

Wednesday, September 18, 2019

To Town Meeting Members:

This is the informational “Yellow Sheet” for the upcoming Monday, October 7th Special Town Meeting. We hope that it proves useful in your deliberations.

ARTICLE 1. Moderna Therapeutics Tax Increment Financing (TIF) Agreement

This article authorizes the Town of Norwood through its Board of Selectmen to execute a Tax Increment Financing (TIF) agreement with the property owner of 200 Tech Drive, BR Norwood Owner LLC and its tenant, ModernaTX Inc. The subject property has an existing 229,707 square foot building, originally built by Polaroid that had been leased by Universal Technical Institute (UTI) since 2004. UTI, the current subtenant, has started to move out of the building and will completely vacate the building in the summer of 2020.

Moderna has leased the 229,707 square foot building on 24.7 acres of land. Renovations of the building will include new lab and office space to support their existing operations across the street at 1 Moderna Way. Moderna intends to invest approximately \$50 million on building renovations, including \$43 million for hard and soft construction costs and \$7 million for personal property. Moderna plans to renovate an initial 88,000 square feet of space. They estimate that construction will be completed in 2020. Moderna plans to fully occupy the entire building and renovate the remainder of the space when the current subtenant vacates the property. Moderna expects construction completion in 2021 and full occupancy of the building in 2022. Moderna will relocate 250 full-time jobs from its Cambridge headquarters and create 100 new, permanent, full-time jobs in Norwood, a total of 350 new, high wage jobs.

In October 2016, Moderna was approved for a TIF by Town Meeting for plans to renovate property located at 1 Moderna Way for its clinical biomanufacturing operations. Moderna opened its new clinical biomanufacturing facility in the summer of

2018 and has exceeded its current TIF obligations for both investment and job creation. For its initial TIF Moderna committed to retain/relocate 100 jobs and create 120 for a total of 220; the current employment total at the facility is 240. Moderna committed to an investment of \$110 million and their current investment is \$130 million. This will bring the total number of jobs at their Norwood campus to approximately 590 people once fully built out. The types of jobs that will be created at 200 Tech Drive include engineers, scientists, information technology, office, and administrative jobs.

The Economic Development Committee (EDC) has negotiated a TIF agreement with Moderna. The TIF is NOT a percentage discount on the current real estate taxes.

10 Year TIF Agreement Summary

Building Area	229,707 SF
Estimated Base Assessed Property Value	\$23,000,000
Increase in Property Value from Investments - Incremental Assessed Value	\$13,707,300
Estimated New Assessed Value After Investments	\$36,707,300
Current Estimated Annual Base Tax Payment Without TIF	\$ 524,860
Estimated New Net Annual Average Tax Payment With TIF	\$ 153,603
Estimated Annual Taxes With TIF (Base plus new)	\$ 678,463
Estimated Increase in Taxes With TIF Over 10 Years	\$ 1,536,033
Estimated Taxes With TIF Over 10 Years (Base plus new)	\$ 6,784,633
FY18 Commercial Tax Rate per \$1000	\$ 22.82

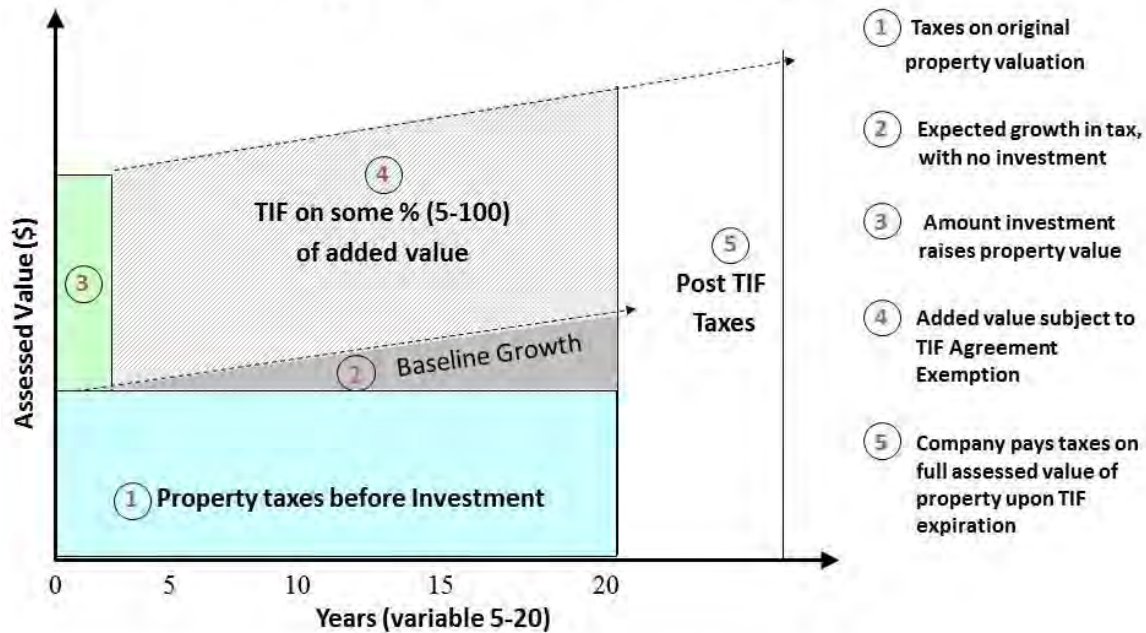
All of the tax benefits for the TIF will be passed through to the tenant, Moderna. If Moderna vacates the property, the TIF agreement will be terminated. The property owner does not receive any of the tax or other benefits from the TIF agreement. It is important to understand that the percentage of real estate tax discount is on the estimated increase in property value after investments. During the initial negotiations, we learned that Moderna was considering other towns in its relocation search. The board of Selectmen respectfully requests your support on this article.

In addition to the additional tax revenue the other community benefits are:

- Estimated building permit fee of \$500,000;
- Relocation of 250 employees to Norwood;
- Creation of 100 new jobs in Norwood;
- Spin-off benefits to the local economy such as retail, restaurants, hotels, service establishments, various contractors, and consultants;
- \$50,000,000 of investment into a 229,707 SF building that was going to be vacant;
- Possibly attracting other biotech companies to Norwood;
- Increased hotel and meals tax revenue.

The figure below explains the structure of TIF agreements.

Tax Increment Financing (TIF) Agreement Mechanics



ARTICLE 2

Neponset Meadows Land Acquisition

This article requests that you appropriate \$10,000 from available funds for the purchase of a 1.51-acre parcel of vacant land in the “Neponset Meadows”.

The parcel is located off of the end of Vanderbilt Avenue (behind the old Norwood Arena) and is landlocked and completely surrounded by Town-owned property. It has no formal access or “right-of-way”, and is for all practical purposes unusable for anything other than open space.

The owner is in her 90’s and would like to dispose of the property, acquired through inheritance. They have steadfastly paid taxes on the parcel for three generations (even after changes in wetlands laws made development virtually impossible). The surrounding property is required to be kept as open space and cannot be developed.

The assessed value of the property is \$22,000 with an annual tax bill of \$253. Given its isolated location and status, we think that the \$10,000 purchase price is reasonable. The owner is in agreement. The Board of Selectmen respectfully request your support on this article.

Please see Attachment “A” which shows the location of this property.

ARTICLE 3.

“Saints Street” Land Open Space Acquisition

This article would acquire approximately six (6+/-) acres of land in South Norwood adjacent to St. Paul, St. Joseph, and Folan Avenues with Community Preservation Funds. This proposal was originally intended to be included on the Annual Town Meeting warrant this past spring, but time was required to negotiate a Purchase and Sale Agreement. The total cost of the land is \$280,000, and the article includes an additional \$45,000 for closing costs, clean up, and preliminary designs for walking trails (a total request of \$325,000). We are including these costs in an effort to ensure we are presenting Town Meeting with the full cost of the acquisition. Also included in this total is \$10,000 for a Conservation Restriction, which is required under state law when using Community Preservation Funds (“CPA” funds) for an open space acquisition. We anticipate future requests for funding to fully develop trails and other passive recreation amenities.

This acquisition will add six (6+/-) acres of land to the Town’s holdings and permanently preserve them as open space. Given its location adjacent to an industrial/commercial area, dense housing neighborhoods, and the Balch School/Eliot Park, this is a great addition of green space and will become walkable outdoor space. This also adds six (6+/-) acres to our exempt property calculation for the purposes of the Town meeting its 40B affordable housing exempt space requirements. If the Town were not to acquire this property, it could be developed into manufacturing use; therefore the acquisition permanently protects and preserves this piece of land from future development. Please see Attachment “B” which shows a map of the property. The Board of Selectmen respectfully request your support on this article.

ARTICLE 4.

Proposed Amendment to the Zoning Bylaws-Conversion of Certain Historic Residential Structures

As many Town Meeting Members and other residents of the Town probably already know and may have observed in other communities, large older homes of a bygone era are often the target of a developer's wrecking ball, with the aim of getting rid of an older structure that may require too large an investment of money and time to bring up to current standards and code requirements. In other cases, the owners of such homes find that they are often difficult to sell when a family living in such a house (or the family of a deceased owner) wants to move on. In today's world, it seems that there aren't very many families that need or desire to own such a large, old house, no matter how interesting, quaint, historic, or architecturally significant the structure may be.

At the same time, there is often strong sentiment among local residents to save or preserve such old homes, as they represent, in the eyes of many, a link to a community's past. These structures were often the homes of prominent families in the establishment or growth of the town in which they are located, and their continued presence is something of a physical history lesson for later generations, especially if the home has architectural elements that take us back to another time.

The owners of "Oakview", located at 289 Walpole Street and formerly the home of the Winslow

ARTICLE 6.**Transfer of School Budget Funds Due to Override Passing**

This article would transfer \$509,290 from the school budget to the Override Stabilization Fund. As you may remember at the Annual Town Meeting an appropriation was made from free cash to the school budget *in the event the override did not pass* to reduce the number of layoffs. Because the override did pass, the School Department does not need this additional funding and consistent with their wishes last year and this year, it is being returned to the Town. The recommendation is to place the funds into the Override Stabilization Fund. The goal is to build up the Override Stabilization Fund as long as possible before having to draw down the fund in future years. Currently in FY20 we placed \$700,000 into the Override Stabilization Fund, and we are projecting a minimum of \$350,000 being placed in FY21 to coincide with our five year fiscal projections. This addition would bring the fund balance up to a total of \$1,209,290 plus interest, placing us on a good footing to continue additions until such a time as we need to begin drawing the fund down. The Board of Selectmen respectfully request your support on this article.

ARTICLE 7.**Coakley Feasibility Study and Schematic Design Appropriation (Borrowing)**

This article will authorize the borrowing of \$1,500,000 to study the initial design and feasibility of constructing a new middle school to replace the Coakley Middle School.

We are not actually borrowing these funds at this time; the Massachusetts School Building Authority (MSBA) requires this step as a sign of support to continue in the school building process. We anticipate borrowing the funds within the next year or so. We choose to work with the MSBA because the Commonwealth will pay approximately 50% of the total project cost, which will save the taxpayers tens of millions of dollars. Assuming the Town goes through with the process, this initial \$1,500,000 will be reimbursed at about 50%.

This is an early step in what will be a multi-year process towards constructing a new middle school. If everything proceeds smoothly, and everything includes several future Town Meeting and ballot approvals, we are looking at five (5) to seven (7) years before a new school would open. At this time it is understood that the new building will be located on the current site; decisions on configuration and amenities of the new facility are premature at this point. There is a standard process prescribed by the MSBA and this is the next step in the required process. The School Committee and the School Building Committee have endorsed this article. The Board of Selectmen respectfully request your support on this article.

ARTICLE 8.

Senior Tax Work-off Program Amendment

This article requests that you vote to adopt a provision of Chapter 59 §5k of the General Laws that will allow approved representatives to participate in the Senior Tax Work-off Program on behalf of Norwood seniors who are physically unable to participate in the program.

Town Meeting accepted the Senior Tax Work-off Program (Chapter 59 §5k of the General Laws) in 2004. This program allows residents sixty (60) years of age and older who meet the income and residency requirements to volunteer his or her time to the Town of Norwood in exchange for an abatement on his or her property tax bill. Qualifying seniors may earn up to \$750.00 (for 62.5 volunteer hours) off of their annual property tax bill, each tax year. Unfortunately, some seniors in need of financial relief are not physically capable of volunteering their time to the Town of Norwood, and therefore they are unable to obtain the financial benefits of the Senior Tax Work-off Program. If this article is approved, authorized representatives may work on behalf of qualifying seniors who would like to participate in the Senior Tax Work-off Program but are physically unable to do so. For example, an individual may volunteer his or her time and transfer the abatement, up to \$750 for 62.5 hours of work, to a qualifying Norwood resident who is physically unable to take part in the Senior Tax Work-off Program. The authorized representative is not compensated.

In FY19 the Town placed twelve (12) seniors in various departments. Since FY20 started the Town has placed nine (9) seniors in various departments.

Many communities have adopted this provision, including the Towns of Westwood and Millis. The Board of Selectmen respectfully request your support on this article.

ARTICLE 9.

Borrowing for Emergency Water Connection with Town of Sharon

This article would authorize the borrowing of \$1,500,000 for lining of water mains in the Sumner/Union Streets area. This would allow the Town of Sharon to establish an emergency connection to our water system.

Why would we line or replace water pipes in this area to help the Town of Sharon? While we like to be neighborly, the reality is Sharon is paying for the entire project. The Town of Sharon has been working with us to establish an emergency connection to our water system to be used in the event their water supply is down for maintenance or other issues. To accomplish this in a manner that does not reduce our own water flow or pressure, the lines in the area close to the connection need to be re-lined or replaced. This is a huge benefit to the Town of Norwood as we are spending \$1 million annually on water lining, and this work will have to be done eventually. The Town of Norwood is receiving over \$1 million of infrastructure work on someone else's dime. Residents in these areas will benefit from increased water flow and new, clean water lines.

What if Sharon needs to use the emergency connection? We charge Sharon for the water used as we would charge any other user; so the Town would reap a financial benefit every time the

connection is used. The proposed work (and a small pump station constructed by Sharon on their side of the town line) ensures no service disruption or reduced flow for Norwood residents in the event the emergency connection has to be used.

At this time Sharon has not indicated they are looking at permanently joining the Massachusetts Water Resources Authority (MWRA). If they were to do so, MWRA approval is required (and doing so would add another community to the MWRA, which would help reduce all communities' infrastructure cost).

The reason the Town of Norwood is borrowing the money rather than the Town of Sharon is because the work is being done on our property. We want to control the bidding and award process, we want our engineering and public works staff to oversee the project, and we want to maintain control over work in our own community. We also want to avoid any complicated questions over ownership of the final product or work. However, all costs will be paid by the Town of Sharon.

Sharon and Norwood will enter into what is known as an Inter-Municipal Agreement (IMA), a framework established under Massachusetts law that allows towns, through their Boards of Selectmen to sign contracts for shared or mutual services. Because there is a specific law that establishes IMAs, they are legally binding on the Towns that enter into them and the Department of Revenue has the authority to force payment of terms directly in the event one side reneges on their financial obligations. While we know the Town of Sharon would never do that, we are placing it in writing just in case. The approval requested in this article is of course *contingent* on Sharon entering into an IMA to pay all costs associated with the work. The impact on our overall financial position as a result of the added debt is neutral or even positive; while we incur a debt on our balance sheet, we also incur a deferred revenue source covering that debt as well as a net asset increase. Please see attachment "D" for a map of the area to be lined. The Board of Selectmen respectfully request you support this article.

ARTICLE 10.

East Walpole Cemetery Donation of Land

This article requests that you authorize the Board of Selectmen to enter into an agreement with the East Walpole Cemetery Association to accept a donation of approximately 15 acres of land from the East Walpole Cemetery Association for future cemetery purposes, open space and historic preservation, and to maintain the current burials located at the cemetery.

The front portion of the property bordering Pleasant Street (1 acre on the Walpole side and 3+/- acres on the Norwood side) is occupied by the burial ground. The remainder of the land is vacant, and some of it could be used for expansion of the burial ground or residential development, although not all of it because of wetland issues.

Purchase of the East Walpole Cemetery (EWC) first appeared in a Town Meeting warrant at the November 12, 2015 Special Town Meeting. The Finance Commission and Board of Selectmen, after initially recommending the proposal, eventually recommended indefinite postponement of the article. The initial article requested that Town Meeting authorize the Board of Selectmen to purchase the cemetery and surrounding land. The first offer from the East Walpole Cemetery Association was to sell the property to the Town for \$3,000,000, which encompassed the entire 29 acre property. After further discussions, the Association agreed to an offer of \$400,000 for a smaller parcel, subject to Town Meeting approval. This measure was planned to be addressed at the November 12, 2015 Special Town Meeting, but was postponed indefinitely, until now.

The Association is now proposing to donate 15 acres of land to the Town of Norwood.

We are bringing this new proposal to you because the Association wishes to divest themselves of the obligation to keep this private cemetery in operation. The Association has also offered to donate \$150,000 to the Town of Norwood to assist with the care in perpetuity of the Cemetery. The financial donation would only be able to be used for the care of the EWC.

Why acquire a private cemetery? There are several benefits to the Town. First among them, although there is not realistically a chance that someone would build over a cemetery, the Town is able to permanently preserve 15 acres of green/open space. It is possible some of the acreage being donated could be used as park or open space, but nothing is planned at this time.

This land would also add 15 acres to our exempt property total to assist the Town in maintaining our 40B affordable housing exempt property requirements.

The cemetery is also historic, having been formed in 1826. The cemetery in the past was known as the "Pleasant Street Cemetery" and providing there is no restriction, the Town would eventually look to rename the cemetery. Members of historic families in Norwood including the Morse family and the Bird family are buried at the cemetery. Interestingly enough some of the charter members of this cemetery ended up being buried at Old Parish Cemetery. The earlier we can acquire the cemetery the easier its preservation becomes.

Currently the Association spends between \$5,000 and \$7,000 per year maintaining the cemetery via a third party contract. We would add this cost to the budget, and the DPW would maintain the cemetery in the same manner as it is today. The funds donated by the Association would be held in reserve and generate interest and would be used for capital or other costs down the road, but only for the EWC. Burials would be allowed with the same cost structure as Highland Cemetery. The Norwood Historical Commission has endorsed this article.

Authorizing the Board of Selectmen to enter into an agreement with the East Walpole Cemetery Association will not guarantee that the Town will accept the cemetery. It simply authorizes the Board of Selectmen to negotiate with the East Walpole Cemetery Association in order to accept the land. The Board of Selectmen respectfully request you support this article.

Attachment "E" is a map of the cemetery and the area.

Attachment "F" shows the rough area (Parcel 1) that the Town would be acquiring.

Attachment "G" is a description and brief history of the East Walpole Cemetery, completed by Patti Fanning.

ARTICLE 11. Transfer Unused Funds to Complete Town Hall Elevator Replacement

This article requests that you authorize the Board of Selectmen to transfer remaining balances from other projects that required a borrowing (bond or note) to pay for the unexpected increased cost of fixing the Town Hall elevator. We are seeking an estimated \$200,000 to complete the project.

The Town Hall elevator was installed in 1987 and is now 32 years old. It has never been upgraded. The controls are obsolete, and parts are becoming difficult to find. Town Meeting voted to appropriate \$185,000 to upgrade the aging elevator and install security locks in Town Hall at the 2017 Annual Town Meeting. The plan was to complete the elevator project and install the security locks in conjunction with the Town Hall renovation, which was delayed due to the estimated cost. The cost to install electronic locks has likely increased significantly since 2017, and IT's workload will not permit them to complete this project in the near future. So, we propose using the \$45,000 for the security locks to complete the elevator upgrade.

Since 2017, the estimated cost of updating the elevator has increased significantly. There are two factors that have increased the cost of this project since 2017: One, the cost of construction (for all types of construction) has increased significantly since 2017. Two, while completing the initial assessment, it was discovered that updating the controls of an elevator triggers current ADA code requirements, which the elevator currently does not meet (it was built before the adoption of the Americans with Disabilities Act of 1990).

The general bid opening is scheduled for September 27th, which will provide enough time to provide Town Meeting with the additional amount needed to complete this project.

MGL Chapter 44 §20 permits towns and cities to appropriate the remaining balance(s) of bonds and/or notes for completed projects to finance other projects upon approval of the town or city's legislative body. Of the original \$185,000 original appropriation, \$151,000 is available for the upgrade (\$4,500 was needed for the initial assessment and \$29,500 is needed for design and project management fees, which now leaves \$151,000 available). The Board of Selectmen respectfully request you support this article.

ARTICLE 12. Transfer Unused Funds to Complete the Outfitting of the Fire Department's New Engine 5

This article requests that you authorize the Board of Selectmen to transfer \$85,000 from unneeded funds remaining from other projects that required a borrowing (bond or note) to pay for the increased costs of outfitting and equipping the Fire Department's new Engine #5.

Town Meeting authorized \$650,000 to replace the existing Engine #1 as part of the Town's capital outlay appropriation in May of 2018. The Engine is currently being built (by E-One), and the Fire Chief expects to take delivery in March of next year.

Anticipated costs since the original estimate was prepared in October of 2017 have increased as a result of inflation (including steel tariffs), and the Fire Chief does not anticipate having sufficient funds to purchase all of the auxiliary equipment needed to fully outfit the new Engine #5. The equipment includes a new Jaws of Life, which at an estimated \$40,000 accounts for almost half of the total. Other equipment will include new hoses, nozzles and couplings; a new portable generator; new portable lighting; rescue airbags; medical equipment, including a new defibrillator; etc.

As with the Town Hall elevator, we will request that you appropriate funds remaining from completed projects, pursuant to MGL Chapter 44, §20. The Board of Selectmen respectfully request you support this article.

ARTICLE 13. Appropriation of Transportation Infrastructure Funds

This article requests that you appropriate exactly \$14,862 from the Mass. Transportation Infrastructure Fund for the purchase and installation of bicycle racks in the community.

The fund was established pursuant to Chapter 187 of the Legislative Acts of 2016, often referred to as the "Rideshare" fund. The State Legislature mandated that all rideshare companies operating in the State (Uber, Lyft, etc.) pay a fee into this fund as what might be considered an "impact fee", in return for allowing them to operate without local regulation. The specific allocations are determined by a formula based on the number of rides originating in a given community. The revenues are distributed annually to the cities and towns, and must be used for "transportation infrastructure enhancements", including "alternative modes of transportation". The funds must be spent in the year that they are distributed; they cannot be accumulated to do a future, larger project.

This is our second allocation of funds. Last year we used the funds to purchase and install 10 bicycle racks in community parks and other public locations. We propose to continue the expansion of bicycle racks in community parks and public locations to further enhance bicycle transportation infrastructure throughout Norwood. Given the small dollar amount involved, we estimate that we may be able to install about 25 bike racks. We have received requests from several schools for bike racks (Coakley, Oldham, Prescott, Callahan, and Cleveland). We

also plan to install racks along Washington Street, on Town property adjacent to the Norwood Depot and Norwood Central commuter rail stations, and at the Senior Center. Next year, we anticipate using these funds for a small pilot rideshare program at the Senior Center. The Board of Selectmen respectfully request you support this article.

ARTICLE 14.

Rules Committee Draft Report

The Town Meeting Rules Committee will present their findings after studying the concept of utilizing a consent agenda to streamline Town Meeting. A copy of their report and recommendations is attached to this Yellow Sheet as Attachment "H". The Board of Selectmen take no position on this article as it is solely the purview of Town Meeting.

ARTICLE 15.

This is the Usual Article for Unpaid Bills

An Unpaid Bill is a valid bill for goods or services that did not get paid before the end of the prior fiscal year. The most common problem occurs with purchases that are made close to the end of the fiscal year, and that for whatever reason were not billed on a timely basis and for which a purchase order was either not issued or did not have enough funds remaining to pay the full amount (this sometimes happens with utility bills). One of the quirks of Massachusetts law is that approval to pay an Unpaid Bill requires a 9/10s standing vote of Town Meeting.

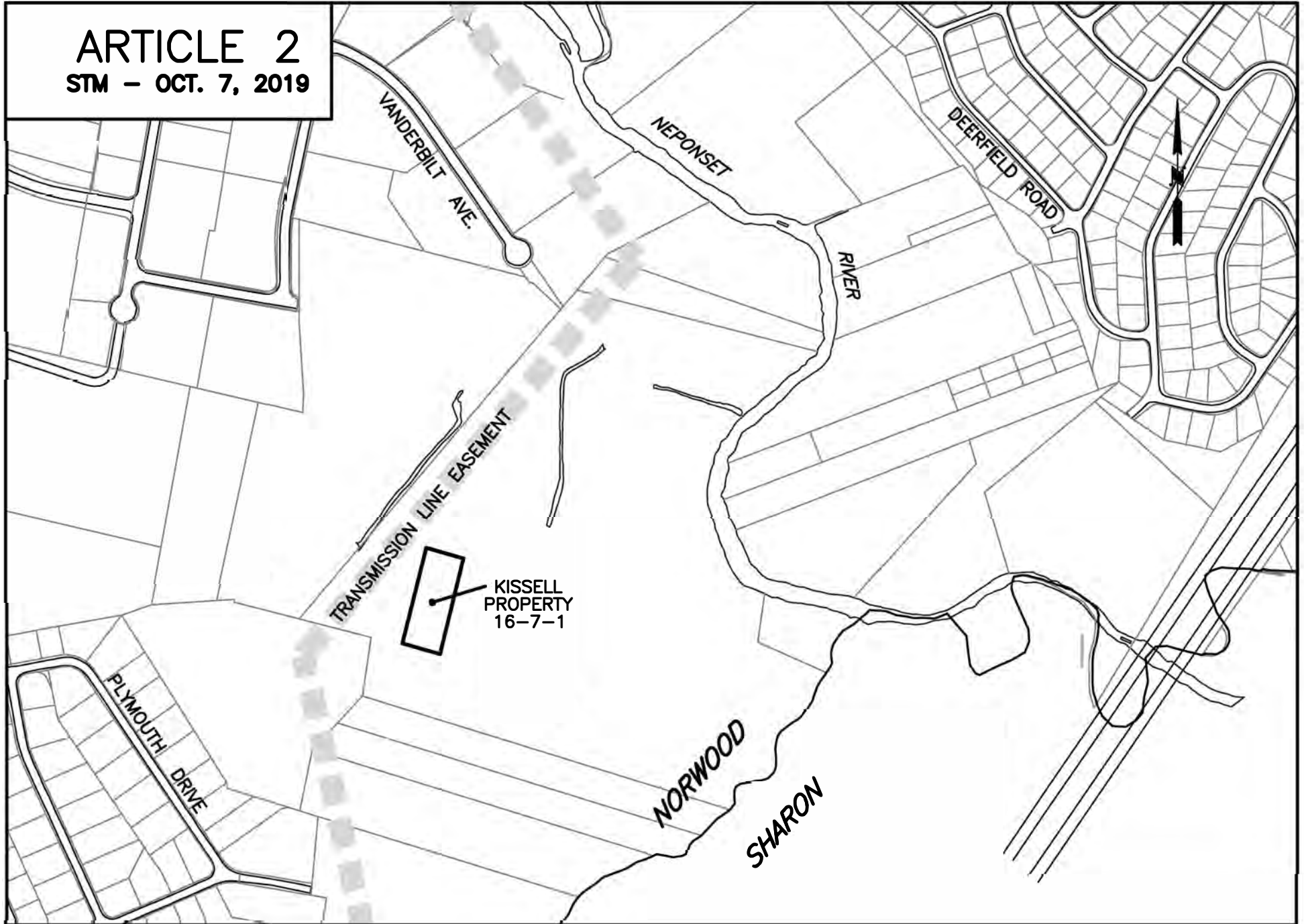
At the present time, we are not aware of any Unpaid Bills. Should any develop between the printing of this Yellow Sheet and Town Meeting, the Board of Selectmen respectfully request you support this article.

Attachment A1-Kissell Property



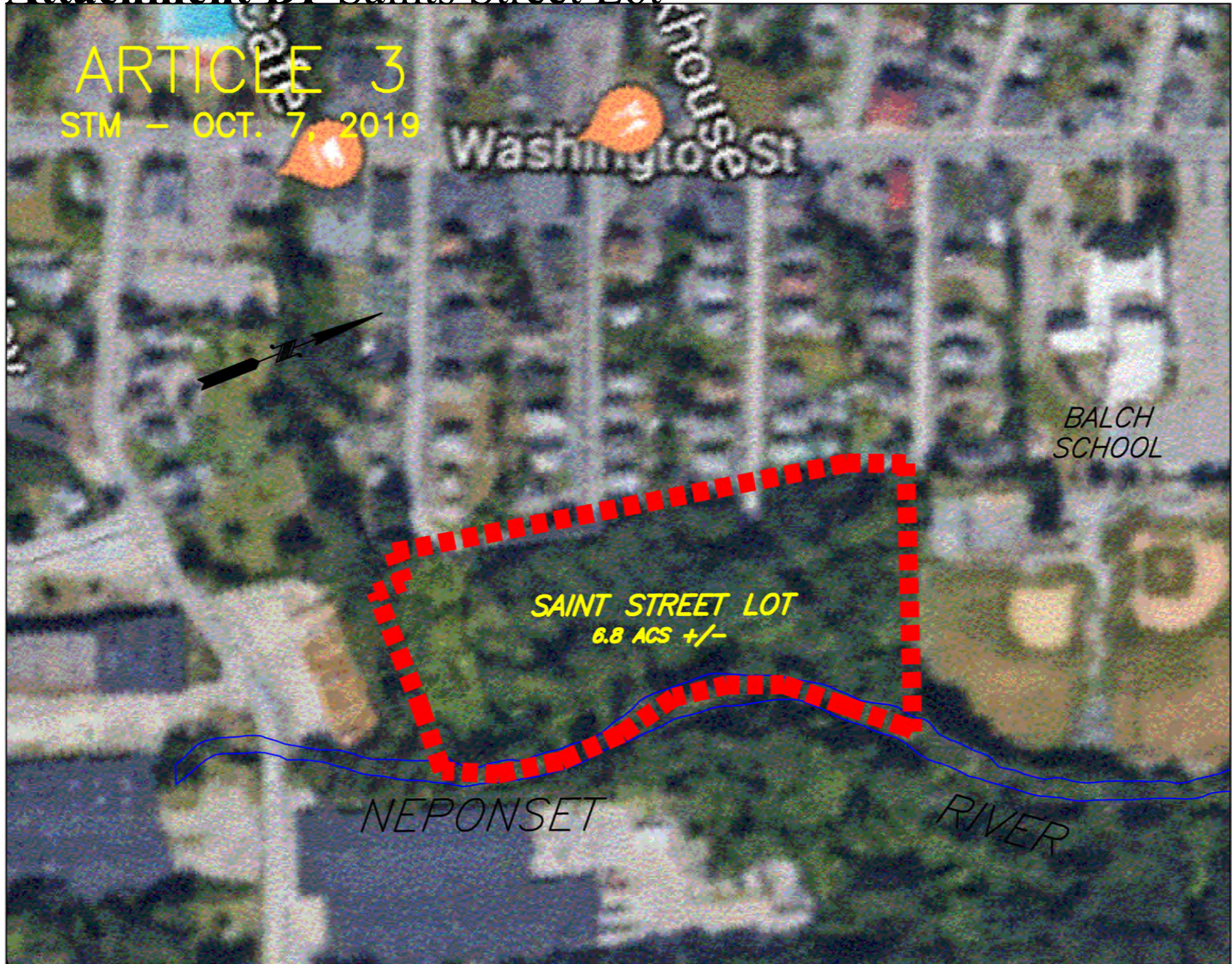
Attachment A2-Kissell Property

ARTICLE 2
STM - OCT. 7, 2019



Attachment B1-Saints Street Lot

ARTICLE 3
STM - OCT. 7, 2019



Washington St

BALCH
SCHOOL

SAINT STREET LOT
6.8 ACS +/-

NEPONSET

RIVER

Attachment B2-Saint Streets Property

ARTICLE 3

STM - OCT. 7, 2019



Attachment C-MUOD Extension

Existing Mixed Use Overlay District (MUOD) Zoning Map

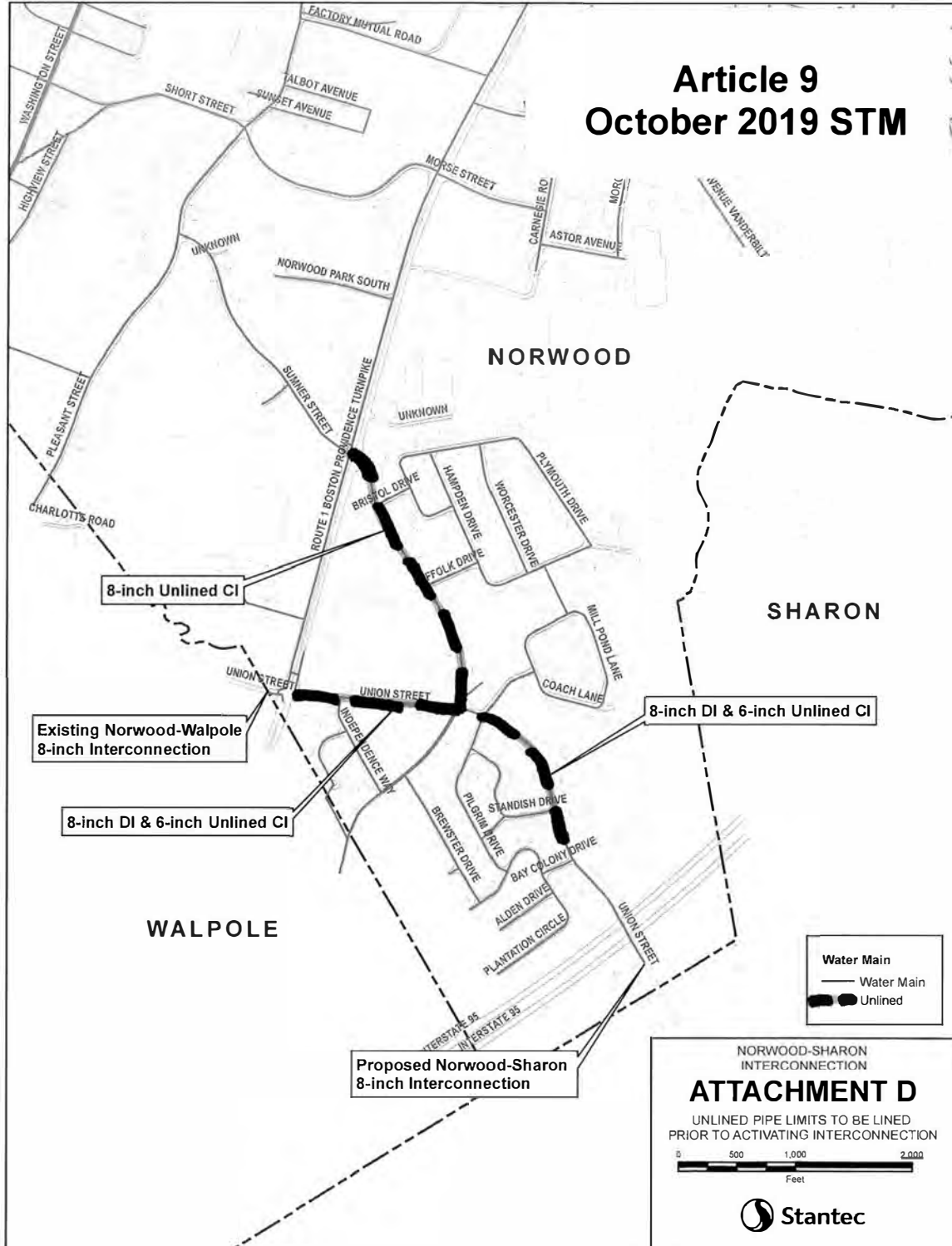


Amended Zoning Map that shows the two new properties included in the downtown Mixed Use Overlay District, (MUOD).



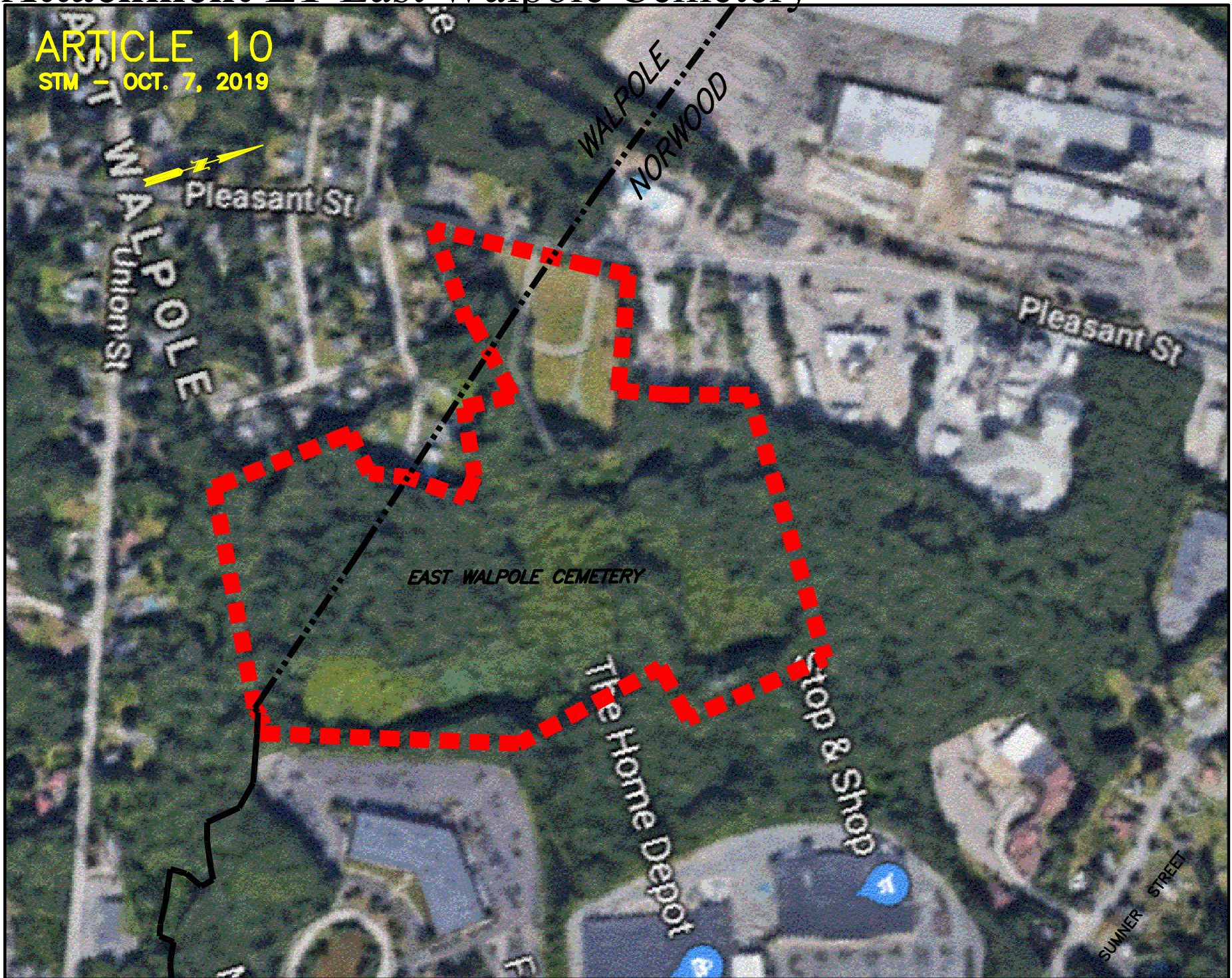
Attachment D-WATER LINING

**Article 9
October 2019 STM**



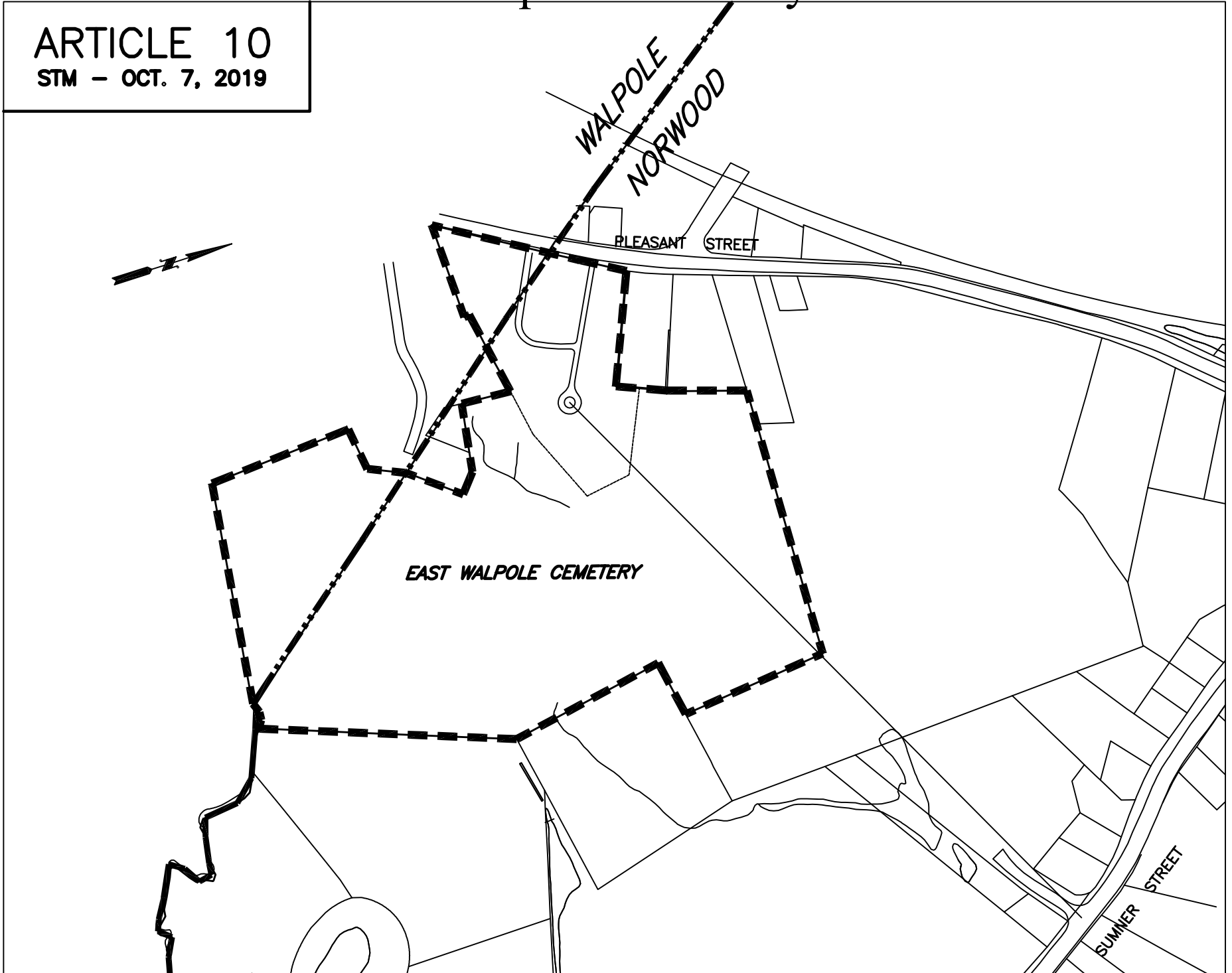
Attachment E1-East Walpole Cemetery

ARTICLE 10
STM - OCT. 7, 2019



Attachment E2-East Walpole Cemetery

ARTICLE 10
STM - OCT. 7, 2019



ABUTTERS REFERENCE:

- ① N/F MARC S. & JESSICA K. ROMEO
30 PLEASANT STREET WALPOLE MA
MAP 20. LOT 66
- ② N/F ALEX S. & DIANE L. COHEN
18 CHARLOTTE ROAD WALPOLE MA
MAP 20. LOT 67
- ③ N/F JOSHUA N. HODGE
22 CHARLOTTE ROAD WALPOLE MA
MAP 20. LOT 68
- ④ N/F JOHN F. JR. & DYPHNA A. HURLEY
22 CHARLOTTE ROAD WALPOLE MA
MAP 20. LOT 68
- ⑤ N/F MAIDA LYNN STOFFMAN
32 CHARLOTTE ROAD WALPOLE MA
MAP 20. LOT 70
- ⑥ N/F RUTH L. CLARK
44 CHARLOTTE ROAD WALPOLE MA
MAP 20. LOT 71
- ⑦ N/F RUTH L. CLARK
50 CHARLOTTE ROAD WALPOLE MA
MAP 20. LOT 73
- ⑧ N/F LEO J. BRENNAN
56 CHARLOTTE ROAD NORWOOD MA
MAP 150, SHEET 3, LOT 8
- ⑨ N/F PATRICK & NANCY BARRY
6 CALVERTE ROAD WALPOLE MA
MAP 150, SHEET 3, LOT 8
- ⑩ N/F KENNETH G. & KAREN A. FLEMING
14 CALVERTE ROAD WALPOLE MA
MAP 20. LOT 78
- ⑪ N/F PETER W. & DONNA M. FAGER
18 CALVERTE ROAD WALPOLE MA
MAP 20. LOT 79
- ⑫ N/F MICHAEL ZINNACK
30 CALVERTE ROAD WALPOLE MA
MAP 20. LOT 80
- ⑬ N/F JAMES T. BALNIS
34 CALVERTE ROAD WALPOLE MA
MAP 20. LOT 81
- ⑭ N/F BRIAN & CHRISTINE CECCA
1070 PLEASANT STREET NORWOOD MA
MAP 14, SHEET 4, LOT 4A
- ⑮ YADZIA KNIOLEK
1078 PLEASANT STREET NORWOOD MA
MAP 14, SHEET 4, LOT 3
- ⑯ DONALD VENTEROSA TRUSTEE
1080 PLEASANT STREET NORWOOD MA
MAP 14, SHEET 4, LOT 3

Attachment F

Parcel 1 to be acquired

ASSESSOR'S REFERENCE:

- MAP 15, SHEET 3, LOT 1 (NORWOOD)
- MAP 15, SHEET 4, LOT 2 (NORWOOD)
- MAP 20, LOT 65 (WALPOLE)
- MAP 20, LOT 74 (WALPOLE)

PLAN REFERENCE:

- NORFOLK COUNTY REGISTRY OF DEEDS
PLAN No. 16 IN PLAN BOOK 643
PLAN No. 34 OF 2007, PLAN BOOK 575
PLAN No. 110 OF 1957, PLAN BOOK 204

OWNER OF RECORD:

EAST WALPOLE CEMETERY ASSOCIATION
9 DONNELLY DRIVE
DOVER, MA 02030

DEED REFERENCE:

NORFOLK COUNTY REGISTRY OF DEEDS
BOOK 1700, PAGE 570-571
BOOK 4132, PAGE 381

ZONING CLASSIFICATION: NORWOOD

G
MIN. LOT SIZE = 10,000 S.F.
MIN. FRONTAGE = 90'

MIN. SETBACK REQUIREMENTS:

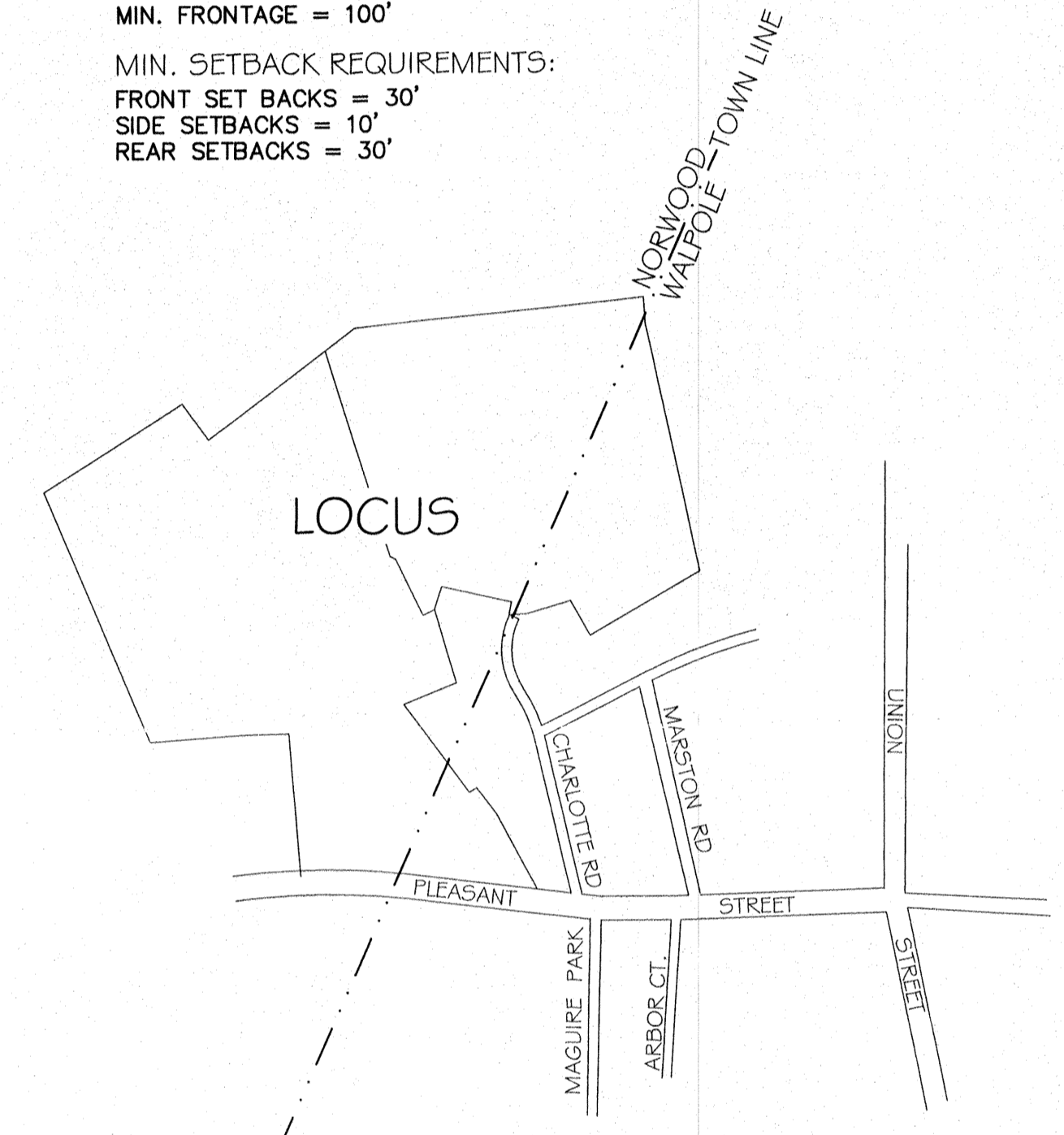
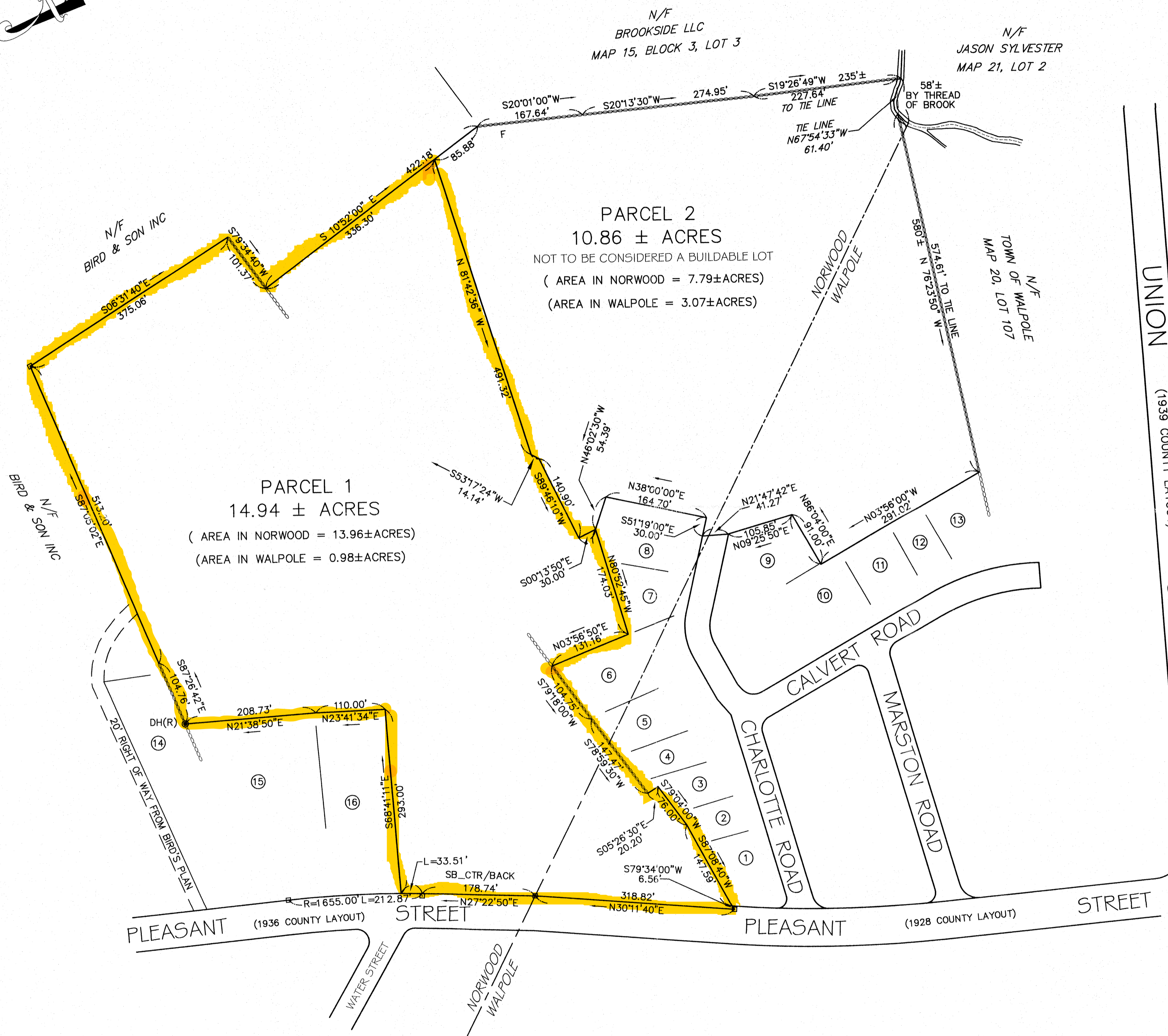
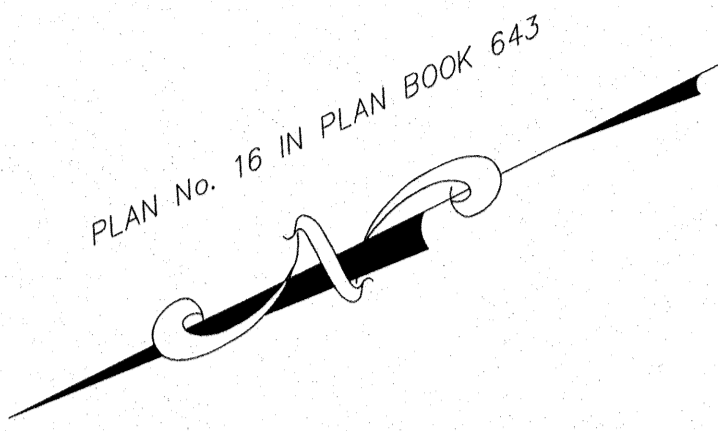
FRONT SET BACKS = 20'
SIDE SETBACKS = 15'
REAR SETBACKS = 30'

ZONING CLASSIFICATION: WALPOLE

OR
MIN. LOT SIZE = 15,000 S.F.
MIN. FRONTAGE = 100'

MIN. SETBACK REQUIREMENTS:

FRONT SET BACKS = 30'
SIDE SETBACKS = 10'
REAR SETBACKS = 30'

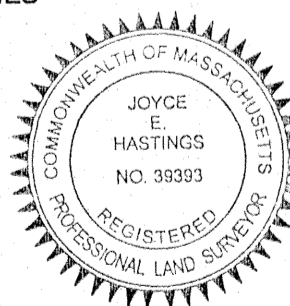


NOTE:
THE PURPOSE OF THIS PLAN IS TO DIVIDE PARCEL "A"
AS SHOWN ON NORFOLK COUNTY REGISTRY OF DEEDS
PLAN No. 16 IN PLAN BOOK 643.

TOWN OF WALPOLE CERTIFICATION:

I HEREBY CERTIFY THAT THE PROPERTY LINES SHOWN ON
THIS PLAN IN WALPOLE, MA ARE LINES DIVIDING EXISTING
OWNERSHIP, AND THE LINES OF THE STREETS AND WAYS
SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR
WAYS ALREADY ESTABLISHED, AND THAT NO NEW LINES
FOR DIVISION OF EXISTING OWNERSHIP OR FOR
NEW WAYS ARE SHOWN.

JOYCE E. HASTINGS, P.L.S.
DATE: 9/6/18

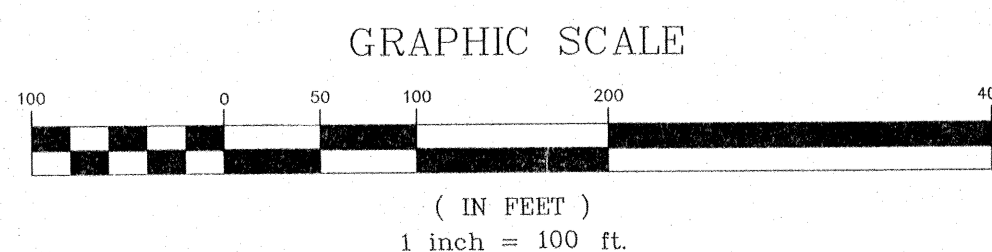


APPROVAL UNDER THE SUBDIVISION
CONTROL LAW NOT REQUIRED.
NORWOOD PLANNING BOARD:

[Signatures]

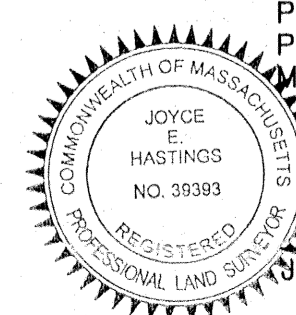
DATE: 10-22-2018

THIS ENDORSEMENT BY THE PLANNING
BOARD SHOULD NOT BE CONSTRUED TO
BE A DETERMINATION OF CONFORMANCE
WITH ZONING REGULATIONS.



I CERTIFY THAT THIS PLAN CONFORMS TO THE RULES AND
REGULATIONS OF THE REGISTRY OF DEEDS.

THIS PLAN WAS PREPARED IN ACCORDANCE WITH THE
PROCEDURAL AND TECHNICAL STANDARDS FOR THE
PRACTICE OF LAND SURVEYING IN THE COMMONWEALTH OF
MASSACHUSETTS.



JOYCE E. HASTINGS, P.L.S.
DATE: 9/6/18

PLAN OF LAND WALPOLE AND NORWOOD MASSACHUSETTS

(NORFOLK COUNTY)

SCALE: 1"=100' SEPTEMBER 6, 2018

PREPARED FOR:

EAST WALPOLE CEMETERY ASSOCIATION
9 DONNELLY DRIVE
DOVER, MA 02030

PREPARED BY:

GLM Engineering
Consultants, Inc.

19 EXCHANGE STREET
HOLLISTON, MA 01746

P: 508-429-1100 F: 508-429-7160

www.GLMengineering.com

JOB #: 15628

Attachment G-East Walpole Cemetery

SPECIAL THANKS TO PATTI FANNING FOR THIS INFORMATION

Pleasant Street Cemetery (East Walpole Cemetery)

(Pleasant Street was originally known as “Old Post Road” or “Old Roebuck Road”)

Land records (from FHD’s research):

23 March 1826

We the subscribers mostly residing a considerable distance from the common burying ground of the 2nd Parish in Dedham and also far distant from every other appropriated burying ground in other towns and being at great inconvenience by reason of the distance in the interment of the dead, do associate and join for the purposes of procuring and purchasing a suitable piece of ground for the purpose, by us generally adjudged a part of the property and estate of the heirs of the late William Coney.

The conditions upon which it is understood the land may be had are to take such quantity as may be wanted and to be appraised by a committee of those who may associate, join and subscribe:

Richard Morse	Timothy Hawes
Aaron Rhoads	Ellis Rhoads
Luke Coney	Simon Gould
Thomas Sumner	Lewis Gould
Abner Fairbanks	Increase Hawes
Willard Fuller	George Bird
Samuel G. Fuller	Lewis Johnson

23 March 1826

Rebecca Coney of Dedham, widow, to Richard Morse, Willard Fuller, Timothy Hawes, Increase Hawes, Aaron Rhoads, Simon Gould, Abner Fairbanks, and others associated and joined by a subscription paper mostly of the South part of said Dedham and parts of towns in the vicinity and adjoining.... The premises to be appropriated, used and improved and occupied as a burying ground.

South Parish Church records:

22 July 1827

In the South Church records, Rev. Thomas Balch wrote that on July 22, 1827, Elisabeth Fuller, the six-year-old daughter of Capt. Willard Fuller, died. He continues, “She was the first person buried in the New Burying Ground over the other side of the river. It is proper to remark that a still born infant of Capt. Timothy Hawes had been laid there before.”

[Note that both Willard Fuller and Timothy Hawes are among those who associated to purchase land for the burying ground. George Bird is also on this list.]

Because it was formed as an association, it was a private cemetery and not controlled by any town. Historian Fred Holland Day referred to it as the Pleasant Street Cemetery [might we return to that name?] It can be assumed that as Bird & Son flourished and the Bird family property surrounding the area expanded, the company took over the care of the small cemetery. Many descendants of the Bird family are buried there. George Bird, the signee and founder of Bird’s, however, is interred in Old Parish Cemetery in Norwood.

Attachment H - Rules Committee Report

REPORT OF THE 2019 NORWOOD TOWN MEETING RULES COMMITTEE

Rule 11 of Article XXXIV of the Bylaws of the Town of Norwood authorizes the Town Meeting Moderator to appoint a Rules Committee. The rule provides that the Committee “shall make recommendations for changes in the by-law when they believe said changes will assist in the orderly transaction of municipal business at town meeting.”

On July 3, 2019 Town Meeting Moderator David Hern appointed a Town Meeting Rules Committee consisting of the following members;

District 1	Michael Reilly
District 2	Sarah Quinn
District 3	Peter McFarland
District 4	Gerri Slater
District 5	Erin Egan
District 6	John Hall
District 7	Amanda Grow
District 8	Jean Ferrara Taylor
District 9	Erik Bodenhofer

The Committee met on July 18, August 22, September 3 and September 12, 2019.

Michael Reilly was elected chairperson. John Hall was elected secretary.

1. Proposed Rule Changes

The Committee voted to recommend three changes to Article XXXIV of the Norwood Town Bylaws, Rules of Procedure for Norwood Representative Town Meeting.

A. Amend Rule 6 to Formalize the Registered Speaker Procedure.

The Committee voted unanimously to recommend adding the following to the end of Rule 6;

Speakers may register with the Moderator to speak on any matter coming before Town Meeting by contacting the Moderator in writing, by telephone, by e-mail, or in person, at any time between the issuance of the Town Meeting warrant and the beginning of the session at Town Meeting at which the particular matter is expected to be or is actually discussed. After recognizing the moving party and the proponent of a motion before the Town Meeting, the Moderator shall recognize the registered speakers in the order in which they registered. No registered speaker shall be permitted to move the question when speaking as a registered speaker.

Comment

The Committee noted that the registered speaker procedure, which has been followed for many years at Town Meeting, was not included in the Town Meeting procedural rules. The purpose of this proposed rule change is to incorporate the existing informal practice into the formal rules. The rule that a registered speaker may not move the question when speaking as a registered speaker is the current practice. It is designed to assure that there is a chance for discussion after the registered speakers finish.

B. Adopt A Consent Agenda Rule

The Committee voted unanimously to recommend adding the following to Rule 9;

A Consent Agenda may be proposed at any session of Town Meeting. The Town Meeting Moderator, in consultation with the Board of Selectmen and the Finance Commission, as deemed necessary by the Moderator, and taking into consideration such suggestions and requests as he or she may receive from other Committees and Town Meeting members, shall prepare a list of those matters which the Moderator considers appropriate for the Consent Agenda. Appropriate matters may include, for example, routine authorizations, motions for indefinite postponement, motions to re-allocate funds within a department or budget motions for routine smaller amounts. Matters requiring more than a majority vote shall not be eligible for the Consent Agenda.

The Town Manager and the Moderator shall jointly prepare a Consent Agenda explanation which shall be distributed with the Town Meeting materials for members at least five days before Town Meeting. The explanation shall include a description of the Consent Agenda procedure and a description of each matter proposed for the Consent Agenda, including an explanation of why it is appropriate for the Consent Agenda.

The Consent Agenda shall be the first article considered at Town Meeting. The Moderator shall announce the matters on the Consent Agenda one by one. A matter shall be removed from the Consent Agenda if, when it is announced, any five (5) town meeting members stand and say "Hold" in a loud voice.

The Moderator shall entertain a motion that the matters remaining on the Consent Agenda be taken out of order, that they be acted upon as one item and that they be voted upon without debate. If that motion is made and passed, the Consent Agenda shall be voted on. The Consent Agenda motion requires a majority vote.

Proposed Consent Agenda matters which have been held shall be considered in the order in which they appear in the warrant

Comment

The Committee voted unanimously to recommend the implementation of a Consent Agenda. There was considerable discussion on the two procedural details discussed below.

i. Consent Agenda Overview

Consent Agendas are widely used in Massachusetts Town Meetings. For example the neighboring Towns of Milton, Walpole and Canton all use Consent Agendas at Town Meeting. The Consent Agenda allows Town Meeting to quickly deal with routine matters and at the same time allows the opportunity for debate if Town Meeting members think it is appropriate.

The Committee surveyed the procedures followed by other towns and tried to adopt the best practices. The procedure recommended by the Committee starts with the Moderator preparing a Consent Agenda after consultation with the Board of Selectmen, the Finance Commission and other interested Committees or Town Meeting Members. The Moderator and Town Manager then jointly prepare a Consent Agenda explanation which is sent to all Town Meeting Members at least five days before Town Meeting.

The Consent Agenda is the first motion considered at Town Meeting. The Moderator will announce each item on the Agenda one by one. If at least five members stand and say "Hold" the item will be removed from the Consent Agenda. The items remaining on the Consent Agenda will be acted upon as one item without debate. The consent agenda carries with a majority vote. The held items are considered as they appear in the warrant.

ii. The Preparation Of The Consent Agenda

A majority (6-3) of the Committee recommends that the Moderator consult with the various other town boards and town meeting members in order to produce a Consent Agenda which is acceptable to all of the interested parties without requiring additional formal meetings and votes which may make the procedure unnecessarily time consuming and cumbersome. . The moderator's goal will be to include matters on the consent agenda

which are not expected to be in dispute. A matter should not be included on the consent agenda if there is reason to expect the need for debate

iii. The Procedure for Putting A Hold On A Consent Agenda Item

A majority of the Committee (6-3) recommends that five members be required to stand and say “Hold” in order to remove an item from a consent agenda. Many towns require five or more members to hold an item. A member who wishes to hold an item is very likely to be able to get four other members to join in the hold. Allowing a hold by less than five members runs the risk that the consent agenda procedure could be abused for obstructionist reasons rather than because of legitimate concern about an item.

C. Amend Rule 11 To Appoint A Rules Committee Every Five Years Rather Than Every Year.

The Committee voted unanimously to recommend deleting the first sentence of Rule 11 and replacing it with the following;

The Moderator shall appoint a TOWN MEETING RULES COMMITTEE after the close of every fifth Annual Town Meeting beginning with the 2020 Annual Town Meeting and at the close of any other Annual Town Meeting if the Moderator determines that it is appropriate or on the vote of a majority of Town Meeting.

Comment

The current Rule calls for a Rules Committee to be appointed “after the close of the Annual Town Meeting every year”. As a practical matter, a Rules Committee is not appointed in most years because of the difficulty in getting volunteers to serve on the Rules Committee and the lack of pressing issues for the Committee.

The Committee recommends that a Rules Committee be named every five years or if the moderator determines that it is appropriate to appoint one or on the vote of a majority of Town Meeting. This procedure will avoid the necessity of appointing a Committee when there is no real need for one but it will provide the flexibility to appoint a Committee if necessary.

The Committee suggests appointing a Committee in 2020 to review the implementation of the Consent Agenda and then appointing a Committee every fifth year.

2. Non-rule Recommendations

The Committee voted unanimously to make three non-rule recommendations concerning Town Meeting proceedings.

A. Electronic Voting

The Committee voted unanimously to recommend that the Town explore the viability of utilizing electronic voting for Town Meetings, as a way to improve accuracy, save time and increase accountability to the public.

Comment

At least 30 Town Meetings in Massachusetts currently use electronic voting. The Committee expects that electronic voting would increase the accuracy and speed of voting. The need for manual counts of vote would be eliminated, which could be a substantial time saver.

The Committee recommends an electronic voting systems which displays and makes a record of the votes of each member. That type of system would increase the accountability of elected Town Meeting members.

A preliminary survey indicates that the system would have a onetime cost of \$10,000 to \$15,000. Leasing or renting systems is also an option.

The Committee recognizes this is a complex issue but it encourages town management to actively explore the viability of electronic voting.

B. Seating At Town Meeting

The Committee voted unanimously to recommend that the Moderator more clearly define the seating area for Town Meeting members and non-members.

Comment

It is helpful to clearly delineate the seating area for Town Meeting members and non-town meeting members, particularly in the case of a count. The High School auditorium is a smaller location than the Junior High and the Committee observes that the seating could be more clearly defined and that it would be helpful to remind the audience of the seating areas.

C. Alternative Days and Times For Town Meeting

The Committee voted unanimously to recommend that the Town Manager consider, and conduct research on, a change in Town Meeting to alternative days and times (e.g., Saturday, starting in the morning).

Comment

The Committee discussed the possibility of changing the day and time for Town Meeting. Some members made the point that the weekday evenings are not convenient to many people and that the late ending time for Town Meeting did not lead to productive debate and disrupted member's schedules.

The Committee discussed the possibility of meeting on Saturday. There was no consensus on that idea. The Committee was informed that there are some Towns which meet on Saturday. It was agreed that it would be helpful to ask the Town Manager to explore whether there was a better time for holding Town Meeting.

Submitted September 16, 2018

By: Michael W. Reilly

Chairperson