased workload from taking on Norwood Public Schools Human Resources. Small increases were also added for reclassifications and more town-wide training.

The budget for the Information Technology department had an increase of \$150,775 due in part, to booking half the cost of the MUNIS implementation position and also due to the conversion of the Town's email system over to Google Workspace for Government (GMAIL). The budget for the Town Clerk & elections & registrations office had no significant changes beyond step increases and longevity increases.

The budget for Community Development had a few changes; there was a reclassification for one of the positions and a change to the hours of another position from 32 to 40 hours a week.

The budget for the General Government had no changes.

The budget for the Annual Town Report 19B GG cola had no changes. COLA is reserve for assumed collective bargaining agreements.

The budget for the Police Department had no major changes.

The budget for the Fire Department was not yet settled for FY21+22. There appears to be a decrease due to hire-downs and new hires. Funds were added to training (\$22,000), mechanic overtime (\$10,000), and vehicle maintenance (\$10,000). All of which will need continued investment. The change in overall training number from operating to salaries was to correctly account for these costs as they are labor costs and not operating costs.

The budget for the Building Inspector had an increase of \$20,00 to account for weights and measures services. The fee for weights and measures services will increase to offset this cost increase.

The budget for Emergency Management is being budgeted for training and operating expenses for CERT and MRC.

The budget for Traffic Control/Fire Alarm and Street Lighting had no overall changes. NLD should be charging the town for various services.

The budget for Public Works & Engineering had no significant changes. They completed moving all water and sewer expenses over to water and sewer. FY21+22 Contracts are not settled. Summer help increased but no adjustments were needed. Engineering had no changes.

The budget for the Airport had no major changes.

The budget for Highway Maintenance & Snow and Ice had no changes. Future years will require additional funds to keep up with inflation.

The budget for Waste Collection increased by about \$74,000. Waste costs have gone up due to the pandemic causing an increase in waste production. Renegotiating this contract could lead to huge increases.

The budget for the Cemetery had no significant changes.

The budget for the Health Department includes booking the salary for the second public health nurse, which should be covered by the grant funding and FEMA reimbursements.

The budget for the Council on Aging had no significant changes.

The budget for Veteran's Services had no significant changes. The decrease seen was from bringing the CH115 number to this year's average plus 10%. It's always a floating target and just an adjustment.

The budget for the Library had no significant changes. Contract is unsettled.

The budget for the Recreation & Parks departments had no significant changes this year.

The budget for Celebrations had no significant changes; however, pressure on these areas continues.

The budget for Debt Service (General Fund) Had increased by a slight amount.

The budget for State, County and Regional Assessments went up as it usually does. The increase was in the amount of roughly \$640,000.

The budget for Retirement, Insurance, and Medicare includes a \$500,000 pension catch up deposit for retirement. Health insurance costs for LD will be directly booked.

Other budget changes were made; the reserve fund was increased to meet the amount specified in financial policies. Stabilization deposit increased by general budget increase (3.5%). The override stabilization deposit is ahead of schedule. Cash capital was built in for additional rolling stock purchases; there will be no more borrowing/free cash for these vehicles.

The budget for Fleet Management planned to purchase rolling stock with cash.

The budget for Facilities had no significant changes. A line for routine repair/replacement for fences. Utilities should be re-evaluated annually but this year is not a comparison year to utilize.

The budget for the Norwood Light had no significant changes. Power purchase is down due to lowered capacity. If a rate increase is needed, it is anticipated at less than 2.5%. The FY21 contract is not settled.

The budget for Norwood Broadband had no significant changes. Rate increases will only come from contractually required increases from broadcast companies.

The budget for Sewer, Drains, and Water had no significant changes. MWRA number is still subject to review and will be offset by corresponding revenue.

For more information on the School Budget, see the school budget.

The Finance Commission and the Board of Selectmen expressed their gratitude for one another's collaboration and participation in this meeting.

On motion of Mr. Slater, seconded by Mrs. Haley, the Finance Commission voted unanimously to adjourn.

On motion of Chairman Plasko, seconded by Vice Chairman Maloney, the Board of Selectmen voted unanimously to adjourn.

**A True Record.**

**ATTEST:** \_\_\_\_\_  
**Assistant**