

Regular meeting of the Board of Selectmen convened at 7 p.m. on Tuesday, December 4, 2018 in Room 34, the Harry B. Butters Chambers, Norwood Memorial Municipal Building, with the Pledge of Allegiance, and a silent moment of prayer and reflection. Meeting is Recorded.

Present: Chairman Thomas F. Maloney, Selectmen William J. Plasko, Helen Abdallah Donohue, Paul A. Bishop, and Allan D. Howard.. Also present General Manager Tony Mazzucco, Clerk Frances L. Jessoe and Assistant Christina K. Mulvehill.

### Appointments

#### 7:00 P.M. – Chief George Morrice, NFD:

Reference was made to monthly report of department's activities. Chief Morrice stated that they have two new firefighter paramedics; Renee Mansfield and Steve Columbo. On December 21 they will have a firefighter out of the academy. He said that Avalon Bay have been very cooperative. Project Manager has given Lt. Cody, the Fire Prevention officer a lot of information regarding the project. They will be spraying all the wood building down with a paint that slows down the spread of fire. He said that with the lockout of National Grid workers some new homes are using propane and they need a permit from the Fire Department to install. Be aware that propane is heavier than gas and hangs low so CO2 detectors should be 1-2 feet off the ground. Fire prevention does smoke detection inspections. Chairman thanked the Chief for the updated numbers on ambulance fee revenue. Selectman Howard said since we raised the rate he is surprised we are not further ahead. Chief expects a bit of an increase in the next few months.

#### 7:15 P.M.-Supt. Travis Farley, Recreation Department:

Reference was made to the monthly report of department's activities. Mr. Farley gave his report. Most recent event was holiday extravaganza the Saturday after Thanksgiving. Horse drawn carriages, petting zoo, pictures with Mr. & Mrs. Claus. Thanks to Charles River Running and the banks who donated. Parents night out December 7. Will show a holiday movie. Floor hockey program is in its 48<sup>th</sup> year. December 15<sup>th</sup> is breakfast with Santa. He listed several other one day programs coming up in the near future, including craft kids and seniors where they partner with the seniors. There is another batch of programming starting in January. They also offer a multitude of fitness programs. Will be taking applications for life guards and camp staff. Kudos to Katie for the New York trip this past weekend. She filled the entire bus. Fun was had by all. Selectman Howard mentioned the work out area. There have been a lot of renovations and equipment replacement in that area. Chairman noted running ahead of last year on revenue. They will look at marketing for some programs.

#### 7:30 P.M. – P.H., Tax Rate for FY 2019:

Notice was read and public hearing was declared open concerning the percentages of the FY 2019 local tax levy to be borne by each class of property in accordance with Chapter 40, Section 56, as amended by Chapter 369 of the Acts of 1982, and Chapter 79 of the Acts of 1983. Present was Chairman of the Board of Assessors Timothy McDonough and members Robert M. Thornton and James Grover.

Chairman McDonough acknowledged Mrs. Jessoe on her retirement. He stated that they go back many years when he served on the Board of Selectmen and her help as he served as the Chairman of the Board of Assessors. She has given tremendous assistance throughout the years. The Board wishes Fran and Paul Jessoe well in her retirement.

Mr. McDonough began with a brief outline of the determination of the tax rate. There is a levy which Town Meeting appropriates and that is divided by property values, which have been approved by the Department of Revenue. Dividing the tax levy by the values produces a single tax rate. The levy is what was appropriated at Town Meeting, plus 2.5% and new growth. New growth is what wasn't being taxed last year, but is being taxed this year. That is what we use to help determine the tax rate. There is the tax levy, then property values as determined by the state.

P.H., Tax Rate for FY 2019-(cont'd):

Once you determine the tax rate, you are then allowed to determine what the shift may be. Norwood has always had a split tax rate, where some percentage goes towards commercial, and residential is usually at 1.5%. Last year the rate could have gone as high as 1.61% and the Board chose to go with 1.57%. The maximum shift is determined by the state and a minimal residential factor. You cannot arbitrarily shift the burden to commercial to 75%. It has to be what is allowed by the state. The state dictates the shift.

Selectman Donohue inquired about the \$75 million from Town Meeting. Mr. Thornton explained that if your budget is \$200 million, and \$75 million is coming from taxes, the remaining \$125 million is coming from other revenue sources, such as utilities and state aid.

Mr. McDonough continued with the presentation. Using the aforementioned calculations produced a single tax rate of \$14.18. Historically this would be a large burden on single family residential dwellings. He reviewed the historical tax levy analysis. The town has been consistent over the last several years. This year it drops for 3.2%. One factor is new growth, such as new condos on Lenox Street which went from commercial to residential property. This year the state approved \$879,000 in new growth. 3.2% is the combination of new growth and part of the unused levy. There was an increase in the unused tax levy bringing it to \$259,106 that has not been used. Chairman Maloney asked about that figure. Mr. Thornton explained that there was a ceiling \$259,000 higher than what was used. He said the town could have gone to the ceiling and dropped some of the other receipts to be more conservative, but that did not happen.

Mr. Thornton said the tax levy is growing at a consistent rate. The tax levy and therefore the budget is constrained and can only go up in increments based on that Proposition 2.5% law. Mr. Thornton said the values we have are being updated based on sales and building permits. Want to keep residential at a modest increase if you can, without piling it on to the commercial investor. This year the state set the maximum shift at 66%.

On motion of Selectman Plasko, seconded by Selectman Bishop, voted to close the hearing. On motion of Selectman Plasko, seconded by Selectman Bishop, voted to adopt a shift of 61%, which would be 1.6% for commercial and 2.1% for residential.

New Business

Patrick Deschenes, Assistant Planner:

On motion of Selectman Donohue, seconded by Selectman Howard, voted to forward a letter of support from the Board regarding the "Saint Lot" purchase through CPA funds. The Manager explained the process. Selectman Plasko questioned the process, asking who would be doing the negotiating. The Planning Department provides the administrative support for the CPA. Rules and Regulations of CPA have tight guidelines on what can be spent. Selectman Donohue said this is just showing support for the project. Mr. Halkiotis and Mr. Deschenes have been diligent on this project. Chairman Maloney said in the end the price will be determined by an appraisal. He volunteered to take the lead working on the language.

Supt. James Collins, Norwood Light Department:

On motion of Selectman Howard, seconded by Selectman Bishop, voted to support request to declare 2003 Ford E450 utility van surplus.

David Depree, Norwood Space Center:

On motion of Selectman Donohue second Bishop Submitting application for Special One Day Wine & Malt Beverages License for Saturday, December 8, 2018 from 5 p.m. to 8 p.m.

General Manager Tony Mazzucco:

- a. On motion of Selectman Plasko, seconded by Selectman Bishop, voted to accept under MGL Chapter 44, Section 53A, a check from Avalon Bay in the amount of \$57,000 for roadway improvements at the Lenox and Nahatan St. intersection.

General Manager Tony Mazzuco-(cont'd):

- b. On motion of Selectman Donohue, seconded by Selectman Howard, voted to accept under MGL Chapter 44, Section 53A, a check from National Grid in the amount of \$91,147 towards this year's paving costs.
- c. On motion of Selectman Donohue, seconded by Selectman Bishop, voted to support two projects; Bond Street Playground and Lower Balch Rehab, that will be submitted to Community Preservation Committee.

Bernard Cooper, Assistant General Manager:

On motion of Selectman Donohue, seconded by Selectman Plasko, voted to support Community Preservation Act Committee application to refurbish and restore the Town Hall Carillon as a Historic Preservation project.

Selectman William J. Plasko:

Submitting General Manager Performance Review Instrument.

Selectman Plasko said this has been seen by Mr. Mazzuco and he is comfortable and agreeable to the process. Selectman Plasko added that goals should be set for the upcoming year. On motion of Selectman Plasko, seconded by Selectman Howard, voted to adopt. The first step is for the Manager to do self-evaluation and submit for the Board to take it from there.

Selectman Paul A. Bishop:

Submitting recommendation for appointment to the position of Executive Assistant to the Board of Selectmen. Selectman Bishop was the liaison from the Board for this process. Interviews were held on November 29. Both candidates were very good examples. Mrs. Mulvehill has worked five year in this office and ten years in the Manager's office. The recommendation is to appoint Christina Mulvehill as Executive Assistant to the Board of Selectmen. The vote was unanimous.

Selectman Bishop asked the Board to allow him to assist Human Resources in the details and for the posting for the eventual vacant position that would be created by Mrs. Mulvehill moving up. Chairman Maloney said that Selectmen Bishop wants to work on the details. Selectman Bishop concurred. Assuming this goes smoothly, the Board will move on to the posting. Selectman Bishop agreed.

Selectman Howard said with that in hand subject to that moving forward, he would like to make a motion that the Board have a search committee for the second position that we have in our office to replace Mrs. Mulvehill now-this committee would be the Chairman and Mr. Bishop presuming that Mrs. Mulvehill will work out an agreement. He would like to vote this tonight so the committee can work that out. The Chairman inquired if HR should be involved. Selectman Howard said no, he didn't see any need at this point. He felt the two selectmen and Mrs. Mulvehill would be the committee and have a search in house. The Committee can make the time lines. A vote was not taken.

Selectman Plasko said he didn't know if we are rushing too much; he thinks the first suggestion is how we want to proceed, then talk about the committee. Chairman Maloney said you want to finish one assignment and then move on to the other. Chairman Maloney inquired if Selectman Howard was all right with this and Selectman Howard said he was not as the clock is ticking. Selectman Plasko said it has to come back to the Board before it moves forward anyhow. Selectman Howard said he would like to start the process moving-3 you do two you don't.

Selectman Donohue said she supports Selectman Plasko's position. Selectman Bishop said we **do** need to have HR involved. Selectman Howard said we didn't before. Selectman Bishop said we did with the Manager. Selectman Donohue said this person will be working in our office and we had great success the last time we went through this 5 years ago and she agrees with Selectman Howard that we don't need HR and she would rather have 3 members of the Board. The Manager said the town wide policy requires HR to be involved in the process. Selectman Plasko said HR should be involved but the question is whether HR is part of the committee that is voting on it or an advisory. Selectman Howard stated that he did not

Selectman Paul A. Bishop-(cont'd):

get a second to his motion. Selectman Plasko referred to Selectman Bishop's motion that Selectman Plasko stated that he seconded. Selectman Donohue asked to go over Selectman Bishop's motion. Selectman Bishop stated that he goes along with Selectman Howard stating that there should be two members of the Board involved and Mrs., Mulvehill as this is the way it was done last time as she knows more about the job posting than anybody else as she has worked in it for 5 years and should have some kind of input, and lastly it is a requirement that we have HR representation.

Chairman Maloney said the Board has decided that we are going to appoint Christina Mulvehill and is that correct. The Board stated in the affirmative. A vote was not taken on Selectman Bishop's motion. Chairman Maloney referred to Selectman Plasko's motion and said that Selectman Donohue agreed with him. Selectman Donohue said the reason that she didn't understand the motion is because there are two different motions; one by Selectman Bishop and one by Selectman Plasko. Selectman Donohue said she would like to vote on Selectman Plasko's motion. Chairman Maloney inquired if that is ok with Selectman Bishop. Selectman Bishop agreed. Chairman Maloney said that Selectman Donohue seconded Selectman Plasko's motion. Selectman Plasko said he thought his motion was to have Selectman Bishop, the Manager and Ms. Pizzi work to prepare for the posting of the current position held by Mrs. Mulvehill once they review the process and recommendations for the position going forward.

Chairman Maloney suggested all motions be withdrawn and worked on at the next meeting. The Board agreed. Selectman Bishop stated he would continue on with that. Selectman Donohue asked what Selectman Bishop is going to continue on with. Chairman Maloney stated they will wrap up with Mrs. Mulvehill. Selectman Howard inquired who would do that. Chairman Maloney said Mr. Bishop. Selectman Howard inquired why not Chairman and Selectman Bishop.

Clerk/Board of Selectmen:

Submitting for the Board's approval Renewal Affidavits for 2019 and attestation that each licensee has renewed. All establishments have been inspected by Fire and Bldg. Departments. Signed certificates have been forwarded to this office. Liquor Liability and Workers Comp Ins. on file.

Memoranda

Chief William G. Brooks, III, Norwood Police Department:

On motion of Selectman Bishop, seconded by Selectman Plasko, voted to accept monthly report.

Manager's Update

In regard to the resident wanting to purchase land on Vernon Street, the Manager is working with Town Counsel and expects to have a memo by end of week.

Selectmen's Addenda

Selectman Howard

Leaf and grass bag pick up ends December 14

Selectman Bishop

December 7 - Pearl Harbor was attacked on this day in 1941

Happy Hanukah

Chairman Maloney

President George H. W. Bush will be laid to rest tomorrow

He was remarkable and more. A master of foreign policy and of prudent judgement.

Adjournment

No other business being presented for consideration, on motion of Selectman Howard, seconded by Selectman Bishop, voted to adjourn and the meeting was adjourned accordingly at 8:50 p.m.

A True Copy

Attest: \_\_\_\_\_

Clerk