



NORFOLK MASSACHUSETTS ANNUAL REPORT - 2017

Cover: Memorial Day at Norfolk Cemetery
Photo courtesy of Betty Lehan

TOWN OF NORFOLK
147TH ANNUAL REPORT



YEAR ENDING DECEMBER 2017

IN MEMORIAM

Peter P. O'Loughlin

January 31, 2017

Inspector of Wires 1974-1988
Mirror Lake Study Committee 1965-1966

John F. Olivieri

February 16, 2017

Officer of Veterans Graves 2003-2013
School Committee 2006-2012

Patricia Seeley Michel

April 21, 2017

125th Anniversary Committee 1994-1995
Town Hill Committee 1994-1997

John W. Holmes

May 3, 2017

Lieutenant, Norfolk Police 1993-1999 (retired)
Sergeant, Norfolk Police 1977-1993
Acting Sergeant, Norfolk Police 1976
Regular Police Officer, Norfolk Police 1972-1976
Special Police Officer, Norfolk Police 1966-1973; 2002-2013
Computer Systems Committee 1985-1988
Board of Selectmen 1969-1972
Board of Health 1965-1967 1972-1977
Mass Growth & Development Commission 1976
Advisory Board 1969

Harvard Nasuti

September 2, 2017

Board of Public Works 2005-2008

John H. Robbins, Jr.

November 27, 2017

Board of Assessors 1967-2009
Earth Removal Advisory Committee 1990
Special Police Officer 1979-1987
Rationing Board 1979-1984
Centennial Committee 1969-1970
Police/Fire Station Building Committee 1965-1975

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ELECTED OFFICERS

	TERM EXPIRES
MODERATOR	
Jason Talerman	2019
BOARD OF SELECTMEN	
Scott Bugbee	2018
James C. Lehan	2019
Jeffrey Palumbo	2020
TOWN CLERK	
Carol Greene	2020
BOARD OF ASSESSORS	
Andrew Bakinowski	2018
Kathleen Mullineaux	2019
Carolyn Van Tine	2020
BOARD OF HEALTH	
Thomas Gilbert	2018
Jeffrey Kane	2019
Frances Sullivan	2020
LIBRARY TRUSTEES	
Kumkum Malik	2018
Kenneth W. Nelson	2019
Glenn Hill	2020
HOUSING AUTHORITY	
Herbert Mores	
Robert Shannon	2018
Elizabeth Lehan	2020
Heidi Compagnone	2021
Carol Greene	State appointment
PLANNING BOARD	
Michelle Maheau	2018
Walter Byron	2019
Gregg Damiano	2019
Kevin Kalkut	2020
John Weddleton	2020
RECREATION COMMISSION	
James C. Lehan	2018
Todd Lindmark	2019
Liza Carreiro	2019
Brendan Carty	2020
Mark Edwards	2020
NORFOLK SCHOOL COMMITTEE	
Mark Flaherty	2018
Jeffrey Chalmers	2018
Thomas Doyle	2019
Paul Cochran Jr.	2020
Jeffrey Curry	2020
KING PHILIP REGIONAL SCHOOL COMMITTEE	
Michael Gee	2018
Kenneth Dow	2020

CONSTABLES

Mark Flaherty	2019
Paul Terrio	2020

APPOINTED TOWN OFFICERS MODERATOR APPOINTMENTS

ADVISORY COMMITTEE

Brian Beachkofski	2018
Arlie Sterling	2018
Arthur Frontczak	2018
Patrick Sneed	2019
James Tomaszewski	2019
Joyce Terrio	2019
Jonathan Hurwitz	2020
Stephen McDonough	2020
Margaret Drisko	2020

BOARD OF HEALTH APPOINTMENTS

BOARD OF HEALTH AGENTS

Betsy Fijol	2018
Tom Houston	2018
Wade Saucier	2018
Carol Greene	2018
Ed Nolan	2018

ANIMAL ADVISORY AGENT

Hilary Cohen	2018
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SANITARIAN

Mark Oram	2018
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FINANCE DIRECTOR APPOINTMENTS

TREASURER /COLLECTOR

Cheryl A. Kelley – retired
Anne Marie Duggan - appointed

ASSISTANT TREASURER

Anne Marie Duggan - promoted
Christine Tardanico - appointed

CHIEF ASSESSOR

John Curran

TOWN ACCOUNTANT

Todd Lindmark

ASSISTANT TOWN ACCOUNTANT

Theresa Knowles

LIBRARY TRUSTEE APPOINTMENTS

ACTING LIBRARY DIRECTOR

Sarina Bluhm

INFORMATION SYSTEMS ADMINISTRATOR

John Spinney

SENIOR YOUTH SERVICES LIBRARIAN

Marissa Antosh

YOUTH SERVICES LIBRARIAN

Sarah Ward

EARLY CHILDHOOD RESOURCE CENTER

Sharon Ward

TECHNICAL SERVICES

Kathy Astley

LIBRARY ASSOCIATES

Elaine Burke

Anne Czarnowski

Tamara Dalton

Emily Ellen

Carolyn Iacoviello

Matthew McCarthy

Deb McKinney

Mardie Steeves-Mancini

Alice Talerman

TOWN CLERK APPOINTMENT**ASSISTANT TOWN CLERK**

Anthony Turi

2020

**JOINT BOARD OF SELECTMEN
CHAIRMAN, MODERATOR AND
SCHOOL COMMITTEE CHAIRMAN
APPOINTMENT****TRI-COUNTY VOCATIONAL TECHNICAL
SCHOOL COMMITTEE**

Brian Mushnick

**BOARD OF SELECTMEN
APPOINTMENTS****TOWN ADMINISTRATOR**

Jack Hathaway

TOWN COUNSEL

Murphy, Hesse, Toomey and Lehane, P.C.

**TOWN ADMINISTRATOR
APPOINTMENTS****POLICE DEPARTMENT****CHIEF OF POLICE**

Charles H. Stone, Jr.

DEPUTY CHIEF

Jonathan M. Carroll, Sr.

LIEUTENANT

Paul J. Murphy

SERGEANTS

Timothy P. Heinz

Robert J. Shannon

Kevin Roake

David J. Eberle

REGULAR POLICE OFFICERS

Thomas G. Degnim

Glen R. Eykel

Susan Fornaciari

James F. Hazeldine

David Holt - retired

Koren Kanadanian

James Lorusso

Samuel Webb

Michelle Palladini

Stephen K. Plympton

Eric Van Ness

James Vinson

RESERVE POLICE OFFICERS

Garin Eisele

Robert Forsythe

Robert Holst

John Wayne

Jason Keen

Timothy Flynn

POLICE/FIRE COMMUNICATIONS

Joseph Castellano

Garin Eisele

Michael Milano

William Mouyos

Paul Altmeyer

Kevin Brady

Benjamin Campbell

Kate Howarth

Kathryn Jacobson

Brendan Penttila

Christopher Catalano

SPECIAL POLICE OFFICERS

George Bent

Hilary Cohen

Garin Eisele

Leo Ethier

Christopher Halacy

Jack Hathaway

David Holt

James Kozak

David McConnell

William Mouyos

Edward Nolan

Jason Romans

Charles Stone III

George Willis

POLICE CHAPLAINS

Rev. John Ames, Emmanuel Baptist

Rev. Scott Cousineau, Norfolk Federated

Father John Culloty, St. Jude's

POLICE COMMISSIONERS

James Lehan
 Jeffrey Palumbo
 Scott Bugbee

POLICE MATRONS

Pamela Cartin
 Hilary Cohen
 Kelly Quinlan

FIRE DEPARTMENT**CHIEF OF FIRE DEPARTMENT**

Coleman C. Bushnell

DEPUTY CHIEF

Peter J. Petruchik

LIEUTENANTS

David C. Holmes, Jr.
 John F. Kelley
 Michael P. Findlen
 Douglas E. Johnston III

FIRE DEPARTMENT PERSONNEL

Mark Amiot
 Kevin Brady
 Ryan Connolly
 William Getchell
 William Greaves III
 Seth Hamilton
 Kate Howarth
 Jamie Masterson
 Thomas Newman
 Patrick Rockett
 Richard Yunker

FOREST WARDEN

Coleman C. Bushnell, Chief

**DEPARTMENT OF PUBLIC WORKS
DIRECTOR**

Robert J. McGhee

BUILDING COMMISSIONER

Robert J. Bullock, Jr.

ZONING OFFICER

Robert J. Bullock, Jr.

FENCE VIEWER

Robert J. Bullock, Jr.

**LOCAL INSPECTOR / ASS'T ZONING
OFFICER**

Thomas Patnode

ASSISTANT FENCE VIEWER

Thomas Patnode

INSPECTOR OF WIRES

Peter Diamond

ASSISTANT INSPECTOR OF WIRES

Keith Carlson

**INSPECTOR OF GAS FITTINGS AND
PLUMBING INSPECTOR**

Paul Steeves

**ASSISTANT INSPECTOR OF GAS FITTINGS
AND ASSISTANT PLUMBING INSPECTOR**

Jerry Smolinsky

MECHANICAL INSPECTOR

Michael Brogan

ANIMAL CONTROL OFFICER

Hilary Cohen

EMERGENCY MANAGEMENT DIRECTOR

Edward Nolan

FIRE OFFICER

Coleman C. Bushnell, Chief

BOARDS-COMMISSIONS-COUNCILS

**Authorized by Statute or Bylaw
 Appointed by Board of Selectmen**

BOARD OF APPEALS (ZONING)

Robert Luciano	2018
Joseph Sebastiano	2019
Donald Hanssen	2020
Michael Kulesza	2021
Christopher Wider	2022

ASSOCIATE MEMBER

Devin Howe	2018
Medora Champagne	2018

COMMUNITY PRESERVATION COMMITTEE

Robert Paschke, Precinct 1	2018
Paul Terrio, Precinct 2	2019
Cynthia Andrade, Precinct 3	2020
At large: Peter Diamond	2020

CONSERVATION COMMISSION

John Weddleton	2018
David Turi	2018
Michelle Lauria	2019
Patrick J. Touhey	2019
Thomas Norton	2019
Bruce Jacobson	2020
James Wilson	2020

COUNCIL ON AGING

Janice Axberg	2018
Richard Connors	2018
Thomas Mirabile	2018
Barbara Phillips	2019
Elisabeth Vallee	2019
Kathy Burkle	2019
Gerald Calhoun	2020
James Wilson	2020

CULTURAL COUNCIL

Taylor McVay	2018
Charity Stolarz	2018
Melissa Ennulat	2020
Lissa Banks	2020
Gary Sullivan II	2020
Joseph Vickers	2020
Michelle Quinn	2020
Cindi Andrade	2020
Kenneth Spritz	2020

DESIGN REVIEW BOARD

Erin Hunt	2018
David LaPointe	2019

HISTORICAL COMMISSION

Marcia Johnston	2018
Barbara Bartholomew	2018
Betsey Whitney	2018
Sandra Paquette	2019
M. Elizabeth Pyne	2019
Gail Sullivan	2019
Geraldine Tasker	2020
Thelma Ravinski	associate member

METROPOLITAN AREA PLANNING COUNCIL

Richard McCarthy	2018
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MUNICIPAL AFFORDABLE HOUSING TRUST FUND

Thomas Cleverdon	2018
R. William Conklin	2018
James Lehan	2018
Sandra Smith	2018
Scott Cousineau	2019
Mark Henney	2019

NORFOLK COUNTY ADVISORY BOARD

Patricia Saint Aubin, appointed	2018
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REGISTRAR OF VOTERS

Girard St. Amand- R	2018
Mary Sharkey – R	2019
David M. Rosenberg – D	2020

VETERANS' SERVICES OFFICER

R. William Conklin	2018
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BOARDS AND COMMITTEES**Appointed by the Board of Selectmen****CORRECTIONS ADVISORY COMMITTEE**

Kevin Roche	2018
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ENERGY COMMITTEE

Andrew Bakinowski	2018
Emre Schveighoffer	2018
James Wilkinson	2019
Larry Sullivan	2019

INSURANCE ADVISORY COMMITTEE

Scott Bragdon	2018
Neil Cross	2018
James Dyer	2018

PUBLIC SAFETY BUILDING COMMITTEE

James C. Lehan, Board of Selectmen	
Jack Hathaway, Town Administrator	
Charles H. Stone, Jr., Police Chief	
Coleman Bushnell, Fire Chief	
Robert J. Bullock, Jr., Building Commissioner,	(ex-officio)

Matthew Haffner, Facilities Director

Richard McCarthy, Town Planner

George Cronin

Michael Guidice

SOUTH WEST AREA PLANNING COUNCIL

Richard McCarthy, Town Planner	2018
Robert Nicodemus	2018

ZONING WORKING COMMITTEE**(Term expires 06/30/2018)**

Richard McCarthy, Town Planner

James Lehan, Selectman – Ex-Officio

and Non-Voting

Christopher Wider, Zoning Board of Appeals
--

Robert Bullock, Jr., Building Commissioner
--

John Weddleton, Conservation Commission

Walter Byron, Planning Board

Thomas Gilbert, Board of Health

Peter Diamond, At-Large Member

Erin Hunt, At-Large Member

**APPOINTMENTS MADE JOINTLY
BY
BOARD OF SELECTMEN &
PLANNING BOARD**

PLANNING BOARD, ASSOCIATE MEMBER

Erin Hunt	2018
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BOARD OF SELECTMEN

As required by the Town of Norfolk Bylaws, it is our pleasure to join other Boards, Committees, Councils and Commissions in providing you an Annual Report of the activities of the Board of Selectmen.

The members of the Board of Selectmen are the Town's Chief Executive Officers under State Law. Members of the Board are elected to three year terms. The terms of the Board are staggered such that one of the three positions is open for each election year. The meetings are held in Room 124 of Town Hall and are open to the public. Our meetings are audio and video taped and are broadcast live on Comcast channel 22 and Verizon channels 41 and 42. Agendas are posted in Town and on our website www.norfolk.ma.us 48 hours in advance of the meeting.

One of the primary responsibilities of the Board is to establish the operational budget of the Town and ensure that we operate in a fiscally responsible manner. The Fiscal Budget adopted in the Spring of 2017 represented hundreds of hours of work and compromise between the various town agencies and offices, regional and local schools and is our best reflection of our fiscal condition.

The primary sources of revenue available to the Town are State Aid, real estate tax both residential and commercial, permits and receipts and new growth. The Town has experienced an increase in several revenue sources such as excise tax and new growth as the economy continues to improve. State Aid, however, still remains below 2008 contribution levels. Last year we made a substantial contribution to our Stabilization Reserve Fund which now is over 1.1m. The Town's bond rating has been increased twice over the past few years and now stands at AA+. This has allowed us to save substantial amounts of interest when borrowing, and maintaining and increasing this rating continues to be a priority of the Board.

We continue to monitor our resources carefully and hope to be able to add additional resources lost during the past several years due to the severe economic conditions we all experienced.

We continue to pursue opportunities to increased services while maintaining or reducing expenses. The Regional Dispatch Center is well under way and should be operational in 2019. We are very pleased that we have successfully completed this agreement with Plainville, Wrentham and Franklin to regionalize our dispatch capabilities. Construction is well underway on our new police facility and should be operational in the fall of 2018. Once completed, we will begin remodeling the current public safety facility to accommodate our Fire Department.

Several large developments are being proposed for our community. While these offer substantial revenue opportunities for the Town, they also create demands on our infrastructure and schools. The Board continues to work with the ZBA and Planning Board to fully understand and plan for the future impact to our community.

The Norfolk Energy Committee continues to work with our various departments to find creative ways to reduce our energy costs. The solar field installed on the old capped landfill has been very successful and has saved the Town over 250,000 in energy costs. We are currently hoping to create a baseline of our energy costs that will help us better evaluate our future energy saving opportunities. Once completed, we will qualify as a Green Community and be eligible for substantial grants.

The Board contracted for a new Master Plan for our future Town Water needs. This plan has identified several sites that hold potential for a new well. We successfully identified a new source and are in the permitting process to bring it on line within the next 2 years. This will create much needed redundancy and allow our older wells to "rest" during peak usage. We will continue to seek additional sources to ensure that we have sufficient sources to meet our future growth.

Our Public Safety departments under the leadership of Chief Stone and Chief Bushnell continue to do an outstanding job in serving and protecting our citizens. Norfolk is very fortunate to have such fine individuals serving our community. Norfolk was recently rated as one of the safest communities in the State.

Our DPW has made significant progress on our roads. Major renovations were done on Fruit, Cleveland, Main, and several neighborhoods; but there is never sufficient funding to meet all the needs. There is still much to be done, but our DPW Director Bob McGhee has established strategy to continue to make headway on this never ending need.

In May, Jeff Palumbo was elected and returned to the Board for his second term. The Board reorganized and Scott Bugbee became Chair, Jim Lehan became Vice Chair and Jeff Palumbo served as Clerk.

The Board noted the loss of several citizens who served our community:
Peter P. O'Loughlin, John F. Olivieri, Patricia Seeley Michel, John W. Holmes, Harvard Nasuti, and John H. Robbins, Jr.

Norfolk is always in need of volunteers for committees who serve our community. Any resident who is interested in serving, your time and talent is most appreciated. We have a wonderful community and are very fortunate to have so many citizens stepping forward to continue to keep Norfolk the community we all love.

Respectfully submitted,

Scott Bugbee, Chair
Jim Lehan, Vice Chair
Jeff Palumbo, Clerk

ANNUAL REPORT OF THE TOWN CLERK

VITAL STATISTICS

Births:

Boys - 61

Girls - 49

Marriages:

May: Jared Tocci & Vanessa Vitello, Eric Christianson & Katherine Bronson, Joseph Lothrop Jr. & Jacqueline Clifford

June: John Taylor & Donna Reynolds, David Merson & Amanda Enos, William Prevett & Tiffany Corliss, John Capodanno & Andrea Vito

July: Christopher Nethercote & Katherine Holmes, Christopher Constantinou & Wendy Nicodemus, Richard DiNobile & Kristen Savoie, John Lambert & Patricia Metrick

August: Ian Connell & Jessica Lukens

September: Fotis Loulourgas & Nicole Salerno, Taylor Price & Cassandra Lewis, Daniel Woolson & Andrea Mitchell, Jeffrey Janes & Sadia Mahmood, Christopher Snell & Ani Altoonian, Sean McNair & Melissa Ennulat

October: Christopher Caporaso & Courtney McCann, Darin MacEachern & Julia Foley, David O'Rourke & Kelsi Gray, Anthony DiPhilippo & Corie Rogers, Gregory Belli & Laura Fixico

November: Glenn Jensen & Cynthia Woodford

December: Erik McLeish & Megan Marra, Todd Gonroos & Karen Mercier

Deaths:

January: Patrick Casper; age 65, Robert Cooke; age 82, Mary Lafond; age 81, Mary McLean; age 76, Peter O'Loughlin; age 92, David Ormonde; age 64, Richard Soricelli; age 70, Raymond Turano; age 89

February: Virginia Clapp; age 74, Carol Levreault; age 82, Marie Saari; age 88, Lillian Wisniewski; age 78, Robert Woodland; age 80

March: Robert Gatti; age 74, Henry Thayer; age 79, Ann Woodland; age 79

April: Michele Boutin; age 48, Mary DeFiore; age 101, William Doucette; age 65, Grace Morin; age 74, Jeanne Readell; age 86

May: Richard Balest; age 100, Gordon Chitty; age 81, Donald Ghee; age 76, John Holmes; age 81, Ruth Johnson; age 80, Philip Lee; age 70, Anthony Lukacewicz; age 94, Joan Wilson; age 87

June: John Allen; age 78, Mary Bremilist; age 87, Stephen Jones; age 64, Algimantas Svilas; age 79

July: Thomas Parr; age 68

August: Janice Nazaretian; age 75, Kenneth Phillips; age 69

September: Joan D'Ambrosia; age 79, Concetta Gaver; age 99, Harvard Nasuti; age 82, Penelope Perkins; age 70, Gene Snyder; age 58

October: Mary Anzlovar; age 92, James Callahan; age 64, Brett D'Archangelo; age 27, Philip Graham; age 91, Linda Hillard; age 74, Luis Torres; age 73

November: Kathryn Gray; age 57, Marjorie Hughes; age 88, Robert Pyke; age 83, John Robbins; age 87, Julie Tinmazian; age 21

December: Claire Brown; age 78, Phyllis Caron; age 90, Rosario Cordo; age 93, Judith Debeck-Cull; age 73, Olga Fisk; age 89, Maryann Klinke; age 69, Margaret McMahon; age 95, Gene McMullen; age 82, Lynne Rhoads; age 64, Russell Thibodeau; age 65, Edith Whall; age 91

ELECTED OFFICERS

TERM EXPIRES

MODERATOR

Jason Talerma

2019

BOARD OF SELECTMEN

Scott Bugbee

2018

James C. Lehan

2019

Jeffrey Palumbo

2020

TOWN CLERK

Carol Greene

2020

BOARD OF ASSESSORS

Andrew Bakinowski

2018

Kathleen Mullineaux

2019

Carolyn Van Tine

2020

BOARD OF HEALTH

Thomas Gilbert	2018
Jeffrey Kane	2019
Frances Sullivan	2020

LIBRARY TRUSTEES

Kumkum Malik	2018
Kenneth W. Nelson	2019
Glenn Hill	2020

HOUSING AUTHORITY

Herbert Mores	
Robert Shannon	2018
Elizabeth Lehan	2020
Heidi Compagnone	2021

Carol Greene
State appointment

PLANNING BOARD

Michelle Maheau	2018
Jennifer West	2019
Walter Byron	2019
Kevin Kalkut	2020
John Weddleton	2020

RECREATION COMMISSION

James C. Lehan	2018
Liza Carreiro	2019
Todd Lindmark	2019
Brendan Carty	2020
Mark Edwards	2020

NORFOLK SCHOOL COMMITTEE

Mark Flaherty	2018
Jeffrey Chalmers	2018
Thomas Doyle	2019
Jeffrey Curry	2020
Paul Cochran Jr.	2020

**KING PHILIP REGIONAL SCHOOL
COMMITTEE**

Michael Gee	2018
Kenneth Dow	2020

CONSTABLES

Mark Flaherty	2019
Paul Terrio	2020

BOARD OF HEALTH APPOINTMENTS**BOARD OF HEALTH AGENTS**

Betsy Fijol	2018
Tom Houston	2018
Wade Saucier	2018
Carol Greene	2018

ANIMAL ADVISORY AGENT

Hilary Cohen	2018
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SANITARIAN

Mark Oram	2018
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TOWN CLERK APPOINTMENT**ASSISTANT TOWN CLERK**

Anthony Turi	2020
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MODERATOR APPOINTMENT**ADVISORY COMMITTEE**

Brian Beachkofski	2018
Arlie Sterling	2018
Arthur Frontczak	2018
Patrick Snead	2019
James Tomaszewski	2019
Joyce Terrio	2019
Jonathan Hurwitz	2020
Stephen McDonough	2020
Margaret Drisko	2020

VOTER REGISTRATION

The Town Clerk acting in the capacity as a Registrar of Voters held two late night voter registration sessions pursuant to Chapter 51, Section 28 of the Massachusetts General Laws during 2017. As-of December 31, 2017 there are **6,987** registered voters in the Town of Norfolk. A resident can register to vote or change their registration at my office in the Town Hall.

Republican – 1274 voters

Democrat – 1326 voters

Unenrolled (Independent) – 4349 voters

Other Registrations – 38 voters.

Official Results of 2017 Norfolk Town Election

Selectmen

Jeffrey T Palumbo	491
Write-In	12
Blanks	149

Town Clerk

Carol Greene	563
Write-In	5
Blanks	84

Board of Assessors

CiCi Van Tine	29
Debbie Robbins	19
Blanks	569

Constable

Paul H Terrio	468
Write-In	2
Blanks	182

Board of Health

Frances T Sullivan	475
Write-In	3
Blanks	174

KP School Committee

Kenneth Dow	382
Tariq Siddiqui	215
Write-In	1
Blanks	54

Library Trustee

Glenn C Hill	493
Write-In	5
Blanks	154

Norfolk School Committee (2)

Paul Edward Cochran	454
Jeffrey R Curry	424
Write-In	2
Blanks	424

Planning Board (2)

John Weddleton	421
Gregg Damiano	235
Kevin Kalkut	286
Jerome B Reinhart	156
Write-In	2
Blanks	204

Recreation Commission (2)

Brendan F Carty	430
Mark V Edwards	459
Write-In	3
Blanks	412

*Minutes from the Annual Town Meeting
May 19, 2017*

NORFOLK, ss.

ANNUAL TOWN MEETING MINUTES – MAY 9, 2017

On Tuesday, the 9th day of May 2017, at 7:14 p.m. Moderator Jason Talerman called Annual Town Meeting to order. This meeting was held at the King Philip Middle School, 18 King Street, Norfolk, MA 02056.

Mr. Moderator waived the reading of the warrant.

Norfolk Boy Scouts: Peter Dadasis, Christian Dadasis, Lorenzo Mercado, Sam Woodward, Sam Tobar-Fawley, and Sai Thirakala from Troop 80 led the audience in the Pledge of Allegiance.

Mr. Moderator called for a moment of silence for residents Louis Falcone, Mary Powers, Harry Neale, Carol McDonald, Helen Cleary and John Holmes, who have passed away during the previous year and were being remembered for their service to the town.

Introductions were made; Town Clerk – Carol Greene, Assistant Town Clerk – Anthony Turi, Town Administrator – Jack Hathaway, Finance Director – Todd Lindmark, Board of Selectmen – Scott Bugbee, James Lehan and Jeffrey Palumbo, Town Counsel – David DeLuca from Murphy Hesse Toomey and Lehan LLP, the Advisory Committee: Patrick Snead, James Tomaszewski, Arthur Frontczak, Arlie Sterling, Stephen McDonough, Margaret Drisko, Joyce Terrio, Jonathan Hurwitz, and Chairman David Benton

Selectman James Lehan and Selectman Jeffrey Palumbo announced the 2 newest additions to the recognition plaque for residents who have been of great service to the Town of Norfolk, – Thomas Terpstra and Stephen McClain.

Moderator Talerman gave instructions to the citizens in attendance on the rules of Town Meeting.

There were 274 registered voters in attendance.

ARTICLE 1

No Motion Required

To choose by ballot, the following Town officers: One Selectman for a three year term; one Town Clerk for a three year term; one Assessor for a three year term; one Board of Health member for a three year term; one Constable for a three year term; one Library Trustee for a three year term; two Planning Board members for three year terms; two Recreation Commission members for three year terms; two Norfolk School Committee members for three year terms; and one King Philip School Committee member for a three year term.

ARTICLE 2 - passed unanimous
Motion Made and Supported by Dave Benton

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to pay unpaid bills of a prior year pursuant to Massachusetts General Laws Chapter 44, Section 64; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO PAY FIVE UNPAID BILLS FROM THE PRIOR YEAR TOTALING \$61,450.04 FROM THE CURRENT FISCAL YEAR'S APPROPRIATION, AND TO TRANSFER THE FOLLOWING TO COVER SAID BILLS;

FROM	FREE CASH	\$34,483.11
TO	TOWN COUNSEL SETTLEMENT	\$20,032.22
	BUILDING & LIABILITY INS	\$6,500.00
	SNOW AND ICE	\$3,072.78
	TOWN COUNSEL	\$4,878.11
PY BILLS		
	BORELLI EASEMENT	\$20,032.22
	MIAA – WORKER'S COMP AUDIT	\$15,763.00
	PY SNOW SALARIES – CONTRACT SETTLEMENT	\$3,072.78
	MURPHY, HESS, TOOMEY & LEHANE	\$4,878.11
	VERIZON TAX ABATEMENT	\$17,703.93

ARTICLE 3 - passed unanimous
Motion Made and Supported by Dave Benton

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to be added to departmental budgets and appropriations for the fiscal year ending on June 30, 2017; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE THE TRANSFERS AS DISPLAYED ON THE SCREEN AND PROVIDED IN THE HANDOUT.

May 2017 Transfers – Explanations

- Lots of "froms", nothing of significance.
- To accounts
- Free Cash – to fund the prior year bills

- Town counsel, significant bills this year related to litigation, development of the Southwood agreements, 40B reviews, as well as past due tax issues for two residents and the house that we worked to clean up
- Several transfers to salary accounts, the most significant being the building department for inspectors (paid hourly for inspections) and in the Senior Center budget for the overlap of Executive Directors.
- Snow and Ice

Inter account transfers

- Close out the snow and ice revolving account
- Transfer surplus funds from cemetery fund to snow and ice
- Transfer funds from ambulance receipts to ambulance billing (we pay a % of receipts for billing, and revenue is up)

Prior Year Bills

- Preparing to pay a disputed amount to Borrelli that is related to the easement to the water tower for cell tower maintenance
- A Worker's Comp audit bill that came in late needs to be paid
- Amounts owed to employees related to a contract settlement over a grievance
- Town Counsel legal fees. A bill that came in at the end of FY16 was missed and not accounted for in the encumbrances.
- Verizon – A state wide settlement was reached to refund a portion of the taxes that Verizon pays for taxes on poles and equipment. This is being funded from Reserves for Abatements

TRANSFERS			From	To
Account		Description	Amount	Amount
011222 550500		Selectmen - Cable Committee	\$750.00	
011222 558200		Selectmen - Committee Funds	\$2,500.00	
011302 538201		Finance - Audit Expense	\$5,000.00	
011302 538205		Munis Accounting	\$34,496.00	
011302 538210		Finance - Fixed Asset	\$1,500.00	
011302 538250		Finance - OPEB	\$1,725.00	
011322 578000		Advisory Board Reserve	\$40,000.00	
011412 530350		Assessors - Appraisal Services	\$8,000.00	
011582 578000		Tax Title Foreclosures	\$11,937.01	
011702 578018		Land Use - Master Plan Exp	\$5,000.00	
011702 578450		Land Use - Connect CTY Services	\$3,500.00	
011902 529200		Town Hall Fac Man -	\$3,000.00	
011907 541001		F/P Station Fac Man - Electricity	\$5,000.00	
		Freeman Kennedy - Fac Man		
011912 541001		Electricity	\$25,000.00	
011913 541001		H Olive Day - Fac Man Electricity	\$18,000.00	
		Dispatch - Regional Dispatch		
012252 531600		Services	\$20,000.00	
014202 541004		Highway Dept - Water	\$5,000.00	
014202 541005		Highway Dept - Generator Repair	\$3,000.00	

014202	553200	Highway Dept - Catch Basin Cleaning	\$25,000.00	
014242	578000	Street Lighting	\$2,000.00	
014332	578105	Roll off Container	\$7,500.00	
014912	578000	Cemetery Expenses	\$6,000.00	
011516	578000	Town Counsel - Legal Fee Enc	\$311.38	
02150	578000	CPA - Expenses	\$1,441.00	
060002	578000	Water Dept Expenses	\$2,188.72	
		Free Cash		\$34,483.11
011512	530400	Town Counsel - Legal Fees		\$20,000.00
011521	511000	Personnel Board - Salaries		\$1,750.00
011551	511000	Information Tech - Salaries		\$1,500.00
012411	511000	Building Dept - Salaries		\$4,400.00
014232		Snow and Ice		\$169,164.00
015411	511000	Council on Aging - Salaries		\$5,400.00
015431	511000	Vet Services - Salaries		\$1,152.00
			<u>\$237,849.11</u>	<u>\$237,849.11</u>
	Inter Account Transfers			
02101	595000	Snow and Ice Revolving	\$19,000.00	
014232		Snow & Ice		\$19,000.00
02107		Cemetery - Sales	\$15,569.42	
014232		Snow & Ice		\$15,569.42
02003	578000	Ambulance Receipts	\$15,000.00	
012312	578000	Ambulance Billing		\$15,000.00

ARTICLE 4 – passed unanimous

Motion Made and Supported by Dave Benton

To see if the Town will vote to amend the Town of Norfolk Board of Selectmen's Human Resource Policy, Schedule B. COMPENSATION SCHEDULE by applying a general increase of 1.5% to all Steps on the COMPENSATION SCHEDULE effective July 1, 2017; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO AMEND THE TOWN OF NORFOLK PERSONNEL BYLAWS SCHEDULE B. COMPENSATION SCHEDULE BY APPLYING A GENERAL INCREASE OF 1.5% TO ALL STEPS ON THE COMPENSATION SCHEDULE EFFECTIVE JULY 1, 2017.

Town Administrator Jack Hathaway gave a presentation on the town portion of the budget; Norfolk School Superintendent Dr. Ingrid Allardi gave a presentation on the Norfolk Public School Budget. King Philip Middle School Principal Dr. Susan Gilson and Director of Finance Thomas Caliento gave a presentation on the KP District Budget. Mr. Moderator went through budget line by line, holds were placed on: Information Technology, Town Reports, Norfolk Elementary, King Philip Regional, and Highway lines. Residents were given a chance to have their questions addressed. After no further questions a vote was taken. Article 5 passed by unanimous vote.

ARTICLE 5 - passed unanimous

Motion Made and Supported by Dave Benton

To see if the Town will vote to fix the salary and compensation of all elected officers of the Town as provided for by Massachusetts General Laws, Chapter 41, Section 108; and further to see what sum of money the Town will raise and appropriate, transfer from any available source of funds, borrow or bond, to defray the departmental and incidental expenses of the Town not otherwise provided for, for the fiscal year commencing on July 1, 2017; or take any other action relative thereto.

MR. MODERATOR,

I MOVE THAT THE TOWN FIX THE SALARY AND COMPENSATION OF THE ELECTED POSITION OF TOWN CLERK AT \$72,056.88 AS PROVIDED FOR BY MASSACHUSETTS GENERAL LAWS, CHAPTER 41, SECTION 108 FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2017, AND FURTHER TO RAISE AND APPROPRIATE \$39,132,159 TO DEFRAY THE DEPARTMENTAL AND INCIDENTAL EXPENSES OF THE TOWN NOT OTHERWISE PROVIDED FOR, FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2017.

ARTICLE 6 – passed unanimous

Motion Made and Supported by Arlie Sterling

To see what sum of money the Town will vote to transfer from Department of Public Works Water Division revenues to fund the Water Division maintenance and operating expenses; or take any other action relative thereto.

MR, MODERATOR,

I MOVE TO ADOPT THE FISCAL YEAR 2018 BUDGET FOR THE WATER DIVISION IN THE AMOUNT OF \$1,630,645 AS SHOWN ON THE SCREEN.

ARTICLE 7 – passed unanimous

Motion Made and Supported by Arlie Sterling

To see what sum of money the Town will vote to transfer from Department of Public Works Sewer Division revenues to fund the Sewer Division maintenance and operating expenses; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO ADOPT THE FISCAL YEAR 2018 BUDGET FOR THE SEWER DIVISION IN THE AMOUNT OF \$125,554 AS SHOWN ON THE SCREEN.

ARTICLE 8 – passed majority

Motion Made and Supported by Arlie Sterling

To see if the Town will vote to raise and appropriate or transfer from any available source of funds a sum of money to fund capital and other expense items; or take any other action relative thereto.

I MOVE TO APPROPRIATE THE SUM OF \$210,100 FROM FREE CASH FOR THE PURPOSE OF PURCHASING A TRUCK, MOWER, PLATE COMPACTOR, LEAF VAC, AND TWO CONCRETE SLABS FOR THE DEPARTMENT OF PUBLIC WORKS, \$200,000 FOR FROM FREE CASH FOR THE DPW TO USE FOR ROAD REPAIR AND THE SUM OF \$310,000 FROM RETAINED EARNINGS OF THE WATER DIVISION FOR THE PURPOSE OF FUNDING THE DEVELOPMENT OF A NEW WELL, INCLUDING SITE COSTS AND TESTING.

ARTICLE 9

No Motion Required

To see if the Town will vote to appoint any committee, or hear or act on the report of any committee or town officer, or instruct any committee or town officer; or take any other action relative thereto.

Update was given on the police and fire station

ARTICLE 10 – passed majority

Motion Made and Supported by Steve McDonough

To see if the Town will vote to accept and authorize the Board of Selectmen to enter into contracts for the expenditure of Chapter 90 funds allocated by the Commonwealth for the construction, reconstruction, or improvements of public roads and other improvements within the Town, as requested by the Selectmen, and to authorize the Treasurer to borrow or bond, pursuant to any applicable statute in anticipation of reimbursement; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 10 AS PRINTED IN THE WARRANT.

ARTICLE 11 – passed unanimous

Motion Made and Supported by Steve McDonough

To see if the Town will vote to amend the general by-laws of the Town by adding a new section to establish and authorize revolving funds for use by certain Town departments, boards, committees, agencies or officers under Massachusetts General Laws Chapter 44, § 53E½, or take any other action relative thereto.

DEPARTMENTAL REVOLVING FUNDS

1. Purpose. This by-law establishes and authorizes revolving funds for use by Town departments, boards, committees, agencies or officers in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by General Laws Chapter 44, § 53E½.
2. Expenditure Limitations. A department or agency head, board, committee or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this by-law without appropriation subject to the following limitations:
 - A. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund [, except for those employed as school bus drivers].
 - B. No liability shall be incurred in excess of the available balance of the fund.
 - C. The total amount spent during a fiscal year shall not exceed the amount authorized by town meeting on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the Selectmen and Advisory Board.
3. Interest. Interest earned on monies credited to a revolving fund established by this by-law shall be credited to the general fund.
4. Procedures and Reports. Except as provided in General Laws Chapter 44, § 53E½ and this by-law, the laws, charter provisions, by-laws, rules, regulations, policies or procedures that govern the receipt and custody of town monies and the expenditure and payment of town funds shall apply to the use of a revolving fund established and authorized by this by-law. The town accountant shall include a statement on the collections credited to each fund, the encumbrances and expenditures charged to the fund and the balance available for expenditure in the regular report the town accountant provides the department, board, committee, agency or officer on appropriations made for its use.
5. Authorized Revolving Funds.

The Table establishes:

- A. Each revolving fund authorized for use by a town/city department, board, committee, agency or officer,
- B. The department or agency head, board, committee or officer authorized to spend from each fund,
- C. The fees, charges and other monies charged and received by the department, board, committee, agency or officer in connection with the program or activity for which the fund is established that shall be credited to each fund by the town accountant,
- D. Any reporting or other requirements that apply to each fund, and
- E. The fiscal years each fund shall operate under this by-law/ordinance.

Revolving Fund	Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	Fees, Charges or Other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Fiscal Years	Revolving Fund	Restrictions or Conditions on Expenses Payable from Fund
2100 - Parking Tickets	Board of Selectmen	Parking ticket receipts.	Expenses related to the collection of parking ticket violations.	Fiscal Year 2018 and subsequent years	2100 - Parking Tickets	Limit \$3,000
2101 - Snow Removal	Board of Selectmen	Fees charged for snow removal services as identified in column D.	Expenses related to snow removal including maintenance and replacement of equipment, from private property to include King Philip Regional School and subdivision roads as required by the Planning Board rules and regulations.	Fiscal Year 2018 and subsequent years	2101 - Snow Removal	Limit \$20,000
2102 - Recreation Field/Maintenance	Recreation Commission	Fees charged for this service - Field usage fees as identified in the Field allocation Policies.	Expenses related to field maintenance materials, replacement and rental of equipment and contract labor.	Fiscal Year 2018 and subsequent years	2102 - Recreation Field/Maintenance	Limit \$100,000
2103 - Conservation Timber Harvesting	Conservation Commission	Monies from timber harvesting on conservation land.	Expenses under the direction of the Conservation Commission to develop and oversee management activities and projects on Town-owned conservation land.	Fiscal Year 2018 and subsequent years	2103 - Conservation Timber Harvesting	Limit \$5,000
2104 - Off-site Improvements	Planning Board	Mitigation funds required by the planning board relative to off-site improvements due to approval of subdivisions and site plans.	Expenses related to such off-site improvements.	Fiscal Year 2018 and subsequent years	2104 - Off-site Improvements	Limit \$100,000
2105 - Shade Tree and Scenic Roads	Planning Board	Mitigation funds required by the Planning Board under the Shade Tree Act and Scenic Roads Act for the purchase and planting of replacement trees.	Expenses related to the purchasing and planting of trees as required.	Fiscal Year 2018 and subsequent years	2105 - Shade Tree and Scenic Roads	Limit \$10,000
2106 - Wetland Hearing/Applicat on	Conservation Commission	Receive wetland hearing application fees.	Expenses related to the payment of legal advertisements for the wetland hearings.	Fiscal Year 2018 and subsequent years	2106 - Wetland Hearing/Applicat on	Limit \$5,000
2111 - Abutters List	Board of Assessors	Receive funds required by the Board of Assessors for the processing of abutters lists.	Expenses associated with generating such lists, including the acquisition, operation and maintenance of technologies used for preparing and issuing abutters lists and mapping.	Fiscal Year 2018 and subsequent years	2111 - Abutters List	Limit \$2,000
2112 - Police Vehicle Details	Chief of Police	Receive funds collected from charges to private parties or entities for police details involving the use of a police vehicle at construction sites.	Expenses for the express purpose of vehicle replacement within the Police Department under the Authority of the Police Chief.	Fiscal Year 2018 and subsequent years	2112 - Police Vehicle Details	Limit \$60,000
2113 - Community Garden Rental	Board of Selectmen	Receive funds from lot rental fees at the Community Gardens.	Expenses related to purchase goods, tools and services, including water resources, for the use of the gardeners at the community gardens.	Fiscal Year 2018 and subsequent years	2113 - Community Garden Rental	Limit \$5,000
2152 - Passports	Board of Library Trustees	Receive funds remitted for the processing of passports.	Expenses associated with processing of passports and other related purposes deemed appropriate by the Trustees.	Fiscal Year 2018 and subsequent years	2152 - Passports	Limit \$5,000
2155 - Lost or Damaged Library Materials	Board of Library Trustees	Receive funds required by the Board of Library Trustees to replace or repair lost or damaged library materials.	Expenses related to replacing or repairing such lost or damaged materials.	Fiscal Year 2018 and subsequent years	2155 - Lost or Damaged Library Materials	Limit \$7,500

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 11 AS SHOWN ON THE SCREEN AND PRINTED IN THE WARRANT AND TO AUTHORIZE THE TOTAL EXPENDITURES FROM THE FOLLOWING REVOLVING FUNDS PURSUANT TO G.L. CHAPTER 44 SECTION 53 E ½ FOR THE YEAR BEGINNING JULY 1, 2017 TO BE EXPENDED IN ACCORDANCE WITH THE BYLAWS HERETOFORE APPROVED.

ARTICLE 12 -- passed unanimous

Motion Made and Supported by Steve McDonough

To see if the Town will vote to authorize the Board of Selectmen to accept any monies received through grants applied for by various Town Departments or Boards; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 12 AS PRINTED IN THE WARRANT.

ARTICLE 13 -- passed unanimous

Motion Made and Supported by Steve McDonough

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase or otherwise, such easements as may be necessary for drainage purposes and the laying out of public ways, and to raise and appropriate or transfer from any available source of funds, a sum of money for said purposes; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 13 AS PRINTED IN THE WARRANT.

ARTICLE 14 -- passed unanimous

Motion Made and Supported by Steve McDonough

To see if the Town will vote to grant the Board of Selectmen permission to sell surplus property of the Town, exclusive of buildings and land, no longer needed by the Town; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 14 AS PRINTED IN THE WARRANT.

ARTICLE 15 – passed unanimous
Motion Made and Supported by Jim Tomaszewski

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 44B, Section 5 to appropriate the sum of \$20,000 from the annual revenues in the Community Preservation Fund for the purpose of funding the Administrative and Operating Budget for the Community Preservation Committee; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 15 AS PRINTED IN THE WARRANT.

ARTICLE 16 – passed unanimous
Motion Made and Supported by Jim Tomaszewski

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 44B, to reserve a sum of money equal to the state-mandated minimum amount of 10% from FY2018 Community Preservation Fund revenues for the future appropriation of Open Space creations, acquisition and preservation; 10% from FY2018 Community Preservation Fund revenues for the future appropriation of Affordable Housing creations, preservation and support; and 10% from FY2018 Community Preservation Fund revenues for the future appropriation towards the acquisition, preservation, rehabilitation and restoration of Historic Resources; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 16 AS PRINTED IN THE WARRANT.

ARTICLE 17 – passed majority
Motion Made and Supported by Jim Tomaszewski

To see if the Town will vote to allocate from the Community Preservation Fund, Undesignated Reserves, an amount not to exceed \$86,000 for an irrigation well and system for up to five sports fields at the Freeman Kennedy School; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 17 AS PRINTED IN THE WARRANT.

ARTICLE 18
Motion Made and Supported by Petitioner

Substitute motion was made and supported by Petitioner of Article 18 to refer this article for further study. Substitute motion was passed unanimously.

Noise Control

To protect the citizens of Norfolk from excessive or unwarranted noise which disturbs, injures or

degrades the quality of life or real property or endangers the reasonable quiet, comfort, repose or health or safety of the citizens of Norfolk.

Definitions

When used in this bylaw, the following definitions shall apply:

Ambient or Background Noise Level: The noise level measured in the absence of the noise under investigation. For purposes of this bylaw, the Ambient or Background Noise Level is quantified as the LA90.

Decibel (dB): The decibel is used to measure sound pressure level. **Decibels "A" Weighted Scale (dBA):** The most widely used sound level filter is the "A" weighted scale. This filter most resembles the average human hearing profile. **LA90:** The A-weighted sound level exceeded for 90% of the measurement period.

LAeq: The A-weighted sound level which is equivalent to the total sound energy over the measurement period.

Noise Level: Measured property of sound, which for the purpose of this bylaw, will be expressed in A-weighted decibels (dBA), obtained with a Type I or II sound level meter as specified under the American National Standards Institute (ANSI) standards.

Noise Pollution: If the A-weighted equivalent sound level (LAeq) during the activity under investigation is 10 dB or more above the "Ambient or Background Sound Level," it shall be judged that a condition of "Noise Pollution" exists.

Restrictions

- . (1) No person owning, leasing or controlling the operation of any electronic device shall willfully or negligently permit the establishment or condition of "Noise Pollution".
- . (2) No person or persons shall cause, allow or permit the operation of equipment or machinery associated with site work, construction or demolition between the hours of 7:00 p.m. and 7:00 a.m., Monday through Saturday, and all hours on Sunday and State holidays without the expressed approval of the Board of Selectmen, and the issuance of a work permit by the Chief of Police.

Exemptions

The provisions of this bylaw shall not apply to sound emitted during or associated with:

- . (1) Emergency Vehicles and Equipment – Any police, fire, ambulance or other emergency vehicle engaged in emergency related response and/or activity.
- . (2) Highway and Utility Maintenance – Necessary excavation in or repairs of bridges, streets, or highway, or any public utility installation by or on behalf of the Town of Norfolk.
- . (3) Emergency work including, but not limited to, the operation of any mechanical device, apparatus, vehicle, or equipment used in connection with an emergency.

- . (4) Snow removal performed by snow blowers, snow throwers or snow plows.
- . (5) Normal maintenance of residential property such as lawnmowers, leaf blowers, power or chain saws, or other similar equipment and machinery.
- . (6) Operation of equipment or machinery associated with site work, construction or demolition between the hours of 7:00 a.m. and 7:00 p.m., Monday through Saturday, or on Sundays or State holidays with expressed approval of the Board of Selectmen, and the issuance of a work permit from the Chief of Police.
- . (7) The Board of Selectmen, or designee, may give a special permit for parades and public gatherings, i.e. block party. Excessive impact or conditions resulting in "Noise Pollution" on neighboring citizens will be considered when issuing a special permit. These exemptions shall not apply if the noise is determined to exist as a result of negligent conduct or actions inconsistent with generally accepted practices.

Measurement of Excessive or Unwarranted Noise

A determination that excessive or unwarranted noise exists will be made in accordance with the definition of "Noise Level".

Noise measurements shall be made either at the closest boundary line of the noise-sensitive property or at another location on the property where the increase above the ambient sound level caused by the intruding noise source is greatest.

A determination that a condition of "Noise Pollution" exists constitutes a violation of this bylaw.

Enforcement and Penalties

The Police, Fire, Health or Inspectional Services Department, or any designee thereof, shall have power to enforce this bylaw. Any person violating the provisions of this bylaw shall be punished by a fine of \$100 for the first offense, \$200 for the second offense and \$300 for each offense thereafter. Each act, which either continues or is repeated more than one-half (1/2) hour after notice of violation, shall be a separate offense.

ARTICLE 19 – passed unanimous Motion Made and Supported by Pat Snead

To see if the Town will vote to amend the Zoning Bylaws as follows:

- B-1 District: To see if the Town will vote to amend the Zoning Bylaws, Section I.7.a "Allowed Uses" by adding "CHILD CARE FACILITY" and to take any other action relative thereto.
- C-1 District: To see if the Town will vote to amend the Zoning Bylaws, Section J.7.a.1.A "Allowed Uses" by adding "CHILD CARE FACILITY" and to take any other action relative thereto.
- C-6 District: To see if the Town will vote to amend the Zoning Bylaws, Section L.7.a "Allowed Uses" by adding "CHILD CARE FACILITY" and to take any other action relative thereto.

Planner's Comments:

It has come to my attention that the land use "Child Care Facility" has not been identified in three of the zoning districts within the town Zoning Bylaw. Specifically the B-1, C-1 and C-6 districts do not have a listing for this use. Similar uses such as school and adult day care are already allowed in these districts.

The proposal above is an effort to allow this use in the town Zoning Bylaw for three zoning districts, the B-1, C-1 and C-6.

To see if the Town will vote to amend the Zoning Bylaws, L.7.a Allowed Uses, by deleting the following:

- ~~Day Care, Family Home;~~

Planner's comments:

In addition to the above, I would like to delete an unnecessary reference to "Day Care, Family Home" that is located in section L.7.a Allowed Uses. This use category is regulated by state law with specific criteria and limitations and is permitted in all districts as a family home daycare. Local zoning does not need to permit this use and is redundant

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 19 AS SHOWN ON THE SCREEN AND PRINTED IN THE WARRANT.

ARTICLE 20 – article required a 2/3 vote, article passed with counted 103 yes votes to 45 no votes

Bob McGhee, David Lutes, and Elisabeth Vallee were selected and sworn in as counters.

Motion Made and Supported by Pat Snead

To see if the Town will vote to accept a gift of land or take by eminent domain pursuant to Chapter 79 of the General Laws and further to accept as a public way and to accept all easements, Lake Street, from station 12 + 59.27 to 42 + 82.05, as approved by the Board of Selectmen as shown on the acceptance plan dated 5/17/2013 drawn by Norfolk County Engineering Department and further to see what sum of money the Town will raise and appropriate, borrow, or transfer from available funds for damages, fees, and expenses; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 20 AS PRINTED IN THE WARRANT.

ARTICLE 21

Motion Made and Supported by Petitioner

To see if the Town will vote to: Take all necessary steps to confirm and/or receive the right to improve and pave Lake St. Norfolk, MA. Approve funds to take all necessary steps to pave the now unimproved gravel road known as Lake St. Norfolk, MA

Motion made and supported by Petitioner to pass over Article 21

The following substitute motion was made by Elizabeth Maitland McCormick, resident of 51 Lake St.

To see if the Town will vote to: approve funds and to take all necessary steps to construct, improve, and re-surface the now unimproved Lake Street, Norfolk, MA. In accordance with engineering and design plans submitted to and approved by the Planning Board, in accordance with the Rules and

Regulations of the Planning Board for the construction of subdivision roads within the Town. Said construction, improvement, and re-surfacing shall conform with said Regulations and requirements including, but not limited to, sub-structure construction, drainage, and all matters addressed in the Rules and Regulations, excepting only the Regulations regarding the width of the road, which width shall be limited as shown on the plans heretofore prepared and the surface material. If deemed appropriate in the application, the Planning Board may consider a surfacing material other than asphalt and any other waivers from its Rules and Regulations. The removal of trees shall be limited to the greatest extent possible and any removal of a tree shall include the removal and grinding of the stump of said tree, with the area disturbed by said removal, seeded and maintained. Further, for every tree removed, a replacement tree shall be planted of the caliper deemed acceptable by the Planning Board, in accordance with its Rules and Regulations and Scenic Road policy. Property owners shall be compensated for the removal of trees from their property and awarded commensurate damages for the taking of said trees. All plans for construction, improvements, and re-surfacing shall also be submitted to and approved by the Conservation Commission for the protection of wetland resources prior to the commencement of any work upon the roadway. Abutters to the street shall receive notice of all hearings regarding the approval processes by any board, committee, or commission.

Substitute motion failed.

Original motion to pass over Article 21 passed by majority vote.

ARTICLE 22 – passed majority

Motion Made and Supported by Petitioner

To see if the Town will vote to adopt the following resolution:

WHEREAS, a high-pressure pipeline carrying natural gas, currently called the Q1 loop of the Access Northeast Pipeline, proposed by Spectra Energy Corporation, would run through Norfolk, Massachusetts;

WHEREAS, the Attorney General's Office of the Commonwealth of Massachusetts determined that increased gas capacity is not needed to meet the state's electric reliability needs and would be more expensive and less environmentally responsible than other available options;

WHEREAS said pipeline goes against current Massachusetts commitments to reducing greenhouse gas emissions and combating global climate change, and our state's energy challenges are better addressed through investment in energy efficiency and renewable energy solutions;

WHEREAS, in addition to the inherent risks of high pressure gas pipelines — possible ruptures, fires, explosions, and impacts to sensitive areas along the pipeline route — gas obtained through hydraulic fracturing carries additional risks and environmental burdens for communities near hydraulic fracturing sites and all along the transmission routes;

WHEREAS, there is no direct benefit to the residents of Norfolk from the proposed pipeline since the gas is not for local consumption, and the pipeline could adversely affect property values, adversely affect residents' livelihood and otherwise negatively impact the integrity of the town's rural character;

WHEREAS, the pipeline construction presents added risks and damage to the health and environment of those living near the construction corridor;

NOW, THEREFORE, BE IT RESOLVED that the Norfolk Town Meeting record it's opposition to the pipeline and endorse the analysis and position of Attorney General Healey, as supported by the Regional Electric Reliability Options study; and

BE IT FURTHER RESOLVED that Norfolk Town Meeting urge Governor Baker and our State officials to oppose the pipeline and communicate said position at pertinent Department of Public Utilities hearings and to the Federal Energy Regulatory Commission; and

BE IT FURTHER RESOLVED that the Town Clerk be directed to send a copy of this resolution to Governor Charles Baker, State Senator Richard Ross, State Representative Shawn Dooley, Attorney General Maura Healey, US Senator Elizabeth Warren, US Senator Edward Markey and MA Secretary of Energy and Environmental Affairs, Matthew Beaton.

ARTICLE 23 – failed - vote counted; yes – 41 to no – 57

Motion Made and Supported by Petitioner

Article to Enhance resident participation in town decision-making

Whereas Norfolk Town Boards, Committees, and Officials make recommendations about warrant articles at Norfolk Town Meetings and the Town Meeting votes on the warrant articles.

Whereas at Norfolk Town Meeting warrant articles are generally considered one at a time and no motion that goes beyond the scope of a warrant article is permitted.

Whereas the format of Norfolk Town Meetings doesn't lend itself to a unified deliberation of all the issues facing the town where tradeoffs can be made between issues arising in different areas of town government which may be raised in different warrant articles or may not be raised in any warrant article.

Whereas Norfolk Town Board and Committee meetings are normally structured to have residents address the Board or Committee, rather than to collaborate with fellow residents.

Whereas Norfolk Town Board and Committee meetings are normally structured to have residents address the Board or Committee on one issue at a time, rather than on a broad combination of issues affecting various areas of town government.

Whereas there isn't a structure in place for Norfolk residents who are not members of a Town Board or Committee to deliberate about and formulate recommendations on the town budget and ideas affecting how the town is run.

Whereas a process referred to as "participatory budgeting" (see <https://www.participatorybudgeting.org/what-is-pb/> and <http://unhabitat.org/books/72-frequently-asked-questions-about-participatory-budgeting/>) has been successfully employed and very favorably received in the United States and the rest of the world. According to a narrow definition of Participatory Budgeting, residents directly control how resources (mostly financial budgets) are allocated to projects. According to a broader definition of Participatory Budgeting, it is "a mechanism (or process) through which the population decides on, or contributes to, decisions made on the destination of all or part of the available public resources." In both cases, residents brainstorm ideas, people volunteer as delegates to develop proposals based on these ideas, residents vote on proposals, and (in the narrow definition) the government then implements the top projects or (in the broader definition) the government gives serious consideration to including the top projects in their official plans. In our case, the broader definition would apply.

Whereas, through the Norfolk Town Meeting, voters already directly decide on everything on the warrant, including the entire budget. But we don't have the community brainstorming, deliberation of tradeoffs, formulation of proposals and community prioritization of the various proposals.

Therefore, we request that Norfolk Town Boards, Committees, and Officials - particularly, the Advisory Board and the Board of Selectmen (with support by the Town Administrator and the Town Moderator) collaborate to set up a process similar to and modeled on the participatory budgeting process used by the nonprofit Every Voice Engaged Foundation or a similar process (as described in the following references - but with the understanding that in Norfolk's case, a) the residents could consider and make recommendations on anything that could legitimately appear on the warrant for a Town Meeting, not only on financial issues, and b) the result of the residents' deliberations are recommendations, the Town Meeting has the final say). Such a process would involve Norfolk residents in deliberating and making decisions about the town budget and other town issues. These decisions (and the deliberations leading to them) would be publicized to the town and presented to Norfolk Town Boards, Committees, and Officials who would consider them in drafting warrant articles and in making recommendations on warrant articles. As always, the Norfolk Town Meeting would vote on the warrant articles.

References (All these references were successfully visited on 16-Feb-2017)

Interview with Laura Richardson

<http://theagiledirector.com/article/2016/07/05/budget-games-an-interview-with-Laura-Richardson/>

Every Voice Engaged page about Participatory Budgeting

<https://everyvoiceengaged.org/solutions/budget-games/>

The San Jose City Participatory Budget Experience

https://medium.com/@jose_casal/the-san-jose-city-participatory-budget-experience-b6212f1515e2#.pkou2cw8w

Budget Games kit

<http://everyvoiceengaged.org/wp-content/uploads/2014/09/2014-BaFO-Kit-V2.zip>

Budget Games Success in Montana:

Best Way to Make City Minutiae Actually Somewhat Interesting

<http://missoulanews.bigskypress.com/missoula/best-way-to-make-city-minutiae-actually-somewhat-interesting/BestOf?oid=2061268>

San Jose Residents Play 4th Annual Budget Games

<https://conteneo.co/san-jose-residents-play-4th-annual-budget-games/>

Prioritization Results slides from San Jose priority setting sessions

<https://conteneo.co/wp-content/uploads/2015/04/San-Jose-2014-2015-Budget-Games-results.pdf>

Playing the budget game

<https://www.ft.com/content/b3a1add2-2931-11e2-9591-00144feabdc0#axzz2BUnXfZCd>

Crowdsourcing the Budget

<https://wilsoncommonslib.org/2012/10/01/crowdsourcing-the-budget/>

Collaboration at Scale: The 2016 San José Participatory Budgeting Project

<https://info.conteneo.co/collaboration-at-scale-the-2016-san-jose-participatory-budgeting-project>

Participatory Budgeting Initiative

<https://everyvoiceengaged.org/initiatives/budgeting/>

Various Participatory Budget projects

<https://www.participatorybudgeting.org/participate/>

Participatory Budgeting in Cambridge, MA

<https://www.youtube.com/watch?v=fZS48720gwg>

Participatory Budgeting in Chicago's 49th Ward

<https://www.youtube.com/watch?v=01bouQJK25Q>

Participatory Budgeting in NYC
<https://www.youtube.com/watch?v=-Z5UgsX57jg>

San Jose District 3 Participatory Budgeting Budget Delegates 1
<https://www.youtube.com/watch?v=N81Eym5c8d0>

San Jose Budget Games (YouTube playlist)
https://www.youtube.com/watch?v=M4VZqAx8aTs&list=PLH4TRrioEDdtblscDI4_a0afrjToal50M

ARTICLE 24 - passed unanimous
Motion Made and Supported by Joyce Terrio

To see if the Town will vote to approve the Payment In Lieu Of Tax ("PILOT") agreements negotiated by the Board of Selectmen pursuant to Massachusetts General Laws Chapter 59, Section 38H with one or more renewable energy generation companies operating one or more community solar systems, including the installations at 42 Pine Street and 33 Medway Branch; or take any other action relative thereto.

MR. MODERATOR,

I MOVE TO APPROVE THE PILOT AGREEMENT NEGOTIATED BY THE BOARD OF SELECTMAN WITH THE OWNER OF THE COMMUNITY SOLAR SYSTEM AT 42 PINE STREET.

Motion to dissolve Town Meeting was made and seconded
Town Meeting was dissolved at 11:12 PM

Respectfully submitted,
Carol Greene
Town Clerk

*Minutes from the Fall Special Town Meeting
December 5, 2017*

NORFOLK, ss.
SPECIAL FALL TOWN MEETING MINUTES – DECEMBER 5, 2017

On Tuesday, the 5th day of December 2017, at 7:08 p.m. Moderator Jason Talerman called the Special Fall Town Meeting to order. This meeting was held at the Freeman Kennedy School, 70 Boardman Street, Norfolk, MA 02056.

Mr. Moderator led the Pledge of Allegiance, and made announcements about local happenings.

Introductions were made; Town Clerk – Carol Greene, Assistant Town Clerk – Anthony Turi, Town Administrator – Jack Hathaway, Finance Director – Todd Lindmark, Board of Selectmen – Chariman Scott Bugbee, James Lehan and Jeffrey Palumbo, Town Counsel – David DeLuca from Murphy Hesse Toomey and Lehane LLP, the Advisory Committee: Chairman Stephen McDonough, Patrick Snead, James Tomaszewski, Arthur Frontczak, and Joyce Terrio.

Mr. Moderator waived the reading of the warrant and gave instructions to the citizens in attendance on the rules of Town Meeting.

There were 197 registered voters in attendance.

ARTICLE 1 – approved unanimous **Submitted by the Board of Selectmen**

Article 1: 2016 Budget Transfers

- Motion made and supported by Stephen McDonough

Mr. MODERATOR,

I MOVE TO APPROVE THE TRANSFERS AS SHOWN IN THE HANDOUT.

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to be added to departmental budgets and appropriations for the fiscal year ending on June 30, 2018; or take any other action relative thereto.

This is an article to transfer funds from free cash and to transfer corresponding amounts between budget lines. The full details of the transfer will be available in a handout at Special Town Meeting. The primary transfers from free cash add \$250,000 to the Stabilization Fund and add approximately \$126,407 from certified free cash to various budget lines; \$129,201 from KP Reginal Operating Budget; and \$1,200.00 from a Fire Department code violation; for a total of \$256,808 to various budget lines.

The Advisory Committee recommends approval of this article.

The Town has a more than adequate free cash balance to accommodate these transfers

Article #1 is a standard article that requests approval to transfer money between line item budgets and from Free Cash.

ARTICLE 2 – IP - approved unanimous **Submitted by the Board of Selectmen**

Article 2: Prior Year Unpaid Bills

- Motion made and supported by Stephen McDonough

Mr. MODERATOR,

I MOVE TO IDEFINITELY POSTPONE ARTICLE 2

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to pay unpaid bills of a prior year pursuant to Massachusetts General Laws Chapter 44, Section 64; or take any other action relative thereto.

The Advisory Committee recommends approval of this article.

After the close of any fiscal year, no bills incurred in that year can be paid without the approval of Town Meeting. We have been advised that there are no such bills to be considered at this time, although our recommendation may change if any such bills are received between the time of our recommendation was made and Town Meeting.

Article #2 is another standard article which requests authority to pay prior year bills. This is a requirement per Mass. General Laws. As of print date we have no prior year bills, so this authority will not be necessary unless a new bill is presented.

ARTICLE 3

Submitted by the Board of Selectmen

ARTICLE 3: Capital

- Motion made and supported by Stephen McDonough

Mr. MODERATOR,

I MOVE TO DIVIDE ARTICLE 3 INTO TWO PARTS....

Motion to divide article passed – unanimous

Part 1

I MOVE TO APPROVE THE FIRST SET OF TRANSFERS SHOWN ON THE HANDOUT AMOUNTING TO \$532,269.00.

To see if the Town will vote to transfer from free cash \$532,269 and to transfer from the Water Reserve Fund \$123,000, to fund capital and other expense items; or take any other action relative thereto. (Capital Budget)

General Fund - \$532,269 – Part one of divided article – passed unanimous

- IT – Data Storage / Domain Controller
- Facilities – Replace two boilers at the Library
- Town Clerk – New voting machines
- Police Department – Two Police Cars
- Fire Department – Duty Truck
- DPW – Dump Truck
- DPW – Pick up Truck
- Elementary School – Building Study

I MOVE TO APPROVE \$123,000 FROM THE WATER RESERVE FUND FOR THE PURCHASE OF A WATER DEPARTMENT SERVICE VEHICLE AND A TAG ALONG TRAILER FOR EQUIPMENT AS SHOWN IN THE HANDOUT.

Water Enterprise Fund - \$123,000 – Part two of divided article – passed unanimous

- Water Service Vehicle
- Tag Along Trailer

The Advisory Committee recommends approval of this article.

This article provides funds from free cash in the amount of \$532,269 to fund capital items as set forth in the handout, including:

\$123,000 from the Water Reserve Fund for the purchase of a Water Department service vehicle and a tag along trailer for equipment.

Article #3 is our capital article and as you can see includes a number of “small to medium” size items. The largest items on the list this year are the vehicles. Two police vehicles at \$50,000 a piece allows us to maintain our program of keeping newer vehicles on the road, while older vehicles are moved to secondary uses and the oldest / highest mileage vehicles are traded in or sold off. Other vehicles this year include the Fire Department – Duty Truck, which is a multi-purpose vehicle for the Shift Officer and a large and medium size dump truck for the DPW, which will replace vehicles which are well past their recommended retirement dates. This list also includes a request for funds for an architect to do a feasibility study to consider adding classrooms for the Elementary school. The Superintendent and I (Town Administrator) are concerned about continued growth at the schools and would like to have a plan if expansion is needed.

ARTICLE 4 – passed unanimous

Submitted by the Board of Selectmen

ARTICLE 4: Deposit/Stabilization Fund

- Motion made and supported by Steve McDonough

MR. MODERATOR,

I MOVE TO APPROVE THE TRANSFER OF \$250,000 FROM FREE CASH TO THE STABILIZATION FUND.

To see if the Town will vote to transfer from Free Cash, \$250,000 to the Stabilization Fund; or take any other action relative thereto.

The Advisory Committee recommends approval of this article.

The Stabilization Fund is considered one of the Town’s primary savings accounts. The State has certified our free cash at \$1.5 million, and this article, would approve the transfer of \$250,000 into the Stabilization Fund.

Article #4 is a request by the Selectmen to move money from Free Cash to the Stabilization Fund. The Stabilization Fund is our "Rainy Day Fund" and we can only remove money from that fund with 2/3rds vote of town meeting.

ARTICLE 5

Submitted by the Board of Selectmen

The Public Safety Building Committee gave an update.

To see if the Town will appoint any committee, or hear or act on the report of any committee or town officer, or instruct any committee or town officer; or take any other action relative thereto.

No Advisory committee recommendation is needed for this article.

ARTICLE 6 – passed unanimous

Submitted by the Town Treasurer

ARTICLE 6: Payment Processing

- Motion made and supported by Arthur Frontczak

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 6 AS PRINTED IN THE WARRANT.

To see if the Town will accept the provisions of MGL c. 59, s.57A, as amended by Chapter 218, s.140 of the Acts of 2016, (Municipal Modernization Act) effective November 6, 2016, authorizing payment of real estate or personal property taxes beginning in FY 2018 in an amount not in excess of \$100 dollars due and payable in one installment and if unpaid after the day the first installment of the notice of preliminary tax or actual tax bill for the year is due, shall be subject to interest at the same rate and from the same date as any delinquent preliminary or actual tax first installment; or take any other action relative thereto.

The Advisory Committee recommends approval of this article.

This article reduces the administrative costs of tax billing. Today real estate and property taxes are billed quarterly. This article makes an exception to this rule in the case of very small tax bills. Any bills \$100 or less would be billed in one installment rather than multiple bills throughout the year. This change comes from the Massachusetts Municipal Modernization Act of 2016 that provides model language to reform and modernize municipal administrative practices.

Article #6 is a request from the Treasurer to allow the Town to collect small tax bills (\$100 or less) with an annual bill rather than in multiple bills per year.

ARTICLE 7: Good Standing Approvals

- Motion made and supported by Arthur Frontczak

MR. MODERATOR,

I move to amend the General Bylaws of the Town of Norfolk, Article II, Section 4, Paragraph A by deleting “annually” from the first sentence and replacing it with the word “periodically” and by deleting the words “for not less than a twelve month period,” also from the first sentence so the paragraph reads as printed on the screen.

To see if the Town will delete the words “Chapter 640 of 1985” from Article II, section 4 of the Norfolk General Bylaws and insert in its place the words “MGL Chapter 40, Section 57, as amended”, to authorize changes contained in The Municipal Modernization Act (Chapter 218 of the Acts of 2016) which eliminates a one year delay for the non-payment of taxes prior to the implementation of enforcement, and to permit the distribution of list of delinquent taxpayers on a periodic basis; or take any other action relative thereto.

The Advisory Committee recommends approval of this article.

This article provides greater flexibility in collecting overdue taxes. Today town officials are prevented from taking any action based on non-payment until a bill is one year overdue. Always waiting 12 months, however, creates additional risks to all parties. This article would eliminate this mandatory waiting period.

In cases of non-payment, the practice of the Town Treasurer is to contact individuals and deal with each situation on a case-by-case basis. This will not change. But allowing these situations to be addressed earlier will provide better outcomes than waiting for a difficult situation to get worse for a year. Also, allowing the Treasurer to notify other Town Officials of individuals/organizations in arrears better protects the integrity of business transactions (permits, contracts, approvals, etc.). This change comes from the Massachusetts Municipal Modernization Act of 2016 that provides model language to reform and modernize municipal administrative practices.

Article #7 allows Town to deny issuing permits until all bills due from an applicant are current. This will allow us to strengthen our collection efforts in certain situations and also will provide a level of security to small builders who pull permits for residents with past due bills.

ARTICLE 8: Road Acceptance

- Motion made and supported by Jim Tomaszewski

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 8 AS PRINTED IN THE WARRANT.

To see if the Town will vote to accept a gift of land or take by eminent domain pursuant to Chapter 79 of the General Laws and further to accept as a public way and to accept all easements, Castle Road, from Station 0.00 to Station 13.52, as approved by the Board of Selectmen as shown on the acceptance plan dated Sept. 26, 2017 drawn by United Consultants, Inc. of Wrentham, MA and as further described in documents entitled, As- Built Acceptance Plan Castle Road and further to see what sum of money the Town will raise and appropriate, borrow, or transfer from available funds for damages, fees, and expenses; or take any action relative thereto.

The Advisory Committee recommends approval of this article.

By accepting this road as a public way, we increase the number of eligible roads used to calculate the amount of road maintenance funds that we receive from the state under Chapter 90.

Articles #8, 9 and 10 are road acceptances. These are in a sub-division where the roads have recently been completed and are now ready to be turned over to the town. There is no cost to the town to accept these roads.

ARTICLE 9 – passed unanimous

Submitted by Planning Board

ARTICLE 9: Road Acceptance

- Motion made and supported by Jim Tomaszewski

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 9 AS PRINTED IN THE WARRANT.

To see if the Town will vote to accept a gift of land or take by eminent domain pursuant to Chapter 79 of the General Laws and further to accept as a public way and to accept all easements, Meetinghouse Road, from Station 0.00 to Station 2.36, as approved by the Board of Selectmen as shown on the acceptance plan dated Sept. 26, 2017 drawn by United Consultants, Inc. of Wrentham, MA and as further described in documents entitled, As-Built Acceptance Plan Meetinghouse Road and further to see what sum of money the Town will raise and appropriate, borrow, or transfer from available funds for damages, fees, and expenses; or take any action relative thereto.

The Advisory Committee recommends approval of this article.

By accepting this road as a public way, we increase the number of eligible roads used to calculate the amount of road maintenance funds that we receive from the state under Chapter 90.

ARTICLE 10 – passed unanimous

Submitted by Planning Board

ARTICLE 10: Road Acceptance

- Motion made and supported by Jim Tomaszewski

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 10 AS PRINTED IN THE WARRANT.

To see if the Town will vote to accept a gift of land or take by eminent domain pursuant to Chapter 79 of the General Laws and further to accept as a public way and to accept all easements, Wild Holly Lane, from Station 0.00 to Station 4.84, as approved by the Board of Selectmen as shown on the acceptance plan dated Sept. 26, 2017 drawn by United Consultants, Inc. of Wrentham, MA and as further described in documents entitled, As- Built Acceptance Plan Wild Holly Lane and further to see what sum of money the Town will raise and appropriate, borrow, or transfer from available funds for damages, fees, and expenses; or take any action relative thereto.

The Advisory Committee recommends approval of this article.

By accepting this road as a public way, we increase the number of eligible roads used to calculate the amount of road maintenance funds that we receive from the state under Chapter 90.

ARTICLE 11 – passed majority

Submitted by the Town Clerk

ARTICLE 11: Appoint Town Clerk

- Motion made and supported by Joyce Terrio

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 11 AS PRINTED IN THE WARRANT.

To see if the Town will accept the provisions of MGL Chapter 41, Section 1B for the purpose of having the elected Town Clerk become an appointed Town Clerk of the Town; or take any other action relative thereto.

The Advisory Committee recommends approval of this article.

This article proposes to appoint, rather than elect, the office of the Town Clerk as is allowable under the MGL. This office primarily supports the Town in the following operational capacities: Elections, Voter Registration, Vital Records, State and Town Census, and dog licensing. These responsibilities provide necessary services to the Town as mandated by the Federal and State Government and are comparable to other non-elected Town positions in their focus on compliance rather than policy. The appointment would be made by the Town Administrator. Appointing the Town Clerk also ensures that the specialized experience and qualifications necessary to meet the increasingly technical requirements of the office will be considered in the recruiting process.

Article #11 is an important article as it would change the process of selecting a Town Clerk. The Clerk is currently elected by the residents to a three year term. This article, proposed by our current clerk, would change that process so that the Town Clerk would be appointed by the Town Administrator, and confirmed by the Board of Selectmen. The important concept here is that the Clerk's role, like many of our municipal positions, continues to get more and more complicated. While we certainly have a competent Town Clerk right now, if we had an opening in that position, it would be better for the Town if we could hire someone with the training and experience to do the job, rather than have to elect a Norfolk resident, who may or may not be qualified to do the job. This change would greatly expand our pool of candidates for the job in the future.

ARTICLE 12: Open Meeting Law Minutes

MR. MODERATOR,

- Motion made and supported by Joyce Terrio

I MOVE TO APPROVE ARTICLE 12 AS PRINTED IN THE WARRANT.

To see if the Town will amend the Norfolk General Bylaws by inserting Article III, Section 1.D;

All Boards, Committees, and Commissions are required to keep accurate minutes in accordance with the Commonwealth of Massachusetts Open Meeting Law and file in a timely manner original signed minutes with the Town Clerk to be stored as permanent record; or take any other action relative thereto.

The Advisory Committee recommends approval of this article.

This article is to add a requirement to store as part of the Town's permanent record the minutes of meetings held by all Town Boards, Committees, and Commissions. Under the State of Massachusetts Open Meeting Law, these bodies are required to take and maintain minutes of their meetings, but does not specify how they are recorded.

This article creates consistency across the various Boards, Committees, and Commissions and aids transparency by making the minutes part of the Town permanent record maintained by the Town Clerk. Such record maintenance will further compliance with the Open Meeting Law requirement to make all minutes available to any person within 10 days of a written request.

Article #12 – Please refer to the Advisory Committee's comments.
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ARTICLE 13: Energy Stretch Code

MR. MODERATOR,

- Motion made and supported by Jon Hurwitz

I MOVE TO APPROVE ARTICLE 13 AS PRINTED IN THE WARRANT.

Motion made by resident John Weddleton to IP article – motion to IP failed – declared majority

To see if the Town will vote to adopt the "Stretch Energy Code" set forth in the State Building Code at 780 CMR 115.AA (i.e., Appendix 115.AA), **including amendments or modifications thereto**, and to amend the Town of Norfolk General By-laws by inserting a new Section 11 under Article VII, Land Use and Resource Protection, entitled "Stretch Energy Code" as set forth below:

Section 11. Stretch Energy Code

A. Adoption. The Town of Norfolk has adopted the provisions of 780 CMR 115AA (i.e., Appendix 115.AA of the State Building Code or the “Stretch Energy Code”), including amendments or modifications thereto.

B. Purpose. The purpose of the Stretch Energy Code shall be to provide the Town with a more energy efficient alternative to the base energy code otherwise set forth under the State Building Code.

or take any other action relative thereto.

The Advisory Committee recommends approval of this article.

Currently, 207 municipalities in Massachusetts have adopted the Stretch Energy Code. The Stretch Energy Code is a more stringent, advanced energy conservation building code which will allow municipalities to take meaningful action on energy use and climate change.

As the Stretch Code exempts renovations and additions, approval of this article will not put any undue burden on existing homeowners. It is expected that adherence to the code will result in overall savings, as the energy efficiency standards will outweigh any increased building costs in new construction.

Article #13 is a citizens' petition. The petitioners have had several public sessions explaining their article.

ARTICLE 14 – passed declared majority Submitted by the Board of Selectmen

Article 14: Recreational Marijuana

MR. MODERATOR,

- Motion made and supported by Board of Selectmen

This motion will presented by the Selectmen at Town Meeting.

Motion made by resident John O'Rourke to IP – motion to IP defeated 71 yes to 77 no

To see if the Town will vote to amend the Norfolk General Bylaws by inserting the following bylaw in sequential order; or take any other action relative thereto.

CHAPTER _____

Prohibition on Marijuana Establishments

In accordance with Massachusetts General Laws Chapter 94G, Section 3(a)(2), all types of marijuana establishments, as defined in Massachusetts General Laws Chapter 94G, Section 1 and as may otherwise be defined by Massachusetts law or regulation, to include, without limitation, all marijuana cultivators, marijuana testing facilities, marijuana product manufacturers, marijuana retailers, on-site consumption of marijuana at a marijuana retailer location, any other types of licensed marijuana-related businesses, and the conducting of any such activity for commercial purposes by whichever name used, shall be prohibited within the Town of Norfolk. This prohibition shall not be construed to affect the

medical use of marijuana as expressly authorized by the provisions of Chapter 369 of the Acts of 2012 and 105 CMR 725.000 (as the same may be amended from time to time).

The Advisory Committee recommends indefinite postponement of this article.

Because the town of Norfolk voted against the legalization of marijuana when the state as a whole voted for legalization (by a margin of 51% to 49%), we have the opportunity to prohibit the sale of marijuana in Norfolk. While the town vote was a factor in the opinions of most, if not all, of the members of the Advisory Committee, not all of us agreed that it should be the sole determining factor. Our divided vote reflects the ambiguity of the town on this issue, but our vote was narrowly in favor (4 to 3, 2 absent).

Reasons given for favoring legalization included: 1) 51% is not exactly the unambiguous voice of the voters speaking, and 2) we could think of no more substantive reasons for limiting the rights of Norfolk residents relative to the rest of the state. There's also some - probably small - chance of financial benefit to the town if a new business is established here.

Article #14 is supported by the Board of Selectmen and Town Administrator. This article prevents someone from opening a retail store in Norfolk for the purpose of selling "recreational" marijuana. While we acknowledge the state wide vote that allows recreational marijuana in Massachusetts, we also believe we do not need to allow the sale in Norfolk. As the Advisory Committee commented the Norfolk voters did not support the use of recreational marijuana.

ARTICLE 15 - failed declared 2/3

Submitted by the Board of Selectmen

ARTICLE 15: Sale of Old Town Hall

- **Motion made and supported by Joyce Terrio**

MR. MODERATOR,

I move to authorize the board of selectmen to proceed through the planning process and seek approval of said plan as substantially shown on a plan presented to and on file with the Board of Selectmen, entitled "Parking Area Plan" by United Consultants Inc. dated April 29, 2013 and upon Planning Board approval of said plan to authorize the Board of Selectmen to sell the property as approved.

Motion by resident Jennifer Wynn provided that any sale would be subject to further approval of Town Meeting as to the proposed use.

To see if the Town will authorize the Board of Selectmen to sell a portion of the property at 100 Main Street, "Old Town Hall", as approximately shown on the plan by United Consultants, Inc. dated April 29, 2013; or take any other action relative thereto.

The Advisory Committee recommends approval of this article.

The Advisory Committee agrees that, while the Town has looked at and considered municipal uses for this property, the best option would be to generate a source of revenue for the Town by selling a portion of the property as shown on the screen.

Article #15 is a request to authorize the Board of Selectmen to sell a portion of the land known as "Old Town Hall". The portion to be sold would include the area where the existing building sits today and would include land to the right where a buyer could build a parking lot and put in a new septic system. We believe this sale will eliminate a building that should be demolished and also generate significant income to the town, both in proceeds and future tax revenue.

ARTICLE 16 – passed unanimous

Submitted by the Board of Selectmen

ARTICLE 16– Priscilla Avenue Property

- Motion made and supported by Joyce Terrio

MR. MODERATOR,

I move to see if the Town will vote to petition the General Court to adopt the following legislation which the Legislature may vary in form and substance within the scope of the general public objectives of this petition.

AN ACT AUTHORIZING THE TOWN OF NORFOLK TO CONVEY CERTAIN LAND ON PRISCILLA AVENUE.

Be it enacted by the Senate and House of Representative in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Notwithstanding section 16 of chapter 30B of the General Laws, or any other general or special law to the contrary, the board of selectmen of the town of Norfolk is hereby authorized to convey by a release deed to Cheryl LeBlanc, or her assignee, for consideration in the amount of \$50,000, the land located at 66 Priscilla avenue in the town of Norfolk, shown as Lots A166 and A167 on Land Court plan 6616-D, being the same premises described in an instrument of taking signed by the Norfolk collector of taxes on September 3, 1986 and registered with the Norfolk County registry of deeds as Land Court document #502258. The conveyance shall not include the house or the improvements on the land which were unintentionally constructed on the land owned by the town in approximately 1997 as a result of a surveying error.

SECTION 2. This act shall take effect upon its passage.

To see if the Town will vote to petition the General Court to adopt the following legislation which the Legislature may vary in form and substance within the scope of the general public objectives of this petition.

AN ACT AUTHORIZING THE TOWN OF NORFOLK TO CONVEY CERTAIN LAND ON PRISCILLA AVENUE.

Be it enacted by the Senate and House of Representative in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Notwithstanding Section 16 of Chapter 30B of the General Laws, or any other general or special law to the contrary, the Board of Selectmen of the Town of Norfolk is hereby authorized to convey by a release deed to Cheryl LeBlanc, or her assignee, the land located at 66 Priscilla Avenue in the Town of Norfolk, shown as Lots A166 and A167 on Land Court plan 6616-D, being the same premises described in an instrument of taking signed by the Norfolk Collector of Taxes on September 3, 1966 and registered with the Norfolk County Registry of Deeds as Land Court document #502258. The conveyance shall not include the house or the improvements on the land which were unintentionally constructed on the land owned by the Town in approximately 1997 as a result of a surveying error.

SECTION 2. This act shall take effect upon its passage.

The Advisory Committee will make its recommendation at Town Meeting for this article. The details of the agreements were not available at the time of printing. The Town Administrator will review any such agreements with the Advisory Committee at our meeting immediately prior to Town Meeting.

Article #16 is a petition to the Massachusetts legislature that will allow us to solve a difficult problem. As the Advisory Committee comments a house was incorrectly built on town owned property, and was undiscovered for many years by the town or the home owners. We have negotiated a reasonable agreement to resolve this matter, but need support of the legislature to work our way through the procurement laws.

ARTICLE 17 - failed

Submitted by the Board of Selectmen

ARTICLE 17 – Liberty Lane easement

- Motion made and supported by Joyce Terrio

MR. MODERATOR,

I MOVE TO APPROVE ARTICLE 17 AS PRINTED IN THE WARRANT.

Motion made by resident Mark McGuckian to IP – motion to IP failed 41 yes to 55 no

To see if the Town will vote to authorize the Board of Selectmen to grant an easement and to execute and deliver any and all instruments necessary to grant the easement, for purposes of a shared driveway, over land owned by the Town situated at 1 Liberty Lane, Norfolk to Norfolk Community Federal Credit Union, and/or their successors in interest, for access to 18 Union Street, Norfolk, Assessor's Parcel 14-41-21, being shown on a plan filed with the Town of Norfolk Planning Board entitled "Alternative Entrance Layout Plan 18 Union Street Norfolk, Massachusetts (Norfolk County) Prepared For Norfolk Community Federal Credit Union 194 Main Street Norfolk, Massachusetts" dated April 24, 2017; or take any other action relative thereto.

The Advisory Committee will make its recommendation at Town Meeting for this article. The details of the agreements and subsequent language were not available at the time of printing. The Town Administrator will review that detail and new information with the Advisory Committee at our meeting immediately prior to Town Meeting.

Article #17 is a request to authorize the Board of Selectmen to grant an easement that would allow the construction of a shared driveway between Town Hall and the building to be constructed next door. This concept was created by the former Town Planner and is supported by other town departments. This easement will allow the abutter to reconstruct the driveway at town hall where the mail boxes are so that there is only one driveway on that side of the road.

Respectfully submitted,
Carol Greene, Town Clerk



SOUTHEASTERN REGIONAL SERVICES GROUP

Moira Rouse, Regional Administrator

The Town of Norfolk receives procurement and other services from the Southeastern Regional Services Group (SERSG) and has since the organization's inception in 1993. SERSG serves two cities and nineteen towns with one Regional Administrator. Annual dues of \$4,100 support these services. This amount is recovered by devoting less time to procurement and from savings in using these contracts. Other services include contract administration and annual trainings.

SERSG administered bids and created new contracts on behalf of the Town for office supplies, paper, public works supplies, water and sewer treatment chemicals, public works services, and drug and alcohol testing services.

- The new two-year office supply contract provides a 71.4% discount off non-excluded items using a standard wholesaler's catalog, and a 46.4% discount off ink and toner cartridges. In 2017 Norfolk saved \$50,742 off office supply purchases.
- The Town and schools also pay competitive fixed prices for paper using a SERSG contract. Norfolk spent \$2,656 using this contract in 2017.
- SERSG administered bids for and created 12 DPW Supply contracts for 32 items and 3 Water Treatment Chemical contracts for 3 items. The estimated value of these contracts is \$411,570.
- New DPW Service contracts will take effect on 2/1/18. There are 7 contracts for 9 services. These were based on Norfolk's estimated need valued at \$1,581,178.
- A bid for federally-required drug and alcohol testing was administered and a contract established during the year. It will remain in effect for three years and provide Norfolk with all necessary services.

Favorable pricing is a significant membership benefit. Additionally, every SERSG bid saves Norfolk many hours of skilled staff time and hundreds of dollars in bid-advertising and other costs. SERSG contract pricing is equal to or lower than state contract prices and requires less time and effort for departments to use.

In 2017 SERSG re-branded itself with a new logo. This is part of a new outreach effort to neighboring communities to invite new members. One new member joined in 2017. Our goal is to expand membership for mutual benefit.

Finally, monthly meetings continue for municipal administration, public works, and stormwater specialists. To support the Town of Norfolk with regional collaboration.



ANIMAL CONTROL DEPARTMENT

Each year the Animal Control Department works with both the residents and animals of the town in all facets of animal control and responsible pet ownership. The Animal Control Department also responds to many wildlife, feline, and livestock issues and emergencies. These statistics do not include general service responses via telephone, email, social media, fax, postal mail regarding (but not limited to) information on pet care, control, town and state law guidance, communications between other professionals in the animal health profession, local and state agencies, and reporting parties that did not want formal actions initiated.

I want to thank all those who have volunteered their time for the animals, those who have donated financially for the animals in need, and those who have adopted animals that were homeless or seized due to criminal actions.

This October I was voted in for a sixth term as the eastern Vice President for Animal Control Officer's Association of Massachusetts and I work extensively to strengthen the professionalism and education for animal control officers across the Commonwealth. I am also the academy director for ACOAM which holds a 110-hour certification course for ACO's statewide. In 2016 - 2017 I worked on Governor Baker's Animal Cruelty Task Force; a committee put forth to examine our laws and practices to see if and where they could be improved upon. It was a lengthy appointment, and I was very proud of the finished product which has been submitted to legislators. Those legislative proposals are now being heard and, in many cases, implemented into law and this department attends legislative days at the State House when needed.

Respectfully,
Hilary Cohen

Cruelty/Neglect investigations:	9	Abandonment:	0
Cruelty charges per count:	1	Stray/Roaming cats:	7
Domestic animals v. motor vehicle:	20	Deer v motor vehicle:	11
Wildlife interaction:	1	Loose dogs:	96
Lost cat reports:	17	Wildlife transport:	12
Adoptions:	3	Loose livestock:	28
Nuisance complaint:	26	Hot/Cold MV complaint:	2
Aggression/attack complaint:	18	Wellbeing checks:	4
Cat trapping (TNR):	0	Mutual aid:	20
Wildlife rescues:	40	Found domestic avian:	0
Roadkill:	31	Kennel inspections:	6
Domestic animal rescue:	17	Bats in house:	2
Rabies concerns:	13	Rabies tests:	3
Bear sighting:	3	Pet abuse protection:	0
Verbal/written warnings:	23	Citations:	89
Public hearings:	0	Arrest:	0
Euthanasia of dangerous dog:	0	Hoarding complaints:	4
Illegal poaching:	1		

FIRE DEPARTMENT

Norfolk's demand for emergency services totaled 1,825 calls this past year, **the second consecutive year the Department has exceeded 1,800 emergency calls**. This represents a 30% increase from ten years ago and 43% increase in services requested from 1997.

"Ten Years After" visible construction has taken place for the fire station addition/renovation. The property acquired by the Town from the Federated Church has been cleared and will be graded after the winter. Should good fortune be with us, occupancy in 2019!

Joining the call staff this year were FF/EMT Michaela Cosby and FF/EMT Gus Greaves. Both are presently enrolled in paramedic training. In November, FF/EMT Greaves was extended Provisional Career status assigned to the weekday shift.

Given support of the Town, all fire attack and supply hose were replaced. A total of 2,500' of new 4" supply hose was added to Engines 1, 2 and Tank 1 along with nearly 1,800' of fire attack hose. The new hose is color coded and marked to direct disorientated firefighters from a building. Some of the hose replaced exceeded 20 years of service. Noting the destruction caused by Hurricane Harvey impacting the Texas fire service, Norfolk, through the cooperation of the Department of Corrections and Jofran, donated and shipped over 4,000' of old fire attack and supply hose to assist affected fire departments. This process was coordinated through the State Firefighters' and Fire Marshals' Association of Texas, Texas A&M's Forest Service Division. Again, through Town support, the Department added an inflatable water craft and trailer. The 16' Zodiac can be maneuvered by two or three firefighters for rapid emergency deployment. Also an Emergency Management Grant, coordinated by Ed Nolan, the Town's Emergency Management Director, provided the Department with a new water vacuum and three new chain saws. This enabled the Department to replace equipment which has been in-service for an extended period.

A July lightning storm crippled the Department's operations for nearly a month as the radio communications system was damaged beyond repair. Insurance accounted for the over \$40,000 required for a temporary radio system installation and acquisition of new equipment. During the communications outage, the Department was assigned a County radio channel by Norfolk County Control, the regional fire communications center. Work performed by Firefighter/Paramedic Jamie Masterson enabled the Department to program radios in the fire apparatus and the Communications Center to operate on the County frequency.

A firefighter is unable to adequately perform skill sets associated with fire suppression and emergency medical response without constant and coordinated training. Firefighters renewed proficiency in fire apparatus pump operations using hydrants and drafting from various ponds; use of Squad 1's winch operation; recertified in handling hazardous material incidents through the Department of Fire Services (DFS) on-site class delivery and trained with the new Zodiac inflatable rescue boat. Also firefighters participated in a "live fire" session in Wrentham. October's "live fire" training on Cleveland Street concentrated on fireground management as Norfolk's officers directed the response of fire apparatus from Norfolk, Wrentham, Foxboro and Millis to extinguish fires. Medical training included a review of MEDFLIGHT operations; SMART Tag triage system used statewide for mass casualty incidents; and chemical suicide precautions. Firefighters are required to be "Combat Ready" and to reinforce this concept the Department contracted with 25 TO SURVIVE, a nationally recognized training firm, who delivered their program in November to all Department staff and firefighters from throughout the area.

During the past year a total of 333 patients, receiving in-the-field ALS had positive outcomes after arrival at a medical facility. These patients ranged from chest pains, difficulty breathing to stroke, diabetic emergency and airway management. Thirteen years of ALS can attest to **2,639** patients whose medical outcomes were enhanced by the firefighter/paramedics. ***During the year Norfolk's ambulances transported 859 patients to various medical facilities, the most ever by the Department.***

The Department performed a total of 660 fire safety related inspections: 220 property resale; 91 new fire alarms; 106 LPG installations; 134 building fire safety tours; 84 oil burner/tanks and 25 transfer tanks. Also 168 plans reviews for new/renovated buildings and permit issuance/violation notices were filed.

Community service remains a hallmark of the Department as members participated in Community Day serving hot dogs and hamburgers; Annual Open House for Fire Prevention Week; Norfolk Community League's Haunted Train Ride; Annual Senior Holiday Dinner and the Santa Parade.

Analysis of the 1,825 emergency responses continues to present the majority of the responses involve calls for emergency medical assistance, such as difficulty breathing, cardiac conditions, allergic reactions or trauma from accidents. This year's **Significant Fire/Incident Review** has been presented as follows:

Significant Fire/Incident Review – 2017

1-9 – *Mutual Aid to Franklin, 16 Midland Avenue, Working Fire:* Engine 2 assisted at scene.

1-18 – **35 River Road, Working Fire, Arson:** Fire set by occupant resulted in significant damage to the residence. Two occupants evaluated by Bellingham and Norfolk paramedics refusing transport. Occupant charged with Arson. Mutual aid provided engines from Franklin, Millis and Plainville and a ladder from Wrentham. State Fire Marshal assisted with investigation along with Norfolk Police.

1-23 – *Mutual Aid to Franklin, 885 West Central Street, Working Fire:* Engine 2 assisted at scene.

1-24 – *Mutual Aid to Wrentham, Shear Street, Wires Burning:* Ladder 1 assisted on scene.

2-5 – **39 Holbrook Street, Chimney Fire:** Engine & Ladder extinguished stubborn chimney fire.

2-22 – MCI Norfolk, MEDFLIGHT: Engine 1 secured LZ at St. Jude's.

3-11 – *Mutual Aid to Bellingham, 5 Ruth Ellen Drive, Working Fire:* Engine 2 assisted on scene.

3-17 – *Mutual Aid to Wrentham, KP High School, Gas Odor:* Engine 2 assisted on scene.

4-6 – *Mutual Aid to Franklin, 50 Everett Street, 2nd Alarm:* Fire destroyed residence, Engine 2 supplied Franklin's Tower Ladder and stretched a hoseline to the rear for extinguishment.

4-15 – **7 Sweetland Farm, 307 Main Street & 7 Valley Street: Multiple Incidents:** Norfolk's apparatus worked to extinguish two brush fires while Wrentham responded mutual aid for a motor vehicle accident on Valley Street.

4-15 – *Mutual Aid to Wrentham, 35 Blake Road, Brush Fire:* Engine 2 assisted on scene.

4-16 – **18 Kingsbury Road, Building Fire:** firefighters extinguished a fire within wall space assisted by a mutual aid engine company from Franklin.

4-16 – *Mutual Aid to Millis, Larch Road, Brush Fire:* Squad 1 assisted on scene.

4-17 – **Main Street/MBTA, Forest Fire:** Deputy Chief Petruchik coordinated fire attack which included seven brush trucks, three engines, two tankers and ambulance to extinguish a rapidly moving fire along the MBTA tracks. Mutual aid provided: Franklin engine and two brush trucks; Medfield brush truck; Medway tanker; Millis brush truck; Wrentham tanker and brush truck; Foxboro engine and Bellingham ambulance. State Forestry also responded.

4-18 – *Mutual Aid to Bellingham, 299 Farm Street, Forest Fire:* Squad 1 worked three hours extinguishing large woodland fire with multiple mutual aid companies.

4-23 – **River Road, Missing Person & 16 Littlefield Road, Kitchen Fire:** Norfolk responded to simultaneous incidents. Missing boater included mutual aid from Millis and Medway with boats, the Massachusetts Air Wing helicopter and Environmental Police. Boater located without injury. A kitchen fire was provided mutual aid engine from Franklin and a ladder company from Wrentham.

5-15 – *Mutual Aid to Franklin, Oak Street Extension, Missing Person:* Special Hazards and Marine 1 assisted in water search for missing person.

5-16, 17 & 19 – *Mutual Aid to Franklin, Station Coverage:* While Franklin remained committed to missing person search, Engine 2 and Chief Bushnell covered Franklin each day.

5-21 – *Mutual Aid to Wrentham, 30 Chickering Way, Working Fire:* Engine 2 assisted on scene.

5-23 – *Mutual aid to Millis, 1114 Main Street, Bob's Restaurant, Working Fire:* Engine 2 assisted.

6-14 – *Mutual Aid to Wrentham, 446 Dedham Street, HAZMAT:* Engine 2 assisted on scene.

7-1 – **42 Rockwood Road, HAZMAT:** Unknown chemicals discovered by resident involved the Department of Fire Services (DFS), Hazardous Materials Team response to remove hazards.

7-3 – *Mutual Aid to Medway, 333 Village Street, 2nd Alarm:* Engine 2 assisted on scene.

7-5 – **7 Pocumtuck Avenue, MEDFLIGHT:** Worker fell from ladder, transported by Norfolk ambulance to LZ at Freeman/Kennedy School, LZ covered by Engine 1.

7-12 – **STORM:** A quick moving storm with lightning resulted in six fire alarms, three involving lightning strikes. Norfolk Fire lost radio communications and would use a Norfolk County radio channel for nearly a month.

7-15 – *Mutual Aid to Mansfield, I-95, Fatal Accident & Fire:* Tank 1 responded to assist Wrentham and Plainville shuttling water to the fire scene which involved a tractor trailer and pickup truck for five hours. Chief Bushnell assigned to the tanker fill site.

7-19 – *Mutual Aid to Wrentham, 201 Franklin Street, Motor Vehicle Accident:* Engine 1 & Rescue 1 responded to van rollover accident to assist with extrication.

7-26 – *Mutual Aid to Medway, Main Street, Gas Main Struck:* Engine 2 assigned to Drybridge Road for evacuation and standby, Chief Bushnell assigned with Bellingham Engine 5 to Elm Street for evacuation and to disperse gas odor with a water fog appliance.

7-28 – **9 Ariana Lane, Excavator Fire:** Tank 1 extinguished fire in construction machinery.

7-31 – *Mutual Aid to Bellingham, 4 Sharon Avenue, Working Fire:* Engine 2 assisted on scene.

7-31 – *Mutual Aid to Wrentham, 127 Hemingway Place, Gas Leak:* Ladder 1 assisted.

8-4 – **Public Safety Building, HAZMAT:** Rescue 1 had transported vehicle's operator with a medical condition, vehicle was impounded by Police. During search potential hazardous substance was noted, DFS HAZAMAT responded to clear scene.

8-10 – *Mutual Aid to Medway, 16 Cassidy Lane, Burke School, Electrical Fire:* Engine 2 assisted.

8-26 – *Mutual Aid to Wrentham, 15 Archer Street, Vehicle Fire at building:* Engine 2 assisted.

9-24 – **16 Creek Drive, Gas Leak at Residence:** Gas leak at meter, mutual aid provided by Franklin, Millis, Plainville engines and Wrentham ladder with Foxboro engine covering the station.

10-1 – *Mutual Aid to Millis, Meadow Cartway, Working Fire:* Engine 2 assisted at scene.

10-3 – *Mutual Aid to Franklin, Mount Street, Barn Fire:* Tank 1 shuttled water with Wrentham and Medway tankers to scene, operated on scene for two hours.

10-4 – *Mutual Aid to Franklin, Mount Street, Barn Fire:* Tank 1 returned to shuttle water.

10-8 – **6 Cleveland Street, Kitchen Fire:** Mutual aid provided by a Wrentham engine and Millis ladder assisted in extinguishing fire which damaged the kitchen of the residence.

10-26 – **33 Rockwood Road, Hillcrest Village, Kitchen Fire:** Ambulances from Walpole, Wrentham and Norfolk transported three smoke inhalation patients to Norwood, while mutual aid from Franklin and Wrentham assisted on scene. Apartment determined to be uninhabitable.

10-29-30 – **STORM:** Fire Department responded to 38 emergencies during a 24 hour period; 26 wires and/or trees down, 5 minor electrical fires in homes, 5 EMS transports and 2 fire alarms.

11-1 – *Mutual Aid to Plainville, West Bacon Street, A to J Tool, Working Fire:* Engine 2 assisted.

11-3 – **5 Rockwood Road, MBTA, Person Struck by Train:** Apparatus assisted on scene.

11-4 – *Mutual Aid to Wrentham, 10 Ash Road, RV Fire Extending to Home:* Tank1 provided water on scene, Engine 2 covered Wrentham's station.

11-14 – *Mutual Aid to Medway, 1 Richardson Street, Working Fire:* E2 assisted on scene.

11-27 – **Main & Myrtle, Motor Vehicle Accident, JAWS OF LIFE** – driver extricated with minor injuries transported by Rescue 1 to Norwood.

12-31 – *Mutual Aid to Franklin, 74 Jordan Road, 3rd Alarm* – Engine 2 worked three hours extinguishing a fire which heavily damaged a single family home.

The Fire Department would not be able to perform our mission of delivering emergency service without the help of the dedicated staffs from the Police Department, DPW, Building and Facilities Department along with the dispatchers staffing the Public Safety Communications Center. Those staffing these Departments exhibit true professionalism and cooperation each day for the firefighter staffs. Their dedication makes our job easier! Each year the Department reserves a special "shout out" to the DPW Vehicle Maintenance staff whose prompt response and attention to detail keeps fire apparatus and ambulances ready to safely respond! To the residents and businesses of the community we wish to convey our most sincere thanks for the support shown each day! Remember those thoughtful words and especially the baked treats keep us going even through the difficult times. Again, thank you!

Respectfully submitted,
Coleman C. Bushnell
Fire Chief

POLICE DEPARTMENT

The 2017 Police Department activities report is my twenty-fourth as Chief of Police of the Norfolk Police Department.

In 2017 we lost one of our long time residents and police officers, Lieutenant John W. Holmes passed away in May of 2017 and he will be missed by his family and his family at the Norfolk Police Department.

The Town of Norfolk was recognized as the eleventh safest community in the United States and the second or fifth safest community in Massachusetts depending on the website. Even with this status I continually suggest to homeowners that they have an alarm system with video capability which helps us apprehend the individual that has broken into their home. Drug use is still an issue in Massachusetts starting as early as Middle School and the increase in opioid use is a real problem. School age children may be shoplifting, stealing money from parents and siblings or using their part time employment to cover the costs of drugs. Parents should be ever vigilant about leaving prescription drugs in the "medicine cabinet" as these are now popular with teens and college age children because they are easy to obtain and then use or sell. Heroin is the drug of choice because it is cheap, but the side effects are overdose and in many cases death as a result of unchecked Fentanyl content. Norfolk Police and Fire both carry Naloxone as a result of this overdose issue and unfortunately have had to use it to bring drug users back to life after overdosing. We are not alone in this regard as many local communities are also being hit hard by these same activities on a daily basis. We will continue to do everything we can to prevent these crimes and if not prevent them, then apprehend these criminals and slow down the drug trade. Credit card fraud is an ongoing crime throughout the United States so we suggest you use great caution when buying items online and transmit your information to and constantly review your bills for suspicious activity. We are also monitoring internet stalkers as time allows for those individuals who are hoping to make contact with young women or children that you so often see on the news as ending up missing or worse. This requires us all as parents to be especially vigilant about who our children contact on the internet and who they are allowed to see as a result. Social media sites continue to have individuals who patrol these sites in hopes of luring a young teen or adult away from their home with intentions that are ultimately not good for anyone, so extreme caution must be used when accessing these sites. People continue to call saying they are a public safety agency or other worthy group raising money. If our public safety groups are trying to raise money they will make it known through social media, a mailing or other local newspaper and in any case whatever you wish to donate is strictly voluntary. If you are contacted by phone and question if the cause is legitimate, call our department and we will find out so you are not a victim of a fund raising scam.

The Norfolk Police Department will continue to make every effort to provide the level of services that you expect and deserve with the personnel and resources available to us. The department will continue to be involved in the Metro-LEC tactical unit. The unit is made up of officers from the 28 cities and towns in Norfolk County and additional towns from other counties, and is available for all incidents requiring the services of a tactical unit including searches for missing persons, strikes, hostage situations, warrant apprehension, C.A.R.T. and investigation work, etc. I want to thank Patrolman Glen Eykel, Sergeant David Eberle and Patrolman Eric Van Ness for their participation in this unit and the countless hours of hard work, training and responses to those calls at all hours of the day and night. NORPAC is another group we belong to which includes detectives from 15 communities that work together to investigate the sale of drugs. Breaking and entering, and other crimes, and our representatives are Koren Kanadianian and Michelle Palladini.

We want to thank Officer Stephen K. Plympton for his tireless efforts and dedication to the D.A.R.E. program for over 24 years and his interests in the youth of this town and the King Phillip School District. The D.A.R.E. program is a partnership between the Norfolk Police Department, the parents and their children that we hope will help everyone achieve a long, happy and fulfilling life, and we remain dedicated to achieving that result with the help of each of the participants in the partnership. This is the 4th year that Michelle Palladini served as a school resource officer and works at King Philip Junior High in Norfolk. We are very thankful that she is there and we appreciate the school administration making it possible and making funds available so she could be free to do so.

Charles H. Stone Jr
Chief of Police

INCIDENT TYPE	2016	2017	INCIDENT TYPE	2016	2017
51A Filed (Child Neglect/Abuse)	12	3	Lockout - Motor Vehicle	49	50
911 Disconnect Investigation	401	392	Lockout - Residential	22	9
Accident - Train	2	1	Malicious Destruction - Public	1	0
Alarm Burglar Commercial	182	213	Malicious Destruction - Private	11	8
Alarm Burglar Residential	232	214	MetroLec/SWAT Callout	15	28
Animal Complaint	354	316	Missing Child	12	11
Arrest	138	123	Missing Person	12	19
Arson	0	1	Motor Vehicle Crash - Deer	17	22
Assault - Sexual	5	1	Motor Vehicle Crash - Pedestrian	1	1
Assault - Dangerous Weapon	5	4	Motor Vehicle Crash - Injury	24	23
Assault - Misdemeanor	12	15	Motor Vehicle Crash - Fatal	0	0
Assault and Battery		15	Motor Vehicle Crash - No Injury	148	154
Assist Fire Department	486	481	Motor Vehicle Stop	2,515	2,613
Assist Ambulance	653	657	Motor Vehicle - Citation Issued	1,075	1,068
Armed Robbery	1	0	Motor Vehicle - Verbal Warning	1,159	1,083
B&E - Attempted	7	3	Murder - Attempted	0	1
B&E - Motor Vehicle	1	14	Mutual Aid	91	70
B&E - Building	5	9	Narcans Administered	6	1
Building Check	1,985	2,332	OUI - Liquor	34	15
Civil Complaint	9	1	OUI - Drugs	5	3
Court Order Served	38	39	Parking Violation	26	24
Counterfeiting	1	2	Property Damage	41	20
Crisis Intervention Team	-	7	Property Found	22	61
Death Investigation	4	3	Property Reported Lost	15	13
Disabled Motorist Assist	113	129	Protective Custody	16	7
Disturbance	153	134	Rape - Force	1	1
Domestic - Family Disturbance	38	25	Recreational Vehicle Offense	20	16
Drug Distribution	8	6	Repossession - Assist	2	3
Drug Overdose	12	1	Restraining Order - Violation	12	7
Drug Overdose - Fatal	2	1	Restraining Order - Issued	29	21
Drug Possession	25	12	Restraining Order - Served	11	9
Fireworks Complaint	5	9	Road Hazard	130	128
Firearm Violation	1	0	Sex Offender Registration	1	1
Follow-up Investigation	144	172	Suicide Attempt	7	1
Fraud/Identity Theft	41	47	Suicide	2	1
General Offense	150	85	Suspicious Activity	725	574
General Service	1,807	1,948	Threats	14	13
Harassment	30	34	Town By-Law Violation	13	6
Harassment - Telephone	6	6	Transport	61	73
Harassment - Sexual	1	1	Trespass	19	11
HAZMAT Incident	75	54	Warrant- Alcohol/Psych/Drug Eval	5	11
Illegal Dumping/Littering	12	4	Well-Being Check	76	91
Indecent Exposure	2	0	Wires Down	147	50
Larceny	34	22			
Larceny - Motor Vehicle	3	2	TOTAL CALLS	11368	10620
Letter Disinvite Trespass Notice	14	13	TOTAL ARRESTS	138	123
Liquor Violation	4	1	PROTECTIVE CUSTODIES	16	8
			CRIMINAL SUMMONS	162	208
			CRIMINAL COMPLAINTS FILED	306	385

THE DETECTIVE DIVISION

The Detective Division of the Norfolk Police Department is currently staffed by two Detectives. Detective Michelle Palladini splits her time between Detective and her assignment as School Resource Officer, and Detective Koren V. Kanadanian currently works full-time Detective assignment 5pm-1am.

Some of the investigations undertaken by the Detectives in 2017 included:

We investigated 8 B&E's, 14 B&E/Larceny from a vehicle, 22 larcenies and 45 cases of fraud/identity theft, one of which involved the loss of over \$117,000.00 coerced from the victims.

21 Missing persons reports were filed and investigated.

Detectives utilized the New England State Police Information Network (NESPIN) database as well as surveillance equipment for various investigations, and the RISSNET (Rhode Island State Police) database for intelligence and information sharing. Detectives also facilitated a department-wide training by NESPIN for the patrol division to access and utilize RISSNET resources.

Mutual aid with area Towns was used in several cases which involved similar types of theft. Detectives used outside law enforcement and non-law enforcement resources to work on several cases involving theft, fraud, and breaking and entering.

METRO-LEC Computer Crime Lab and the State Police Crime Lab were utilized for computer forensic analysis when needed for cases.

Detectives investigated 5 drug overdoses, mostly involving heroin and fentanyl.

A number of drug related investigations involved families/individuals seeking help/assistance of which Detectives help to facilitate. Detectives helped to facilitate paperwork and process for families regarding drug rehabilitation and assistance.

The Norfolk Police Department is actively involved with the regional S.A.F.E. Coalition which provides resources and information to families facing drug addiction, and Detectives attend monthly meetings and events.

Additionally, Detectives have assisted in a number of calls where residents were experiencing issues relative to mental health disorders. Detective Palladini organized a Community Crisis Intervention Team (CCIT) which meets monthly. The mission of the team is two-fold: principally it exists to promote communication and enhance the response of public and private agencies when summonsed to intervene with individuals who are mentally ill, or experiencing drug/alcohol addiction and other issues in their lives. The team is comprised of a number of individuals to include members of various social service agencies (public health nurse, Riverside Emergency Services, Dana Group, Private Practice Therapy, S.A.F.E. Coalition and the Norfolk Council on Aging).

One notable case where police collaborated with community partners to better the lives and mental health of our residents involved a homeless family. Officers became aware of a family living in a tent with a 12-year-old boy. Det. Palladini arranged services and housing for the family, and organized a volunteer day where members of the community (including police and fire) donated their time, furniture, goods and services to assist this family.

Through the CCIT contacts, Detectives were able to host the QPR Suicide Training for members of Norfolk Police and Fire; "Question, Persuade, Refer."

Finally, a program was added to Norfolk Police Department's existing Autism Registry to include Senior Citizens who are prone to wandering as a result of Alzheimer's/Dementia. A registration night offered education from the Alzheimer's Association and Norfolk Council on Aging, as well as Officers on-site to assist with the forms residents fill out with pertinent information for their loved ones who could potentially go missing.

During this past year, Det. Kanadanian attended the MPTC Sexual Assault Investigators Course, becoming a certified sexual assault investigator. Det. Palladini attended several conferences and trainings relative to juvenile matters in her role as School Resource Officer, as well as Forensic Consulting Crime Scene Training. She also attended the Municipal Police Training Council Instructor Development/Certification Program.

The town had four sudden deaths which were investigated by Detectives, one of which was a suicide involving an MBTA Commuter Rail train.

The town had two significant fire investigations which Detectives assisted with. One resulted in the following criminal charges:

- Arson
- Attempted Murder
- Assault with a Dangerous Weapon
- Assault with a Dangerous Weapon on a Person over 65
- Destruction over \$250
- Intimidation of a Witness

Juvenile investigations involved several physical assaults, two missing/runaway teenagers, referrals to the Department of Children and Families, and a child who was seriously injured after being struck by a motor vehicle.

Proactive community policing by Detectives involved several "PSA's" via social media with Senator Ross and Norfolk Community Television, and a number of educational presentations geared towards residents with children in the schools (topics included: drugs/alcohol, social media and smartphone safety, dating violence, and personal safety). Educational presentations for adult residents included personal safety/women's self-defense seminars, home safety/burglary prevention, safety for senior citizens, as well as fraud/scams presentations for seniors. Please do not hesitate to contact us if you would like more information on these presentations, or would like to host a program with your local neighborhood or organization.

Detectives also completed two alcohol compliance checks throughout the year, whereby local businesses were checked for liquor law violations regarding sales of alcohol to under-aged persons. One violation was found and forwarded to the Board of Selectman for a hearing which resulted in disciplinary action against the license holder.

The Detective Division wishes to thank Chief Stone and the men and women of the Norfolk Police Department for their continued support, hard work, and dedication. We also wish to thank the residents and business owners for their support and assistance as well.

Respectfully submitted,

Detective Michelle A. Palladini

Detective Koren V. Kanadanian

NORFOLK POLICE/FIRE COMMUNICATIONS DIVISION

The Norfolk Communications Department is responsible for dispatching all emergency and non-emergency incidents including Police, Fire, EMS, and Animal Control. Our Communications Specialists fill a vital role as first contact in most emergencies.

During 2017 the Communications Department logged approximately 10864 incidents/calls for service. We continue to ensure the department delivers the highest level of service to the community through constant training and technology advancements. This year our 911 system was upgraded to the new NEXTGEN 911 which brought us in line with the newest technology available for 911 systems. Many times our department is not seen by the community but their hard work and dedication ensures emergency responders are dispatched rapidly and efficiently. The communications specialist also attends to the day to day business operations of the public safety.

2017 Activity

Police/Fire/EMS/ACO incidents dispatched: 10,620

911 Calls: 1,837

Non-Emergency Calls: 36,770

Radio Calls (Police): 43,659

Radio Calls (Fire): 17,128

In 2017 the Communications Department consisted of 4 full time dispatchers. Joseph Castellano has over 10 years experience and is currently the Communications Supervisor; Garin Eisele, who is also a Reserve Police Officer in town also serves on the Metro-LEC Tactical response Mobile Command Unit. William Mouyos and Michael Milano round out the full time staff. Part time dispatchers include Ben Campbell, Paul Altmeyer, Brendan Penttila, Kevin Brady, Kate Howarth, James Vinson, James Hazeldine and Kathryn Jacobson.

In closing the department would like to thank Chief Stone, Deputy Chief Carroll, Chief Bushnell and Deputy Chief Petruchik for their continued support and guidance. We would also like to thank all of the members of the Police, Fire and Animal Control Department for the amazing working relationship, and finally the Community of Norfolk for allowing us to represent you!

Respectfully Submitted,

Joseph Castellano

Sgt. Timothy Heinz

Communications Supervisors

DEPARTMENT OF PUBLIC WORKS

The Department of Public Works strives to support and enhance a high quality of life for the Town's residents, businesses and visitors by providing well planned, environmentally sensitive, cost effective infrastructure and services to promote public health, personal safety, transportation, economic growth and civic vitality.

The Department of Public Works is also responsible for planning, designing, constructing and maintaining the Town's infrastructure with oversight by the Town Administrator and Board of Selectmen.

So that each function of the Department of Public Works can be adequately explained, this report is broken down by the following divisions:

HIGHWAY DIVISION

The Highway Division is responsible for the rehabilitation, reconstruction, maintenance and engineering design of over 70 miles of town-owned roadway which includes municipal storm-water systems, retention areas, culvert crossings, signage, pavement markings, sidewalks, shoulders and tree removal. The Highway Division also maintains the parking areas at all municipal buildings and schools. The Highway Division is responsible for all snow and ice events, with support from all Divisions.

This year the Highway Division completed multiple Permanent Asphalt Repairs, "Perm Patch", at various locations throughout the Town. The process includes machine milling and excavation of deteriorated street pavement and replacing with hot mix asphalt, applied, raked and compacted in place. When asphalt plants are closed and hot mix is unavailable Cold Patch is purchased and applied to potholes as a method of temporary repair.

Street Line painting was completed town wide to include: 282,388 lf of double yellow center lines, 152,594 lf of single white edge lines, cross walks, stop lines, r/r crossings and more. All streets are swept at least once in the spring time and the Town Center was swept clean on a weekly basis in the Spring and Summer. Sweeping was also completed in multiple locations before scheduled events and for clean up purposes after accidents etc. Over 1,600 catch basins were cleaned. As a result, approximately 260 cy of catch basin cleanings each year are stock piled on site at the Town's landfill. These materials are sampled annually and certified for re-use under roads through a Beneficial Use Determination (BUD) and approved by the DEP.

This year the Town received an allotment of \$392,833.00 through Chapter 90 Funds for pavement improvements to the following streets:

Seneca Street	from	Noon Hill Ave	to	Medfield Town Line	366'
Hemlock Street	from	Noon Hill Ave	to	Medfield Town Line	421'
Masconomet Ave	from	Fruit St	to	Cowesit Ave	1,100'
Naugatuck Ave	from	Fruit St	to	Cul-de-sac	1,475'
Cowesit Ave	from	Noon Hill Ave	to	Naugatuck Ave	870'
Ridgefield Road	from	King St	to	Longmeadow Rd	500'
Longmeadow Rd	from	Ridgefield Road	to	#14 Longmeadow Rd	1.100'
Quail Run Road	from	Union St	to	Robin Rd	1,632'
Pheasant Hill Road	from	Union St	to	Robin Rd	1,389'
Robin Road	from	Ridge Rd	to	Cul-de-sac	3,476'
Bob White Lane	from	Robin Rd	to	Quail Run Rd	650'

This year at the May, 2017 Annual Town Meeting the Town voted to approve \$200,000 for Road Repair for:

North Street (RT.115) from Union St (roundabout) to 1,500' South 1,500'

The Town also approved \$397,611 for Transfer Station Paving, Trucks and Equipment for Highway and Grounds.

Two (2) Brick Crosswalks were replaced with cobbles at Carlson Circle and on Main Street near Independence Drive.

GROUNDS MAINTENANCE DIVISION

The Grounds Maintenance Division is responsible for the rehabilitation, construction and maintenance of 52 acres of recreational field space, green space of all municipal buildings and property including schools and conservation areas. The Division manages and maintains the two town-owned cemeteries (Norfolk Cemetery and Pondville Cemetery), including the sale of lots and burial services. In 2017 there were 14 burials and 9 cremation burials.

The Grounds Maintenance Division is funded through three sources. Materials and supplies for recreational field space are funded through a user-fee collected by the Recreation Commission. Cemetery maintenance costs are defrayed through sales of graves, fees for burials and interest from the perpetual fund. Municipal services are funded through the general fund.

Beyond the daily maintenance of fields and green space, the Division planted trees in accordance with a town-wide tree planting program to replace street and municipal area trees, and assists our Conservation Commission with completing various projects within conservation areas. During the winter months, the Grounds crew is responsible for roadside clearing in specific areas. This function depends on a light winter season. The Division is also responsible for installation of all holiday decorations, lights, flags, wreaths etc.

VEHICLE MAINTENANCE DIVISION

The Vehicle Maintenance Division is responsible for the purchase, repair and maintenance of the Town owned fleet consisting of 70 vehicles and 118 accessory pieces. The Vehicle Maintenance Division, in compliance with the Capital Outlay Committee's request, created a 15 year vehicle replacement program for all Town-owned vehicles which projects a definitive 5 year funding requirement and projected 10 year estimate. This program is updated annually. This Replacement Program would allow the Town to manage the fleet in a cost effective manner and would be reflect a savings in vehicle maintenance expenses. When the annual funding for this program is interrupted, equipment is not replaced as designed. As a result, maintenance expenses increase and equipment dependability becomes an issue.

This year the Town voted to approve funding for three (3) Trucks and a Plate Compactor for the Highway Division and a Mower-Collector and Leaf Vacuum-Collector for the Grounds Division totaling, \$296,500.

Departments that utilize the Vehicle Maintenance Division's services include Police, Fire, DPW (Grounds, Highway, Solid Waste and Water Divisions), Building Department, Council on Aging, Animal Control, Town Hall Administrative, Facilities Maintenance Department, Recreation and Schools. As we move forward, we will continue to evaluate the Town's fleet and create cost effective consolidation to reduce major repair costs and maintain a quality fleet of service vehicles.

Vehicle maintenance is also responsible for building maintenance at the DPW facility, including fuel storage, fuel dispensing, annual testing and certification of fuel system, fire suppression systems, air vessels and furnace.

SOLID WASTE DIVISION

The Solid Waste Division is responsible for monitoring, collecting and disposing of solid waste, hazardous waste, bulky waste, yard waste and recyclables. The Division provides a solid waste and recyclable collection service for municipal buildings, recreation areas and conservation areas. Solid waste and the Landfill are monitored to insure compliance with DEP Regulations. The Solid Waste Division is self-supporting through various fees from collections, recyclables and drop-offs that are submitted to the Town to offset annual costs for operation and debt service.

Wood waste and yard waste products have been processed into usable material for residents, area nurseries, and farms (i.e. compost, wood chips, etc.). The Transfer Station also offers a bulky waste pick-up and disposal service for all residents. Details regarding the services and associated fees are outlined in the annual newsletter. Solid Waste is now producing screened loams and gravels which can be purchased by residents and local businesses. The Transfer Station also offers roll-off container rental service to residents.

SOLID WASTE DIVISION (cont'd)

The Solid Waste Division is working closely with the Department of Environmental Protection (who is very impressed with our source separating program and facility layout) to acquire grants to help fund upgrades. In addition, the Solid Waste Division works diligently each year to maximize its efficiency in methods and markets for disposal. Compaction of bulky materials such as cardboard and plastics has reduced the number of hauls, saving labor, repairs, fuel and maintenance costs, while increasing tipping weight per haul, thereby increasing revenue per haul. Compacting of cardboard began in December of 2012, and #1 clear plastic began in March of 2013. The compaction of these two materials has reduced the number of hauls by approximately 50% and the tonnage hauled per trip has approximately doubled when averaged over the year. This decrease in trips has allowed these labor hours to be used to do much needed repairs to the facility and to produce saleable materials such as loam, compost, woodchips, etc.

To use the Recycling/Transfer Station, you must be a resident of Norfolk and purchase a decal for your vehicle. Specifics are outlined in our annual newsletter, which is mailed to every household.

Residents currently using a curbside pick-up service - please feel free to come by and tour the facility. There are many services available to you that you may not be aware of. For example:

- ❖ Disposal of oil & antifreeze
- ❖ Collection area for yard & brush waste
- ❖ Disposal of household hazardous waste
- ❖ Donations are accepted for charities: Red Cross, Community Clothes Recycling, St. Vincent DePaul, Goodwill, Salvation Army, Lions (eye glasses) King Philip Boosters (returnable plastic bottles & cans), Norfolk Schools (cell phones & printer cartridges), and Friends of the Library (books).

TOWN OF NORFOLK TRANSFER STATION ANNUAL REPORT 2017

All of the figures in this report relate to the calendar year January 1, 2017, through December 31, 2017. The Transfer Station was open to Norfolk residents on Wednesdays and Saturdays from January 1, 2017 through December 31, 2017. The total number of operating days in 2017 was 105.

Non-Recyclable Waste

The Town of Norfolk contracts with Wheelabrator Millbury, Inc. for disposal of household waste and for bulky waste.

Total compacted waste	562 tons
Total bulky waste	287 tons
Total non-recyclable waste	849 tons
Daily average	8 tons

The 562 tons of compacted waste represents 32,114 bags of household waste.

Recyclable Waste

Newspaper & Mixed Paper	105 tons
Corrugated Cardboard	107 tons
Plastics (#1-#7)	54 tons
Metal (white goods & metal cans)	105 tons
Tires	3 tons
DPW Waste	239 tons
Glass (white and colored)	79 tons
Leaves/Yard Waste	203 tons
Brush	471 tons
Wood	41 tons
Textiles – Big Brother/Big Sister	18 tons
Textiles – St. Vincent dePaul	12 tons
Textiles – American Red Cross	4 tons
Big Hearted Books	14 tons
Total Recyclable Waste	1,455 tons
Daily Average	14 tons

Recycling Rate

Total recyclable plus total non-recyclable waste is 2,304 tons. This figure achieves a recycling rate of 63%. (Before accounting for private haulers, hazardous waste.)

WATER DIVISION

The Water Division is responsible for operation and maintenance of the town-owned water system, and delivery of potable water to its customers. The system consists of 73 miles of water main, 2,509 +/- services, 4 supply wells and 2 one million-gallon storage tanks. The system is in compliance with all Massachusetts Department of Environmental Protection (MassDEP) Rules and Regulations. The Division is self-supporting and fees from water revenues are managed through an Enterprise Fund, for construction, maintenance, and new source development.

During the past year, the following significant water projects were undertaken and completed:

- Installed test wells at a potential new water source off Holbrook Street. The wells were placed in strategic locations within the proposal well field area and pump tested. The results were submitted to MassDEP for review and were approved.
- Continued to work with our consultants on the design and permitting of the new well field off Holbrook Street.
- Complete an upgrade of SCADA system at the Weber Tank which provides more accurate information for the proper operation of the water system.
- Upgraded the chlorine and pH analyzers at both Spruce Road and Gold Street pump stations. Process control within the pump stations is key to accurate and proper treatment. These upgrades will provide us with more accurate readings to ensure the highest quality water is being distributed throughout the system.
- Hydrant Maintenance Program – we continue to conduct a complete hydrant maintenance program. This program includes a technical inspection of fire hydrant, repairs, painting, location flags and GPS identification of infrastructure.
- Pump Station Maintenance – painting of station interiors and maintenance of paved access roads at Spruce Road and Gold Street stations.
- Continue the challenge of reducing and minimizing unaccounted-for-water (9%) by locating and repairing leaks in the water mains and services, and promoting resource protection and conservation.
- Testing and replacing faulty water meters.
- Conducted Spring & Fall town-wide hydraulic flushing of the entire distribution system. This program is key to supplying the highest quality water we can to our customers.
- Managed leak detection, backflow testing, master meter testing, generator testing, and contract operations of the pump stations.

The Water Division continues to work cooperatively with the MCI Norfolk Water Department to provide the facility water for emergencies and maintenance purposes.

The Department of Public Works is dedicated to the delivery of potable water pertaining to quality and quantity and continues to investigate new water supply resources to meet the community's future needs.

WATER SERVICE INFORMATION

	<u>2016</u>	<u>2017</u>
Miles of water main in service	73	73
Total water services*	2,467	2,509
Number of services per mile of water main	34	34
Total gallons pumped	155,052,700	159,027,000
Total gallons purchased	5,337,200	664,700
Average gallons pumped per day	424,802	435,690
Average annual gallons used per service	65,014	63,647
Average gallons used per service per day	178	174
Total Water Bill and Betterment Revenue	\$1,613,825	\$1,632,113

*Reflects metered services only. Fire services are not included in this figure.

Finally, we would like to offer a special note of thanks to all the Town Departments, Boards, Commissions, and Committees for their continued support and working relationship.

Respectfully Submitted,
Robert J. McGhee
Director of Public Works

KING PHILIP REGIONAL SCHOOL DISTRICT
Norfolk– Plainville – Wrentham
School Year
2016/2017

Superintendent's Report:

It has been another eventful year in the King Philip Regional School District. The School Committee and I would like to thank the communities for the continued support they show for our school district and children. King Philip continues to work hard to ensure that our students meet with success both in and out of the classroom.

King Philip Regional School District has an average 98% of our students scoring proficient or higher in English Language Arts, 91% in mathematics and 94% in science. Our average SAT score on the reading and writing portion of the exam was 590, the average score on the math portion of the exam was 578. King Philip's graduation rate was 96%. Also, 87% of our students go onto higher education, with a vast majority entering science, technology, engineering or math areas. In collaboration with our three towns, King Philip continues to work at improving student outcomes while working with our fiscal committees to ensure appropriate allocation of your tax dollars.

Students at King Philip Regional High School have over 20 AP courses to select from. All students in the King Philip Regional School District by the time they have graduated have completed credits reflective of the State's established Mass Core which is a rigorous set of classes required for matriculation into state schools of higher education. Additionally, the district's student's successes in academic achievement can also be measured by their competitiveness for acceptance to post-graduate institutions of learning.

Community service initiatives remain a focus of King Philip High School demonstrating our commitment toward civic responsibility. KP Cares is a service organization that spans grades 9-12, where students give back to our students, families and community members who are struggling. Our Leo Club is the largest Leo Club in the world with well over 250 members at the high school level. KP Cares in association with all clubs and athletics played host to Relay for Life for the second year in a row. This year these groups honored Henry Carr at their Fight Back Festival.

King Philip Middle School:

Language Arts

We continue to implement fresh and innovative activities like interactive journals and technology-oriented storyboarding to enhance the experience of reading the beloved novels, *The Outsiders* by S.E. Hinton and *The Giver*, by Lois Lowry. The students were as engaged and excited about the classics as ever before. Over 100 language arts students submitted entries to the Norfolk Quill for their Teen Poetry Contest.

In 7th grade, we enhanced our independent memoir unit by having all students read *An Invisible Thread* by Laura Schroff, and every student selected his/her own memoir to read. Eighth grade students explored the dark and mysterious world of Edgar Allan Poe, reading several classic works from the Lord of Horror. They also immersed themselves into the world of theater and stretched their acting muscles as we read William Shakespeare's classic, *A Midsummer Night's Dream*. Students spent time in the auditorium learning about stage directions, theater terms, as well as Shakespeare's influence on modern day music.

A school-wide read, *Echo*, a Newbury Honor Award recipient, was selected for summer reading this year. *Echo* was part of a continued effort to educate about social injustices that have occurred through time.

Math

A Math League was again offered by the advisor, Mr. David Boll. The members were: Samantha Asprelli, Jack Bernier, Rasya Bollu, Declan Breen, Lily Brown, Harry Brown, Gina Brown, Nicholas Canning, Payton Foley, Andrew Longobardi, Delia Mahoney, William Matarano, Andrew McDevitt, Brooke Mullins, James Norton, Colin Sheeran, and Palina Yakimovich. King Philip competed against Franklin, Mansfield, Milton Academy, Milton Public, Norwood, and Sharon.

New England Math League Competition

Currently, our math program places in the top 15% in New England and is a top math school for performance in Norfolk County. Top Scorers from 8th Grade included: Lucas Morreale; Harry Brown; and Tyler Johnson. Top Scorers from 7th Grade included: Sheela Pandit, Connor Sachleben, Rasya Bollu, Matthew DiFiore, and Diego Nieto.

Math-A-Thon

King Philip Middle School seventh graders participated in St. Jude's Research Hospital Math-A-Thon for their 10th year! Overall students have raised in excess of \$120,000 towards research and the cure of childhood cancers.

History

The seventh-grade ancient history team welcomed Mr. Timothy Montgomery, a student-teacher from Bridgewater State University, to King Philip Middle School. Mr. Montgomery was mentored by Mrs. Denise Ryan.

Science

Highlights of the year for seventh grade included but are not limited to: a compound campaign, composing song lyrics to teach about characteristics of life, examining slides of cells under a microscope, modeling respiration with a bottle and a balloon, showing mitosis in cells with cookies and frosting, DNA replication flip books, and genetic disorder projects were just a few of the many fascinating topics covered in the natural science curriculum.

In eighth grade the fall focus was on life science, including ecology, natural selection and biomes. Winter and spring topics were earth science and physical science. Students celebrated the years end by constructing cars almost entirely out of paper, then raced the cars down a 16 foot ramp that ends in a brick "wall".

The Science department worked with consultant, Professor John Papadonis, Cambridge College to align with new MA 2016 standards.

World Languages

As a way to highlight global poverty and needs around the world, Spanish students participated in lessons from "Living on One Dollar a Day". Later, we connected with Peace Corps volunteer Patrick Sephton from Amherst, MA and were able to raise \$465.00 to support the village Buena Vista, in Cocle, Panama. Throughout the year, we were able to correspond with him and our donations went towards the construction of a potable water project. In Buena Vista, the Peace Corps dug through 5 kilometers of jungle to arrive at the town. Students also sent a care package filled with letters and treats (stickers, barrettes etc.) for the kids and a mosquito net and a water filter- all donated by kids.

The French classes took a trip to Newport, RI to tour some of the historic mansions modeled after French Chateaus. They had a wonderful day and learned about the history of the architecture and interior design and the influence of the French in the United States.

Additionally all world language students have learned about holidays, foods, festivals and other aspects of culture and trivia from many countries and report being able to use the languages "in their real lives". We are delighted with the progress and the global connections our students have made.

Unified Arts

Media Arts (Mr. Dan Allen)

Students in Media Arts increased their awareness of Distracted Walking; Energy Conservation and Energy Efficiency; Anti-Aggression and Anti-Bullying in School; and ways in which the world can be changed using environmentally friendly resources. All of their learning resulted in extraordinary team based public service announcements.

Students from **Announcements Club** and **Media Arts Classes** filmed and edited **Friday Video Announcements** to be shown to the entire school population each week. The Announcements were also posted on the KPMS YouTube channel for students and parents to view at home or on their devices.

Students from **Student Council** and **Media Arts Classes** filmed and edited a new **KPMS Student Orientation Video** to be shown to all incoming 6th graders and their parents during school visits from all three sending towns.

Students filmed and edited video from many school activities and projects in all academic areas, to be used in class as instructional video or as a highlight or culminating activity for the program.

STEM Accomplishments (Mrs. Susan Hall)

The STEM curriculum is continually evolving with changes in standards and technologies. Grade seven STEM students completed several units through engineering challenges and computer programs. A highlight of this year's program was the incorporation of "Future Goals", an online STEM program. The National Hockey League (NHL) and the National Hockey League Players' Association (NHLPA) and the Boston Bruins partnered to launch the Future Goals program, a North-American initiative that provides students with science, technology, engineering and math (STEM) education opportunities. The program brings cutting-edge, digital learning opportunities into classrooms at no cost, and prepares today's students to be the innovators and leaders of tomorrow.

Hockey Scholar is a new course launched as part of the Future Goals Program that leverages highly interactive gameplay and the sport of hockey to teach students to understand important Science, Technology, Engineering and Math concepts. The course utilizes an exploratory learning approach, exposing students to foundational STEM concepts, scientific thinking and data/graphical analysis through real-life STEM applications.

Susan Hall wrote and received a grant to purchase a 3D printer. The grant was funded by Merck, a pharmaceutical company with offices in Milford, MA who support STEM education initiatives. Her students are learning 3D modeling and will print their creations on the new printer. Additionally, she is working with the Boston Red Sox on a STEM Day at Fenway Park. The inaugural day was held April 18 where students dropped protected eggs off of the Green Monster. Next year's STEM Day will incorporate many more activities.

Music Program

(KPMS Band Highlights)

This school year has brought many accomplishments to the band and choral program at King Philip Middle School. The King Philip Marching Band won the US Bands Group 3 National Championship. Five KPMS Students were selected to participate in the Southeast District Honor Bands and choirs: Maddie Cron, Matthew Beatty, Declan Derfler-Murphy, Hayden Holster, Maddie Soares. Both the 7th and 8th Grade Bands under the direction of Mr. Michael Keough received gold medals at the MICCA Concert Festival. In a culminating award winning music experience, the University of Massachusetts Amherst Wind Ensemble came for a day of clinics with the middle school bands and our students engaged in an concert with them. Ben Webster, KPMS alum and now professional musician and composer, was commissioned by the band to write Dulse Kantiga, that was featured at this performance. From amongst 500 bands, the 8th Grade Band was selected to perform at the Massachusetts All-State Music Festival.

Students in both the Honors Chorus and the 7th and 8th Grade Chorus under the direction of Mr. Ryan DeWolfe had a fantastic Spring Concert performance at the high school on Thursday, March 16th. This concert was a combination of performances from both the middle and high school choruses. This was also the first year that the King Philip Choral Program offered an opportunity for the elementary school students to participate in a choral workshop. The elementary students performed with the middle and high school choruses at the Spring Concert.

Students in the 7th and 8th Grade Chorus had a successful performance at the MICCA competition and brought home a gold medal. The Honor Chorus earned a silver medal as this MICCA competition. This was the first year that the Honor Chorus participated in the MICCA Choral Festival.

Finally, this successful music year concluded with students in the choral program performing popular musical selections at our Middle School Pops Concert held on May 30th.

King Philip Middle School:
Co-Curricular and Extra-Curricular Activities

DRAMA CLUB (Mrs. Osborne, Mr. DeWolfe, Ms. Duffy, Mr. Jones)

The KP Drama Club enjoyed another successful year with their spring production of *Beauty and the Beast, Jr.* This year's musical was record-setting, not only with a cast size of nearly ninety students and a tech crew of twenty, but with four sold-out performances before the curtain went up opening night, on March 24th. The middle school drama club continues to attract our many artistic 7th and 8th grade students and offers them the opportunity to showcase their talents on and off the stage.

2017 Beauty and the Beast, Jr. cast included: Emily Poggi, Jack Tobichuk, Peter Tuohy, Cam Desmond, Annie Jean-Claude, Emma Brooks, Declan Derfler-Murphy, Camryn Buckley, Haley Medeiros, Matthew Gough, Jaclyn Anderson, and Matthew Kane, Sumayah Mohamed, Taoran Ye, Sofia Delvecchio, and Gianna DeLorenzo. Jacob Sousa, Flynn Duffy, Lorenzo Mercado, Ali Beltramini, Tori Claypoole, Annie D'Ambrosia, Brianna Murphy, Riley Abrams, Katarina Schneider, Marin Cormier, and Veronica Redlitz. Narrators for the musical: Julianne Butts, Julia Lefebvre, Shayna Mango, and Caroline Pasquantonio Other actors and actresses included: Ben Abdou, Taylor Adams, Chloe Beaulieu, Emily Cochran, Peter Dadasis, Wilder Dalton, J.B. Fornash, Rebekkah Gable, Julianna Hoitt, Samir Ihjul, Paige Kannally, Caroline Kizik, Landon Knaus, Lily Luskini, Brooke Lynch, Abby Meader, Frank Merritt, Mikayla Murphy, Garrett Newhall, Sofia Riedel, Laura Schollmeyer, and Jade Van Vaerenewyck, Caroline Aaron, Tori Claypoole, Hannah Crocker, Madeline Crowley, Annie D'Ambrosia, Elsa Fouracre, Molly Gateley, Courtney Imbaro, Noelle Kennedy, Hayden Kozola, Marissa Lamperti, Jennifer Montville, Emma Murphy, Ally McNamara, Sydney O'Shea, Evie Sanford, Emma Sheehan, Hannah Shestack, Mia Valencia, Karly Willson, Madison Blood, Maiya Cloutier, A'Neysa Cleveland, Kaylee Donnelly, Katherine Grabner,

Makayla Hickey, Sarah James, Shannon Kearns, Mia Morganelli, Cassidy Muldowney, Molly O'Brien, Lauren Nee, Molly Pillar, Sydney Pochay, Mia Morganelli and Shannon Kearns.

Working hard behind the scenes included the middle School tech crew included: Meghan Breen, Camryn Cooper-Noyes, Holly Clement, Christian Dadasis, Jalal Elbatal, Paige Dhillon, Jessica Haehnel, Eric Howells, Kylie Lindo, Molly Lindo, Tyler Mattson, Nicholas Mullen, Evan McGuire, Ezra Park, Graham Randall, Sierra Raegan, Zach Sorel, Sam Tobar-Fawley, Sam Woodward, and Annika Yanoshak. KPMS appreciated the support of the high school mentors: Josie Talerma, Sophia Maglio, Piper LaPointe, Michael Sweetman, Philip Kaelbling, Chris Currier, Abbey Citarelli and Sarah Seaburg.

Student Council Accomplishments 2016-2017

This year, Whitney Hartwell and Jenna Brady led a Student Council of thirteen students, 7 seventh grade students and 6 eighth grade students. The eighth-grade students were Charlie Agricola, Thomas Beck, Marin Cormier, Yousef Lotfi, Lindsey Moskal and Aly Wood. The seventh-grade students were Flynn Duffy, Jalal Elbatal, Andrew LaBerge, Piper McKerrow, Sydney O'Shea, Tim Raisman and Jack Tobichuk.

The Student Council opened with a Sock and Blanket Drive. In November, they collected food for the King Philip Food Drive. On November 23rd, the Student Council led the school in a King Philip Amazing Race: Warrior Edition and planned a school-wide Pep Rally. In December students sold Candy Canes in the cafeteria for \$1 to raise money for families in need for the holidays. A Coat Drive was held in January. The Student Council also put on a Book Drive in February, as well as hosted a Basketball Tournament to raise money for The WaWa Project, a non-profit organization providing children with disabilities in Ghana, West Africa with an education. On March 2nd, the Student Council participated in Read Across America. They ran a Penny Challenge, collecting money for Pennies for Patients for the Leukemia and Lymphoma Society. In April Beads of Hope were sold for \$1 to benefit the Pan Mass Challenge. The Student Council also had students write thank you cards for teachers on apples in celebration of Teacher Appreciation Week. In addition, they assembled Teacher Appreciation goody bags to give out on May 4th. In May the Student Council helped sixth graders tour the middle school.

Science Club

The Science department organized the 3rd annual Lip Sync Battle to benefit Huntington's Disease. Over the past few years this event has raised over \$500 for HDSA. Annually, we have about 80 students participating in the science club.

KPMS Ski & Snowboard Club 2017 (Coordinator: Mr. Dan Allen)

The KPMS Ski & Snowboard Club spent Wednesday nights at Wachusett Mountain again last winter. We had 262 students and 20 chaperones participate in ski club this year! We took over the mountain with our 6 motor coaches and almost 300 KPMS skiers rolling in each week. Students of all ability levels were welcome to participate in Ski Club. Some students had never skied before and took beginner lessons, some

advanced their skills as intermediate skiers, and some are already weekend ski racing experts.

KPMS Friday Video Announcements Club 2017 (Advisors: Mr. Dan Allen, Ms. Lisa McIntyre, and Mr. Kory Kotouch)

The KPMS Friday Video Announcements Club met every Wednesday to film the Friday Video Announcements, which were shown to students during homeroom each week. Even though this was a drop-in club (students may attend any weeks they are available and skip others), we did have a great core group who attended almost every week. Some of the mainstays were:

Matthew Beatty, Alyssa Boucher, Andrew Campanella, Noah Crowley, Valerie Dickinson, Michael Earls, Randy Hepburn, Samir Ihjul, Courtney Imbaro, Jillian Lemieux, Caleb McKearney and Graham Randall.

Congratulations to our outstanding newscasters. You did a great job!

Student Ambassadors (Advisors Mr. Jones & Ms. McIntyre)

The year began by welcoming more than sixty students to the program, spanning both seventh and eighth grade. The new Student Ambassadors worked to promote the first of their projects during the year, World Kindness Week, which took place in mid-November. Shortly after World Kindness Week, the Student Ambassadors assisted the KPMS Student Council in the planning and the execution of the fifth annual pep-rally for KPMS Spirit Day, held on the Wednesday before Thanksgiving break.

The Student Ambassadors continued taking the trip to Maples Rehabilitation Center in Wrentham, Massachusetts throughout the year. During this time Student Ambassadors socialized, crafted, and sang with the residents of the center, and an enjoyable time was had by all.

The Student Ambassadors continued their involvement in Project 351, a statewide program that empowers teens to make change and progress within their community. Eighth graders Jackson Fletcher, Katarina Schneider, and Ryan Boucher represented KPMS and the Student Ambassadors by being the Project 351 ambassadors for KPMS and the communities of Wrentham, Norfolk, and Plainville. To support Jackson, Katarina, and Ryan in their endeavor to create a spring service event to collect clothing and other goods for Cradles to Crayons, the Student Ambassadors sponsored a clothing drive as well as their third annual dodgeball tournament at the end of March. Over 150 students participated in the tournament and many other students spectated and supported their classmates during the event. Overall, the event was a tremendous success, with 54 bags of clothing and \$1,353.03 being donated for Cradles to Crayons!

The KPMS Student Ambassadors concluded their year by hosting a luncheon for some of KPMS's other unsung heroes in June. The KPMS Student Ambassadors recognized the support, hard work, and effort of the KPMS secretaries, nurses, bus drivers,

custodians, and tech department by providing lunch as well as small tokens of their appreciation on this afternoon. Overall, the Student Ambassadors had a successful year of growth and look forward to continue growing next year.

Pokemon Club

Mr. Kotouch had another successful year advising the Pokemon club. Participation in the Pokemon club tripled in number this year! The club's goal is to allow Pokemon players to unite as a community and to enjoy the fun-filled game that it is. The Pokemon club intends to achieve this purpose through weekly meetings, occasional movie-screenings, and occasional tournaments.

MIDDLE AND HIGH SCHOOL STAFF RECOGNITIONS:

We had several teachers complete their Masters of Education: Mrs. Alison Reyes for Middle School Language Arts from American International College, Ms. Shelby Russell for English Language Learners from Framingham State University, and Ms. Lisa McIntyre for Special Education from American International College. Mrs. Hall continues to pursue her doctorate in Middle School STEM teaching and learning.

Middle School Staff Changes:

We welcomed two new colleagues to the eighth-grade ELA department: Mr. Conor Jacobsen, M. Ed. joined us after spending four years teaching seventh grade here at KPMS, and Ms. Lauren Duffy who spectacularly filled in as a long-term substitute for Mrs. Christine Longden's maternity leave.

We also welcomed Mrs. Jamie Osborne, M.S, an experienced eighth grade teacher of many years here at KPMS, to the seventh-grade department. Additionally, student teacher, Elizabeth Manguso from Bridgewater State University was mentored by our tech savvy seventh grade teacher, Melinda Parker, M.Ed., MA. And finally, we welcomed long-term substitute Sarah Bond, who was instrumental in allowing our talented Susan Stoller to retire from the department after thirty-six years of exceptional teaching.

King Philip Middle School:

Student Academic Achievements

KPMS was proud to have two eighth grade students published for their outstanding poetry in the Norfolk Quill Poetry Periodical: Leah Smith and Alexis Manning.

This was our 7th time taking students to the MIT trivia challenge. This year's team consisted of Rasya Bollu, Jacob Brawley, Hayden Kozola, Lucas Morreale, and Andrew Pham.

King Philip Regional High School: **Student Academic Achievements**

The students at King Philip Regional High School have been outstanding in their academic accomplishments! 84% of our 2017 graduating class went on to four-year colleges, and another 6% went on to attend two-year colleges. Our students in the Class of 2017 are attending, Cornell University, Brown, Tufts University, Penn State, Northeastern University, and Wentworth Institute of Technology just to name a few. Senior Brett Mazur received two congressional nominations being accepted to both Annapolis and West Point. Brett chose West Point. Jillain Heasley was named as a National Merit Scholar. Sonia Deodas, John Dewitt, Stephen Malacaria, Elizabeth McGinn and Kevin Sanderson were awarded commended status in the National Merit Scholarship Competition.

The Class of 2017 was proud to name Eshan Patel as Valedictorian and Voravich Silapachairueng as our Salutatorian. Sierra Corso and Jaron May made King Philip High School History when Sierra won the Gold Scholastic Art Competition and Jaron May was elected as the International DECA president. John DeLuca and Brett Mazur were selected to the All State Academic Team. These two football players were among the top 33 football scholastic athletes in Massachusetts.

Shane Quinn was the top scorer in the Worcester Polytechnic Institute Math Invitational winning himself a \$1,000 scholarship should he attend WPI. Nathaniel Holmes was the author of a TOP TEN essay! The Gilder Lehrman Institute of American History awarded both KP and Nathaniel a cash prize for his fine work. Senior Allison Carlow was recognized for perfect attendance throughout her KP Career! Zaymee Syeda received an award from the American Association of Teachers of Spanish and Portuguese for her excellence in Spanish.

Our phenomenal art department represents strongly at the Scholastic Art Contest. Haleigh Bolduc, Allison Carlow, Sierra Corso, Sarah Durno, Jason Hehn, Rachel Mancour, Isobel McCue, Amy Provencher and Katherine Tobichuk all placing in this prestigious contest.

King Philip High School DECA program at the 2016 International Career Development Conference was named international champion again at the conference held in Anaheim, CA.

Nicholas Sammarco and Nicholas Simmons for sports and entertainment promotion and Meghan Piller, Katherine Tobichuk and Taylor Peterson for Learn and Earn all won within the top ten! Ashley Geurtin and Jaron May were awarded the National DECA Emerging Leaders Award and Jaron with Ashley as his campaign manager was elected as the President of International DECA for 2017-2018. Jaron is the first student from Massachusetts to be elected to this prestigious position.

KPTV swept the 2017 National Student Television Academy of Arts and Sciences Emmy Awards! Isabel Agricola, Sarah Butts, Tim Crowley, Jaron May and Jackson Pepper all were honored at WGBH in Boston where they picked up their National Student Television Academy Awards.

King Philip Regional High School: Co-Curricular and Extra-Curricular Activities

Athletically, we demonstrated our KP Pride with the following victories: Our Warrior Football program won the State Championship, Boys and Girls Swim, Boys Soccer, Girls Tennis, Girls Volleyball, and Girls Softball were Hockomock League Champions and all went on to play in the state tournament. Finally, KP Coach John Adams and Senior wrestler Nick DeGloria achieved their 100th victory together! Bradley Oliveira is a State Champion for Wrestling.

King Philip is rich in programs that focus on giving back to others. KP Cares is a club that is active all year long with events such as Luminary Night, White Out Cancer and "Chop to Stop/Shave to Save." Chop to Stop/Shave to Save is a great event; KP Cares invited volunteers from local hair salons to set up in the cafeteria and shave heads or cut participants hair; each of these events donated all raised funds to the Jimmy Fund, local families battling cancer and raising childhood cancer awareness. KP Cares hosts Operation Dress Up by reaching out to families for donations of prom gowns, shoes and accessories. Volunteers offer to tailor the gowns, and the library becomes a boutique for a night of shopping for those who need financial help with prom attire. These are just a few of the many, many things KP Cares brings to the KP family.

At the annual meeting of the Massachusetts Association of Student Councils, King Philip was awarded designation of Gold Council of Excellence, one of the highest awards a council can achieve! Our award winning Student Council is involved in many exciting happenings! Their focus is on enhancing our school community and the KP Community as a whole. Events such as Spooktacular and the Easter Bunny Breakfast fill our high school with young children that will eventually roam our halls.

King Philip Model UN represented King Philip High School well throughout their competition season. St. John's Preparatory hosted the first conference of the year. Danielle Devine was awarded Best Orator, Jake Webster Best Diplomat and Jack DeWitt Best Overall Delegate! Later in the season at the UMASS MUN XVI KP won the award for Best Large Delegation with Jake Webster winning Best Delegate-UNFCC, Emily Walsh-Best Delegate-Press Corps, and Kat Livar Outstanding Delegate-DISEC. Finally, in their last competition, Chessa Mackenzie and Daniel Ray took home 1st place for the Best Delegates.

KP Drama and GAPS' is always entertaining! King Philip Drama presented "The Hound of Baskervilles" in the Fall and "Rowan & Martin's Laugh In" in the Spring under the direction of Mr. Joseph Ferriera.

Our music program excels in all endeavors! "The Pride and the Passion" competed in the US Bands Northeast Regional and National Marching Band Competitions. Their production, "Bella Rose" won the US Bands Division III New England Championship, and the US Bands Division III National Championship. Our band was a MICCA State Gold medalist while our chorus took the Silver medal. The following students were accepted into the Massachusetts Music Educators Association All-State Program: Griffin Boynton-Voice, Timothy McQuaid-Clarinet, Andrew Buckley-Trombone, Kevin Yu-French Horn, W. Fisher Steinbrecher-Percussion.

High School Staff Changes:

The high school added several new teachers; Ms. Mallory Howard—Guidance Department, Ms. Anna Balaschi—World Language Department, Ms. Julianna Fernandez—World Language Department, Ms. Kathleen Gonsalves—Science Department, Ms. Elizabeth Hocking—Science Department, Ms. Theresa Brooks—Special Education Department, Ms. Michelle Leach—School Psychologist, Ms. Jennifer Newman—School Adjustment Counselor, Mr. Russell Booth—Math Department, Mr. Connor Bourgoi—English Department, Ms. Allison Bisio—School Adjustment Counselor, Ms. Missy Taddeo—Teaching Assistant, Mr. Christopher Brown—Teaching Assistant, Mr. Jeffrey Fountain—Teaching Assistant.

King Philip Regional School Committee:

The King Philip Regional School Committee has continued to work with the three member towns of Norfolk, Plainville and Wrentham, to develop a responsible budget while offering King Philip Regional School District students the best possible educational and extracurricular programs. The School Committee has remained sensitive to local budget constraints and continues to be transparent with its budget and with the school district's requirements. On behalf of the School Committee, thank you for your continued support as we strive to provide our young people with a solid foundation for success in their future endeavors.

Sincerely,



Dr. Elizabeth Zielinski, Superintendent
King Philip Regional School District

NORFOLK ELEMENTARY SCHOOLS

January 2017 – December 2017

Vision Statement

Teach. Inspire. Empower. Succeed

Mission Statement

The Norfolk Public Schools offer a safe, joyful and challenging learning environment that meets the needs of our diverse students. Through school, family and community partnerships, we provide an education that inspires life-long learners and cultivates caring and productive citizens of our ever-changing world.

Budget

The FY 2017 Approved Budget for the Norfolk Public Schools was \$11,310,977.

Personnel Changes

Four valued members of the staff of the Norfolk Public Schools who touched the lives of many students and colleagues during their years of extraordinary service, retired in 2017. We acknowledge, with gratitude the dedication and excellent service of these four professionals. Included were 3 teachers - Mrs. Deborah O'Toole, Grade 6 Teacher (24 years); Mrs. Leslie Levine, General Music Teacher (20years); and Mrs. Anne Mackenzie, Grade 2 Teacher (32 years). Mrs. Susan MacKinnon, Administrative Assistant to the Director of Student Support Services also retired after 30 years of service.

School Councils

The School Councils are representative committees composed of the principal, parents, teachers and community members. They serve in an advisory capacity to the principal. The Councils meet on a monthly basis. During the 2016–2017 school year, the School Councils spent time at their monthly meetings discussing a variety of topics including: the diverse learning needs of students, differentiated instruction, curriculum initiatives, student assessments, home-school communication, integration of technology, school budget and special school events. The H. Olive Day School Council held a Parent Forum in order to share the School Improvement Plan (SIP), provide parents the opportunity to ask general questions about the school in an informal setting and express their thoughts regarding additional areas of focus for the next SIP. They also started to develop a parent survey that will be sent to parents in March 2018. The Freeman-Kennedy School Council continued to dedicate a portion of their time to developing surveys on bullying, cyber bullying, bullying prevention, and digital citizenship. Different surveys will be taken by parents, teachers, and students over the course of this year and next. The data received from these surveys will be used to tweak and enhance programs in and outside of school. The School Improvement Plan for each school is developed by the School Council and includes goals related to curriculum, professional development, student achievement, parent and community participation, school climate and the provision of safe, secure and well-maintained school facilities.

Curriculum

The English Language Arts Curriculum Committee continued to support the implementation of the new reading program, *Units of Study for Teaching Reading* and introduced the first phase of the adoption of the new writing program, *Units of Study for Teaching Writing*. Professional development opportunities for teachers have focused on supporting the full implementation of the Readers Workshop model as well as the Writers Workshop Model. The Math Curriculum Committee began a focused program review of the current math curriculum and materials. Their recommendations will be presented in the spring of 2018. The Science Curriculum Committee worked on updated existing materials and practices in response to the changes in the Massachusetts Science Curriculum Framework.

Enrollment

Enrollment data is reported to the Massachusetts Department of Elementary & Secondary Education (DESE) (formerly the Department of Education (DOE) on October 1 every school year.

The following indicates the number of classes at each grade level, the average class size and the student enrollment in the Norfolk Schools on October 1, 2017 as reported to the Department of Education.

Class Enrollment and Average Class Size			
Grade	# of Students	# of Classes	Average Class Size
PK	62	5	12
K	120	7	17
1	133	7	19
2	147	7	21
3	114	5	23
4	139	7	20
5	115	5	23
6	121	6	20
Total Enrollment			

2017 MCAS Results

Our students performed well on the MCAS tests that were given in grades three, four, five, and six during March and May 2017. The percentage of students who scored in the Exceeding Expectations, Meeting Expectations, Partially Meeting Expectations, and Not Meeting Expectations categories are listed below:

	Exceeding Expectations	Meeting Expectations	Partially Meeting Expectations	Not Meeting Expectations
Gr. 3	9%	51%	38%	2%
ELA				
Gr. 3	7%	62%	29%	2%
Mathematics				
Gr. 4	14%	67%	15%	5%
ELA				
Gr. 4	14%	58%	25%	3%
Mathematics				
Gr. 5	16%	52%	29%	3%
ELA				
Gr. 5	2%	48%	47%	2%
Science & Tech				
Gr. 5	27%	37%	32%	4%
Mathematics				
Gr. 6	18%	64%	18%	1%
ELA				
Gr. 6	5%	69%	25%	1%

Respectfully submitted:

Linda A. Balfour

Principal, H. Olive Day School

Lisa Altham-Hickey

Principal, Freeman-Kennedy School

Special Education Department

The Special Education Department has had a productive year! Major accomplishments this year include supporting the after school program through the hire of an inclusion coordinator for each building along with specific training for staff who support the program. Professional development for all staff around the impact of childhood trauma has been a focus this year. The special education department continues to review curriculum for academic resource rooms and language-based programs and implement research-based curriculum in the areas of reading and writing. Our department has collaborated with the math committee to investigate and recommend a new curriculum for the 2018/2019 school year. Norfolk has actively pursued sharing resources with Plainville and Wrentham and is successfully cost sharing several services and professional development. Our district has participated in a special education strategic planning initiative for the tri-towns. Our department continues to grow social/emotional/behavioral programming, training staff on specific methods and curriculum such as mindfulness, social thinking curriculum, and childhood trauma. Finally, the district is very proud of its co-teaching initiative in order to increase collaboration between general and special education teams and increase a student's ability to access the curriculum in a meaningful way, within the general education setting. This initiative continues to grow.

The Norfolk Public Schools Special Education Department runs multiple specialized programs. Housed at the H. Olive Day School is a Preschool program in its seventh year of implementation. This initiative has increased preschool options and provides early intervention services for students starting at the age of three years. Our preschool options include a three day program for 3 year olds, a four day program for 4 year olds, a four half day program and a five day/half day program for 3 and 4 year olds, a transitional kindergarten classroom, and a substantially separate preschool classroom for students with a higher level of developmental delays. Two specialized resource rooms, one at the preschool level through grade 2 and one for grades K – 2, offer support for students on the autistic spectrum and for students with global developmental delays. General programming for students on the autistic spectrum is overseen by a Board Certified Behavior Analyst/Moderate Special Education Teacher and is based on the principles of Applied Behavior Analysis (ABA) Programming. This resource has allowed the district to increase programming options for students on the autism spectrum. Another specialized resource room, for grades K – 2, provides services for students with behavioral, social, and emotional disabilities. Finally, the language-based continuum of services continues to provide services for our second grade 2 students.

Housed within in the Freeman-Kennedy School for students in grades 3-6 are two specific programs. In its fifth year of implementation named the "Problem Solving Zone," provides services to in-district students diagnosed with social, emotional, and behavioral disabilities. The district continues to offer an academic support classroom, as a component of this program. The Language-Based program has two classrooms, grades 3 and 4 and grades 5 and 6. It has existed at the Freeman-Kennedy School for eight years. This program is designed to provide specially designed instruction like Orton-Gillingham, Wilson Reading System and Project READ, and uses research based curriculum like Making Meaning and Empowering Writers for students diagnosed with language-based learning disabilities or for those students who require language-based learning strategies in order to access the curriculum. As a direct result of this program no new students have left the district for private language based schools in the last 6 years. The District continues to offer traditional academic resource support for students who need either inclusion or pullout instruction in grades kindergarten through grade six.

The District continues to implement a Team of regular educators and special educators in order to address more significant social/emotional school community needs. This Team meets once a month and problem solves and plans for more significant student needs. This Team has participated in multiple professional development opportunities such as collaborative and proactive solutions by Dr. Ross Greene, mindfulness strategies, training in cognitive behavioral therapy, and more recently childhood trauma training by Dr. Jessica Griffin.

The district has been able to maintain the state percentage of students on IEP's at 17%. While maintaining the state average, the district has experienced a significant increase in the number of students diagnosed with autism and social, emotional, and behavioral needs in the district.

This fall the Special Educational Parent Advisory Council (SEPAC) hosted a very successful Halloween party called "Trunk or Treat" for students and their families at the H. Olive Day School. In addition, the SEPAC has provided presentations to the community by Norfolk Public School's special education staff and outside presenters, which address supporting students with disabilities including Jessica Minnehan's, The Behavior Code. The SEPAC has been instrumental in supporting the implementation of a district initiative in order to educate the school community about disabilities called the iCare Program. The SEPAC is in its fourth year of publishing a monthly newsletter for the community in order to increase communication and provide information to families.

Respectfully Submitted:
Anna Eberwein-Tupper, Ph.D.
Director of Student Support Services

Technology

The Technology Department in the Norfolk Public Schools has had an exciting year! This year has been focused on creativity, collaboration, communication and critical thinking.

65% of grade school students will end up in a job that has yet to be invented and therefore The Technology Department of the Norfolk Public Schools feels responsible to make sure our students are future ready in not only content knowledge but in technology.

The Technology Department in the Norfolk Public Schools is committed to integrating the 4 C's of the 21st century skills into every classroom. The 4C's are: collaboration, communication, creativity and critical thinking.

"In order to thrive in a more complicated world, students will need to understand how to work collaboratively with collective intelligence." Collaboration necessitates communication and solutions will require tenacity, creativity, and critical thinking in this complex world in order to problem solve. The Technology Department uses a wide-variety of software and hardware to integrate these skills into the curriculum. This year we have three members of the Technology team sitting on the Math, Science and Social Studies curriculum committees to share the various ways that technology can help enhance lessons in these content areas.

Over the last two years the team designed and implemented a new Tech Integration program for all students in order to introduce, reinforce, and master current 2016 Massachusetts Digital Literacy and Computer Science (DLCS) Curriculum. This is a comprehensive eight-week program to ensure all students have the opportunity to develop and integrate essential skills. The team modeled the instruction for staff and students and then co-taught with classroom teachers. This model has increased engagement in technology with staff and students in all content areas.

The team has also increased its Professional Development opportunities for all staff as we feel it's imperative that everyone has access to technology training because it is ever evolving.

The goal of the NPS Tech Team is to inspire, engage, and empower learners to actively use technology resources to question, collaborate and extend their learning beyond the classroom walls. Through child-led inquiry, analysis, creating and sharing, students develop the skills necessary to thrive in a connected global environment.

Respectfully submitted:
Trish Kelley, Interim Director of Technology

Buildings and Grounds

Improvement projects at the H. Olive Day School include:

- Extensive repairs to the sprinkler piping valves, pumps and nitrogen generator replacements and correction to corrosion issues.
- Application submitted to MSBA for accelerated repairs project to fund roof replacement.

- Installation of protection surface on the playground.
- Replacement of the walk-in cooler/freezer unit in the café.
- Re-piping of the hot water heating circulatory pump manifold.
- Replacement of florescent lighting with LED lighting.
- Completion of wiring repairs to portions of the existing fire alarm system.

Improvement projects at the Freeman Kennedy School include:

- Major improvements have been made to the HVAC system
- All HVAC rooftop units have been serviced, with all deficiencies corrected.
- The building management system software has been upgraded.
- Re-surfacing of the gymnasium floor was completed.
- Improvements have been made to the HVAC automated logic controls.

District Wide improvements include:

- Safety training for the entire custodial staff that included efficient cleaning techniques, personal protection, equipment usage and dealing with blood born pathogens.
- Integrated Pest Management (IPS) plans have been created and we are fully compliant with state regulations.
- AHERA guidelines have been followed and both schools are fully compliant with state regulations
- Safety data centers were created. Each school has two stations with a fully updated safety data sheet for each chemical that the facilities/cafeteria uses.
- Facility Dude software is now being used for town and school buildings as an asset management and work order system.

A preventative maintenance plan has been developed for all mechanical devices district wide. All cleaning products have been changed to safe, non-toxic products district wide. We continue safety training for all custodial staff. We have implemented a district wide web based work order and management system.

Respectfully submitted:
Matt Haffner, Director of Facilities

School Age Child Care (SACC)

SACC is a non-profit, self-supporting organization that provides a structured recreation and enrichment program for children in kindergarten through grade six. The program offers before and after school care to children who attend the Norfolk elementary schools with program sites at both the H. Olive Day and Freeman-Kennedy Schools.

SACC follows guidelines established by the Department of Education for school run extended day programs and is under the general supervision of both the Norfolk School Committee and the Superintendent of Schools. The program strives to provide children with an environment within which they can safely explore, discover, create, interact, and grow. SACC offers stimulating activities designed to enhance children's physical, emotional, social, and intellectual development.

Currently, the SACC program provides care to over 125 students in the before and after school programs.

Respectfully submitted:
 Toni Marie Davis, Program Director



TRI-COUNTY REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT ANNUAL REPORT – 2017

The School Committee reorganized in July of 2016, and elected Steven Trask from Franklin as its Chair, Donna Cabibbo from Millis as its Vice Chair, and Robert Guthrie from North Attleboro as its Secretary. Monthly meetings continued to be held on the third Wednesday of each month at the school. Subcommittee meetings were held as needed.

Tri-County's secondary program, postsecondary program and continuing education program experienced continued enrollment growth. The ongoing increase in numbers is recognition of our successful three-fold mission: high vocational standards to train the workforce; high academic standards to prepare students for college; and high community service standards to prepare good citizens. These standards are visible in the achievements of our students and in their services throughout our member towns.

The vocational and civic skills of Tri-County students are extremely useful in these stressful economic times. Plumbing, carpentry, electrical and other programs work on public sector buildings and projects to save our district towns' labor costs. The vocational skills of our students can also be witnessed by a visit to Tri-County to take advantage of services such as Culinary Arts, Cosmetology, Auto Collision and Auto Technology.

Their citizenship skills are also to be observed throughout the member towns. Look for them as they undertake projects to improve their local community oftentimes utilizing skills learned in their respective program majors here at Tri-County RVTHS.

Tri-County hosted many key events attended by local and state government representatives, including a Manufacturing and Robotics Open House to celebrate Manufacturing Month. Events addressed such vital topics as the importance of vocational education, the skilled labor shortage, and STEM and Robotics initiatives.

Graduation

Two hundred eighteen students graduated in an indoor afternoon ceremony on Sunday, June 4, 2017. Superintendent-Director Stephen Dockray presided over the ceremony. School Committee Chair, Steven Trask, and School Committee Vice Chair, Donna Cabibbo, presented diplomas to the graduates. Adele Sands, Director of Student Services, presented scholarships and awards to deserving seniors. The grand total of scholarships and awards for the class of 2017 was \$750,000.

Guidance & Special Education Services

September 6, 2016, Tri-County welcomed 1,026 students to the new school year. The respective number of students from member towns was as follows: Franklin – 197, Medfield – 9, Medway – 67, Millis – 26, Norfolk – 31, North Attleborough – 345, Plainville – 86, Seekonk – 83, Sherborn – 0, Walpole – 47, and Wrentham – 49.

During the 2016-2017 school year, the Guidance department continued its programs to provide information to students, parents, sending schools and district communities. The Guidance department provided counseling for students in career pathways and postsecondary education. Tri-County continues to work with the Department of Elementary and Secondary Education on its development of *Your Plan For The Future*, a no-cost, comprehensive college and career planning portal designed to help Massachusetts students manage their educational and career pathways.

Tri-County hosted Career Days for Grade 8 students from the regional districts. The Guidance department, with assistance of personnel from the Massachusetts Educational Financing Authority (MEFA), presented programs on college preparation. In addition, the Guidance department hosted a very successful evening College Fair.

The Guidance department organized and implemented SAT and ASVAB testing.

The Special Education Department continued its work with Transition Planning. The Coordinated Program Review Self-Assessment was completed in anticipation of the Department of Elementary and Secondary Education's six-year audit of programs, procedures and protocols. Adele Sands, Director of Student Services, and Polly Bath of Cristia Leshner Assoc. presented the workplace readiness curriculum that they developed with Tri-County vocational teachers at the MAVA Connecting for Success Summit.

A school adjustment counselor and guidance counselor attended the Signs of Suicide Training. They collaborated with a health teacher to imbed the SOS protocols into the tenth grade health curriculum, which resulted in the identification of at-risk students. Several presentations were brought to faculty and parents on the topics of drug abuse and addiction, mental health, and executive functioning.

Academics

Tri-County Regional Vocational Technical High School continues to earn wide-spread recognition for academic and vocational success by combining rigorous and challenging academic courses with modern vocational studies. Implementation of the newest technology as well as innovative vocational technical programs ensures student success. Their success is measured in the classroom and ultimately in a chosen career path whether it is higher education, entrance in their vocational trade or military careers.

The class of 2018 scored exceptionally well in all three areas of MCAS, continuing to keep Tri-County rated as a Level I school. In ELA, 97% of students scored Proficient/Advanced. In Mathematics, 83% of students scored Proficient/Advanced. In Biology, 77% of students scored Proficient/Advanced. Tri-County's school percentile dipped to 60% this year, a 3% decrease from our 63% overall State performance rating from last year.

All students completed the Mass Core Curriculum requirement which is the Department of Elementary and Secondary Education recommended academic program for college and career readiness.

Sixty seniors from the Class of 2017 were awarded John and Abigail Adams Scholarships. These scholarships are awarded to students who achieve a minimum of two proficient and one advanced score on the Grade 10 English Language Arts, Mathematics, and Biology MCAS exams. Student scores must be in the top 25% of tested students.

Tri-County continued its implementation of the *itsLearning* platform this year. Teachers have embraced this learning platform, using it for lessons, power point slides, class notes, embedding video, remediation links, textbook links, uploading worksheets, collecting homework, online polls, data collection, submitting work and taking exams. All academic and many of our vocational teachers have been trained and are using *itsLearning* on a regular basis. Academic standards are all on *itsLearning* and can be used for both formative and summative assessments.

Tri-County continued year two of training our teachers in an in-house professional development focused on Differentiation this year. With our outside consultant returning for her second year, approximately 15 teachers were trained, in addition to the 12 teachers trained last year. Teachers from academics, vocational, and special education, all worked together during the course of the year to learn about the different types of differentiation, observe colleagues from cohorts of both years, and take place in learning walks, in an effort to enhance their teaching practice. The Academic Coordinator, Vocational Coordinator, and Instructional Technology Specialist all participated in each meeting and worked with the cohort groups in an effort to bring all areas together, plan, debrief, and most of all, learn from one another, in an effort to understand the value and need for differentiation to occur in all classrooms on a regular basis.

Tri-County purchased one hundred twenty five additional Chromebooks this year for use in the academic classrooms. Over the course of the year, Chromebook use increased and students commented on how much they enjoyed using this additional technology in their classes. There are multiple Chromebook carts placed in all core departments: Science, Social Studies, Math, and English. Teachers must go through training in order to sign out the carts and each year, more teachers are certified and utilizing this technology to enhance their classroom experience.

This year, Tri-County has partnered with Mass Insights to not only increase our AP offerings in the future, but to also improve how we teach both our AP and pre-AP courses. Several of our teachers attended pre-AP strategies workshops in an effort to improve vertical teaming to attract more students to enroll and be successful in our AP programs. Our hope is to improve our qualifying scores on AP exams through our partnership with Mass Insights. Teachers attended extensive trainings through Mass Insights this year and students spent three Saturdays at workshops with other AP students to learn strategies, curriculum, and take mock exams. Tri-County offers AP Physics 1, AP Calculus (AB), AP Language and Composition, AP Literature and Composition, AP Statistics, and AP Computer Science Principles.

In an effort to successfully transition to the new Common Core State Standards (CCSS), Tri-County continues its work at rewriting curriculum using the Understanding by Design (UbD) model. Teams of teachers will be working this summer to write curriculums for our new Double Period Honors Biology class and remaining science and math classes for our upper grades. Except for AP classes, all our other classes that will be taught in the 2017-2018 school year, will be written in the Understanding by Design format by the end of the summer. Teachers are writing units based on Curriculum Maps in an effort to continue their transition to CCSS.

Finally, Tri-County continued its leadership efforts within the vocational math community by hosting the Twentieth Annual Vocational Mathematics Competition with over 25 teams competing from vocational schools from throughout the State. Topics covered are Algebra I, Geometry, Algebra II, and Related Technical Math. Tri-County's Mathematics teams consisted of freshmen and sophomores and although the team was young, they placed in an honorable fourteenth and seventeenth place this year.

Vocational Technical Programs

Students in the seventeen Vocational Technical Programs experienced many successes, both in their individual programs and school wide. All grade 10 students achieved their OSHA 10 Hour Safety credentials. The training included interactive and specialized curriculum for both general industry and construction trades.

Students in Early Education, Dental Assisting, Culinary Arts, Medical Careers, Legal and Protective Services and the Construction Craft Laborers received American Red Cross CPR and First Aid Training. All students in grades 10 – 12 in those programs are now certified and able to work in companies requiring their employees to have these credentials.

The Tri-County Robotics Team, named "Tri-Force", was busy this year. They began preparing for the FIRST Robotics Regional Competition at WPI in January. They qualified to then move on to compete at the FIRST Robotics State Competition in March.

Finally, Tri-County SkillsUSA achieved much success as five secondary students traveled to Louisville, Kentucky in June to compete at the national SkillsUSA Competition. Our team of three CIS students competing in the Career Pathway Arts and Communication Category brought home the Silver Medal.

Auto Collision Repair: The Auto Collision Repair Program continued to be a NATEF Accredited program. With the NATEF accreditation, our students are able to take advantage of the rich curriculum offered to achieve Certificates of Achievement in the NATEF Standards. All grade 11 and 12 students achieved the ASE Welding Certification. Grade 12 students achieved some of the ASE Auto Collision Repair student certifications. Tri-County students practice using water based paint and other environmentally safe materials to meet the most current industry standards. Students in this program continued to serve the community needs and the Tri-County School District by repairing and restoring vehicles under the supervision of their instructors. Students also participated in field trips to emphasize the diverse career opportunities available upon graduation from the program.

Auto Technology: Students in the Auto Technology program performed well in the ASE student certification exams that were administered in May. All students achieved ASE Certification in at least 6 of 9 categories. The program continues to have Master Automobile Service Technology Accreditation through NATEF. Students practice their skills on state of the art diagnostic equipment. Students in the Auto Technology program experience a real world application of the skills by diagnosing and repairing school vehicles, staff automobiles and cars and trucks owned by members of our eleven town district.

Carpentry: Of particular note, a junior carpentry student is living his lifelong goal. The student applied and was selected through a nationwide search to become an apprentice for Silva Bros. on *This Old House*. This Co-op student has since appeared in a *This Old House* episode working alongside TV's Mike Rowe.

Under the supervision of the Carpentry teachers, students in the program worked at several community projects this past year. In the town of Millis, they completed a large storage shed for the town library garage. They built picnic tables for the Hockomock YMCA in North Attleboro. Carpentry students also constructed display cabinets for the Medway Historical Society. This spring they began construction of a large storage shed for the DPW in Franklin. Graduates of the Carpentry program with a GPA of at least 3.0 and who have met or exceeded the standards for graduation from a Chapter 74 program attained pre-apprenticeship cards through the Massachusetts Division of Apprenticeship Training. Many seniors and a few juniors participated in the Cooperative Education Program this year, earning money while practicing the skills learned at Tri-County in real work experiences.

Computer Information Systems: The students in the Computer Information Systems program are being trained in the Cisco Networking Academy curriculum. All students in the program are able to take CISCO exams and attain certifications in many aspects of the curriculum. All grade 11 students take AP Principles of Computer Science as part of the CIS curriculum. A team of students participated in the Cyber Patriot Competition with other students around the state and achieved the gold standard for their region. Students in this program work closely with the IT department at Tri-County to update the school's website.

Construction Craft Laborer: Students in this program are trained in all aspects of large construction, including highway construction. Students in grade 11 received Hazard Communication training which led to 100% of the class achieving a certificate of successful completion. All grade 11 students received CPR and First Aid training when they participated in the Department of Transportation sponsored Construction Career Academy. During this school year, under the supervision of their teacher, the CCL students framed and poured a concrete pad for the Franklin Recreation Department, as well as stairs to the Franklin Police Department. They work collaboratively with our Carpentry students to create concrete forms and construct foundations for buildings which are then constructed by students in Carpentry.

Cosmetology: The Cosmetology Program continues to operate a full service hair and nail salon for the members of the eleven towns in the Tri-County School District. Senior citizen groups from the towns patronize the salon several times during the school year. The students also performed community service by assisting at the Miss Amazing Beauty Pageant this past year, helping developmentally delayed young adult women enjoy an exciting event. Students also spent a Saturday performing their skills on community members to support Dana Farber at a Cut-A-Thon. They raised over \$1000 for the cause. Seniors met the 1000-hour requirement to sit for the Cosmetology License exam prior to graduation. In fact, this year a junior student has already achieved her Cosmetology License and will be prepared to participate in Tri-County's Cooperative Education program in September.

Culinary Arts: Gerry's Place Restaurant and Bake Shop enjoyed another successful year serving lunch and baked goods to the public. Students in the program received their certification in Serve Safe and OSHA, as well as meeting all standards set forth by the American Culinary Foundation. The Culinary Arts students participated in the Massachusetts Restaurant Association sponsored competition this past March. Tri-County students competed in both the Culinary and the Customer Service events, and came in third place among all schools in Massachusetts. Students in the program also tend and nurture the school garden, which has been successful for the last four years. Bounty from the garden is donated to local food pantries. This year, Tri-County donated more than 900 pounds of produce! Students also create Farm to Table recipes using some of the produce grown in the garden. Our students continue to work with Franklin TV to film "Cooking Thyme", a cooking show featuring students preparing culinary delights to be enjoyed by the community through the Franklin Cable TV programming.

Dental Assisting: Students in the Dental Assisting Program have practiced their skills in several community service projects this past year. Students volunteered their services at the Elder Dental Screening in October at the Millis Council on Aging. They screened elders at no charge for dental decay and oral cancer. They also provided nutritional information and denture cleaning. Students in the Dental

Assisting program also assisted the Massachusetts Department of Public Health to dispense fluoride to school age children in a local elementary school. Grade 11 students continued to participate in the clinical practicum at local dental offices. Students in grade 10 took the DANB Infection Control exam and students in grade 11 took the DANB Radiography exam at the end of the school year and achieved certifications in each. They also received CPR and First Aid training.

Early Education: Students in the Early Education program continued to supervise and educate preschool age children in the Tri-County Preschool Program. All grade 11 students participated in a field placement at local child care centers and public kindergarten classrooms to expand their experiences working with young children. Along with certifications in First Aid, CPR and OSHA, students in this program achieved certificates for successful completion of the Strengthening Families Workshop. They also participated in training to work with traumatized children through the Life is Good Corporation. Students accompanied their teachers to the Massachusetts State House for Advocacy Day for Early Education and Care in February, where they were able to communicate their views on providing the highest quality programs and services to children birth to age eight. One of the junior students in Early Education attained a Gold Medal at the State Skills USA Conference in April, 2017 and competed in Louisville Kentucky at the Skills USA National conference where she attained a fourth place finish in the nation!

Electrical Technology: Students in the Electrical Technology program are trained in all aspects of residential and commercial applications. Students in this program assisted the Technology Director and the Director of Facilities in performing electrical wiring projects at the school. Students in this program also gain valuable training in renewable and sustainable technology by practicing installation and monitoring energy conservation at the photovoltaic system on school grounds. Students will accrue up to 300 hours of Electrical Code instruction and 1500 hours of practical application toward their Journeyman license requirements upon graduation. Students also wired a large garage in Medfield this past year. With donations from local companies, students are also being trained to install and troubleshoot all types of motor controls and fire alarm systems.

Engineering Technology: The Engineering Technology program incorporates Digital Electronics, Introduction to Engineering Design, Principles of Engineering, Computer Integrated Machining, Architectural Design, and Bio Engineering into their curriculum. This past year, the program was expanded to include training in Advanced Manufacturing. Students practice programming, operating and troubleshooting CNC turning and milling machines. All HAAS machines were purchased through grant money provided by the Massachusetts Skills Grant Program. Students also have gained skill in using 3D printing technology and a robotic arm. With Project Lead the Way Certification, the students are able to transfer their skills to many PLTW affiliated colleges upon graduation. Students once again participated in the HUNCH (High School Students United with NASA to Create Hardware) program. Their goal was to develop a device that could make an astronaut's life easier in space. Students also participated in the Boston Society of Civil Engineers sponsored competition to design a bridge online as well as the Zero Robotics competition in which the students programmed robots, known as SPHERES.

Graphic Communications: Design, pre-press, and printing skills are honed by students enrolled in this program. Students continued to practice their skills on the digital press, serving the printing needs of many sending towns and non-profit organizations. Some of the projects completed by Graphic Communications students were street directories, school yearbooks, and graduation tickets for the town of Seekonk, letterhead and envelopes for the towns of Wrentham and Medfield, and creating the Franklin Directory. Students achieve several Adobe certifications as a result of successfully completing the curriculum and passing the comprehensive online exams. Students in the Graphic Communications program can be proud of their contributions to all Tri-County publications.

HVAC&R: Students are trained in all aspects of heating, cooling, and ventilation of both residential and commercial buildings. Students in grades 11 and 12 succeeded at attaining their EPA 608 certifications after passing intensive curriculum and taking the national exam. With this certification, graduates will be well prepared for high paying employment and further education. Students also honed their sheet metal skills this year and they prepared to take the sheet metal license upon graduation. Students who complete 200 hours as a refrigeration apprentice and achieve a trade certificate upon graduation may sit for the Refrigeration Technician's License exam.

Legal and Protective Services: Students in this program gain skill and knowledge in various aspects of the justice and protective services occupations. The students learn how to secure a crime scene and look for evidence using state of the art equipment. They also hone their skill in utilizing research methods to conduct a mock trial, roleplaying defense attorney, prosecuting attorney, and other members of the trial. Students participated in field trips to local courts to observe the system in practice. Guest speakers were invited to the class to inform the students of the many career opportunities in the criminal justice field. This past year, the students learned about installing and monitoring security systems and surveillance equipment. We want to congratulate the first graduating class from the Legal and Protective Services Program. All students will be either attending College in the fall or beginning a career in the Military.

Medical Careers: Students in the Medical Careers program are trained in various aspects of health care. Grade 11 students achieved their Certified Nursing Assistant credentials. Grade 12 students received a Home Health Aide certification and those students who did not participate in the Cooperative Education program received training in EMT. Grade 10 Medical Careers students received Epi-pen training and therapeutic feeding training. Tri-County continues to enjoy a partnership with Golden Pond Assisted Living Center as well as HMEA (Horace Mann Education Associates) where students participate in clinical experiences each year. During the last school year, Medical Careers students again trained students in all vocational programs in Hands Only CPR. The Medical Careers program received the Department of Public Health annual evaluation and met or exceeded all standards and requirements of Massachusetts and Federal Guidelines for Nursing Assistant Training Programs. The Medical Career students assisted pharmacists from Rite Aid Pharmacy to conduct a Flu Clinic for all staff at Tri-County. Students in this program conducted several public service programs in which they educated the public in the dangers of sun exposure and other potentially harmful lifestyle habits. Students graduating from this program are well prepared to pursue highly competitive health care careers.

Metal Fabrication and Joining: Students in the Metal Fabrication program achieve several AWS welding certifications, including GMAW-V, GMAW-O, GTAW-ST, and GTAW-SS. They also learn the fundamentals of metal fabrication and joining processes. Students participated in field trips to local metal fabrication companies to observe various business practices. The graduates from this program will be prepared for occupations in not only welding but in metal forming, cutting and fabricating. They are also trained in sheet metal processes and may pursue the sheet metal license upon graduation. Seniors who are eligible for cooperative education employment are consistently placed in an industry of high need in the community.

Plumbing: Plumbing students are trained in residential and commercial plumbing applications. Students in grade 11 completed their Tier I Plumbing course and grade 12 students completed Tier II. All students take the exams at the end of the course. Successful completion of the courses allows students to be prepared to take Tier III immediately upon graduation. Plumbing students work closely with the Director of Facilities here at Tri-County to perform plumbing repairs throughout the school building, further honing their skills. Students from the Plumbing program may begin their formal apprenticeships with their employers while still in high school.

Adult Education

Tri-County offers both Postsecondary and Continuing Education courses through its Adult Education Office. The majority of adults served through the various continuing education programs are from within the school district; however, students represent cities and towns from all over Central and Eastern Massachusetts, as well as Rhode Island. In addition to classes held at the school in the traditional manner Tri-County now offers a large selection of online courses. Tri-County offers online registration allowing community members to register for Continuing Education classes on the internet. The online registration system also extends to summer camps and summer school.

Postsecondary Cosmetology and Practical Nursing programs are available on either a day or evening schedule. Additional postsecondary courses available with an evening schedule include Aesthetics, Manicuring and Nursing Assistant programs. Tri-County's postsecondary programs have an average placement rate of over 90 percent. Tri-County offers access to Federal Financial Aid in the form of Pell Grants to qualifying students in our Practical Nursing and Adult Cosmetology programs with about one-third of our students taking advantage of the PELL grants. This offering continues to improve community access to these programs through this need-based support.

Adult Cosmetology: There were fourteen graduates from the Adult Day Cosmetology program in 2017. The Adult Day Cosmetology program is a full-time program that follows the high school calendar and runs from September to June. The Adult Evening Cosmetology schedule runs from September to July, Monday –Thursday evenings but otherwise mimics the day class. The student learns hairstyling, cutting, permanent waves, coloring, manicuring and skin care. This program provides students with the mandated 1,000 hours of schooling and prepares them to pass the State Board of Cosmetology's licensing exam. Registration for the program begins in the spring and details are available by contacting the Continuing Education office at Tri-County.

Adult Day Practical Nursing: Graduating 31 students in 2017, the Practical Nursing program continues to flourish. This is a full-time day program which follows the high school calendar as classes are held from September through June. The Practical Nursing program at Tri-County is designed to prepare graduates for the National Council Licensure Examination for Practical Nurses (NCLEX-PN), which tests for entry-level competency. Successful completion of this examination permits practice as a Licensed Practical Nurse (LPN). Registration for this program requires that prospective students take the TEAS (Test of Essential Academic Skills) exam. The pre-admission tests are administered from October to March. Details are available by contacting the Practical Nursing office at Tri-County.

Adult Evening Practical Nursing: Tri-County's two-year evening program began its new class schedule in September 2017 after graduating 11 students from the program in June of 2017. The evening Practical Nursing program is an eighteen-month program that is held on Tuesdays, Wednesdays and Thursdays, 4:00-9:30 p.m. After successful completion of the course, the students are eligible to sit for the NCLEX-PN examination for licensure. Successful completion of this examination permits practice as a Licensed Practical Nurse.

Continuing Education Program: The evening Continuing Education program at Tri-County consists of more than 100 traditional style courses that are offered in the fall and spring semesters. Additionally an expanding menu of distance learning (online) courses are now offered through the continuing education program. Registration for fall courses begins in July while registration for spring courses begins in December. Registration for distance learning classes is ongoing. Continuing Education course information can be found in brochures available to the public via direct mail or the Tri-County Website. Program information along with online course registration is available at the Tri-County RVTHS website at <http://www.tri-county.us>, or by calling the Continuing Education office.

Summary

Tri-County Regional Vocational Technical High School is proud to provide a quality career education to the residents of its eleven member towns. Tri-County students are highly visible in our sending districts in a variety of roles. They serve as interns, summer employees, and cooperative education students, and have completed a number of outside projects within our member communities. Each of these experiences assists our students in demonstrating what they have learned in their vocational programs.

Vocational training is only part of our success. Academic preparation is noted through the growing number of scholarships acquired from local associations and organizations, as well as the increased number of students now attending college upon graduation. For the third year, Tri-County achieved a Massachusetts Department of Elementary and Secondary Education rating as a Level 1 school. We have begun a partnership with Mass Insight Education to double our qualifying AP scores over the next three years. In addition, our seniors must complete and pass all aspects of the Senior Project. The Senior Project is an excellent example of the integration of vocational and academic skills. Tri-County continues to prepare students as good citizens and this is witnessed through the actions of individual accomplishment of students through community service projects organized through a number of extra-curricular organizations. Our students participate in the annual *Holiday Gift Drive*, coordinated by the Santa Foundation. In another outstanding example of community school collaboration, Medical Careers students teamed up with Franklin Police and Arbella Insurance to educate teens about risky behavior behind the wheel. In addition, we are most excited to report that our Culinary Arts students and their teachers collaborated with Franklin Cable TV to produce *Cooking Thyme with Tri-County*.

Tri-County is your town's vocational technical school. Our goal is to prepare our students to be good citizens who serve their community. Many of the programs offered at Tri-County are available to the public and service programs are open to residents. Our facilities continue to be available to town administrators for meeting use.

Projects for member towns which were completed by Tri-County students included: *Carpentry Students* – completed construction of a large shed for the Millis Town Library; constructed 8 picnic tables for the Hockomock YMCA in North Attleboro; constructed display cabinets for the Medway Historical Society in Medway; began construction of a large storage shed for the DPW in Franklin. *Construction Crafts Laborer Students* – framed and poured concrete pad for Franklin Recreation Department; constructed concrete stairs leading up to the Franklin Police Department Building; *Electrical Students* – completed wiring for a large garage in Medfield.

Tri-County students also completed many projects located here at the school. Plumbing students repaired and replaced plumbing fixtures in the school; Electrical students installed lighting in various areas; Construction Craft Laborer completed masonry repairs; HVAC students installed an ice machine in our Athletic Trainer's room; Carpentry students built raisers for the school garden ; CIS students re-designed the Tri-County website; Legal and Protective students developed a Public Safety Fair; and Medical Careers students developed a Hands-Only CPR campaign and a Summer Safety Fair.

Tri-County lives by its mission statement, specifically in the charge to prepare tomorrow's workforce; to provide a solid academic foundation for further education; and to prepare good citizens. Over the past year, this mission statement continued to move from words on a page, to action.

NORFOLK PUBLIC LIBRARY

In May of 2017 the library launched its new webpage, norfolkpl.org. After months of careful deliberation, with input from staff and patrons alike, our new homepage, with a new logo and a more uncluttered, sleek design, was unveiled to the public. Our goal of providing our patrons with a site that was more intuitive and easier to navigate was accomplished. In 2017 we also introduced a new more attractive calendar interface that allows the public to check out what's happening at the library, as well as register for library events, reserve meeting room space and museum passes. The library's fresh new online presence is certainly one of the highlights for the library in 2017.

NPL continues to offer a wide variety of established services, including access to over 92,000 locally held books, audiobooks, DVDs, magazines, and museum passes; as well access to over four million items made available through our affiliation with the SAILS library network. Downloadable materials, electronic books, audiobooks and magazines, continue to be popular with borrowers. Use of these items increased by more than 17% over 2016: digital materials accounted for 8.2% of total library circulation in 2017, up from 6.2% in 2016. With the use of the Libby app, patrons now have quick and easy access to thousands of eBooks and audiobooks 24 hours a day, 7 days a week. The library continues to expand its collection of non-traditional materials as well. With a library card one can borrow a MiFi hotspot (portable internet), bakeware, baking utensils, and e-readers (Nooks & Kindles) pre-loaded with some of the current bestsellers. Soon we will be circulating a ukulele, generously donated by *The Unlikely Strummers*, a group of local musicians. Our dedicated library staff continues to strive to meet the educational, informational, and recreational needs of the community. Here at NPL, we are constantly exploring new ways of better serving our public. We invite you to explore all that is available to you at your library.

Here is the NPL Fact Sheet for 2017.

Collection size	92,791
New items added	7,312
Circulation	102,383 Physical items 9,155 E-Books, Downloadable Audio & Video
Staff	4 Full-time / 9 Part-time
Patrons with library cards	7,463
Interlibrary Loans	24,880 Sent 14,513 Received
Hours open per week	50 hrs. 54 hrs. October - April
Library visits	83,269
Library Sponsored Programs/ Attendance	451 programs / 6,307 in attendance
Volunteers	82 volunteers / 1,248 volunteer hours
Meeting Room Reservations by Community Groups	657
Passport applications accepted	656
16 Public computers	Averaging 79 logins weekly

We cannot thank our Friends group enough for all that they do to enhance library services here in Norfolk. The Friends of the Norfolk Public Library is a private, non-profit organization that supports the library by providing materials, programs, and services not funded by the library's normal operating budget. The Friends group, led by President Nanci Murphy, is

staffed entirely by a corps of enthusiastic, devoted volunteers. In 2017, as in years past, the Friends sponsored the majority of the programs and performances at NPL, including, but not limited to: the Summer Reading Program, preschool monthly sing-alongs with Ed Morgan, Read It & Eat It, our cookbook discussion group, "No Fail" Crafts, Teen Study Nights, and You and I Baby Yoga. The Friends also fund 44 Zinio Digital Magazine subscriptions, the Marquee Movie Collection, and Hoopla, our new streaming service. Of the 20 museum passes available at NPL, the Friends sponsor 14. Norfolk Community League generously sponsors the library pass for the Museum of Science. The Norfolk Lions continues to fund the Boston Children's Museum and this year added the Harvard Museums of Science and Culture. We are grateful for the all support the library receives from our community.

Last, but certainly not least, NPL is especially grateful to our volunteers who dedicate their time week in and week out. Our volunteers, who are of all ages, teens to seniors, perform a wide variety of tasks that are an integral part of the daily operations of the library. In 2017, 82 volunteers donated 1,248 hours of their time. We don't know what we would without our wonderful volunteers!

The Board of Library Trustees and the staff would like to thank all of the community for their continued support. We look forward to serving you in the coming year.

Respectfully submitted,

Sarina Z. Bluhm

Acting Library Director

PLANNING BOARD

The mission of the Planning Board is to guide development that is keeping with the goals and objectives outlined in the Norfolk Master Plan. This is done during the course of business which includes writing and reviewing proposed new bylaws, reviewing development proposals, subdivision plans, special permits and conducting site plan review.

The 2017 Norfolk Planning Board consists of five (5) volunteers who are elected for three year staggered terms and one appointed associate member. The Board generally meets monthly in Room 124 of Town Hall. Over the course of the year, the Board met a total of twelve (12) times and had numerous site visits.

In 2017, the Planning Board reviewed and approved two (2) Special Permits for projects that included; an Estate Lot at 28 Cleveland Street, signage for the commercial building at 65 Holbrook Street and ground mounted solar projects that are accessory to an existing residence.

Three (3) Site Plans were reviewed and approved that included an accessory building at 39 Miller Street, a commercial building at 16-18 Sharon Avenue, and a mixed use building at 18 Union Street.

The Planning Board also reviewed and approved a fourteen (14) lot open space subdivision off Medway Street called Norway Farms. The openspace subdivisions resulted in the preservation of almost 23 acres of undeveloped land.

In addition, the Board conducted ongoing project monitoring of various developments during their construction via such activities as approval of lot releases and completion bond setting and/or adjustments, among others.

In other business, the Planning Board also approved three (3) ANR plans (Subdivision Approval Not Required).

Consulting engineering services were performed by BETA Group Inc., and PSC, PC. These services included peer review of development proposal plans and oversight of development construction to ensure compliance with approved plans and consistency with general engineering practices.

The Planning Board received planning consulting services from Gino D. Carlucci, Jr. of PGCA, Inc., Franklin, Massachusetts. Mr. Carlucci has been a resource for the board in development review and writing decisions. He has been helpful in interpreting state and local land-use regulations and zoning.

The Board welcomed new Planning Board member, Kevin Kalkut, Associate member, Erin Hunt and Town Planner, Rich McCarthy.

For further information about the Planning Board, please consult our web page at norfolk.ma.us or contact our assistant, Betsy Fijol.

Respectfully submitted,
Norfolk Planning Board

John Weddleton, Chairman
Walter Byron, Vice Chairman
Kevin Kalkut, Clerk
Michelle Maheu, Member
Gregg Damiano, Member
Erin Hunt, Associate Member

RECREATION COMMISSION

The Recreation Commission consists of five elected commissioners. The Recreation Department has a full-time Director, Ann Proto, and Assistant Director, Kathy O'Brien, along with program instructors. Norfolk Recreation offers year round programs for all age groups. In 2017, 4,267 program registrations were accepted; an increase of 5.85% from 2016.

In 2017, long-time Recreation Commissioner, Tom Terpstra, retired. He devoted 34 years to Recreation and contributed tirelessly. Norfolk Recreation is in great debt to Tom for his service to the Town of Norfolk and wishes him all the best!

Norfolk Recreation's goal is to contribute to Norfolk's community spirit, health and opportunity by offering a variety of programs as well as free community events. Residents are notified of program offerings through the distribution of the program brochure three times a year. This brochure also lists the free community events. Norfolk Recreation maintains a website with all current programs listed. Program Registration is available on-line, by mail, or in the Norfolk Recreation office. All of events and programs are self-supporting and do not use tax dollars.

Norfolk Recreation offers a wide variety of programming with our own instructors and is pleased to partner with community organizations such as the Franklin YMCA, ForeKicks, Wrentham Recreation, and our newest partner, Fungeiners of Norfolk, to enhance program choices. Some of our more popular programs are the Summer Playground Program, Practicing Pre-School, Norfolk-Wrentham Youth Basketball, Mommy, Music, and Me, After School Sports with F.A.S.T. Athletics, and Drama Kids. Adult exercise and sport programs such as Men's Basketball are also very popular. In addition to fee-based programs, the Recreation Department organized and funded many free and low cost programs such as the Free Summer Concert Series, the drop-in Summer Playground, and the Tree Lighting Celebration. Free informational seminars, such as 'Estate Basics,' were also offered to residents throughout the year.

Recreation works closely with the Department of Public Works (DPW) and sport organizations to maintain the playing fields at the Freeman Kennedy School and at the Pond Street Recreational Complex along with the park areas. The primary goals of field and park maintenance are safety, playability, and durability. The Recreation Commission allocates the playing fields to local sport organizations. Field requests are prioritized with Norfolk and King Philip organizations receiving fields before all others.

Each week approximately 1500-2500 players from local sport organizations use the fields in Norfolk for practices and games. Each participant pays a field user fee to help offset the cost of field maintenance. The Recreation Commission manages this revolving fund and is responsible for contracting for outside services. Norfolk Recreation continues to work with sport organizations to best maintain fields and to search out new options for fields as we are beyond capacity for most fields. Along with the fields, Norfolk Recreation manages the playground at the Community Park at Rockwood Road and the Pond Street Complex.

In 2017, the banner program was reinstated for the Pond Street Complex. Sponsorships are available to businesses with funds going toward the Pond Street Complex.

The Baseball/Softball field funded by the Community Preservation Act and approved at the 2017 Town Meeting was completed other than the fencing. The fencing will be completed in spring 2018. In 2017, Town meeting approved funds for an irrigation system and well at the Freeman Kennedy School. This work will be done in 2018.

Norfolk Recreation is greatly appreciative of the support we receive from our citizens, other Town departments, and the organizations that donate to make our free events possible: the Norfolk Cultural Council, the Norfolk Community League, Kim Williams/Coldwell Banker team, Berkshire Hathaway Page Realtors, William Raveis Realty, and Boyde's Crossing. We also would like to thank both the Norfolk Elementary Schools and the King Philip Schools for being supportive and cooperative partners.

We thank our residents for supporting and advocating for Norfolk Recreation and look forward to continuing to offer programs and services that enhance our community.

Respectfully submitted,
Todd Lindmark, Chairperson
Liza Carreiro, Clerk
Jim Lehan, Member
Mark Edwards, Member
Brendan Carty, Member
Ann Proto, Recreation Director

ZONING BOARD OF APPEALS

The Zoning Board of Appeals consists of five Full Members with staggered terms of 5 years, and two Associate Members with terms of 1 year; all are appointed by the Board of Selectmen. The Board welcomed Devin Howe as an Associate Member in May, and one Associate Member position remained open throughout 2017. The Board schedules a meeting on the 3rd Wednesday of every month, unless the workload dictates additional meetings.

During the 2017 calendar year, the Board received applications for 4 Special Permits, 6 Variances, 2 Appeals and 6 Comprehensive (40B) Permit applications. The Board granted the 2 Special Permits left pending from 2016, and the pending Variance was denied.

Two Special Permits with regard to parking in the Shire Industrial Park were granted, as was one for conversion of a single family dwelling to a two family dwelling in the B1 Business District; one Special Permit application was withdrawn. One Variance application to allow an accessory building closer to a lot line than a distance equal to its height was denied, one was re-filed as an amendment to a Special Permit, 3 were withdrawn, and one remained pending at the close of the year. One extension and 2 amendments to previously issued Special Permits were granted, and 2 Appeal applications were pending at year's end.

After many meetings over the course of 9 months, with input from several residents and town departments, the Comprehensive Permit for "The Village at Norfolk" was granted in November, and the Permit was issued in December. "The Village at Norfolk" is located at 25 Rockwood Road and consists of 32 housing units in 30 buildings, including 2 triplex units.

Public Hearings for two Comprehensive Permits for property located on Lawrence Street, known as "The Preserve at Abbyville," a 148 single family home ownership development, and "Abbyville Commons," a rental unit development consisting of 28 duplex structures (56 units), opened in June of 2017 and were ongoing at the close of the year.

Three other applications for Comprehensive Permits were also filed, and have been stayed until such time as the Board has fewer than 3 applications totaling over 200 units before them. The first to be heard will be a 56-unit, age-restricted home ownership development on Village Green called "The Enclave." The next 2 in line are proposed for Seekonk Street and consist of a 76 unit homeownership development called "Lakeland Hills" and a 28 rental unit development called "Lakeland Commons."

Respectfully submitted,

Michael Kulesza, Chairman
Robert Luciano, Vice-chairman
Christopher Wider, Clerk
Joseph Sebastiano, Full Member
Donald Hanssen, Full Member
Devin Howe, Associate Member

**BUILDING INSPECTIONAL / ZONING ENFORCEMENT
FACILITIES DEPARTMENT**

The Building / Inspectional Department functions to protect the public health and safety by overseeing all aspects of building construction. We ensure public safety through compliance with all laws and related ordinances that pertain to the Massachusetts State Building Code. Specifically; we encompass the administration of the State Building Code, Electrical Code, Plumbing and Gas Code, Mechanical Code and Architectural Access Board Regulations. This Department is also responsible for the interpretation and enforcement of the town zoning bylaws. The department reviews applications for building permits ranging from new construction, repairs to demolition of structures. Mechanical, Electrical, Plumbing and Gas permits are also issued from this department.

The Building Commissioner, in conjunction with the Fire Chief conducts annual safety inspections on restaurants, religious institutions and other places of assembly. The Building Inspector and Electrical inspector are also called on to assist the Fire Department on calls.

Permits processed in 2017:

• Building	493
• Sheet Metal	127
• Electrical	475
• Plumbing	205
• Gas	190
• Total	1,490

2017 was a bittersweet year for the Building Department. Our awesome Assistant Building Inspector Tom Patnode decided to retire. We will all miss him, he is a dear sweet man and we wish him well in his retirement. We did gain a wonderful new Assistant Building Inspector Jon Ackley. Jon has many years in the Building trade and we think he is a great fit for the Town as well as our Department. We also want to welcome Stephanie Ackley as a new part-time Administrative Assistant. Stephanie has shown a tremendous amount of talent and knowledge and we consider ourselves lucky to have her in our office.

Robert J. Bullock
Building Commissioner

NORFOLK COUNTY REGISTRY OF DEEDS

William P. O'Donnell, Register
649 High Street, Dedham, MA 02026

The Registry of Deeds is the principal office for real property records in Norfolk County. The Registry receives and records hundreds of thousands of documents annually. It houses more than 6 million land documents dating back to 1793. The Registry is a primary and indispensable resource for title examiners, mortgage lenders, municipal officials, homeowners, title examiners, real estate attorneys, genealogists and others with a need for land record information.

The Registry operates under the supervision of the elected Register, William P. O'Donnell who has held the position since 2002. In continuous operation for nearly two hundred and twenty-four years dating back to President George Washington's administration, the Registry's mission has remained the same: to maintain and provide for accurate, reliable and accessible land records to all residents and businesses of Norfolk County.

2017 Registry Achievements

- Register William P. O'Donnell and his staff continued their direct outreach to town halls, senior centers, businesses, historical commissions and civic groups across Norfolk County. The Register was a guest on the Norfolk Community Television show, State and Local with Anne Marie Battistone on November 20th and a guest speaker at the Norfolk Lions Club on March 28th. The Register held office hours at Norfolk Town Hall on March 30th.
- The Registry of Deeds Customer Service and Copy Center continues to provide residents and businesses with quality service. ***This year alone, the Center handled more than 5,000 requests.*** These requests included the filing of Homesteads, accessing deeds, verifying recorded property documents and assisting those in need of obtaining a mortgage discharge notice. Customers can contact the Customer Service and Copy Center at 781-461-6101. Hours of operations are 8:30am to 4:30pm, Monday through Friday.
- In calendar year 2017, ***the Registry collected more than \$50 million in revenue.***
- The Registries of Deeds had several legislative accomplishments spearheading legislation signed into law in early 2017 that allowed for registered land (Land Court) documents to be recorded electronically.
- First Registry in Massachusetts to electronically record Land Court documents. Phased in approach – discharges in April 2017; all documents by July 2017.
- This year saw a record number of electronic recording filers, ***approximately 1,400.***
- In 2017, we hit a milestone of recording our 35,000 Registry of Deeds book. For the sake of security and redundancy, we store our documents 3 different ways: hard copy, electronically and by microfiche.
- So far this year, more than ***12,500 Homesteads applications have been filed at the Registry.*** The law Chapter 188 (M.G.L.) provides limited protection of one's home against unsecured creditor claims.
- The Registry in 2017 completed its History Comes Alive Transcription program. The initiative, the first in New England, makes land recorded documents written by scribes of the 18th and 19th centuries in the old cursive hand writing style much easier to read by converting the words into easy-to-read electronic text. ***The program earned the praise of two-time Pulitzer Prize historian, David McCullough.***

- In 2017, the Registry for easier customer research indexed all land documents recorded from 1793-1900.
- The internet library of images, accessible to the public through the Registry of Deeds' online research system at www.norfolkdeeds.org continues to expand. Today, all documents dating back to the first ones recorded in 1793 are available for viewing.
- This year, many technology, office and program improvements were implemented, including the redesigning of our Land Court area. We also continued and strengthened our commitment to cyber security protection of our infrastructure as well as the training of our employees. We also updated our computer equipment and added two major television state-of-the-art monitors to instantly update our staff on incoming electronic recording filings. The Registry's website www.norfolkdeeds.org is routinely updated to alert the public on such news as real estate statistics, answers to frequently asked questions, the latest schedule for our community outreach initiatives, along with detailing our consumer programs.
- The Registry's free Consumer Notification Service ***hit a milestone with its 700th subscriber, a 40% increase from the previous year.*** This consumer/public safety program, started last year, allows any county resident to opt in to this free notification service and be alerted when any document – fraudulent or otherwise – is recorded against their name. For more information, please see our website at: www.norfolkdeeds.org.
- Register O'Donnell hosted several free computer seminars at the Registry to provide hands-on-training to the public, including trade groups, public officials, real estate professionals, genealogists on how to access land record information, using the Registry's new website technology. ***This year the Registry also designed and marketed a new seminar exclusively for municipals officials.***
- The Registry expanded its community outreach commitment by working with the Veterans Administration of Boston on our 'Suits for Success' program and supporting the New Life Furniture Bank of MA in Walpole to assist those who are in need of household items, including furniture. ***Our Toys for Tots' Drive has over the years collected 1,650 presents.*** Our Annual Holiday Food Drive continues to support Food Pantries in Norfolk County. ***This year's food drive was one of the biggest ever.*** Finally, the Registry ***received from generous donors more than 3,000 articles of clothing*** for its "Suits for Success," program this year.

Norfolk Real Estate Activity Report January 1, 2017 – December 31, 2017

During 2017, Norfolk real estate activity saw increases in both total sales volume and average sales price.

There was a 13% decrease in documents recorded at the Norfolk County Registry of Deeds for Norfolk in 2017, resulting in a decrease of 355 documents from 2,651 to 2,296.

The total volume of real estate sales in Norfolk during 2017 was \$118,437,642, a 10% increase from 2016. The average sale price of homes and commercial property was also up 13% in Norfolk. The average sale was \$569,411.

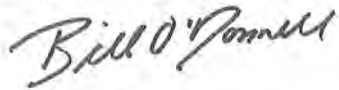
The number of mortgages recorded (479) on Norfolk properties in 2017 was down 24% from the previous year. Also, total mortgage indebtedness decreased 80% to \$155,466,939 during the same period.

There were 4 foreclosure deeds filed in Norfolk during 2017, representing a 33% increase from the previous year when there were 3 foreclosure deeds filed.

Homestead activity decreased 7% in Norfolk during 2017 with 249 homesteads filed compared to 268 in 2016.

Finally, our objective at the Registry will always be to maintain, secure, accurate and accessible land records for the residents and businesses of Norfolk County. It is a privilege to serve you.

Respectfully submitted by,

A handwritten signature in black ink that reads "Bill O'Donnell". The signature is written in a cursive, flowing style.

William P. O'Donnell
Norfolk County Register of Deeds

BOARD OF HEALTH

The Board of Health's mission, under the guidance of the elected board members, is to promote good public health, prevent disease and protect the environment. This is carried out through routine inspections, investigating complaints, plan review, overseeing many programs and regulations (local and state), educating our residents and businesses, and serving the public.

Appointments

Board of Health Agents:

Betsy J. Fijol – Administrative Assistant/Agent
Wade Saucier – Health Agent
Tom Houston – Health Agent
Hilary Cohen – Animal Advisory Agent
Carol Greene – Agent for Issuing Burial Permits
Mark Oram – Sanitarian for Food Establishment Inspections & Housing Codes
Ed Nolan – Emergency Preparedness Agent

Permits and Licenses Issued

	2016	2017
Burial Permits	16	15
Form 1.0 (Review for home Improvement)	20	28
Perc Testing	73	50
Well Permits	26	29
Septic System Permits:		
New Construction	42	26
Upgrades	43	22
Component Replacements	40	25
Variance Hearings	1	3
Food Establishments	48	53
Tobacco Sales	7	7
Refuse Haulers	7	7
Septic Installers	55	48
Septage Pumpers	16	19
Camps	3	2

Other Board Issues

The Board of Health sponsored its annual Rabies Clinic on Saturday, April 1, 2017 at the Norfolk DPW facility on Medway Branch Rd. Dr. Shelly Sandler, D.V.M. and staff vaccinated a total of 39 dogs and cats of Norfolk residents and surrounding towns.

The Board of Health partnered with Rite Aid Pharmacy and the Walpole Area VNA to sponsor a Seasonal Flu Clinic on October 12, 2017 at the Senior Center and vaccinated more than 50 residents. Many thanks to Rite Aid, WAVNA, Council on Aging, and the volunteers that make this event possible.

The Board's all-volunteer Medical Reserve Corp (MRC) team has been revitalized and has grown to include almost thirty residents with medical and non-medical backgrounds. The purpose of the

MRC is to generate community awareness to educate our town on how to prepare for an emergency. The MRC meets monthly and has begun to host training classes and guest speakers. Becoming an informed citizen and being prepared for an emergency can help save lives-consider joining the Norfolk MRC. Visit the Board of Health web page for more information on the MRC.

The Board of Health funded the town's Connect-CTY mass communication service again this year through a Homeland Security grant. Residents are reminded to visit the town's web site and click on the link that says "SIGN UP NOW-SERVICES BY BLACKBOARD CONNECT" to enter their complete contact information.

The Board of Health would like to thank all of our volunteers for their dedication, hard work and continued support throughout the year.

Please consult our web page at www.norfolk.ma.us or contact our assistant, Betsy Fijol, for information about current public health concerns, applications, regulations and the services the Board of Health provides all Norfolk residents.

Respectfully submitted,

Norfolk Board of Health

Thomas R. Gilbert, Chairman
Frances Sullivan, Clerk
Jeffrey Kane, Member

NORFOLK

2017 REPORT OF THE NORFOLK COUNTY MOSQUITO CONTROL DISTRICT

NCMCD operations apply an Integrated Pest Management (IPM) approach to mosquito control that is rational, environmentally sensitive, and cost effective.

Surveillance

NCMCD is engaged in an intensive monitoring process through weekly field collections and data analysis in collaboration with the Massachusetts Department of Public Health (MDPH) to detect for disease-vectoring mosquitoes. Virus isolations assist us in focusing our surveillance to hot zones thereby allowing us to alert nearby towns of a potential epidemic. Public requests for service alert us to high numbers of nuisance mosquitoes.

Virus Isolations in the town:	No pools submitted, no isolations in 2017
Requests for service:	108

Water Management

Communication with residents and town/state/federal officials, site visits, monitoring, wildlife management, and land surveys while maintaining regulatory compliance is integral to the management of waterways that may contribute to mosquito breeding. Pre- to post-management documentation allows us to assess the efficacy of our work. Tire collections remove a common breeding site of mosquitoes.

Culverts cleared	19 culverts
Drainage ditches checked/hand cleaned	220 feet
Intensive hand clean/brushing*	105 feet
Mechanical water management	0 feet
Tires collected	12

* *Combination of brush cutting and clearing of severely degraded drainage systems or streams by hand.*

Larval Control

When mosquito larval habitat management is not possible, larval mosquito abatement is the most environmentally friendly and effective method of mosquito control. An intensive monitoring program, aides in our decision to effectively target culprit locations.

Spring aerial larvicide applications	(April)	283.1 acres
Summer aerial larvicide applications	(May – August)	0 acres
Larval control - briquette & granular applications by hand		12.1 acres
Abandoned/unopened pool or other manmade structures treated		0

Adult Control

Adult mosquito control is necessary when public health and/or quality of life is threatened either by disease agents, overwhelming populations, or both. Our surveillance program, along with service request data and state of the art GPS and computer equipment, allows us to focus our treatments to targeted areas.

Adult aerosol ultra-low volume (ULV) applications from trucks	2,545 acres
Barrier applications on municipal property	0

Respectfully submitted,

David A. Lawson, Director

COMMUNITY PRESERVATION COMMITTEE

The Community Preservation Committee meets monthly at Town Hall and is comprised of nine members representing the Conservation, Historic, and Recreation Commissions, and the Housing Authority and Planning Board, as well as the three Norfolk precincts plus one at-large representative, as prescribed in its bylaws. Since the first year (2002) that the Community Preservation Act surcharge was collected, the Norfolk CPA fund has collected nearly \$9.9 million, with about 39% of that sum coming from State matching funds. At 2017 year end, the fund had an unencumbered balance of \$3.0 million, exclusive of the funds earmarked for projects already approved. To date, the CPC has spent or allocated nearly \$6.9 million for projects within the Town of Norfolk. These projects fall under mandated priorities: open space and recreation, affordable housing, and historic preservation. In 2014 the CPA surcharge was reduced to 1% from 3% in accordance with a previous Town vote. Norfolk's CPA fund now collects less money locally, as well as receives significantly reduced state match funds, which have averaged only 24.8% since 2014.

During the past year, the CPC reviewed funding applications and worked with various groups in town to identify opportunities to expend CPA funds for projects that are consistent with the mission of the CPA and that will have long-term benefits for Norfolk. Some highlights are:

- The Open Space and Recreation Plan (last updated in 1996), was approved by the Metropolitan Area Planning Council (MAPC) in 2016 and by the Mass. Department of Conservation Services (DCS) in 2017. An approved OSRP allows the Town to apply for certain state grants.
- Norfolk completed the purchase, utilizing CPA funds, of 387 Main Street, an 18-acre parcel that surrounds Comey's Pond. Final surveying is complete and permanent property bounds have been set.
- The project to restore and preserve Norfolk records primarily from the late 1800s to the early 1900s, including digital scanning, approved at the 2016 Fall Town Meeting, was concluded.
- New surfacing was installed in selected areas at the H. Olive Day playground.
- The Community Garden at the Norfolk Community Park at Rockwood Road completed its first growing season, with 28 raised beds (including handicapped beds) fully subscribed.
- Voters at the 2017 Spring Town Meeting approved the expenditure of up to \$86,000 to fund a well and irrigation system for up to five athletic fields at the Freeman Kennedy School.
- The CPC had discussions with several property owners in Norfolk, exploring conservation and acquisition options for their parcels. We also had several conversations regarding historic preservation projects.

Please visit www.norfolk.ma.us to view our meeting schedule and minutes along with downloadable forms for project applications. We encourage people to get involved with the CPC and to bring us ideas of possible projects. We appreciate the support of the Town of Norfolk and look forward to continuing our efforts.

Respectfully submitted,

Community Preservation Committee

COUNCIL ON AGING

The Norfolk Senior Center/Council on Aging is a Department within the Town of Norfolk with an Advisory Board appointed by the Board of Selectmen. The Council on Aging is responsible for identifying the needs of and educating the community about issues of people over the age of 60, and for providing or linking elders and their families with programs that meet their needs. Some programs at the Senior Center are free, others have modest fees. Programs are available to people under the age of 60 as space permits.

The Senior Center is located at 28 Medway Branch Road. We are open Monday-Friday from 9:00 a.m. to 4:00 p.m.; we are open on occasional weeknights for special programs and events. Our phone number is 508-528-4430.

The Council works closely with the Executive Office of Elder Affairs, the Massachusetts Council on Aging, HESSCO Elder Services, the Friends of the Norfolk Council on Aging, area agencies, state legislators and local officials to ensure that a wide range of activities and services are provided to seniors in Norfolk. In 2017 the Senior Center received over 12,500 visits.

The Council employs a full time Executive Director, a part-time Program Coordinator, a part-time Secretary, a part-time Outreach Worker and a part-time driver.

The Council received a Formula Grant from the Executive Office of Elder Affairs (EOEA) in the amount of \$16,290.00 which was used to supplement the salary of a part-time Outreach Worker, annual dues to The Massachusetts Council on Aging (MCOA), MCOA conferences, mailing our newsletter, mileage and to subsidize programs.

Programs and services provided by the Council include referrals to outside agencies, outreach programs, caregiver support, food shopping, health screenings, nutrition programs (seminars, cooking classes), meditation, yoga, tai-chi, fitness programs, exercise bikes, pool, chess, cards, games, cultural and educational programs, intergenerational programs, trips, a tax relief program, fuel assistance, transportation, community education, legal assistance, a monthly newsletter, recreation, a watercolor class, craft and knitting classes, social events, entertainment, swimming at the Wrentham Developmental Center pool, a Veterans breakfast, a Volunteer Appreciation lunch, haircuts, massage, manicure, and weekly luncheons subsidized by the Friends of the Council on Aging. The Council also provides services to non-seniors for such things as fuel assistance, food stamps and general information.

The Norfolk Senior Center's monthly newsletter, the Silver Set Gazette, is printed and mailed to all Norfolk Seniors and can be accessed online through the town's website <http://norfolk.ma.us/> and through our Face Book page [www.facebook.com/Norfolk Senior Center](http://www.facebook.com/Norfolk_Senior_Center).

The Council on Aging would like to acknowledge our staff; Virginia Homer, Raymond Davis, Jean Cotton and Kathleen Sebring, the ongoing assistance of the Highway Department, the Board of Health and Walpole Visiting Nurses for sponsoring health clinics, the support of the Board of Selectmen, the Fire & Police Departments, the Norfolk Cultural Council, HESSCO (Health and Social Services Consortium, Inc.), the Executive Office of Elder Affairs, Norfolk Community TV, the Friends of the Council on Aging, Boy & Girl Scouts, all the citizens of Norfolk and our many volunteers.

The Council on Aging meets at 9:30 a.m. on the third Monday of each month at the Senior Center. All are welcome to attend.

HISTORICAL COMMISSION

The Norfolk Historical Commission continues its dedicated service of preserving Norfolk history with a number of projects. The Rockwood Road Historic District was recognized and accepted by the Massachusetts Historical Commission on April 17, 2017. We appreciate and express gratitude to our consultant and Architectural Historian, Kathy Broomer, for two years of research documenting the history of the Rockwood Road area. NHC sponsored an Eagle Scout project by Nick Simmons of Troop 80. His project involved organizing a crew of workers and cleaning 60 gravestones in the Colonial Section of Norfolk Cemetery, which dates back to 1745. Members of his team from Troop 80 included Brendan Mcloughlin, Billy Hessler, Mike Norberg, Jack Norberg and Brooks O'Neil. They used D2, a water soluble organic cleaner, to remove the more than 200 year accumulation of dirt, moss and lichen. Barbara Bartholomew, liaison to the project, reported that the results are remarkable, and plans are in place to make cleansing the stones an ongoing project. NHC continues to work with Grange members on the issues concerning their Preservation Restriction including landscaping and signage. The Commission undertook the restoration of the Highland Lake Sign at the Seekonk Street railroad crossing. The sign was originally made by Arthur Keenan and maintained by him until he passed away in 2002. NHC furnished the supplies, and Keenan's son, Patrick, began working only to find the sign board was not usable. A new board was purchased, and with assistance from the DPW, the sign was restored and erected back in place next to the railroad crossing. *Early Norfolk Revisited*, originally published by NHC, has been out of print since the 1980s. The Commission decided to reprint it in anticipation that it would be valuable as a companion publication for the *Pictorial History of the First 150 Years of Norfolk as a Town*, which will be published for the Sesquicentennial in 2020. Barbara Bartholomew has been diligently working on layouts and scripts for this new publication. NHC acquired a milk bottle from the historic *Warelands Dairy Farm*; this artifact was donated by Alex McClintock of Wrentham. After many years, the door to the Pondville Cemetery Crypt was finally restored and reinstalled; our thanks to Tom Benedetti of the Highway Department. We are working on publishing the *History of Norfolk* by Bertha Fales; the manuscript was handwritten in the 1930s in several notebooks and typed in the 1950s. We are reprinting and editing all versions for publication to be ready for Norfolk's birthday celebration. Geri Tasker has completed a computer file of the manuscript, and has started the editing process with Barbara Bartholomew and Gail Sullivan. Betsy Pyne and Betsey Whitney researched the history of the Library Schoolhouse and prepared a talk including illustrations which they presented to the Sudbury Questors, a group of women who are interested in history, on Oct. 31 in the Community Room at the Norfolk Public Library. NHC completed two designs of anniversary sweatshirts in navy blue and red as well as mugs in blue and white to commemorate Norfolk's upcoming Sesquicentennial Celebration. Sandra Paquette led this effort as well as a raffle to raise funds for an Essay Contest planned for 2018. (Sweatshirts are available at the Norfolk Public Library, and mugs are available in the Town Clerk's office.)

Respectfully submitted,
the Norfolk Historical Commission

Board Members:

Betsy Pyne, Chairman
Geri Tasker, Secretary
Sandra Paquette, Treasurer
Barbara Bartholomew
Marcia Johnston
Gail Sullivan
Betsey Whitney

Associate Members:

Thelma Ravinski
Sam Zeigler
Greg Stahl
Donna Jones

MUNICIPAL AFFORDABLE HOUSING TRUST

The Norfolk Municipal Affordable Housing Trust ("NMAHT") generally meets on the first Tuesday of each month at 12:00 noon. NMAHT is presently made up of 7 members with one Selectman representing the town as prescribed by state law. The mission of NMAHT is to provide the Town of Norfolk with more affordable housing units. Presently, the town's affordable housing stock is approximately 4.1% (as of September 1, 2017). Additional properties are added throughout the year. The state mandates that each community in the state shall have a minimum of ten percent (10%) affordable housing or be working toward that goal.

Affordable homes will all have a deed restriction making them affordable in perpetuity. Affordable homes will go to qualified working individuals and families who fall under state guideline income levels. Typically, the phrase "affordable housing" means total housing costs that are affordable (costing no more than 30% of income) for a family earning at or below 80% of the area median income (AMI). As an example, a family of four (4) is eligible if their annual income level does not exceed \$78,150. Household assets cannot exceed \$75,000.

The Trust is always looking at properties that could fit its affordable housing formula. Funding for the Trust comes from Norfolk's CPC, and sales of new condominiums at Norfolk Commons on the hill overlooking the town center (\$10,000 per unit sold). Upon sale of houses purchased by NMAHT, funds will come back to the Trust and used to purchase additional land or homes to continue NMAHT's mission. It is the goal of the Trust; to acquire, build, or retro-fit single family homes within the Town of Norfolk that fit the neighborhood for the purpose of improving the affordable housing opportunities for those qualified individuals/families interested in establishing housing within Norfolk.

Accomplishments:

1. Purchased (1) 2 bedroom home on Needham Street.
2. Have a signed Lottery Agreement to market five (5) affordable Townhouse Units in Meetinghouse Village. Proceeds from this agreement will be deposited into the Affordable Housing Trust Fund. Marketing for this project will begin in March 2018.

James Lehan, Chair
Mark Henney, Vice Chair
Thomas Cleverdon, Clerk
Sandy Smith, Trustee
Scott Cousineau, Trustee
William Conklin, Trustee
Susan Jacobson, Director



The Arc of South Norfolk (formerly SNCARC) is grateful to be a partner with the town of Norfolk. The financial support you give our organization enables us to optimize the services we provide to your residents who are diagnosed with intellectual and developmental disabilities, including autism. It is through our partnership that we are making a difference in the lives of people with disabilities, and we are thankful for our collaboration.

The total value of all services provided last year to residents of the Town of Norfolk was **\$845,472.00**. The partnership between The Arc of South Norfolk and the Town of Norfolk has contributed enormously to the care of Norfolk's citizens diagnosed with intellectual and developmental disabilities, including autism. We strive to be a resource to your town and residents, and it is with your financial support that we are able to do this successfully.

Please see below for a detailed breakdown of the services we offer in collaboration with our affiliate agency, Lifeworks, Inc.

1. Family Support and Respite Care Programs: Intensive family intervention, in-home Respite Care supports, case management services, emergency supports, clinical services and family training services, as well as our Adult Family Care model- supporting adults with intellectual and developmental disabilities and their caregivers within their own communities;
2. Family Autism Center: Specialized recreational programs, information and referral services, educational services, parent and sibling support groups and a resource library with Internet access;
3. Autism and Law Enforcement Coalition (ALEC): Working to foster a deeper understanding of autism and other developmental disabilities among public safety and law enforcement personnel, providing training for police officers, firefighters, EMT's, and emergency room personnel;
4. Day Habilitation Programs: Providing educational and rehabilitative day programming for adults who are severely disabled and require specialized and multi-disciplinary care;

5. Harbor Counseling Center: Providing specialized individual and group mental health care for adults with intellectual and developmental disabilities including autism;
6. Adult Social-Recreation Programs: Providing after-school and adult social and recreational programs including several social clubs and special events, evening educational classes, discussion groups, and a variety of sports and Special Olympics opportunities;
7. Employment Training and Residential Programs: Through The Arc's affiliate organization, Lifeworks, vocational and residential supports are provided to adults with intellectual and developmental disabilities, including autism.

With your financial support, combined with that of our other 11 local towns, we are able to pool our resources. This allows Norfolk to achieve the highest cost efficiency in providing services to residents diagnosed with intellectual and developmental disabilities. The number of individuals and families from who received services from The Arc of South Norfolk and Lifeworks over the past year and the cost of these services are:

Program	\$ Per Client	Norfolk	
		#	Total
Day Habilitation	\$24,520	8	\$196,160
Family Support	\$2,555	25	\$63,875
Family Autism	\$431	23	\$9,913
Harbor Counseling	\$2,245	6	\$13,470
Social-Recreation	\$292	22	\$6,424
Residential Ind Support	\$22,087	2	\$44,174
Residential Program	\$103,002	3	\$309,006
Employment Training	\$20,245	10	\$202,450
Total Cost of Services:			\$845,472

DEPARTMENT OF VETERANS' SERVICES

Your local Veterans' Service Officer (VSO) is committed to assist our resident veterans and their dependents with information and access to a variety of Veterans Services provided by both the Federal Government and the Commonwealth of Massachusetts. Your local VSO is specially charged with the administration of Massachusetts General Law Chapter 115. This Law was established in 1861 to assist eligible veterans with monetary assistance for living and medical expenses. Approved claims are paid by the Town with 75% reimbursement from the Commonwealth to the Town. Your VSO continues to meet his responsibilities to Norfolk taxpayers with diligence to insure that recipients are qualified and eligible veterans or dependents and that other forms of Federal and State financial assistance/entitlements (Social Security, Mass Health, Unemployment, Federal VA support, etc.) are first utilized.

Because of Norfolk's population of less than 12,000 residents, our Town is serviced by a part-time Veterans' Service Officer. Since June 2011, Norfolk resident and veteran Bill Conklin has served as the Norfolk Veterans' Service Officer.

VSO Bill Conklin meets with veterans and their families by appointment at the Veteran's Office in Town Hall or at the Veteran's home. For an appointment call either the Town Clerk, or the Town Administrator's Office.

We have approximately 400 Veteran families residing in Norfolk. We thank them for their service to the nation

Respectfully submitted,

R. William Conklin

CONSERVATION COMMISSION

The Conservation Commission began 2017 with six dedicated volunteers. After many years of committed service, Dan Crafton did retire from the Commission at the end of his term in June, and we wish him well! Current member David Turi stepped in to replace Dan as liaison to the Community Preservation Committee. With the additions of Bruce Jacobson in September and Jim Wilson in December, the Commission closed out 2017 with its full complement of 7 volunteers, appointed by the Board of Selectmen to three-year staggered terms. The Commission met once monthly on the 2nd Wednesday of the month. The Commission's jurisdictional responsibilities are guided by the State Wetlands Protection Act (WPA) and 310 Commonwealth of Massachusetts (CMR) 10.00, as well as the local Wetlands Protection Bylaw and Regulations. The Commission also oversees and manages dedicated conservation land and open space in Norfolk. The Commission's agent, Janet DeLonga, was appointed full time in 2014 and maintains public office hours on Monday through Thursday from 9:00 A.M. to 3:30 P.M. in the Conservation Office, Room 105C at the Town Hall.

During the 2017 calendar year, the Commission conducted public hearings for 13 Notices of Intent (NOI) applications; 11 Orders of Conditions (OOC) were issued, and 2 NOIs were pending at the close of the year. The Commission also issued 2 OOC Extensions and 1 Amendment. Three Partial and 6 Full Certificates of Compliance were issued; 3 Requests for Determination of Applicability were heard and voted upon; and 2 Abbreviated Notices of Resource Area Delineation were ongoing as the year closed.

Respectfully submitted,

John Weddleton, Chairman
Michelle Lauria, Vice-chairman
Patrick Touhey, Clerk
Tom Norton, Full Member
David Turi, Full Member
Bruce Jacobson, Full Member
James Wilson, Full Member
Dan Crafton, Full Member (Resigned)

TOWN TREASURER/COLLECTOR

The Treasurer/Collector's office staff would like to acknowledge & congratulate Cheryl Kelley for her 40 years of dedicated service to the Town. Cheryl started working in the Board of Health department in 1977 and from there held positions in the Treasurer's and Collector's offices. In September, 2017 Cheryl retired from the Town and position of Treasurer/Collector that she held for the past 11 years. Thank you Cheryl for all your kindness and guidance over the years, it will always be appreciated and you will be missed.

The Treasurer/Collector's Office has two full-time and two part-time employees. In addition to the Town Treasurer/Collector, there is an Assistant Town Treasurer/Collector, one Revenue Collector and one Payroll Coordinator/Revenue Collector.

Collection related duties and responsibilities focus on the billing and collection of Real Estate and Personal Property taxes, Water payments and Motor Vehicle Excise taxes. Collection of delinquent taxes and Water is done through various processes such as sending demand bills, applying water liens, utilizing the Deputy Tax Collector as well as Tax Takings which is done annually. The office is also responsible for processing Municipal Lien Certificates.

The Treasurer's aspect of this office receives all monies which come into the Town and is responsible for all Town expenditures including vendor payments and the processing of payroll of 550 full and part-time employees. Is responsible for investing Town funds, does all short and long-term borrowing which Town Meeting has authorized, with the approval of the Board of Selectmen and manages the Town's property which is in Tax Title or Foreclosure.

The Town of Norfolk is on a quarterly Real Estate/Personal Property tax due date cycle; the first quarter payment is due August 1st, second quarter is due November 1st, third quarter is due February 1st, and the 4th quarter is due May 1st. Real State tax bills are mailed out twice a year with two remittance slips. The first property tax bill, which is the preliminary bill, is mailed at the end of June and is for the first and second quarter taxes. Preliminary bills are calculated by using half of the previous year's total tax bill. The second property tax bill, which is the actual tax bill calculated at the new tax rate, is mailed at the end of December and is for the third and fourth quarters.

There are several options for residents to submit payments to the Town, walk-in counter drop-off, U.S. mail, locked drop-box outside Town Hall parking lot entrance and online payments. Online payments can be made through the Town's website: www.norfolk.ma.us. From the Treasurer/Collector's page Real Estate, Personal Property, Motor Vehicle, Water bills as well as Decals for the Transfer Station can be purchased. Payments for other Town department fees and services are also available through those specific department's pages.

The Treasurer/Collector's office hours are Mondays-Thursdays 9am-6pm. The office is closed on Fridays.

Respectfully submitted,

Anne Marie Duggan
Treasurer/Collector

ADVISORY COMMITTEE

The Advisory Committee's primary function is to review financial and other articles on the Town Meeting warrant and make recommendations to the Town Meeting. The Advisory Committee consists of nine members appointed to three year terms by the Town Moderator. Each year the terms of three of the members end and those members may be reappointed, or new members selected, at the discretion of the Town Moderator. In addition, appointments to the Committee are periodically made to replace members who resign prior to the expiration of their terms.

During the months preceding Town Meeting, the Advisory Committee meets several times to discuss the articles that will be voted upon at Town Meeting. The Committee welcomes input from anyone who wishes to provide opinions or information regarding any of the articles under consideration. Anyone who wishes to be included on the agenda for the discussion of a particular article can make arrangements by calling the Committee's administrative assistant.

The article which requires the greatest amount of the Committee's time and attention is the Town's annual budget, which is voted upon each year at the spring Town Meeting. The Selectmen present their budget proposals to the Advisory Committee, which then holds budget review sessions with various Town departments and boards. The Committee works with the Selectmen to develop the final budget recommendations for presentation to the Annual Town Meeting.

In addition to reviewing and making recommendations regarding the articles in the warrant, the Advisory Committee also prepares a summary of its recommendations along with a discussion of the reasons for the recommendations being made. This summary is made available to all town residents prior to the Town Meeting.

The final responsibility of the Advisory Committee is the oversight of an amount of money in the Annual Budget which is known as the reserve. The amount of the reserve varies from year to year, usually between \$25,000 and \$75,000. During the fiscal year, if a municipal department encounters an "extraordinary and unforeseen expense" which was not anticipated in the budget approved at Town Meeting, a request can be made to the Advisory Committee for a transfer from the reserve. Any such request is discussed and voted upon by the Committee. At the end of the fiscal year, any funds remaining in the reserve are returned to the Town.

Stephen McDonough, Chairperson

Peg Drisko

Pat Snead

Arthur Frontczak

Arlie Sterling

Jonathan Hurwitz

Joyce Terrio

Jim Tomaszewski

Brian Beachkofski

Administrator: Susan Jacobson

FINANCE DEPARTMENT

A Fiscal 2017 audit of the Town's financial records was successfully completed by Clifton Larson Allen in accordance with generally accepted auditing standards and determined there were no material weaknesses. The Town of Norfolk has addressed all of the prior year management comments and is implementing recommendations made by the Auditors.

Through careful budget management by Town Department heads, the Town of Norfolk had free cash certified for Fiscal Year 2017 in the amount of \$1,557,070. At the Annual Town Meeting in May, departmental budget transfers were approved to assist in reducing a deficit of \$169,164 in the FY17 Snow and Ice account. The Special Town Meeting in December 2017 authorized a portion of FY17 free cash to be used for various departmental budgets, increase our Stabilization Fund by \$250,000 to \$1.72 million and to fund capital assets of \$532,269 for the Information Technology, Library, Town Clerk, Police, Fire, School and Public Works Departments equipment and vehicle needs.

Included with the Town Accountant's Report is a copy of the Fiscal Year 2017 Town of Norfolk's general fund operating budgets.

All accounts payable and payroll warrants are processed in the Finance Department. The department provides regular reports to all departments and assists all town wide departments with many accounting matters throughout the year.

I would like to thank Renee Rovedo and Theresa Knowles for their continued support and tireless dedication throughout the year.

Respectfully Submitted,
Todd Lindmark
Finance Director/ Town Accountant

GREETINGS:

You are required in the name of the Commonwealth of Massachusetts to notify and warn the inhabitants of Norfolk, qualified to vote in Town affairs residing in Precincts 1, 2, and 3, to assemble in the designated polling places in the Freeman-Kennedy School, 70 Boardman Street, Norfolk, Massachusetts, on Tuesday, May 1, 2018, at 7:00 a.m., for the election of town officers under ARTICLE 1 of the Annual Town Meeting; and thence to meet on Tuesday, May 8, 2018 at 7:00 p.m. at the King Philip Middle School, 18 King Street, Norfolk, Massachusetts 02056, for the adjourned business session of the Annual Town Meeting, then and there to act on the following articles commencing with Article 2, viz:

ARTICLE 1

Submitted by the Town Clerk

To choose by ballot, the following Town officers: One Selectman for a three year term; one Assessor for a three year term; one Board of Health member for a three year term; one Housing Authority member for a five year term; one Library Trustee for a three year term; one Planning Board member for a three year term; one Planning Board member for a one year term; one Recreation Commission member for a three year term; two Norfolk School Committee members for three year terms; one King Philip School Committee member for a three year term.

Town Administrator's Comments

Article 1 is the Election, which this year includes the election of Town Officials and one ballot question. The Election was held on May 1, 2018

ARTICLE 2

Submitted by the Board of Selectmen

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to pay unpaid bills of a prior year pursuant to Massachusetts General Laws Chapter 44, Section 64; or take any other action relative thereto.

Town Administrator's Comments

Article 2 requests authorization to pay bills from a prior fiscal year. As of publication, we do not anticipate the need to have this authorization.

The Advisory Committee recommends Indefinite Postponement of this article

ARTICLE 3

Submitted by the Board of Selectmen

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, a sum of money to be added to departmental budgets and appropriations for the fiscal year ending on June 30, 2018; or take any other action relative thereto.

Town Administrator's Comments

Article 3 is the Transfer article and asks for authorization to adjust budgets for the current fiscal year. The anticipated transfer list is at the end of this booklet.

The Advisory Committee will make its recommendation at Town Meeting for this article.

ARTICLE 4**Submitted by the Town Administrator**

To see if the Town will vote to amend the Town of Norfolk Board of Selectmen's Human Resource Policy, Schedule B. COMPENSATION SCHEDULE by applying a general increase of 1.5% to all Steps on the COMPENSATION SCHEDULE effective July 1, 2018; or take any other action relative thereto.

Town Administrator's Comments

Article 4 requests authorization to provide a 1.5% Cost of Living Adjustment to the non-union employees, which is predominantly department heads and part time non-union staff.

The Advisory Committee recommends approval of this article.

The 1.5% increase in the compensation schedule referenced by this article applies to a small number of town employees who are not covered by either collective bargaining agreement or an individual contract.

ARTICLE 5**Submitted by the Board of Selectmen**

To see if the Town will vote to fix the salary and compensation of all elected officers of the Town as provided for by Massachusetts General Laws, Chapter 41, Section 108; and further to see what sum of money the Town will raise and appropriate, transfer from any available source of funds, borrow or bond, to defray the departmental and incidental expenses of the Town not otherwise provided for, for the fiscal year commencing on July 1, 2018; or take any other action relative thereto.

Town Administrator's Comments

Article 5 is the General Fund budget, included at the end of this document

The Advisory Committee recommends approval of this article.

The proposed budget for the fiscal year ending June 30, 2019 is \$38,312,580 as well as \$2,738,654 is previously approved excluded debt. The increase to the operating budget is \$1,560,447 or 4.2%. Available revenue has increased by 4.35%, consisting of the following three main categories:

Revenue from Personal and Property Taxes (increase of \$1,291,459)

Local Receipts including Fees, Excise taxes and fines (increase of \$112,500)

State Aid (increase of \$114,418)

The Town has free cash available of \$684,263. For FY19, it is proposed that \$380,000 be applied towards funding the budget.

Major expense components of the FY19 budget include increases in the following areas:

- 1) The \$432,000 for the Norfolk Elementary Schools reflecting a 3.65% increase. The budget represents a level service budget with most of the increase going to contractual salary obligations, the addition of a part-time speech and language pathologist, a part-time therapeutic teacher at the Freeman-Kennedy School,

- and a part-time paraprofessional staff member to work with students identified as English Language Learners.
- 2) The \$329,330 for the King Philip Middle and High Schools, representing approximately a 4% increase in our assessment for FY19. Norfolk's assessment increased from \$8,196,530 to \$8,524,390. Last year, the state funding formula benefitted Norfolk, but for FY19, Norfolk had the highest percentage increase in the request from King Philip with a 7.21% increase in the assessment.
 - 3) The Police Department Budget would increase 5.4% in FY19, or \$136,185. These increases are mainly salary-driven, and include having staff available to cover the new station.
 - 4) Health insurance costs increase by 3.5%, or \$81,000.00
 - 5) Contributions to the Norfolk County Retirement System have increased by 6.3% or \$121,639.

ARTICLE 6

Submitted by the Board of Selectmen

To see what sum of money the Town will vote to transfer from Department of Public Works Water Division revenues to fund the Water Division Enterprise Fund's maintenance, operating and incidental expenses not otherwise provided for, for the fiscal year commencing on July 1, 2018; or take any other action relative thereto.

Town Administrator's Comments

Article 6 is the Water Division "Enterprise Fund" budget. This budget is funded from Water Division revenue, included at the end of this document

The Advisory Board recommends approval of this article.

This year's budget \$1,582,088 for the Water Division of the Norfolk Department of Public Works is \$48,557 lower than last year's budget, a 3% decrease.

ARTICLE 7

Submitted by the Board of Selectmen

To see what sum of money the Town will vote to transfer from Department of Public Works Sewer Division revenues to fund the Sewer Division maintenance, operating and incidental expenses not otherwise provided for, for the fiscal year commencing on July 1, 2018; or take any other action relative thereto.

Town Administrator's Comments

Article 7 is the Sewer Division "Enterprise Fund" budget. This budget is funded from Sewer Division revenue, included at the end of this document

The Advisory Committee recommends approval of this article.

This budget is voted separately from the main operating budget as the Sewer Division is its own enterprise fund and its sources of revenue are fees collected from the users of the town center sewer system.

ARTICLE 8

Submitted by the Board

of Selectmen To see if the Town will vote to raise and appropriate or transfer from any available source of funds a sum of money to fund capital and other expense items; or take any other action relative thereto.

Town Administrator's Comments

Article 8 is intended to request authorization to purchase capital items through cash funding. None are anticipated at time of print and this article will be indefinitely postponed

The Advisory Committee recommends indefinite postponement of this article.

ARTICLE 9

Submitted by the Board of Selectmen

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, borrow or bond pursuant to any applicable statute a sum of money to fund capital and other expense items; or take any other action relative thereto.

Town Administrator's Comments

Article 9 is intended to request authorization to purchase capital items through debt funding. The Town is seeking authorization to purchase a new ambulance and related technology equipment. We anticipate paying this debt through future ambulance revenue.

The Advisory Committee recommends approval of this article.

This article pertains to the purchase of the capital items to be funded by borrowing. The repayments will be funded through the Town's Ambulance Receipts Fund. The amount to be borrowed is \$295,000 for the purchase of a new ambulance. The Town currently has two ambulances. This purchase will replace the older of the two ambulances. The ambulance to be replaced is significantly past its useful life and is prone to down-time and repairs. It no longer makes sense to extend the life of this vehicle and we need two ambulances in order to maintain the expected level of service.

ARTICLE 10

Submitted by the Board of Selectmen

To see if the Town will vote to raise and appropriate or transfer from any available source of funds, borrow or bond pursuant to any applicable statute a sum of money to fund

capital and other expense items for the Water Enterprise Fund; or take any other action relative thereto.

Town Administrator's Comments

Article 10 is intended to allow the authorization of capital items for the Water and Sewer enterprise funds. The Town is seeking authority to borrow money to complete the construction of the Holbrook Street well and to upgrade related technologies, including the SCADA system and KP system. The SCADA system allows us to control and monitor both the Water and Sewer equipment and the KP system is the radio billing system that connects homes to the Town's system.

The Advisory Committee recommends approval of this article.

There are several well and water treatment projects required to help sustain level service and increase water quality.

- A new well located off of Holbrook Street will allow Norfolk to maintain the same level of water production due in part to lowered output of the 2 existing wells. Additionally, bringing a new well online will allow for redundancy in the event of existing well failures.
- Norfolk's water system is in need of a SCADA system upgrade, which allows for water infrastructure diagnostics, control, and security.
- Lastly, it is proposed to convert the Gold Street and Spruce Road facilities from treating water with Sodium Hydroxide to Potassium Hydroxide.
The request is to authorize borrowing authorization up to \$2.6 million dollars for the necessary engineering services, permitting, bidding and construction costs for these critical projects.

ARTICLE 11

Submitted by Petition

To see if the Town will vote to approve this article to direct the Board of Selectmen and Town Administrator to return the Town Hall to a five (5) day a week operation – open Monday through Friday.

Town Administrator's Comments

Article 11 is a petition article, filed by residents

The Advisory Committee recommends indefinite postponement of this article.

Town Hall is currently operating on a Monday-Thursday, 8am-6pm schedule. It has been identified that the current schedule meets the needs of the majority of citizens, in addition to providing compelling benefits to Town Hall employees, which have been leveraged as a key part to attract and retain talent. If Town Hall were to open Monday-Friday, the actual operating hours during the week would not increase, so as to maintain level expense, however it is expected that utilities and other building operating expenses would increase as a result. As more services move online over time, such as tax payments and

permitting, this is further expected to support citizen needs on demand. This article is additionally opposed by the Town Administrator, HR Director, and a majority of Town Hall employees.

ARTICLE 12

Submitted by Petition

“To see if the Town will vote to petition the State Legislature to enact the following Recall Procedure; or take any other action relative thereto.

Town Administrator’s Comments

Article 12 is a petition article, filed by residents

The Advisory Committee recommends indefinite postponement of this article.

This article, submitted by petition, would provide for recall elections in the Town of Norfolk. It was noted by a resident during an Advisory Board meeting that the proposed language is similar to that of a nearby community, but some of the protective provisions had been removed. For example, language that would require a time limit following an election before a recall could be initiated was removed.

There was information provided that some technical issues with the language of this article exist, including the provision about petitioning the state legislature. Some members of the Advisory Committee voiced concerns that a recall election could be used by a person or group that were simply unhappy with the results of an election, or to exert a personal vendetta against a properly elected official. There were concerns that a recall election provision could have a further chilling effect on someone considering running for town office. The Advisory Committee was interested in learning what options would be available if an elected official committed some serious breach of the public trust or a serious crime, but such information was not available during the Advisory Board meeting.

It was also noted that if the Town should decide to create a Town Government Study Committee as proposed in Article 19 (and favorably recommended by the Advisory Board), that this is one issue that could be addressed as part of that process.

An Act Providing for Recall Elections in the Town of Norfolk

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

Section 1. A holder of an elected office in the Town of Norfolk may be recalled therefrom by the registered voters of said town as herein provided, except that the maximum number of members of a board that may be recalled is a majority.

Section 2. Any two hundred registered voters of the Town of Norfolk may initiate a recall petition by filing with the Town Clerk an affidavit containing the name of the officer sought to be recalled and a statement of the grounds for recall. At least sixty-six names of registered voters shall be from each of the voting precincts into which said town

is divided. Said Town Clerk shall thereupon deliver to said voters making such affidavit, a sufficient number of copies of petition blanks demanding such recall, a supply of which shall be kept on hand. Such blanks shall be issued by the Town Clerk, with his/her signature and official seal attached thereto. Further, such blanks shall be dated, shall be addressed to the Selectmen of said town and shall contain the names of all persons to whom they are issued, the name of the person whose recall is sought and the grounds of recall as stated in the affidavit and shall demand the election of a successor to said office. A copy of the affidavit shall be entered in a record book to be kept in the office of said Town Clerk. Said recall petition shall be returned and filed with the Town Clerk within twenty days after the filing of the affidavit and shall be signed by a least fifteen percent of the registered of said town, who shall add to their signatures their place of residence, including their street, number and precinct; provided; however, that not more than thirty-three and one third percent of the total number shall be from any one precinct.

The Town Clerk shall, within twenty-four hours of receipt thereof, submit the signed petition to the Registrars of Voters in the town and said registrars shall, within five working days, certify thereon the number of signatures which are names of registered voters of the town.

Section 3. If the petition shall be found and certified by the Town Clerk to be sufficient, said Town Clerk shall submit the same with his certificate to the Selectmen within five working days, give written notice of receipt of the certificate to the officer sought to be recalled and shall, if the officer does not resign within five days thereafter, order an election to be held on a date fixed by them not less than sixty-five nor more than ninety days after the date of the Town Clerk's certificate that a sufficient petition has been filed; provided, however, that if any other town election is to occur within one hundred days after the date of the certificate the Selectmen shall postpone the holding of the recall election to the date of such other election. No person shall be subject to recall if his term of office expires within ninety days of this certificate. If a vacancy occurs in said office after a recall election has been ordered, the election shall nevertheless proceed as provided in this section.

Section 4. An officer sought to be removed may be a candidate to succeed himself and, unless such officer requests otherwise in writing, the Town Clerk shall place his name on the ballot without nomination. The nomination of other candidates, the publication of the warrant for the removal election and the conduct of same, shall be in accordance with the provisions of law relative to elections unless otherwise provided herein.

Section 5. An incumbent shall continue to perform the duties of the office until a recall election is held. If not recalled, such officer shall continue in office for the remainder of his unexpired term subject to recall as before, except as provided in this section. If such officer is recalled in the recall election, he shall be deemed removed upon the qualification of his successor, who shall hold office for the remainder of the unexpired term. If a successor fails to qualify within five days after receiving notification of his election, the incumbent shall thereupon be deemed removed and the office vacant.

Section 6. Ballots used in a recall election shall submit the following propositions in the order indicated;

For the recall of (name of officer).

Against the recall of (name of officer).

Immediately at the right of each proposition there shall be an oval in which a voter, by filling in the oval may vote for either of said propositions. Under the propositions shall appear the word "Candidates", the directions to the voters required by Section forty-two of Chapter fifty-four of the General Laws and, beneath this, the names of candidates nominated in accordance with the provisions of law relating to elections. If two-thirds of the votes cast upon the question of recall is in the affirmative, the candidate receiving the highest number of votes shall be declared. If more than one-third of the votes on the question are in the negative, the ballots for candidates need not be counted.

Section 7. No person who has been recalled from an office or who has resigned from office while recall proceedings were pending against him shall be appointed to town office within one year after such recall or such resignation.

Section 8. This act shall take effect upon its passage."

ARTICLE 13

Submitted by the Board of Selectmen

To see if the Town will vote to appoint any committee, or hear or act on the report of any committee or town officer, or instruct any committee or town officer; or take any other action relative thereto.

No Advisory Committee recommendation is required

ARTICLE 14

Submitted by the Town Clerk

To see if the Town will vote to amend the General Bylaws, Section 1 by deleting "Tuesday" and replacing it with "Saturday"

The Advisory Committee recommends indefinite postponement of this article.

The Town Clerk is concerned that the current schedule for the vote conflicts with school activities and that the heavy traffic at voting time in the school parking lot poses a safety issue. However, the Town Clerk has requested that more time be allowed to evaluate other options which may not require that the vote be rescheduled.

Old Language

SECTION 1. Annual Town Meeting

The Annual Town Meeting for the election of officers and for the transaction of other business pertaining to the prudential affairs of the Town shall be held on the first **Tuesday** in May of each year.

New Language

SECTION 1. Annual Town Meeting

The Annual Town Meeting for the election of officers and for the transaction of other business pertaining to the prudential affairs of the Town shall be held on the first Saturday in May of each year.

and to amend the General Bylaws, Section 3 by deleting the word “first” and replacing it with “second”, or take any other action relative thereto.

Old Language

SECTION 3. Adoption of Operating and Capital Budgets

The voters will meet on the first Tuesday following the Town Election to consider and adopt an operating and capital budget and to act on fiscal subjects or other pertinent matters. This meeting shall be continued to other days until all articles on the warrant shall have been acted upon. All matters on the warrant must be acted upon by June 30 of the current fiscal year.

Current Language

SECTION 3. Adoption of Operating and Capital Budgets

The voters will meet on the second Tuesday following the Town Election to consider and adopt an operating and capital budget and to act on fiscal subjects or other pertinent matters. This meeting shall be continued to other days until all articles on the warrant shall have been acted upon. All matters on the warrant must be acted upon by June 30 of the current fiscal year.

Town Administrator’s Comments

Article 14 is a request by the Town Clerk to change the General Bylaws, which would allow us to change voting for local elections from Saturday to Tuesday. The Town Clerk has asked the Advisory Committee to Indefinitely Postpone this article until additional options may be reviewed

ARTICLE 15

Submitted by Town Planner

To see if the Town of Norfolk will vote to amend Section H.3 Affordable Housing Development of the zoning bylaws by deleting the following strikethrough language and inserting the following new language in bold italics print as follows.

Town Administrator’s Comments

Article 15 is a zoning article and is intended to make some technical corrections in our “Inclusionary Bylaw”. This bylaw requires that a sub-division with more than 10 homes include an affordable housing component. The corrections clarify the requirements for the developer including when they must apply for a permit and when the affordable unit(s) must be delivered to the Town. The change would also allow the developer to contribute to the Norfolk Municipal Housing Trust rather than construct an affordable home(s). This option would only be allowed if the Planning Board agreed.

The Advisory Committee recommends approval of this article.

This article, approved by the Planning Board, looks to amend certain language in the current zoning bylaws, relating to AFFORDABLE HOUSING DEVELOPMENT as noted in your handouts, with one change in Section H.3.d, paragraph 1 a, Section 3, deleting words “an applicant may contribute” to be replaced with “contribution”

H.3.c Special Permit:

The development of any project set forth in Section H.3.b (above) shall require the grant of a Special Permit from the Planning Board. A Special Permit shall be granted if the proposal meets the requirements of this bylaw. *An application shall be filed simultaneously for any project set forth in Section H.3.b or within ninety (90) days after said project(s) is approved and no appeals taken. If appeal is taken an application does not need to be applied for until said appeal is resolved.* The application procedure for the Special permit shall be as defined in Section G.4.

H.3.d Mandatory Provision of Affordable Units:

1. As a condition of approval for a Special Permit, the applicant shall contribute to the local stock of affordable unit in accordance with the following requirements:

- (a) At least ten (10) percent of the units in a division of land or multiple unit development subject to this bylaw shall be established as affordable housing units in any one or combination of methods provided for below:
 - (1) constructed or rehabilitated on the locus subject to the Special Permit (see Section H.3.e); or
 - (2) constructed or rehabilitated on a locus different than the one subject to the Special Permit (see Section H.3.f); or
 - (3) *an applicant may contribute funds to the Norfolk Municipal Affordable Housing Trust Fund to be used for the creation of affordable housing in lieu of construction and offering affordable units within the locus of the proposed development. For the purposes of this Bylaw, the cash payment per affordable unit required shall be equal to the difference between the median single-family home sales price in Norfolk for the most recent calendar year as determined by the SPGA and the price affordable to a qualified purchaser as determined by the SPGA, based on applicable guidelines of the DHCD, Local Initiative Program (LIP). Where the calculation of affordable units results in fractional units, a cash payment may be made as provided in this section on a pro rata basis. The cash payment formula and timetable may be adjusted by the SPGA from time to time through the issuance of guidelines or regulations. If the SPGA issues a Special Permit to authorize a cash payment in lieu of units and the Board of Trustees of Norfolk Municipal Affordable Housing Trust Fund votes to accept said contributions, the*

payment shall be paid to the Norfolk Affordable Housing Trust Fund prior to the issuance of any building permits for the development or prior to the sale of any lots, if applicable. Alternatively, the SPGA may allow payment of said contributions according to a specified timetable in proportion to the rate of development or sale of lots. This cash contribution alternative shall apply only to homeownership developments and division of land and shall not apply to rental development.

(b) *The applicant may offer, and the SPGA may accept, any combination of this Section (1-3) requirements provided that in no event shall the total number of units provided be less than the equivalent number of affordable units required by this bylaw;*

(c) *As a condition for the granting of a Special Permit, all affordable housing units shall be subject to an affordable housing restriction and a regulatory agreement in a form acceptable to the Planning Board. The regulatory agreement shall be consistent with any applicable guidelines issued by the Department of Housing and Community Development and shall ensure that affordable units can be counted towards the Norfolk's Subsidized Housing Inventory. The regulatory agreement shall also address all applicable restrictions H.3.h of this bylaw. The Special Permit shall not take effect until the restriction, the regulatory agreement and the special permit are recorded at the Registry of Deeds and a copy provided to the Planning Board.*

H.3.e. 1. Provisions Applicable to Affordable Housing Units On- and Off-Site:

- (1)** Siting of affordable units. All affordable units constructed or rehabilitated under this bylaw shall be situated within the development so as not to be in less desirable locations than market-rate units in the development and shall, on average, be no less accessible to public amenities, such as open space, as the market-rate units. The affordable units shall be located within the subdivision unless otherwise waived by the SPGA. If such a waiver is granted, it shall be subject to H.3.f (provision of Affordable Housing Units Off-Site). The affordable units shall not be replaced with Market Rate units within the subdivision unless the developer demonstrates, to the satisfaction of the SPGA, that doing so will create a clear benefit to the Town.
- (2)** Minimum design and construction standards for affordable units. Affordable housing units shall be integrated with the rest of the development and shall be compatible in design, appearance, construction, and quality of materials with other units.
- (3)** Timing of construction or provision of affordable units or lots. Where feasible, affordable housing units shall be provided coincident to the development of market-rate units, but in no event shall the development of affordable units be delayed beyond the schedule noted below:

Market Rate Units (%Complete)	Affordable Units (%Required)
<30%	—
30% plus 1 unit	10%
Up to 50%	30%
Up to 75%	50%
75% plus 1 unit	70%
Up to 90%	100%

Fractions of units shall not be counted.

<i>Market Rate Units (MRU)</i>	<i>Affordable Units (AU)</i>
<i>10-19</i>	<i>1 AU prior to 6th MRU</i>
<i>20-29</i>	<i>Same as 10-19 plus 2nd AU prior to 19th MRU</i>
<i>30-39</i>	<i>Same as 20-29 plus 3rd AU prior to 29th MRU</i>
<i>40-49</i>	<i>Same as 30-39 plus 4th AU prior to 39th MRU</i>
<i>50-59</i>	<i>Same as 40-49 plus 5th AU prior to 49th MRU</i>
<i>60-69</i>	<i>Same as 50-59 plus 6th AU prior to the 59th MRU</i>
<i>70-79</i>	<i>Same as 60-69 plus 7th AU prior to the 69th MRU</i>
<i>80-89</i>	<i>Same as 70-79 plus 8th prior to the 79th MRU</i>
<i>90-99</i>	<i>Same as 80-89 plus 9th AU prior to 89th MRU</i>
<i>100-109</i>	<i>Same as 90-99 plus 10th AU prior to 99th MRU</i>
<i>Greater than 110</i>	<i>Same formula as above plus AU prior to 9th MRU in groups of 10 MRU</i>

ARTICLE 16

Submitted by Town Planner

To see if the Town of Norfolk will vote to amend Section B of the zoning bylaws by adding the following new definition after Earth Removal:

Town Administrator's Comments

Article 16 is a zoning change that is supported by the Planning Board, please note this article is in two sections.

EXERCISE/AEROBIC STUDIO-

A commercial establishment that is open to the public for a fee that provides services and facilities for physical fitness training, which includes but is not limited to yoga, walking, running, swimming, cycling, rowing, boxing, dancing handball and racket sports. Other similar facilities featuring exercise or other active physical conditioning shall also be

considered an "exercise/aerobic studio." Such uses may include meditation, nutrition, and massage as accessory uses; or take any action relative thereto.

To see if the Town of Norfolk will vote to amend Section K.7a by deleting Exercise/aerobics studio and insert EXERCISE/AEROBICS STUDIO; or take any action relative thereto.

The Advisory Committee recommends approval of this article.

As commercial enterprises grow, Norfolk wants to help ensure success. This is a simple zoning change to allow businesses within an established business zone to expand their services and offerings.

ARTICLE 17

Submitted by Town Planner

To see if the Town of Norfolk will vote to amend zoning bylaw by adding new Section N as follows.

Town Administrator's Comments

Article 17 is a Zoning Change that would prohibit licensed recreational marijuana uses. This is in concert with the General Bylaw that prohibits these uses that was adopted at the Fall STM.

Recreational Establishment(s), as defined in Massachusetts General Laws Chapter 94G, Section 1 and as may otherwise be defined by Massachusetts law or regulation, to include, without limitation, all marijuana cultivators, marijuana testing facilities, marijuana product manufacturers, marijuana retailers, on-site consumption of marijuana at a marijuana retailer location, any other types of licensed marijuana-related businesses, and the conducting of any such activity for commercial purposes by whichever name used, shall be prohibited within the Town of Norfolk. This prohibition shall not be construed to affect the medical use of marijuana as expressly authorized by the provisions of Chapter 369 of the Acts of 2012 and 105 CMR 725.000 (as the same may be amended from time to time); or take any action relative thereto.

The Advisory Committee recommends approval of this article.

Article 17 was submitted by the Town Planner and requests an amendment to our zoning bylaw by adding language that mirrors the general bylaw approved at our Fall 2017 Town Meeting relative to prohibiting marijuana-related commercial business and activity; including marijuana cultivators, testing facilities, and retailers. The use of medical marijuana is not affected by this Article.

Although we have a general bylaw in place relative to the above prohibitions, information received from state officials and Town Counsel suggests that municipalities should also update their zoning bylaws to reflect the prohibition of marijuana-related businesses and

commercial activity, in addition to the general bylaw that was adopted at Town Meeting last year.

ARTICLE 18

Submitted by Town Planner

To see if the Town will vote to amend the Zoning Bylaws Section B, Definitions, by amending the definition for "Limited Used Motor Vehicle Sales" by making the following revisions, with underline type indicating additions and strikethrough type indicating deletions, or take any other action relative thereto:

Town Administrator's Comments

Article 18 is a zoning change that is supported by the Planning Board.

LIMITED USED MOTOR VEHICLE SALES - use of an office, building and/or site to conduct a business requiring a Class 2 License under the provisions of G.L. Chapter 140, Section 59, for the sale and preparation for sale of used motor vehicles, but which does not store, maintain, or display vehicles for sale on the premises.

The Advisory Committee recommends approval of this article.

The amended definition will expand opportunities for business in the Town. The Town has been contacted by a web-based car sales firm that could use the lot as a holding area for vehicles to be delivered by the company to the new owners. This category of business did not exist when the zoning bylaws were originally drafted and the AC feels that the change is consistent with the Town's development goals and standards.

ARTICLE 19

Submitted by Town Administrator

To see if the Town will vote to create a Town Government Study Committee, as appointed by the Board of Selectmen, for the purpose of creating a Town Charter or take any other action relative thereto;

Town Administrator's Comments

Article 19 is a proposal by the Town Administrator and is a process that we have gone through before and was recently completed by some of our neighboring communities including Wrentham. This would allow us to review how Town Government is organized, how we conduct business and how we make changes going forward. This committee will make a recommendation to a future Town Meeting regarding any proposed changes.

The Advisory Committee recommends approval of this article.

This article was brought forward by the Town Administrator and is a process that the town has gone through, but not for at least ten years. Studies of this nature have also been recently completed by some of our neighboring communities. This study would

allow us to review how our town government is currently organized, how we conduct business and how we make changes going forward. This Committee will make a recommendation to a future Town Meeting regarding any proposed changes. It is expected that this would be approximately a two year process.

ARTICLE 20

Submitted by the Town Planner

To see if the Town will vote to establish two revolving funds as shown in the table below, and to amend the General Bylaws of the Town by amending the table in Article II, Section 5 by inserting the two rows from the table below, or take any other action relative thereto.

A	B	C	D	E
Revolving Fund	Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	Fees, Charges or Other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Restrictions or Conditions on Expenses Payable from Fund (Annual)
Zoning Board-Advertising	Zoning Board	Fees charged to applicants to cover the costs of activities in column D.	Advertising and related costs for hearing notices	Limit \$5,000
Planning Board-Advertising	Planning Board	Fees charged to applicants to cover the costs of activities in column D.	Advertising and related costs for hearing notices	Limit \$5,000

Town Administrator's Comments

Article 20 is a request to create two Revolving funds that will be used to fund the advertising needed to conduct hearings for the ZBA and Planning Board.

The Advisory Committee recommends approval of this article.

The revolving funds will simplify cash flow management for the Planning and Zoning boards and responds to the increasing demands on the boards. The \$5,000 spending limit and definition of approved spending from the revolving funds are consistent with town practice and the board's responsibility.

ARTICLE 21**Submitted by the Board of Selectmen**

To see if the Town will reauthorize the spending limits on the following revolving funds previously authorized by the Town; or take any other action relative thereto.

<u>Town Administrator's Comments</u>

Article 21 is a request to reauthorize existing revolving funds

A	B	C	D	E
Revolving Fund	Department, Board, Committee, Agency or Officer	Fees, Charges or Other Receipts Credited to	Program or Activity Expenses Payable from Fund	Restrictions or Conditions on Expenses Payable from Fund
2100 - Parking Tickets	Board of Selectmen	Parking ticket receipts.	Expenses related to the collection of parking ticket violations.	Limit \$1,000
2101 - Snow Removal	Board of Selectmen	Fees charged for snow removal services as identified in column D.	Expenses related to snow removal including maintenance and replacement of equipment, from private property to include King Philip Regional School and subdivision roads as required by the Planning Board rules and regulations.	Limit \$20,000
2102 - Recreation Field Maintenance	Recreation Commission	Fees charged for this service - Field usage fees as identified in the Field allocation Policies.	Expenses related to field maintenance materials, replacement and rental of equipment and contract labor.	Limit \$100,000
2103 - Conservation Timber Harvesting	Conservation Commission	Monies from timber harvesting on conservation land.	Expenses under the direction of the Conservation Commission to develop and oversee management activities and projects on Town-owned conservation land.	Limit \$5,000
2104 - Off-site Improvements	Planning Board	Mitigation funds required by the planning board relative to off-site improvements due to approval of subdivisions and site plans.	Expenses related to such off-site improvements.	Limit \$91,000
2105 - Shade Tree and Scenic Roads	Planning Board	Mitigation funds required by the Planning Board under the Shade Tree Act and Scenic Roads Act for the purchase and planting of replacement trees.	Expenses related to the purchasing and planting of trees as required.	Limit \$10,000
2106 - Wetland Hearing Application	Conservation Commission	Receive wetland hearing application fees.	Expenses related to the payment of legal advertisements for the wetland hearings.	Limit \$5,000

2111 – Abutters List	Board of Assessors	Receive funds required by the Board of Assessors for the processing of abutters lists.	Expenses associated with generating such lists, including the acquisition, operation and maintenance of technologies used for preparing and issuing abutters lists and mapping.	Limit \$2,000
2112 – Police Vehicle Details	Chief of Police	Receive funds collected from charges to private parties or entities for police details involving the use of a police vehicle at construction sites.	Expenses for the express purpose of vehicle replacement within the Police Department under the Authority of the Police Chief.	Limit \$50,000
2113 – Subdivision Performance Inspection	Planning Board	Receive subdivision performance inspection fees as established by the Planning Board.	Expenses for services related to inspection and approval of subdivisions.	Limit \$5,000
2114 – Cleaning and Maintenance - Unaccepted Subdivision	Planning Board	Receive funds required by the Planning Board relative to the cleaning and maintenance of unaccepted subdivision roadways and drainage structures.	Expenses related to such cleaning and maintenance.	Limit \$30,000
2115 – Community Garden Rental (2017)	Board of Selectmen	Receive funds from lot rental fees at the Community Gardens.	Expenses related to purchase goods, tools and services, including water resources, for the use of the gardeners at the community Gardens.	Limit \$5,000
2152 – Passports	Board of Library Trustees	Receive funds remitted for the processing of passports.	Expenses associated with processing of passports and other related purposes deemed appropriate by the Trustees.	Limit \$5,000
2155- Lost or Damaged Library Materials	Board of Library Trustees	Receive funds required by the Board of Library Trustees to replace or repair lost or damaged library materials.	Expenses related to replacing or repairing such lost or damaged materials.	Limit \$7,500

The Advisory Committee recommends approval of this article.

This is a routine motion required to approve the Town's existing revolving funds. There are no changes to the uses of funds or spending limits. The AC understands that the revolving funds will be reviewed over the course of the next year to identify opportunities to terminate under-utilized revolvers.

ARTICLE 22

Submitted by Community Preservation Committee

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 44B, Section 5 to appropriate the sum of \$20,000 from the annual revenues in the Community

Preservation Fund for the purpose of funding the Administrative and Operating Budget for the Community Preservation Committee; or take any other action relative thereto.

Town Administrator's Comments

Article 22 is a request to authorize the Community Preservation Committee to utilize \$20,000 of CPA funds for Administrative and operating purposes

The Advisory Committee recommends approval of this article.

This is a standard article each year that appropriates monies from the annual revenues in the Community Preservation Fund for funding the administrative and operating budgets for the CPC.

ARTICLE 23

Submitted by Community Preservation Committee

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 44B, to reserve a sum of money equal to the state-mandated minimum amount of 10% from FY2019 Community Preservation Fund revenues for the future appropriation of Open Space creations, acquisition and preservation; 10% from FY2019 Community Preservation Fund revenues for the future appropriation of Affordable Housing creations, preservation and support; and 10% from FY2019 Community Preservation Fund revenues for the future appropriation towards the acquisition, preservation, rehabilitation and restoration of Historic Resources; or take any other action relative thereto.

Town Administrator's Comments

Article 23 is a standard article that states that we will designate 10% of FY19 CPA revenues towards each of three CPA purposes. The remaining 70% will be undesignated, but would still be required to be dedicated to one of the three allowable purposes.

The Advisory Board recommends approval of this article.

This is a standard article each year to reserve a state mandated minimum amount of 10% from Fiscal 2019 Community Preservation Fund revenues for Open Space creation acquisition, and preservation. The same amount 10% is to be reserved from Fiscal 2019 Community Preservation Fund revenues for Affordable Housing. Also 10% is to be reserved from the Fiscal 2019 Community Preservation Fund revenues for Historic Resources.

ARTICLE 24

Submitted by the Board of Selectmen

To see if the Town will vote to accept and authorize the Board of Selectmen to enter into contracts for the expenditure of Chapter 90 funds allocated by the Commonwealth for the construction, reconstruction, or improvements of public roads and other improvements within the Town, as requested by the Selectmen, and to authorize the Treasurer to borrow

or bond, pursuant to any applicable statute in anticipation of reimbursement; or take any other action relative thereto.

Town Administrator's Comments

Article 24 is a standard article that allows the Board of Selectmen to utilize Chapter 90 funds from the State for the purposes of improving public roads.

The Advisory Board recommends approval of this article.

This is a standard annual article that authorizes the Board of Selectmen to conduct business as noted in the wording of subject matter in this article.

ARTICLE 25

Submitted by the Board of Selectmen

To see if the Town will vote to authorize the Board of Selectmen to accept any monies received through grants applied for by various Town Departments or Boards; or take any other action relative thereto.

Town Administrator's Comments

Article 25 is standard article that authorizes the Selectmen to accept grants on behalf of the Town

The Advisory Board recommends approval of this article.

This is a standard annual article that authorizes the Board of Selectmen to conduct business as noted in the wording of subject matter in this article

ARTICLE 26

Submitted by the Board of Selectmen

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase or otherwise, such easements as may be necessary for drainage purposes and the laying out of public ways, and to raise and appropriate or transfer from any available source of funds, a sum of money for said purposes; or take any other action relative thereto.

Town Administrator's Comments

Article 26 is a standard article which authorizes the Selectmen to accept easements for the purposes of drainage or public ways. We will not be requested any funding for this purpose.

The Advisory Board recommends approval of this article.

This is a standard annual article that authorizes the Board of Selectmen to conduct business as noted in the wording of subject matter in this article.

ARTICLE 27**Submitted by the Board of Selectmen**

To see if the Town will vote to grant the Board of Selectmen permission to sell surplus property of the Town, exclusive of buildings and land, no longer needed by the Town; or take any other action relative thereto.

Town Administrator's Comments

Article 27 is standard article that authorizes the Selectmen to sell surplus property such as furniture or vehicles. This article does not authorize them to sell Real Estate.

The Advisory Board recommends approval of this article.

This is a standard annual article that authorizes the Board of Selectmen to conduct business as noted in the wording of subject matter in this article.

ARTICLE 28**Submitted by the Finance Director**

To see if the Town will vote to rescind \$250,000 of excess borrowing authorization approved under Article 14 of the May 14, 2008 Annual Town Meeting for the purpose of a School Feasibility Study.

Town Administrator's Comments

Articles 28 - 30 is an article requesting authority to rescind authorized but unissued debt. This funding is no longer needed.

The Advisory Committee recommends approval of this article.

To see if the Town will vote to rescind \$250,000 of excess borrowing authorization approved under Article 14 of the May 14, 2008 Annual Town Meeting for the purpose of a School Feasibility Study.

This article rescinds borrowing authority no longer needed for the School Feasibility Study. The study is complete and borrowing authority in excess of any remaining balance counts against the Town's current borrowing limit and can impact our bond rating or terms of future loans. Without a need for this borrowing authorization, the Advisory Committee recommends its rescinding.

ARTICLE 29**Submitted by the Finance Director**

To see if the Town will vote to rescind \$145,000 of excess borrowing authorization approved under Article 13 of the May 12, 2009 Annual Town Meeting for the purpose of Public Safety Building Design.

The Advisory Committee recommends approval of this article.

This article rescinds borrowing authority no longer needed for the Public Safety Building Design. The design is complete and borrowing authority in excess of any remaining balance counts against the Town's current borrowing limit and can impact our bond rating or terms of future loans. Without a need for this borrowing authorization, the Advisory Committee recommends its rescinding.

ARTICLE 30

Submitted by the Finance Director

To see if the Town will vote to rescind \$500,000 of excess borrowing authorization approved under Article 30 of the May 18, 2010 Annual Town Meeting for the purpose of Solar Electric Generating Facility.

The Advisory Committee recommends approval of this article.

This article rescinds borrowing authority no longer needed for the Solar Electric Generating Facility. The design is complete and borrowing authority in excess of any remaining balance counts against the Town's current borrowing limit and can impact our bond rating or terms of future loans. Without a need for this borrowing authorization, the Advisory Committee recommends its rescinding.

TOWN OF NORFOLK
147th ANNUAL REPORT
Year Ending December 2017

SETTLED: 1678

INCORPORATED: 1870

POPULATION: 9868

MCI NORFOLK POPULATION: 1331

AREA: 15 Square Miles

LOCATION: 20 miles south of Boston, 22 miles north of Providence, R.I.

BOUNDED BY: Foxboro, Franklin, Medfield, Medway, Millis, Walpole and Wrentham

ELEVATION: 220 feet

VOTERS: 6939

TAX RATE: \$18.62 per \$1,000

VALUATION: \$1,537,948,480

PROPERTY CLASSIFICATION: 92.6685 % Residential
4.5394% Commercial
.9402 % Industrial
1.8233 % Personal
.0286 % Open Space
100%

SINGLE FAMILY DWELLINGS: 3,045

FORM OF GOVERNMENT: Open Town Meeting
Board of Selectmen

PAVED ROAD MILES: Over 70 miles

AREA HOSPITALS:

Norwood Hospital, Norwood
Sturdy Memorial Hospital, Attleboro
Milford Regional Medical Center, Milford

CHURCHES:

The Federated Church of Norfolk –
Interdenominational
St. Jude's - Catholic
Emmanuel - Baptist

LIBRARY:

Monday-Thursday 10:00-7:30
Friday-Saturday 10:00- 4:00
Sunday Closed

See Website for Holiday, Summer/Fall Hours

ABSENTEE VOTING: All Elections, Town Clerk's Office
528-1400

DOG LICENSES:

All licenses expire December 31. A dog must be licensed if over 6 months old.

Fee: Spayed female and neutered male: \$10.00
Female and Male: \$15.00
Late fee from May 1: \$15.00 - \$50.00

Please show evidence of current rabies inoculation.

QUALIFICATIONS FOR REGISTRATION AS VOTERS:

Must be 18 years of age, American born or naturalized. Registration: Monday through Thursday 8:00 a.m. to 6:00 p.m. at Town Clerk's office. Special evening sessions for registration of voters held by Registrars, preceding elections.

TAX BILLS:

Tax bills are paid quarterly. First payment is due on August first, second payment is due on November first, third payment is due February first and the fourth payment is due on May first or thirty days from mailing of bill, whichever is latest. Motor vehicle excise bills and water bills are due thirty days from date of issue.

SCHOOLS:

H. Olive Day, Pre K-2
Freeman/Kennedy, 3-6
King Philip Regional Middle School, 7-8
King Philip Regional Senior High School, 9-12
Tri County Vocational Regional Technical School, 9-12
Norfolk County Agricultural School, 9-12

TRANSPORTATION:

MBTA rail service daily to Boston
GATRA dial-a-ride 800-698-7676

SENATORS IN CONGRESS:

Elizabeth A. Warren, JFK Federal Building,
15 New Sudbury St., Boston, MA 02203
617-565-3170

Edward Markey, 975 JFK Federal Building,
15 New Sudbury St., Boston, MA 02203
617-565-8519

REPRESENTATIVE IN CONGRESS:

Joseph P. Kennedy, III – 4th Congressional District
1218 Longworth House Office Building
Washington, D.C. 20515
202-225-5931
District Office: 8 North Main St., Suite 200
Attleboro, MA 02703
508-431-1110

STATE SENATOR:

Richard J. Ross– Norfolk, Bristol, Middlesex District
State House, Room 540, Boston, MA 02133
617-722-1555

STATE REPRESENTATIVE:

Shawn C. Dooley- Walpole 9th Norfolk District
State House, Room 167, Boston, MA 02133
617-722-2810

NORFOLK COUNTY COMMISSIONERS:

Francis W. O'Brien
Joseph P. Shea
Peter H. Collins
614 High Street, Dedham, MA 02027
781-461-6105

DISTRICT ATTORNEY:

Michael W. Morrissey
45 Shawmut Road
Canton, MA 02021
781-830-4800

SHERIFF NORFOLK COUNTY:

Michael G. Bellotti
220 West Street
P.O. Box 149
Dedham, MA 02027
781-329-3705

REGISTER OF DEEDS – NORFOLK COUNTY:

William P. O'Donnell
649 High Street
Dedham, MA 02026
781-461-6101

TOWN DEPARTMENTS

Accounting Department.....	528-5686
Animal Control.....	528-3232
Assessors.....	528-1120
Board of Appeals.....	541-8455
Building Department.....	528-5088
Board of Health.....	528-7747
Community Preservation Committee.....	528-3209
Conservation Commission.....	541-8455
Council on Aging.....	528-4430
Department of Public Works.....	528-4990
Fire Department (Information).....	528-3207
Housing Authority.....	528-4800
Human Resource Director.....	440-2826
Library.....	528-3380
Municipal Affordable Housing Trust Committee.....	440-2812
Planning Board.....	528-2961
Town Planner.....	440-2807
Police Department (Information).....	528-3206
Recreation.....	520-1315
Schools:	
Superintendent's Office.....	528-1225
Freeman/Centennial.....	528-1266
H. Olive Day.....	541-5475
King Philip High School.....	384-1000
King Philip Middle School.....	541-7324
Tri-County Regional Vocational High School.....	528-5400
Norfolk Agricultural High School.....	668-0268
Selectmen/Town Administrator.....	440-2855
Tax Collector.....	520-0058
Town Clerk.....	528-1400
Treasurer.....	541-3323

POLICE/FIRE/AMBULANCE EMERGENCY 911

RECYCLING/TRANSFER STATION

You must be a resident of Norfolk and purchase a decal for your vehicle in order to use the Transfer Station. Decals may be purchased at the Transfer Station during normal hours of operation.

Hours of Operation:

Wednesday	11:00 a.m. to 7:00 p.m. (April 1- September 30) 9:30 a.m. to 5:00 p.m. (October 1– March 31)
Saturday	8:00 a.m. to 4:00 p.m.

CLOSED LEGAL HOLIDAYS