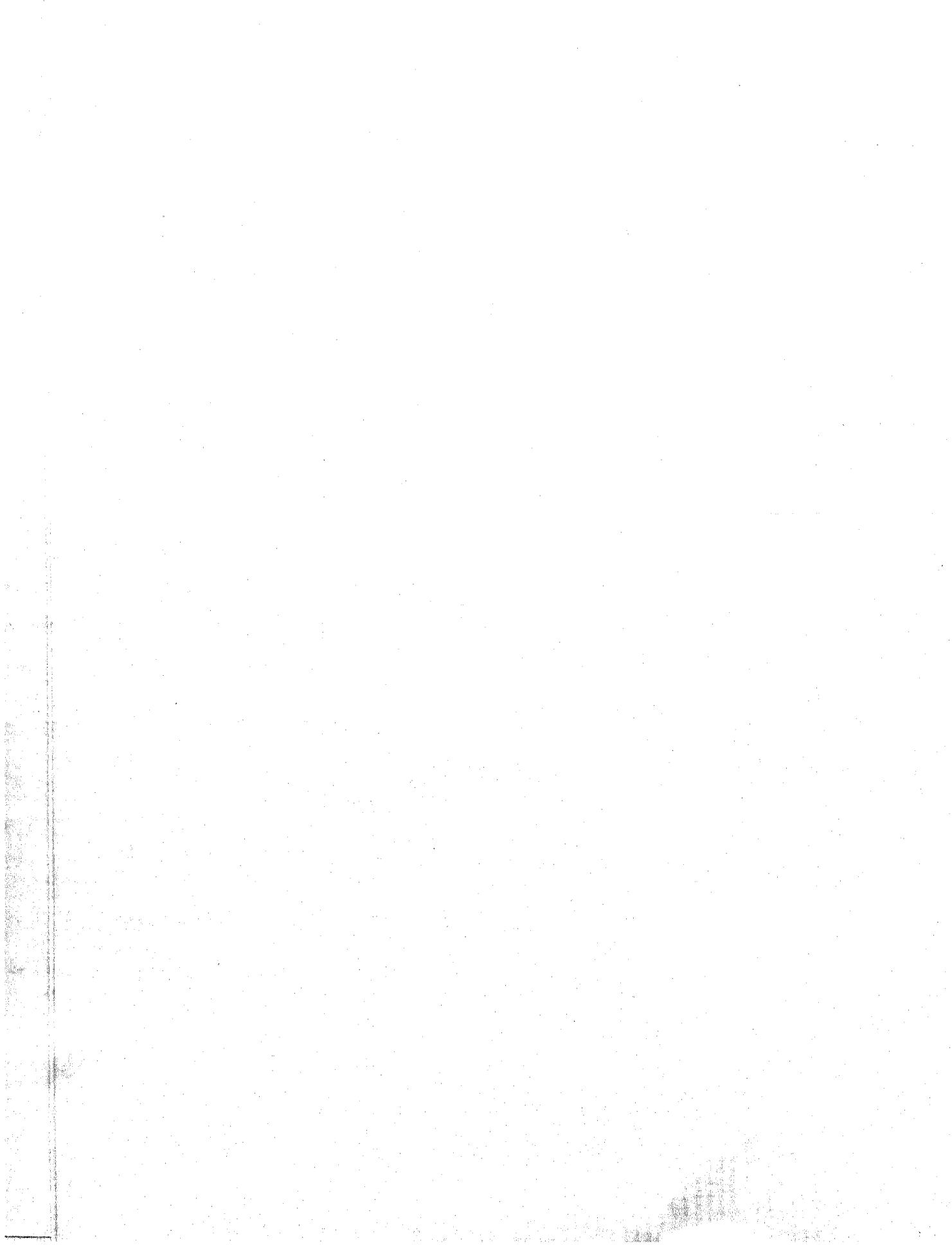


Table of Contents

<p>Town Officers 1</p> <p>1) GENERAL GOVERNMENT</p> <p> Board of Selectmen's Report 7</p> <p> Town Clerk 8</p> <p> Attorney General By-Law Approvals 22</p> <p> Town Meetings 9</p> <p> Board of Registrars 30</p> <p>2) PUBLIC SAFETY</p> <p> Police Department 32</p> <p> Fire Department 35</p> <p> Fire/Police Communications 34</p> <p> Building Commissioner's Permits 37</p> <p> Building Department 37</p> <p> Tree Warden's Report 38</p> <p> Civil Defense Agency 38</p> <p> Pest Control Advisory Committee 69</p> <p> Norfolk County Mosquito Control Project 70</p> <p>3) PUBLIC FACILITIES</p> <p> Water Department 39</p> <p>4) EDUCATION, LIBRARY, ARTS</p> <p> Alvin J. Freeman School 46</p> <p> Norfolk Public Schools 42</p> <p> King Philip Regional Schools 52</p> <p> Tri-County Regional Vocational Technical School 64</p> <p> Library Trustees 40</p> <p> Library 40</p> <p> Historical Commission 40</p> <p>5) PLANNING AND DEVELOPMENT</p> <p> Planning Board 67</p>	<p> Permanent Building Committee 67</p> <p> Growth Study Commission 69</p> <p> Board of Appeals 68</p> <p> MAPC Representative Report 69</p> <p> Zoning By-Law Study Committee 68</p> <p> MBTA Representative Report 70</p> <p> Computer Systems Report 70</p> <p> Sewer Study Committee 71</p> <p> Sanitary Landfill Committee 71</p> <p> Mirror Lake Advisory Committee 71</p> <p>6) HUMAN RESOURCES</p> <p> Council on Aging 72</p> <p> Housing Authority 72</p> <p> Veterans' Services Department 72</p> <p> Board of Health 73</p> <p> Norfolk Mental Health Association 73</p> <p> Self Help Inc. 73</p> <p> Recreation Commission 74</p> <p> Visiting Nurse Association 74</p> <p>7) FINANCES</p> <p> Town Accountant 76</p> <p> Tax Collector 101</p> <p> Treasurer 102</p> <p> Assessors' Report 108</p> <p> Advisory Board 111</p> <p> Warrant for 1988 Town Meeting 112</p> <p>8) INFORMATION</p> <p> Sanitary Landfill Hours 144</p> <p> Town Directory 144</p> <p> Fire Alarm Boxes 144</p> <p>9) TOWN STATISTICS Inside Front Cover</p>
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ELECTED TOWN OFFICERS

OFFICERS	TERM EXPIRES	OFFICERS	TERM EXPIRES
MODERATOR Frank Gross	1988	RECREATION COMMISSION	
BOARD OF SELECTMEN Fred L. Pfischner Frank A. Gaynor, III Girard L. St. Amand	1988 1989 1990	Anne Willever Philip Moran Thomas Terpstra Susan E. Costanza Michael Lavalley	1988 1989 1990 1989 1990
TOWN CLERK Alice Boschen	1990	NORFOLK SCHOOL COMMITTEE	
TAX COLLECTOR **Elinor H. Pearson Nelson R. Hill	1989 1989	Frank J. Gross Priscilla J. Chick Jane P. Morris Martha J. Donovan *Mary Anne Linz Rosemarie B. McQuillan	1989 1988 1988 1990 1990 1988
BOARD OF ASSESSORS *John H. Robbins John W. Evans Walter Zagleboyo John G. Robbins	1988 1989 1990 1988	TRI-COUNTY VOCATIONAL TECHNICAL SCHOOL COMMITTEE Melvin C. Long	1990
BOARD OF HEALTH Albert Andersen *David J. Waters Thomas R. Gilbert Laurence Magner	1990 1989 1988 1988	KING PHILIP REGIONAL SCHOOL COMMITTEE Marilyn S. Eden Robert Latham	1988 1990
LIBRARY TRUSTEES Robert G. Boucher Frances Holman Joan C. Smith	1989 1990 1988	HOUSING AUTHORITY Russell M. Arnold ***Shirley A. Mackey Bruce A. Simpson Melvin C. Long James M. Phelan	1991 1988 1988 1990 1992
WATER COMMISSIONERS Susan S. Mullins David O. Richardson *Paul H. Blinco George J. Murray	1988 1989 1990 1988	SHADE TREE MANAGEMENT & PEST CONTROL Kenneth E. Tripp	1988
PLANNING BOARD Edward C. Morris Peter R. Beigbeder Robert W. Haddleton Peter Bukunt Austin Enos	1989 1990 1988 1989 1990	CONSTABLES David J. Holt Charles H. Stone	1989 1989

**Resigned*
***Retired*
****Governor's Appointee*

APPOINTED TOWN OFFICERS

MODERATOR APPOINTMENTS

OFFICERS	TERM EXPIRES
ADVISORY BOARD	
Robert Kelleher	1988
Leo Fliger	1989
Marjorie H. Cavanaugh	1988
Frank Cogdell	1990
Jeanne Furlari	1990
Cheryl Masterson	1989
John Nuhibian	1990
J. Frederick Parr	1989
*Harold Sundquist	1988
PERSONNEL BOARD	
Robert Partridge	1988
Spring Leonard	1988
William Dillon	1989
James Moses	1990
BY-LAW STUDY COMMITTEE	
Elinor Pearson	1988
Donald H. Newhall	1987
William R. Treeful	1988

BOARD OF HEALTH APPOINTMENTS

OFFICERS	TERM EXPIRES
BOARD OF HEALTH AGENTS	
William Domey	1988
Alice Boschen	1988
SANITARIAN	
Robin Chapell	1988
HAZARDOUS WASTE COORDINATOR	
Robert Swenson, Jr.	1988
TREASURER APPOINTMENT	
ASSISTANT TOWN TREASURER	
Cheryl Kelley	1988
TOWN CLERK APPOINTMENT	
ASSISTANT TOWN CLERK	
Thelma Ravinski	1988
ASSESSOR'S APPOINTMENT	
ASSISTANT ASSESSOR	
Karen Granito	1988

BOARD OF SELECTMEN APPOINTMENTS

EXECUTIVE SECRETARY	
Marilyn Morris	
TOWN ACCOUNTANT	
Caroline F. Price	
ASSISTANT TOWN ACCOUNTANT	
Lorraine Foley	
TOWN COUNSEL	
Paul D. Maggioni	
POLICE COMMISSIONERS	
Fred L. Pfischner	
Frank A. Gaynor, III	
Girard L. St. Amand	
CHIEF OF POLICE	
William R. Treeful	
LIEUTENANT	
Charles H. Stone, Jr.	
SERGEANTS	
John Holmes	
Paul Murphy	
David McConnell	
**Charles Ray	
*Resigned	
**Retired	

DETECTIVE/INVESTIGATIVE OFFICER	
Albert Leverone, Inspector	
David Holt	
REGULAR POLICE OFFICERS	
David Holt	
Jonathan Carroll, Sr.	
Alan Washkewits	
Stephen Plympton	
Robert Shannon	
Joseph Destito	
Winslow Karlson, III	

RESERVE POLICE OFFICERS	
Edwin Bettencourt	
William Davis	
Thomas Degnim	
Robert Leverone	
Rene Neveux	
Liam McBrien	

PERMANENT INTERMITTENT	
POLICE OFFICER	
A. Bruce Wood, Sr.	

POLICE DEPARTMENT	
ADMINISTRATIVE ASSISTANT	
Helenmarie Diamond	

SPECIAL POLICE OFFICERS

Fred L. Pfischner
Frank A. Gaynor, III
Girard L. St. Amand
Herbert M. Carr
George Katapodis
William F. Kelley
Joy Leonard
J. William Meau
George J. Murray
Elisabeth Nichols
Harry L. Sanborn
Edwin Bettencourt
Susan A. Fornaciari
Police Chaplain Rev. Robert Langtree
Police Chaplain Rev. Gary Morris
Police Chaplain Rev. Michael Sullivan

POLICE MATRONS

Joy Leonard
Susan A. Fornaciari
Elisabeth Nichols
Sarah J. Gallant

FIRE DEPARTMENT

CHIEF OF FIRE DEPARTMENT

*William F. Kelley

FIRE DEPARTMENT PERSONNEL

*Stephen A. Wood, Asst. Fire Chief
*Austin G. Enos, First Lieutenant
*James L. Foley, Jr., Second Lieutenant
A. Roger Callahan, Third Lieutenant
Joseph W. Nolan, Lieutenant
*Peter G. Maxon, EMT Coordinator
*Patricia A. Bixby
Wayne E. Burton
*Richard F. Clancy, Jr.
Michael R. Dillon
Timothy Dillon
*Edward A. Enos
*Norman P. Eykel
*James L. Foley, Sr.
John P. Haehnel
Bruce E. Hamlin
*Stephen R. Hamlin
*Peter S. Hildebrandt
*David C. Holmes, Jr.
David H. Lawry
James F. Leary, Jr.
Leo E. MacDonald
*Frank Mortelliti
*Peter Petruchik
Edmund Waitkevich, Jr.
Charles H. Stone, Jr.

FOREST WARDEN

*William F. Kelley

FIRE/POLICE COMMUNICATIONS

DISPATCHERS

**Einar Elbert
Joy Leonard
Michael Lavalley
Sarah Gallant
Edward Bettencourt
Elisabeth Nichols
Mary Kelly
Raymond W. Perron
Timothy Heinz

Part time
Part time
Part time
Part time
Part time
Part time

HIGHWAY DEPARTMENT

SUPERINTENDENT OF STREETS

F. Arthur Woodworth, Jr.

HIGHWAY PERSONNEL

Reeve E. Boulter, Jr.
Markene Burton
Kenneth Cooper
Stephen Daley
John Haehnel
Raymond Harper
Arthur R. Keenan
Kimball Rogers
Kenneth Salisbury

CIVIL DEFENSE AGENCY

CIVIL DEFENSE DIRECTOR

George J. Tamer

CIVIL DEFENSE DEPUTY DIRECTOR

John Jones

RADIO OFFICER C.D.

George Wright

ENGINEERING OFFICER C.D.

F. Arthur Woodworth, Jr.

FIRE OFFICER C.D.

William F. Kelley

AUXILIARY POLICE

PATROLMEN

Edward C. Bettencourt
Charles Burnett
Norman Eykel
Richard Kent
Borre R. Larsen
Edward J. Meau
Robert L. Smith
J. Gregory Terrio

***Retired*

**EMT/Firefighter*

INSPECTION DEPARTMENT

BUILDING COMMISSIONER
Gerald E. Hughes

LOCAL INSPECTOR
James W. Sewell

FENCE VIEWER
Gerald E. Hughes

ASSISTANT FENCE VIEWER
James W. Sewell

INSPECTOR OF WIRES
Peter O'Loughlin

DEPUTY INSPECTOR OF WIRES
William R. Bain

INSPECTOR OF GAS FITTINGS
Edward G. Forsberg

PLUMBING INSPECTOR
James K. Murray

INSPECTOR OF ANIMALS
Harry L. Sanborn, Jr.

ANIMAL CONTROL OFFICER
Harry L. Sanborn, Jr.

ASSISTANT ANIMAL CONTROL OFFICER
Theresa Sanborn

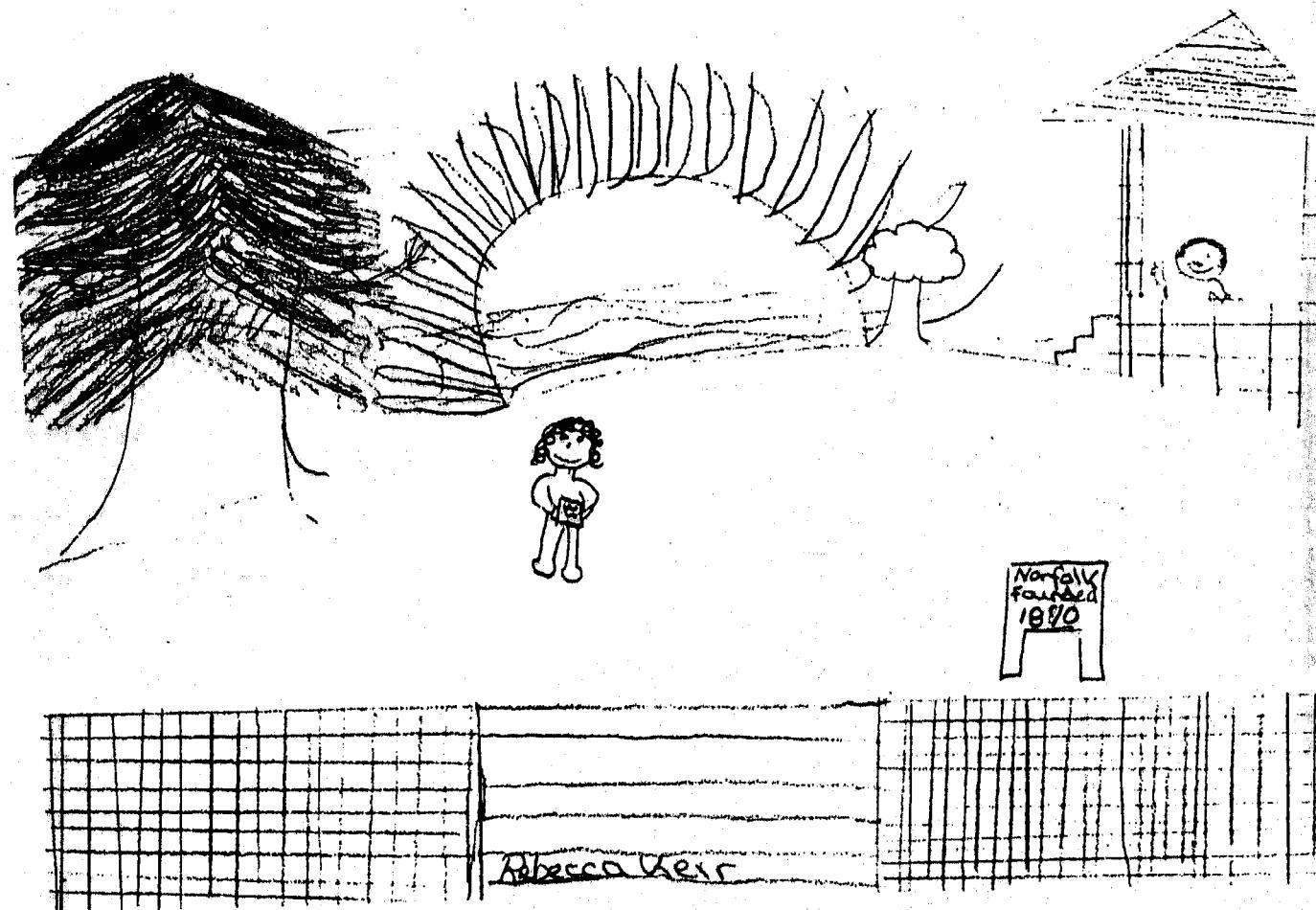
SEALER OF WEIGHTS AND MEASURES
Peter S. Hildebrandt

VETERAN'S SERVICE AGENT
Arthur Sullivan

CUSTODIAN OF VETERANS' GRAVES
Arthur R. Keenan

LOCAL INSPECTOR — SHADE TREE
MANAGEMENT AND PEST CONTROL
Kenneth E. Tripp

TOWN HISTORIAN
Philip White



BOARDS — COMMISSIONS — COUNCILS

Authorized by Statute or By-Law

BOARD OF APPEALS —

5 year term

Marvin D. Jacobson
Thomas J. Fallon
Nancy M. Connors
Bruce A. Simpson
Glenn G. Coulter, Jr.

TERM EXPIRES

1989
1988
1992
1991
1990

John Little	1990
Robert H. Stoddard	1989
Richard Boule	1989

ASOCIATE MEMBER — 1 year term

Andrew W. Shepard
Samuel Simcoe

1988
1988

CONSERVATION COMMISSION — 3 year term	
Thomas R. Gilbert	1989
Gail M. Andersen	1989
*Thomas F. Terpstra	1988
Richard B. Smith	1990
Kenneth Wood	1990
Anthony E. Martucci	1988
Patricia Lynn LeBau	1989
Richard Sampson	1988

ARTS COUNCIL — 2 year term

Lorraine Latham
Margaret A. Coleman
Brian W. McGorrill
Debra L. Sarno
Annette S. Hankey
Janyce D. Conklin
Susan L. Walsh
Phyllis E. Bobillo
Joan Kent

1988
1988
1988
1988
1988
1988
1988
1988
1988

COUNCIL ON AGING — 3 year term

Melvin C. Long	1990
Emily Cashen	1988
Christine Shaw	1990
M. Elizabeth Swenson	1988
Anne G. Cumming	1989
Kathleen M. Markan	1989

CABLE CORPORATION — 3 year term

Robert P. Lowndes
James F. Leary, Jr.
Thomas M. Delmonaco
Susan L. Walsh
Robert A. Dembinski
Jeanne D. Hill
Mark P. Abbate

1989
1989
1988
1988
1990
1989
1990

EARTH REMOVAL ADVISORY

COMMITTEE — 1 year term	
Anthony E. Martucci	
Conservation Commission	1988
Gerald E. Hughes, Building Commissioner	1988
Walter Zagleboyo, Assessor	1988
Peter J. Bukunt, Planning Board	1988
Vacancy, Selectmen	1987

CAPITAL OUTLAY COMMITTEE — 2 year term

C. James Morris
Clare P. Morris
John J. McFeeley
Joseph Ferrante
Vacancy
Leo F. Fliger
Harold G. Sundquist

Planning Board
Advisory Board
Advisory Board

1989
1989
1989
1988
1987
1987
1987

HISTORICAL COMMISSION — 3 year term

Donna R. Beernink	1988
Emily W. Jacques	1988
Helena V. Drolette	1989
Mary Elizabeth Pyne	1989
Jean M. Cain	1989
George A. Carr	1990
Suzanne E. Burns	1988

CEMETERY COMMISSION — 3 year term

Frank J. Gross
Robert L. Kirby
Paul L. Kozak, Sr.

1988
1989
1990

ASSOCIATE MEMBERS — 1 year term

Thelma V. Ravinski	1988
Elna Weeber	1988
Francis Faulkner	1988
Barbara Leonard	1988

CHAPTER 504 COMMITTEE — 1 year term

Vacancy
Robert J. Leonard
Fred J. Meda
Susan M. MacKinnon
*Larry D. Callaghan

1988
1988
1988
1988

MBTA ADVISORY BOARD

REPRESENTATIVE — 1 year term	
Denis Barrette	1988

COMMUNITY PROBATION ADVISORY

COUNCIL — 1 year term
Robert L. Smith

1988

METROPOLITAN AREA PLANNING COUNCIL	
REPRESENTATIVE — 3 year term	
Robert Haddleton	1989

COMPUTER SYSTEM COMMITTEE — 3 year term

Nick Psaltakis
John W. Holmes

1990
1988

NORFOLK COUNTY ADVISORY BOARD

MEMBER — 1 year term	
Girard L. St. Amand	1988

PERMANENT BUILDING COMMITTEE —

3 year term	
Robert P. Lowndes	1990
Martin R. Moeckel	1989

*Resigned

Earl P. DiSaia	1988	APPOINTED BY COUNCIL ON AGING
Anthony M. Brizzolara	1990	COUNCIL ON AGING
Wayne G. Bredvik	1989	ASSOCIATE MEMBERS — 1 year term
REGISTRAR OF VOTERS — 3 year term		Russell Quist
R — Janet G. Sievert	1989	Margaret Burrows
D — William F. Coughlan	1990	Stanley Collins
R — Alice Boschen	Town Clerk	Edith Scaverns
D — Jane F. Sullivan	1988	Robert Evans
VETERAN'S SERVICES — 3 year term		Bernice Arnold
Arthur T. Sullivan	Veteran's Agent	Georgia Nelson
Jane F. Sullivan	Clerk	Ross Connors
		Kenneth Budgell
		Carl Bishop
BOARDS AND COMMITTEES		
Appointed by Board of Selectmen		
BAY CIRCUIT REGIONAL COMMITTEE —		
1 year term	TERM EXPIRES	SANITARY LANDFILL COMMITTEE —
Kenneth Wood	1988	1 year term
Gail Andersen	1988	F. A. Woodworth, Jr., ex officio
CORRECTIONAL FACILITIES/CITIZENS		
ADVISORY COMMITTEE — 1 year term		Daniel Davis
Gail Andersen	1988	Phillip Batton
Richard Connors	1988	Charles Jerome
Edward J. McCormick, III	1988	*Richard Smith
Mary Leary	1988	Robert Smith
Daniel Winslow	1988	SEWER STUDY COMMITTEE — 1 year term
GROWTH STUDY COMMISSION — 1 year term		
Donna Putt	1988	Denis Barrette
Arnold Antak	1988	Paul Blinco
Stephen Geanacopoulos	1988	A. Thomas King
James A. Martin, III		Susan Pendleton
Water Commission	1988	Peter Swinick
Robert Haddleton		SIDEWALK STUDY COMMITTEE — 1 year term
Planning Board	1988	Alan Small
Albert Andersen		Elaine Hardman
Board of Health	1988	Katherine Holmes
Kenneth Wood		Frank Mortelliti
Conservation Commission	1988	Joann Sueltenfuss
INSURANCE ADVISORY COMMITTEE —		
1 year term		SOUTHWOOD HOSPITAL COMMITTEE —
William Ohrenberger	1988	1 year term
Dallas Knight, Sr.	1988	Lorraine Foley
David Grich	1988	*George Butler
Vacancy		Vacancy
Vacancy		Vacancy
MIRROR LAKE STUDY COMMITTEE —		
1 year term		ZONING BY-LAW STUDY COMMITTEE —
Virginia Graves	1988	1 year term
Susan Pendleton	1988	John Leavitt
Ronald Soderberg	1988	Jay Tischner
Marilyn Morris — Non-Voting	1988	Harriet Fisher
Vacancy	1988	Samuel Simcoe
PEST CONTROL ADVISORY COMMITTEE —		
1 year term		Zoning Board of Appeals
Donna Putt	1988	Lois Boucher
Deborah Boule	1988	Planning Board
James F. Leary, Jr.	1988	Beth Gilbert
Vacancy		Board of Health
Vacancy		Paul Borne
		Conservation Commission
		Gerald Hughes
		Building Commissioner
		Paul Maggioni
		Town Counsel

**Resigned*

GENERAL GOVERNMENT

ANNUAL REPORT OF THE BOARD OF SELECTMEN

The Board of Selectmen hereby submits the 1987 report of all elected and appointed officials, boards, commissions, councils and committees, in accordance with Town Bylaw Article V, Section 1; giving a summary of their activities and a report of the Town's financial transactions.

We again dedicate this report to our citizens who volunteer many hours of their time so willingly to the town. Your service on various boards, commissions, councils and committees is a vital part in the development of your town. Your expertise provides experience and knowledge to the government officials of the community. We sincerely thank you for your assistance; it is deeply appreciated. The Town of Norfolk will miss our departed town officials, Laura McClure who was Norfolk's oldest resident when she passed away in September, Laura was appointed town librarian and served Norfolk for thirty years in this capacity. Michael Donahue served us well on the Council on Aging for many years, these dedicated public officials will long be remembered for their service to our community.

The Town of Norfolk's chief executive officers are a three member board which is empowered to administer and implement decisions voted at town meeting(s), to establish policy and guidelines for the coordination of local government operations. The selectmen serve as Commissioners of the Police and Fire Departments and act as the town's licensing and permitting authority. We appoint certain town officials and fill vacancies that occur in the other elective positions. We also appoint volunteer committees that assist us in many decision making processes. We establish operating and capital budgets in cooperation with all department heads under our jurisdiction. The Selectmen are also responsible for calling elections, drawing up the town meeting warrants and publishing the Norfolk Annual Report. The Selectmen serve on a part time basis meeting once a week to conduct the town's business and we are assisted in our duties by a full time administrator, the Executive Secretary.

Herewith we submit the report of the activities of the Board of Selectmen. The month of January and a good part of February were spent doing the Departmental budget reviews and the performance evaluations for our de-

partments. Following the advice of town meeting to resolve the computer system problems, the services of the consulting group of the Massachusetts Municipal Association were engaged to do a study of the town's computer system. An in depth report of the equipment the town has and how it can be upgraded was filed, we then advertised for a Computer Administrator who would interview employees and analyze the departmental computer needs, as well as preparing a request for proposals to integrate/or upgrade the system.

The MBTA developed a new formula last year for Norfolk's "T" assessment which resulted in a 40% assessment increase. The town is also experiencing parking problems in the center of town due to the increased ridership on the commuter trains. In order to offer some assistance with the parking problem, notices were placed on each car in the parking lot offering to allow parking in the extra parking spaces at the town hall lot, to any commuter willing to walk from the town hall to the station. There are about a dozen commuters who use this option. Our MBTA Advisory board representative works diligently on the town's behalf. Denis Barrette has been instrumental in getting the lower parking lot graded; and at some point soon the lights should be installed in this parking lot. He is working with the "T" officials trying to locate additional parking areas in or near the center of town.

It took almost six months of wrangling with T officials/Amtrak/Department of Transportation heirarchy but by the end of the year the trains were no longer blocking Rockwood Road when discharging passengers from the evening trains — so the massive traffic tie up is somewhat alleviated.

The town waited for years before the contract was awarded for reconstruction of two state owned bridges in Norfolk. The ensuing traffic congestion caused by the Main Street Bridge Construction has been a real problem for the town. Although the bridge reconstruction was scheduled to begin in May, the actual construction did not begin until September due to Amtrak regulations. The reports were encouraging that the construction was proceeding on or ahead of schedule and we hoped the weather would hold long

enough for the bridge to be opened before the winter was over — this was not to be and the bridge remains closed as the year ended.

Questions arose on several issues where we wanted your input, so a survey form was sent to each home asking your opinion on such questions as: building new or remodelling the present town hall, maintaining the present town pond or constructing a swimming pool, and also how you felt about prison expansion. The survey return was far greater than expected and we really were gratified with the response. Many of you asked us to conduct these surveys on a regular basis and you commented that you felt part of our decision making — we will continue to give you this type of opportunity to be part of the process. We would also encourage you to attend our meetings on Monday evenings, they are open to the public and your comments are invaluable to us.

Active recycling of glass and paper was started in early March at the transfer station at the Landfill. Each pound of trash the town recycles extends the life of the town landfill; we commend all of our residents who participate in this venture.

In May, Elinor Pearson our Town Clerk Tax Collector, retired. Elinor served our community for many years in several capacities: as the Selectmen's Secretary, Recreation Department, Council on Aging, and as our elected Town Clerk and Tax Collector. A wonderful retirement party was held in tribute to one who gave so much to the town. In May, Alice Boschen was elected to the Town Clerk position. Alice served as secretary to the Personnel Board, Advisory Board and as a senior clerk in the Assessor's office. Alice brings a wealth of municipal experience to her new position. Nelson Hill was elected to the Tax Collector position — Nelson served as the Tax Collector in 1958 through 1961 and was budget director at Northeastern University before his retirement, we are happy that Nelson chose to serve his town again in the position of Tax Collector.

There was a case of a liquor license suspension this year for selling to underage persons. In an attempt to avoid this situation we meet with all managers of licensed establishments just prior to license renewal time, to emphasize the license is a responsibility

GENERAL GOVERNMENT

and to request strict enforcement of requiring identification for liquor sales. The managers have been cooperative in their efforts to observe and enforce this requirement.

The rapid growth of the town over the past three years has resulted in increased traffic and speeding problems. Several neighborhood citizen groups have come before us to request more police patrols, speed limitations, truck bans and construction of sidewalks. In response to these concerns Chief Treeful increased the neighborhood police patrols. Superintendent of Streets, F. Arthur Woodworth, Jr., asked the County engineers office to assist the town with traffic counts in the neighborhoods -- these counts are required before speed or truck limitations can be imposed. We appointed a Sidewalk Study Committee to look into factors such as the volume of traffic, proximity to center of town, schools, other public buildings, parks, or recreation areas, and interconnection with the present town sidewalks. A priority list will be compiled from the study which will be presented to a future town meeting for approval. It is expected that if the town accepts the priority list, a certain dollar amount will be placed in the highway budget in the upcoming years for sidewalk construction in much the same manner as the street paving schedule.

After years of discussion with the state, Norfolk received a notice from the Executive's office of Communities and Development that funding for 12 units of low income housing would be awarded to the Town. A Project Review Committee comprised of a

member of the Board of Selectmen, Planning Board, Housing Authority was appointed to review the architectural plans for this project to ensure that it is in keeping with the same type of housing that is typical of Norfolk.

The Permanent Building Committee awarded the firm of Architects Inc. of Northhampton the contract to design an addition to the present town hall and in September the members of the Norfolk Grange offered their historic building to the town for possible use as a senior center. The Permanent Building Committee, Historical Commission, and the members of the Board of Selectmen are interested in refurbishing this building and keeping it architecturally true to its 1860 heritage.

The Historical Commission had a formal opening of the Town Lock up — or Tramp House — in August. It is expected that this building will be the repository of many town artifacts, and frequent shows or displays will be held during the year.

Two of our longtime dispatchers retired this year "Chuck" Hovey and Einar Elbert. These gentlemen gave long years of service to our community. Sgt. Charles Ray retired from the police force this year. Charles served for 24+ years, a well respected capable officer who will be missed by the department and by us.

Our Tri Town Boards of Selectmen meetings with Wrentham and Plainville continue to be fruitful exchanges. As the year closes we are looking into the possibility of constructing sewers in the Norfolk Mirror Lake area in conjunction with Town of Wrentham's

ongoing sewer project. At the special town meeting held in November, the voters approved the negotiations with the understanding that Norfolk should try to join the time schedule that the Town of Wrentham is on.

In late November a formal dedication was held at the historic Pondville Cemetery. Congressman Early was instrumental in assigning an Army color guard from Fort Devens to assist in this dedication. We also had contingents from the American Legion, the Knights of Columbus, the Cemetery Commissioners. Citations from Congressman Early and Senator Lock were read and Representative Francis Woodward joined us at the site speaking to the assembled dignitaries and our residents about the men who served in our early wars, dating back to the Revolutionary War who are buried in this historic resting place. The colors were raised on this bitter cold morning by Paul Kozak of the Norfolk Cemetery Commission and Pondville Cemetery Association, and Arthur Keenan, Custodian of Veterans' Graves, in a fitting tribute to those who rest here.

We thank all of our department heads and the entire staff working for the Town of Norfolk. We commend you all for your loyalty and dedication to our town. In particular we thank Judith Booth, our Administrative Secretary, and Marilyn Morris, the Town Executive Secretary, without whose assistance the operation of our positions would be most difficult.

Fred L. Pfischner, *Chairman*
Girard L. St. Amand
Frank A. Gaynor, III,

ANNUAL REPORT OF THE TOWN CLERK

My first year as Town Clerk has been interesting and challenging, learning the procedures required for the multitude of duties and responsibilities required of this complex office. The Town Clerk is much more than "the person who sells dog tags". In the municipality the Town Clerk is a central and important figure interacting with virtually every other Town department, retaining official town

documents, and recording the decisions of the Town Meeting. The Town Clerk also carries out mandates of the Commonwealth.

At present there are 451 sections in 73 separate chapters of the Massachusetts General Laws which require various duties of the Clerk — and in many cases, failure to perform those duties may result in a fine or even a jail sentence. One of the most crucial

functions of the Town Clerk is the preparation for and supervision of elections — local, state, and federal.

I appreciate the cooperation of other Town personnel during my "freshman year," and especially the patient tutoring of the Assistant Town Clerk, Thelma Ravinski.

Sincerely,
Alice S. Bosch
Town Clerk

GENERAL GOVERNMENT

MINUTES OF THE ANNUAL TOWN MEETING ARTICLE 1 — ELECTION MAY 5, 1987

Pursuant to the Warrant for the Annual Town Meeting, the Inhabitants of the Town of Norfolk qualified to vote in town affairs assembled in MacBride Auditorium at the Norfolk public elementary school on Tuesday, May 5, 1987 to act upon Article 1, the Annual Election of Town Officials.

Polls were declared open at 7 a.m. The Election Officials duly sworn in by Warden William A. Lange were: Hermina Tashjian, Clerk; Mary Katapodis, Dorothy Nilson, Julia Dardi and Jean Harper, Checkers, George Katapodis and William Meau, Ballot Box; Francis Faulkner and Clemence Martineau, Telephone; and thirty Counters.

The ballot box was found to be in good working order and registered zero. Instructions to voters and specimen ballots were posted at the entrance and within the polling place a corrected voting list was on display.

The polls were closed at 8 p.m. The ballot box registered 977 or 28% of the eligible voters with the following results:

Moderator for One Year
* Frank J. Gross 688

Board of Selectmen for Three Years
* Girard L. St. Amand 658

Town Clerk for Three Years			
Lorraine C. Bain	349	Housing Authority for Five Years	
* Alice M. Boschen	586	* James M. Phelan	662
Collector of Taxes			
for Unexpired Term of Two Years			
Lorraine C. Bain	109	Recreation Commission	
Alice M. Boschen	333	for Three Years	
* Nelson R. Hill, Sr.	423	* Thomas Terpstra	639
Board of Assessors for Three Years		* Michael J. Lavallee	497
* Walter Zagleboyo	679	Library Trustee for Three Years	
Board of Health for Three Years		* Frances M. Holman	698
* Albert C. Andersen	636	<i>* Declared elected</i>	
Planning Board for Three Years		Question 1. Shall the Town of Norfolk be allowed to assess an additional \$260,000.00 in real estate and personal property taxes for the fiscal year beginning July 1, 1987.	
* Peter R. Beigbeder	604	Yes: 208	
Richard Mable	409	No: 740	
* Austin "Gus" Enos	448	Question 2. Shall the Town of Norfolk be allowed to assess an additional \$113,000.00 in real estate and personal property taxes for the fiscal year beginning July 1, 1987.	
Planning Board		Yes: 234	
for Unexpired Term of Two Years		No: 716	
* Peter J. Bunk	611	VOTED to adjourn this meeting to May 19, 1987 at 7:30 p.m. at King Philip North School.	
Water Commissioner for Three Years			
* Paul H. Blinco	626		
School Committee for Three Years			
* Martha Donovan	627		
* Mary Anne Linz	573		
King Philip School Committee			
for Three Years			
* Robert Latham	636		

MINUTES OF ADJOURNED ANNUAL TOWN MEETING MAY 19, 20 & 26, 1987

7:30 p.m.

King Philip Junior High School

Meeting opened at 7:45 p.m. by Moderator Frank Gross with the playing of The National Anthem. The Moderator introduced the Town Clerk, Town Accountant, Executive Secretary, Board of Selectmen, Town Counsel and the Advisory Board members.

Sworn in as counters were William Dillon, James Leary, Richard Conners, and Spring Leonard. There were 302 voters attending.

VOTED to waive the reading of the Warrant and the Return of the Warrant.

Article 1. Completed (Annual Town Election held May 5, 1987).

Article 2. **VOTED** to amend the Personnel Bylaws by changing the Compensation Schedule to that shown on page 4 of the Advisory Board Recommendations (reproduced on the following page).

GENERAL GOVERNMENT

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	MIDPOINT	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	GRADE
MANAGEMENT												
17	\$25219.00	\$26370.00	\$27574.00	\$28832.00	\$30148.00	\$31524.00	\$32695.00	\$33909.00	\$35168.00	\$36474.00	\$37829.00	MANAGEMENT
16	\$22927.00	\$23973.00	\$25067.00	\$26211.00	\$27408.00	\$28658.00	\$29827.00	\$31971.00	\$33159.00	\$34390.00	\$34390.00	17
15	\$20631.00	\$21576.00	\$22561.00	\$23591.00	\$24667.00	\$25793.00	\$26751.00	\$27741.00	\$28775.00	\$29843.00	\$30952.00	16
14	\$18201.00	\$19032.00	\$19901.00	\$20892.00	\$21759.00	\$22752.00	\$23597.00	\$24473.00	\$25382.00	\$26325.00	\$27302.00	15
13	\$16557.00	\$17302.00	\$18092.00	\$18917.00	\$19781.00	\$20683.00	\$21452.00	\$22218.00	\$23074.00	\$24820.00	\$24820.00	14
12	\$15943.00	\$15729.00	\$16447.00	\$17198.00	\$17982.00	\$18803.00	\$19501.00	\$20226.00	\$20977.00	\$21756.00	\$22564.00	13
11	\$13338.00	\$14156.00	\$14802.00	\$15478.00	\$16184.00	\$16923.00	\$17551.00	\$18203.00	\$18879.00	\$19580.00	\$20307.00	12
10	\$12184.00	\$12740.00	\$13322.00	\$13930.00	\$14565.00	\$15230.12	\$1596.00	\$16332.00	\$16991.00	\$17622.00	\$18275.00	11
CLERICAL (HOURLY)												
9	\$6.90	\$7.22	\$7.55	\$7.89	\$8.25	\$8.63	\$8.95	\$9.28	\$9.63	\$9.98	\$10.36	CLERICAL (HOURLY)
8	\$6.19	\$6.48	\$6.77	\$7.08	\$7.41	\$7.74	\$8.03	\$8.33	\$8.64	\$8.96	\$9.29	9
7	\$4.97	\$5.19	\$5.43	\$5.68	\$5.94	\$6.21	\$6.44	\$6.68	\$6.93	\$7.19	\$7.45	8
TECHNICAL/ PROFESSIONAL												
H	\$10.14	\$10.60	\$11.09	\$11.60	\$12.12	\$12.68	\$13.15	\$13.64	\$14.14	\$14.64	\$15.21	TECHNICAL/ PROFESSIONAL (HOURLY)
L	\$9.22	\$9.64	\$10.03	\$10.54	\$11.02	\$11.52	\$11.95	\$12.39	\$12.86	\$13.33	\$13.83	L
K	\$8.38	\$8.76	\$9.16	\$9.58	\$10.02	\$10.47	\$10.86	\$11.27	\$11.68	\$12.12	\$12.57	K
I	\$7.55	\$7.89	\$8.25	\$8.63	\$9.02	\$9.43	\$9.78	\$10.15	\$10.52	\$11.91	\$11.32	I
H	\$6.79	\$7.10	\$7.42	\$7.76	\$8.12	\$8.49	\$8.80	\$9.13	\$9.47	\$9.82	\$10.18	H
G	\$6.17	\$6.46	\$6.75	\$7.06	\$7.38	\$7.72	\$8.00	\$8.30	\$8.61	\$8.93	\$9.26	G
F	\$5.56	\$5.81	\$6.08	\$6.35	\$6.64	\$6.95	\$7.21	\$7.47	\$7.75	\$8.04	\$8.34	F
E	\$4.95	\$5.18	\$5.41	\$5.66	\$5.92	\$6.19	\$6.42	\$6.65	\$6.90	\$7.16	\$7.43	E
D	\$4.71	\$4.92	\$5.15	\$5.38	\$5.63	\$5.89	\$6.11	\$6.33	\$6.57	\$6.81	\$7.06	D
C	\$4.46	\$4.66	\$4.88	\$5.10	\$5.33	\$5.57	\$5.78	\$6.00	\$6.22	\$6.45	\$6.69	C
B	\$3.68	\$3.85	\$4.02	\$4.20	\$4.40	\$4.60	\$4.77	\$4.94	\$5.13	\$5.32	\$5.52	B
A				\$3.38	\$3.53	\$3.69	\$3.83	\$3.97	\$4.12	\$4.27	\$4.43	A

GENERAL GOVERNMENT

Article 3. VOTED to amend the Personnel Bylaw by changing the Classification Plan to incorporate new classifications and reclassifications as follows: New Classifications — Recreation Director, Grade 11, and Lieutenant, Fire Department, Grade I; Reclassifications — Executive Director, Council on Aging, Grade 13, and Administrative Assistant, Board of Health, Grade K; and Elimination of the position of Chief Dispatcher.

Article 4. VOTED to amend the Personnel Bylaw by changing the Benefit Section of the Personnel Bylaw regarding Longevity eligibility to add "should an employee retire or die during the previous year that employee or his/her estate will receive a pro-rated portion of longevity pay based on the number of hours worked for that fiscal year." So that Paragraph 1 under Longevity program for Full-Time Employees should read as follows:

Longevity program

Full-Time Employees

Eligibility

Full-Time employees having completed 36 months or more of service on June 30 of the previous year will be qualified to receive a longevity pay-

ment during the current fiscal year, provided they were employed by the Town on June 30 of the previous year. Should an employee retire or die during the previous year that employee or his/her estate will receive a pro-rated portion of longevity pay based on the number of hours worked for that fiscal year.

So that Paragraph 1 under Longevity program for Part-Time Employees should read as follows:

Part-Time Employees

Eligibility

Part-Time employees having completed 36 months or more of service on June 30 of the previous fiscal year will be qualified to receive a longevity payment based on the number of hours worked in the previous fiscal year. The lump sum payment is due in the current fiscal year provided they were employed by the Town on June 30 of the previous year. Should an employee retire or die during the previous year that employee or his/her estate will receive a pro-rated portion of longevity pay based on the number of hours worked for that fiscal year.

Article 5. VOTED to amend the Personnel Bylaw, "Performance Evaluation Program," section 3.0, by delet-

ing the words "in January Parts I and II will be completed" and adding the phrase "in January managerial employees will have Part I and Part II completed" so that Section 3.0 will now read "Each employee shall be reviewed semi-annually. During the month of July Part I of the appraisal form will be completed for all employees. In January managerial employees will have Part I and Part II completed. In addition a performance review may be given at the discretion of the supervisor or at the request of an employee."

Article 6. VOTED to fix the salaries of the elective officials as follows: Moderator \$1.00; Board of Selectmen \$4,118; Town Treasurer \$12,480; Town Clerk \$11,440; Tax Collector \$11,959; Board of Assessors \$9,723; Board of Water Commissioners \$1,042; Planning Board \$4,420; Tree Warden \$260; Board of Health members \$1,248; and to authorize any Town Board to employ for additional salary or compensation any of its members and fix the salary or compensation thereof; and to raise and appropriate from available funds or by taxation the following to defray departmental and incidental expenses of the Town for the fiscal year commencing July 1, 1987:

I GENERAL GOVERNMENT

A. BOARD OF SELECTMEN

	Raise & Appropriate	Transfer	Water Revenue	Cemetery	Federal Revenue Sharing
Salaries	\$53,904				
Expenses	17,400				
Fuel & Utilities	4,585				
Out of State Travel	1				
Annual Report	9,000				
Committee Fund	600				

B. PERSONNEL BOARD

	Raise & Appropriate	Transfer	Water Revenue	Cemetery	Federal Revenue Sharing
Salaries	1,336				
Expenses	1,400				
Out of State Travel	1				

C. BOARD OF ASSESSORS

	Raise & Appropriate	Transfer	Water Revenue	Cemetery	Federal Revenue Sharing
Salaries	42,981				
Expenses	25,450				
Out of State Travel	1				
Travel, Meetings & Dues	2,500				

D.1. TOWN TREASURER

	Raise & Appropriate	Transfer	Water Revenue	Cemetery	Federal Revenue Sharing
Salaries	20,081				
Expenses	4,258				
Banking Services	2,500				

D.2. TAX TITLE

	Raise & Appropriate	Transfer	Water Revenue	Cemetery	Federal Revenue Sharing
Salaries	4,715				
Expenses	15,000				

GENERAL GOVERNMENT

	Raise & Appropriate	Transfer	Water Revenue	Cemetery
E. COLLECTOR OF TAXES				
Salaries	32,910			
Expenses	9,535			
Travel, Meetings & Dues	500			
F. TOWN CLERK				
Salaries	29,066			
Expenses	2,405			
Travel, Meetings & Dues	500			
G. TOWN COUNSEL				
Retainer Fees	8,492			
Legal Fees	6,000			
H. TOWN ACCOUNTANT				
Salaries	48,078			
Expenses	2,245			
I. PLANNING BOARD				
Salaries	18,382			
Expenses	2,371			
Engineering Services	40,500			
J. REGISTRARS OF VOTERS				
Salaries	3,580			
Expenses	1,390			
Computer Services	1,800			
K. APPEALS BOARD				
Salaries	5,110			
Expenses	1,650			
L. CONSERVATION COMMISSION				
Salaries	500			
Expenses	1,720			
Conservation Fund	0			
M. COUNCIL ON AGING				
Salaries	30,800			
Expenses	4,275			
Transportation Expenses	4,669			
Facilities Rentals	1,200			
N. ADVISORY BOARD				
Salaries	3,012			
Expenses	5,400			
O. HISTORICAL COMMISSION				
Expenses	1,535			
P. SEALER OF WEIGHTS & MEASURES				
Salary	312			
Expenses	75			
Q. CUSTODIAN OF VETERANS' GRAVES				
Salary	104			
Expenses	685			

GENERAL GOVERNMENT

	Raise & Appropriate	Transfer	Water Revenue	Cemetery	Federal Revenue Sharing
R. MODERATOR					
Salary	1				
Expenses	137				
S. PERMANENT BUILDING COMMITTEE					
Salaries	1				
Expenses	750				
T. COMPUTER COMMITTEE					
Salaries	0				
Expenses	8,950				
Info. Svcs. Consultant	15,000				
II. PROTECTION OF PERSONS AND PROPERTY					
A. FIRE DEPARTMENT					
Salaries, Fire Department	38,447				
Fire Chief	28,818				
Ambulance Salaries	23,051				
Fuel & Utilities	2,900				
Fire Expense	19,750				
Ambulance Expense	2,100				
Training & Tuition	5,600				
B. BUILDING DEPARTMENT					
Salaries	68,766				
Expenses	2,510				
Fuel & Utilities	3,410				
Rough Mileage Allowance	1,000				
C. ANIMAL CONTROL DEPARTMENT					
1. ANIMAL CONTROL OFFICER					
Salaries	8,602				
Expenses	2,300				
Fuel & Utilities	1,400				
2. ANIMAL INSPECTORS					
Salaries	1,359				
Expenses	150				
D. POLICE DEPARTMENT					
Salaries	520,665				
Expenses	78,325				
Fuel & Utilities	19,000				
E. CIVIL DEFENSE					
Salaries	430				
Expenses	3,421				
F. TREE DEPARTMENT & SHADE TREE MANAGEMENT & PEST CONTROL					
Tree Warden Salary	260				
Tree Warden Expense	26,382				
S.T.M. & P.C. Salary	260				
S.T.M. & P.C. Expenses	9,577				
G. FIRE/POLICE COMMUNICATIONS					
Salaries	89,506				
Expenses	2,900				

GENERAL GOVERNMENT

		Raise & Appropriate	Transfer	Water Revenue	Cemetery	Feder Reven Shar
H.	FIRE/POLICE STATION					
	Fuel & Utilities	15,300				
	Expenses	21,050				
III	HEALTH AND SANITATION					
A.	BOARD OF HEALTH					
	Salaries	17,961				
	Expenses	28,740				
IV	HIGHWAY DEPARTMENT					
A.	TOWN HIGHWAY					
	Salaries	251,717				
	Expenses	105,250				
B.	SPECIAL PROJECTS					
	Expenses	111,000				
C.	SANITARY LANDFILL					
	Salaries	38,715				
	Fuel & Utilities	4,300				
	Expenses	39,950				
D.	SNOW REMOVAL					
	Expenses	86,850				
E.	HIGHWAY GARAGE					
	Fuel & Utilities	23,000				
V	VETERANS' SERVICES					
A.	VETERANS BENEFITS					
		10,000				
B.	VETERANS ADMINISTRATION					
	Salaries	2,019				
	Expenses	685				
VI	SCHOOLS					
A.	NORFOLK ELEMENTARY SCHOOL					95.00
		1,805,000				
B.	KING PHILIP REGIONAL DISTRICT					
	Norfolk share	1,620,120				
	Counted vote: Yes 147 No 96					
C.	TRI-COUNTY REGIONAL					
	Norfolk share	84,788				
VII	NORFOLK LIBRARIES					
	Salaries	70,613				
	Fuel & Utilities	9,200				
	Expenses	39,923				
VIII	RECREATION					
A.	RECREATION COMMISSION					
	Salaries	21,265				
	Expenses	4,360				
B.	RECREATION FOR HANDICAPPED					
	Salaries	486				
	Expenses	1,000				

GENERAL GOVERNMENT

	Raise & Appropriate	Transfer	Water Revenue	Cemetery	Federal Revenue Sharing
C. RECREATION FIELD MAINTENANCE					
Salaries	3,565				
Expenses	2,600				
Ball Field Maintenance	2,200				
IX. DEBTS & INTEREST		293,540		37,821	
X. UNCLASSIFIED					
A. TOWN MEMORIAL DAY		480			
B. RESERVE FUND		80,000			
C. INTEREST — Article 68		2,000			
D. INSURANCE — General		213,650			
E. SEPTAGE DISPOSAL ASSESSMENT		8,500			
F. HUMAN SERVICES					
Norfolk Mental Health	3,500				
S.N.C.A.R.C.	3,500				
G. STREET LIGHTING					
Fuel & Utilities	21,200				
H. TRAFFIC SIGNAL REPAIRS		0			
I. RIGHT TO KNOW COORDINATOR		3,000			
J. ENGINEERING ASSISTANCE					
Earth Removal	2,000				
XI. EMPLOYEE BENEFITS					
A. STATE & COUNTY RETIREMENT		145,000			
B. MEDICAL INSURANCE		111,000			
C. LIFE INSURANCE		2,800			
D. UNEMPLOYMENT COMPENSATION		0			
E. LONGEVITY		40,000	Including Elementary School		
F. MEDICARE		5,000			
XII. PUBLIC SERVICES					
A. WATER DEPARTMENT					
Salaries		80,933			
Expenses		33,472			
Purchases of Water		2,000			
Gasoline & Utilities		15,100			
Engineering		18,300			
Out of State Travel		1			
B. CEMETERY COMMISSION					
Salaries		6,844			
Expenses		2,275			

GENERAL GOVERNMENT

The Moderator called a Recess from 10:05 to 10:24 p.m.

Article 7. VOTED to indefinitely postpone this Article (transfer of funds from Water Department Revenue to Water Department Salaries and Expenses already voted in Article 6).

Article 8. VOTED to raise and appropriate the sum of \$10,000.00 for auditing the Town's books and accounts.

Article 9. VOTED to authorize the Board of Selectmen to accept and enter into contracts for the expenditures of any funds allotted or to be allotted by the Commonwealth for the construction or reconstruction or the improvement of roads within the Town.

Article 10. VOTED to raise and appropriate \$38,553.00 for the construction of and/or improvements to Town roads as requested by the Board of Selectmen (gasoline tax monies).

Article 11. VOTED to raise and

appropriate \$9,393.00 from Town funds to be used in conjunction with and in addition to any funds allotted by the Commonwealth (Chapter 206) for the construction, reconstruction, or improvements to Pine Street.

Article 12. VOTED to indefinitely postpone this Article (tuition costs for a special needs students paid through transfer from Reserve fund).

Article 13. VOTED to accept an Equal Educational Opportunity Grant for Fiscal Year 1988 in the amount of \$42,727.00, under the provisions of General Laws, Chapter 70A, Section 5, as inserted by Chapter 188 of the Acts of 1985. Said grant shall be expended by the Norfolk School Committee for direct service expenditures.

Article 14. VOTED to raise and appropriate \$2,000.00 to remove the old unused gas tank located at the rear of the Town Hall parking lot.

Article 15. VOTED to raise and

appropriate \$5,000.00 to purchase defense equipment to be used in time of emergency by the Civil Defense Agency in Norfolk.

Article 16. VOTED to indefinitely postpone this Article (reimburse the Friends of Council on Aging for their interest).

Article 17. VOTED that this Article be indefinitely postponed (resurfacing of Town tennis courts).

Article 18. VOTED to indefinitely postpone this Article (lighting of the Town tennis courts).

Article 19. VOTED to transfer from Surplus Revenue \$52,395.00 for the purpose of constructing a new running track at the King Philip Regional High School for fiscal year 1988. Total cost of the District Towns' share not to exceed \$150,000.00 in total, apportioned on the FY 88 Apportionment ratios.

Counted vote: Yes, 98; No, 71.

VOTED to adjourn this meeting to May 20, 1987 at 7:30 p.m., same place.

Meeting adjourned 11:30 p.m.

May 20, 1987

Chapter 44, Section 64: Norfolk Public Schools \$802.00.

Article 24. VOTED to indefinitely postpone this Article (to transfer the unexpended portions of appropriations made at prior Town Meetings).

VOTED to approve Resolution by the Moderator that King Phillip provide three microphones that work for the next Norfolk Annual Town Meeting.

Article 25. VOTED to transfer from surplus revenue \$6,500 to purchase a certain parcel of land formerly known as the "Old Creamery Property", Assessors Map 14, Block 49, Lot 21, containing 13,068± square feet to be used by residents of Norfolk for commuter parking.

Counted vote: Yes, 117; No, 42.

Article 26. DEFEATED motion to accept the provisions of Massachusetts General Laws, Chapter 40, Sections 42G, 42H, and 42I, which allow the Town to assess a proportionate share of the costs on land owners benefitting from the extensions of water mains in public or private ways.

Counted vote: Yes, 43; No, 91.

Article 27. VOTED to raise and appropriate \$15,000.00 to purchase a pickup truck for the Highway Department.

Article 28. VOTED to indefinitely postpone this Article (sum of money for redesign and landscaping of Town Hill).

The Moderator called a Recess from 9:45 to 10:05 p.m.

Article 29. VOTED to indefinitely postpone this Article (sum of money for the Board of Assessors to update real and personal property valuations a year early).

Article 30. VOTED to transfer from the Overlay Surplus Account \$9,144.00 to be placed in a separate account and used for the purpose of defraying the cost of the Town's Unfunded Pension Liability in accordance with Mass. Statutes Chapter 4 Section 5D.

Article 31. VOTED that the following Committees be appointed annually: 9 members of the Arts Council; 5 members of the Correctional Facilities/Citizen Advisory Committee; members of the Insurance Advisory Committee; 4 members and the Executive Secretary, ex-officio and non-voting, of the Mirror Lake Advisory Committee; 5 members of the Police Control Advisory Committee; 5 members and the Highway Superintendent, ex-officio and non-voting, of the

GENERAL GOVERNMENT

Sanitary Landfill Committee; 3 members appointed by the Selectmen, and one member ex-officio of the following - Board of Appeals, Planning Board, Conservation Commission, Board of Health, Building Commissioner, and the Town Counsel, non-voting, of the Zoning By-law Study Committee; 5 members of the Southwood Hospital Committee; 7 members of the Growth Study Commission, to include one member each from the Planning Board, Board of Health, Conservation Commission, Water Commission, the other three members to be appointed by the Board of Selectmen; and 5 members of the Chapter 504 Committee.

Article 31. VOTED to approve the following Resolution by the Board of Selectmen: *Whereas*, Elinor Pearson has served the Town of Norfolk in various capacities for the past 25 years, and *Whereas*, Elinor Person is now retiring as Town Clerk/Tax Collector for the Town of Norfolk; *now Therefore* this annual town meeting body does hereby pay due respect to Elinor Pearson's dedication to the Town of Norfolk and thanks her for that service.

Article 31. VOTED to approve the following Resolution by the Board of Selectmen: *Whereas*, Jim Davies has served the Town of Norfolk for 18 years on the school committee, and *Whereas*, Jim Davies has represented the Town for 6 years on the King Philip School Committee; *now Therefore* this annual town meeting body does hereby pay due respect to Jim Davies' dedication to the Town of Norfolk and thanks him for that service.

Article 32. VOTED to transfer for the use of the Norfolk Arts Council any funds from the State which the Town may receive and any funds donated to this Council in the form of gifts or grants.

Article 33. VOTED UNANIMOUSLY to authorize the Board of Selectmen to advertise in a newspaper with general circulation in the Town of Norfolk, and such other papers as the Board of Selectmen may decide would be in the best interests of the Town, and to sell at public sale from time to time as it may deem in the best interest of the Town, any and all lands or portions thereof which the Town has acquired or may acquire as tax title

land, so called, such sales to be made in the name and in behalf of the inhabitants of the Town of Norfolk and to authorize the Board of Selectmen to expend from the proceeds of such sale the necessary costs of recording fees, documentary stamps, and auctioneer's fees, if required.

Article 34. VOTED to grant the Board of Selectmen permission to sell surplus property of the Town that is no longer needed, exclusive of buildings and land.

Article 35. VOTED to accept all State and Federal Grants for the Water Department which do not require matching funds from the Town or any representative or agency thereof and will not obligate or encumber the Town or any resident of the Town of Norfolk without a town meeting.

Article 36. VOTED to indefinitely postpone this Article (to change the position of Collector of Taxes from elected to appointed).

Article 37. VOTED to indefinitely postpone this Article (to change the position of Treasurer from elected to appointed).

Article 38. VOTED to accept Chapter 59, Section 5, Clause 41C of the General Laws as amended by Chapter 73 of the Acts of 1986.

Article 39. VOTED to accept Chapter 59, Section 5, Clause 17D of the General Laws as amended by Chapter 73 of the Acts of 1986.

Article 40. VOTED to indefinitely postpone this Article (acceptance of Chapter 200 of the Acts of 1986 amending G.L. Chapter 59, Section 5, Clause 50).

Article 41. VOTED UNANIMOUSLY to authorize the Board of Selectmen to acquire either by gift, purchase, or by taking by eminent domain, for cemetery purposes, the fee together with the trees thereon in a certain parcel of land owned by Pondville Cemetery Association, Inc. as shown on a plan of land entitled "Plan of land in Norfolk, Mass., Scale: 1" = 20', October 20, 1982, Paul N. Robinson Associates, Land Surveyors," a copy of which is on file in the office of the Town Clerk, and raise and appropriate, or appropriate by transfer from unappropriated available sums in the treasury a sum of money for the acquisition thereof if required.

That the Town of Norfolk vote to

accept and receive from the Pondville Cemetery Association, Inc., a conveyance and transfer of and administer all funds or other property held by the corporation in trust for the perpetual care of the lots in the cemetery and for other purposes, and also any property devised or bequeathed to the corporation under will of any persons living at the time of said acquisition or under the will of any deceased person not then probated. Interest and dividends accruing on funds deposited, in trust with any savings bank as authorized by law, or with any other banking institution, for the benefit of the association, or any burial lot therein, may after the acquisition by said town, be paid by such bank or institution to the Treasurer of said town; and upon such payment said Treasurer shall use the same for the purpose of said trust.

All property and property rights acquired by the Town of Norfolk shall be held and managed by said town in the same manner in which cities and towns are authorized by law to hold and manage property for cemetery purposes; provided, that all rights which any persons have acquired in the cemetery or any lots therein shall remain in force to the same extent as if this acquisition had not occurred. Any records of the corporation shall be delivered to the Clerk of said town and the said Clerk may certify copies thereof.

Article 42. VOTED to accept the provisions of Massachusetts General Laws Chapter 40, Section 4A, regarding mutual aid contracts.

Article 43. VOTED to amend the Town of Norfolk Bylaws by deleting Article IV, Section 5.F.1, and inserting in its place the following: Section 5.F.1, Removal of earth from an operating farm, nursery, or cemetery but only to the extent that this removal is necessary for the current operations of the farm, nursery, or cemetery and only if the total volume of earth to be removed does not exceed 5,000 cubic yards during any three year period. Any person or entity claiming an exemption under this clause must first notify the Board of Selectmen of its claim, and the basis for its claim, and must receive a written acknowledgement from said Board. In its acknowledgement, the Board of Selectmen may impose any reasonable restrictions.

VOTED to adjourn this meeting to May 26, 1987 at 7:30 p.m., same place.

Meeting adjourned at 11:15 p.m.

GENERAL GOVERNMENT

The meeting opened at 7:30 p.m. with 166 attending. Counters sworn in for this evening: James Leary, Robert Norton, Norman Gentry, and Richard Connors.

Article 44. VOTED to indefinitely postpone this Article (relating to snow removal).

Article 45. VOTED UNANIMOUSLY to delete from the Town of Norfolk Bylaws, Article IX, Police Regulations, Section 28, and insert the following: Section 28, No person shall store a flammable liquid in an underground storage tank in the Town of Norfolk without first obtaining a permit issued by the Chief of the Fire Department or his/her designated agents. No such permit shall be issued unless the Board of Health or its designated agent first approves the location of the tank.

Except for tanks with a capacity of 2000 gallons or less used exclusively for the storage of number 2 fuel oil, all tanks used for the storing of flammable liquids shall be approved doubled-walled tanks with monitoring systems. These tanks and systems shall be of a type approved by a recognized testing agency and the Chief of the Fire Department.

All licenses for storage of flammable liquids underground must also be approved by the Board of Selectmen under the provisions of M.G.L. Ch. 148, Section 13.

For the purpose of this regulation, the penalty for any violation shall be a fine of not less than \$20.00 nor more than \$200.00. Each day that such a violation continues shall constitute a separate offense.

Article 46. VOTED to indefinitely postpone this Article (open-space zoning).

Planning Board Report on Article 5: The Planning Board recommends approval of this article. The Planning Board believes that this article provides an equitable and cost effective mechanism for the Town to acquire public land that it would not otherwise be able to do under present market conditions. The Board believes that there are adequate provisions set forth in the article which will ensure that the Town will be able to acquire suitable land should the applicant request a Special Permit under this procedure.

As a result of discussion during the

May 26, 1987

public hearing, the Planning Board recommends revision of the article, such that Section F. 12.F.1 will read: "Up to 25% may be wetland/flood plain".

The Planning Board further concurs with the opinion of the Zoning Board of Appeals and the Zoning Bylaw Study Committee.

Article 47. VOTED to amend the Town of Norfolk Zoning Bylaws by deleting Section F.4.A and replacing it with the following section: Section F.4.A. Alteration and Enlargement. If the alteration or enlargement of a non-conforming structure does not violate the setback, coverage, or height requirements of section E.1.B, the structure may be rebuilt, altered, or enlarged as a matter of right.

If the alteration or enlargement of a non-conforming structure does violate the setback, coverage, or height requirement of section E.1.B, but does not violate those requirements to a greater extent than the original structure, the structure may be rebuilt, altered, or enlarged only with a special permit issued by the Zoning Board of Appeals.

No alteration or enlargement of a non-conforming structure shall violate the setback, coverage, or height requirements of Section E.1.B, to a greater extent than the original structure.

Counted vote: Yes, 98; No, 40.

Planning Board Report on Article 47: The Planning Board recommends disapproval of this article. The proposed article, as worded, is ambiguous and presents substantial difficulty in interpretation. The Board agrees with the Zoning Board of Appeals that this article is appropriate for further study by the Zoning Bylaw Study Committee. The Planning Board further believes that an interim measure, however well intentioned, would not be in the best interest of the Town.

Article 48. VOTED to amend the Zoning Bylaws by deleting Section F.11 in its entirety and inserting a new Section F.11 as printed in the Annual Town Meeting Warrant [text follows].

UNANIMOUS VOICE VOTE

F.11 Site Plan Approval

a. Requirements for Site Plan

In all districts no building shall be constructed or externally enlarged and no use shall be expanded in ground area or established in an existing

building except in cases where a site plan bearing an approved by the Planning Board provision shall not be required for family homes, including enlargements, which are located as a matter of right. It shall show, among other things, existing and proposed buildings, free standing garages, spaces, driveway openings, service areas, open area improvements; all disposal of sewage, refuse and other waste; and for surface water and all storage facilities for material and other; all features (such as fences, walls, areas, and walks); and natural features, including brooks, and wetlands on the property.

The site plan shall be prepared by a Professional Engineer (PE) or Registered Land Surveyor, as appropriate, and certified by their seal stamp and signature. The proposed use(s) and site design shall conform to the requirements set forth in this bylaw and other regulations as applicable. The plan shall conform to the administrative requirements set forth in the Planning Board Rules and Regulations as most recently adopted.

b. Procedure for Approval

Any person desiring approval of a site plan under this section shall submit (10) copies of said plan to the Planning Board for application for approval and appropriate fee thereof directly to the Planning Board. The Board shall, within ten days after the receipt thereof, transmit one (1) copy of such plan to the following: Building Inspector, Board of Health, Conservation Commission, Water Commissioners, Police Commissioner, Fire Chief, Highway Superintendent.

Said agencies shall, at their discretion, investigate the case and report in writing, their recommendations to the Planning Board. When a site plan is submitted in conjunction with an application to the Board of Appeals for a Special Permit (Section G.6.b.2), the Planning Board shall also request a review and report of findings from the Board of Appeals. The Planning Board shall include the findings from the Board of Appeals in its recommendations.

The Planning Board shall not take

GENERAL GOVERNMENT

final action on such plan until it has received reports from said agencies or until said agencies have allowed thirty-five (35) days to elapse after receipt of such plan without submission of a report thereon. No building permit shall be issued unless the site plan has been approved by the Planning Board or the statutory time limit for approval has lapsed. No Certificate of Occupancy shall be issued until all requirements of the approved site plan have been completed.

In exercising its jurisdiction under this section, the Planning Board shall conform to all requirements or procedures applicable to a Permit Granting Authority when deciding requests for special permits under General Laws, Chapter 40A, as amended, including the requirements thereof for public notice and hearings.

e. General Conditions for Approval

In considering a site plan under this section, the Planning Board shall assure, to a degree consistent with a reasonable use of the site for the purposes permitted or permissible by the regulations of the district in which located:

1. protection of adjoining premises against seriously detrimental or offensive uses on the site;

2. convenience and safety of vehicular and pedestrian movement within the site, and in relation to adjacent street, property, or improvements;

3. adequacy of the methods of disposal for sewage, refuse, and other wastes resulting from the uses on the site, and the methods of drainage for surface water from its parking spaces and driveways;

4. adequacy and safety of storage facilities/methods for fuel, refuse, vehicles and other material and equipment incidental to the use of the site;

5. provision for emergency access and operations within the site;

6. provision for off-street loading, unloading, and parking of vehicles incidental to the normal operation of the establishment.

d. Authority of the Board

The Planning Board shall have the power to require that technical data and study results be provided by the applicant to support the site plan and resulting findings.

The Planning Board shall have power to modify or amend its approval

of a site plan on application of the person owning or leasing the premises, or upon its own motion in the event of changes in physical conditions sufficient to justify such action within the intent of this section. All of the provisions of this section applicable to approval shall, where apt, be applicable to such modification or amendment.

and by amending Section G.6.a the second paragraph, by deleting the following: "The Board of Appeals shall be the Permit Granting Authority under this bylaw," and inserting the following: "The Board of Appeals shall be the Permit Granting Authority under this bylaw except for the purposes of Section F.11, Site Plan Approval, where the Planning Board shall be the Permit Granting Authority."

and by amending Section G.6.b.2.f by deleting the following: "That a proper site plan has been filed with and approved by the Board of Appeals, along with the application for the special permit," and inserting the following: "That a proper site plan has been filed for approval with the Planning Board and the proper number of copies have been submitted with the application for a special permit to the Board of Appeals."

Planning Board Report on Article 48: The Planning Board considers this article to be an essential and timely response to the anticipated future commercial and industrial growth of the Town. This article is required in order to implement a coordinated review procedure for commercial and industrial site developments which are likely to occur with increasing frequency in such areas as Rte. 1A and Main Street.

The Planning Board recommends that Article 48 be approved as presently worded. Under this article, the Planning Board would be the responsible agency for conducting site plan approval.

Article 49. VOTED to indefinitely postpone this Article (Site Plan Granting Authority — Town Bylaw Change).

Article 50. VOTED to indefinitely postpone this Article (Site Plan Granting Authority — Zoning Bylaw).

Planning Board Report on Articles 49 and 50: The Planning Board does not consider Articles 49 and 50 essential for the immediate implementation and administration of the site

plan review procedure found in Article 48.

Article 51. VOTED UNANIMOUSLY to amend the Zoning Bylaws by deleting Section E.2.f and inserting a new Section E.2.f as follows: Visual Corner Clearance — in any district no structure, fence, sign, hedge, planting, off-street parking or similar obstruction shall be permitted to block vision at eye level (2½ to 7 feet above street grade) between streets within 25 feet or less from the point of intersection of the street lines (or in the case of a rounded corner, the point of intersection of their tangents).

Planning Board Report on Article 51: The Planning Board recommends approval of Article 51. We believe we should have clear, understandable language in the Zoning Bylaws.

Article 52. VOTED UNANIMOUSLY to amend the Zoning Bylaws Section F.4.b.2 by deleting everything after . . . of a Building Permit; and inserting the following: provided such rebuilding and restoring shall be completed within twelve months of the issuance of a Building Permit and application for said permit shall be made within two years of the destruction or damage, and the structure as rebuilt or restored shall not be in greater non-conformity than before. The Permit Granting Authority may extend the period if it finds that the application and/or construction were not commenced for a good cause.

Planning Board Report on Article 52: The Planning Board recommends approval of this article. We believe that there should be a time limit for reconstruction of destroyed non-conforming structures.

Article 53. DEFEATED motion to amend Section B of Zoning Bylaws.

Planning Board Report on Article 53: The Planning Board recommends approval of this article. The current zoning bylaws do not include a definition of signs.

Article 54. DEFEATED motion to amend Section F.9 of the Zoning Bylaws.

Counted vote: Yes, 52; No, 80.

Planning Board Report on Article 54: The Planning Board recommends approval of Article 54. It believes, however, that the following modifications would be appropriate: Item 9.a.6 delete the phrase "after written notification from the Building Inspector"; that the entire subsection 9.a.9 be

GENERAL GOVERNMENT

deleted and the remaining subsections be appropriately renumbered. A minority of the Board, however, was of the opinion that the proposed article was unduly restrictive.

Article 55. VOTED to indefinitely postpone this Article (rezoning — Ware Drive).

Planning Board Report on Article 55: The Planning Board unanimously recommends disapproval of this article. The Planning Board believes that this is an inappropriate use of land, it will cause problems with respect to emergency access, and add considerable traffic into an existing residential area. Furthermore, the Board believes that in all likelihood this rezoning would constitute spot zoning. In addition, the wording of the article does not guarantee the area would be used for parking, it could be used for any use allowed in a Business Zone. The Planning Board concurs with the recommendation of the Zoning Board of Appeals and the Zoning Bylaw Study Committee with respect to this article.

Article 56. VOTED to indefinitely postpone this Article (rezoning — Industry to Residential).

Planning Board Report on Article 56: The Planning Board recommends disapproval of this article. Because the Growth Study Committee and/or Zoning Bylaw Study Committee will be doing comprehensive in-depth studies to recommend zoning changes to the Town, the Planning Board believes that the rezoning of any land at this time should be postponed. In addition, it is important to realize that the Town has a high percentage of land zoned for residential purposes and very little zoned for industrial purposes. To change the zoning in this area now would not appear to be a well-thought-out concept.

The Planning Board is in agreement with the Zoning Bylaw Study Committee and opposes rezoning any Industrial land without adequate study. Furthermore, there was no consensus of opinion from property owners and abutters attending the public hearing that favored the proposal.

Article 57. VOTED to indefinitely postpone this Article (rezoning — Industry to Business).

Planning Board Report on Article 57: The Planning Board recommends disapproval of this article. The area is

to be the subject of studies by the Growth Study Committee and/or Zoning Bylaw Study Committee. It is important for the Town to allow sufficient time for the studies to be completed and recommendations to be made over the next several years.

Also, as pointed out by the Zoning Bylaw Study Committee, if this area is rezoned to Business no new industrial use can be established even by Special Permit, whereas if it remains Industrially zoned, business is allowed by Special Permit. Therefore, by voting against this article the Town is not voting to deny business use in this area. On the other hand, if we voted for this article the Town would be voting to deny Industrial use in this area.

It was clear from those property owners/abutters in attendance that there is no unanimity of opinion in favor of this change.

Article 58. VOTED to transfer \$56,500 from Water Department Revenue for construction of a 24" x 48" diameter gravel packed well — Tibbets Well Site in accordance with Phase II Improvements of Dufresne-Henry, Inc. 1984 updated Water Distribution System Report, to apply for and accept any State and Federal Grants and reimbursements that become available in accordance therewith.

Article 59. VOTED to transfer \$53,100 from Surplus Revenue and \$35,400 from Water Department Revenue for a total of \$88,500 to extend the water main a distance of 1650± feet on Needham Street from the existing 8" water main to the existing 8" main at the intersection of North and Pond Streets in accordance with Phase I Improvements of Dufresne-Henry, Inc. 1984 updated Water Distribution System Report, to apply for and accept any State and Federal Grants and reimbursements that become available in accordance therewith.

Article 60. VOTED to transfer the sum of \$5,800 from Water Department Revenue to complete resurfacing a distance of 1750± feet on King Street to the intersection of Chickadee Drive to complete Article 44 — 1986 Annual Town Meeting.

Article 61. VOTED to accept all State and Federal Grants for the Water Department which require matching funds from the Town for Old Mill Road (formerly Mayflower Road — 1985 ATM, Article 24) under the

provisions of Chapters 805 and 28 Acts of 1979 and 1982 respectively, in accordance with Regulations (3) CMR 26.00).

Article 62. VOTED to indefinitely postpone this Article (Kings Creek water extension).

Article 63. VOTED to indefinitely postpone this Article (replacement of water main on Mirror Lake Avenue).

Article 64. VOTED to indefinitely postpone this Article (extension of King and Union Streets).

Article 65. VOTED to accept for the Town of Norfolk Water Department the utility easement over the Dickey property, Assessors Map 14, Block 4, Lot 10, Land Court easement Document number 507011 as laid out and further described on an Easement Plan of Land dated October 6, 1986 drawn by Landmark Engineering of New England, Inc., 224 Dedham Street, Norfolk, MA.; a copy of which is on file with the Town Clerk.

Article 66. VOTED to indefinitely postpone this Article (water main extension to various streets in Poplantic/Kingsbury area).

Article 67. VOTED to correct an error of reference made and voted under Article 22 of the Annual Town Meeting of 1986; under Article 11 Committees, by deleting the word "Section 2," and inserting in place thereof "Section 1," Section 1 as voted reads, "The term of the Advisory Board members shall commence on the first day of the fiscal year following adjournment of the Annual Town Meeting and shall cease on the last day of the fiscal year three years later."

Article 68. VOTED to authorize the Town Treasurer, with the approval of the Selectmen to borrow money from time to time in anticipation of revenue for the financial year beginning July 1, 1987 in accordance with the provisions of General Laws, Chapter 44, Section 4, and to issue a note or notes therefore payable within one year and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws Chapter 44, Section 17.

Article 69. VOTED to indefinitely postpone this Article (money added to Stabilization Fund).

VOTED that this Town Meeting be dissolved. The Town Meeting dissolved 10:35 p.m.

Alice S. Boschen
Town Clerk

GENERAL GOVERNMENT

MINUTES OF SPECIAL TOWN MEETING

NOVEMBER 19, 1987, 7:30 p.m.

King Philip Junior High School

The meeting was opened at 7:50 p.m. by Moderator Frank Gross. The Moderator introduced the Town Clerk, Town Accountant, Executive Secretary, Board of Selectmen, Town Council, and Advisory Board.

VOTED to waive the reading of the Warrant and the Return of the Warrant.

Wayne and Marilyn Bredvik and Martin Moeckel were sworn in as counters. There were 273 voters attending the meeting.

Article 1. **VOTED** to change the Town of Norfolk Bylaw Article III, Section 12-B to increase the members of the Council of Aging from seven members to eleven members.

VOTED to move up Article 21 for action at this time.

Counted vote: Yes, 136; No, 38.

Article 21. **VOTED** to transfer from Free Cash the sum of \$20,000.00 to the Norfolk School Committee to be paid to those teachers represented by the Norfolk Teachers Association who are employed on February 1, 1988; said \$20,000.00 to be paid in proportion to the teachers placement on the 12-step schedule and paid monthly on a per diem basis to those teachers employed from February 1, 1988 until the \$20,000.00 is used in full.

DEFEATED a motion to reconsider Article 21.

Nancy Connors rose to express the thanks of the Town to the School Committee for their time and effort and the resulting contract with the Norfolk teachers.

Article 2. **VOTED UNANIMOUSLY** to transfer from Free Cash the sum of \$4,600.00 to the Unclassified Budget to increase the street lighting appropriation.

Article 3. **VOTED UNANIMOUSLY** to allow the Selectmen to petition the Legislature to enact special legislation which will allow the Board of Selectmen to sell a parcel of land to Joseph David, said land being previously owned by Joseph David and taken for taxes.

Article 4. **VOTED** to accept a parcel of land on Turner Street, Assessors Map 16, Block 34, Lot 149, consisting of 8,800 square feet, which has been

donated to the Town of Norfolk by the Norfolk Trout Club, Inc., Baltimore Street, Norfolk. **UNANIMOUS VOICE VOTE**

Article 5. **VOTED** to transfer the sum of \$1,000.00 from the Recreation Commission Salary Account to the Recreation Commission Expense Account; and to transfer from Free Cash the sum of \$4,500.00 to the Recreation Commission Expense account for recreation programs.

Article 6. **VOTED UNANIMOUSLY** to accept the Equal Education Opportunity Grant for fiscal year 1988 in the amount of \$105,145.00 under the provisions of General Laws Chapter 70A, section 5 as inserted by Chapter 188 of the Acts of 1985. Said grant shall be expended by the Tri-County Regional School District for direct service expenditures.

Article 7. **VOTED** to transfer from Free Cash the sum of \$6,200.00 to the Police Department to fund the purchase of a database program to be used with their computer for department operations management.

Article 8. **VOTED** to transfer from Free Cash the sum of \$6,000.00 to the Board of Health to fund Norfolk's portion of the grant funds provided by the Department of Environmental Management for the purpose of holding a household hazardous waste collection.

Article 9. **VOTED** to transfer the sum of \$6,000.00 from the Board of Assessors Data Processing Maintenance expense account to the Board of Assessors salary and wage account.

Article 10. **VOTED** to transfer from Free Cash the sum of \$30,000.00 to the Board of Assessors to implement the Recertification Plan of the Board of Assessors for maintaining and updating all real and personal property valuations at full and fair cash value as required by the Commonwealth of Massachusetts and to achieve uniform assessments; said funds to be used to contract for professional appraisal services by a state-approved revaluation company.

Selectmen Chairman Fred Pfischner rose and expressed the thanks of the Town to John Robbins for his many years of service as an Assessor.

Article 11. **VOTED** to transfer from Free Cash the sum of \$8,000.00 to the Norfolk Fire Department to replace the water tank on Fire Engine Four.

Article 12. **VOTED** to transfer from Free Cash the sum of \$1,805.48 to the Board of Selectmen to pay the balance of the bill for the cleanup of materials found in the abandoned gas tank at the rear of the Town Hall Parking Lot; removal of said tank was authorized by Article 14 of the Annual Town Meeting of May 1987.

Article 13. **VOTED UNANIMOUSLY** to transfer from Free Cash the sum of \$1,015.00 to the Norfolk School Department to pay the following unpaid bills of the School Department: \$575.00 for psychological testing and \$440.00 to reimburse transportation expenses for a special needs student.

Planning Board Report on Article 14: The Planning Board unanimously voted to recommend disapproval of Article 14. It would allow, as a matter of right, operation of a semi-public pool without the ability to specify any special conditions as to impact on adjacent property because of the operation of a pool.

Article 14. **VOTED** to indefinitely postpone Article 14 (to allow a semi-public swimming pool in a residential zone).

Planning Board Report on Article 15: The Board unanimously recommends indefinite postponement of Article 15. We believe the bylaw change, as presently proposed, is very vague and does not provide any criteria such as off-street parking, buffer zones, type of pool (indoor-vs-outdoor), hours of operation, possibility of allowing pools on otherwise non-building lots or a lot without a dwelling on it, etc. Under these circumstances, we believe the Zoning Board of Appeals would not have sufficient enabling authority to legally specify special conditions or deny permits.

Article 15. **VOTED** to indefinitely postpone Article 15 (allowing semi-public swimming pools in a residential zone by Special Permit).

Article 16. **VOTED** to indefinitely postpone Article 16 (to redesign and landscape Town Hill).

GENERAL GOVERNMENT

VOTED to move up Article 23 for action at this time.

Counted vote: Yes, 133; No, 64.

Article 23. **VOTED** to transfer from Article 19 of the May 1987 Annual Town Meeting the sum of \$8,455.00 for the purpose of constructing a new running track at the King Philip Regional High School, and to transfer from Article 19 of the May 1987 Annual Town Meeting the amount of \$11,910.00 for the purpose of constructing new tennis courts at King Philip Regional High School, said expenditures to be at the direction and supervision of the King Philip Regional School Committee, as designated agent of the Town.

DEFEATED motion to reconsider Article 23.

Advisory Board Chairman Kelleher requested action on Article 24 at this time, since the vote on Article 23 had a direct effect on Article 24.

Article 24. **VOTED** to indefinitely postpone Article 24 (same subject as Article 23, differing language).

Article 17. **VOTED** to amend the Town of Norfolk Bylaws Article IX, Section 32, Police Regulations, by deleting paragraph "a" thereof and inserting a paragraph "a" to read as follows: "No persons, except School Committee Members, School Committee employees, or Town of Norfolk employees acting in their capacity as such employees, shall enter in or upon property under the control of the School Committee between the hours of 9:00 P.M. and 7:00 A.M. unless authorized by the School Committee or the Superintendent of Schools"; and by deleting paragraph "c" thereof and inserting a new paragraph "c" to read as follows: "No person shall ride horses or other animals, engage in golf activities, or operate mini-bikes and snowmobiles on school grounds."

Article 18. **VOTED** to transfer from Free Cash the sum of \$2,975.00 to the Board of Selectmen for the purchase and installation of a new oil burner at the Norfolk Town Hall.

Article 19. **VOTED** to authorize the Board of Selectmen to negotiate with the Town of Wrentham, the Town of Franklin, and the Charles River Pollution Control District, as necessary, to obtain capacity in the existing treatment facility and the existing and proposed interceptor sewer system for the purpose of providing sanitary sewer services to the Mirror Lake region of Norfolk.

Article 20. **VOTED** to transfer from Free Cash the sum of \$5,921.00 to the Board of Selectmen to allow police and fire personnel to be immunized against hepatitis.

Article 22. **VOTED UNANIMOUSLY** to transfer from Free Cash the sum of \$10,000.00 to engage the services of a civil engineer/architect/preservationist to assess the structural capabilities of the Norfolk Grange Hall building, and to draw up a plan with cost estimates to restore and refurbish said Grange Hall; under the direction of the Board of Selectmen with the advice of the Permanent Building Committee.

Article 23. **VOTED** to transfer from Free Cash the sum of \$1,550.09 to defray the expenses of this Town Meeting.

Article 26. **VOTED** to transfer from Free Cash the sum of \$300,000.00 to the Stabilization Fund; and to transfer from Article 19, May 1987 Annual Town Meeting, the sum of \$32,030.00 to the Stabilization Fund.

VOTED UNANIMOUSLY to dissolve this Special Town Meeting. The meeting was dissolved 10:30 p.m.

Alice S. Boschen
Town Clerk

January 13, 1987

Boston, Massachusetts

The foregoing amendment to the general by-laws adopted under article 9 of the warrant for the Norfolk Special Town Meeting held November 25, 1986, are hereby approved.

Francis Bellotti
Attorney General

I, Elinor H. Pearson, Town Clerk of Norfolk, certify that the following is a true copy of the vote taken under Article 9 at the Special Town Meeting held November 25, 1986:

Article 9. **VOTED BY MAJORITY** to amend the Town of Norfolk By-Laws Article II by inserting a new Section 4 to read: "Any permit granting or licensing authority is authorized in accordance with the provisions of Chapter 640 of 1985 to deny any application for, or revoke or suspend any local license or permit including renewals or transfers issued

to any person, corporation or business enterprise who has neglected or refused to pay any local taxes, fees, assessments, betterments or any other municipal charge except that such by-laws shall not apply to: open burning permits under Chapter 48, Section 1; bicycle permits under Chapter 11; Section 11A; sales for charitable purposes under Chapter 101, Section 33; child work permits under Chapter 149, Section 69; club, food or beverage licenses under Chapter 21E; dog licenses under Chapter 140, Section 137; fishing, hunting or trapping licenses under Chapter 131, Section 12; marriage licenses under Chapter 207, Section 1; or theatrical or public exhibition permits under Chapter 140, Section 181.

A True Copy:

ATTES

Elinor H. Pearson
Town Clerk

The Honorable Michael J. Connolly
Secretary of the Commonwealth
State House
Boston, MA 02133

Dear Mr. Secretary:

At the Adjourned Annual Town Meeting held May 20, 1987, the Town of Norfolk voted to accept the provisions of Massachusetts General Law as follows:

Chapter 59, Section 5, Clause 41C relating to requirements for exemptions from real estate taxes.

Chapter 59, Section 5, Clause 17 — relating to requirements for exemptions from real estate taxes.

Chapter 40, Section 46 — regarding mutual aid contract.

Very truly yours,

Alice S. Boschen
Town Clerk

September 21, 1987

Boston, Massachusetts

The foregoing amendments to the by-laws adopted under articles 48, 51, and 52 of the warrant for the Norfolk Annual Town Meeting convened May 5, 1987, are hereby approved.

James M. Shanahan
Attorney General

GENERAL GOVERNMENT

At a legal meeting of the qualified voters of the Town of Norfolk, held May 26, 1987, the following business was transacted under Article 47:

VOTED to amend the Town of Norfolk Zoning Bylaws by deleting Section F.4.A and replacing it with the following section: Section F.4.A. Alteration and Enlargement. If the alteration or enlargement of a non-conforming structure does not violate the setback, coverage, or height requirements of section E.1.B, the structure may be rebuilt, altered, or enlarged as a matter of right.

If the alteration or enlargement of a non-conforming structure does violate the setback, coverage, or height requirements of section E.1.B, but does not violate those requirements to a greater extent than the original structure, the structure may be rebuilt, altered, or enlarged only with a special permit issued by the Zoning Board of Appeals.

No alteration or enlargement of a non-conforming structure shall violate the setback, coverage, or height requirements of Section E.1.B, to a greater extent than the original structure.

Counted vote: Yes, 98; No, 40.

A True Record.

ATTEST:

Alice S. Boschen
Town Clerk

At a legal meeting of the qualified voters of the Town of Norfolk, held May 26, 1987, the following business was transacted under Article 48:

VOTED to amend the Town of Norfolk Zoning Bylaws by deleting Section F.11 in its entirety and inserting a new Section F.11 as printed in the Annual Town Meeting Warrant. [text attached.]

UNANIMOUS VOICE VOTE

A True Record.

ATTEST:

Alice S. Boschen
Town Clerk

F.11 Site Plan Approval

a. Requirements for Site Plan

In all districts no building shall be constructed or externally enlarged and no use shall be expanded in ground area or established in an existing building except in conformity with a site plan bearing an endorsement of approval by the Planning Board. This provision shall not apply to single-family homes, including additions or enlargements, which are permitted in the district in which the property is located as a matter of right. Said plan shall show, among other things, all existing and proposed buildings, structures, free standing signs, parking spaces, driveway openings, driveways, service areas, open area uses and other improvements; all disposal facilities for sewage, refuse and other waste disposal; and for surface water drainage and all storage facilities for equipment, material and other; all landscape features (such as fences, walls, planting areas, and walks); and all existing natural features, including ponds, brooks, and wetlands on the lot.

The site plan shall be prepared by a Professional Engineer (PE) and a Registered Land Surveyor, as appropriate, and certified by same with their seal stamp and signature. The proposed use(s) and site development shall conform to the requirements set forth in this bylaw and other regulations as applicable. The plan shall conform to the administrative requirements set forth in the Planning Board Rules and Regulations as most recently adopted.

b. Procedure for Approval

Any person desiring approval of a site plan under this section shall submit ten (10) copies of said plan with application for approval and appropriate fee thereof directly to the Planning Board. The Board shall, within ten (10) days after the receipt thereof, transmit one (1) copy of such plan to the following: Building Inspector, Board of Health, Conservation Commission, Water Commissioners, Police Chief, Fire Chief, Highway Superintendent.

Said agencies shall, at their discretion, investigate the case and report in writing, their recommendations to the Planning Board. When a site plan is submitted in conjunction with an application to the Board of Appeals for a Special Permit (Section G.6.b.2.f), the Planning Board shall also request a review and report of findings from the Board of Appeals. The Planning Board shall include the findings from the Board of Appeals in its recommendations.

The Planning Board shall not take final action on such plan until it has received reports from said agencies or until said agencies have allowed thirty-five (35) days to elapse after receipt of such plan without submission of a report thereon. No building permit shall be issued unless the site plan has been approved by the Planning Board or the statutory time limit for approval has lapsed. No Certificate of Occupancy shall be issued until all requirements of the approved site plan have been completed.

In exercising its jurisdiction under this section, the Planning Board shall conform to all requirements or procedures applicable to a Permit Granting Authority when deciding requests for special permits under General Laws, Chapter 40A, as amended, including the requirements thereof for public notice and hearings.

c. General Conditions for Approval

In considering a site plan under this section, the Planning Board shall assure, to a degree consistent with a reasonable use of the site for the purposes permitted or permissible by the regulations of the district in which located:

1. protection of adjoining premises against seriously detrimental or offensive uses on the site;

2. convenience and safety of vehicular and pedestrian movement within the site, and in relation to adjacent street, property, or improvements;

3. adequacy of the methods of disposal for sewage, refuse, and other wastes resulting from the uses on the site, and the methods of drainage for surface water from its parking spaces and driveways;

4. adequacy and safety of storage facilities/methods for fuel, refuse, vehicles and other material and equipment incidental to the use of the site;

5. provision for emergency access and operations within the site;

6. provision for off-street loading, unloading, and parking of vehicles incidental to the normal operation of the establishment.

d. Authority of the Board

The Planning Board shall have the power to require that technical data and study results be provided by the applicant to support the site plan and resulting findings.

GENERAL GOVERNMENT

The Planning Board shall have power to modify or amend its approval of a site plan on application of the person owning or leasing the premises, or upon its own motion in the event of changes in physical conditions sufficient to justify such action within the intent of this section. All of the provisions of this section applicable to approval shall, where apt, be applicable to such modification or amendment.

and by amending Section G.6.a the second paragraph, by deleting the following:

"The Board of Appeals shall be the Permit Granting Authority under this bylaw."

and inserting the following:

The Board of Appeals shall be the Permit Granting Authority under this bylaw except for the purposes of Section F.11, Site Plan Approval, where the Planning Board shall be the Permit Granting Authority.

and by amending Section G.6.b.2.f by deleting the following:

"That a proper site plan has been filed with and approved by the Board of Appeals, along with the application for the special permit."

and inserting the following:

That a proper site plan has been filed for approval with the Planning Board and the proper number of copies have been submitted with the application for a special permit to the Board of Appeals.

At a legal meeting of the qualified voters of the Town of Norfolk, held May 26, 1987, the following business was transacted under Article 51:

VOTED to amend the Zoning Bylaws by deleting Section E.2.f and inserting a new Section E.2.f as follows: Visual Corner Clearance — In any district no structure, fence, sign, hedge, planting, off-street parking or similar obstruction shall be permitted to block vision at eye level (2½ to 7 feet above street grade) between streets within 25 feet or less from the point of intersection of the street lines (or in the

case of a rounded corner, the point of intersection of their tangents).

UNANIMOUS VOICE VOTE

A True Record.

ATTEST:
Alice S. Boschen
Town Clerk

At a legal meeting of the qualified voters of the Town of Norfolk, held May 26, 1987, the following business was transacted under Article 52:

VOTED to amend the Zoning Bylaws Section F.4.b.2 by deleting everything after . . . of a Building Permit; and inserting the following: provided such rebuilding and restoring shall be completed within twelve months of the issuance of a Building Permit and application for said permit shall be made within two years of the destruction or damage, and the structure as rebuilt or restored shall not be in greater non-conformity than before. The Permit Granting Authority may extend the period if it finds that the application and/or construction were not commenced for a good cause.

UNANIMOUS VOICE VOTE

A True Record.

ATTEST:
Alice S. Boschen
Town Clerk

December 3, 1987

Boston, Massachusetts

The foregoing amendment to general by-laws adopted under article 45 of warrant for the Norfolk Annual Town Meeting that convened May 5, 1987, is hereby approved.

James M. Shannon
Attorney General

At a legal meeting of the qualified voters of the Town of Norfolk, held May 20, 1987, the following business was transacted under Article 43:

VOTED to amend the Town of Norfolk Bylaws by deleting Article IV, Section 5.F.1, and inserting in its place the following: Section 5.F.1, Removal of earth from an operating farm, nursery, or cemetery but only to the

extent that this removal is necessary for the current operations of the farm nursery, or cemetery and only if the total volume of earth to be removed does not exceed 5,000 cubic yards during any three year period. A person or entity claiming an exemption under this clause must first notify the Board of Selectmen of its claim, as the basis for its claim, and must receive a written acknowledgement from the Board. In its acknowledgement, the Board of Selectmen may impose a reasonable restrictions.

VOICE VOTE

A True Record.

ATTES
Alice S. Boschen
Town Clerk

December 3, 1987

Boston, Massachusetts

The foregoing amendment to general by-laws adopted under article 45 of warrant for the Norfolk Annual Town Meeting that convened May 5, 1987, is hereby approved.

James M. Shannon
Attorney General

At a legal meeting of the qualified voters of the Town of Norfolk, held May 26, 1987, the following business was transacted under Article 45:

VOTED to delete from the Town of Norfolk Bylaws, Article IX, Pollution Regulations, Section 28, and inserting the following: Section 28, No person shall store a flammable liquid in an underground storage tank in the Town of Norfolk without first obtaining a permit issued by the Chief of the Fire Department or his/her designee agents. No such permit shall be issued unless the Board of Health or designated agent first approves the location of the tank.

Except for tanks with a capacity of 2000 gallons or less used exclusively for the storage of number 2 fuel oil, all tanks used for the storing of flammable liquids shall be approved double walled tanks with monitoring system. These tanks and systems shall be of the type approved by a recognized testi-

GENERAL GOVERNMENT

agency and the Chief of the Fire Department.

All licenses for storage of flammable liquids underground must also be approved by the Board of Selectmen under the provisions of M.G.L. Ch. 148, Section 13.

For the purpose of this regulation, the penalty for any violation shall be a fine of not less than \$20.00 nor more than \$200.00. Each day that such a violation continues shall constitute a separate offense.

A True Record.

ATTEST:
Alice S. Boschen
Town Clerk

UNANIMOUS VOICE VOTE

MARRIAGES RECORDED

1987

There were 57 marriages recorded in Norfolk. Of these, 34 were residents of Norfolk, 14 were persons from correctional institutions and 10 were from elsewhere.

Marriage intentions filed numbered 58.
Marriage certificates issued were 57.
One certificate was not used.
One certificate was not returned.

1987 BIRTHS RECORDED IN THE TOWN OF NORFOLK

January

2 Ellen Marks
2 James Michael
4 Jamie Lynn
13 Gregory Robert
20 Daniel Arthur
20 Stephen Michael
21 Paige Mahern
22 Kaitlin Caddy
23 Liane
25 Lauren Marie
25 Michael Joseph, Jr.
27 Brian Edward
29 Shannon Elizabeth

Nancy and John A. Kerrigan
Laura and Paul J. Connors
Debra M. and James M. Boulter
Marie L. and George E. Gustafson, Jr.
Evelyn and George E. Fahey, Jr.
Patricia M. and Daniel M. Pezold
Maureen and Edward C. Stillwell, III
Sherrill A. and Michael Holleran
Marlene F. and Peter B. Squiers
Holly A. and Robert B. Davenport
Michelle and Michael J. DiNapoli
Carolyn G. and William S. Ronca
Maureen M. and Thomas B. Howard

February

2 Matthew Ryan
5 Jennifer Mae
12 Joshua Bryn
12 Nicholas James
19 Kaitlin Grace
23 Jennifer Ashley
25 David Michael
26 Emily Ann

Ann M. and Dana R. Abbott
Debra A. and Paul F. Norton, Jr.
Lorraine V. and Leonard S. Newman
Nancy A. and Jonathan C. Murray
Kathleen A. and John F. O'Donnell
Linda and Jeffrey C. Robbins
Charlene D. and Dana W. Ehrlinger
Judith A. and Arthur Warren, IV

March

2 Scott Erik
6 Andrew Storms
10 Holly Catherine
10 Elise Ann
16 Matthew Thomas
17 Lindsey Marie
18 Mikaela Lynn
22 Alison Belinda
22 Ryan Patrick
22 Christopher Patrick
24 Katherine Audrey
24 Justin Michael

Elizabeth M. and Gerhard T. Anderson
Jan and Peter S. Johnson
Jean M. and Robert J. Cain, Jr.
Michelle L. and Kenneth P. Mostello
Susan G. and Richard K. Harper
Nancy H. and Ralph P. Petrone
Rita T. and Edward Callahan
Valerie J. and Glenn F. Dias
Mary V. and Thomas P. Hopkins
Mary V. and Thomas P. Hopkins
Mary A. and Ronald E. Janosko
Karen B. and Jeffrey L. Rothstein

GENERAL GOVERNMENT

26 Sean Herbert Kessler
 26 Alexander Michael
 27 Mira Walsh
 29 Andrew Russell
 29 Robert Alexander

Julie L. and John Griffin
 Sarina and Gerald H. Bluhm
 Susan L. and Frederick A. Simon
 Christine M. and Russell M. Foisy
 Sandra M. and Robert A. Paquette

April

2 Shainee Vinod
 3 Michelle Catherine
 8 Gregory Bacue
 10 Michelle Lynne
 10 Michael Gregory
 10 Emma Megan
 12 Kendra Patricia
 14 Jenna Elizabeth
 15 Matthew Andrew, Jr.
 18 Robert Joseph
 18 Charles Ross Rankin
 20 Rachel Carson
 20 Timothy Robert
 21 Allison Marie
 21 Clay Bryant
 22 Bethany Anne
 22 Raymond Joseph, Jr.
 25 Glen Ryan
 25 Joseph Frank
 27 James Geoffrey
 29 Christopher Michael

Madhu V. and Vinod K. Bhaskar
 Theresa M. and Paul R. Knowles
 Gay and Nick Zervos
 Marcia L. and Thomas P. Martin
 Lenore C. and Thomas P. Stanoch
 Sherena D. and William M. Titus
 Kathleen and Paul L. Butters
 Lisa S. and Thomas Raffio
 Leanne M. and Matthew A. Jasset
 Patti L. and Dana L. Eisenhauer
 Michele F. and David W. Sherwin
 Wendy and James R. Castleberry
 Nancy Jo and Robert J. Bowes
 Diane and Brude M. Reinhardt
 Marsha and Michael D. L. Johnson
 Clare and Edward C. Morris
 Kathleen A. and Raymond J. Turano
 Diane L. and David G. McElwee
 Mary S. and Frank J. Anello
 Lorraine M. and Philip J. Macpherson
 Alicia M. and Claude L. Gibson, Jr.

May

5 Scott Armstrong
 7 Anthony John, III
 11 Daniel Aaron
 12 Shannon Elisabeth
 12 Christopher George Dussek
 16 Julia Megan
 19 Francis Guy, Jr.
 20 Kayla
 23 Christina Danielle
 23 Kara Elizabeth
 28 Nicholas James
 29 Michelle Anne

Wendy and Richard W. Haensler
 Ellen E. and Anthony J. DiRenzo
 Julie K. and Mark R. Lampie
 Sharma and Richard L. Bates
 Eleanor G. and George K. Nashawaty
 Michelle A. and Michael A. Courtney
 Michele A. and Francis G. Boucher
 Maryann and Stephen Zagieboyo
 Donna M. and John R. Tsimortos
 Donna and Timothy F. Davey
 Gail E. and Donald M. Bernardo
 Ellen M. and David N. Cordo

June

1 Amie Lynn
 1 Matthew Paul
 8 Jaclyn Anne
 11 William Ezio, III
 14 Daniel Patrick
 15 Andrea Elizabeth
 16 Caroline Ruth
 21 Meghan Christina
 21 Concetta Lin
 22 Maura Kathrine
 28 Hannah Stewart

Nancy E. and Steven L. Nickerson
 Susan E. and Ralph P. Costanza
 Judith A. and Pierre M. Vaillancourt
 Marcia L. and William E. Zaccardi, Jr.
 Jill E. and John P. Sullivan
 Patricia M. and Cesidio J. Pinciaro
 Elizabeth R. and Bruce R. Taylor
 Linda A. and Jose' M. Rios
 Linda J. and Gregory R. King
 Clare I. and James J. Foley
 Pamela J. and Jeffrey A. Moor

July

8 Kevin James
 10 Carolyn Rogers
 10 Emily Clark
 14 Andrew William
 21 Kelly Ann
 21 Brittney Katherine

Pat and J. Richard Thatcher-Stephens
 Suzanne R. and David M. Schintzius
 Debra J. and Mark S. Conrad
 Joyce E. and Gary L. McFarland
 Robin M. and Thomas E. LaBlue
 Gail K. and Joseph C. O'Hara

GENERAL GOVERNMENT

23	Jonathan Claflin	Jean C. and Joseph C. Burke
27	Max Sibbald, III	Karen E. and Dwight S. Bell
August		
3	Spencer Lloyd	Virginia A. and Frederick L. Skinner
4	Cassandra Keigh	Debra A. and Lee M. Prevett
7	Jameson Clifford	Lynn E. Cormay and James J. Morris, Jr.
14	David Joseph	Adeline O. and Joseph D. Galluzzo
18	Wendy Elizabeth	Leslie H. and Robert S. Evans
27	Allyson Nicole	Janet L. and Brad E. Goossens
28	Nicholas David	Donna M. and David Veelenturf
31	Brandon Paul	Nancy and Peter J. Bokunt
September		
2	Michelle Lee	Doreen B. and Paul M. Jerauld
3	Katharine Wheeler	Gordon H. and Francis R. Austin, Jr.
11	Nicole Sawyer	Penelope and Christopher R. Littell
12	Bianna Louise	Susan P. and Joseph L. Murphy
16	James Matthew	Lesley J. and John M. O'Neil
16	Allison Ann	Cynthia and Donald A. Chiappisi
18	Michelle Avery	Marie and Kevin H. Hedberg
29	Sean Patrick	Erin and Robert G. Noble
30	Jacqueline Eileen	Eileen E. and George D. Pantos
	Alexa Kimball	Susan B. and Paul Weisman
October		
4	Sarah Jane	Priscilla A. and Bradley I. Berit
5	Catherine Jane	Kathleen A. and Robert M. Saraphin
5	Caitlin Kearney	Susan D. and John Murphy
7	Jessica Elizabeth	Jean E. and Carl F. Younger
12	Troy Lindsey	Sandra L. and Franklin P. Bringhurst
15	Allison Chaney	Rita V. and William T. Partridge, Jr.
18	Stefanie Lee	Joan C. and Ralph Calvanese
19	William Robert	Patricia B. and Alan J. Small
24	Andrew Richard	Dianne J. and Richard A. Lucca
November		
10	Leah Kristen	Cathleen P. and William A. Granville
16	Samuel Lee	Ann E. and Ralph H. Andersen
26	Conor Michael	Kathleen R. and Steven A. Hutchinson
December		
4	David Edward	Kerry A. and Edward A. Enos
12	Victoria Justine	Beth and Thomas P. Gilbert
13	Meghan Lorraine	Julia P. and Donald DiGiacomo
17	Elise Brinson	Janice and Robert J. Fazio
21	Christine JoHanna	Barbara J. and Gerald R. Bluhm
29	Liana Claire	Maryann and Peter T. Murray

GENERAL GOVERNMENT

NORFOLK DEATH OF RESIDENTS 1987

	Date:	Name:	Age:
January			
	1	Margaret Chase	89
	3	Ralph L. Watson	88
	6	Normand J. Levreault	81
	7	Jeanne d'Arc Cadorette	62
	17	Michael E. Donahue	85
	23	Mary E. Gould	94
	25	Agnes C. Weiland	91
April			
	8	Earl R. Hewitt	73
	18	Alice E. MacConnell	84
May			
	5	Eileen M. Dangelo	56
	8	Gertrude M. Dawson	72
	13	Elizabeth Duffy	71
	22	Alice L. Davey	81
June			
	5	Jennie T. Regal	72
	20	Philip Evans	97
	24	Catherine Robbins	90
	30	Lillian Johnson	74
July			
	4	Christine E. Eisner	77
	7	Mary L. Allaire	65
	17	Christy DiMinico	62
	20	Theresa D. Dunn	83
	26	George Hodgkinson	87
August			
	3	William E. Zaccardi	71
	7	Elizabeth A. Cogdell	40
September			
	6	John J. Murphy	28
	20	Marguerite L. Sullivan	89
	20	Anna McClure	98
November			
	9	Grace J. Ehnes	67
December			
	13	Charles T. Aylott	83
	19	Margaret Elms	77

GENERAL GOVERNMENT

SPORTING LICENSES

1987

97	Resident Citizen Fishing		@\$12.50	\$1,212.50
6	Resident Citizen Minor Fishing		6.50	39.00
7	Resident Citizen Fishing (Age 65-69)		6.25	43.75
4	Resident Citizen Fishing Paraplegic, Blind, Mentally Retarded (also over 70)	Free		None
1	Resident Citizen Alien Fishing	14.50		14.50
1	Non-Resident Citizen/Alien Fishing	17.50		17.50
2	Non-Resident Citizen/Alien 7-day Fishing	11.50		23.00
1	Resident Citizen Trapping	20.50		20.50
35	Resident Citizen Hunting	12.50		437.50
1	Resident Alien Hunting	19.50		19.50
41	Resident Citizen Sporting	19.50		799.50
4	Resident Citizen Sporting (Age 65-69)	9.75		39.00
10	Resident Citizen Sporting (over 70)	Free		None
2	Duplicate Hunting	2.00		4.00
221				
27	Archery/Primitive Firearms Stamps	5.10		137.70
17	Massachusetts Waterfowl Stamps	1.25		21.25
				<u>\$2,829.20</u>

240	Town Clerk's Fees turned over to Town:			
196	Fees at \$.50	98.00		
27	Stamp Fees at \$.10	2.70		
17	Stamp Fees at \$.25	4.25		
		<u>\$104.95</u>		

Division of Fisheries and Wildlife		<u>—104.95</u>
		<u>\$2,724.25</u>

Number of Licenses issued in 1985	183
Number of Licenses issued in 1986	212

MISCELLANEOUS LICENSES, RECORDALS, CERTIFICATES, ETC. ISSUED IN 1987

	Total Price		
	Issued	Unit Price	Paid to Town
Dog License Fees	750	Varied	\$ 577.50
Fish and Game Fees	221	Varied	104.95
Birth, Marriage, Death & Other Certificates	1,372	Varied	4,569.70
Books and Maps	265	Varied	1,617.69
U.C.C. Recordals, Continuations, Terminations & Research	188	Varied	1,689.00
Pole Location Recordals	19	25.00	475.00
Raffle & Bazaar Permits	7	10.00	70.00
Dog tag Replacements	19	.35	6.65
Dog Transfers	1	.25	.25
Dog Fines	35	10.00	350.00
License Holders	85	.25	21.25
 TOTALS	 2,962		 \$9,481.99

GENERAL GOVERNMENT

DOG LICENSES

1987

19	Neutered Males	@\$ 3.00	\$ 57.00
343	Males	3.00	1,029.00
31	Females	6.00	186.00
358	Spayed Females	3.00	1,074.00
10	Kennels, 4 dogs or less	10.00	100.00
7	Kennels, 10 dogs or less	25.00	175.00
1	Kennel, 10 dogs or less	50.00	50.00
			<u>\$2,671.00</u>
769			

Town Clerk's fees turned over to Town
(fees at \$.75)

576.75

Total paid to Norfolk County

\$2,094.25

Total number sold in 1985

874

Total number sold in 1986

771

Reminder: all dogs must be licensed by April first. An additional \$10.00 fee is charged to the owners of dogs licensed after June 1st.

ANNUAL REPORT OF TOWN COUNSEL

During 1987, as Town Counsel, I have rendered fifty (50) formal opinions to the various Boards, Commissions and Offices, researched land titles, drawn contracts, rendered numerous informal opinions and met with the Selectmen, School Committee, Assessors, Water Commissioners and Board of Appeals.

In 1987 the volume of Court Litigation continued to increase. Fortunately in litigated matters carried to a final conclusion, the result in each case was favorable for the Town.

As in the past, the legal work of the Town has been made easier by the excellent cooperation and assistance of

all Department Heads and Officers, particularly the Executive Secretaries, without whose assistance the request for legal services would be unmanageable.

Paul D. Maggioni
Town Counsel

PERSONNEL BOARD ANNUAL REPORT

During the year of 1987, the Personnel Board continued to classify and reclassify personnel positions. The following classifications were approved at town meeting: Recreation Director, Grade 11; Lieutenant, Fire Department, Grade 1; Executive Director, Council on Aging, Grade 13; Administrative Assistant, Board of Health, Grade K.

As has been done in all other years, the Personnel Board conducted an extensive survey of surrounding towns and private industries in order to make

an accurate and appropriate recommendation to the Advisory Board and Board of Selectmen for the annual increase for town employees. Other factors taken into consideration in this survey are health insurance coverage, longevity, and other benefits, so that the Personnel Board is able to gain a total picture of compensation scales in surrounding towns. Based on the results of this survey, the Personnel Board is able to upgrade the Compensation Schedule fairly each year.

The Performance Appraisal System

and the Merit Program that were instituted in 1985, are intact and running smoothly.

The Personnel Board is in the process of integrating the by laws which were voted at the town meeting and reprinting in booklet form the updated Personnel By-laws. This project should be completed by mid 1988.

William Dillon, *Chairman*
Spring Leonard
Robert Partridge
James Moses

BOARD OF REGISTRARS OF VOTERS

ANNUAL REPORT

registration, certify signatures on nomination papers and petitions, plan the Annual Town census and send out notices to voters being removed from the rolls.

In 1987 the Board held registrations

for Town Meeting, and a Special Town Meeting. Registration was also held on the two evenings of Parents Night at the Freeman and Centennial Schools. As the Voter List closes 28 days prior to an election (and 10 days prior to

Monthly meetings of the Board of Registrars of Voters are held on the second Monday of the month and generally deal with business affairs of the Board. In addition the members meet at various times to conduct voter

GENERAL GOVERNMENT

Special Town Meeting) Special Registration Sessions are held Wednesday evenings, the last Saturday and the last Tuesday prior to the closing of registration. A Special Registration Session was held at the Norfolk Library on one Saturday. Announcement of Registration sessions is made on local access cable television for which the Board would like to thank the Norfolk Cable Corporation. The Registration dates are posted in public places at the beginning of the Special Registration period.

The Board is appointed by the Selectmen, with the exception of the Town Clerk, who serves by mandate of

law. Members must be a member of either of the two major parties, and each party must be equally represented. Jane F. Sullivan and William F. Coughlan are Democrats, and Janet G. Sievert and Alice Boschen, Town Clerk, are Republicans.

In addition to voter registration, the Board is responsible for conducting the Annual Census of Residents. The Census determines who were the inhabitants of the Town as of January 1 of each year. The census was supervised by Patricia Bixby with the assistance of six census takers: Bernice Arnold, Brenda Bowden, Julia Dardi, Jean Merritt, Christine Shaw and

Gwendolyn Woods. They did a wonderful job and the Board wishes to express our thanks publicly.

There are 3,719 Registered Voters in Norfolk as of December 31, 1987. These voters are registered as follows:

Democrat	878
Republican	768
Independent	2,073

William F. Coughlan
Janet G. Sievert
Jane F. Sullivan
Alice Boschen, *Town Clerk*



PUBLIC SAFETY

POLICE DEPARTMENT ANNUAL REPORT

Productivity, motivation, continued training and a great concern for public relations were the highlights for the Police Department in 1987.

Because of public regard for traffic enforcement by a large majority of townspeople, there was, for the third consecutive year, an increase in motor vehicle stops and citations issued. This also resulted in a large increase in arrests for various violations and arrests for other law enforcement agencies for outstanding warrants. A

further benefit of strong traffic enforcement showed motor vehicle accidents down 39% and recreational vehicle complaints down 300%. These are two areas in which the Department can be very proud.

I am also proud to announce that two more of the police officers will be receiving associates degrees in law enforcement bringing a total of eight officers out of thirteen with college degrees in law enforcement.

In public relations, a great deal of

time was spent at the elementary giving lectures and guest appearances. There were also many tours of the police station for various groups.

A sincere thank you to the Board of Selectmen and the men and women of my department for giving us a year and a proud department. Thank you, Norfolk, for your ever support.

William R. Treeful
Chief of Police

REPORT OF THE POLICE DEPARTMENT

I herewith submit my third annual report of the activities of the Police Department for the year 1987.

PART I CRIMES

	<u>1986</u>	<u>1987</u>
Robbery	0	0
Forcible Rape	0	0
Aggravated Assault	11	17
Burglary (B & E)	56	45
Larceny	72	69
Motor Vehicle Theft	21	11

PART II CRIMES

Non-Aggravated Assault	3	6
Arson & Bombing	0	2
Forgery & Counterfeiting	4	1
Fraud	0	0
Receiving Stolen Property	4	2
Vandalism	171	96
Weapons Violations	0	2
Sex Offenses	2	1
Drug Law Violations	7	13
Offenses Against Family & Children	2	3
Operating Under Influence	30	35
Violation of Liquor Laws	28	36
Disorderly Conduct - Protective Custody	59	38
General Offenses	0	16
Trespassing	61	20
Civil Complaint	4	2
Juvenile Offense	8	11
Attempted B & E	12	6
Recovered Stolen Property	15	11
Threats	9	11
Harrassment	5	3

MISCELLANEOUS

Officer Field Investigation	140	123
Local Ordinances/By Laws	18	4
Missing Persons	26	7
Missing Property	69	40

PUBLIC SAFETY

Disturbance (General)	54	57
Disturbance (Family)	58	48
Disturbance (Gathering)	204	15
Disturbance (School)	1	0
Child/Youth in Street	8	5
Noise Complaint	114	105
Annoying Phone Calls	40	24
Suspicious Activity	432	397
General Services	499	902
Officer Wanted	268	261
Escort	17	7
Prisoner Transportation	40	40
Building Check/Found Open	135	161
Message Delivery	59	33
Animal Complaint	123	63
Assist Municipal Agencies	95	32
Requests Non-Police Functions	116	67
Assist Citizen/Lock Out	125	138
Incapacitated Person	4	3
Fire Alarm Assists	104	93
Burglar Alarms Answered	415	395
Summons Delivered	87	66
Assist Other Police Departments	181	99
VIN Checks	7	10

ARRESTS

Arrests	158	208
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MEDICAL/EMERGENCY

Emergency Services	12	11
Ambulance Assists	93	133
Medical/Mental	30	24
Reported Death	0	4

TRAFFIC SERVICES

Motorists Assisted	490	419
Traffic/Motor Vehicle Complaints	181	103
Unlawful Operation of Motor Vehicle	4	3
Complaint (Citations Written)	988	996
Traffic Warning (Citations)	737	833
Traffic Warning (Verbal)	843	1,136
Traffic Control	234	367
Abandoned Vehicle	70	6
Recreation Vehicle Complaint	129	43

TRAFFIC ACCIDENTS

Vehicle Accident (Leaving Scene)	14	15
Vehicle Accident (Personal Injury)	29	37
Vehicle Accident (Property Damage)	248	157

PUBLIC SAFETY

PERMITS ISSUED

Licenses to Carry Firearms	121
Firearms Identification Cards	56
Fees collected for above & turned over to Town Treasurer	
Reports to Insurance Companies	\$1,322.00
Fees collected for above & turned over to Town Treasurer	115
Off Duty Details	
Amount Billed	\$537.00
Amount Paid Officers	
Vendor's Administrative Charge turned over to Town	\$56,423.41
	\$51,306.99
	\$ 5,100.07

ANNUAL ACTIVITY REPORT FOR 1987 INVESTIGATION DIVISION

Although our house breaks are still below the area average, we still have the nagging problem of occasional breaks from time to time. Citizens within the town can do a lot to help reduce these few breaks even further. Lists of precautions and other security information is available from the Detective Division to all interested parties. Our Community Awareness Program presentations cover these steps in detail. These programs cover such subjects as Home Security, Neighborhood Crime Watch, Personal Security and various safety measures. As always, these programs are available to interested parties and organizations within the town. Please call the

Crime Prevention Officer at the Police Station for information.

The largest share of the follow-up investigations this past year have been in the area of thefts, house breaks and vandalism. Much of the time spent in these areas requires the assistance of investigators from other police departments. Without their assistance, it would be very difficult to resolve many of these crimes. As a result, we are fortunate to have a stolen property recovery rate above the national average. Citizen cooperation has also been a big factor in helping to resolve many of these crimes.

I would like to thank Detective David Holt for the splendid job he has

done during the past year, for efforts in resolving a lot of the load. Also, much thanks go to residents of Norfolk for their help and cooperation. Crime prevention should be a community effort. The more people who get involved in taking preventative measures and reporting suspicious activity the more we all reduce the incidence of crime in our town. I would also like to thank the police investigators from the surrounding towns. Without their cooperation many of the crimes would go unsolved. We look forward to their continuing support and that of the local citizens also.

Albert A. Leverone
Inspector

FIRE AND POLICE COMMUNICATIONS

The Fire and Police Communications Department has been very busy this year, much like many other departments in town that are impacted by the town's growth and population. There has been a continuing increase in the requests for services, many of which are directed through the Communications Department.

On March 9, 1987, five of our dispatchers attended a dispatching training seminar at the King Philip Regional High School that was hosted by the dispatchers from Norfolk Fire and Police Communications Department.

In July of 1987, Einar C. Elbert retired from his duties after 15 years of service as a Dispatcher in the Norfolk Communications Department. Einar was the first to be employed as a full-time dispatcher working in the Norfolk Fire and Police complex. In September 1987, Charles W. Hovey retired from his duties after 10 years of service as a Dispatcher. Chuck was one of the four original dispatchers when the Communication Department was made into a full-time 24-hour-a-day operation back in 1977. We wish them both well and hope they have a very long, active and happy retirement.

Your Communications Department is open 24 hours a day and available to aid and assist you, not only with emergency calls, but also general information about services provided by other departments.

We thank all departments, boards and the people of Norfolk for their cooperation and support, and we shall continue to serve you to the best of our ability.

Charles H. Stone, Jr., Lieutenant
Communications Supervisor

PUBLIC SAFETY

ANNUAL REPORT OF THE FIRE DEPARTMENT

The Fire Department provides fire prevention, fire suppression, emergency medical services and renders assistance to property owners for certain non-fire emergencies.

The Fire Department personnel consists of one full-time Chief, and twenty-eight Call Firefighters who are paid for their services on a call basis. The Fire Department also employs a part-time Secretary.

FIRE PREVENTION

The Fire Department continued to inspect public buildings, throughout the year, such as all schools, churches, Southwood Hospital, mercantile establishments and private homes for oil burner, smoke detectors and L.P.G. storage installations.

The Fire Department also reviewed all blue prints for new construction to ensure proper code compliance of the Massachusetts Fire Prevention Regulations.

The Emergency number for all Ambulance, Fire and Police Services is 528-3232. Business calls should be directed to 528-3207.

I would like to thank the personnel of the Department for their sincere dedication and devotion that they have shown to the Town during the past year.

William F. Kelley
Fire Chief

INSPECTIONS AND PERMITS:

	<u>1986</u>	<u>1987</u>
Smoke Detector Inspections	335	230
Oil Burner Inspections	103	90
Blasting Permits	15	25
Gun Powder Storage Permits	4	6
Propane Storage Permits	17	15
Permit to Remove Underground Storage Tanks	4	1
Burning Permits	1,421	1,235

ACTIVITIES BY MONTH

	<u>Fire Responses</u>	<u>Public Service</u>	<u>Ambulance</u>	<u>Total</u>
January	12	1	18	31
February	11	0	16	27
March	22	0	15	37
April	21	16	20	57
May	22	4	20	46
June	15	3	24	42
July	22	0	22	44
August	16	3	22	41
September	14	2	20	36

PUBLIC SAFETY

October	16	3	18	3
November	21	1	24	4
December	13	1	28	4
<hr/>				
1987 TOTALS	205	34	247	48
1986 TOTALS	195	8	198	40

SUMMARY OF ACTIVITY

Structural Fires	73
Vehicle Fires	8
Brush Fires	37
Rescue	5
Illegal Burning	6
Fire Alarm Malfunctions	33
Miscellaneous Responses	43
Fire Response Total:	205
Public Service Total:	34
Ambulance Response Total:	247
<hr/>	
TOTAL RESPONSES:	486

PUBLIC SAFETY

EQUIPMENT

1976 Mack - 1250 GPM	1,000 gal. water capacity
1967 Ford 850 - 750 GPM	1,000 gal. water capacity
1983 85' Aerial Ladder with 200 feet of ground ladders	
1965 Chevrolet 5 Ton Tanker	2,600 gal. water capacity
1980 Chevrolet Brush Truck	250 gal. water capacity
1968 Dodge Brush Truck	400 gal. water capacity
1963 Ford Econoline Emergency Truck	
1986 Ford F350 - Class 1 Ambulance	
1982 Chevrolet Impala - Fire Chief's Car	
1 Ten-Foot Rescue Boat	

BUILDING DEPARTMENT ANNUAL REPORT

The Town of Norfolk Building Department conforms to the Commonwealth of Massachusetts State Building Code. The building commissioner and the local inspector enforce all provisions of this code and any other applicable state statutes, rules and regulations, or by-laws, and act on any question relative to the mode or manner of construction, alteration, repair, demolition, removal, installation of equipment, and the location, use, occupancy, and maintenance of all

buildings and structures, including any building or structure owned by any authority established by the legislature but not owned by the Commonwealth. The building officials receive applications and inspect the premises for which permits have been issued and enforce compliance with the provisions of the Massachusetts State Building code. The building officials issue all necessary notices or orders to remove illegal or unsafe conditions, require the necessary safeguards during construc-

tion, require adequate egress facilities in new and existing buildings and structures, and ensure compliance with all the code requirements for the safety, health and general welfare of the public.

The Building Commissioner is also the Zoning Officer for the Town of Norfolk and a great deal of time is allotted to zoning problems and enforcement of the Town of Norfolk Zoning By-laws.

Gerald Hughes
Building Commissioner

The following is a list of permits that have been issued during 1987:

NO. OF PERMITS	EXPLANATION	EST. VALUE
1986 1987		
126 58	New Buildings	\$ 5,537,200.00
3 1	New Commercial	\$ 100,000.00
142 118	Additions/alt.- Residential	\$ 1,183,410.00
10 12	Additions/alt.- Commercial	\$ 618,447.00
0 0	Additions - Municipal	
24 24	Pools	\$ 290,024.00
37 38	Wood/Coal Stoves	\$ 24,205.00
1 0	Solar Systems	
7 10	Signs	\$ 6,170.00
14 4	Demolitions	\$ 2,400.00
7 11	Siding	\$ 31,500.00

PUBLIC SAFETY

21	30	Reroofing	\$ 62,450.00
19	3	Miscellaneous	\$ 4,800.00
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411	309	TOTALS	\$ 7,860,606.00
		Total Building Permit Fee Forwarded to Treasurer:	\$ 40,746.00
		Electrical Permits	
		Total Electrical Permit Fees	
		Forwarded to Treasurer:	\$ 11,691.00
		Plumbing Permits	
		Total Plumbing Permit Fees	
		Forwarded to Treasurer:	\$ 6,318.50
		Gas Permits	
		Total Gas Permit Fees	
		Forwarded to Treasurer:	\$ 584.50

TREE WARDEN AND SHADE TREE MANAGEMENT AND PEST CONTROL SUPERINTENDENT ANNUAL REPORT

Shade Tree Management and Pest Control is a new title to replace the former title of Insect Pest Control Superintendent. This is an appointed position at the pleasure of the Selectmen. In my opinion, it does more with the care of shade trees, with less emphasis on the control of insects by the use of chemical sprays.

Tree problems are about the same each year except for occasional storms or winds of hurricane force.

The Tree Warden's first endeavor is to eliminate dead and dangerous trees, large dead wood, hangers, brush growing into the public way or road clearance and to elevate limbs over street to at least fourteen feet. We try to

cover every street in the Town for safety of the public. I have already ordered thirteen new shade trees to be planted in the spring. This should be done on an annual basis.

Let's keep Norfolk shaded in the right places.

Kenneth Tripp
Tree Warden

ANNUAL REPORT CIVIL DEFENSE AGENCY

The Norfolk Civil Defense Agency has equipped the shelter located at the Centennial School with the following: Cots, Blankets, Portable Lighting, Electric Generator, Communication Equipment and First Aid Supplies.

The second shelter located at the King Philip Junior High School is

scheduled to be stocked with supplies in 1988.

The Agency applied for a permit to be placed on the Administrative Communication Network with the Massachusetts State Civil Defense Agency. This would enable Norfolk to communicate directly with Area 2 Civil

Defense Headquarters in Bridgewater, MA during a disaster.

The Auxiliary Police have completed over 290 hours of police crisis training in 1987.

George J. Tamer
Civil Defense Director

PUBLIC FACILITIES

WATER DEPARTMENT ANNUAL REPORT

The Water Department had another very active and sometimes very hectic year. Thanks to your continuing support your Board of Water Commissioners were able to complete many very important water service programs and to initiate some necessary water quality programs. The largest water main installation program ever undertaken in Water Department history, municipal water service to the Poplar/Kingsbury Pond area was completed last fall and has added over seventy new customers to the water system along with much needed fire protection.

The Ground Water Protection Program for the Gold Street Municipal Well was expanded to include seismic geological survey after assessing the initial results of the ground water monitoring and testing. This program has been completed and the final report prepared.

The construction of a new 8 inch water main in Needham Street to close a very important loop in our distribution system has begun with completion scheduled for early summer. This will provide water service for an additional fifteen homes along with fire protection.

Construction has also begun on the new municipal gravel packed well at the Tibbetts Well Site in the Mirror Lake area. The Well was completed in early March of this year.

The Board of Water Commissioners wishes to express sincere gratitude to all of our water customers and to the many registered voters not on the water system for their very generous support and spirit of cooperation as we attempt to provide the citizens of Norfolk with the best water supply system in the commonwealth. We also wish to compliment our Water Department staff for their continued excellence in

the management of your water supply and distribution system. Our staff consists of Superintendent James A. Martin III, Foreman Richard A. Watson, Secretary Marilyn A. Ghioni and Water Collector Johanna M. Hayden. Without their dedication to excellence we could not function as effectively as we believe we have and we are most grateful for their outstanding efforts.

The Water Department Office is open from 9:00 a.m. to 5:00 p.m., Monday through Friday. We have a recording service number, 528-1412, available 24 hours a day for your convenience. In an emergency you may call the Police/Fire Dispatcher at 528-3206.

Board of Water Commissioners
 Susan S. Mullins, *Chairman*
 David O. Richardson, *Clerk*
 George J. Murray, *Member*

	1987	1986
Miles of water mains in service	37.80	33.76
Total water services	1105	1004
Number of services per mile of water main	29.23	30.92
Total gallons pumped	118,847,500	92,511,000
Total gallons purchased	5,043,536	7,541,982
Average gallons pumped per day	325,609	253,455
Average annual gallons used per service	112,119	83,796
Average gallons used per service per day	295	230
Total Water Department Income	\$314,473.36	\$203,872.00

EDUCATION, LIBRARY, ARTS

ANNUAL REPORT OF THE NORFOLK HISTORICAL COMMISSION

The Historical Commission had a productive year in 1987. Throughout the year much attention was devoted to the "Tramp House" or "Lock-Up". Commission members, local individuals, and private contractors joined forces and worked on inside renovations. Walls and ceilings were painted, windows were stained, and floors were refinished. It was an ongoing project.

The highlight of the year came in September with the opening of the "Tramp House". In conjunction with the Arts Council, an art show was held. Local artists displayed paintings, and historical artifacts and photographs were exhibited. Donations were given

and refreshments were served. The day was a great success. Many enthusiastic townspeople reminisced about the "Tramp House" in its earlier days. The Garden Club's plantings outside were enjoyed by all and much appreciated. Many thanks to all who contributed and supported this exciting event.

In December, the "Tramp House" was part of the Southwood Hospital Open House Tour, a benefit. Artifacts and photographs once again were on display and enjoyed.

In 1988 we will look forward to ongoing renovations for the "Tramp House", including completion of the electrical service, installation of a brick

walkway by the Highway Department and planting of a herb garden by Garden Club. We also plan to work a variety of other projects such as copying old films onto videotape, cataloging inventory, recording cemetery listings, and issuing historical plaques.

Meetings continue to be held monthly in the library. Many thanks to Jeanne Hill and her staff for their accomodations.

Officers presently are: Donna Beemink, Chairperson, Betsy Pyne, Treasurer, Jean Cain, Secretary.

Donna Beemink
Chairperson

NORFOLK LIBRARY TRUSTEES ANNUAL REPORT

The Trustees were pleased to note the high degree of activity at the Library during nineteen eighty-seven. We interpret this to mean that the facilities, materials, and programs the Library is providing are meeting needs within the Town.

The Student Resource Center was developed with a State Grant. Our

students are finding the new materials very helpful. Another grant was used to provide a variety of audio-visual materials for all our patrons.

Jeanne Hill, Fran Johnson, and the Library staff deserve special thanks for a job well done.

We thank the individuals and groups who have supported us during the year.

We ask for your continued support to keep the Library a facility we can all be proud of.

Robert G. Boucher, Chair
Frances Holman
Joan C. Smith
Norfolk Library Trustees

NORFOLK PUBLIC LIBRARY

ANNUAL STATISTICS JULY 1, 1986 — JUNE 30, 1987

CIRCULATION

Adult Fiction	14,823	Fines	\$2,360.72
Adult Nonfiction	10,150	Out of town borrower circulation	2,295
Juvenile Fiction	21,722	Interlibrary Loans out	85
Juvenile Nonfiction	4,656	Interlibrary Loans in	465
Young Adult Fiction	80	Library Borrowers	4,023
Young Adult Nonfiction	12	Out-of-town borrowers	263
Cassettes	980		
Media Kits	854		
Puppet Kits	141		
Museum Passes	428		
Videos	11		
Films	29		
Magazines	4,729		
Records	786		
Framed Prints	110		
 Total	 59,511		

EDUCATION, LIBRARY, ARTS

STAFF

Librarians

Bonnie Durand
Maureen Gentry
Marion Graham

Nancy Rosenberg
Nancy Sullivan
Judith Swaim

Pages

Kristen Daniels
Michael Ferraris
Carolyn Nagle

Marjorie Nelson
Stephen Nelson
Kimberly St.Amand

Children's Librarian

Merrilee Hindman

Administrative Assistant/Technical Services

Francena Johnson

Director

Jeanne D. Hill

Resigned

Sarina Bluhm, Jo-Ann Connolly, Kristen Olson, Christine Slattery

One of life's most precious possessions is your library card. It is your ticket to a whole world of learning and pleasure.

Your delight begins as a toddler when you discover the enchantment of books at preschool story hours. It endures through the years of school assignments, penny dreadfuls, do-it-yourself projects, bestsellers and on to large print books.

The gift is made possible by the combined efforts of the Board of Library Commissioners, the Eastern Massachusetts Regional Library Service and you.

From the LIBRARY BOARD we received in 1987:

State Aid \$5,862.31
Collection Development

Grant \$10,000.00

They are also a great source of help and materials to libraries.

The use of the State Aid this year allowed us to replace our old Main Street entrance to meet present building laws, to replace the old lights in the meeting room and to remove the

old, inadequate shelving and replace it in the children's area.

The grant was to supplement our adult collection by replacing worn-out books and adding new ones. It made possible books-on-cassette and compact discs as well as the equipment to hold them.

From the REGION we have the Bookmobile, films, workshops, and inter-library loans delivered by van three times a week.

Presently we have over 9,000 books on loan from the region. They are the source of all our free film programs and through them you are able to borrow from any library in the state. Also through them we are learning automated library procedures.

From YOU support comes with your tax dollar, from your time and from your organization's contributions.

In taxes — 1.6% of your real estate tax is what the library cost you in 1987.

In time — this year many young people donated community service through their library. Thank you Greg Pullen, Michael Ferraris, Jamie De-

Forte, Carolyn Nagle and Ashok Maliakal. More wanted to, we just didn't have the staff time to train and supervise them.

Time given by organizations is immeasurable. Thanks to the Garden Club, Jack Allan, and the Highway Department, the library grounds were well-groomed and a joy to behold.

Are you aware that the library passes to the six museums are all donated? Most cost \$500.00 or more each year, but save each family almost \$20.00 each visit.

For the passes thanks go to:
Lions' Club — Childrens
Museum

NOVA — Museum of Science
Friends of the Library — N. E.
Aquarium, Fine Arts Museum,
Old Ironsides & Constitution
Museum, Model Railroad
Museum.

We are indebted to the Norfolk Arts Council and the Friends of the Library for the second successful year of the

EDUCATION, LIBRARY, ARTS

Art for Loan Program under the guidance of Jan Conklin and Marianne Janosko. Norfolk homes are the brighter for their choices.

Generous gifts from GLM Engineering (Philip Lukens) made the new library signage possible; from Ellis Hayden our investment collection; from Rita Hale our Ham Radio Collection; from the Garden Club new

books on herbs; from Bonnie Dittrich our *Cornerstones of Freedom* collection for children; from the Arts Alive Program, a book about Georgia O'Keefe; from NOVA, twenty-one books for new babies and from the Friends our video cassette collection, many new books and our special programs for children.

There also have been many memorial gifts and many books dona-

With the support of the community and the hard work of its staff, Norfolk Public Library continues an enduring institution of service and integrity.

Jeanne D. Hill
Library Director

NORFOLK PUBLIC SCHOOLS

70 Boardman Street

Norfolk, Massachusetts

02056

Norfolk School Committee

Frank J. Gross, *Chairperson*

Priscilla J. Chick, *Vice Chairperson*

Rosemarie McQuillan, *Secretary*

Martha J. Donovan, *Member*

Jane Morris, *Member*

Superintendent of Schools

Dr. Thomas M. Delmonaco

Superintendent's Office — 528-1266/528-1415

Mrs. Audrey Carson, *Secretary to the Superintendent*

Mrs. Marion Potter, *Bookkeeper/Payroll* 528-3739

Mrs. Susan MacKinnon, *Secretary-part time*

Mrs. Thayer Olson, *Secretary-part time*

Special Education Office 528-1266/528-1415

Mrs. Linda A. Balfour, *Coordinator of Special Education*

Mrs. Suellen Blair, *Secretary*

Alvin J. Freeman School 528-1225

Ms. H. Olive Day, *Principal and Assistant Superintendent*

Mrs. Virginia Navickas, *Secretary-part time*

Mrs. Susan MacKinnon, *Secretary-part time*

Centennial School 528-1266/528-1415

Dr. Thomas M. Delmonaco, *Principal*

Mrs. Audrey Carson, *Secretary*

Mrs. Susan MacKinnon, *Secretary-part time*

Mrs. Thayer Olson, *Secretary-part time*

Professional Improvement Evaluator/Administrator

Arnold F. Lanni

REPORT OF THE SUPERINTENDENT OF SCHOOLS NORFOLK, MASSACHUSETTS

NORFOLK PUBLIC SCHOOLS

It is with much pleasure that I submit my fourth annual report as Superintendent of Schools.

Chapter 188 — School Improvement Act of 1985

The Public School Improvement Act

(Chapter 188) continues to provide new opportunities, challenges and assistance to the public schools in Massachusetts, and more specifically, to the Norfolk Public Schools. Chapter 188 was designed to promote excellence in education and to support local efforts to improve the overall quality of education. It addresses important educational and financial issues, such as curriculum and student assessment; service training; community-school involvement; staff evaluation; the promotion of teacher creativity; remediation of basic skills and financial support.

One component of the Chapter 188 grant provided \$42,727. to Norfolk

EDUCATION, LIBRARY, ARTS

This grant enabled us to purchase a new social studies program for all the students in Kindergarten through grade six. It provided monies to hire teacher aides to help the kindergarten teachers implement the nationally validated program called Early Prevention of School Failure. This program is designed to prevent school failure by identifying specific needs of each student, and then providing the proper intervention. In addition to teacher aides, a librarian aide was hired to assist Mrs. Kaufman in the library. Mrs. Tracinski's presence enabled Mrs. Kaufman to increase her teaching time. This grant also permitted us to continue to have the school psychologist employed at half-time rather than one-third. The remaining money in this grant provided supplementary materials for the various curriculum areas.

This Chapter 188 grant will be available for fiscal year 1989, if the voters in Norfolk vote to accept this grant.

Another component of the Public School Improvement Act (Chapter 188) is the establishment of Individual School Improvement Councils. Each school has a council. These councils are composed of teachers, parents, a member of the community and the school principal. Funds are allocated to each school. This year the allocation was \$10.00 per student. Each council decides how these funds are to be expended, subject to the approval of the Norfolk School Committee. The intent of this component of Chapter 188 is to have the School Improvement Council become a vehicle to help create greater dialogue and involvement between the community and the individual schools in the community. Ms. Day, has already acknowledged the A.J. Freeman Council and at this time I wish to note my appreciation to Mrs. Balfour, Mrs. Luecke, Mrs. Thibodeau, Mrs. Bee, Mrs. Tasker, Mrs. Galler, and Mrs. Klingler. We appreciate their willingness to serve on the Centennial School Council. After much discussion and research they decided to focus on assisting the school department in developing a program for grades 3-6. Last year word processing software was purchased to help facilitate the writing process. This year this council is investigating various in-service training programs available to help teachers become more proficient

in the teaching of expository and creative writing.

The last installment of the Professional Development grant component of Chapter 188 was given to the staff in September of 1987. This component helped to upgrade teacher compensation in Massachusetts.

The Horace Mann grant, which is also a part of Chapter 188 was implemented in 1987. Mrs. Welch, Mrs. Odoardi and Mrs. Thibodeau received a grant for developing curriculum materials and in-service projects. These projects are very creative and valuable.

In addition to the above, grants for early childhood programs were awarded to Norfolk. These have had a major impact on our early childhood program. The Special Education Department is commended for their effort and expertise.

Enrollment Data

As of October 1, 1987, the student enrollment was 756. This is an increase of 48 students. When compared with the October 1, 1986 report of 708 students, Present enrollment is 759.

Home construction for 1987 is less than half of 1986, however, the live births to residents in 1987 was 135, or five more than 1986. This compares with 103 live births in 1983. The January 1987 census report indicates that there are 141 students eligible for kindergarten in September 1988. The Superintendent has proposed the addition of one additional kindergarten session and one additional fourth grade teacher for 1988.

The Superintendent is presently preparing recommendations to add classrooms, a music room, a gymnasium and special education classrooms, to the existing facilities. These recommendations will be based on enrollment projections over the next five years.

Curriculum and Instruction

I am pleased to report again that the Norfolk Schools continue to provide quality service to all the students. This was confirmed after careful review of the standardized tests administered in May to all the students, as well as from the test results administered through the Massachusetts Department of Education. We continue with a concerted effort to improve our curriculum by attending workshops, updating our

curriculum, but most of all, by taking pride in what we do.

This year we expanded the individualized reading program in the intermediate grades, implemented a new social studies program in all grades, implemented the new Early Prevention of School Failure program in the kindergarten and expanded the classroom library collections. Mrs. Kaufman has developed a system that enables the classroom to receive new classroom library collections periodically.

In the spring of 1987 ninety-three students attended the Otter Lake Outdoor Education Program in Greenfield, New Hampshire. This science/social living program has added an exciting dimension to the curriculum.

Last January, a new and creative program was implemented in grade four. Mrs. Janosko and Mrs. Pasciucco, and a large number of parent volunteers provided the fourth grade students with a wide variety of experiences to help them gain a better understanding of the person who may have a physical or mental handicap. These sessions are scheduled over several weeks. We were very pleased with the reactions of the students and hope this positive attitude remains with them forever. Funds for this program were provided by NOVA, Chapter 188, Norfolk Teacher Parent Association and the Arts Lottery Council.

The "Art Alive" program continues to provide an exciting enrichment program to our students. Under the leadership of Mrs. Cooney the parent volunteers have added more artists. The learning activities help the students to have a better appreciation of the many forms of art and for the artists who created them. The program has been expanded to include grades 1-6.

The Chapter I federally-funded program continues to be very successful. Thirty students in grades 1-6 receive remedial instruction in mathematics on an individual or small group basis. These services supplement the regular instruction offered by the classroom teacher. Mrs. Godfrey continues to provide an instructional program that meets the needs of each student.

The remedial reading program continues to serve students in grades 1-6 requiring additional services. Mrs. Martin's program supplements the regular reading program.

This year an artist-in-residence pro-

EDUCATION, LIBRARY, ARTS

ject was approved by The Cultural Education Collaborative Institute for the Arts which is funded in part by the Massachusetts Council on the Arts and Humanities. It is a state agency whose funds are appropriated by the State Legislature. Ms. Julia Thacker was selected as the artist-in-residence. As a professional writer she will work with small groups of students in grades 3-6. She will help those students develop an understanding of fiction writing. Ms. Thacker will also conduct a workshop with the staff to help extend their teaching skills in expository and creative writing.

The physical education program, music program, and the art program were expanded this year. Mrs. O'Connell, Mrs. Beard and Quad Five combined the science fair, Spring Concert and the Art Exhibit into one presentation. This is one of many examples of how the staff is reaching out to meet the diverse needs of the students.

This year the first and second grades have two shorter periods of vocal music rather than one long period. This approach has been very effective for this grade level student. Mrs. O'Connell continues to expand on the use of the Orff method in her instruction. I commend Mrs. O'Connell for her enthusiasm and innovative approach to music instruction.

Mrs. Sanders continues to provide the instrumental music instruction to the students in grades 4-6. I appreciate her willingness and flexibility to work in a teaching station that is less than ideal.

This year a selected group of Centennial School students are working diligently on the musical production of Oliver which will be presented in March, 1988. This production is under the direction of Mrs. Luecke and Mrs. O'Connell. The whole staff has volunteered their services and time. The Norfolk Teacher Parent Association has also provided financial support.

Ms. Ezepik and Mr. Thomas continue to add instructional components to their physical education program and their intramural program which is conducted after school.

Physical fitness activities, skill development and group activities requiring team work are stressed in the daily lessons.

The Media/Library Center services

continue to expand under the direction of Mrs. Kaufman. Because Mrs. Tracinski was hired as a librarian aide, Mrs. Kaufman has been able to spend more of her time teaching the students library science skills and study skills. We are pleased with the results Mrs. Kaufman has achieved in such a short period of time.

The Norfolk Police Department and Norfolk Fire Department continue to provide instructional programs and guidance in a variety of health-related matters. I wish to express my appreciation to Fire Chief Kelley for the fire prevention and safety programs he presented, as well as for his assistance in helping the school department to provide a school environment that meets the safety code of the state.

A similar thank you is also extended to Chief William Treeful and the Norfolk Police Department for the time expended on presenting the bus safety programs and other safety activities.

The school department also appreciates all the assistance and guidance in our continuing effort to provide the community and the students an informative educational program on drug use, misuse and abuse.

The health/drug curriculum implemented two years ago, continues to meet the needs of the students. Some modifications have been made. A group of Norfolk students presently attending King Philip High School have given presentations to the sixth graders on drug abuse. This peer leadership program has been very successful.

Mrs. McFeeley and Mrs. Pirrong continue to work closely with the staff on all matters related to drug abuse and general health. The sixth grade students are receiving information on the topic AIDS. This information is selective, and at this time, does not deal with the human sexuality aspect of AIDS.

The Southwood Hospital Consortium on Drug Abuse continues to provide in-service training, materials and their expertise to the twenty-one school districts that are members of this organization.

In-service Training and Staff Development

In-service training and staff development continues to be a high priority in the Norfolk School Department.

During this year all the staff have been involved in a variety of workshops and curriculum committees.

During the fall nineteen staff members participated in a thirty hour computer workshop to help them become more proficient in the use of computer software. These staff members participated in the course on their own time, and I commend them for their effort. Last spring a series of workshops on learning styles and improving the teaching of comprehensive skills were presented.

The various curriculum committees continue to examine various curriculum areas.

The areas of reading and language arts are being analyzed and recommendations will be made in the fall of 1988 for reading and in late spring of 1989 for language arts. The comprehensive curriculum is also being reviewed and recommendations will be made in the spring of 1988.

The process of the self-study will begin in the spring of 1989. This self-study will culminate with a visitation by a team of educators in the spring of 1991. A report of their findings will be presented to the Norfolk School Committee.

This year a new staff evaluation program was instituted in the Norfolk Public Schools. This system requires that four formal evaluations be completed on each staff member using the Hawthorne Educational Service Teaching Evaluation Scale designed by Stephen B. McCarney. This instrument was designed to provide a measure of teachers' professional performance in the educational environment. The areas of performance that are measured are (a) management of student behavior, (b) professionally related behavior, and (c) instructional performance. As the responsibility requires more time than is available to the building administrator, the Superintendent of Schools recommended that an administrator be employed to conduct the observations, pre and post conferences, and the formal evaluation reports based on the TES.

Mr. Arnold Lanni was appointed to this position. He brings to the staff many years of experience as a curriculum director and as an assistant superintendent in charge of instruction. The Superintendent and School Committee will evaluate the concept on a continuous basis. Mr. Lanni provides

EDUCATION, LIBRARY, ARTS

the superintendent and principals with recommendations for in-service and staff development.

Notes of Appreciation

We are proud of what our schools have accomplished during this past year, and in the previous years. We have high expectations and goals for the future. These accomplishments are through the combined efforts of many people, all of whom have contributed to the needs of the school community.

Good schools do not happen by accident. Good schools are the result of hard work and a cooperative enterprise. It is clear that the energy expended by the staff on promoting high standards and good workmanship brings very positive results. They are commended for their ability to get such results, yet at the same time, be concerned for emotional and social needs of each student.

A very special note of appreciation is given to Miss H. Olive Day who has notified the Superintendent of Schools of her intent to retire as Principal of the Alvin J. Freeman School after forty-eight years of dedicated service to the students of Norfolk, and to the Norfolk community. I extend to Miss Day an open invitation to come to the school and to participate in the teaching/learning activities that she was so much a part of for so many years.

A special thank you is extended to the custodial staff. Mr. Hudalla replaced Mr. Rovani as the Supervisor of Maintenance in October, and has been very much involved in becoming acclimated to the schools staff and students.

Ramps have been constructed for all the exits in the Centennial School; the carpet in the library area has been changed; fixtures and partitions will be installed during the spring of 1988 for the handicapped.

A continuous maintenance plan has been programmed for the A. J. Freeman School and the Centennial School.

The cafeteria staff, directed by Mrs. Larkin, continues to provide to the students a menu that exceeds the requirements of the State and Federal

government. These caring and thoughtful people were commended by the state auditor for being so efficient and organized.

A special note of thank you is given to the Holmes Bus Transportation Company for all their assistance and cooperation that they have given the school department. The bus company's willingness to help resolve problems that are generated by the population growth is very much appreciated.

A very special note of appreciation is extended to Mr. Thomas. As head teacher he has relieved me of the time-consuming problems associated with bus transportation and student discipline. He prepares the bus routes and keeps the bus loads as equal as possible. Mr. Thomas has also provided the administration with assistance on other matters as the need arises.

The special education department continues to provide the elementary grade students and the pre-school age children identified as needing special needs services with exemplary programs. The success of Norfolk's program for special education students is attributed to the leadership of Mrs. Balfour and the dedicated attitude of the entire special education department.

A very sincere note of appreciation is extended to Mrs. Maureen Howard, NTPA president, and her executive board for the time and energy that they have given to the school community. It is impossible to mention, individually, all the parent volunteers, but your assistance guidance and expertise is dearly appreciated. We thank all the parent volunteers who have given so much of their time as aides, committee chairpersons, room mothers, typists, call-back program ladies, "Art-Alive" teachers, editors and those who made all the fundraisers so successful.

The enrichment assemblies scheduled this year have been very beneficial to the students. Mrs. Lehan has been able to select enrichment programs that are directly related to the curriculum. We thank Mrs. Lehan for organizing these assemblies.

The Parent Awareness Committee, through the leadership of Mrs. Mackey, has been very active investigating pro-

grams that would provide parents and students information on AIDS. They are presently organizing some activities for the spring of 1988.

The Book Fair was very successful again this year. We commend Mrs. Klingler and her committee for their effort and time.

A special thank you is given to Mrs. Sueltenfuss and her committee for organizing all the enrichment trips and early-release day activities. It's a big undertaking.

Another note of appreciation to the fund-raising committee and committee chairperson, Mrs. Seitz. This committee is the backbone of the NTPA. Their ideas and energy provide the financial resources that enable the NTPA to offer supplementary funds to the school for special projects.

A special thank you is also given to the call-back committee and to their chairperson, Mrs. Johnston. This group of parent volunteers make this program work.

A special note of appreciation is given to the secretarial staff. Mrs. Carson, Mrs. Potter, Mrs. Navickas, Mrs. MacKinnon, Mrs. Olson, and Mrs. Blair. Without their diligence and support, the schools and various departments would not be able to function effectively. The workload is heavy and the pressure is substantial, but these ladies always have a friendly smile for everyone.

To the students, I wish to thank them for their effort and enthusiasm that they have displayed during this year. We are proud of them.

In closing I want to express my gratitude to the Norfolk School Committee for their guidance and support as we continue to work together to provide within the fiscal restraints we have, a quality educational program.

Although the entire School Committee has provided much assistance during this year I want to note my sincere appreciation to the Chairperson, Frank J. Gross, for his guidance and support.

Thomas M. Delmonaco
Superintendent of Schools

EDUCATION, LIBRARY, ARTS

ALVIN J. FREEMAN SCHOOL ANNUAL REPORT

To the Superintendent of Schools:

As I submit my twenty-eighth and final annual report as principal of the Alvin J. Freeman School, it is with mixed emotions that I bring to a close my career in working with the youth of Norfolk. I came to Norfolk in September 1940 to teach in the third and fourth grade after teaching one year in Islington. Since that time I have taught at the sixth, seventh and eighth grade levels. In 1959 I assumed the duties as principal of the building. Over the years, whether a classroom teacher or an administrator, I have endeavored to give quality education to the boys and girls of Norfolk. Whatever we may have accomplished is due to the excellent cooperation and the spirit of friendship which has existed these many years.

When the school opened in September there were several changes in our staff due to increased enrollment, resignations, teachers moving or continuing their studies in graduate work.

Mrs. Patricia Murray, a former classroom teacher in Norfolk, was hired to teach a morning kindergarten class taking Mrs. Kirby's place. Mrs. Margaret Eaton, Mrs. Melissa Foley and Mrs. Linda Sergei were employed as Aides in the new kindergarten program.

Mrs. Karin Montlack, another former teacher was hired as a first grade teacher, in place of Mrs. Stanfield who returned to the second grade.

Mrs. Anne Houle is on leave to complete her graduate work in administration.

Because of increased enrollment at the third grade level, it became necessary to have five classrooms. Mrs. Maureen Hall, was elevated to the third grade. Mrs. Linda Miles, a former teacher in Pembroke was hired to replace Mrs. Fox who resigned.

Miss Margaret McConnell was employed to replace Mrs. Heather Sullivan who moved away. Miss Joanne Bastable was chosen to replace Mrs. Longobardi who is continuing her studies at Bridgewater.

For the first time we have a Pre-School Class in our school. Miss Rebecca Goldman is the director of this program assisted by Mrs. Diane Faford.

All classrooms in the building are being used with a total enrollment of approximately 460 (Pre-school to Grade Three).

I should like to commend the Freeman School faculty for their excellent endeavors in the classroom. In addition to providing their pupils with a good command of the basic fundamental skills in reading, phonics, math, listening skills and writing skills, they include enrichment material, experiments, projects activities, hands-on activities and creativity in their daily teaching. manipulative materials are used extensively. Safety, good citizenship, listening and following directions and creative writing play an important part in the curriculum.

In September we adopted, for the first time, in the kindergarten, a nationally validated program designed to prevent school failure. The purpose of the program is to identify and remediate learning problems as early as possible. The curriculum is adapted to the individual needs of the children according to the results of the pre-school screening. Children receive modality training daily in the following areas: Language, auditory, visual, fine motor and gross motor which are the developmental skills needed for reading and writing success.

Our comprehensive Kindergarten Curriculum includes gross and fine motor skills, language, reading readiness, social studies, math, science and health, physical education, music, drama, art and library. All of these are interrelated through curriculum planning.

The program is highly dependent upon parent involvement as classroom volunteers.

At this time I should especially like to thank Mrs. Sharon Ransom, Mrs. Patricia Murray and Mrs. Mary Odoardi, the Kindergarten faculty; Mrs. Margaret Eaton, Mrs. Melissa Foley and Mrs. Linda Sergei, the Kindergarten Aides, all the parents who so readily volunteered their services to assist in the Kindergarten program and anyone else who has a part in successfully launching this new program.

To celebrate Thanksgiving and obtain a better understanding of the true meaning of Thanksgiving the Third

Grades presented a program in auditorium followed by a Thanksgiving feast. Many parents contributed food for the feast and assisted in preparation and serving of the food. We thank them for all their assistance in making this possible.

The true spirit of Christmas is exemplified when the Kindergarten classes made and baked Christmas cookies which were then delivered to the Senior Citizens' Christmas party, the Federated Church. Mrs. Stanfield's Second Grade class made, baked and packaged Christmas cookies which were delivered to residents at Wrentham State School.

I wish to thank the Holmes Transportation Company for conducting lessons in school bus safety. Evacuations are held in the fall and the spring. I, also, wish to thank the Norfolk Police and Fire Department for presenting lessons on bicycle safety and Fire Prevention safety. We try to instill in our pupils the fact that every day is Fire Prevention Day. Fire Drills are held frequently throughout the year at different times during the day. Pupils are able to evacuate the building quickly and quietly.

As a result of the passage of Public School Improvement Act Chapter 188 of the Acts of 1985, which was designed to stimulate education improvement across the Commonwealth, the Alvin J. Freeman School Improvement Council was established. This is the third year the Council has been in operation. Last year our school was allotted the sum of \$3,990.00. The current school year the total amount for our school is \$4,029.95. The amounts are based on the October enrollment figures of the previous year.

Monthly meetings have been held by the group. Through concentrated discussion, input from parents and faculty in addition to the regular council members, we endeavor to provide the opportunity to enrich our educational resources, establish innovative academic programs, purchase instructional equipment, expand services to pupils, provide cultural education programs as well as programs stressing community or parental involvement. We, also, strive to plan exciting outdoor learning environments and even make history come alive through

EDUCATION, LIBRARY, ARTS

hands-on activities. Regular budget items are not included in our expenditure of this money.

The following activities and materials were included in last year's Alvin J. Freeman School Improvement Council expenditures:

Maple sugaring trip to Moose Hill Sanctuary in Sharon, Seed planting workshop conducted by Mrs. Mary Bremist, Stony Brook Nature Trail program, Kindergarten Make Way for Duckling program in Boston, Program Kit for Early Prevention Program in Kindergarten, 16 Massachusetts State Maps (one for each class) 15 Fahrenheit thermometers (grades 1, 2 and 3) a 30 gallon aquarium for the kindergarten, a Computer Printer for word processing for the primary grades, 15 Children's atlases (grades 1, 2 and 3), Map Skills for Today Workbooks, Word Problem Skills Workbooks, 5 United States Puzzle maps and 2 picture books on Massachusetts.

Our total allotment was used in acquiring these materials or providing enrichment.

I should like to commend the following members of the Council for their untiring efforts, cooperation and loyal service last year:

Mrs. Sheila Leary, Mrs. Elizabeth Lehan, Mrs. Jane Orchard, Mrs. Linda Talling, Mrs. Mary Conlin, Mrs. Patricia Gallerani and Mrs. Bonnie O'Connell. This year Mrs. Carol Ohrenberger has replaced Mrs. Leary on the Council.

Scheduled meetings are posted in the post office and Town Hall. Interested citizens are cordially invited to attend the meetings at any time.

Mrs. Lucia Godfrey continues to serve as director of our Chapter I program. She is keenly interested in the progress and achievement of each individual pupil. I commend and thank Mrs. Godfrey for the excellent service she provides for our Chapter I pupils.

Chapter I is a federally funded national program. In Norfolk children needing help in the academic area of mathematics in Grades 1-6 are served. Children do not have to come from low income families to receive Chapter I services. Chapter I serves those children needing academic help regardless of their economic background. There are 25 students in the program this year.

The criteria used to determine the student's educational needs is based on

a review of various test scores, classroom teacher recommendations and parent conference information.

Chapter I is a remedial service which supplements the regular daily classroom math. Children work individually and in small groups. The classes meet four or five times a week for 30 to 45 minute sessions on their specific skill weaknesses.

The main objectives of this math program are to improve understanding of the basic mathematical concepts, computation and problem solving. The ultimate goal is to enable the child to do grade level work successfully.

Mathematical concepts are developed through the use of manipulatives such as place value sticks, place value blocks, cuisenaire rods, play money, clocks and Chip Trading, materials. Electronic calculators, Language Masters, Digitors and the Little Professor calculators make learning the number facts enjoyable. Many other visual aids and games are also used to make learning fun.

Thus far, Grade Two has worked on place value to 900, memorizing addition and subtraction facts with sums to 18, counting money using quarters, dimes, nickels and pennies, telling time to the five minute interval, adding, subtracting and related story problems.

Grade Three has worked on place value to the millions, addition and subtraction facts, adding with regrouping, subtraction with borrowing, money concept and related word problems.

Grade Four has been hard at work learning place value to the millions adding and subtracting with regrouping, memorizing multiplication facts, and solving word problems.

Grade Five has worked on place value to the 900,000,000th place, rounding off numbers, adding and subtracting with regrouping, memorizing multiplication and division facts, using these facts to solve multiplication and division examples and related word problems.

In Grade Six Chapter I gives reinforcement to the student within their math class. Grade Six has worked hard on place value to the billions, adding and subtracting with many regroupings, multiplication and division with three digit multipliers and divisors, estimating answers, solving word problems and fractions.

In accordance with the Chapter I

regulations Norfolk has a Parent Advisory Council. Mrs. Sheila Leary is the P.A.C. Chairperson. Other members include Mrs. Patricia Small and Mrs. Joyce Terrio. The Council meets six times a year to discuss various aspects of the Chapter I program.

This year a bi-monthly newsletter has been added to the program. The purpose of the newsletter is to inform, entertain and reinforce math skills by providing game ideas and fun activity papers.

One of the highlights of the fall was the observance of the anniversary of the Constitution of the United States of America. In the morning opening exercises were held outside around the flagpole in front of our school. Various special activities were held at each grade level throughout the day. Some, including Constitution birthday parties were held in the auditorium and by the Kindergarten, a special birthday party in the cafeteria. Many classes, after studying and discussing the Constitution, wrote their own constitution to be honored throughout the year. This was not only a lesson in history but also exemplified creativity in language arts. All bulletin boards in the building were festive with the Constitution as the theme.

Johnny Appleseed Day was, also, appropriately observed by reading and writing stories, viewing films and making and/or eating various "apple goodies." One class made apple pancakes. Later in the fall a Johnny Appleseed enrichment assembly was held under the auspices of the T.P.A. which reviewed much of the material previously studied.

At the present time the Second and Third Grades are scheduled for Computer use. The Third Grades carry on this program in their respective classrooms. The Second Grades, taking turns on a one day per week basis, assemble in our small computer room. We express our sincere appreciation to the Computer volunteer aides who generously give of their time to make the Computer program a reality.

Hopefully, in the latter part of February, we'll be able to arrange a regular schedule for the First Grade, to provide proper exposure to Computer usage.

There are five reading groups in the first, second and third grades. Different textbooks are used in each reading level. These groups are flexible; pupils

EDUCATION, LIBRARY, ARTS

may be moved up or down with parental consent. Phonics, handwriting, reading, language arts, vocabulary, spelling and creative writing are all included in the reading program.

The third grades also exchange classes for mathematics.

Achievement tests are administered in the spring each year; state mandated basic skills tests for third and sixth grade pupils are given in the fall. This provides ample time for any necessary remediation. Our pupils usually test very well. Special attention is given to any problem areas.

I should particularly like to express my sincere thanks and appreciation to Mrs. Barbara Sabatini for volunteering so freely of her time and services rendered in recent years. She usually comes in once a week, early in the morning, to distribute or package supplies for the teachers. We all value her kindnesses and generosity.

Mrs. Jacquelyn McFeeley and Mrs. Christine Pirrong, our school nurses, are to be commended for their keen interest, understanding and professional manner in which they render health services to our pupils. They work closely with the classroom teachers, often teaching lessons on dental health, care of the eyes and ears and the value of proper nutrition. They are emphatic in stressing the importance of the child eating a good breakfast before coming to school. Proper nutrition is conducive to successful achievement in school. The nurses wish to remind everyone that any medication to be administered during the school day is kept in the health room and should have a label giving the child's name, type of medicine and the amount and time the medicine should be taken.

I should personally like to thank Mrs. Kathy Hislip for volunteering to give the third grade pupils a very thorough preparatory workshop on Sturbridge Village, its history and content. She spends many afternoons

with the class giving demonstrations of various projects and craft found at Sturbridge. Pupils are given the opportunity to participate in all the activities. Thus, students are very knowledgeable when they go to Sturbridge on their field trip, making the trip much more meaningful and educational.

I extend my thanks and appreciation for the fine cooperation of all organizations of Norfolk. Especially I wish to thank the members of the Norfolk American Legion Post #335 for their willingness to share with us the annual Memorial Day observance at school and at the Norfolk Cemetery. Norfolk is one of a small group of communities where children present a special program on Memorial Day. I have assisted in this program for fifty years and know the townspeople look forward to the program. It also provides the opportunity to renew acquaintances. I appreciate the willingness of Legion members to continue this custom.

Our school cafeteria has come a long way since its initial beginning when bag lunches were served from the present aides room. We offer a special thanks and word of commendation to Mrs. Margaret Larkin, cafeteria manager, and all her helpers for the nutritious hot lunch program served daily each week. I thank them for the many kindnesses afforded me.

To Mrs. Maureen Howard, T.P.A. president, the other officers and members, I extend my special thanks and appreciation for the wonderful work they do for the school and the children. We appreciate the varied enrichment assembly programs presented. The "Arts Alive" program provides the opportunity for the art appreciation and cultural enrichment. This program is well received by the children. I commend all the volunteer aides who donate their time and assistance in so many areas both at school and at home.

I wish to thank Mrs. Virginia Navickas, Mrs. Susan MacKinnon,

Mrs. Marion Potter and Mrs. Pat Hamwey, the school secretaries, their efficient and conscientious work. They have numerous duties and responsibilities; they work in a small, limited area and have few interruptions, yet always have a friendly greeting for everyone and a hearty welcome for the children.

When school opened in September our school was immaculate, reflecting like a mirror. This was made possible through the untiring efforts of the custodians who work throughout the summer to maintain a fine building. Thank you, custodians, for all the fine assistance you have afforded me.

It is utterly impossible to mention individually, all the people who have performed special favors for me. Your name has not been mentioned specifically, it was not an intentional omission. I sincerely appreciate the support, friendliness and cooperation from the citizens of the town.

Boys and girls, thank you for making our teaching careers possible. I have enjoyed working with all of you over the years. Thank you for the concentrated efforts each of you has made in acquiring a solid foundation in the skills so essential in your future years of education. I thank you for the respect you have shown me and shall always treasure your friendships and kind greetings.

As I complete my last report I should like to reiterate my special thanks to the superintendents, school committee chairmen and committee members under whom I have worked for their guidance, moral support and cooperation. I shall treasure the lessons I have learned and the many cherished memories which I shall never forget.

My one fervent wish, as I retire, is that education for the youth of Norfolk be of the highest caliber. Thank you and my best wishes to everyone in the coming years.

H. Olive Dailey
Principal

EDUCATION, LIBRARY, ARTS

Norfolk Public Schools

Class Count (as of September 30, 1987)

<u>Freeman School</u>		<u>Girls</u>	<u>Boys</u>	<u>Total</u>
Kindergarten	Mrs. Murray	13	12	25
	Mrs. Odoardi A.M.	15	7	22
	Mrs. Ransom A.M.	13	9	22
	Mrs. Odoardi P.M.	12	11	23
	Mrs. Ransom P.M.	10	12	22
		<u>Total</u>	<u>63</u>	<u>51</u>
				<u>114</u>
Grade One	Mrs. Christie	12	11	23
	Mrs. Montlack	11	12	23
	Mrs. Peeler	11	9	20
	Mrs. Perkins	7	14	21
	Mrs. Rammuglia	9	13	22
		<u>Total</u>	<u>50</u>	<u>59</u>
				<u>109</u>
Grade Two	Mrs. Favaloro	10	13	23
	Mrs. Leone	11	12	23
	Mrs. MacKenzie	10	13	23
	Mrs. Stanfield	11	10	21
	Mrs. Welch	11	12	23
		<u>Total</u>	<u>53</u>	<u>60</u>
				<u>113</u>
Grade Three	Mrs. Conlin	11	12	23
	Mrs. Gallerani	11	12	23
	Mrs. Hall	10	13	23
	Mrs. Miles	11	12	23
	Mrs. Sullivan	12	11	23
		<u>Total</u>	<u>55</u>	<u>60</u>
		<u>Total For Freeman School</u>	<u>221</u>	<u>230</u>
				<u>451</u>
<u>Centennial School</u>		<u>Girls</u>	<u>Boys</u>	<u>Total</u>
Grade Four	Mrs. Ayer	10	14	24
	Mrs. Burke	12	13	25
	Mrs. Holt	12	12	24
	Mrs. Thibodeau	11	14	25
			<u>Total</u>	<u>45</u>
				<u>53</u>
				<u>98</u>
Grade Five	Mrs. Cardaci	11	14	25
	Mrs. Grout	12	13	25
	Mrs. Latimer	13	13	26
	Mrs. Wilson	12	12	24
			<u>Total</u>	<u>48</u>
				<u>52</u>
				<u>100</u>
	Mrs. Candela	13	12	25
	Mrs. Jones	14	10	24
	Mrs. Luecke	16	9	25
	Mrs. Walkins	14	10	24
			<u>Total</u>	<u>57</u>
				<u>41</u>
				<u>98</u>
		<u>Total For Centennial School</u>	<u>150</u>	<u>146</u>
				<u>296</u>
		<u>Total For Both Schools</u>	<u>371</u>	<u>376</u>
				<u>747</u>

EDUCATION, LIBRARY, ARTS

REPORT OF SPECIAL EDUCATION COORDINATOR

It is with pleasure that I submit this annual report from the Special Needs Department.

I will begin by stating the reason for our department's existence. Chapter 766, the Massachusetts Special Education law, mandates that each child be provided an appropriate educational program. The Special Needs Department of the Norfolk Public Schools exists in order to identify and evaluate children between the ages of three and thirteen (or grade six) who are in need of special educational services, cooperatively write individualized educational plans for these children, and provide the services that are necessary in order to effectively implement these programs.

The Special Needs Department is comprised of fifteen people at the present time. Linda Balfour is the Special Needs Coordinator for the department in addition to being a part time Resource Room Teacher. Dr. Steven Rosenzweig continues to perform commendably in his sixteenth year as our School Psychologist. Mrs. Maria Gotimer continues as a Speech and Language Therapist four days a week. Ms. Holli Doliner, who was a welcome addition to our staff last year, is teaching for a second year in Norfolk. Mrs. Claudia Antranigian, our School Adjustment Counselor, is also spending her second year in Norfolk after a very effective first year in this demanding role.

There have been several changes in our staff since the 1986-1987 school year. Ms. Margaret McConnell was welcomed as our new Resource Room Teacher when Mrs. Heather Sullivan left to take a position in the Andover Public Schools. Ms. McConnell is a graduate of Boston College and taught in a private school for Special Needs students before joining our staff. Ms. Joanne Bastable joined our department as our Special Needs aide when Mrs. Kathy Longobardi resigned in order to become a full time student at Bridgewater State College majoring in education. Recently, Mrs. Suellen Blair joined our department as our secretary when Mrs. Maryann Gallimore accepted a position in private industry. At the present time, we are happy to welcome back Mrs. Sharon Lovelace as our full time Speech and Language

Therapist. Mrs. Lovelace had a short, but very successful, tenure with us a few years ago and is now back with us for the remainder of the school year after Mrs. Leah Rose left for a position in Rhode Island.

An exciting change in the Special Needs Department occurred in September when we began our own Special Needs Pre-school Program. This program was started as our response to the educational needs of a small group of three and four year old children who had been identified as being in need of special education services. Many of these children were identified as a result of the expanded outreach and child search services that the Norfolk Public Schools has been conducting over the past year. Last year, the Special Needs Department used a portion of its Early Childhood Grant money to provide inservice training opportunities to the teaching staffs of the two preschools located within the town.

Our preschool program currently is a half day program. We are fortunate to have very well qualified people operating this important program. Ms. Rebecca Goldman is the pre-school teacher. She received both her Bachelor's and Master's Degrees from Tufts University and has had a wide variety of experience with preschool age children. Ms. Goldman's teaching assistant is Mrs. Diane Faford. Mrs. Faford came to Norfolk with a wealth of experience as a teacher's assistant in preschool programs on Cape Cod. Mrs. Cheryl Seghezzi, our veteran Speech and Language Therapist, completes the Team providing individualized and small group instruction to the students and also serving as a consultant to the program for speech and language development. At the present time, our preschool program is serving ten children. These children attend the program according to their individual needs. As a result, one child attends five mornings a week, while the other children attend between two and four mornings a week. A portion of Norfolk's Early Childhood Grant money is being used this year to purchase supplementary developmentally appropriate teaching materials for the program and to increase Ms. Goldman's time in order to allow for

more interaction with the parents and the students through conferences and consultation.

In addition to her role as Speech and Language Therapist for the Preschool Special Needs Program, Mrs. Seghezzi is continuing in her role as a consultant to the two private preschools located with the town — The Norfolk Children's Center and the Norfolk Cooperative Nursery School. This continues to be part of the Norfolk Public Schools' emphasis on the earliest possible identification of children in need of special education services and the provision of appropriate educational services. Mrs. Seghezzi is in contact with the two preschools on a regular basis. She screens and evaluates three and four year old children who are thought to be in need of direct speech and language services. Three and four year olds who may have more complex educational needs are referred for a Team evaluation which involves a variety of assessments.

During the 1986-1987 school year, the Special Needs Department spent its Early Childhood Grant allocation to extend its Child Search program and to enhance its preschool language program. As a result of our increasing emphasis on early identification of children in need of Special Education, a portion of the funds was used to fund inservice training sessions for the staffs of the Children's Center and the Cooperative Nursery School. The purpose of these sessions was to increase the staffs' knowledge of appropriate development in language and motor areas. With such increased knowledge, we believe that the preschool teachers (who are working with most of the three and four year old Norfolk children who are attending nursery programs) will be better able to identify deviations from normal development and, thus, make appropriate referrals for evaluation when necessary. In-service training sessions, funded by grant money from the Norfolk Schools, were offered through an Occupational Therapist, a Speech and Language Therapist and an Adaptive Physical Education Teacher.

In addition to the staff members already mentioned, there are other specialists employed on a contracted basis for the Norfolk Schools. These

EDUCATION, LIBRARY, ARTS

specialists include a Physical Therapist, Occupational Therapist and an Adaptive Physical Educational Teacher. These specialists are provided through the BICO Collaborative. Norfolk is a member of this special education collaborative which provides special educational needs. The collaborative provides full time special education programs for children in need of such placement as well as providing itinerant specialists. The collaborative consists of fifteen towns and school districts and, thus, is able to provide highly specialized educational programs for students who require such services.

Under the provisions of Chapter 766, the Massachusetts Special Education law, the Special Needs Team evaluates students who are referred due to suspected difficulties in learning areas. These students may be referred for an evaluation by a parent or guardian, teacher, day care provider, pediatrician or any person who is directly involved with the child. After written parental consent is obtained, an evaluation is completed. The Evaluation Team makes recommendations concerning whether or not the child is in need of special education services at the Team Meeting. Parents, educational specialists, teachers (and other specialists, as necessary) make up the Team. All members of the Team contribute to the final decision concerning the need for services. Appropriate services are provided for each student found to be in need of such services after an individualized plan is written. Services provided by staff members in Norfolk include Resource Room educational support services, counseling, speech and language therapy, and adapted physical education. In addition, the services of an Occupational Therapist, Physical Therapist and an Adaptive Physical Education Teacher are engaged on a contract basis. As of December 1, 1987, 130 students were in special education programs. The Norfolk school system is responsible for providing special educational services for any child from the ages of three through thirteen (or the completion of sixth grade) who requires such services in the opinion of the Evaluation Team. (Older students, grade 7 (or age 13) through 21, are under the jurisdiction of the King Philip Regional School District.)

The special needs programs which

are provided for students in the Freeman and Centennial Schools vary in scope and areas of concentration. Because each child has an individualized educational Plan (IEP) which outlines general goals and specific objectives to be obtained in her/his program, each program is as unique as the child's particular learning style. As a result, programs vary according to the amount of time the child spends in a program (some children may require one or two hours a week of specialized instruction, while others may require one, two or more hours a day) and the focus of the program (one child may require reinforcement of math skills, while another requires a total reading program). This requires a great deal of cooperation between classroom teachers and special needs teachers. Most of the teachers in Norfolk have participated in workshops and courses which focussed on the modification of classroom settings, teaching methodology and class assignments to allow for individual differences in learning style and are skilled in this area. Each year, part of the inservice training for the teachers in Norfolk is devoted to an area related to special education that the teachers have identified as being a priority. The staff of the Norfolk schools is committed to providing an appropriate educational program for each child. Many hours are spent each year evaluating students, writing educational programs and meeting to review student progress. The regular and special education staff work together in order to ensure the best possible program for each student.

Each fall, the Special Needs staff meets with teachers on a small group basis to discuss the individualized needs of students in their classes who have been identified as having special educational needs. In addition to providing direct services to students identified as having special educational needs, the Special Needs Team also is available to consult with parents, teachers, doctors, etc. concerning the possibility of an evaluation, the components of an evaluation, available services and how to modify environments, assignments and other factors. All students identified as having a special educational needs which can be provided for within the regular school setting are involved in regular education as much as possible.

In addition to completing evalua-

tions of school age children, the Special Needs staff provides screening and evaluation services for preschool children (ages three, four and five) who are suspected of having difficulties which interfere with the learning process. Each year, the Special Needs Department contacts local nursery school teachers, day care providers, pediatricians and social workers in order to inform them of available services and enlist their help in identifying preschool students who may require special services.

While screenings of preschool students are done by request, all children entering kindergarten participate in Kindergarten Screening under the mandate of Chapter 766. In Norfolk the format of the Kindergarten Screening process was changed a great deal in the spring of 1987.

Screening was conducted on June 17, 18, and 19. Prior to this, an informational program concerning screening was held on June 10th for the parents of students who were to enter Kindergarten in September, 1987. The purpose of this presentation was to thoroughly explain the new Kindergarten Screening process and to provide parents an opportunity to ask questions concerning the process. The screening and evaluation of three and four year old students was also explained during the presentation. The Kindergarten Screening process was changed in order to coincide with the new Child-Centered Modality Program which was instituted in our Kindergarten classes in the fall. The new screening process is even more comprehensive than our previous screening instrument. It aids the staff in its quest to identify each child's strengths and weaknesses in order to provide the most appropriate educational program possible for each child. The results of the screening were used not only to identify those students who may be in need of further evaluation and/or special education services but also to identify the most appropriate modality group for each child.

During the 1986-1987 school year, a new program, "Understanding Children With Special Needs Program." was started in our fourth grade classes. We are pleased to report that it was a tremendous success according to the evaluations of students and teachers and has become an important part of our fourth grade curriculum. The

EDUCATION, LIBRARY, ARTS

purpose of this program is to both educate and sensitize students in regard to Special Needs or "Handicaps". In its goal to educate students regarding handicaps and provide experiences simulating these handicaps for these students, the "Understanding Children Special Needs" Program aims to sensitize children to the individual differences of people and to allow for these differences while not compromising the integrity of the handicapped person. The five areas covered in the program are blindness, deafness, orthopedic handicaps, mental retardation and learning disabilities. The program is being presented in the fourth grade classrooms by community

volunteers under the direction of Mrs. Mary Pasciucco and Mrs. Mary Ann Janosko. The program has the enthusiastic support of the fourth grade teachers as well as the school administration. The Special Needs Department truly appreciates the great amount of time and energy that has been expended by Mrs. Pasciucco, Mrs. Janosko and all of the volunteers who have made this program possible. This program complements the services provided by the staff of the special needs department in a very special way.

The Norfolk Public Schools has organized a Parents' Advisory Council for Special Needs. The purpose of this Council is to give parents an opportunity

to participate in education programming in a more informed manner. This group develops support for families of special needs children and the special education program in the district.

Anyone interested in joining this group should contact the Education Coordinator. In addition, any person who would like detailed information concerning the Special Needs program in Norfolk who may have questions concerning a child, may call the Coordinator at 1266.

Linda Balfour
Special Education
Coordinator

ANNUAL REPORT OF THE KING PHILIP REGIONAL SCHOOL DISTRICT Norfolk — Plainville — Wrentham

KING PHILIP REGIONAL SCHOOL DISTRICT COMMITTEE

Keith Grant, *Chairman*
John Barrett, Jr.
David Brown
Martha Donovan, Norfolk
Marilyn Eden, Norfolk
Mary Ann Gallimore
Patrice Giavanoni
Robert Latham, Norfolk
Suzanne Neske

*Appointed by the local school committee

Term	Expires	1990
Term	Expires	1990
Term	Expires	1988
Term	Expires	1988*
Term	Expires	1988
Term	Expires	1988
Term	Expires	1988
Term	Expires	1988*
Term	Expires	1990
Term	Expires	1988*

ORGANIZATION

Keith Grant, *Chairman*
John Barrett, Jr., *Vice-Chairman*
James A. Johnson, *Treasurer*
Barbara Fink, *Secretary*

SUPERINTENDENT OF SCHOOLS

William J. Costa

SUPERINTENDENT'S OFFICE

Mrs. Shirley Maduskuie
Ms. April Stelzmann

Ms. Joyce Verna
Mr. James Johnson

Regular meetings of the School District Committee are held every first and third Monday of the month at the King Philip Regional High School at 7 p.m.

EDUCATION, LIBRARY, ARTS

KING PHILIP REGIONAL SCHOOL DISTRICT COMMITTEE

At the annual reorganization meeting in June, Keith Grant was elected Chairman and John Barrett, Jr. was elected Vice-Chairman and major subcommittee assignments were made as follows:

Budget/Maintenance	— David Brown, Wrentham — Martha Donovan, Norfolk — Keith Grant, Plainville
Collective Bargaining (Teachers)	— Patrice Giovanoni, Plainville — Robert Latham, Norfolk — Suzanne Neske, Wrentham
Collective Bargaining (All Others)	— John Barrett, Jr. — Marilyn Eden — Keith Grant
Policy/Student Involvement	— John Barrett, Jr., Wrentham — Marilyn Eden, Norfolk — Mary Ann Gallimore, Plainville
Labor/Management	— Patrice Giovanoni — Robert Latham — Suzanne Neske

District enrollment in fiscal 1987 totaled 1,546 compared to 1,619 in fiscal 1986. This marks the twelfth year in a row that enrollment has declined since reaching a high of 2,188 in 1975. Projections indicate a continuing decline in total District enrollment until 1991 and will occur at the Senior High because the Junior High enrollment has stabilized.

The Class of 1987 achieved a combined SAT score of 913, which exceeded the state average of 909 and the national average of 906. A total of 175 students sat for the test in 1987 compared to 136 students in 1986. The 1987 score was 39 points higher than in 1986 and is quite significant in light of the large number of students who sat for the examination. Generally there is a reduction in the average score as the number of students taking the examination increases. A comparison of SAT scores for the past eleven years is as follows:

Year	Score
1987	913
1986	874
1985	913
1984	910
1983	907
1982	891
1981	876
1980	874
1979	872
1978	907
1977	892

The Class of 1987 had 78% of its academic students go on to higher education and 20% enter the workforce. With respect to the vocational graduates, 82% entered the workforce and 14% went on to higher education.

King Philip continued to rank among the top schools in the state with a daily attendance of 92½% at the High School and 94½% at the Junior High and a dropout rate of 2%.

In 1987, the following employees were recognized upon their retirement during the latter part of 1986 and in 1987: Mrs. Eleanor Alter, English teacher (24 years); Mr. Michael Cosentino, physical education teacher (30 years); Miss Margaret Flaherty, mathematics teacher (29 years); Mr. Clayton Cummings, assistant head custodian (30 years); Mr. Russell Fuller, custodian (18 years); Mr. Francis Field, custodian (28 years); Mrs. Helen Fisher, cafeteria director (20 years); and Mary Faulkner (25 years), Virginia Mitchell (20 years), Elizabeth DiScuillo (22 years) and Deborah Preston (21 years), cafeteria workers. The collective contribution by these employees to the District is acknowledged with sincere appreciation.

A collective bargaining agreement with the teachers was ratified covering the three-year period ending 1989 and included increases of 5%, 5% and 6½% in each of the three respective years,

excluding step increases. Two-year contracts through 1988 with the cafeteria workers and the custodians were ratified and reflected increases, excluding step increases, of 5% in 1987 and 5% in 1988. A two-year contract expiring in 1989 was ratified with the administrators and reflected increases of 5% in 1988 and 6½% in 1989, excluding step increases.

The implementation of the Massachusetts Public School Improvement Act (Chapter 188 of the Act of 1985) began in fiscal 1986. During 1987, the major sections of this act affecting King Philip are summarized hereunder:

Formula Grants

A. School Improvement Grants; to provide for non-budgeted assistance and funded at \$10 per student for a total of \$16,610 and was designated for the following:

Junior High

- Construct an indoor wall and rope climbing course
- Develop a yearbook
- Construct a shot put/discus platform
- Purchase a Portable sound system

Senior High

- Student enrichment program
- Improvements to the auditorium
- Purchase frames to display student art work

EDUCATION, LIBRARY, ARTS

- Drug education assemblies
- Peer leadership training
- Convert library periodical storage to microfiche
- Purchase an art history slide set
- Renovate school store lighting

Funding by the state of this grant will continue in 1988 and may be increased to \$15 per student.

B. Horace Mann Teacher Program; to provide additional teacher services; funded at 6% of the number of teachers times \$2,000 for a total of \$15,972 and allocated to the following:

- Writing through the curriculum: correlation of English and social studies
- Science builder/grammar computer program
- Learning to learn
- Interdisciplinary curriculum

- development — language arts and American history
- King Philip Times newspaper
- Junior High career exploration and decision making program

Funding of this program will continue in 1988, but King Philip will not participate because the School Committee and the Teachers Association were unable to successfully negotiate the administration of this program.

C. Professional Development Grants; to provide additional teacher compensation; funding based upon the number of students and was paid by the state to the District on:

February, 1986 — \$39,231
 August, 1986 — \$33,627
 February, 1987 — \$27,593
 August, 1987 — \$22,011

These four payments amounted to \$914 per teacher and were distributed

accordingly. These grants will not be continued by the state.

Testing

A. Curriculum Assessment; tests in reading, mathematics, and science in grade 7 and 11 levels and given biennially. The tests were first given in 1986 and were reported on in last year's Annual Report.

B. Basic skills; testing of reading, writing and mathematics in grade 4 given annually beginning in fiscal year 1986. The results of this initial testing are summarized below, compare King Philip students with the state average for under three different scoring standards used by the state in evaluating the initial test for reading and mathematics. The writing test scores were only evaluated on a percentage correct basis.

	60*		70*		80*	
	State	School	State	School	State	School
Senior High — Academic:						
Reading — Regular	**92	100	87	100	76	
— SPED	63	67	50	67	32	
Mathematics — Regular	91	99	83	97	69	
— SPED	57	83	42	58	24	
Writing	89	88				
Vocational High:						
Reading — Regular	92	100	87	100	76	
— SPED	63	75	50	67	32	
Mathematics — Regular	91	99	83	96	69	
— SPED	57	75	42	54	24	
Writing	89	90				

*Percentage correct

**Percentage passing the standard

Data Collection

Chapter 188 demands vast reporting requirements on the contents of programs as well as student data relative to suspensions, truancy and dropouts. This data collection also requires a need to cross-reference by dates, frequency, sex, programs, etc. Hopefully the State Department of Education will utilize this data in a meaningful way to justify the cost and time expended in meeting this requirement.

The Vocational High Chapter 1 Reading Program, under the direction of Mrs. Judith Kamon, received national recognition by being cited as

an Exemplary Chapter 1 Program by the U.S. Department of Education Compensatory Education Program. King Philip, one of only three schools in Massachusetts and 108 nationwide, was cited for its extraordinary success in meeting the needs of disadvantaged students.

The golf and baseball teams capped successful seasons by winning Hockomock league championships.

The Marching Band completed another outstanding year by winning a gold medal at the New England Scholastic Band Association competition. The color guard and percussion

line were rated the best in New England for a Division 2 school.

Members of the King Philip Sports Club and the King Philip Music Association are to be congratulated for their continued support. The music and sports programs receive considerable financial assistance through the efforts of these fine groups.

Lunch prices were increased from \$65 to \$.75 for students and from \$1.30 to \$1.50 for teachers, this was the first increase in such prices in several years.

Because of the concern for the increased terrorist activities overseas,

EDUCATION, LIBRARY, ARTS

policy was adopted prohibiting all student foreign travel except to Canada.

A small parcel of land of no use to the District and located on Route 140 in Wrentham was sold to the abutters.

A lease was entered into with the Plainville Athletic League permitting them to clear a portion of the District's land located on Route 106 in Plainville to construct a baseball diamond for the Babe Ruth League.

A five year-lease/purchase agreement for a new telephone system was entered into with NYNEX at a cost less than the annual lease cost with ATT for the old system.

Because of the increased use of the high school during the winter evenings, in-house security was implemented.

Legislation affecting special education (Chapter 766) changed the definition of benefits from "adequate and appropriate" to "maximum feasible" benefits. This change will probably increase dramatically the costs of providing these services. Because Proposition 2½ was enacted several years after the adoption of Chapter 766, there is no provision under Proposition 2½ requiring the state to fund increased legislated costs in this area. The

state currently reimburses cities and towns for 60 percent of residential out-of-district tuitions. Most providers of these services operate without regard to cost containment since they have mandated reimbursement guarantees. Because of the volatility and uncertainty of these expenditures, school budgets are placed under considerable strain. Special education carves out of a budget a specific amount of money; at the same time, Proposition 2½ dictates a bottom line approach. The net result is a budget squeeze which impacts the regular students. The District is fortunate it has the King Philip Counselling Clinic on site and participates in the BICO Collaborative, both of which provide services at a rate considerably less per student than private out-of-district placement providers.

The excess and deficiency account amounted to \$15,520 as of June 30, 1987. As a result, there is little margin for error in the budget process. Concerted efforts have been made by District Administration and the Committee to prepare open, honest and realistic budgets that include the actual costs of providing education. Because education is labor intensive (comprising 70% of the gross operating

budget), salary increases, alone, will exceed a "desired 2½%" net assessment funding level. As a result, every effort is made to encourage members of the Finance and Advisory Boards of the regional towns to participate in the school budget process.

The five-year plan adopted in 1985 continues to provide a valuable tool for budgeting expenditures for textbooks, student supplies, equipment and repairs and maintenance. Funding of the latter item is crucial because of the aging physical plant. During the past three years, serious efforts have been made to restore funds (cut during the initial years of Proposition 2½) in order to carry out preventive maintenance and make ongoing repairs.

On behalf of the Committee, I wish to thank the residents of Norfolk, Plainville and Wrentham for their support of the King Philip Regional School District. The Committee welcomes your suggestions and encourages you to attend their meetings.

Keith Grant, *Chairman*
King Philip Regional School District Committee
Robert Latham *Norfolk*
Marilyn Eden, *Norfolk*
Martha Donovan, *Norfolk*

KING PHILIP REGIONAL SCHOOL DISTRICT

Report of the Superintendent

I hereby submit my 15th annual report as Superintendent of the King Philip Regional School District.

The Commonwealth of Massachusetts is legislating vast changes in the delivery of education services to young people. The legislature's actions directly affect the preparation and certification of teachers, monitoring of student progress, provision of special services, review of curriculum, and movement toward a standardized program for pupils. At present it appears to be well-intentioned, but badly fragmented and flawed, I believe that you will find within the reports of the District's administrators the positive results of the actions of the total King Philip staff. The actions implement extensive and intensive educational experiences that meet the evolving needs of young people who will live and work in the twenty-first century.

In essence we have determined that excellence is not a goal to be pursued,

but rather an accepted standard of performance.

Our divisions, departments and staff are committed to setting objectives, organizing activities and people, motivating and communicating, measuring and evaluating performance, and developing students and staff. This was achieved by soliciting maximum input for our five year plan, gaining school committee approval and support of the plan, and then delegating the responsibility, authority and accountability for the implementation of their portions of the plan to the unit administrators and their staffs.

The results of the direct involvement of the total staff are a strong professional desire for excellence, expectations of high levels of achievement, a safe pleasant healthy environment, maximizing of time on tasks, a system of evaluation mechanisms, and a clear view as to where the District is going.

When staff members-professional,

secretarial, clerical, teaching assistants, cafeteria and custodial personnel — perform their functions to the best of their abilities, the system achieves excellence and fulfills the intent of the Commonwealth's education legislation.

Our five year plan also addresses the needs of an aging physical plant and equipment. If we can maintain the present annual level of maintenance funding, adjusted for increases in inflation and the construction cost index, we should be able to meet most of our needs. However, the high school is over thirty years old and the junior high school is over twenty. At these ages, inspite of progressive maintenance and repair, it is conceivable that there could be engineering or physical plant casualties beyond our financial capacity to rectify. They cannot be predicted, but certainly can occur. Similarly, the roof of the senior high school will be a problem at some point. The roof of the original building has

EDUCATION, LIBRARY, ARTS

never been replaced. The roof of the building addition is about fifteen years old. There have been on-going repairs and there is no indication that replacement of either is imminent. However, when roofs exceed or approach the statistical end of their functional lives one cannot comfortably anticipate a longer existence.

Although regional school districts were created by the legislature to improve the educational opportunities of young people who live in small communities, they have not been treated kindly by the legislature with regard to financial support. Student population shifts among towns and a lack of increased state financial support for legal entities, whose financial responsibilities more nearly approach those of a town than a local school system, lead to assessment changes, that are sometimes difficult for the member towns to understand or support. These are problems the regional districts have asked the governor and legislature to address. Until the issues that are beyond our control are resolved, we trust that the citizens of the District will continue to support the District that serves the educational needs of their children. Judging by the success of King Philip's academic and vocational divisions' graduates and the expenditures of comparable school systems, I believe the educational return is more than commensurate with our expenditures. As a public institution our financial and education records, reports and audits are available to the citizens of the District upon request.

Senior High School — Academic Division

King Philip Regional High School has been accredited, with the acceptance of the five-year report, until 1992 by the New England Association of Schools and Colleges at their June 1987 meeting. "The Commission was pleased to note the development of student internship programs in Business, Physical Education, and the community, as well as the expanded student activities program".

The major student accomplishments of which we are proud are a continuation of: one of the highest daily attendance rates in the state (92.5%), a very low dropout rate and a high percentage of our graduates continuing their education (78%).

The main office has continued with the utilization of the IBM AT Computer for student information profiles, computerization of all high school attendance reports and the grade reporting for all grades. Additional information has been computerized such as the program of studies booklet and individual course outlines.

The flexible scheduling process has allowed continuation of student involvement in the MIT High School Studies Program, Dean Junior College Program, Southeastern Massachusetts University "Spotlight" program, and exchange time with other colleges and universities. During the summer of 1987 a number of enrichment and remedial courses were offered during a five-week program.

The School Improvement Council, established by the state legislature in 1985, approved expenditures in the following areas: innovative academic programs, expanded services to students, purchase of instruction equipment, peer leadership training, cultural education programs, and business and educational partnership programs.

The high school welcomed five foreign exchange students in September of 1987 from West Germany, Finland, Denmark, and Spain. The foreign exchange policy allows three students to attend each year hosted by a family in the district.

The Peer Leadership program has over one hundred trained students to work with other students and to present programs at the junior high and district elementary schools — "Students Helping Students".

The Language Arts Department has promoted writing skills and reading labs to assist students who were unsuccessful in the Basic Skills Competency Test; continued the advanced placement course in the junior and senior year and the development of team teaching with the Social Studies Department.

The Mathematics Department actively meets the students' needs in the computer era and developed a two year Algebra I course for students who have difficulty with abstract mathematics. Future plans call for the development of a computer lab to be used by all departments in their teaching.

The Social Studies Department has been quite involved with the Hugh O'Brian Youth Leadership Seminars, State Government Day, and class

elections. Students are involved in field trips to the Wrentham Courthouse, Miller's Court, Law Day, and the Hockomock League Senate.

The Science Department reviewed curriculum guides, restructured some courses and continued with Advanced Chemistry Advanced Physics and Advanced Placement in Biology.

The Foreign Language Department offers five years of French and Spanish along with a course in Advanced Placement French. There has been increased student interest in Latin and German. The fifth year French and Spanish students continue with the tutorial programs in the Wrentham and Norfolk Elementary Schools.

The Fine and Performing Arts Department expanded course offering to meet greater student interest. Students have participated very successfully in the New England Scholastic Band Association competitions, Global Scholastic Art Contest, and other local and state contests.

The Physical Education Department is developing "carry-over" activities and offering the health course "Skills for Living" for all freshmen and sophomores. The Physical Education Internship has met the needs of students furthering their education in the health/physical education field.

High school athletics, intramurals and school clubs have experienced an increase in student participation from all levels. Expansion has taken place with additional clubs, and wrestling as a varsity sport.

Junior High School

The following items are those which have made a positive contribution to the educational development of our students, staff and parents within the King Philip Regional School-North during 1986-87 school year.

An outstanding school opening was followed by an excellent September Open House. During the evening, the staff welcomed parents who followed their youngsters' schedules to meet our staff and to become familiar with course content, classroom organization and homework policy.

The School Improvement Council recommended the following proposals which have been implemented with the school:

Construction of an indoor wall and rope climbing course in our gymnasium — proposal submitted by

EDUCATION, LIBRARY, ARTS

Steven Myette, Physical Education Teacher.

Develop a yearbook for our junior high school students — proposal submitted by Emily Joyce, 7th grade student.

Construction of a shot-put/discus platform and high jump area — proposal submitted by David Hasenfus, Industrial Arts Teacher.

Portable sound system — proposal submitted by Ronald P. Marino, Principal.

We congratulate our junior high staff members whose Horace Mann Grant proposals were accepted for development:

Sentence Builder/Grammar Computer Program — Submitted by Donna Madore, Kathy Calkins and Algot Runeman.

Writing through the Curriculum: Correlation of English and Social Studies — Submitted by Christine Henrich and Susan Gregg.

Interdisciplinary Curriculum Development — Language Arts and American History — Submitted by Paul Gallerani and Maurice Guernon.

Junior High Career Exploration and Decision Making Program — Submitted by Jeanne J. Poulin, Deana Ruvich and Gary Lombard.

Interdisciplinary Team instruction continues to grow at King Philip — North. Five staff members now participate with our eighth graders in the areas of Language Arts, Social Studies and Science.

Again we extend our sincere appreciation and gratitude to the regional Lions Club organizations for their continued financial support of our "Skills for Adolescence" program. Our seventh graders continue to develop some fine community service projects. Parents are also to be congratulated for their active participation in our evening parent seminars.

Congratulations are also in order to the outstanding achievement of those King Philip — North students who received recognition at our Academic Awards Ceremony in June.

Our students wish to thank the many parents and friends who participated in our annual fund raiser. You are a tremendous help in supporting our Students' Activities Fund.

District Pupil Personnel Services — Guidance and Special Education Services

The past year was one of the busiest

we have experienced. The new special needs regulations, with all of the incumbent changes, took effect. In spite of the general reduction in the total student population, special needs continues to grow — although at a somewhat slower pace. Out-of-District placements have also begun to increase after an unexpected drop during the Winter and Spring of 1987.

Space needs continue to be a high priority since we no longer have room to house the current staff and records without overflow into other areas. The need for another full time secretary will soon be necessary if we are to avoid problems that may take months if not years to rectify.

The addition of at least a part-time adjustment counselor and possibly a teacher within the next two years must also be seriously considered in order to avoid being in legal non-compliance and/or to minimize the further need for outside placements at costs that are beginning to approach \$10,000 per student (non-residential) per year, plus transportation. Although begun in 1986, we are now beginning to realize the benefits of computerized Individual Education Plans. Before the end of this year we expect every student at the senior high school will have his/her plan in computerized form, thereby lessening placement delays and providing the most accurate and up-to-date program information.

In the guidance area we have gone from individual college visitations to the college mini-fair system. The results of this have been most favorable having nearly doubled the number of colleges coming to King Philip and having reduced the interruptions from more than 75 to only 6. It is a significant gain, but one that required considerable pre-planning.

Our program of microfilming the records of past graduates continues to progress slowly but steadily. We have completed the classes of 1978 through 1983. Next will be the classes of 1984-1988 followed by all who have left or transferred since the District was formed in the 1950's. Finally, we hope to do the classes of 1989-1992 thereby bringing everything up-to-date by the summer of 1992.

This past year also saw an increase in the number of resident foreign students attending King Philip. This necessitated expanding the ESL (English as a Second Language) program to include the junior high school as well as the

senior high school. In view of some of the publicity surrounding this issue, I am happy to report that everything is in order and functioning well.

Senior High—Vocational Division

Vocational education meets the needs of a significant segment (25%) of our senior high school population. It provides viable options to those for whom an academic education is not relevant to their career goals.

Vocational education prepares students for 26 of the 37 occupations the U.S. Bureau of Labor Statistics predicts will account for the largest number of new jobs by 1995. Eighty percent of all U.S. jobs don't require a college diploma, but they do demand skills provided by vocational education. Eighteen of the twenty fastest growing occupations within the next decade, as reported by the U.S. Bureau of Labor Statistics, require vocational education preparation.

To achieve the objective of providing entry level skills in trade and industrial occupations the King Philip vocational division staff has undertaken a series of activities designed to strengthen the programs.

There is a long range equipment replacement project that is conducted in conjunction with our five year plan to replace a major piece of equipment in at least two shops each year to maintain state of the art training on equipment in use in industry.

Each member of the staff participates in one of ten tasks groups designed to improve the quality of curricular offerings. This year the task groups are working in the following areas:

Vocational Orientation — Improve orientation between grade eight and the vocational high school, between the academic and vocational high schools, and between parents and the vocational high school.

Distributive Education — Renovate the school store and develop a sophomore program.

Data Processing — Create a data processing curriculum within the Department of Business Studies.

Recognition — Prepare a student and staff recognition program as well as a school-community relations project.

Computerize the Vocational Office — Computerize records and reports for easy access and to provide a data base.

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Competency Based Vocational Education — Break down the curriculum taught in each trade area by units to be sequentially mastered.

Delta Programming — A unique program designed to introduce selected academic students to three area sequences designed to unify what is taught in the three areas and provide valuable hands on skills for potential engineering and art majors.

Delta One — Machine Shop, Computer Assisted Drafting, Electrical Shop

Delta Two — Art, Computer Assisted Drafting, Graphic Arts

Safety Programs — Provide a system of safety education for students and staff, plant safety inspections, hazardous materials disposal and maintain material safety data sheets. Vocational schools can be hazardous environments if safety standards are not taught and maintained.

Cable TV — Extend the cable wiring of the academic division's classrooms and work on an inter-school telecommunications network.

Five Year Plan/Evaluation Preparation — Work on a successors five year plan and prepare for the Division of Occupational Education's five year evaluation of the vocational division's programs.

The vocational division has experienced an exceptionally busy year. In addition to the previously noted activities the following projects and area improvements were also accomplished:

Business Education Department has updated it's word processing program with new word processing machines, computers and printers.

They have also replaced a classroom with new electric typewriters.

A completely renovated store has re-opened for the Distributive Education program. They now have a larger class room and up-dated computer equipment.

The Drafting Department has had a classroom built within the drafting room to completely incorporate it's computer assisted drafting (CAD) program and additional electronic equipment. Police officers are being trained in the CAD program to electronically reproduce traffic accidents.

The Graphic Arts Department has received a three page color press and a Compugraphic computerized typesetter. The three towns in the district have utilized the graphic arts program extensively for printing required booklets, forms and reports.

The Carpentry Department constructed the CAD room for the Drafting Department along with counters for their computers. Tool sheds were built to order for district residents and cabinet work was done on a need basis throughout the school. We have resumed outside construction on a variety of home repair projects.

The Automotive Department had two lifts repaired and the wheel alignment machine computerized. They also received a new asbestos-safe brake machine, tire balancing machine and an updating of the computer engine analyzer.

The Electrical Department did extensive wiring work on the Wrentham Common, town office building and ski lift for the Recreation Department. They also did extensive

work on the new phone system at junior and senior high schools as well as wiring the CAD room and computers throughout the system.

The Culinary Arts Department became involved with the District senior citizens programs and has served many breakfasts and lunches to those programs. All of the school sports' banquets and local clubs, such as Boy Scouts, have banquets here at the school catered by our culinary program.

The Vocational Department in the past year has become highly involved in setting up a program for the disposal of hazardous waste materials to meet the new state and federal regulations.

The Machine Shop rebuilt and repaired machine parts for school maintenance and shop areas.

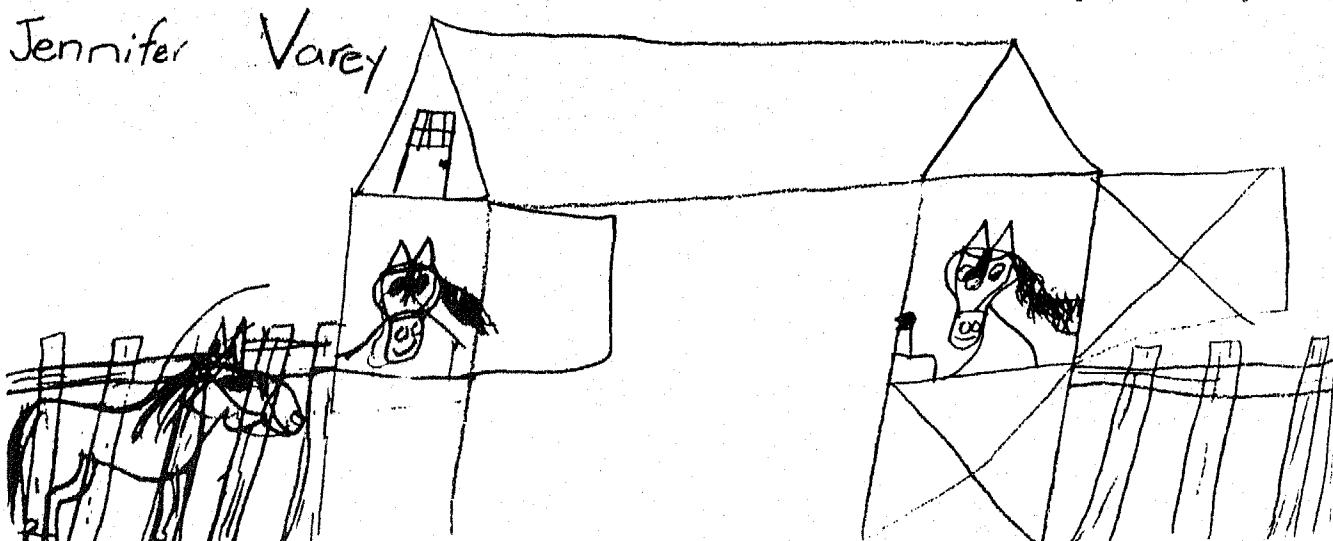
The Adult Education Program continues to grow. It offers traditional skill areas (automotive, carpentry, etc.) and technologically advanced programs (word processing, computer operations, computer assisted drafting, etc.)

Conclusion

The School Committee has actively participated and supported us in our many endeavors. Its leadership and cooperation remain active and vital. We also sincerely appreciate the efforts of our students, their parents, teachers, guidance counselors, nurses, custodial office personnel, cafeteria workers and administrators in all our schools.

The success of the schools is dependent upon the interaction of all who teach, learn, serve and support schools in the Regional District.

William J. C.
Superintendent of Schools



EDUCATION, LIBRARY, ARTS

KING PHILIP REGIONAL SCHOOL DISTRICT

October 1, 1987 Enrollment

<u>NORFOLK</u>			<u>PLAINVILLE</u>			<u>WRENTHAM</u>			<u>BOYS</u>		<u>GIRLS</u>		<u>TOTAL</u>
	<u>BOYS</u>	<u>GIRLS</u>	<u>TOTAL</u>	<u>BOYS</u>	<u>GIRLS</u>	<u>TOTAL</u>	<u>BOYS</u>	<u>GIRLS</u>	<u>TOTAL</u>	<u>BOYS</u>	<u>GIRLS</u>	<u>TOTAL</u>	
<u>VOC</u>													
G	0	0	0	0	0	0	0	0	0	0	0	0	0
12	11	8	19	15	6	21	17	9	26	43	23	66	
1	7	6	13	15	4	19	13	9	22	35	19	54	
0	14	0	14	10	1	11	18	2	20	42	3	45	
9	8	1	9	13	5	18	17	4	21	38	10	48	
	40	15	55	53	16	69	65	24	89	158	55	213	
<u>ACAD</u>													
G	0	0	0	0	1	1	0	0	0	0	1	1	
12	36	40	76	28	26	54	32	38	70	96	104	200	
1	35	36	71	33	20	53	41	41	82	109	97	206	
0	35	28	63	18	22	40	29	34	63	82	84	166	
9	35	36	71	17	28	45	32	37	69	84	101	185	
	141	140	281	96	97	193	134	150	284	371	387	758	
<u>JRS</u>													
8	52	30	82	36	33	69	53	49	102	141	112	253	
7	49	49	98	36	27	63	50	49	99	135	125	260	
	101	79	180	72	60	132	103	98	201	276	237	513	
(282)	(234)	(516)	(221)	(173)	(394)	(302)	(272)	(574)	(805)	(679)	(1484)		
	24.77%				26.55%			38.68%				100%	

King Philip Regional School District	1484
Tuition Students	3 (2 voc/1 acad)
Foreign Students	4
	<hr/>
	1491

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KING PHILIP REGIONAL SCHOOL DISTRICT

YEAR END REPORT

Reconstruction of Excess & Deficiency Account June 30, 1987

Balance 6/30/87 \$ 9,004.06

Less:

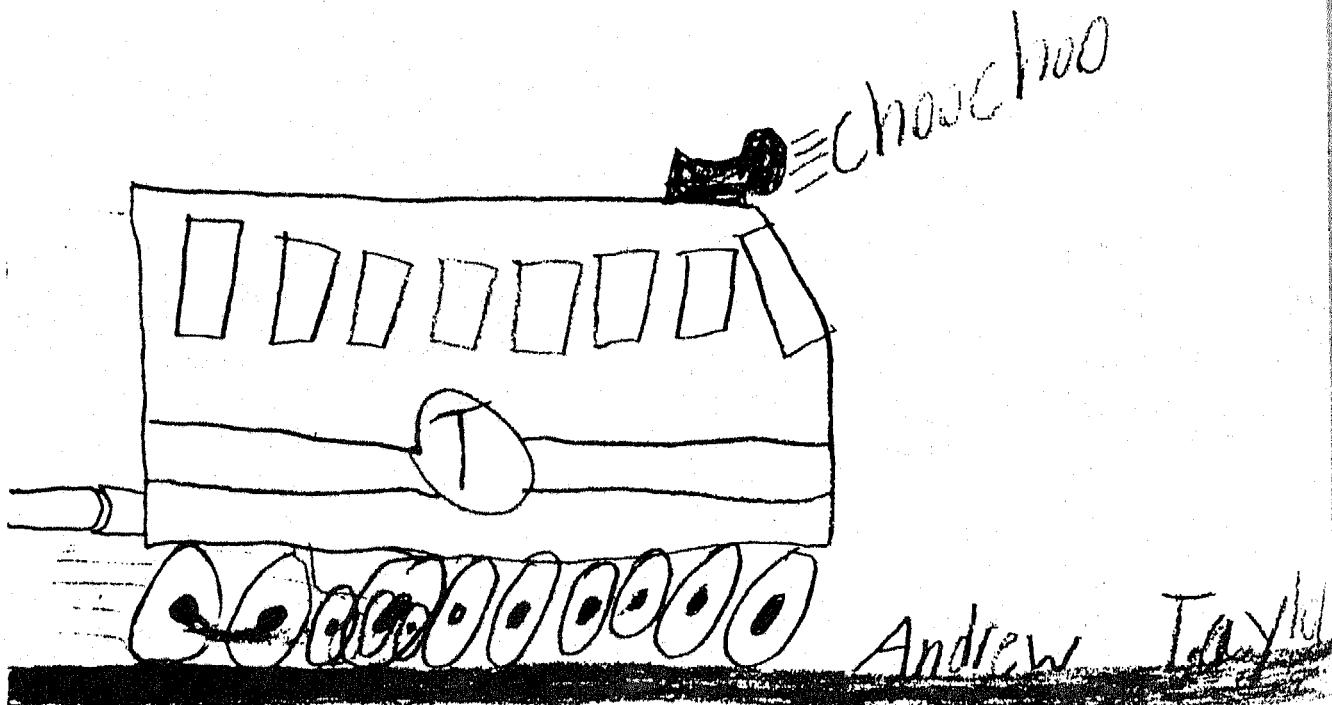
Net balance in operating accounts
See attached year end expenditure
statement 46,520.66

SUB TOTAL (\$37,516.60)

Plus:

Net underestimated balance
in revenue accounts - see
attached year end receipts
statement 53,036.35

Balance 6/30/87 \$15,519.75



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KING PHILIP REGIONAL SCHOOL DISTRICT

<u>Account No.</u>	<u>Name</u>	<u>Budgeted vs. Actual Expenditures</u>			<u>Balance + Over (-) Under</u>
		<u>Budgeted FY87</u>	<u>Total Approp.</u>	<u>Actual Expense</u>	
1000	Administration	169,927	169,927	226,922.48	(\$ 56,995.48)
2000	Instruction	3,675,339	3,675,339	3,558,162.80	117,176.20
3000	Other School Service	564,804	564,804	553,195.15	11,608.85
4000	Oper. & Maint. Plant	741,320	741,320	807,307.91	(65,987.91)
5000	Fixed Charges	469,569	469,569	445,698.38	23,870.62
7000	Acq. of Fixed Assets	31,124	31,124	92,965.83	(61,841.83)
9000	Tuition to Other Dist.	269,500	269,500	250,059.12	19,440.88
100	Vocational	<u>1,103,619</u>	<u>1,103,619</u>	<u>1,137,410.99</u>	<u>(33,791.99)</u>
		\$7,025,202	\$7,025,202	\$7,071,722.66	(46,520.66)
8100	Debt. Retirement	275,000	275,000	275,000.00	-0-
8200	Debt Service	<u>120,600</u>	<u>120,600</u>	<u>120,600.00</u>	<u>-0-</u>
	TOTAL	\$7,420,802	\$7,420,802	\$7,467,322.66	\$ (46,520.66)

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KING PHILIP REGIONAL SCHOOL DISTRICT

Estimated vs. Actual Receipts

June 30, 1987

	<u>Estimated Budgeted</u>	<u>Actual</u>	<u>+ Over Balance (-) Under</u>
Transportation	\$ 297,593	\$ 294,369.00	\$ (-3,224.00)
Chapter 70	1,316,318	1,316,318.00	-0-
Regional School Aid	1,294,169	1,294,169.00	-0-
State Wards	18,185	-0-	(-18,185.00)
Spec. Ed. Trans.	26,242	24,961.00	(- 1,281.00)
Residential School Tuition	22,644	29,875.00	+ 7,231.00
Misc. Receipts	45,000	101,584.07	+56,584.07
School Bldg. Asst.	<u>284,484</u>	<u>296,395.28</u>	<u>+11,911.28</u>
	<u>\$ 3,304,635</u>	<u>\$ 3,357,671.35</u>	<u>\$ +53,036.35</u>

Misc. Local Revenue

01140	Facility Rentals	\$ 204.00
	Interest on Investments	77,454.38
	Misc. Other Local Revenue	23,802.39
	Tailings	<u>123.30</u>
		\$101,584.07

Town Assessment Revenue \$4,116,167.00

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KING PHILIP REGIONAL SCHOOL DISTRICT

Balance Sheet - June 30, 1987

Assets		
Cash		\$ 459,693.76
In Banks		
Petty Cash		
Supt's Office	\$ 50.00	
H.S. Principal's Office	50.00	
J.H.S. " "	50.00	
School Cafe.	150.00	
Voc. School	<u>50.00</u>	
		350.00
		<u>\$ 460,043.76</u>
Liabilities		
Outstanding FY86		
Vouchers Due	259,614.61	
Payroll Ded.	<u>556.53</u>	\$ 260,171.14
Reserved Appropriations		
Petty Cash	350.00	
Tailings-Unclaimed Checks	400.00	
Blue Cross/B.S.	<u>87,265.46</u>	
		\$ 88,015.46
Federal Grant Balances		\$ 4,944.98
Revolving Funds		
Cafeteria	42,310.72	
Automotive	1,389.08	
Carpentry	2,019.78	
Sm. Engines	1,113.08	
Cul. Arts	489.72	
Bakery	770.99	
Sheet Metal	1,436.67	
Machine Shop	364.58	
DECA	16,612.28	
Electrical	62.28	
Music Dept.	755.24	
Graphic Arts	4,434.06	
Summer School	6,322.98	
Ath. Fees Sr./Jr.	11,673.12	
Plainville Lot	825.00	
Adult Ed.-Eve. School	<u>812.85</u>	
		\$ 91,392.43
Excess and Deficiency		\$ 15,519.75
		<u>\$ 460,043.76</u>

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KING PHILIP REGIONAL SCHOOL DISTRICT

Year End Report 1986-1987

Debt Accounts

June 30, 1987

Net Fixed Debts	\$ 1,825,000.00
Serial Loans R.H.S. Add.	\$1,825,000.00

Trust Funds in Treas. Custody \$16,451.33

Scholarship fund-Mrs. Leanna Johnson	\$ 173.86
Scholarship fund-Mr. John Warren	192.84
Scholarship fund-Mr. Peter LaPierre	118.45
Scholarship fund-Mr. Lawrence Perkins	2,054.72
Scholarship fund-Mrs. Lillian Audrey	1,635.23
Scholarship fund-Mrs. Louise Spier	1,076.23
Scholarship fund-Geoffrey B. Swan Memorial	10,000.00
Scholarship fund-Class of 1987	1,200.00

TRI-COUNTY REGIONAL VOCATIONAL TECHNICAL SCHOOL ANNUAL REPORT 1987

In July 1987, the School Committee reorganized and the elected officers are: Robert Rappa (Franklin) Chairman, Arthur Green (Sherborn) Vice-Chairman, and Melvin Long (Norfolk) Secretary. Charles Mucciarone (Franklin) was appointed Chairman of the Budget Sub-Committee and Albert Chouinard (Medfield) will continue to lead the the Collective Bargaining Sub-Committee.

The School Committee conducts its regularly scheduled meetings on the first and third Wednesday of each month at 8:00 P.M. in the Committee Meeting Room at the school. From the beginning of November until the end of February, the Committee meets on the second and fourth Wednesday specifically for the purpose of budget development. Sub-Committee meetings are scheduled as needed.

Graduation

On May 31, 180 students were graduated in an impressive afternoon ceremony. Chairman John Hanley delivered the Address of Welcome to more than one thousand guests. Music was provided by the Franklin High

School Band conducted by Band Director Eric Rosen.

Timothy Rioux, Director of Pupil Services, presented scholarships and awards in the total amount of \$25,000 to deserving seniors. Four students receive Commonwealth Scholarships for outstanding achievement.

Matthew Soderberg of Norfolk was the recipient of a Tri-County Boosters Scholarship.

Guidance

In September, 180 ninth grade students were enrolled at Tri-County. Of that number five were Norfolk residents. At this time there are twenty-one Norfolk pupils in attendance at Tri-County which is 2.95% of the schools total enrollment.

The position of Director of Pupil Services, which had been filled by Timothy Rioux since the opening of Tri-County, was eliminated at Tri-County in an administrative reorganization this year. Mr. Rioux's many contributions to the guidance program at Tri-County will be greatly missed.

Throughout the course of the past year the Guidance Department admini-

stered the Preliminary Scholastic Aptitude Test, the SRA Achievement Test, the Mass. Basic Skills Tests, and the Massachusetts Curriculum Assessment.

The immediate follow-up of the June graduates indicate that 70 to 75% of them entered the workforce, 15% went on to further education and 5% entered the military.

The Co-op Program

The Cooperative Education Program, that allows deserving and capable seniors to work in their field of study on alternate weeks, continues to be a valuable service to students and employers. The past year our Co-op under the direction of Randy Sloane placed sixty-three students in real world jobs. The reputation that our students and Mr. Sloane have established over the years is evident when one considers that there were 20 legitimate requests from area employers for one or more Co-op students.

Academic Programs

The Academic Programs at Tri-County were once again placed under

EDUCATION, LIBRARY, ARTS

the leadership of one administrator — the Principal, after a five-year span of varied administrative coordination. This central leadership has resulted in a coordinated curricular format for all academic disciplines. Additionally, this year has witnessed the revision and further development of Tri-County's 9-12 English curriculum with much emphasis placed upon thinking skills. The Science Department has embarked upon the research necessary to implement a Principles of Technology Program for appropriate trade students. While the Business and Math Departments embarked on new and appropriate programs designed to meet the individual career needs of Tri-County students. The Social Studies Department, having recognized the need for greater Geography skills have developed and implemented a comprehensive 9-12 program which brings students from the level of map skills to the sophisticated level of geopolitical skills so necessary in today's complex, interactive world.

Tri-County will continue to provide relevant, challenging Academic Programs which meet the needs of Tri-County's work bound and college bound students.

Technical Programs

Drafting, Electronics, and Graphic Arts Departments have continued to expand their program offerings utilizing sophisticated software programs. As in the past, this provides the students with the skills to enter the competitive job market more prepared than their counterparts.

The curricular in these trade areas rely heavily upon a sound mathematics base which serves the students well when pursuing their post-secondary education.

Service Occupations

Students in the Distributive Education Program have expanded their word processing skills by mastering computerized accounting, data based management, spread sheets and personal filing systems on the IBM PC's. An introduction to Lotus 1-2-3 has been incorporated into the program this year also.

Through an Equal Education Opportunity Grant, the students in Culinary Arts are learning the special-

ized skill of garde manger. Mr. Thomas Solury, a graduate of Johnson & Wales, has taught the students how to magically transform a butternut squash into a decorative vase and fill it with vegetable flower bouquets.

Letterheads, brochures and logos continue to be designed by students in Commercial Arts for non-profit organization such as the newly formed Franklin Garden Club.

The Cosmetology Department has re-done the waiting area of the salon so that it more closely resembles those in business. The students have also had demonstrations and introductory courses in "silk-wrapping" manicures.

As in the past, the Child Care Program continues to attract large numbers of toddlers and pre-schoolers, necessitating a waiting list for several families.

The students and staff in the service occupations at Tri-County wish to thank the members of this community for their continued support.

Vocational Programs

Wherever possible the vocational programs have made every effort to simulate real work experiences by providing service to district town agencies, civic organizations, and residents. The Auto Repair and Auto Body Departments are fully scheduled for customer work at all times. Similarly all other departments in the machine and construction trades do accept work from district residents if such work coincides with the instructional curriculum.

Students have accomplished extensive work toward the complete restoration of the Oak Grove Farm House in the Town of Millis. The house has been registered and certified as an historical site.

Work is just getting underway in Medway as our construction trades students will double the size and completely renovate Fire Station II. The work scheduled includes new heating system, new electrical service, kitchen, showers, and the installation of new overhead doors.

Earlier in the year our Auto Body Department converted a Coca-Cola delivery truck to a hazardous material response vehicle. The project was coordinated by Franklin's Chief Molloy and the vehicle was turned over to the Norfolk County Fire Chief's Association.

Evening School

Approximately 400 adults are enrolled in our Evening School in a wide variety of vocational programs. Esthetics (skin care) is a new offering this year and complements our Cosmetology Program. Other new offerings are Financial Management and the mandatory code review course for licensed electricians.

Co-Directors Ken Halstead and Ken Dow are soliciting the recommendations of townspeople regarding new and needed educational programs for adults.

Athletic Department

The Tri-County Athletic Department is undergoing a new look, a positive attitude towards athletics, and hopefully more participation from the students. This year Tri-County has a new Athletic Director, Bill Doucette, who is designing an athletic program for more student involvement not only in interscholastic sports but through an extensive intramural program as well.

Sports offered at the varsity and junior varsity levels are the following: Football, Girls Volley ball, Cross Country, Boys and Girls Basketball, Wrestling, Spring Track, Girls Softball, and Boys Baseball.

Intramurals being offered are: Basketball, Indoor Soccer, Floor Hockey, Volleyball, Badminton, Softball and Touch Football.

This year's football team proved to be Tri-County's most competitive and exciting. Capping this year's impressive season was the awarding to Mario Collace of Franklin Middlesex News' "Outstanding Player of the Week" trophy. Additionally Mario was named to the Mayflower League All-Star Team as a center.

The Girls Volleyball team continued their winning ways and for the first time competed in the state play-off competition. Co-Captains Nisa Erickson and Cam McLaughlin were named to the Mayflower League Volleyball All-Star Team for the consecutive year.

The Boys Basketball Team has begun its season and looks to be competitive this year with many returning veterans.

The Girls Basketball Team is undefeated at the time of this writing and it too should prove competitive with a returning veteran starting lineup.

Wrestling has been given a rebirth

EDUCATION, LIBRARY, ARTS

this year. Competition will be limited to the junior varsity level during this first year of the program.

The Spring Sports Track, Baseball and Softball should also prove to be very competitive within the Mayflower League with experienced players returning in Softball and Baseball.

It is the goal of the Tri-County

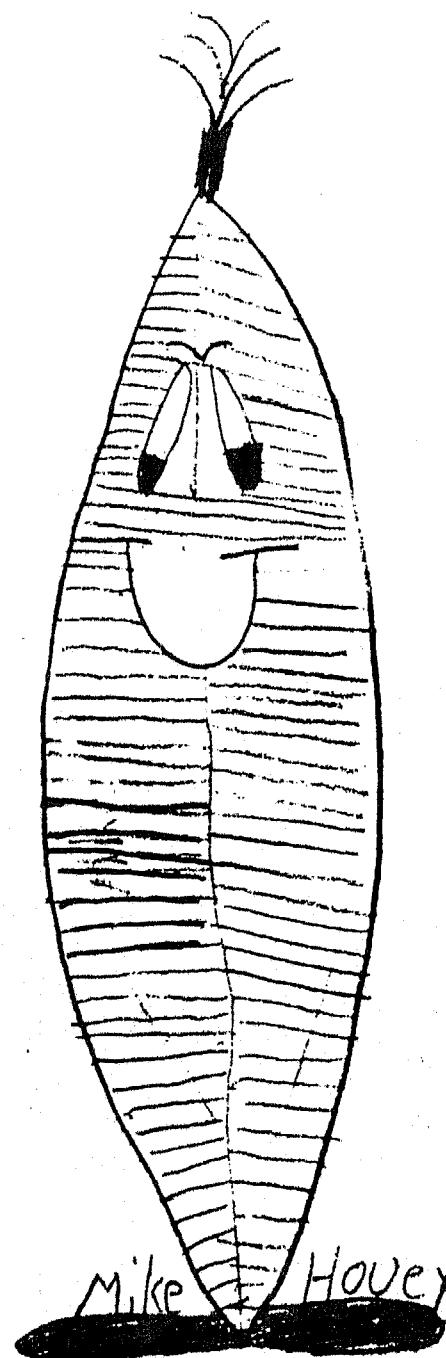
Athletic Program to foster and increase the enthusiasm, participation, and enjoyment of the students as they grow through their involvement with athletics.

Summary

As we move into 1988 and continue to provide the best in educational needs

to our students, we thank the ~~dis~~ residents for their support and cooperation. We intend to maintain the future these high education standards that have earned us the support in the past.

Robert J. Rappa, *Chairman*
Melvin C. Long, *Norfolk*



PLANNING AND DEVELOPMENT

ANNUAL REPORT OF THE NORFOLK PLANNING BOARD

The Norfolk Planning Board is comprised of five members each elected for a three (3) year term on a staggered basis to ensure some continuity on the board.

The Planning Board derives its authority from Massachusetts General Laws, Chapter 41, Section 81 and in conjunction therewith is responsible for subdivision and site plan review including but not limited to, street layouts, drainage, building and zoning conformity, parking for commercial and industrial development.

This year there have been three significant events which have affected the Planning Board's role and responsibility.

FIRST; as a result of the last annual town meeting the board has been designated as the Site Plan Granting Authority which requires our review and supervision of new commercial and industrial construction.

SECOND, during the course of this past year the Planning Board has reviewed and revised their rules and regulations to update and strengthen the requirements necessary for subdivision approval and to incorporate new rules and regulations governing Site Plan Approval. During this process the board held a series of public hearings receiving input from other town boards and interested parties for inclusion in the new rules and regulations. The end result is what we consider to be a significant and much needed

revision of our Rules and Regulations. copies of the new Planning Board rules and Regulations are available for sale at the Town Hall.

THIRD; the support and guidance of Frederick R. Harris, Inc. (formerly PRC Engineering), the board's consulting engineer, has been of immeasurable assistance in not only our review of proposed plans but also in lending their municipal expertise to our new Rules and Regulations. The board is fortunate to have such a reliable and competent consultant in making our ultimate decisions. They have been promptly responsive to our inquiries and have alleviated much of the Planning Board's day to day supervision of ongoing developmental projects.

Special thanks are deservedly given to our former chairman Edward C. Morris and our administrative aid Lois Boucher whose tireless efforts on behalf of the board have been above and beyond what would normally be expected of a part time municipal board.

The board also wishes to extend our gratitude to other town boards with whom we interact in our review process and without whose assistance our job would be practically impossible. the board wishes to recognize the following for their ongoing advice and support in assisting us in our deliberations and decisions; F. Arthur Woodworth, Highway Superintendent; Building Commissioner, Gerald Hughes; Board of Selectmen and Marilyn Morris,

Executive Secretary; Town Clerk; Fire and Police Chiefs; Tree Warden; Board of Health; Conservation Commission; Water Department, Jim Martin; Zoning By Laws Study Committee and all others who I may have inadvertently omitted.

The Planning Board meets regularly on Tuesday evenings at 7:30 p.m. Appointments can be made through Lois Boucher, administrative aid to the Planning Board, by calling 528-2961. Any changes in scheduling are posted on the Town Clerk's Bulletin Board at the Town Hall.

The following statistics reflect the 1987 status of plans before the Planning Board.

	No. of Plans	No. of Lots
Definitive Plans Approved	4	71
Definitive Plans not yet Approved	2	11
Preliminary Plans Approved	1	7
Preliminary Plans not yet Approved	1	13
Subdivisions Lots Released (81 P Lots)		38
Site Plans not yet Approved		3

The Norfolk Planning Board

Peter R. Beigbeder, *Chairman*
Peter J. Bokunt, *Vice Chairman*
Robert W. Haddleton, *Clerk*
Edward C. Morris, *Member*
Austin G. Enos *Member*

REPORT OF THE PERMANENT BUILDING COMMITTEE

The Permanent Building Committee had an active year during 1987. At the Board of Selectmen's request, The Committee began again to develop a new proposal for the expansion of Town Officers and this will be presented to the Town in 1988. In addition, the Committee was asked to prepare recommendations for the Board of Selectmen concerning the offer of the Grange Hall to the Town, and on its possible uses by the Town.

The need for an expanded Town Hall facility continued to be driven by a number of serious shortcomings of the present Town offices: the severe shortage of space; it is energy ineffi-

cient; it does not meet State building code requirements in a number of respects; it does not meet State requirements for handicapped access; it does not meet State requirements for the safe preservation of public records; and space for public meetings is totally inadequate.

In developing a revised building program for the new facility, the Committee was cognizant of the need for an efficient but flexible design that would be an attractive building in keeping with the Town's architectural character, and that could be built at the lowest possible cost.

The Committee worked extremely

closely with all units to be housed in the facility and with the new design architect selected for the project, Taylor Dueker of Architects Inc., Northampton, Massachusetts. The result was a building program some twenty percent smaller than the original program proposed in 1986. The new proposal will renovate the existing Town Offices and add an addition to the north side. The new facility would be approximately 11,900 gross square feet in size, more than three times the size of the present Town Offices. The new facility would bring all departments under the same roof in an efficient and organizationally sound

PLANNING AND DEVELOPMENT

manner, and redress all the existing difficulties with Town Offices.

In addition to working on the Town Hall project, at the Board of Selectmen's request, the Committee is pre-

paring a report on the suitability, advisability, and cost of accepting and using Grange Hall as some form of community center. This report is expected to be completed in 1988.

Robert P. Lowndes, *Chairman*
Wayne Bredvik
Anthony M. Brizzolara
Earl DiSaia
Martin M. Moeckel

ZONING BOARD OF APPEALS ANNUAL REPORT

This Board is appointed by the Board of Selectmen in accordance with Norfolk's Bylaws, Chapter 40A. Under Norfolk's Zoning Bylaws this Board is also designated the permit granting authority.

It is a five member Board with two associate members. The Board sits as a quasi-judicial body whose powers are both conferred and limited by statute, Mass. General Laws, Chapter 40A, and the Zoning Bylaws of Norfolk.

During the year the Board enjoyed full membership, excellent attendance, and dedication from all the full and associate members, providing fairness and consistency in its decisions.

In 1987 the Zoning Board of Appeals welcomed the re-appointment for yet

another full five year term, of Nancy Connors. Nancy has served the board with consistent dedication. Nancy's thorough knowledge of the zoning laws has been invaluable to the board in its quest to make decisions that are in the best interest of the Town of Norfolk.

Administrative meetings are posted 48 hours in advance in the Town Hall. Notice of the hearings are posted in the Town Hall and are published in the legal notice section of the Sun Chronicle two weeks prior to the hearing date. All meetings are open to the public.

The board received nine applications for Variances resulting in five being granted. Of eleven Special Permit applications, nine were granted and

one has not yet been decided. There were two Appeals cases and both were denied. In addition, the three extensive requests received were granted.

We wish to thank the other Town Boards and Commissions for their assistance. The help of Building Inspector, Gerald Hughes; Water Superintendent, James Martin; and Conservation Commission, members Anthony Martucci and Thomas Gilbert has been invaluable.

A very special thank you goes to the Board of Health Agent/Engineer, William Domey and to our Secretary, Lois Boucher, whose knowledge, dedication, and genuine concern is a blessing to the Town of Norfolk.

Bruce Simpson, *Chairman*

ZONING BYLAW STUDY COMMITTEE ANNUAL REPORT

The Zoning Bylaw Study Committee is chartered by the Selectmen to study and recommend changes to the Zoning Bylaws of the Town of Norfolk. Our guiding concern has been to provide clearer, simpler, and more easily administered Bylaws to ease the burden on the zoning administration and enforcement authorities in town caused by rapid growth, and to reform outdated bylaws that will not adequately control anticipated industrial development. Three members are appointed by the Board of Selectmen, and one member is appointed by each of the following: Board of Appeals, Planning Board, Building Commissioner, Conservation Commission and Board of Health. Town Counsel, Paul Maggioni, is a non-voting member of the Committee.

This committee has been working on what we feel is a priority issue with the anticipated growth of business in Norfolk. During the past year we again worked on sign regulations, making a number of changes in areas that were addressed at the Town Meeting last year. Sign regulations are important to prevent a business strip from becoming an eyesore and/or safety hazard. Too many lights and signs can hinder normal flow of traffic, especially at night.

We are also proposing changes in the parking regulations which presently do not require enough parking spaces for many businesses. The streets of Norfolk are not wide enough to support on-street parking in business areas, consequently there is a need to make sure

that ample off-street parking is available.

Other proposed changes or additions pertain to swimming pools, truck terminals, etc. Definitions have been proposed which we hope will make our Zoning Bylaws clearer and easier to enforce.

We would appreciate having more input from residents of the Town of Norfolk on any Zoning changes or clarifications that they feel are important. This would help the committee to establish proposals which are in accordance with the wishes of the townspeople. Our meeting dates are posted well in advance at the Town Hall.

*Zoning Bylaw Study Committee
John Leavitt, Chairman*

PLANNING AND DEVELOPMENT

GROWTH STUDY COMMISSION 1987 ANNUAL TOWN REPORT

The Growth Study Commission was mandated by the 1985 Annual Town Meeting with an initial two year life. The purpose of the Commission is to investigate the Town's growth history in order to project areas of growth within Norfolk which can be benefited by implementing growth planning tools.

As described in the 1986 Annual Town Report, funding was approved

for the hiring of a professional consulting firm. In May 1987 the firm "Planworks" of Boston was awarded the contract for a fee of \$19,832. The firm consists of a Project Manager/Planner, Economist, and two geologists. They have considerable training and background in this field.

The members of the Growth Study Commission have met regularly during the past year to assist the "Planworks" in the collection of data. A well

attended presentation of their interim report was held in July.

With the collection of data finished, the Commission is expecting the public hearings and "Planworks" final report to be completed by early Spring. The recommendations and information in the report will be an aid to the Town Officials in making planning decisions.

Donna Putt
Chairperson

MAPC ANNUAL REPORT TO THE TOWN OF NORFOLK

Norfolk is a member of the Metropolitan Area Planning Council (MAPC), the regional planning agency for 101 cities and towns in the greater Boston region. The council provides planning service in the areas of land use, economic development, housing, transportation, and environmental quality to Norfolk and other member communities.

In 1987 Norfolk received MAPC assistance with the report, *Development Prospects for Norfolk*, at the request of the Norfolk Growth Study Commission. Additional MAPC assistance was provided to the Town through its participation in the Southwest Subregional Solid Waste Study, organized to investigate regional solid waste management options.

Several other regional projects were produced by the council for Norfolk and neighboring communities to promote sound planning activities. These projects included several how-to manuals, such as the catalog of techniques for Preserving Housing Affordability, a compilation of methods that towns may consider implementing to preserve affordable housing stock; and the Growth Management Catalog, an easy-to-use reference book that describes more than 40 techniques, regulations, programs and services for managing growth.

The Council also compiled and updated the MAPC 1987 Sites Survey Update, which is a complete, current listing of vacant commercial and industrial sites in the MAPC region.

The survey is a useful planning tool for anticipating or promoting locations for new development.

Several transportation projects were also completed by MAPC in the region to help communities address local traffic concerns. MAPC developed a software program, Pavement Management Forecasting Model, to help highway superintendents improve methods for analyzing road reconstruction and maintenance needs in order to more efficiently plan and expand local roadway budgets.

Other Council functions include review and comment on projects and programs affecting the region, publications, forums, and legislative initiatives to facilitate better planning.

Robert W. Haddleton

PEST CONTROL ADVISORY COMMITTEE

In 1987, the Pest Control Advisory Committee (PCAC) continued to be the primary liaison for the residents of Norfolk, town administrators, and the Norfolk County Mosquito Control Project (NCMPC).

Larviciding will be done this Spring, in areas accessible by truck mistblower

and backpacking. The acreage that is covered is the areas of prime breeding ground for the mosquito.

The summer adulticide program was carried out again in 1987. The notification system, that was implemented, was in effect and utilized. Again in 1988, it will be in effect. Those residents that

wish to know the spray schedule can call the police dispatcher early in the day for that information.

The committee stands ready to assist any resident who has concern with the current Mosquito Control Program.

Donna Putt
Chairperson

PLANNING AND DEVELOPMENT

1987 REPORT OF THE NORFOLK COUNTY MOSQUITO CONTROL PROJECT

The Operational Project Program integrates all proven technologies into a system of mosquito control that is rational, safe, effective and economically feasible.

All mosquito eggs need water to hatch and to sustain larval growth.

Larviciding: Treatment of mosquito larvae during aquatic development is one effective control method.

Laricide by backpack and mistblowers 129 acres
Catch basin laricide application 198 count

Adulteiding: The suppression of flying adult mosquitos becomes necessary when they are numerous, annoying or threatening to residents.

Adulticide with mistblowers 360 acres

Adulticide U.I.V. from trucks 5,389 acres

Surveys, inspections and monitoring

in support of our programs in locating and mapping breeding areas, larval and adult collections and work evaluations leading to better drainage.

The Project received 68 calls from residents for information and assistance.

John J. Smith, *Superintendent*

Since being appointed as Norfolk's designee to the M.B.T.A. Advisory Board on February 23, 1987, I have attended several Board, Executive Committee and Commuter Rail meetings and also served on the Nominating Committee.

On the votes for the 1988 and most recently the 1989 budgets, I have expressed Norfolk's concern about its rising T assessment. I have stated the town's support for a new assessment formula similar to the UMTA Study proposal. I have gone on record as stating that this report should be finalized as soon as possible and legislation drafted and submitted for a vote.

Also, I have had several meetings

MBTA ADVISORY BOARD DESIGNEE'S ANNUAL REPORT

with the T Construction/Development Department, Engineering Department, T design consultants, and T contractors to improve the commuter parking and congestion in Norfolk. To date the T has accomplished the following to the lower lot of Carlson Circle:

- Expanded the parking area;
- Provided a substantial gravel base;
- Added lighting; and,
- Completed preliminary design for surfacing and striping.

In addition, I have conferred with the T and the State DPU to have the outbound trains clear RT 115 as this allows the gates to open for traffic. Emergency vehicle response time had risen recently due to the reconstruction

of the Main Street bridge and traffic jams caused by the closed traffic gates. I also worked on the successful effort to approve funds at the town meeting for purchasing the Creamery Lot to provide Norfolk residents with commuter parking.

In the future, I will continue to be active in the T Advisory Board and also strive to have the T finalize the lower parking lot design and all the work completed by the lower parking lot design and all the work completed by the Fall of 1989. Also, I am discussing with the T and a local land developer additional commuter parking and/or moving the station out of the Norfolk Center.

Denis H. Barrenechea

The Town of Norfolk appropriated funds for a computer system in 1984. At the time of purchase the appropriation was enough to purchase the hardware only. An NCR mainframe, with an 80MB disc and a UNIX operating system, along with several terminals were purchased.

Over the next two years, modems, terminals, printers and software were purchased.

The original committee changed and a new one was appointed in the fall of 1986. At this time, the only software

COMPUTER SYSTEM COMMITTEE

available for the users is a word processor and a spreadsheet.

It is this committee's opinion that the Town should be moving toward a municipal system which would include municipal software which could be used by the accountant, treasurer, tax collector, assessors, and others. We have been unable to find any software to accomplish this purpose which will run on the UNIX system. The present system includes the NCR mainframe with the 80MB disc, the UNIX operating system with a system V upgrade, 10 terminals, 5 printers, 4 phone modems, 8 high speed modems,

and a software consisting of Multiplan, Finalword, Crystalwriter, Unify, cobol compiler, and a basic compiler.

As a result, it was felt that a consultant should be hired to review the entire system. The funds were appropriated and a consultant was hired. At this time we are awaiting the findings and recommendations.

Computer System Committee

John Holmes, *Chairman*
John Little
Nicholas Psaltakis
Robert Stoddard
Richard Boule

PLANNING AND DEVELOPMENT

SEWER STUDY COMMITTEE - 1987 ANNUAL REPORT

The sewer study committee was re-activated in late November of 1987. The committee has been charged by the Norfolk Board of Selectmen to deal specifically with the issue of tying in the Mirror Lake area with the town of Wrentham's proposed sewer system around the lake. This issue is being dealt with in response to a request from the Wrentham Board of Selectmen that Norfolk tie into their system. It is possible that in the future, the committee's charge will be expanded to include other problem areas in the town.

The committee has met with the engineering consulting firm of Weston

and Sampson to obtain more details concerning the proposed system, and the approximate costs for Norfolk to tie in. Weston and Sampson submitted a copy of Wrentham's Facilities Plan to the committee for review. The committee also reviewed the Facilities Plan prepared several years ago by the firm LEA. This Facilities Plan would have to be amended if Norfolk decides to tie into the Wrentham system.

Committee members have met with representatives from the Mass DEQE to discuss what steps Norfolk would have to take independent of Wrentham if we decide to proceed, including

possible sources of funding and the probability of receiving funding.

The Committee has prepared and submitted questions to the Board of Selectmen to be included in the town survey. The questions are intended to determine if the town supports the sewer project, and what type of optional payment for the system would be favored.

The Sewer Study Committee is presently in the process of drafting articles for the Annual Town Meeting in May concerning the Mirror Lake sewer project.

REPORT OF SANITARY LANDFILL COMMITTEE, 1987

The Sanitary Landfill Committee makes observations and recommendations concerning all aspects of the Norfolk landfill operation, environmental impact, preservation, etc.

One major accomplishment in 1987 was the implementation of the glass recycling program. Our thanks to all who are supporting recycling; we're happy to report that the program is working well.

In a related move, the Committee

recommended moving the landfill monitor from the control of the Board of Health to the Board of Selectmen, as well as upgrading his position from part-time to full-time, and hiring a part-time assistant to help with the increased workload caused by glass recycling.

On the recommendation of the Committee, the fee schedule for local businesses, which had been \$25 per

year plus \$10 per load, was changed to eliminate the annual fee.

In an attempt to assure proper use by, and charging of, commercial haulers, a survey was done of surrounding towns for comparison. Also, scales to measure loads were priced; however the price is prohibitive at this time.

We're very pleased with the current operation of the landfill, and we thank all those responsible.

Dan Davis, *Chairman*

MIRROR LAKE ADVISORY COMMITTEE ANNUAL REPORT

The Mirror Lake Advisory Committee was formed several years ago by vote of the town meetings in Norfolk and Wrentham. Each town has four voting members and the Executive Secretary of each town are members ex officio. Monthly meetings are held on the third Tuesday of the month.

The purpose of this advisory committee is oversight of the lake, its water levels; the care of the dam; traffic in the area; and listening and trying to resolve residents concerns.

During the year we met with the Boards of Selectmen of the two towns, bringing to their attention the dangerous traffic situation at the junction of Mirror Lake Ave., North St., and Shear Street. After the discussion a study of the intersection was ordered to determine whether and where a stop sign should be installed at this intersection. Other issues addressed concerned illuminating the beach area, and getting sand for the beach. The committee also conducted a door to door

survey concerning several matters of interest to the residents of the area.

The goal of the committee is to clean up the pollution and silt at the bottom of the lake, limit the horsepower of the motors on the boats using the lake, and cleaning and ditching the stream bed beyond the dam.

Virginia Graves, *Chairman*
Susan Pendleton, *Norfolk*
Ron Soderber, *Norfolk*

HUMAN RESOURCES

The Norfolk Council on Aging is made up of seven members who are appointed by the Board of Selectmen. There is an undesignated number of associate members appointed by the Council. The function of the Council is to identify the needs of the elderly in town and to seek out ways to meet those needs. They seek support from the Town, Legislature, Grant proposals, and the Friends of the Norfolk Council on Aging.

The Council on Aging employs an executive director who is responsible for implementing their many programs. They also employ an office assistant and a driver for the mini-bus.

Our "Norfolk Friends" Mini-bus has been kept very busy this year. We hope you have noticed it around town. We have provided 4000 trips this year.

Other programs include: drop-in center, congregate meals, home-delivered meals, outreach/friendly

COUNCIL ON AGING

visitor, clinics, community education, fuel assistance, legal aid, recreation, arts & crafts, information and referral, reassurance, vial of life, realistic thoughts, counselling, crisis intervention, walking club, bowling, knitting, swimming and the breakfast club. We offer the lifeline program through the Friends of Norfolk Council on Aging.

Our focus this year has been on transportation, the establishment of a permanent, 5-day drop in center, and the development of Homemaker services for the elderly of Norfolk. Our goal is to have these new services in place within the year.

The Council requested from Town Meeting that its membership be increased from seven to eleven members and it was so voted.

The Council On Aging meets at 9:30 a.m. on the third Monday of the month at Hillcrest Village. The public is invited.

Laura McClure

1888-1987

Laura McClure was Norfolk's resident when she passed away in September. Laura was appointed Town Librarian in 1932, when she worked for \$1.00 per day. Her duties included stoking the wood stove, shovelling snow. Laura worked as Librarian for over 30 years and is fondly remembered by many of us.

VETERANS' SERVICES DEPARTMENT

Herewith is my report for the Department of Veterans' Services for the year 1987-1988.

Veterans' Services are mandated by Mass. General Laws, Chapter 115, Section 5 which provides for the payment of aid to eligible, qualified veterans.

The function of this office is to assist all Veterans of all wars, their

dependents, widows or children who may need financial aid or have questions regarding Veterans' benefits.

Many requests were received for information on GI schooling, hospitalization benefits, allotments, pensions, Unemployment Compensation and Disability payments.

The Veterans' Services Department is actually an information center for

Veterans' affairs, and the high demand for this service is indicated by the flow of traffic both in person and by telephone.

Several cases were processed because of unemployment or sickness.

The Town of Norfolk is reimbursed at the rate of 75%, by the State.

Arthur T. Sullivan
Veterans Service Agent

NORFOLK HOUSING AUTHORITY

1987 was another good year for the Norfolk Housing Authority and the tenants of our elderly housing project, Hillcrest Village. We had 77 tenants at year-end; 13 couples, 43 women and 8 men, with an average age of 75. The monthly rent collected, which is determined by income, averaged \$132.00.

Our extensive drainage modernization project was completed in November, and another grant was secured for 1988 in the amount of \$92,000. This will be used for exterior painting, the installing of fans in our basements and various other items designed to improve the property. The Executive Office of Communities & Development congratulated our Authority for endeavoring toward the goal of providing decent, safe, sanitary and affordable

housing to the elderly residents of Norfolk.

As of this moment we are progressing rapidly with our plans for Norfolk's first family housing units. Because we feel that there is a huge need for this type of housing in our town, we have decided to erect 12 duplexes on the state-owned land about to be deeded to us. These 24 apartments will have a various mix of bedrooms and will be planned in a setting conducive to the property, leaving as many trees as possible. This is a beautiful piece of property, and we hope that as much of the natural beauty can be left. We want to design and layout the buildings to serve as an example to other towns.

Our tenant selection process will be thorough to make sure that we get

people who are anxious to have a home and will take care of it. A single family development theme will be encouraged. The families living in this housing will be a part of Norfolk and not a group belonging only to each other.

The Norfolk Housing Authority considers itself fortunate in having many people in the town come forward with their assistance when necessary. In particular we wish to thank the Lions Club for their generous donation of a Kubota generator last spring, this will aid the tenants who are on oxygen if they experience a power outage at any time.

Russell M. Arnold, Chairman
Maureen M. Buck, Executive Director

HUMAN RESOURCES

BOARD OF HEALTH ANNUAL TOWN REPORT

A plateau in the number of building permits seems to have occurred. At the same time there has been an increase in non-building related Board of Health activities. Repair of old septic systems, water quality issues, water rights, incineration, and site assignments to clean-up an existing hazardous waste facility are a few of the issues before the Board in 1987.

In November, Laurence Magner won the appointment by the Selectmen and Board of Health to fill the vacancy of Dr. Waters. The Town of Norfolk is fortunate to be able to draw from Mr. Manager's scientific education combined with his past experience on the Board of Health in Millis.

The completion of the transfer of landfill operational duties out of the

jurisdiction of the Board of Health has allowed the Board to concentrate on monitoring health issues which arise at the town landfill. The early results from the groundwater study around the landfill/town well indicates no serious problem, but questions for further study have arisen.

Robert Swenson, Jr. was appointed to the position of Hazardous Waste Coordinator. With his expertise, the Board of Health will be better able to address hazardous waste issues which arise in Norfolk. We have proposed improvements at the landfill and are working on yearly collection days for residents to dispose of household hazardous waste. State and federal regulations in this area are rapidly changing and the input from Mr.

Swenson will be a strong asset for Norfolk.

Robin Chapell was appointed Consulting Sanitarian. Her duties include the enforcement of sanitary codes and non-title 5 inspections. We are now inspecting more frequently than required by law, and have received excellent cooperation from the establishments in correcting any violations found.

With exception of the cost incurred by the hazardous waste collection day and the budget of the Visiting Nurses Association, the Board of Health continues to fund nearly all their expenses from the fees collected from permits and licenses. The permits and licenses issued in 1987 includes:

New Septic System Permits	120
Soil Tests	66
Sub-Division Review Plans	5
Repair of Septic System Permits	17
Food Service Permits	19
Milk and Cream Licenses	17
Refuse Hauler Permits	9
Septic Removal Permits	12
Disposal Works Installers Permits	40
General Permits	5
Well permits	15
Semi-Public Pools	1

SELF HELP INCORPORATED

Fifty-three residents received fifty-three direct services totaling \$24,040 during the program year.

The total funding of \$11,639,819 does not tell the real value of human services delivered to the area as a whole. Self Help's funding enabled us to mobilize an additional \$917,512 of other community resources such as Commonwealth Service Corps and local cities and town contributions as well as volunteers. The gross volume of Self Help during the past program year was approximately \$12.6 million.

Self Help currently employs 260 individuals, many of whom are limited income and minorities.

We feel that the program year 10/1/86 to 9/30/87 was a successful one for Self Help, Inc., and very helpful to our limited income population. We thank the area's Board of Selectmen, and town volunteers for helping to make our program year a success.

Ulysses G. Shelton, Jr.
Executive Director

SUFFOLK MENTAL HEALTH ASSOCIATION, INC.

field, Millis, Norfolk, Norwood, Plainville, Sharon, Walpole, Westwood and Wrentham.

The major programs of the Norfolk Mental Health Association available to Norfolk Residents are:

Cutler Counseling Center which has a large multi-disciplinary staff serving individuals, couples, and families. Services include evaluation, referral, treatment, educational and support groups (e.g. Widowed Lifeline, Gym

The Norfolk Mental Health Association is a private non-profit corporation, governed by a citizen Board of Directors who represent each of the twelve towns in its service area: Canton, Dedham, Foxborough, Med-

HUMAN RESOURCES

Program for Children, Social Rehabilitation, Divorce-Separation Workshops, Stress Management Alcohol & Substance Abuse), children and adolescent groups, parent-toddler groups, as well as consultation and training services for community agencies, schools, and local industries.

Project Hire, a sheltered vocational rehabilitation facility for people with emotional, developmental or physical handicaps. Programs include diagnostic evaluations, electronic skill training, work adjustment training and counseling, sheltered long-term employment, and transitional employment and job placement.

Parent-Aide Programs, offering

trained and supervised volunteer aides who provide one-to-one help to clients in the community, families and individuals in crisis, victims of domestic violence, parents at risk of abusing and neglecting their children.

Community Education Programs, offering speakers for community meetings, workshops, consultation and educational materials.

During fiscal year 1987, Cutler Counseling Center provided direct services to approximately 65 people from Norfolk. The total value of these services was \$17,460 of which the Town of Norfolk allocated \$3,500.

In the past year, people from Norfolk who came to us for assistance

were often referred by friends, neighbors, family, clergy, school, physician or community agencies. The common request for help concern such problems as depression, anxiety, difficulties in marriage, family relations, school or behavior related problems, alcohol or drug abuse, work-related problems, acute or chronic mental illness.

The Norfolk Mental Health Association Board of Directors includes J. Conklin, Ralph McDargh from Norfolk.

Thomas F. Doherty, PhD
Director of Clinical and Professional Service

RECREATION COMMISSION — 1987 ANNUAL REPORT

Recreation opportunities in the Town of Norfolk expanded tremendously during 1987 with the establishment of the position of Recreation Director. Laurie Schuder was hired as Director in July 1987 and has developed many new and exciting programs geared to different ages and interests. The programs have been enthusiastically received by residents. The new programs have included preschool arts and crafts, "terrific twos", puppet shows, CPR, bridge, aerobics, women's basketball, volleyball and craft workshops. Special events for the whole family included Community Day,

Christmas Tree Lighting and Holiday Sing-a-long on Town Hill.

In April the commission sponsored an Easter Egg Hunt with hundreds of participants. The second annual 4th of July Cookout was held at Town Pond. Hot dogs, hamburgers and soda were available, and the lifeguards organized various games and relays for the children. The Commission also continued to offer swim lessons at Town Pond during July, Arts & Crafts in August, summer tennis lessons for adults and children, and outdoor Volleyball for both adults and junior

high students. We also helped sponsor the Senior Citizen Barbecue.

Under the direction of Highway Superintendent, Arthur Woodworth, two ballfields were renovated. Our thanks go to him and his crew for the work in maintaining the fields and the Town Pond. We would also like to thank the Library and School Committee for allowing us the use of their facilities for Recreation programs, the Federated Church for the use of their all purpose room and the Council on Aging for the use of their office.

Ann Willever, Chairman

WALPOLE AREA VISITING NURSE ASSOCIATION, INC.

The year 1987 was one of reassessment and strategic planning for the Walpole Area Visiting Nurse Association. Currently in its seventy-ninth year, the VNA began the process to assure that quality services would continue to be provided well into the next century.

Programs offered to the citizens of Norfolk include:

1. **Home Health** — Traditional skilled services including nursing, home health aide, physical therapy, occupational therapy, speech-language pathology, medical social work and nutritional consultation.

2. **Ambulatory Care** — Outpatient services including office nursing, physical therapy, occupational therapy and speech-language pathology.

3. **Health Promotion** — Preventive services including home visits, office

nursing, and clinics and screenings funded by Boards of Health in the Towns of Norfolk, Medfield, Walpole and Dover.

4. **Health Education** — Classes for the general community such as child-birth education, parenting, aerobics, senior exercise and back care.

Of these programs, the Town of Norfolk funds are allocated to the Health Promotion Program. This program is the second largest offered by the VNA in terms of clients served and numbers of services; however, due to its low cost, Health Promotion represents only 5% of the VNA's total corporate budget. The four major components of the Health Promotion Program are:

1. **Health Maintenance for the Elderly** — Promotion of good health and maximum functioning for all

residents over 60 years of age. Elderly residents who are homebound, and have multiple chronic illnesses/conditions, but do not qualify for skilled care in the Home Health Program are seen on a periodic basis, in-home, by a nurse to prevent further breakdown and illness. Ambulatory elderly residents are seen at the office for physical assessment and counseling, or at the senior citizen health clinics held on the first Wednesday every month at Hillcrest Village and the third Wednesday every month at the Federated Church.

2. **Maternal — Child Health** — Promotion of the health and stability of the family during the periods of reproductive maturation, pregnancy, childbirth, post-partum period and child-rearing years. Services are provided by a maternal — child health

HUMAN RESOURCES

nurse specialist through home visits. Infant car seats are available for rental.

3. Communicable Disease

Prevention and control of communicable disease through casefinding and education, and provision of follow-up care consistent with Public Health practice. In addition to following up on reportable diseases through home visits or telephone consultation, the VNA provides vaccinations and various tests during office hours.

4. Public Health — Promotion of "good health" awareness for the prevention of serious illness. periodic cholesterol, hypertension and diabetes screenings are held, in addition to regular testing during office visits. In

1987 the VNA conducted cholesterol screening during the Federated Church Fair and the Stony Brook Fair.

During 1987 a study was conducted of the Health Maintenance Program for the Elderly by a graduate nursing student from Boston University. In general, the program was found to be of high quality, but a more formal structure for delivery of services was recommended. A consultant was engaged during the latter part of 1987 to further assess the program and make recommendations which are currently being implemented.

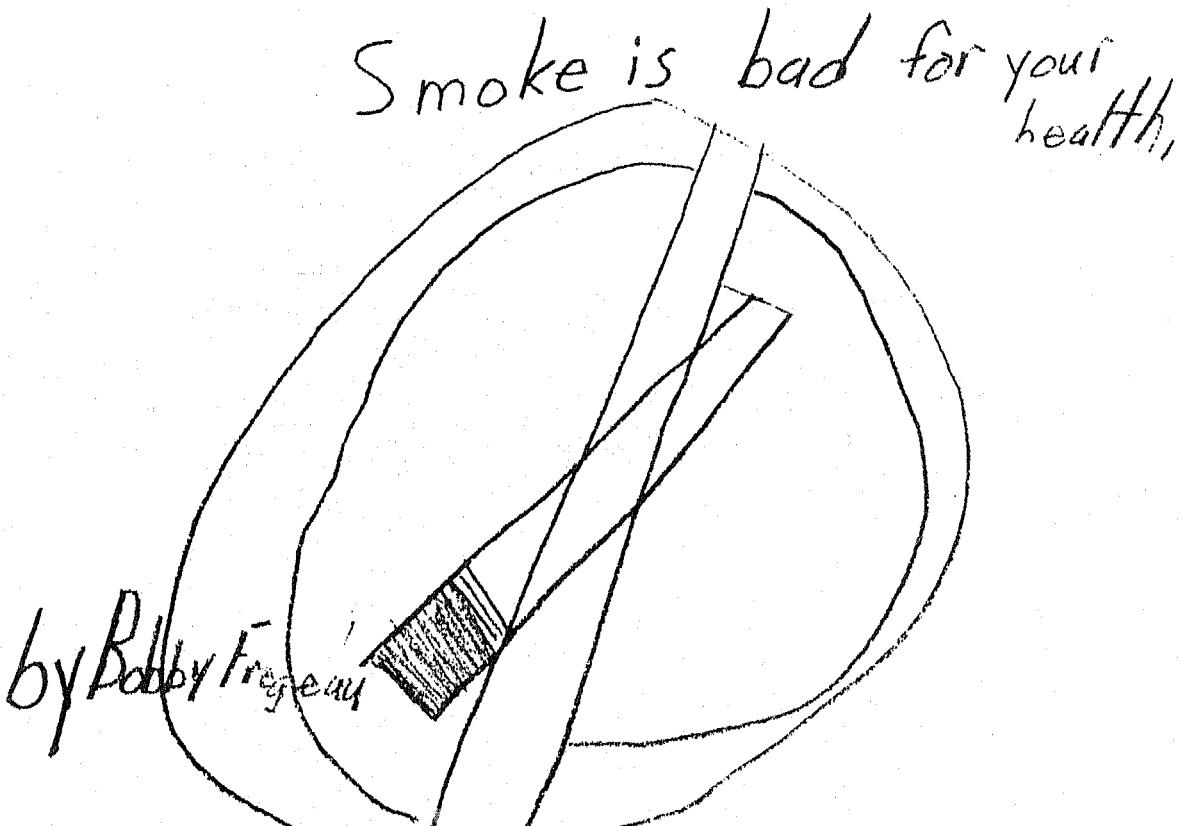
Also in 1987, the agency held its first Board/Management Retreat in June which resulted in a Strategic Plan

Through June 1988. As an outcome of that plan, marketing studies were conducted by Market Street Research, of Northampton; and a team of graduate MBA students in Babson College's Management Consulting Field Experience Program. Consultations focused on identification of areas for corporate diversification, and on client satisfaction with present services, respectively. In 1988, the VNA will devise a strategy for developing new services, move to new office space in East Walpole and conduct a capital campaign to assure sound financing.

The Town of Norfolk Public Health Statistics for 1987 are as follows:

SERVICE	VISITS	PATIENTS
Home Visits		
Health Maint. for Elderly	286	46
Maternal-Child Health	52	52
Communicable Dis. Follow-up	2	2
Office Visits		
Mantoux Tests (Office Visits)	27	9
Sr. Citizen Health Clinics (22)	4	2
Public Health Clinics (3)	311	74
Federated Church Fair	57	57
Stony Brook Fair	59	59
Flu Clinics	87	87

The Walpole Area Visiting Nurse Association appreciates the continued support of the Town of Norfolk and looks forward to providing more quality services throughout all programs in 1988.



FINANCES

REPORT OF TOWN ACCOUNTANT

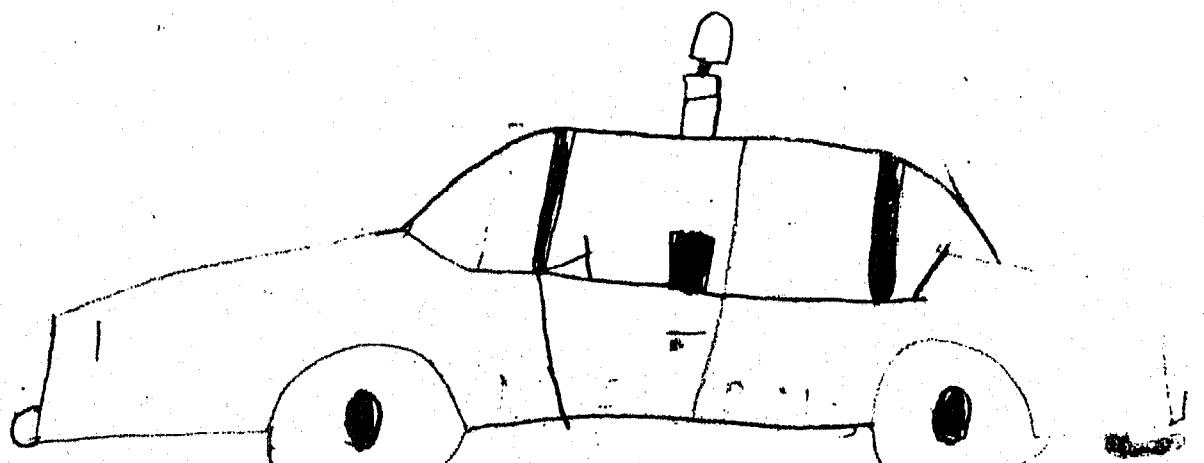
In accordance with the requirements of Chapter 41, Section 61, of the Commonwealth of Massachusetts General Laws, following financial statements for the Town of Norfolk are submitted for the fiscal year ended June 30, 1987:

1. Balance Sheet.
2. Schedule of Receipts.
3. Recapitulation of Appropriations and Expenditures.
4. Recapitulation of Special Revenue and Agency Funds.
5. Statement of Outstanding Debt and Repayment Schedule.

I would like to express my appreciation to Lorraine Foley, Assistant Town Accountant, and Chester Blakely, Bookkeeper, for their continued support and assistance.

Respectfully submitted

Caroline F. Price
Town Accountant



by Tony Marzullo

FINANCES

TOWN OF NORFOLK

BALANCE SHEET - JUNE 30, 1987

ASSETS

Cash and Investments		\$2,309,580.95
Petty Cash		375.00
Taxes and Excise Receivable:		
Personal Property	\$ 2,673.39	
Current Year	564.13	
Prior Year		\$ 3,237.52
Real Estate Taxes		
Current Year	103,956.39	
Prior Years	1,429.86	105,386.25
Tax Liens Receivable		202,952.50
Motor Vehicle Excise		
Current Year	15,261.79	
Prior Years	4,853.16	20,114.95
Water Rates and Charges		331,691.22
Departmental Receivables		3,982.73
Tax Possessions		50,805.37
		21,053.79
		<u>\$2,717,489.06</u>

LIABILITIES AND RESERVES

Warrants Payable		83,248.19
Payroll Withholdings		43,556.98
Agency (Sporting, Dog licenses)		70.40
Revolving Funds		
School Lunch	595.41	
School Lost Book	125.95	
Off-duty details	88.14	
		809.50
Gifts and Donations		3,304.07

FINANCES

Reserves for Appropriation	24,801.75
State/Federal Grants - Reserved for special purposes	
School	6,186.03
Elections	381.23
Council on Aging	105.92
Arts Lottery	791.27
Library	<u>6,650.81</u>
	14,115.25
Reserves for Uncollected Receivables:	
Motor Vehicle Excise Revenue	20,114.95
Tax Title and Possession Revenue	224,006.29
Ambulance Revenue	50,081.64
Departmental Revenue	723.73
Water Revenue	<u>3,982.73</u>
	298,909.31
Guarantee Deposits	16,500.00
Overlays Reserved for Abatements	113,859.65
Reserve Fund - Overlay Surplus	98,936.48
Due to Cemetery Fund	236.39
Appropriations Control	1,284,623.84
Reserve for Petty Cash	375.00
Surplus Revenue	704,597.46
Water Available Surplus	<u>29,544.75</u>
	\$2,717,489.06

FEDERAL REVENUE SHARING FUND

ASSETS

Cash	<u>\$99,277.60</u>
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LIABILITIES AND RESERVES

Fund Balance	<u>\$99,277.60</u>
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FINANCES

TRUST FUNDS

ASSETS

Cash

\$655,483.28

LIABILITIES AND RESERVES

Trust Funds in Custody of Treasurer	\$ 4,974.44
Josiah Ware Town Hall Fund	6,951.57
Maria Mann High School Fund	557.51
Helen A. Ward Library Fund	2,214.61
Norfolk Library Trustee Gift Fund	150.67
Bond Fund - Planning Board	60.05
Library Building Fund	30,068.06
King Philip Roof Fund	367,706.78
Stabilization Fund	32,582.25
Cemetery Funds	91,212.40
Ch. 81 - State Highway Grant	82.84
Ch. 785 - Suicide Prevention	118,922.10
Pension Liability Fund	<u>\$655,483.28</u>

DEBT ACCOUNTS

ASSETS

Net Funded and Fixed Debt

\$1,599,000.00

LIABILITIES AND RESERVES

Bonds Payable:

Water Standpipe	\$ 400,000.00
Library/Police, Fire Station Additions	800,000.00
Construction of Well	179,000.00
Centennial School	220,000.00
	<u>\$1,599,000.00</u>

FINANCES

SCHEDULE OF RECEIPTS

July 1, 1986 - June 30, 1987

TAX COLLECTIONS:	
Current Year:	
Real Estate	\$4,353,316.79
Personal Property	\$4,100,148.30
Prior Years:	\$4,453,465.09
Real Estate	116,525.59
Personal Property	<u>8,840.13</u>
	125,365.72
Fiscal '88 Anticipated Taxes	
Real Estate	<u>1,261.42</u>
	\$4,580,092.23
TAX TITLE REDEMPTIONS	
	76,203.06
SPECIAL ASSESSMENTS:	
Motor Vehicle Excise	
Current Year	221,711.64
Prior Years	<u>143,087.68</u>
	364,799.32
FOREST PRODUCTS	15.60
ROLL BACK TAXES	383.71
IN LIEU OF TAXES	<u>910.15</u>
REVENUE FROM FEDERAL GOVERNMENT GRANTS:	366,108.78
School Lunch Program	
P.L. 89-313	8,540.55
P.L. 94-142	3,750.00
P.L. 89-10	29,070.00
Chapter II	6,415.13
Early Childhood Grant	2,868.00
Early Prevention of School Failure	6,246.85
	<u>2,472.00</u>
EPA Grant	59,362.53
	4,369.00

FEDERAL REVENUE SHARING

Cash Receipts

48,508.00

U.S. TREASURY

In lieu of Taxes

206.00

63.00

REVENUE FROM COUNTY

REVENUE FROM STATE:

School Aid	615,427.00
Chapter 70	32,868.10
School Construction Chapter 645	42,727.00
EE06	
School Improvement	
Centennial	\$2,890.00
Freeman	<u>3,990.00</u>
Horace Mann Grant	6,880.00
Professional Development Grant	4,728.00
Pupil Transportation	26,053.00
Lunch Program	51,479.00
	<u>3,603.80</u>
	783,765.90

GIFTS AND CONTRIBUTIONS:

Library Gift Fund	4,314.79
Historical Commission	750.00
Council on Aging	<u>20,800.00</u>
	25,864.79
Loss of Taxes - State Owned Land	149,963.00
Highway Aid	85,519.00
Library Aid	20,609.31
Police Incentive	9,761.00
Department of Environmental Quality	8,662.01
Regional School District Assessment Reduction	53,600.00
Arts Lottery Grant	2,618.00
Property Tax Reimbursement Elderly	13,908.64

FINANCES

FINANCES

Blind Persons	262.50
Additional Assistance	56,838.00
Race and Language Ballot Question	575.00
Local Aid	151,658.00
Lottery Aid	174,198.00
Property Tax Veterans	7,269.20
Surviving Spouses	1,225.00
HIGHWAY:	
Chapter 289	3,991.26
Chapter 234	25,499.00
Chapter 140	26,127.00
Chapter 811	45,531.00
	<u>101,148.26</u>
Veterans Benefits	3,598.53
1985 Census Reimbursement	3,438.00
Elder Affairs Grant	1,112.00
Extended Polling Hours	289.50
	<u>1,630,018.85</u>
REVENUE FROM TOWN DEPARTMENTS:	
Selectmen:	
Earth Removal Permit	1,532.00
Parking Tickets	1,510.00
Copy Machine - Misc.	157.75
Cablevision Franchises	639.00
	<u>3,838.75</u>
Treasurer	
Release Fees and Registry Fees	698.00

FINANCES

Tax Collector	6,222.41
Costs	12,540.00
Municipal Lien	
	18,762.41
Town Clerk	625.50
Dog Fees to Town	111.95
Sporting Fees to Town	4,859.65
Certificates and Copies	1,606.95
Books and Maps	1,767.00
UCC	820.00
Raffle	70.00
Dog Fines	6.65
Duplicate Dog Tags	400.00
Pole Locations	17.42
License Holders and Misc.	
	10,285.12
Assessors Department	764.00
Copies of Deeds-Abutters Lists-Plot Plan-Maps-Misc.	
Planning Board	17,905.00
Filing Fees, Etc.	16,711.00
Surity Bond-Earth Removal	
Appeal Board	2,300.00
Hearings	
Conservation Commission	210.0
Hearings	
Police Department	36,740.60
Court Fines and Restitution	47,528.83
Off Duty Details and Fees	621.00
Reports	116.00
Firearm ID Cards	
	85,006.4
Fire Department	677.73
Off Duty Details and Fees	1,475.00
Smoke Detectors	520.00
Oil Burner Inspection	140.00
Blasting and Gun Powder Permit	85.00
LPG Storage	30.00
Reports	10.00
Remove Storage Tank	
Ambulance Fees	12,661.62
	15,599.2

FINANCES

Inspectors Fees:
 Building 13,121.00
 Electrical 536.00
 Gas

59,413.00
 13,121.00
 536.00

73,070.00

Health Department
 Perc Tests 2,600.00
 Disposal Works 18,338.63
 Well Permits 2,225.00
 Sanitary Landfill Stickers 14,524.44
 Refuse Haulers Permit 2,525.00
 Dumping Fees 2,524.00
 Installers Permit 575.00
 Pumpers Permit 300.00
 Milk and Food Permit 840.00
 Paper Collection 241.01
 Copies 95.75
 Plumbing Inspector 7,570.00

52,358.83

Schools
 Lunch Program \$52,298.50
 Students 5,927.10
 Adults 532.24
 Other Misc. 251.50

59,009.34
 Hall and Classroom Rentals
 Tuition 1,285.00
 MISC. 3,333.12
 Lost Book Account 146.09

74.88

63,848.43

Library
 Fines 2,306.46
 Lost Cards-Books 505.53
 Library Copy Machine 1,930.35

4,742.34

Recreation
 Arts and Crafts 29.00
 Swimming Lessons 71.00
 Arts Lottery Grant 300.00
 Animal Control 60.00

500.00

Historical Commission
 Arts Lottery Grant

FINANCES

LICENSES

Liquor-Malt-Wine	7,000.00
Liquor License Transfer	912.50
Class I-II-III	845.00
Gasoline Storage Permits	41.00
License to Carry Firearms	1,396.00
Auctioners Permit	15.00
	<u>10,209.50</u>

Sale of used Equipment

PUBLIC ENTERPRISE	
Water Department	184,076.10
Use of Water-Well Charges	34,600.00
Installations	15,637.50
Fees	2,826.18
Special Work Orders	2,816.12
Demands	1,209.81
Interest	465.00
Insurance Recovery	
	<u>241,630.71</u>

1.00

7,447.48

FEDERAL REVENUE SHARING

Interest

INTEREST	109,562.81
Investment of Surplus Funds	2,325.78
Capital Projects Investment	21,186.02
Deferred Taxes	<u>15,515.42</u>
Tax Title Redemption	
	<u>148,590.03</u>

EARNED INTEREST	407.03
Tax Collector	

	148,997.06
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AGENCY AND INVESTMENT	
Payroll Deductions	364,691.33
Federal Income Tax	119,014.06
State Income Tax	149,914.85
Pension Withholding	101,796.66
Group Insurance-Medical and Life	1,599.84
Garnishee Wages	5,137.45
Medicare Withholding	

FINANCES

Tax Sheltered Annuities	32,581.10
Police Dues	325.80
Colonial Insurance	444.00
Teachers Association Dues	6,203.50
Credit Union Withholding	10,642.00
	<u>792,350.59</u>
	2,840.25
	<u>2,264.50</u>
	296.32
	<u>32.78</u>
Sporting License for State	
Dog License for County	
* Meals Tax School Lunch Program for State	
Helen A. Ward Interest	
INTERFUND TRANSFERS	
Capital Projects	85,625.03
Federal Revenue Sharing	90,000.00
Stabilization Fund	303,431.85
Cemetery Fund	19,557.43
Highway Grant	3,315.25
Suicide Prevention Grant	2,449.00
Unemployment Compensation	16,242.59
	<u>520,621.15</u>
	<u>13,442.62</u>
REIMBURSEMENTS AND REFUNDS	
Misc. Refunds	5,789.34
Group Insurance	1,533.72
Workmen's Compensation	5,369.56
Accident Insurance Recovery	750.00
	<u>13,442.62</u>
TRUST FUND INCOME	
	\$8,898,489.86
	493,623.28
	<u>\$9,392,113.14</u>

FINANCES

TOWN OF NORFOLK

RECAPITULATION OF APPROPRIATIONS AND EXPENDITURES

FISCAL PERIOD - JULY 1, 1986 THROUGH JUNE 30, 1987

Account Title	GENERAL GOVERNMENT	1986-87 Balance Carried Forward	1986-87 Appropriation	1986-87 Receipts & Adjust- ments	Reserve Fund Transfers	1986-87 Expended	Return to Revenue	Balance Forward
Selectmen:								
Salaries	\$49,402.00					\$49,398.49		\$3.51
General Expense	15,139.00					20,035.85		44.73
Fuel and Utilities	4,200.00					4,168.98		31.02
Out of State Travel			1.00				1.00	
Petty Cash			75.00				75.00	
Annual Report			8,000.00			7,742.70		257.30
Committee Fund			100.00			30.00		70.00
Audit			10,000.00			6,480.00		\$3,520.00
E.O.C.D. Grant-Town Share							350.00	350.00
Town Hall Fire/Smoke Alarm								2,561.00
Town Moderator					1.00			
Salaries					77.00		46.30	30.70
Expenses								
Town Clerk								
Salaries	28,103.00					582.30	25,828.80	2,856.50
Expenses	2,100.00					180.00	2,236.52	43.48
Travel-Meetings-Dues			175.00				175.00	
Petty Cash			25.00					25.00
Treasury Department								
Salaries	119.77		19,311.00				19,310.51	.49
Expenses			4,055.00				3,958.00	4.85
Banking Services			5,000.00			31.60	121.37	211.92
								4,910.23

FINANCES

	Balance Carried Forward	1986-87 Appropriation	1986-87 Receipts & Adjust- ments	Reserve Fund Transfers	1986-87 Expended	Return to Revenue	Balance Forward
Tax Titles							
Salaries	20,630.19	4,535.00			4,534.92	.08	14,259.38
Expenses		15,000.00			21,370.81		
Tax Collector							
Salaries		31,542.00			34,152.73		
Expenses		8,817.00	1.65		8,407.07		
Travel-Meetings-Dues		300.00			274.09		
Petty Cash		75.00					
Assessing Department							
Salaries		39,405.00			37,499.79		
Expenses		25,580.00	1.00		12,957.49		
Out of State Travel							
Accounting Department							
Salaries		38,900.00			38,898.73		
Expenses		2,095.00			1,985.33		
Board of Appeals							
Salaries		169.06	4,588.00		4,042.25		
Expenses			1,781.00		1,765.01		
Advisory Board							
Salaries			2,700.00		2,097.24		
Expenses			5,770.00		9,360.03		
Registrar of Voters							
Salaries			3,255.00		3,115.30		
Expenses			1,075.00		952.44		
Computer Services			1,700.00		8.08		
Council on Aging							
Salaries			177.80		21,703.00		
Expenses					4,275.00		
Transportation Expense					4,669.00		
COA Van - Art. #12					11,000.00		
Facilities Rental					1,200.00		

FINANCES

	1986-87 Appropriation	1986-87 Receipts & Adjust- ments	1986-87 Expended	Return to Revenue	Balance Forward
Balance Carried Forward	1,358.00	2,000.00	1,927.00	1,080.00	351.00
Earth Removal Engineering Services					
Historical Commission Expenses	42.00	326.00	153.34		214.66
Renovation of Town Lockup (Tramp House)	128.12		120.00		8.12
Town Counsel Retainer Legal Fees	33.00	8,165.00 4,500.00	8,336.00	8,160.00 12,769.23	5.00 99.77
Planning Board Salaries Expenses	484.45	12,560.00 27,748.00	1,700.00	14,249.55 26,239.50 5,945.00	10.45 57.95 30.00
Engineering Expense	5,975.00				
Permanent Building Committee					
Salary Expenses	350.00 2,750.00 15,000.00			183.54	350.00 2,566.46 15,000.00
Town Hall Plans Art. #10 Additions to Library/Police-Fire Station Police Department Garage Construction	12,407.45 499.60		840.00 747.14	10,206.67 1,246.74	3,040.78
Growth Study Committee Growth Survey			20,000.00	3,066.62	16,933.38
Computer Committee Expenses	2,805.22 26.60	15,900.00		7,153.11 26.60	500.00
Out of State Travel Art. #13-S.T.M. Computer Study			7,500.00	7,500.00	
Personnel Board Salaries Expenses	26.29	1,237.00 1,700.00		255.88 127.09	952.37 1,299.20 1.00
Out of State Travel		1.00			
PROTECTION OF PERSONS AND PROPERTY					
Conservation Salaries					863.00

FINANCES

	Balance Carried Forward	1986-87 Appropriation	1986-87 Receipts & Adjustments	Reserve Fund Transfers	1986-87 Expended	Return to Revenue	Balance Forward
Conservation Expenses Fund	67,619.24	2,200.00 10,000.00	480.00	259.34 8,675.00	2,420.66	68,944.24	
Sealer of Weights and Measures Salary Expenses		300.00 75.00		300.00		300.00	75.00
Fire Department							
Salaries	30,256.00	4,050.65		34,306.65			
Ambulance	22,472.00			18,074.51		4,397.49	
Fire Chief Salary Expenses	30,187.00			29,885.64		301.36	
Training and Tuition	18,100.00			18,096.60		3.40	
Fuel & Utilities	5,000.00			4,580.00		420.00	
Petty Cash	2,900.00			1,583.62		1,316.38	
Fire Truck Art. #31	100.00			100.00			
Ambulance Art. #30	24,000.00						
	57,186.00			57,065.37		120.63	
Police Department							
Salaries Expenses	12,760.80	492,249.00 72,176.00	36.60	479,396.64 71,611.62		13,591.32 .98	12,021.84 600.00
Suicide Prevention Ch 785		2,449.00		2,449.00			
Fuel & Utilities	15,000.00			12,171.65		2,828.35	
Computer Equipment S.T.M.		8,665.00		5,833.73			2,831.27
Tree Department							
Expenses	25,126.00			24,869.42		256.58	
Warden Salary	250.00			250.00			
Insect Pest Control Expenses							
Salary	9,121.00			8,839.57		281.43	
250.00				250.00			
Civil Defense Salaries Expenses							
Salaries	413.00			270.00		143.00	
972.00				945.96		26.04	

FINANCES

	Balance Carried Forward	1986-87 Appropriation	1986-87 Receipts & Adjustments	Reserve Fund Transfers	1986-87 Expended	Return to Revenue	Balance Forward
Fire and Police Communications							
Salaries	79,048.00	130.00	4,507.00	81,559.57	2,125.43		
Expenses	1,550.00			1,541.64	8.36		
Fire and Police Station Expenses	998.79	26,985.00	1,421.95	26,844.95	1,067.95	1,562.00	
Fuel and Utilities	14,250.00			13,178.55		1,002.29	
Animal Control							
Salaries	8,271.00			8,271.00			
Expenses	2,300.00			2,185.04			
Fuel and Utilities	1,400.00			293.93			
Animal Inspector Salaries	1,306.00			1,305.96			
Expenses	150.00			28.00			
Building Department							
Salaries	410.50	70,644.00		59,611.27	11,032.73		
Expenses		2,510.00		2,766.45	0.06		
Fuel and Utilities		3,410.00		2,919.00	491.00		
Rough Mileage Allowance		1,000.00		1,000.00			
HEALTH AND SANITATION							
Board of Health							
Salaries		22,203.00		20,405.64	1,797.36		
Expenses		24,075.00		25,359.24	448.76		
Septage Disposal Assessment		8,500.00			1,367.00		
Hazardous Waste Removal		6,000.00		2,026.72	3,973.28		
Sanitary Landfill							
Salaries		12,181.00		12,350.16	125.84		
Expenses		5,300.00		2,402.32	2,895.34		
Dumpster Transport		51,750.00		37,959.56	2,287.84		
Recycling Area Construction		10,000.00		9,500.00	500.00		
18,346.76				18,291.00	55.76		

FINANCES

	Balance Carried Forward	1986-87 Appropriation	1986-87 Receipts & Adjustments	Reserve Fund Transfers	1986-87 Expended	Return to Revenue	Balance Forward
HIGHWAYS							
Town Highway Salaries Expenses		246,231.00 104,800.00	17.00	230,553.51 98,805.84	15,677.49	6,011.16	
Fuel and Utilities Carpeting for Offices	333.93	23,145.00		20,374.50 1,032.02	2,804.03 117.98	300.40	
Special Projects	31,346.06	97,000.00		63,067.46		65,278.60	
Rockwood Road Drainage		749.60		749.60			
Main Street Improvements		5,128.58		600.00		4,528.58	
Boardman Street Sidewalk		3,615.23		2,740.97		874.26	
Chapter 289-Rockwood Road Improvements		1,629.66		3,991.26		5,620.92	
Renovation of Soccer Field		1,251.00		1,122.75		128.25	
Renovation of Ballfields		2,000.00		187.50		1,812.50	
Boardman/Rockwood Road Drainage STM				16,280.00		16,280.00	
Pond Street Improvements Art. #9	8,500.00			25,499.00		33,999.00	
Pond Street Improvements Art. #8		8,061.65				8,061.65	
Seekonk Street Expenses		29,336.28				27,240.20	2,096.08
Pine Street Reconstruction Art. #24				33,000.00		24,926.82	8,073.18
Pond Street Chapter 140				8,709.00	26,127.00	34,836.00	
Main Street Bridge Over Stop River				20,000.00			20,000.00
Chapter 811 Highway Grant						3,315.25	3,315.25
Street Sweeper Art. #26						74,830.00	170.00

FINANCES

	Balance Carried Forward	1986-87 Appropriation	1986-87 Receipts & Adjust- ments	Reserve Fund Transfers	1986-87 Expended	Return to Revenue	Balance Forward
Snow Removal							
Salaries	25,000.00	1,481.64			26,481.64		
Fuel	5,550.00				5,549.95		
Expenses	51,500.00	12,194.08			63,694.08		
Traffic Control System		13,800.00	1,000.00				14,800.00
VETERANS SERVICE							
Benefits	5,000.00	64.00	5,000.00		6,199.95		
Salaries	1,914.00				1,914.00		
Expenses	585.00				579.91		
SCHOOLS							
Norfolk Elementary School	18,182.00	1,616,056.00	207.00	15,847.00	1,623,465.63	641.37	26,185.00
Salaries and Expenses		1,434,073.00			1,434,073.00		
King Philip Regional School District							
Tri County Regional School		84,122.00			84,122.00		
King Philip Special Needs (86)		9,530.00			9,530.00		
King Philip County Retirement (86)		4,136.00			4,136.00		
NORFOLK LIBRARY							
Salaries	66,274.00				65,781.50		
Fuel & Utilities	8,200.00				8,232.48		
Expenses	30,674.00	1,067.96	32.48		31,737.70		
Official Opening Library					1,122.94		
Library Copy Machine Art. #28	1,500.00	3,400.00			3,394.35		
RECREATION							
Salaries	7,475.00				6,010.50		
Expenses	4,360.00	200.00			4,066.88		
Town Pond Sand	15,000.00				14,187.69		
					812.31		
						7.89	

FINANCES

	Balance Carried Forward	1986-87 Appropriation	1986-87 Receipts & Adjust- ments	Reserve Fund Transfers	1986-87 Expended	Return to Revenue	Balance Forward
Handicapped Salaries Expenses	485.00	1,000.00			485.00	1,000.00	
Field Maintenance Salaries Expenses	3,646.00	2,400.00	2,200.00		3,646.00	2,329.90	70.10
Balfield					2,187.56		12.44
WATER							
Water Department Salaries Expenses	72,393.00	38,893.00	44.40	65,430.45	6,962.55	2,743.01	8,594.31
Purchase of Water	141.45	2,000.00		28,935.83		263.47	706.90
Fuel and Utilities	1,430.74	15,100.00		1,171.08		832.67	1,600.00
Out of State Travel			1.00	14,098.07			
Petty Cash			50.00			1.00	
3/4 Ton Truck and Radio			14,000.00	12,027.85		50.00	
Aquifer Protection Landfill			44,900.00	19,278.50		1,972.15	
Tibbets Well Field			49,606.00			25,621.50	
Spruce Street Land Purchase			4,925.83				4,925.83
Water Standpipe-North/Main Street			4,539.98				
King Street Water Main				72,020.00			
Myrtle Street Extension				749,692.00			
Water Main Extension - North Street					17,092.00		732,600.00
Water Main Extension - Mayflower Road						39,093.55	2,968.71
Water Main Extension							6,800.00
Main Street Bridge Water Main							66,548.61
							16,821.39

FINANCES

UNCLASSIFIED	Balance Carried Forward	1986-87 Appropriation	1986-87 Receipts & Adjust-	Reserve Fund Transfers	1986-87 Expended	Return to Revenue	Balance Forward
Street Lighting		21,200.00		120.92	21,320.92		
Memorial Day		480.00			384.65	95.35	
General Insurance		241,000.00	(-52,005.48)		180,361.87		8,632.65
Special Town Meeting Costs	213.47		1,447.47		1,641.48	19.46	
Community Projects		6,834.00			5,620.00	1,214.00	
Interest on Borrowing		2,000.00			2,000.00		
Debt and Interest		351,627.00			350,727.00	100.00	800.00
State Assessment	(-296.00)		93,160.00		120,590.00		(-27,726.00)
County Assessment			64,341.00		64,299.31	41.69	
Reserve Fund		70,000.00	(-62,532.58)		7,467.42		
Unemployment Compensation (From Federal Revenue Sharing)	16,242.59				3,666.89		12,575.70
State and County Retirement	13,233.00	140,000.00			137,442.86		15,790.14
Medical and Life Insurance		113,795.00	1,533.72		107,746.03		7,582.69
Medicare Coverage	150.00		3,000.00	2,100.00	5,145.86		104.14
Longevity		40,350.00			31,575.22		8,774.78
Unpaid Bills		100.00	922.20		1,000.00		22.20
Due to Pension Liability Fund		114,000.00				114,000.00	
Due to Stabilization Fund			250,000.00				250,000.00

FINANCES

	Balance Carried Forward	1986-87 Appropriation	1986-87 Receipts & Adjust- ments-STM	Reserve Fund Transfers	1986-87 Expended	Return to Revenue	Balance Forward
CEMETERY							
Salaries Expenses	9,000.00	5,739.00 1,725.00		5,738.46 1,489.15	54 235.85		9,000.00
Custodian of Veterans Graves Salary Expenses			100.00 635.00		100.00 635.00		
	\$432,428.53	\$7,798,701.00	\$463,376.16	\$62,532.58	\$7,324,552.45	\$200,961.98	\$1,231,523.84

GRANTS - GIFTS - STATE AID - PAYROLL DEDUCTIONS

RECEIPTS - EXPENDITURES

FISCAL PERIOD JULY 1, 1986 - JUNE 30, 1987

	Balance Carried Forward	Receipts	Adjustments & Transfers	Expended	Balance Forward
GRANTS					
Council on Aging					
State Grant - Friendly Visitor	\$ 13.73				\$ 13.73
State Grant - Typewriter, Etc.	63.00				63.00
State Grant		\$1,112.00			29.19
EPA Grant					
Mass. Arts Lottery Council	535.27	2,618.00			2,362.00
Census Reimbursement (FY 85)					
Election Expense - State Grant	85.03		289.50		374.53
Ballot Question (Race and Language)			575.00		193.77
Public Library - Student Resource Center			11,802.00		11,802.00
Library - National Endowment For Humanities			1,100.00		311.50
School					
Horace Mann Grant					
ECIA - Chapter II					
P.L. 89-10 Chapter I	385.87				6,781.00
					20.00

FINANCES

	Balance Carried Forward	Receipts	Adjustments & Transfers	Expended	Balance Forward
P.L. 89-313 Title I	1,950.00			1,950.00	
P.L. 94-142 Title VI	4,382.52	29,070.00		31,561.17	1,891.35
Early Childhood Grant		6,246.85		5,631.85	615.00
ESEA Title VIB	1.72				1.72
NDEA Title III	118.98				118.98
Early Prevention of School Failure		2,472.00		1,160.00	1,312.00
Title I - Special Needs		3,750.00		3,750.00	
EE06 Grant Chapter 70A	1,501.78	42,727.00		42,517.48	
Chapter 188-Freeman School	2,016.61	3,990.00		6,006.61	
Chapter 188-Centennial School	285.33	2,890.00		2,685.36	
Professional Development Grant	1.20	26,053.00		26,051.36	2.84
Elementary School Arts Lottery Grant	22.87				22.87
<u>GIFT FUND</u>					
Elementary School	33.79				33.79
Bicentennial Park	45.44				45.44
Historical Gift Fund		750.00			750.00
Library Fund (Furnishings)	280.44			280.44	
Library Gift Fund	1,268.40	4,314.79		4,252.84	
State Aid to Libraries		5,862.31			5,862.31
<u>HIGHWAYS</u>					
Chapter 637	27,423.00			27,423.00	
Chapter 811	45,531.00	45,531.00			91,062.00
<u>PAYROLL DEDUCTIONS</u>					
Federal Withholding	364,691.33				364,691.33
State Withholding	119,014.06				119,014.06
Pension Withholding	149,94.85				145,867.30
Medicare Withholding	5,137.45				5,137.45
Group Insurance	98,946.81			-11.33	96,652.21
					13,213.35

FINANCES

	Balance Carried Forward	Receipts	Adjustments & Transfers	Expended.	Balance Forward
				694.37	
Voluntary Life Insurance		2,849.85		2,155.48	
Teachers Association Dues		6,203.50		6,203.50	
Police Dues		325.80		325.80	
Credit Union Deductions		10,642.00		10,642.00	
Tax Sheltered Annuities		32,581.10		30,759.90	
Accident Insurance-Colonial Insurance		444.00		444.00	
Garnishee Wages		1,599.84		1,599.84	
	\$120,656.57	\$1,005,322.17	\$-3,449.33	\$971,635.59	\$150,893.82

FINANCES

TOWN OF NORFOLK

STATEMENT OF DEBT

<u>Interest Rate</u>	<u>Amount of Original Loan</u>	<u>Maturity Date</u>	<u>Outstanding June 30, 1986</u>	<u>Principal Paid Fiscal 1986</u>	<u>Outstanding June 30, 1987</u>
School Construction Loan: Centennial School, 1970	5.25%	\$1,180,000.00	12/01/90	\$280,000.00	\$60,000.00
Well, Pumping Station Water Mains, 1980	7.60%	340,000.00	1/28/95	202,000.00	23,000.00
Water Standpipe, 1985	7.00%	500,000.00	10/15/94	450,000.00	50,000.00
Library/Police-Fire-Comm. Bldgs. Expansion, 1985	7.00%	<u>1,000,000.00</u>	<u>10/15/94</u>	<u>900,000.00</u>	<u>100,000.00</u>
					<u><u>800,000.00</u></u>
					<u><u>\$1,832,000.00</u></u>
					<u><u>\$3,020,000.00</u></u>
					<u><u>\$233,000.00</u></u>
					<u><u>\$1,599,000.00</u></u>

SCHEDULE OF REPAYMENT

To the Residents of Norfolk

REPORT OF THE TAX COLLECTOR

The following is a breakdown of monies collected and turned over to the Treasurer for Fiscal Year 1987

BALANCE AS OF 7-1-86		COMMITTED	REFUNDS	RESCINDED	ABATEMENTS	RECEIPTS	TAX TITLE	OUTSTANDING 6-30-87
REAL ESTATE	\$ 0-	\$ 1,261.42	\$ 22,759.31	\$ 42,509.87	\$ 1,261.42	\$ 43,017.26	\$ 0-	\$ 144,650.53
1988	\$ 0-	\$ 4,519,886.11	207.26	1,675.55	8.35	4,312,467.76	33,776.80	0-
1987	90,615.55							
In Lien of Tax								
1987		910.15				910.15		0-
Forest Products								
1986		15.60				15.60		0-
Roll Back Tax								
1977		383.71				383.71		0-
Personal Property								
1987	102,986.61	167.52				497.71	100,148.30	2,508.12
1986	8,398.52	90.39					7,834.39	654.52
1985	1,530.61						129.99	1,170.30
1984	1,343.60						1.31	1,177.72
1980							343.80	0-
1979		214.82					214.82	0-
MOTOR VEHICLE EXCISE								
1987	249,828.75	762.45					13,673.57	15,205.99
1986	94,340.31	10,982.05					8,832.32	18,342.55
1985	3,011.46	144.25					3,583.12	0-
1984	630.27	3,997.38					4,774.55	0-
1983							875.45	0-
1982							20.89	0-
1981							141.78	0-
1980							477.92	0-
1979							384.09	0-
1978							507.86	0-
1977							52.26	0-
							2.75	0-
TOTAL	\$ 147,970.29	\$ 4,973,610.04	\$ 35,113.23	\$ 5,997.75	\$ 71,500.96	\$ 4,830,686.56	\$ 76,794.06	\$ 183,709.73
INTEREST, FEES, CERTIFICATE OF MUNICIPAL LIENS.								
COMMITTED INTEREST.								
TOTAL							<u>\$35,255.16</u>	<u>72.70</u>

FINANCES

FINANCES

REPORT OF TREASURER

The Treasurer's Department carried out the following responsibilities and functions:

1. Receives, takes charge of and accounts for all monies belonging to the town
2. Pays over all monies due in accordance with order from the Town Accountant and Board of Selectmen
3. Maintains cash books reflecting breakdown of all receipts, disbursements and cash balances
4. Negotiates all borrowing
5. Has custody of all Trust Funds
6. Collects Tax Title Accounts, conducts sales of land of low value, purchases, for the Town, land not sold for taxes and petitions state land court to establish clear title on tax property
7. Prepares various year-end reports

The past year has been a very productive year for this department in that the following items should be noted:

1. Approximately \$157,000 of investment income was generated during the year by investing idle cash in high yielding investment securities. Ninety-nine (99) percent of all funds were invested in high-yielding securities during the year.
2. The Town did not have to borrow for short-term purposes in anticipation of revenue even though the tax bills were not due until December '86.
3. Collection of tax title accounts amounted to approximately

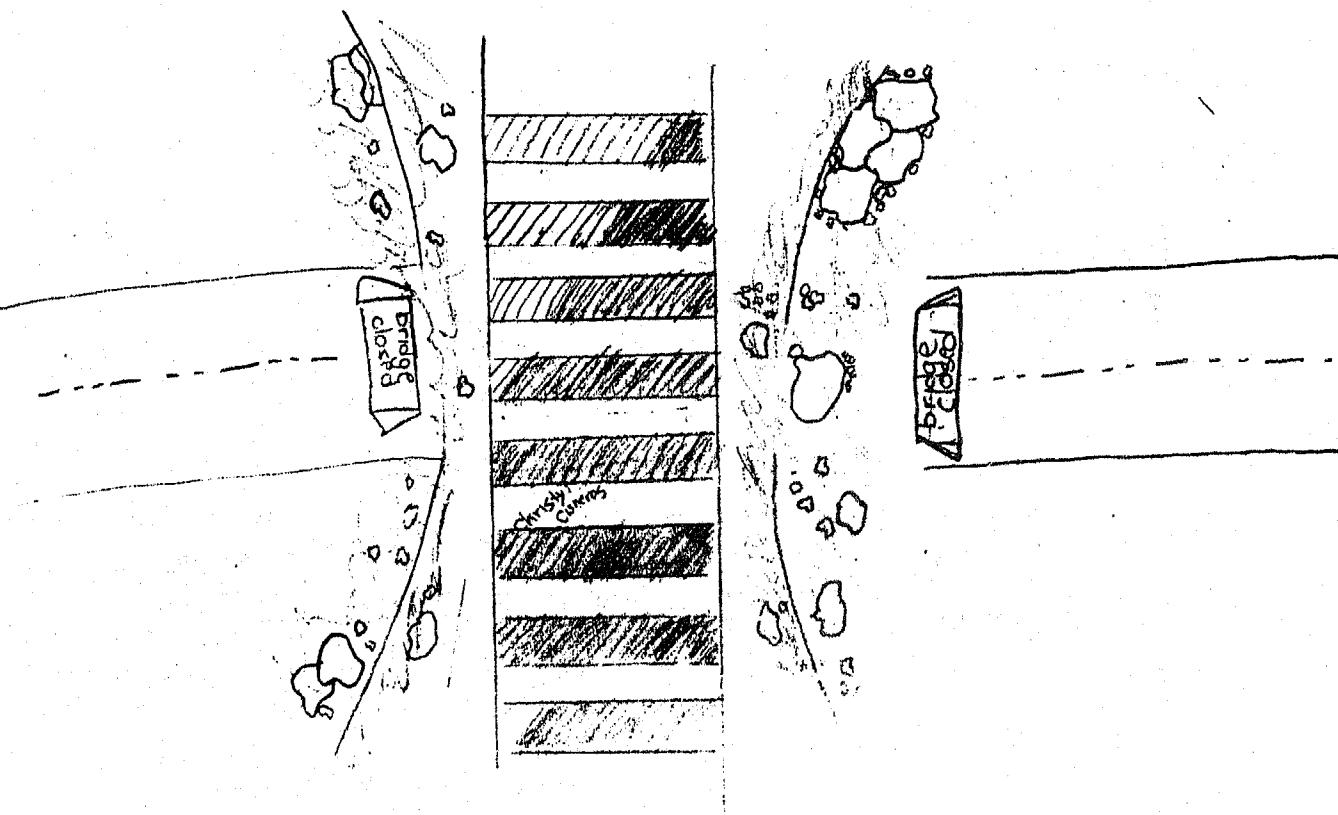
FINANCES

\$76,000 in which sixty-eight (68) properties were redeemed and cleared through the Registry of Deeds.

4. There has not been and will not be any agreements with banks, without Town Meeting approval, which require minimum deposits left in low yielding accounts.

In order to prevent duplication of figures in the Town Report, the Treasurer's Report has been summarized. For a complete analysis of the Treasurer's Receipts and Expenditures, please refer to the Town Accountant's Report.

Thomas P. Crane
Treasurer



FINANCES

TREASURER'S REPORT

FOR THE FISCAL YEAR ENDED

JUNE 30, 1987

GENERAL REVENUE

Balance on Hand, July 1, 1986	2,014,702.79
Treasurer's Receipts 7/1/86 - 6/30/87	<u>8,842,534.38</u>
Total Funds Available	10,857,237.17
Treasurer's Payments 7/1/86 - 6/30/87	
Treasury Warrants # 1-54 - '87, # 54 & 55 - '86	<u>8,547,634.76</u>
Balance on Hand, June 30, 1987	<u>2,309,602.41</u>
Recapitulation by Bank:	
BayBank/Norfolk Trust	718,648.39
Bank of New England - Hancock	803,769.87
Boston Safe Deposit & Trust	<u>787,184.15</u>
Total on Hand, June 30, 1987	<u>2,309,602.41</u>

FEDERAL REVENUE SHARING

Balance on Hand, July 1, 1986	149,564.71
Treasurer's Receipts 7/1/86 - 6/30/87	<u>55,955.48</u>
Total Funds Available	205,520.19
Treasurer's Payments 7/1/86 - 6/30/87	
Treasury Warrant # 1-2	(106,242.59)
Balance on Hand, June 30, 1987	<u>99,277.60</u>

CAPITAL FUND - WATER PROJECT

Balance on Hand, July 1, 1986	37,085.05
Reimburse General Fund For Expenditures	
All interest credited to General Fund	<u>(37,085.05)</u>
Balance on Hand, June 30, 1987	<u>- 0 -</u>

FINANCES

TRUST FUNDS

FOR THE FISCAL YEAR ENDED JUNE 30, 1987

JOSIAH WARE FUND

Balance on Hand, July 1, 1986	4,682.99
Interest Earned 7/1/86 - 6/30/87	<u>291.45</u>
Balance on Hand, June 30, 1987	<u>4,974.44</u>

MARIA MANN FUND

Balance on Hand, July 1, 1986	6,544.29
Interest Earned 7/1/86 - 6/30/87	<u>407.28</u>
Balance on Hand, June 30, 1987	<u>6,951.57</u>

HELEN A. WARD LIBRARY FUND

Balance on Hand July 1, 1986 and June 30, 1987	
Interest on above account credited monthly to Library Account	<u>540.91</u>

NORFOLK TRUSTEE LIBRARY FUND

Balance on Hand, July 1, 1986	2,100.48
Interest Earned 7/1/86 - 6/30/87	<u>130.73</u>
Balance on Hand, June 30, 1987	<u>2,231.21</u>

WILLIAM F. CAVANAUGH LIBRARY GIFT FUND

Balance on Hand, July 1, 1986	239.46
Interest Earned 7/1/86 - 6/30/87	1.60
Transfer to General Fund	(241.06)
Balance on Hand, June 30, 1987	<u>- 0 -</u>

BOND FUND PLANNING BOARD SECURITY DEPOSIT

Balance on Hand, July 1, 1986	141.84
Interest Earned 7/1/86 - 6/30/87	<u>8.83</u>
Balance on Hand, June 30, 1987	<u>150.67</u>

FINANCES

STABILIZATION FUND

Balance on Hand, July 1, 1986	405,102.71
Appropriated and Transferred From General Fund	250,000.00
Transferred to General Fund	(303,431.85)
Interest Earned 7/1/86 - 6/30/87	<u>16,035.92</u>
Balance on Hand, June 30, 1987	<u>367,706.78</u>

LIBRARY BUILDING FUND

Balance on Hand, July 1, 1986	56.53
Interest Earned 7/1/86 - 6/30/87	<u>3.52</u>
Balance on Hand, June 30, 1987	<u>60.05</u>

KING PHILIP ROOF FUND

Balance on Hand, July 1, 1986	28,306.34
Interest Earned 7/1/86 - 6/30/87	<u>1,761.72</u>
Balance on Hand, June 30, 1987	<u>30,068.06</u>

NORFOLK CEMETERY - SALE OF LOTS

Balance on Hand, July 1, 1986	13,190.74
Receipts 7/1/86 - 6/30/87	11,638.54
Transferred to General Account	(18,847.43)
Interest Earned 7/1/86 - 6/30/87	<u>989.42</u>
Balance on Hand, June 30, 1987	<u>6,971.27</u>

NORFOLK CEMETERY - PERPETUAL CARE

Balance on Hand, July 1, 1986	29,238.30
Receipts 7/1/86 - 6/30/87	700.00
Transfers to Sale of Lots	(6,168.54)
Interest Earned 7/1/86 - 6/30/87	<u>1,841.22</u>
Balance on Hand, June 30, 1987	<u>25,610.98</u>

FINANCES

CAPITAL PROJECTS (POLICE & FIRE STATIONS, WATER TANK AND LIBRARY)

Balance on Hand, July 1, 1986	48,539.98
Less - Disbursements For Capital Projects	(48,539.98)
Balance on Hand, June 30, 1987	<u>- 0 -</u>

STATE HIGHWAY GRANT - CHAPTER 811

State Monies Received	91,062.00
Interest Earned 7/1/86 - 6/30/87	3,465.65
Authorized Payments To Vendors	(3,315.25)
Balance on Hand, June 30, 1987	<u>91,212.40</u>

STATE REIMBURSEMENT - CHAPTER 785

State Monies Received	2,449.10
Interest Earned 7/1/86 - 6/30/87	82.74
Authorized Payments To Vendors	(2,449.00)
Balance on Hand, June 30, 1987	<u>82.84</u>

RETIREMENT ACCOUNT FOR EMPLOYEES

Appropriated and Transferred From General Fund	114,000.00
Interest Earned 7/1/86 - 6/30/87	<u>4,922.10</u>
Balance on Hand, June 30, 1987	<u>118,922.10</u>

FINANCES

REPORT OF THE BOARD OF ASSESSORS

In 1987 the real estate activity continued at a frantic level, the upcoming fiscal year brings a recertification of property values in the town, this is based on the statutory three year cycle. The Assessors will review approximately one third of the properties in town, carefully analyzing the 1987 sales data which constitute the basis for the next three year cycle of property assessment.

After more than 30 years of service to the Town of Norfolk, John H. Robbins Jr. went to work for the Massachusetts Department of Revenue; in order to avoid any conflict of interest, John resigned from the Board of Assessors. We will all miss John's guidance and his knowledge of the town, he was a valuable member of our Board and a respected member of our community, he will be missed in this office. We certainly wish John well in his new endeavors, and know he will excel in this state agency.

Walter Zagleboyo was elected chairman of this Board. Walter is also the Treasurer of the Norfolk-Suffolk County Assessors' Association. John Evans will serve as the clerk of the Board of Assessors.

John H. Robbins Jr. position was filled by his son John G. Robbins, having been elected to the position by the Board of Selectmen and the remaining members of the Board of Assessors. John G. Robbins will follow in his father's footsteps, and will serve in this position knowledgably and well, as he is active in real estate in other nearby towns.

Assistant Assessor Karen Granito received the Massachusetts Association of Assessors professional designation after attending courses and passing several examinations. These courses were held at the University of Massachusetts in Amherst. Karen is the Norfolk/Suffolk County Editor for the MAAO Newsletter published by the

Massachusetts Association of Assessing Officers. Karen has been appointed to the Executive Board of Norfolk-Suffolk Counties Assessors Association. Karen's achievement increases the professional capabilities of our staff.

In May, Alice Boschen ran for election, and won the office of Town Clerk. Alice served as senior clerk in our office for many years, and we appreciate the friendly, knowledgable service she gave in this office. She will be a fine Town Clerk for our community.

Our Board depends on the ability and service of our support staff, we thank our senior clerks, Virginia Homer and Dorothy Strohl, and our Assistant Assessor Karen Granito, for their dedicated assistance to the public.

Walter Zagleboyo, *Chairman*
John Evans, *Clerk*
John H. Robbins Jr., *(Retired)*
John G. Robbins

The Assessors of the Town of Norfolk herewith respectfully submit their report for the year ending December 31, 1987.

Total appropriations to be raised by taxation		\$6,905,157.20
Total appropriations to be taken from available funds		955,896.78
Deficits due to abatements in excess of overlay of prior years		164.57
Total education offsets		76,056.00

	<u>Estimated Fiscal 1988</u>	<u>Underestimates Fiscal 1987</u>
County Assessments:		
County Tax	\$68,562.00	68,562.00
State Assessments:		
Special Education	\$ 3,331.00	\$ 58.00
Motor Vehicle Excise Bills	1,070.00	
State Recreation Areas	-0-	
Mass. Bay Transportation	118,891.00	30,209.00
Air Pollution Control Dist.	1,371.00	
Met. Area Planning Council	1,389.00	
Elderly Governmental Retirees	-0-	495.00
Mosquito Control Projects	321.00	
Total	\$126,373.00	\$ 30,762.00
Overlay of Current Year		157,135.00
Gross Amount to be raised		<u>127,834.72</u>

FINANCES

Estimated Receipts and Available Funds
1988 Fiscal Year receipts as certified by
the Commissioner on the Cherry Sheet

Motor Vehicle & Trailer Excise	\$1,627,347.00
Licenses and Permits	350,000.00
Fines and Forfeits	90,000.00
Penalties & Interest on Taxes and Excises	25,000.00
Charges for Services-Trash Disposal	20,000.00
Other Charges for Services	15,000.00
Fees	7,000.00
Rentals	18,000.00
Departmental Revenue-Libraries	1,000.00
Departmental Revenue-Recreation	2,000.00
Departmental Revenue-Schools	100.00
Other Departmental Revenue	500.00
Investment Income	18,000.00
In Lieu of Tax Payments	65,000.00
Total	900.00
	\$2,239,847.00

Overestimated Fiscal 1988	42.00
Amount to be taken from available funds	<u>955,896.78</u>
Total Estimated Receipts and Available Funds	\$3,195,785.78
Net Amount to be Raised by Taxation on Property	\$5,095,020.49

Total Valuation

Real Estate	\$284,808,873.00
Personal Property	<u>6,335,155.00</u>
Total	\$291,144,028.00

Fiscal Year 1988 Tax Rate per thousand

School Rate	\$7.98
General Rate	<u>9.52</u>
Total	\$17.50

FINANCES

REAL ESTATE ASSESSMENTS AND ABATEMENTS

<u>Year</u>	<u>No. Of Dwellings</u>	<u>Total Valuation</u>	<u>Total Exemptions</u>	<u>Total Granted</u>	<u>Total Clause 37A, 17C, 18 41A & 41B</u>	<u>Total Abatements Processed</u>
1987	2948	\$291,144,028	65	38	24	
1986	2859	250,392,400	66	45	142 *	
1985	2123	249,966,520	67	44	16	
1984	1899	167,199,600	69	58	46	
1983	1787	153,135,700	71	48	33	
1982	1734	148,583,300	73	47	68	
1981	1684	133,260,648	71	43	98	
1980	1613	113,288,628	66	50	36	
1979	1545	43,865,259	67	61	37	
1978	1467	41,420,416	69	61	48	

* Due to late mailing of Fiscal 1986 tax bills, this figure includes abatements on taxes from both FY 86 and FY 87.

MOTOR VEHICLE ASSESSMENTS AND ABATEMENTS

<u>Year</u>	<u>No. of Excise Bills</u>	<u>Motor Vehicle Excise Tax Money Committed</u>	<u>Total Abatements Processed</u>	<u>Total Amount Abated</u>	<u>Comm. Value of Vehicles</u>
1987	7053	\$442,792.20	727	\$35,160.39	\$21,143,510
1986	6845	402,031.07	664	38,276.28	18,892,850
1985	6561	324,192.66	603	20,225.12	15,537,479
1984	5968	255,488.45	593	12,196.10	12,436,588
1983	5679	181,645.16	579	13,019.28	9,169,544
1982	5445	155,285.99	526	12,110.79	7,617,550
1981	5331	143,932.98	544	18,369.81	6,999,850
1980	5155	328,233.43	746	49,250.57	5,978,450
1979	5328	325,408.57	983	36,485.98	6,416,799
1978	4805	274,346.51	765	30,599.69	5,144,800

FINANCES

ADVISORY BOARD REPORT TO THE TOWN

We appreciate your attention at the meetings, support for most of our advice, and even your disagreement with us on a few items. This last annual Meeting was a classic example of grassroots democracy in action: you heard the issues, asked questions,

debated the answers to those questions, and determined for yourselves that you wanted more services than we were recommending, and your willingness to pay for those services. We congratulate you and, indeed, applaud you.

This year's most critical needs will be

a larger Town Hall and added water services. Despite massive increases in our school costs, an addition to Town Hall must be funded to relieve the problems of a sorely undersized facility which can no longer serve us either properly or safely.

RESERVE FUND TRANSFERS July 1, 1986 to June 30, 1987

1. Board of Health - Medical Aid & Water Testing	900.00
2. Conservation Commission - Engineering Services	480.00
3. Treasurer - Medicare Payroll Tax	1,000.00
4. Town Clerk - Salaries	582.30
5. Board of Selectmen - Physical Examinations	785.00
6. Highway Garage - Carpeting Expense	1,150.00
7. Board of Selectmen - General Expense	778.63
8. School Committee - Collective Bargaining Expense	1,000.00
9. Water Department - Outstanding Bills	5,092.75
10. Highway Department - Sanitary Landfill	295.00
11. Tax Collector - Salaries	570.91
12. Veterans' Services	5,000.00
13. Fire/Police Communications - Salaries	4,507.00
14. Article 10 1984 ATM - Police Department Garage	747.14
15. Article 10 1984 ATM - Library Addition	840.00
16. School Committee - Special Needs	14,647.00
17. Board of Selectmen - Litigation Expense	4,000.00
18. Planning Board - Salary Account	1,700.00
19. Registrars of Voters - Computer Services	8.08
20. Tax Collector - Salaries	407.43
21. Article 5, November 25, 1986 Special Town Meeting	1,000.00
22. Treasurer - Medicare	1,100.00
23. Tax Collector - Salaries	1,632.39
24. Town Clerk - Expenses	180.00
25. Fire Department - Salaries for Firefighters	2,539.84
25. Advisory Board - Printing of Recommendations	3,625.00
27. Board of Selectmen - Street Lighting	120.92
28. Board of Selectmen - Litigation	4,336.00
29. Board of Selectmen - Maintenance of Town Hall	341.95
30. Fire Department - Firefighter Salaries	1,510.81
31. Fire/Police Station - Emergency Repairs	1,421.95
32. Library - Fuel & Utilities	32.48
Total	\$62,532.58

FINANCES

WARRANT
ANNUAL TOWN MEETING
Tuesday, May 3, 1988

COMMONWEALTH OF MASSACHUSETTS

NORFOLK, SS.

To either Constable in the Town of Norfolk, in said County.

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, to assemble in the designated polling places in the Norfolk Public School, MacBride Auditorium, Boardman Street, Norfolk, on Tuesday, the 3rd day of May A.D. 1988 at 7:00 o'clock in the a.m. for the election of town officers under Article 1; and thence to meet on Tuesday, May 24, 1988 at the King Philip Junior High School North, King Street, Norfolk, at 7:30 p.m., for the adjourned business session of the Town Meeting, then and there to act on the subsequent articles commencing with Article 2; viz:

ARTICLE 1

To choose by ballot the following officers: viz, one Moderator for a one year term; one Selectmen for a three year term; one Assessor for a three year term; one member of the Board of Health for a three year term; one member of the Board of Health for an unexpired one year term; one member of the Planning Board for a three year term; one Water Commissioner for a three year term; one Water Commissioner for an unexpired two year term; two members of the Norfolk School Committee for a three year term; one member of the Norfolk School Committee for an unexpired two year term; one member of the King Philip School Committee for a three year term; one member of the Housing Authority for a five year term; one Recreation Commissioner for a three year term; one Library Trustee for a three year term; and a Tree Warden for a three year term.

ARTICLE 2

Submitted by: Personnel Board

To see if the town will vote to amend the Personnel By-laws by changing the Compensation Schedule; or to take any other action relative thereto.

ARTICLE 3

Submitted by: Personnel Board

To see if the town will vote to amend the Personnel Bylaw by changing the Classification Plan to incorporate new classifications and reclassifications; or to take any other action relative thereto.

ARTICLE 4

Submitted by: Personnel Board

To see if the Town will vote to amend the Personnel Bylaws Performance Appraisal Section 6.0 so that the Board of Selectmen will be the next level of supervision of the Sanitary Landfill Monitor/Operator; or to take any other action relative thereto.

ARTICLE 5

Submitted by: Personnel Board

To see if the town will vote a sum of money to allow board and committee members to receive a stipend for service; or to take any other action relative thereto.

ARTICLE 6

Submitted by: Recreation Commission

To see if the town will vote to accept the provisions of Massachusetts General Laws CH 44 Section 53D, which would establish a revolving account to fund and self support ongoing programs of the Recreation Commission, or to take any other action relative thereto.

FINANCES

ARTICLE 7

Submitted: 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 to determine whether any town board shall be authorized to employ for additional salary or compensation any of it's members and to fix the salary or compensation thereof; and further to see what sum of money the town will raise and appropriate or transfer from available funds to defray the departmental and incidental expenses of the town for the fiscal year commencing July 1, 1988 not otherwise provided for.

ARTICLE 8

Submitted by: Board of Selectmen

To see if the town will vote to raise and appropriate or transfer from FY88 surplus revenues a sum of money to pay certain bills of the current fiscal year which exceeded the appropriation, and if approved as Reserve Fund Transfers would deplete said fund; or to take any other action relative thereto.

ARTICLE 9

Submitted by: Board of Selectmen

To see if the town will vote to authorize the Board of Selectmen to advertise in a paper with general circulation in the Town of Norfolk, and such other papers as the Board of Selectmen may decide would be in the best interest of the town, and to sell at public sale from time to time as it may deem in the best interest of the town, any and all lands or portions thereof which the town has acquired or may acquire as tax title land, so called, such sales to be made in the name and in behalf of the inhabitants of the Town of Norfolk and to authorize the Board of Selectmen to expend from the proceeds of such sale the necessary costs of recording fees, documentary stamps, and auctioneer's fees, if required; or to take any other action relative thereto.

ARTICLE 10

Submitted by: Board of Selectmen

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

ARTICLE 11

Submitted by: Board of Selectmen

To see what sum of money the town will vote to appropriate or transfer from available funds to bring the level of town hill down to the grade level of the gazebo or library, or to take any other action relative thereto.

ARTICLE 12

Submitted by: Board of Selectmen

To see what sum of money the town will vote to raise and appropriate or transfer from available funds to insulate the floor of the town clerk/ collector's office, or to take any other action relative thereto.

ARTICLE 13

Submitted by: Board of Selectmen

To see if the town will vote to accept the provisions of Massachusetts General Laws CH 246 of the Acts of 1987 which will allow call firefighters and reserve police officers to be covered by the insurance and retirement policies offered by the Town of Norfolk; or to take any other action relative thereto.

ARTICLE 14

Submitted by: Board of Selectmen

To see if the town will vote to accept the following amendment to the Town of Norfolk by-laws, Article XII Section 2, by deleting Section 2 in it's entirety and inserting in it's place the following new section 2.

FINANCES

ARTICLE XII; Section 2 Enforcement

a. CRIMINAL COMPLAINT

Whoever violates any provision of these by-laws may be penalized by indictment or on complaint brought in the district court. Except as may be otherwise provided by law and as the district court may see fit to impose, the maximum penalty for each violation, or offense, brought in such manner, shall be three hundred dollars, with the exception of earth removal violations, which will incur a one hundred dollar fine for each day that earth is removed from a site in Norfolk without a special permit.

b. NONCRIMINAL DISPOSITION

Whoever violates any provision of these by-laws, the violation of which is subject to a specific penalty, may be penalized by a noncriminal disposition as provided in General Laws, Chapter 40, section 21D. The noncriminal method of disposition may also be used for violations of any rule or regulation of any municipal officer, board or department which is subject to a specific penalty.

Without intending to limit the generality of the foregoing, it is the intention of this provision that there be "Regulations Governing Enforcement" as printed in the 1987 Annual Report with specific penalties listed which shall apply. These "Regulations" may be amended as necessary by vote of the Board of Selectmen.

Enforcement of these Regulations in such cases of violations of the Town's Bylaws shall be, in addition to police officers, who shall in all cases be considered enforcing persons for the purpose of this provision, the municipal personnel listed for each section, if any, shall also be enforcing persons for such sections: each day on which any violation exists shall be deemed to be a separate offense; or to take any other action relative to this amendment.

ARTICLE 15

Submitted by: Board of Selectmen/
Planning Board

To see if the town will vote to amend the Town of Norfolk Bylaws, Article III Section 11, Capital Outlay Committee appointments; this amendment if voted will eliminate the words "one (1) member of the Planning Board, appointed by and from it, and four (4) additional members to be appointed by the Selectmen" and insert the words, "and five (5) additional members to be appointed by the Selectmen"; or to take any other action relative thereto.

ARTICLE 16

Submitted by: Board of Selectmen

To see what sum of money the town will vote to appropriate, or transfer from available funds to purchase additional capacity in the Charles River Water Pollution Control District; or to take any other action relative thereto.

ARTICLE 17

Submitted by: Board of Selectmen

To see if the town will vote to accept as a town owned public building, the Norfolk Grange Hall; or to take any other action relative thereto.

ARTICLE 18

Submitted by: Permanent Building Committee

To see what sum of money the town will raise and appropriate, appropriate from the stabilization fund, transfer from other available funds, or borrow to refurbish the Norfolk Grange Hall; or to take any other action relative thereto.

ARTICLE 19

Submitted by: Board of Selectmen

To see what sum of money the town will raise and appropriate, appropriate from the stabilization fund, transfer from other available funds or borrow to upgrade the present computer system or purchase new computer equipment and software for the Town of Norfolk; or to take any other action relative thereto.

FINANCES

ARTICLE 20

Submitted by: Board of Selectmen/Police Chief
To see if the town will vote to rescind Mass General Laws Ch 90 Section 20A and to vote to accept Mass General Law Chapter 90, Section 20A 1/2; which will allow the town to increase the amount of the fine charged for illegal parking, or to take any other action relative thereto.

ARTICLE 21

Submitted by: Highway Superintendent
To see if the town will vote to raise and appropriate, appropriate from the stabilization fund, or transfer from other available funds in the treasury a sum of money to purchase two (2) Sander bodies for the Highway Department, or to take any other action relative thereto.

ARTICLE 22

Submitted by: Highway Superintendent
To see if the town will vote to authorize the Board of Selectmen to accept and enter into contract for the expenditures of any funds allotted or to be allotted by the Commonwealth for the construction or reconstruction or the improvement of roads within the town; or to take any other action relative thereto.

ARTICLE 23

Submitted by: Highway Superintendent
To see if the town will vote to raise and appropriate or appropriate by transfer from available funds in the treasury a sum of money for construction of and/or improvements to the town roads as requested by the Board of Selectmen (Gasoline tax monies); or to take any other action relative thereto.

ARTICLE 24

Submitted by: Highway Superintendent
To see if the town will vote to raise and appropriate or appropriate by transfer from available funds in the treasury \$9,670.00 from town funds to be used in conjunction with and in addition to any funds allotted by the Commonwealth (Chapter 199, \$29,008.00) for the construction or reconstruction of and/or improvements to Rockwood Road or to take any other action relative thereto.

ARTICLE 25

Submitted by: Civil Defense Director
To see what sum of money the town will raise and appropriate or transfer from available funds to equip a second emergency shelter at the King Philip North Jr. High School; or to take any other action relative thereto.

ARTICLE 26

Submitted by: Tree Warden
To see if the town will vote to request the Great & General Court to pass Special legislation on behalf of the Town of Norfolk which will enable the town to adopt a by law to assess punitive assessments for damage done to publicly owned trees, their roots or limbs; or to take any other action relative thereto.

ARTICLE 27

Submitted by: Board of Selectmen
To see if the town will vote to accept the provisions of Massachusetts General Laws, Chapter 40, Sections 42G, 42H, and 42I, which will allow the Town to assess a proportionate share of the costs on land owners benefitting from the extensions of water mains in public or private ways, or to take any other action relative thereto.

ARTICLE 28

Submitted by: Sewer Study Committee
To see if the Town will raise and appropriate or appropriate by transfer from available funds in the Treasury the sum of \$115,000 which will allow the town to purchase capacity in the Wrentham Sewer System, and to amend Norfolk's current agreement with the Charles River Pollution Control District, or to take any other action relative thereto.

ARTICLE 29

Submitted by: Sewer Study Committee
To see if the town will raise and appropriate or appropriate by transfer from available funds in the Treasury \$25,000 to engage the services of a wastewater consultant firm/engineer to update the 201 Facilities Study to include currently available methods for solving the wastewater disposal problems of the town; or to take any other action relative thereto.

FINANCES

ARTICLE 30

Submitted by: Sewer Study Committee

To see if the town will raise and appropriate or appropriate by transfer from available funds in the Treasury the sum of \$150,000 in order to engage the services of a wastewater consultant to design appropriate sewerage facilities for the Mirror Lake area to tie into the proposed Wrentham system; or to take any other action relative thereto.

ARTICLE 31

Submitted by: Tax Collector

To see if the town will vote to rescind the provisions of Mass Gen Laws Chapter 59 Section 57A and vote to accept MGL Ch 59, Section 57B, which will allow the Tax Collector to send a single annual tax bill for any taxes owed, up to fifty dollars (\$50.00); or to take any other action relative thereto.

ARTICLE 32

Submitted by: Sidewalk Study Committee

To see if the town will vote to accept the Sidewalk Construction Priority Plan as outlined below:

1. North Street from Needham Street to Main Street a distance of 4550 +/- feet.
2. Main Street from existing sidewalk to the Park Street Bridge a distance of 7950 +/- feet.
3. Union Street from North Street to King Street a distance of 8425 +/- feet.
4. Boardman Street from the existing sidewalk to Seekonk Street, a distance of 5025 +/- feet.
5. Grove Street from Park Street Bridge to Union Street a distance of 7550 +/- feet.

and to vote to plow these sidewalks as necessary; or to take any other action relative thereto.

ARTICLE 33

Submitted by: Fire Chief

To see what sum of money the town will vote to raise and appropriate, appropriate from the stabilization fund, or transfer from other available funds, to replace the tank truck of the fire department; or to take any other action relative thereto.

ARTICLE 34

Submitted by: Fire Chief

To see what sum of money the town will vote to raise and appropriate, or transfer from other available funds to purchase a new automobile for the fire chief; or to take any other action relative thereto.

ARTICLE 35

Submitted by: Fire Chief

To see what sum of money the town will vote to raise and appropriate, appropriate from the stabilization fund, or transfer from other available funds to refurbish engine number 1 of the fire department vehicle fleet; or to take any other action relative thereto.

ARTICLE 36

Submitted by: Planning Board

To see if the Town will accept the provisions of Chapter 236 of the Acts of 1987, which amends Massachusetts General Laws Chapter 44, Section 53 regarding the disposition of performance guarantees in subdivisions; or to take any other action relative thereto.

ARTICLE 37

Submitted by: Planning Board

To see if the Town will accept as a public way, Bush Pond Road, a distance of 1,400 feet plus or minus, as approved by the Board of Selectmen in accordance with the Acceptance Plan drawn by Dunn Engineering Company, Inc., Foxborough, Mass. dated September 22., 1980, a copy of which is on file in the Town Clerk's Office; or to take any other action relative thereto.

ARTICLE 38

Submitted by: Planning Board

To see if the Town will accept as a public way, Quail Run Road, a distance of 1,213.72 feet plus or minus, as approved by the Board of Selectmen in accordance with the Acceptance Plan drawn by Landmark Engineering of New England, Inc., Wrentham, Mass. dated April, 1980, a copy of which is on file in the Town Clerk's Office; or to take any other action relative thereto.

FINANCES

ARTICLE 39

Submitted by: Planning Board

To see if the Town will accept as a public way, Timberline Drive, a distance of 845 feet plus or minus, as approved by the Board of Selectmen in accordance with the Acceptance Plan drawn by Dunn Engineering Co., Inc., Foxborough, Mass. dated December 5, 1979, a copy of which is on file in the Town Clerk's Office; or to take any other action relative thereto.

ARTICLE 40

Submitted by: Planning Board

To see if the Town will accept as a public way, Shirley Lane, a distance of 1,003 feet plus or minus, as approved by the Board of Selectmen in accordance with the Acceptance Plan drawn by GLM Engineering Consultants, Inc. of Holliston, Mass. dated June 9, 1987, a copy of which is on file in the Town Clerk's Office; or to take any other action relative thereto.

ARTICLE 41

Submitted by: Planning Board

To see if the Town will accept as a public way, Briarwood Road, a distance of 1,109 feet plus or minus, as approved by the Board of Selectmen in accordance with the acceptance plan drawn by GLM Engineering Consultants, Inc. of Holliston, Mass. dated June 9, 1987, a copy of which is on file in the Town Clerk's Office; or to take any other action relative thereto.

ARTICLE 42

Submitted by: Planning Board

To see if the Town will accept as a public way, Stacey Road, a distance of 1,003 feet plus or minus, as approved by the Board of Selectmen in accordance with the as-built plan as drawn by RIM Engineering Company, Inc. of Mansfield, Mass. dated November 8, 1976, a copy of which is on file in the Town Clerk's Office; or to take any other action relative thereto.

ARTICLE 43

Submitted by: Planning Board

To see if the Town will accept as a public way, Standish Road, a distance of 2,006 feet plus or minus, as approved by the Board of Selectmen in accordance with the acceptance plan drawn by Landmark Engineering of New England, Inc., Wrentham, Mass. dated October 4, 1977, a copy of which is on file in the Town Clerk's Office; or take any other action relative thereto.

ARTICLE 44

Submitted by: Planning Board

To see if the Town will accept as a public way, Stanhope Drive, a distance of 1,426 feet plus or minus, as approved by the Board of Selectmen in accordance with the Acceptance Plan drawn by Landmark Engineering of New England, Inc., of Wrentham, Mass. dated August 11, 1975, a copy of which is on file in the Town Clerk's Office; or take any other action relative thereto.

ARTICLE 45

Submitted by: Planning Board

To see if the Town will accept as a public way, the unaccepted portion of Village Green, a distance of 879 feet plus or minus, as approved by the Board of Selectmen in accordance with the Acceptance Plan drawn by Landmark Engineering of New England, Inc., of Wrentham, Mass. dated August 11, 1975, a copy of which is on file in the Town Clerk's Office; or to take any other action relative thereto.

ARTICLE 46

Submitted by: Zoning Bylaw Study Committee

To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by deleting Section A in its entirety and substituting therefor the following new section A:

A. SCOPE

1. Title and Authority

This Bylaw shall be known and may be cited as the "Zoning Bylaw for the Town of Norfolk, Massachusetts", and is adopted by virtue of and pursuant to the provisions of General Laws, Chapter 40-A, as amended by Chapter 808 of the Acts of 1975 as amended.

FINANCES

2. Purpose

To lessen congestion in the streets; to conserve health; to secure safety from fire, flood, panic, or other dangers; to provide adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population; to facilitate the adequate provision of transportation, water, water supply, drainage, sewerage, schools, parks, open space and other public requirements; to conserve the value of land and buildings, including the conservation of natural resources and the prevention of blight and pollution of the environment; to encourage the most appropriate use of land throughout the city or town, including consideration of the recommendations of the master plan, if any, adopted by the planning board and the comprehensive plan, if any, of the regional planning agency; and to preserve and increase amenities by the promulgation of regulations to fulfill said objectives.

3. Interpretation

The provisions of this Bylaw shall be interpreted to be the minimum requirements adopted for the promotion of the health, safety, or the general welfare of the Town of Norfolk, Massachusetts. The provisions of this Bylaw are not intended to repeal, amend, abrogate, annul or in any way impair or interfere with any lawfully adopted law, statute, ordinance, bylaws covenants, regulations or rules. Whenever the regulations made under the authority hereof differ from those prescribed by any law, statute, ordinance, bylaw or other regulations, that provision which imposes the greater restriction or the higher standard shall govern.

4. Application

Except as herein provided, or as specifically exempted by a "shall clause" of the Zoning Act, the provisions of this Bylaw shall apply to the following: the erection, construction, reconstruction, alteration, or use of buildings and structures or use of land.

or to take any other action relative thereto.

ARTICLE 47 Submitted by: Zoning Bylaw Study Committee
To see if the Town will vote to amend the Zoning Bylaws by deleting in Section B. DEFINITIONS, the following: "In this by-law, the following terms, unless a contrary meaning is required by the context or is specifically prescribed, shall have the following stated definitions:" and substituting therefor the following:

B. DEFINITIONS

For the purpose of this bylaw, certain terms and words shall have the meaning given herein. Words used in the present tense include the future. The singular number includes the plural, and the plural the singular. The words "used" or "occupied" include the words "designated," "arranged," "intended," or "offered" to be used or occupied. The words "building," "structure," "lot," "land," or "premises" shall be construed as though followed by the words "or any portion thereof." The word "shall" is always mandatory and not merely directory.

Terms and words not defined herein but defined in the COMMONWEALTH OF MASSACHUSETTS STATE BUILDING CODE shall have the meaning given therein unless a contrary intention clearly appears. Words not defined in either place shall have the meaning given in WEBSTER'S UNABRIDGED DICTIONARY.

or to take any other action relative thereto.

FINANCES

ARTICLE 48

Submitted by: Zoning Bylaw Study Committee

To see if the town will vote to amend the Norfolk Zoning Bylaws by adding the following definitions to be added alphabetically into existing Section B:

ALTERATIONS - As applied to a building or structure, a change or rearrangement in the structural parts or in the exit facilities, or an enlargement whether by extending on a side or by increasing in height, or the moving from one location or position to another.

BOARDING HOUSE - Any dwelling in which two or more persons, not members of the family dwelling on the premises, are housed or lodged for hire with or without meals in a room or suite which does not contain separate cooking facilities. A rooming house or a furnished rooming house, in which the rooms or suites of rooms in which the persons are housed or lodged for hire do not contain separate facilities, shall be deemed a boarding house.

BUILDING - Any structure used or intended for supporting or sheltering any use or occupancy.

BUILDINGS, PROFESSIONAL - A building or group of buildings used for the offices and facilities accessory to the practice of licensed medical practitioners, clergypersons, lawyers, accountants, architects, engineers or other members of a recognized profession. For the purpose of this definition: (a) "licensed medical practitioners" shall include physicians, dentists, optometrists, ophthalmologists, Christian Science practitioners, chiropractors, and persons engaged in all fields related generally to medicine, but not including veterinarians; (b) "other members of a recognized profession" shall not include persons whose use of such building or group of buildings involves manufacturing, fabrication, production, processing, assembling, cleaning, testing, repair or storage of materials and products which are physically located on the premises; and (c) "professional buildings" shall not include a veterinary hospital, or in-patient health care facilities.

BUSINESS OFFICES - Facility for the transaction of business exclusive of the receipt, retail sale, or processing of merchandise.

CLUB - Premises or buildings of a non-profit organization exclusively serving members and their guests for recreational, athletic, or civic purposes, but not including any vending stands, merchandising, or commercial activities except as required generally for the membership and purposes of such club. Does not include clubs or organizations whose chief activity is a service customarily carried on as a business.

DWELLING UNIT - Quarters for a single family.

DWELLING, SINGLE-FAMILY - A building occupied by a single family and having no party wall or walls in common with an adjacent structure.

FRONTAGE - That portion of a lot contiguous with a street or street right of way line and providing access thereto. For the purposes of determining yard requirements on corner lots and through lots, all sides of a lot adjacent to or abutting streets shall be considered frontage and yards shall be provided under Yards in this Section.

HEIGHT, BUILDING - The vertical distance from the grade to the top of the highest roof beams of a flat roof, or to the mean level of the highest gable or slope of a hip roof. When a building faces on more than one (1) street, the height shall be measured from the average of the grades at the center of each street front.

FINANCES

LOADING SPACE, OFF STREET - An off street space or berth, on the same lot with a building for the temporary parking of vehicles while loading or unloading merchandise or material, and which has access to a street or other appropriate means of ingress and egress.

LOT LINE - A line dividing one lot from another, or from a street or any public place.

NONCONFORMING USE OR STRUCTURE - Any use or structure which is lawfully in existence or lawfully begun, but which does not conform to the most recent, effective zoning regulations for the district in which such use or structure exists.

PERMIT GRANTING AUTHORITY - The Board of Appeals except for the purposes of Section F.11, Site Plan Approval, where the Planning Board shall be the Permit Granting Authority.

ROADSIDE STAND, PERMANENT - A structure open to the weather left in place year-round, used for seasonal sale of raw produce, the major portion of which is raised on the premises.

ROADSIDE STAND, TEMPORARY - A structure as above, but removed for not less than 6 months out of the year.

SPECIAL PERMIT GRANTING AUTHORITY - Shall include the Board of Appeals and Planning Board as designated by this zoning ordinance/by-law for the issuance of special permits. In accordance with M.G.L., Chapter 40A, Section 9, a city or town may provide within its zoning ordinance or by-law that certain classes of special permits shall be issued by one special permit granting authority and others by another special permit granting authority.

STRUCTURE - Any construction, erection, assemblage or other combination of materials upon the land, necessitating pilings, footings or a foundation for attachment to the land, including swimming pools.

VARIANCE - An extraordinary remedy which may be granted by the Board of Appeals if it finds that owing to circumstances relating to soil conditions, topography, lot size, frontage, or set back requirements, a literal enforcement of these zoning bylaws will create a substantial hardship and that granting of a variance will not adversely affect the land use and environmental objectives of these zoning bylaws.

WAREHOUSE - Indoor storage of goods for distribution, but not for sale on the premises.

YARD - An open space, other than an enclosed court, on the same lot with a building or group of buildings, which open space lies between the building or group of buildings and a lot line, and is not occupied or obstructed from the ground upward by a building or structure, except for accessory structures such as a fence, mail box, sign, or lamp post.
or to take any other action relative thereto.

ARTICLE 49 Submitted by: Zoning Bylaw Study Committee
To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by changing Section D.1.e by deleting the last two words "Residence Districts" and substituting in their place the word "properties" so that the section will now read:

FINANCES

D.1.e. In a Business District and Health Maintenance and Professional Office District all outdoor facilities for the storage of fuel, refuse, materials, or equipment shall be enclosed by a wall of solid and uniform appearance not less than six feet in height or a tight and well-maintained evergreen hedge which shall attain a height of not less than six feet, in order to conceal such uses from any adjoining properties.

or to take any other action relative thereto.

Submitted by: Zoning Bylaw Study Committee

ARTICLE 50
To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by adding a new sub-section 4 to Section D.1.f. to read:

D.1.f.4 In an Industrial District, all outdoor facilities for the storage of fuel, refuse, materials or equipment shall be enclosed by a wall of solid and uniform appearance not less than six feet in height or a tight and well-maintained evergreen hedge which shall attain a height of not less than six feet, in order to conceal such uses from any adjoining properties.

or to take any other action relative thereto.

Submitted by: Zoning Bylaw Study Committee

ARTICLE 51
To see if the Town will vote to amend the Zoning Bylaws by adding a new Section 3 to Section D.1.e as follows:

3. Lot Coverage. Buildings shall cover not more than 40% of the total area of each lot. For each foot of frontage the lot shall contain 40 square feet of landscaping. This requirement shall not be conditioned to require landscaping of more than 20% of the lot.

or to take any other action relative thereto.

Submitted by: Zoning Bylaw Study Committee

ARTICLE 52
To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by deleting Section F.3.c in its entirety and substituting therefor the following new Section F.3.c:

F.3.c. Extension

A nonconforming use shall not be extended except by Special Permit, and then only within the Intensity Regulations (Section E) of this by-law. Such extension shall increase floor area or land occupancy by no more than 50%. The Special Permit can be granted only after a finding by the Board of Appeals that the extension is not more detrimental or objectionable to a neighborhood. This provision may be used only once for each such use.

or to take any other action relative thereto.

Submitted by: Zoning Bylaw Study Committee

ARTICLE 53
To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by deleting Sections F.5.a-d in their entirety and substituting therefor the following new Section F.5.a-d:

F.5 Miscellaneous Uses

a. Accessory Buildings

No accessory building shall be closer to any principal building or any lot line than a distance equal to the height of such accessory building and in no event in a front yard.

FINANCES

b. Enclosures for Animals

No fence or other structure enclosing animals, except house pets, shall be within 100 feet of a dwelling on an adjoining property.

c. Swimming Pools

No swimming pool shall be constructed closer than twenty-five (25) feet to any lot line, and in no event in the front yard.

d. Private Residential Swimming Pools

Every private swimming pool constructed after the adoption of this section shall be completely enclosed by a fence, wall, building or combination thereof, not less than four feet in height, all gates or door openings through such enclosure shall not be less than (4) feet in height and shall be self-closing with a self-latching device located not more than one (1) foot below the top for keeping the gate securely closed at all times when not in actual use, except that the door of any building which forms a part of the enclosure need not be so equipped. Such gate shall not be required for above-ground pools utilizing an access ladder which can be elevated and locked, if approved by the Building Commissioner. Each gate, door, or ladder shall be kept locked at all times when the swimming pool area is not in use.

or to take any other action relative thereto.

ARTICLE 54

Submitted by: Zoning Bylaw Study Committee

To see if the town will vote to amend the Town of Norfolk Zoning bylaws by adding a new Section e to F.5 as follows:

e. Mobile Home

May be placed on the site of a residence; and the owner or occupier may reside in such a mobile home for a period not to exceed 12 months while a residence is being rebuilt after having been destroyed by fire or other natural holocaust.

1. The Permit Granting Authority may grant a Special Permit to extend the period of residence in a mobile home if it finds that the construction cannot be completed within 12 months for good cause shown.
2. The mobile home shall not be placed in the front yard except by Special Permit from the Board of Appeals.

or to take any other action relative thereto.

ARTICLE 55

Submitted by: Zoning Bylaw Study Committee

To see if the Town will vote to amend the Zoning Bylaws by deleting Section F.9 in its entirety and substituting therefor the following new Section F.9.:

F.9. Sign Regulations

a. Basic Requirement

1. No signs or advertising devices of any kind or nature shall be erected on any premises or affixed to the outside of any structure or be visible from the outside of any structure within public view of any highway, public park, or reservation except as specifically permitted in the following Schedule of Sign Regulations and in accordance with the following notation:

Yes	-	Use permitted
SP	-	Use allowed as an exception under Special Permit by the Board of Appeals
No	-	Use prohibited

FINANCES

2. No sign using flashing or intermittent lights except such portions of a sign as consist solely of indicators of time and/or temperature, no moving or animated signs, no reflectorized signs, no internally illuminated signs, no signs painted directly on any building surface, excluding the external windows of any building, no sign above the wall area of a building, and no projecting signs are allowed.
3. No sign shall obstruct or interfere with traffic, or by reason of its size, placement, or words such as STOP, DANGER, GO SLOW, CAUTION, or WARNING, create confusion or obscure any official traffic signs or signals. No sign shall violate Section E.2.f of this bylaw, requiring visual corner clearance.
4. No advertising sign or sign-board shall be permitted or allowed to be so located as to obstruct a view between any points on connecting streets within fifty feet of a corner; or the rights of way, or to obstruct any door, window or fire escape on a building.
5. Externally illuminated signs may be lit with white light only, and lighting shall be shielded and focused not to extend beyond the sign border.
6. No sign may have more than two sides, excluding frames and supports.
7. A sign which advertises a business which is no longer conducted at that premises shall be removed immediately.
8. No free-standing sign shall be located nearer any side property line than the permitted side set-back distance for that zone.
9. One window sign which shall not exceed twenty-five (25) percent of the total front window area or 12 square feet (whichever is less) and placed on the window of the establishment for which it is advertising.
10. Any sign erected in violation of these bylaws and/or in such fashion as to constitute a hazard to public safety shall be removed.
11. No free-standing sign shall be higher than 10 feet, from the average finished grade of adjoining ground to the top of the sign.
12. The area of a sign shall be the area of the outermost rectangular perimeter of any word, symbol, design or device, including all attachments excepting support at the base thereof.
13. A wall sign shall be attached flat against the wall of the building, projecting no more than 12 inches from the building surface, and not projecting above the wall area of the building.
14. A sign which designates a subdivision shall not be considered an announcement (Section F.9.b.1.b.1 and F.9.b.1.b.2). No subdivision sign, where permitted, shall be erected upon property belonging to the Town of Norfolk, nor on any street

FINANCES

right of way. A special permit for such a sign shall be limited to two years from the date of issuance. Renewal of the Special Permit for an agreed upon duration may be granted after presentation of justification by the applicant.

15. Mailboxes and house numbers (as required by Article IX, Section 29 of the Bylaws of the Town of Norfolk) are excluded from these regulations.
16. Temporary signs are allowed as permitted by the Bylaws of the Town of Norfolk.
17. No signs may be affixed to any rock, fence, or utility pole.

b. Schedule of Sign Regulations	Districts			
	R	HM&PO	B	I
1) On premises signs or advertising devices:				
a) Name Plate				
One sign for each family residing on the premises indicating the name of the owner or occupant or pertaining to a permitted accessory use, provided that each sign does not exceed 2 sq. feet in area. (Restrictions relating to free standing signs do not apply to this type of sign.)	Yes	Yes	Yes	Yes
b) Announcement				
One not exceeding 8 sq. feet in area per side in a residential district or 12 sq. feet per side in all other districts for each of the following purposes:				
(1) Advertisement for the sale, rental or lease of the building or premises	Yes	Yes	Yes	Yes
(2) Advertisement for a building contractor only while construction is occurring on the site	Yes	Yes	Yes	Yes
c) Advertising				
(1) One wall sign not to exceed 8 sq. ft. advertising the sale of farm produce.	Yes	Yes	Yes	Yes
(2) One wall sign for each separate and distinct establishment advertising the goods or services rendered on the premises not exceeding 12 sq. feet in area.	No	Yes	Yes	Yes
(3) One window sign.	No	SP	SP	SP

FINANCES

		No	SP	Yes	Yes
(4)	One free-standing sign on the ground for each separate building housing one or more establishments, not exceeding 12 sq. ft. in area per side.				
(5)	Wherever a premises has a separate entrance fronting onto a second public way, one additional free-standing sign meeting the same criteria as (3) may be permitted at the separate entrance.	No	SP	SP	SP
(6)	A residential subdivision shall be permitted one free-standing sign bearing the name of the subdivision and not exceeding 8 sq. ft. per side.	SP	No	No	No
(7)	A non-residential subdivision shall be permitted one free-standing sign not exceeding 12 sq. ft. per side.	No	SP	SP	SP
2)	Off-premises signs or advertising devices, provided a permit has been granted by the Outdoor Advertising Authority in accordance with Section 29 through 33, Chapter 93 of the General Laws and such permit is valid and outstanding.	No	No	SP	SP

c. Permits Required

No sign with the exception of Name Plate signs as provided above shall be erected unless a Building Permit has been issued.

Any nonconforming sign lawfully erected prior to the effective date of this Section of the bylaw may continue to be maintained but shall not be reworded, redesigned or altered in any way unless it is brought into conformity with this bylaw and no such sign may be replaced except by a sign that conforms to this bylaw.

or to take any other action relative thereto.

ARTICLE 56

ARTICLE 56 Submitted by: Zoning Bylaw Study Committee
To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by
deleting Section F.7 in its entirety and substituting therefor the following
new Section F.7:

F.7. Parking Requirements

a. In any district where otherwise permitted, no use of premises shall be authorized or extended, and no building or structure shall be erected or enlarged unless there is provided for such erection, extension, or enlargement, off-street automobile parking space within 300 feet of the principal building, structure, or use of the premises, in accordance with the following schedule of off-street parking requirements.

FINANCES

b. Schedule of Minimum Off-Street Parking Requirements

Permitted Use	Minimum Number of Spaces*
1. Single-family dwelling	2 per unit
2. Elderly housing	1 per unit
3. Nursing home, other in-patient health care facility	1 per 4 beds
4. Hospital, other mixed out- and inpatient health care facility	2 per bed
5. Religious	1 per 150 sq. ft. of gross floor area or 1 per 3 seats, whichever is greater
6. Libraries, museums, and other non-recreational public facilities	1 per 200 sq. ft. gross floor space
7. Theaters, auditoriums, gymnasiums, meeting halls and other places of assembly	1 per 3 persons capacity based on Massachusetts State Building Code
8. Athletic fields, stadiums, etc.	1 per linear ft. of bench seating or 1 per 4 seats
9. Day care nurseries, nursery schools	1 per 5 children the facility is licensed to serve
10. Elementary and junior high schools	2 per classroom
11. Senior high schools	4 per classroom plus those required for the largest place of assembly (gymnasium or auditorium)
12. Retail, service, or mercantile establishment	1 per 150 sq. ft. gross floor area
13. Professional office or general office	1 per 150 sq. ft. gross floor area
14. Motel, hotel, inn, lodging, or boarding house	5 per 4 units
15. Restaurants	1 per 100 sq. ft. gross floor area or 1 per 3 persons capacity based on Mass. State Building Code, whichever is greater
16. Automotive service garages	3 per bay

FINANCES

17. Automotive retail, retail nurseries, greenhouses, and any use with large outdoor display areas	1 per 150 sq. ft. gross inside plus 1 per 750 sq. ft. outdoor display area
18. Industrial space used for storage, shipping, manufacturing etc.	1 per 500 sq. ft. gross floor area
19. Office space accessory to an industrial use	1 per 200 sq. ft. gross floor area
20. Other uses	1 per 50 sq. ft. gross floor area

Mixed uses shall be a sum of the combination of uses.

*Where computation results in a fraction of a parking space only fractions of 1/2 or more shall be counted as one.

- c. No lights used for illumination of off-street parking facilities shall produce direct glare from a light source on a public way or adjacent property.
- d. In Business, Health Maintenance and Professional Office and Industrial Districts parking-circulation areas within 100 feet of a Residential District shall have a screen of planting. Such screen shall have a height of not less than 4 feet at the time of planting and shall attain a height of not less than 7 feet. Such screen shall be sufficient in density throughout the year to provide adequate privacy to such Residential District. No screening required on frontage.
- e. Handicapped parking spaces required by state regulations shall not be counted in meeting the number of spaces required by this bylaw.
- f. Gross floor area to be used for calculation of the number of required parking space shall include all floor area with the exception of attics and basements used only for storage or mechanical equipment for maintaining the building.
- g. Required off-street parking spaces or loading bays may be wholly or partly enclosed in a structure.

The following restrictions, h through l, shall not apply to single family dwellings.

- h. A parking space shall be 9 feet by 19 feet, plus maneuvering and access lanes.

angle of parking

maneuvering lane width

parallel (0 deg.)
15-30 deg.
31-45 deg.
46-60 deg.
61-80 deg.
81-90 deg.

12 ft. plus 4 feet extra length
11 ft. plus 4 feet extra length
14 ft. plus 4 feet extra length
16 ft. plus 4 feet extra length
20 ft. plus 4 feet extra length
24 ft. plus 4 feet extra length

FINANCES

- i. The parking spaces, maneuvering and access lanes shall be surfaced with bituminous concrete or cement concrete material and shall be graded and drained so as to dispose of all surface water accumulation.
- j. Parking area use shall not allow backing onto a public way.
- k. A substantial bumper of a concrete curb or berm curb which is backed shall be placed at the edge of surfaced areas except driveways in order to protect abutting structures, properties, and sidewalks.
- l. Parking lots containing 10 or more spaces shall have at least one tree per 8 parking spaces, such trees to be located either within the lot or within 5 feet of it. Such trees shall be at least 2" trunk diameter, with not less than 40 square feet of unpaved soil or other permeable surface area per tree. At least 5% of the interior of any parking lot having 25 or more spaces shall be maintained with landscaping, including trees, in plots of at least four feet in width. Trees and soil plots shall be so located as to provide visual relief and sun and wind interruption within the parking area, and to assure safe patterns of internal circulation. A grassed or landscaped bumper strip shall be provided between rows of cars and shall be at least three feet in depth.
- m. Any non-conforming off street parking or loading area already containing less than the required number of spaces to serve their intended use shall not be further reduced in size or number of spaces.

or take any other action relative thereto.

ARTICLE 57

Submitted by: Zoning Bylaw Study Committee

To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by deleting Section D.2.e.34 in its entirety substitution therefor the following:

	R	HM&PO	B	I
D.2.e.34 Retail Store	No	No	Yes	SP
35 Wholesale store	No	No	SP	SP

or to take any other action relative thereto.

ARTICLE 58

Submitted by: Zoning Bylaw Study Committee

To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by adding to Section D.2.e the following use and renumbering Section D.2.e accordingly:

	R	HM&PO	B	I
Garaging of more than three commercial vehicles	No	No	SP	SP

or to take any other action relative thereto.

ARTICLE 59

Submitted by: Zoning Bylaw Study Committee

To see if the town will vote to amend the Town of Norfolk Zoning Bylaws by adding to Section D.2.e the following use and renumbering Section D.2.e accordingly:

	R	HM&PO	B	I
Truck terminal or motor freight station	No	No	No	No

or to take any other action relative thereto.

FINANCES

ARTICLE 60

Submitted by: Norfolk School Committee

To see if the voters of Norfolk will vote to accept an Equal Educational Opportunity Grant for Fiscal Year 1989 in the amount of \$42,727, under the provisions of General Laws, Chapter 70A, Section 5, as inserted by Chapter 188 of the Acts of 1985. Said Grant shall be expended by the Norfolk School Committee for direct service expenditures; or to take any other action relative thereto.

ARTICLE 61

Submitted by: Tri-County School Committee

To see if the Town will vote to accept an equal education opportunity grant for fiscal year 1989 in the amount of \$105,145, under the provisions of General Laws Chapter 70A, Section 5 as inserted by Chapter 188 of the Acts of 1985. Said grant shall be expended by the Tri-County Regional School District Committee for direct service expenditures; or to take any other action relative thereto.

ARTICLE 62

Submitted by: King Philip School Committee

To see if the Town will permit the King Philip Regional School District to accept an Equal Educational Opportunity Grant for fiscal year 1989, in the amount of \$6,534, under the provisions of Mass General Laws, Ch 70A, Section 5, as inserted by Chapter 188 of the Acts of 1985. Said Grant shall be expended by the King Philip Regional School District Committee for direct service expenditures with funds provided solely by the Commonwealth.

ARTICLE 63

Submitted by: King Philip School Committee

To see if the Town will compensate members of the King Philip Regional School District Committee for their services to the regional school district; or to take any other action relative thereto.

ARTICLE 64

Submitted by: King Philip School Committee

To see if the Town will set the compensation to be paid to the members of the King Philip Regional School District Committee according to the following fiscal year compensation schedule: \$1200.00 Chairman, \$1000.00 Vice-Chairman, \$850 for each other member. Such compensation to be included in the annual budget of the regional school district and to commence in Fiscal Year 1989; or to take any other action relative thereto.

ARTICLE 65

Submitted by: Board of Selectmen/

Board of Water Commissioners

To see what sum of money the Town will raise and appropriate or transfer from available funds to determine the Zone II recharge area between the Landfill and Gold St. Well in compliance with DEQE Guidelines and be in compliance with the State Solid Waste Landfill Regulations and to accept any State and Federal Grants and loan assistance that may become available; or to take any other action relative thereto.

ARTICLE 66

Submitted by: Water Commissioners

To see what sum of money the Town will raise and appropriate, appropriate from the stabilization fund, or transfer from other available funds to replace an eight inch (8") water main a distance of 3400+/- feet with a twelve inch (12") main on Mirror Lake Avenue from the existing eight inch (8") main in Spruce Road to the existing eight inch (8") main at the intersection of Shear Street, and to apply for and accept any State and Federal Grants and reimbursements that become available under the provisions of Chapters 805 and 286, Acts of 1979 and 1982 respectively, and in accordance with Regulations (310 CMR 26.00); or to take any other action relative thereto.

FINANCES

ARTICLE 67

Submitted by: Water Commissioners

To see what sum of money the Town will raise and appropriate, appropriate from the stabilization fund, or transfer from other available funds to acquire additional lands by eminent domain or by purchase around the Tibbetts well field and for the additional costs of a perimeter survey and the registration fees; to apply for and accept any state and federal grants and reimbursements that become available in accordance therewith.

These acquisitions to be made in compliance with the provisions of the Safe Drinking Water Act, in the name of the Town of Norfolk Water Department; or to take any other action relative thereto.

ARTICLE 68

Submitted by: Water Commissioners

To see if the Town will raise and appropriate, appropriate from the stabilization fund, transfer from other available funds, or borrow, a sum of money for construction of a pumping station and pumping station equipment, connecting piping, and a roadway to provide access thereto; and to determine a Zone II delineation as set forth in the Massachusetts DEQE Water Supply Guidelines for Public Water Supply Systems dated May 1979, second addition amended 1987, to apply for and accept any State and Federal Grants and reimbursements that become available under the provisions of Chapters 805 and 286, Acts of 1979 and 1982 respectively, and in accordance with Regulations (310 CMR 26.00); or any other such monies that become available; or to take any other action relative thereto.

ARTICLE 69

Submitted by: Water Commissioners

To see if the Town will vote to accept all State and Federal Grants for the Water Department which do not require matching funds from the town or any representative or agency thereof and will not obligate or encumber any resident of the Town of Norfolk without a town meeting; or to take any other action relative thereto.

ARTICLE 70

Submitted by: Norfolk Arts Council

To see if the town will appropriate for the use of the Norfolk Arts Council any funds from the state which the town may receive and any funds donated to the Arts Council in the form of gifts or grants; or to take any other action relative thereto.

ARTICLE 71

Submitted by: Petition

To see what sum of money the town will raise and appropriate or transfer from available funds or borrow for the water department under the provisions of Chapter 44 of the General Laws of the Commonwealth, for the purpose of extending the water main from a point at the intersection of Leland Road and Priscilla Ave, westerly on Leland Road a distance of 1100 +/- feet, in accordance with Phase 4 improvements of the Dufresne Henry Inc, 1984 updated Water Distribution System Report, and to apply for and accept any State and Federal Grants and reimbursements that become available in accordance therewith; or to take any other action relative thereto.

ARTICLE 72

Submitted by: Petition

To see what sum of money the town will raise and appropriate or transfer from available funds or borrow for the water department, for the purpose of extending the water main from a point at the intersection of Miller Street and Leland Road westerly on Miller Street a distance of 950 +/- feet to the existing Miller Street main from the Franklin water system, then from the intersection of Kingsbury and Miller northwesterly on Kingsbury Road a distance of 1000 +/- feet, in accordance with Phase 4 improvements of the Dufresne Henry Inc, 1984 updated Water Distribution System Report, and to apply for and accept any State and Federal Grants and reimbursement that become available in accordance therewith; or to take any other action relative thereto.

FINANCES

ARTICLE 73

Submitted by: Petition

To see if the Town of Norfolk will vote to amend the Zoning Map of the Town of Norfolk, as most recently revised, by changing from the Industry District (1) to Residential District (R-1), certain land situated on and off the Southerly side of Holbrook Street and the southwesterly side of Rockwood Road shown on Assessors' Map 10, Block 32, Lot 8.

Said land is also shown as parcels 1, 2, and 3 on a plan entitled, "Plan of Land in Norfolk, Mass." Scale: 1" = 80', dated July 13, 1987, revised December 18, 1987, prepared by Norwood Engineering Co., Inc., 1410 Route One, Norwood, Mass 02062, which plan is pending approval in the Land Court and marked by the Land Court as Plan NO. 42237A. Said parcels 1, 2, and 3, comprise one lot containing 35.12 acres, more or less, according to said plan; or take any other action relative thereto.

ARTICLE: 74

Submitted by: Petition

To see if the Town will vote to amend the Town of Norfolk Zoning By-Laws as follows:

1. Amend Section B ("DEFINITIONS") to add the following definition, inserted in the appropriate alphabetical order:

"WOOD-BURNING POWER FACILITY - An electric generating facility fueled exclusively by biomass fuels, including wood, wood-based building materials, wood chips, trees and tree parts, agricultural byproducts, cardboard and paper, (but NOT including municipal solid waste nor pressure treated wood), as well as facilities for the receiving, storage, handling, processing and burning of such fuels."

2. Amend Section D.2.f. to add an additional possible permitted use (Wood-Burning Power Facility by Special Permit in an Industrial District), by inserting the following as number 40 therein, with the Miscellaneous Uses enumerated thereafter in Section D.2.g. being renumbered accordingly:

"40) Wood-Burning Power Facility No No No SP"

3. Amend Section E.1.b. ("Schedule of Dimensional Requirements") to add the following at the end of Section E.1.b.:

"Notwithstanding the foregoing, the maximum building height for any structure forming part of a wood-burning power facility in an Industrial District shall be 150 feet; provided, however, that any such structure may exceed said limitation to the extent necessary to comply with state and federal air quality standards and policies."

4. Amend Section F.5.a. so that it shall now read as follows:

FINANCES

"a. No accessory building shall be closer to any principal building or any lot line than a distance equal to the height of such accessory building and in no event in a front yard. The foregoing shall not apply, however, to a wood-burning power facility which has obtained Site Plan Approval from the Planning Board pursuant to Section F.11 of these By-Laws and a Special Permit from the Board of Appeals pursuant to Section G.6.b.3 of these By-Laws.

No fence or other structure enclosing animals, except house pets, shall be within 100 feet of a dwelling on an adjoining property."

5. Amend Section F.10.c.2) to add the following at the end thereof:

"Notwithstanding the foregoing, the noise standards to be satisfied by a wood-burning power facility shall be solely those set forth in Section G.6.b.3.) of these By-Laws."

6. Amend the first paragraph of Section G.6.b.2) so that it shall now read as follows:

To hear and decide applications for special permits upon which the Permit Granting Authority is empowered to act under this by-law;

SPECIAL PERMIT GUIDELINES - Unless otherwise specifically provided to the contrary, and except with regard to a special permit for a wood-burning power facility, the Board of Appeals shall, before granting special permits, find that in its judgment all the following conditions are met:"

7. Amend Section G.6.b. to add a new subsection G.6.b.3) as follows, renumbering the existing subsection G.6.b.3) accordingly:

"3) To hear and decide applications for special permits for a wood-burning power facility in an Industrial District upon which the Special Permit Granting Authority is empowered to act under this by-law;

SPECIAL PERMIT GUIDELINES FOR WOOD-BURNING POWER FACILITY - The Board of Appeals shall, before granting a special permit to a wood-burning power facility, find that in its judgment all the following conditions have been or will be met:

- a. That the use is in harmony with the general purpose and intent of the By-Law;
- b. That the use is in an appropriate location and is not unreasonably detrimental to the neighborhood and does not unreasonably alter the character of the zoning district;
- c. Adequate and appropriate facilities will be provided for the proper operation of the proposed use;

FINANCES

- d. That the proposed use would not be unreasonably detrimental or unreasonably offensive to the adjoining zoning districts and neighboring properties due to the effects of lighting, odors, smoke, noise, sewage, refuse materials, visual or other nuisances;
- e. That the proposed use would not cause undue traffic congestion in the immediate area;
- f. That a proper site plan has been filed for approval with the Planning Board and the proper number of copies have been submitted with the application for a special permit to the Board of Appeals;
- g. All necessary building permits shall be obtained from the Norfolk Inspector of Buildings;
- h. The method of water supply and wastewater disposal shall be as required and approved by the Massachusetts Department of Environmental Quality Engineering ("DEQE"), Division of Water Pollution Control, in consultation with the Norfolk Water Department;
- i. Fire flows and fire protection facilities shall be as required and approved by the Norfolk Fire Department;
- j. The project shall comply with all requirements of the Federal Clean Air Act and the Massachusetts Ambient Air Quality Standards, as enforced by the DEQE Division of Air Quality Control. Project air pollution control systems will be Best Available Control Technology (BACT);
- k. Dust emissions generated during the construction phase of the project shall be controlled via standard dust control measures (e.g., frequent sweeping, water spraying);
- l. To control potential fugitive dust emissions during plant operations, wind breaks, covered conveyor transfer points, and enclosure of the on-site chipper shall be required. Dust emissions from the chipping operation shall be routed to the TSP (Total Suspended Particulates) control equipment.
- m. All on-site equipment shall be designed to meet DEQE noise limits. Noise emissions shall be reduced by use of acoustical wall treatments and equipment insulation, coverings, and enclosures. An ambient noise level study shall be conducted by the applicant prior to construction.
- n. Truck deliveries to the site shall be limited to weekday hours between 7:00 A.M. and 8:00 P.M.

FINANCES

- o. Structures shall be painted with rust-proof paint, and landscaping with climate tolerant native plants near the entrance to the facility shall be planted and/or maintained to improve the aesthetic quality of the site. Site perimeter plantings of trees or shrubs shall be planted and/or maintained to act as a windbreak and visual screen.
- p. All project biomass ash will be disposed of only in DEQE approved landfills located outside of Norfolk;
- q. Health and safety risks shall be reduced through proper maintenance of equipment, strictly enforced safety, fire, and health codes for worker protection, and careful fuel handling. The property shall be perimeter fenced and observed around-the-clock to ensure that access is limited to employees and approved visitors.
- r. The project will be required to undergo a complete Environmental Impact Report (EIR) review pursuant to the Massachusetts Environmental Policy Act (MEPA).

ARTICLE 75

Submitted by: Board of Selectmen

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

ARTICLE 76

Submitted by: Town Accountant

To see if the town will vote to transfer the unexpended portions of certain appropriations made at prior town meetings to unappropriated available funds in the treasury, or take any other action relative thereto.

ARTICLE 77

Submitted by: Town Accountant

To see what sum of money the town will raise and appropriate for the payment of unpaid bills of previous years; or to take any other action relative thereto.

ARTICLE 78

Submitted by: Treasurer

To see if the town will vote to authorize the Town Treasurer with the approval of the Selectmen, to borrow money from time to time in anticipation of the revenue for the financial year beginning July 1, 1988 in accordance with the provisions of General Laws, Chapter 44, Section 4, and to issue a note or notes therefore payable within one year and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17; or to take any other action relative thereto.

ARTICLE 79

Submitted by: Treasurer

To see if the town will vote to raise and appropriate or transfer from available funds in the treasury a sum of money to be placed in a separate account and used for the purpose of defraying the cost of the town's unfunded pension liability in accordance with Massachusetts General Laws, Chapter 40, Section 5D, or take any other action relative thereto.

ARTICLE 80

Submitted by: Advisory Board

To see what sum of money the town will vote to raise and appropriate or transfer from available funds in the treasury, to be added to the Stabilization Fund under the authority of Section 5B of Chapter 40, General Laws; or to take any other action relative thereto.

FINANCES

A true copy, attest:
Constable

Town of Norfolk

Norfolk, ss.

By virtue of this Warrant, I have notified and warned the legal voters of the Town of Norfolk aforesaid to meet at the time and place and for the purposes specified in said Warrant by posting true and attested copies thereof in one or more public places not less than seven days at least before the date of said meeting.

Constable, Town of Norfolk

Hereof, fail not, but make due return of this warrant, with your doings thereon to the Town Clerk, on or before the hour of said meeting.

Charles H. Stone, Jr., Constable

Given under our hands and seal of the Town on the 21st day of March 1988 A.D.

NORFOLK BOARD OF SELECTMEN

Fred L. Pfrischner, Chairman
Frank A. Gaynor, III, C
Girard L. St. Amand, Member

Corey Baker

FINANCES

TOWN OF NORFOLK
Regulations Governing Enforcement
Of Town Bylaws Under The Noncriminal
Disposition Of Violations Bylaw
ARTICLE XII, SECTION 2

Acting under the authority granted by the Town Bylaw (noncriminal disposition of bylaws) adopted under Article 14, 1988 Annual Town Meeting and by Chapter 40 Section 21D of the General Laws, the Board of Selectmen hereby adopts the following regulation.

Section 1. NOTICE FORM - The Chief of Police shall establish the form of notice to be utilized by enforcement personnel.

Section 2. ENFORCEMENT OF BYLAWS - The Noncriminal notice form at the discretion of the enforcing agent, may be utilized as an alternative to initiating criminal proceedings for violations of any Town Bylaws or any rule or regulation of any Town Officer, board, or department, the violation of which is subject to a specific penalty and which is included in Appendix A.

Section 3. ENFORCING AGENT - The "Enforcing Agent" shall be as previously designated by the Board of Selectmen and as listed in Appendix A for each bylaw.

Section 4. PENALTIES - Penalties for violations shall be as in Appendix A.

Section 5. SEVERABILITY OF PROVISIONS - The provisions of this regulation shall be deemed severable: and in case any section, paragraph or part of this regulation shall be held to be invalid or unconstitutional by any court of competent jurisdiction, the decision of such court shall not effect or impair the validity of any other section, paragraph or part of this regulation.

Section 6. PROCEEDINGS - Proceedings held pursuant to Article and Chapter 40, Section 21D shall not be deemed to be criminal proceedings nor shall a conviction for such a violation be shown to effect the credibility of a witness.

Section 7. EFFECTIVE DATE - This regulation shall be effective _____.

Said regulation adopted at a regular posted meeting of the Norfolk Board of Selectmen on _____.

NORFOLK BOARD OF SELECTMEN

A true copy, Attest
Town Clerk

FINANCES

TOWN OF NORFOLK
REGULATIONS GOVERNING ENFORCEMENT
of Town Bylaws Under the Noncriminal
Disposition of Violations bylaw, Article XII Section 2

APPENDIX A

1. ALCOHOLIC BEVERAGE BY-LAW Article IX, Section 25, 27.

Fine Allowed: \$50.00
Enforcement Agent: Police Officers
Fine Schedule: 1st and each successive offense \$50.00

2. ANIMALS BY-LAW Article IX, Section 1, 3, 17.

Fine Allowed: \$50.00
Enforcement Agent: Animal Control Officer
Fine Schedule: 1st offense-warning, 2nd offense-\$25.00

3. CONSERVATION LAND RULES AND REGULATIONS

Fine Allowed: \$100.00
Enforcement Agent: Conservation Commission
Fine Schedule: 1st offense-warning, 2nd offense-\$25.00
3rd and each successive offense-\$50.00

4. DOG BY-LAW Article IX, Section 23.

Fine Allowed: \$50.00
Enforcement Agent: Dog officer
Fine Schedule: 1st offense-warning, 2nd offense-\$25.00
3rd and each successive offense-\$50.00

5. EARTH REMOVAL BY LAW Article IV, Section 5.

Fine Allowed: \$50.00
Enforcement Agent: Police Officer
Fine Schedule: 1st offense \$50.00, 2nd offense \$100.00
3rd and each subsequent offense \$200.00

6. PEEPING BY-LAW Article IX, Section 24.

Fine Allowed: \$50.00
Enforcement Agent: Police Officers
Fine Schedule: 1st and each successive offense \$50.00

7. PUBLIC PARKS, WAYS, PLAYGROUNDS, AND PLACES Article IX, Section 2, 4, 7, 8, 9, 11, 15, 32

Fine Allowed: \$50.00
Enforcement Agent: Police Officers
Fine Schedule: 1st offense-warning, 2nd offense-\$25.00
3rd and each successive offense-\$50.00

FINANCES

8. SANITARY LANDFILL REGULATIONS

A. DUMPING OF TRASH BY NORFOLK RESIDENTS WITHOUT A PERMIT

Fine Allowed:	\$50.00
Enforcement Agent:	Police Officers
Fine Schedule	1st offense-warning, 2nd and each successive offense-\$50.00 fine.

B. DUMPING OF TRASH FROM OUTSIDE NORFOLK

Fine Allowed:	\$50.00
Enforcement Agent:	Police Officers
Fine Schedule	1st offense \$25.00, 2nd and each successive offense \$50.00 fine.

C. DUMPING OF HAZARDOUS WASTES

Fine Allowed:	\$300.00
Enforcement Agent:	Police Officers
Fine Schedule:	1st offense \$100.00, 2nd offense \$200.00 fine, 3rd and each successive offense \$300.00

D. DUMPING OF TRASH IN UNAUTHORIZED AREA

Fine Allowed:	\$50.00
Enforcement Agent:	Police Officers
Fine Schedule:	1st offense \$25.00, 2nd and each successive offense \$50.00 fine

9. SHADE TREE DAMAGE

Fine Allowed	\$50.00 each offense for Root or Limb Damage or Scarring,
	\$300.00 Tree Replacement
Enforcement Agent:	Tree Warden

10. SIGNS AND ADVERTISING DEVICES BY-LAW Article VIII

Fine Allowed:	\$100.00
Enforcement Agent:	Building Commissioner
Fine Schedule:	1st offense-warning, fine 20 days after notice, each subsequent violation \$100.00

11. SMOKING IN PUBLIC PLACES (State Regulations)

Fine Allowed:	\$25.00
Enforcement Agent:	Police Officers
Fine Schedule:	1st and each successive offense \$25.00

12. SOLICITING BY-LAW Article IX, Section 21.

Fine Allowed:	\$50.00
Enforcement Agent:	Police Officers
Fine Schedule:	1st offense-warning, 2nd offense-\$25.00

FINANCES

3rd and each successive offense-\$50.00

13. STREET OPENING BY-LAW Article IX, Section 6.

Fine Allowed: \$50.00
Enforcement Agent: Building Commissioner
Fine: 1st and each successive offense \$50.00
3rd and each successive offense-\$50.00

14. UNREGISTERED MOTOR VEHICLE BY-LAW Article IX, Section 22.

Fine Allowed: \$50.00
Enforcement Agent: Police Officers
Fine Schedule: 1st offense-warning, 2nd offense \$25.00
30 days after notice - 3rd and each suc-
cessive offense - \$50.00

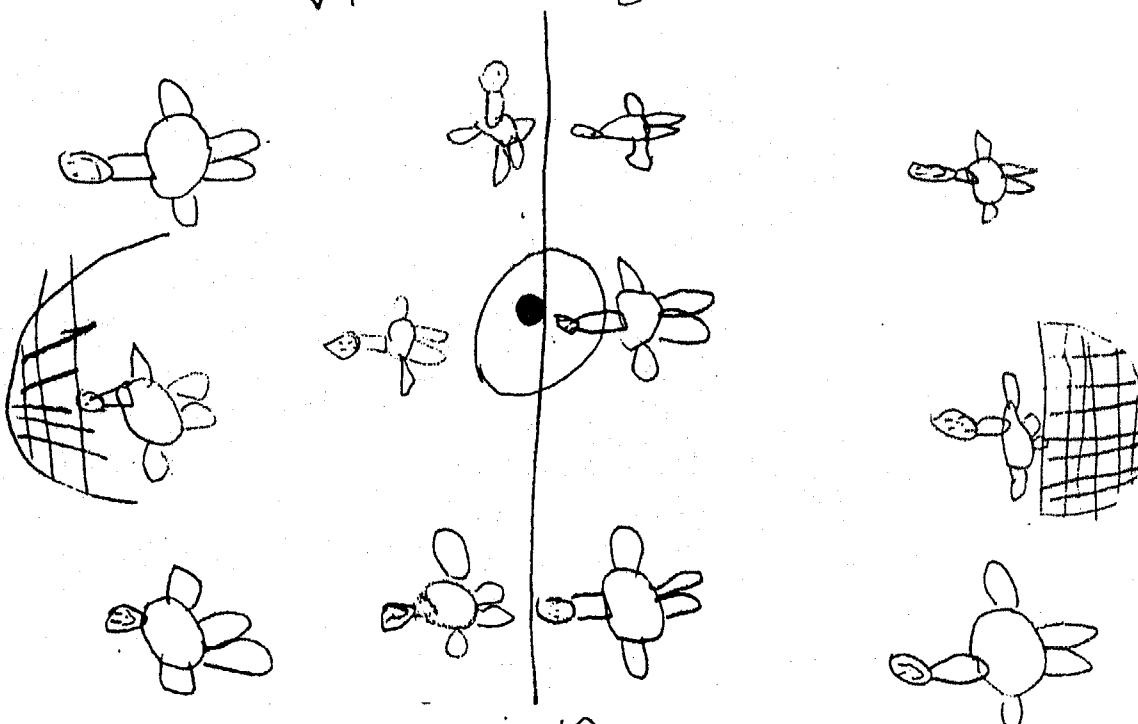
15. TAXI-CAB RULES AND REGULATIONS

Fine Allowed: \$20.00
Enforcement Agent: Police Officers
Fine Schedule: 1st and each successive offense \$20.00

16. ZONING BY-LAW VIOLATIONS

Fine Allowed: \$100.00
Enforcement Agent: Building Commissioner
Fine Schedule: 1st offense-warning, 2nd offense-\$50.00

Norfolk - SOCCER



Brian
Winters

INFORMATION

TOWN GOVERNMENT IN NORFOLK

"The New England Town Meeting is not only an ancient political institution, but one which continues to excite the interest of students of local government everywhere," so writes Robert J. Tilden of the Falmouth Bar. Jane Seagrave writes, "The virtues of the New England Town Meeting have been extolled in almost every book ever written on government in America — and rightly so."

Norfolk's Town Meeting is called by the Board of Selectmen for a certain date and time.

All matters either monetary or by-law changes to be decided by the residents of Norfolk are submitted as a list of requests called *Articles* in a *Warrant*. This year's warrant is located in a previous section of this Annual Report.

The voters in Norfolk control two important functions.

1. How their money will be spent to operate town departments: i.e. Police, Fire, Highway, etc. in the Town.

2. Who will be elected to speak and act for the voters on a daily basis.

The *Town Meeting* is where the voters make their decisions. Each year in May every registered voter 18 years or older, is able to attend and vote for or against any article or expenditure on the *Warrant*.

The *Moderator* is an elected position. The Moderator is in complete charge of the *Town Meeting*. All articles are read — the Moderator allows discussion on each until the voters decide it is time to vote — at which time the Moderator calls for the vote.

The Moderator has another very important function, which is to appoint a financial advisory board. The Advisory Board consists of nine members who review all the articles on the *warrant* and make either positive or negative recommendations for the voters to consider.

At *Town Meeting* the *Town Clerk* records the votes and keeps accurate record of the proceedings.

All voters in the Town are allowed to speak to the subject of the Article, to try to persuade or dissuade other voters on the merits of the separate articles.

The *Town Election* is the *first Tuesday in May*. All registered voters are able to go to the polls at McBride

Auditorium of the Norfolk Public School on Boardman Street and vote for the officers of the Town. The following is a list of those elected officers:

The *Assessors*: determine the classification of all property — the value of property and from a formula designed by the Department of Revenue, establish the tax rate for the town.

The *Town Clerk*: keeps all records of the Town — Births, Deaths, Marriages, Dogs, By-laws, etc.

The *Tax Collector*: collects taxes to pay for the articles voted at *Town Meeting*.

The *Board of Health*: oversees the Health and Safety of the residents in all areas — restaurants, schools, businesses, the landfill, wells, and sanitation systems.

The *Library Trustees*: oversee the Library — including the purchase of books and the hiring of the Librarian.

The *Moderator*: runs the *Town Meeting*, and appoints the *Advisory Boards*.

The *Planning Board*: decides on the merits of plans submitted for new home subdivisions or businesses.

The *Recreation Commission*: oversees the sports, arts and crafts programs in the town.

The *School Committees* — Norfolk Elementary, King Philip Regional Vocational and Tri-County Regional Vocation Technical Schools: hire the Superintendents and determine the school budgets that are presented at *Town Meeting*.

The *Board of Selectmen*: Chief Executive Officers of the Town. Their office performs the day to day business of the Town. The Board meets every Monday evening at 7:00 p.m. in the Town Hall on Main Street. The Board is the licensing authority for the Town. Selectmen appoint the Police, Fire, Communication, Highway and Accounting personnel as well as the Inspectors and the Executive Secretary. The Board also appoints special committees to study certain areas of interest or problems.

The *Treasurer*: Deposits the collected monies and writes the checks to pay for the articles voted at *Town Meeting* and including the Salaries of Town Employees.

The fiscal year of the Town commences July 1, and ends June 30.

If the voters vote to fund the articles as presented in the *Warrant* in May, that funding is for salaries, highway

repair, vehicle replacement, special projects, etc., for the upcoming fiscal year and cannot be spent until July 1.

TOWN MEETING PROCEDURE

Priority shall be given to Registered Voters of the Town for admission to all *Town Meetings*, whether annual or special meetings.

1. Prior to admission to the Hall, persons desiring admittance shall check in with the Registry of Voters who shall be present at the main entrance with Voter Registration Lists.

2. Town officials and voters who desire to have a non-voter present to speak on any article of which he may have special knowledge or expertise, should request the Moderator in writing at least seven days prior to the meeting that the non-voter be allowed to be present and briefly state the subject matter and articles to which the non-voter desires to address the meeting. If the Moderator allows the non-voter to be present, he shall so inform the Registrar of Voters.

3. The Registrar of Voters shall admit to the meeting all duly registered voters of the Town and all persons who the Moderator has informed them to admit.

4. Five minutes prior to the time the meeting is scheduled to begin, if there are sufficient seats for the registered voters present, plus an adequate reserve for later arriving voters, the Registrar may admit non-voters. Admitted non-voters shall not mingle with registered voters, and shall be seated in an area distinguishable from the remainder of the meeting and so that the Tellers and Moderator can easily determine those who have a right to vote and those who do not.

5. Non-voters admitted to a *Town Meeting* shall not address the Meeting without the permission of the Moderator and shall make no remarks or comments during debate or participate in voting.

The Moderator retains the right to have any voter or non-voter removed from the Meeting, in accordance with the provisions of Massachusetts General Laws.

At the annual business meeting each article in the *warrant* shall be taken up in the order in which it appears on the *warrant*, unless otherwise voted by the meeting.

After any action, except to postpone

INFORMATION

to a certain time, has been taken on the subject matter of any article in the warrant such article shall be deemed to be closed and no further action thereon, except after the adoption of a motion to reconsider, shall be taken.

The Moderator is charged with control of the Town Meeting.

The General Laws Chapter 39, Section 15: The Moderator shall preside and regulate the proceedings, decide all questions of order, and make public declaration of all votes. The Moderator recognizes speakers from the floor, and while they are speaking allows no interruptions except when a point of order is raised.

When a voter wishes to speak he may rise, say, "Mr. Moderator," and wait for recognition. Then, standing, he should give his name. The voter may continue with due regard to reasonable brevity, as long as he speaks directly to the question under discussion.

MOTIONS

MAIN motions are usually on articles in the Town Warrant, they are made, seconded, then opened for discussion. Long, technical motions should be submitted in writing.

SECONDARY motions are motions which refer to main motions. The Meeting is usually limited to the discussion of 2 secondary motions at one time. Secondary motions usually amend, postpone, or limit discussion.

Amendments may be offered by any voter to the motion under discussion, provided the scope of the original motion is not enlarged or altered. Amendments are seconded and discussed; they require a majority vote to carry (pass). Proponents must submit amendments in writing.

POSTPONE

1. To refer to committee: "Commit". If changes in a main motion are numerous, take much time, or require additional information, it is wise to commit the article to a committee. This secondary motion should specify which board or committee. If proposing a new committee, specify how many members, how appointments are to be made and when the committee should report.

2. "Postpone indefinitely" is a

debatable motion and requires a majority vote. The intent is to defeat the motion.

LIMIT DISCUSSION

1. "Limit Debate": This secondary motion requests vote to be taken at a specified time. Requires 2/3 vote.

2. "Move the Previous Question": demands an immediate vote on any motion under consideration. May not be debated or amended. Requires 2/3 vote to carry.

POINTS OF ORDER

If a voter questions the legality of the proceedings, he may rise, interrupt the speaker and say, "Mr. Moderator, I rise to a point of order." The Moderator will ask "what is your point of order?" and an immediate ruling will be made following voter response.

VOTES ON MAIN MOTIONS

1. Usually majority of those attending carries.

Exceptions:

2/3 majority vote required borrowing of money; appropriations for land purchase; land purchase for public domain; sale or abandonment of projects for which money has been borrowed; appropriation for celebration of settlement or incorporation; zoning by-laws.

4/5 usually requires payment of a bill for which insufficient appropriations made in previous year.

TERMINOLOGY WHICH YOU SHOULD KNOW FOR TOWN MEETING

Cherry Sheet

This is a cherry red form which shows all of the State and County charges and reimbursements to the town as certified by the State director of accounts.

Chapter 70 Funds

Monies collected by the State and reimbursed to the towns for offsetting education expenses.

Chapter 766 Funds

State monies reimbursed to the towns for education of pupils with "special needs".

Chapter 90

This is a statute law of the Commonwealth of Massachusetts and pertains to the construction and maintenance of through roads, leading from one town to another. The State contributes 50%, and County 25% of the cost.

Overlay

The Overlay is the amount raised by the assessor in excess of appropriations and other charges for the purpose of creating a fund to cover abatements granted and avoiding fractions. Any balance in the Overlay account of a given year in excess of the amount of taxes for such year not collected or abated is transferred to Overlay Reserve.

Overlay Reserve

This is the accumulated amount of the overlay for various years not used or required to be held in the specific Overlay account for a given year and may be used by vote of the Town for extraordinary or unforeseen purposes.

Reserve Fund

This fund may be established by the voters at an ANNUAL TOWN MEETING only and may be composed of (a) an appropriation (not exceeding 5% of the tax levy of the preceding year), (b) money transferred from Overlay Reserve, or (c) of both.

Any unexpired balance thereof at the end of the year is closed out to the surplus revenue (E & D) except however that from such balance there shall first be deducted and credited back to Overlay Reserve, to the extent possible, a sum equal to the amount if any which was appropriated from it to the Reserve Fund.

Transfers from the Reserve Fund are within the exclusive control of the Finance Committee.

Surplus Revenue

(Generally referred to as Excess and Deficiency, though that phrase nowhere appears in the statutes.) This fund represents the amount by which Cash, Accounts Receivable and other floating assets exceed the liabilities and reserves. This amount of the Excess and Deficiency account over and above the uncollected taxes of prior years constitutes "Free Cash" or "Available Funds".

INDEX

Accountant's Report	76
Advisory Board Report.....	111
Animal Control Department Report	30
Annual Town Meeting Warrant 1988	112
Appeals Board Report	68
Appointments	
Board of Health	2
Moderator	2
Selectmen	2
Appointed Officers of the Town.....	108
Assessor's Report ,.....	108
Births	25
Boards, Commissions, Council List	5
Boards, Committees List.....	6
Building Department Report	37
By-Laws and Zoning By-Laws Approved by Attorney General.....	22
Civil Defense Report.....	38
Clerk's Report.....	8
Collector's Report	101
Computer Systems Committee Report.....	70
Council on Aging Report.....	72
Deaths.....	28
Dog Licenses	50
Elected Town Officers List.....	1
Election Results	
Town Election Results	9
35	
Fire Department Report	144
Fire Signals (Whistle)	144
Fire/Police Communications Department Report	34
Growth Study Commission Report	69
Health Department Report	73
Historical Commission Report	40
Housing Authority Report	72
Information	140
Legal Counsel's Report (Town Counsel).....	30
Library Director's Report.....	40
Library Trustees' Report.....	40
25	
Marriages	69
Metropolitan Area Planning Council Report	70
MBTA Representative Report	71
Mirror Lake Advisory Committee Report	144
No School Signal	

Norfolk County Mosquito Control Project Report	70
Norfolk Mental Health Association Report	73
Permanent Building Committee Report	67
Personnel Board Report	30
Pest Control Advisory Report	69
Planning Board	67
Police Department Reports	32
Recreation Commission Report	74
Registrar of Voters Report	30
Sanitary Landfill Committee Report	71
Sanitary Landfill Hours	144
Schools	
Alvin J. Freeman School	46
King Philip Regional School Report	52
Norfolk Public School Report	42
Tri County Regional Vocational Technical School Report	64
Selectmen Report	7
Self Help Inc. Report	73
Sewer Study Committee Report	71
Sporting Licenses	29
Table of Contents	i
Town Directory	144
Town Meeting Record	
Annual Town Meeting May 5, 1987	9
Special Town Meeting November 19, 1987	21
Treasurer's Report	102
Tree Warden, Shade Tree Management and Pest Control	38
Veterans' Service Agent Report	72
Visiting Nurse Association	74
Warrant for Annual Town Meeting 1987	112
Water Department Report	39
Zoning By-Law Study Committee Report	68

TOWN DIRECTORY

ACCOUNTANT	528-5686
ANIMAL CONTROL	528-2879
ASSESSORS	528-1120
TOWN CLERK	528-1400
TAX COLLECTOR	520-0058
COUNCIL ON AGING	528-4430
EMERGENCY	528-3232
FIRE DEPARTMENT	528-3232
BOARD OF HEALTH/BUILDING DEPT.	528-7747
HIGHWAY DEPARTMENT	528-4990
PLANNING BOARD — BOARD OF APPEALS	528-2961
POLICE DEPARTMENT	528-3232
RECREATION COMMISSION	520-1315
SCHOOLS:	
CENTENNIAL	528-1266
FREEMAN	528-1225
KING PHILIP HIGH SCHOOL	384-2174
KING PHILIP JUNIOR HIGH SCHOOL	384-8944
TRI-COUNTY REGIONAL VOCATIONAL HIGH SCHOOL	528-5400
SELECTMEN	528-1408
VETERANS' AGENT	528-2747
VOTER REGISTRATION	528-4430
WATER DEPARTMENT	528-1412

NO SCHOOL SIGNALS

ALL SCHOOLS

Fire Whistle blows at 6:30 A.M.

ELEMENTARY SCHOOL ONLY

Fire Whistle blows at 7:00 A.M.

SANITARY LANDFILL HOURS

The Disposal Area will be open for Public and Commercial use on the following days. Monday and Saturday from 8:00 a.m. to 4:30 p.m. Wednesday from 11:00 a.m. to 7:30 p.m.*
(*or until dusk in the winter).

When a holiday falls on Monday, the Landfill will be closed and open to the public the following day, Tuesday, 8:00 a.m. to 4:30 p.m.

Decals for town residents to enter the landfill are available at the Board of Selectmen's Office, Town Hall, 100 Main St. Cost \$5.00 — 2 car maximum per family.

NORFOLK FIRE ALARM BOXES FOR FIRE, POLICE, AMBULANCE OR ANY EMERGENCY

DIAL: 528-3232

11	Grove	312	Freeman-Centennial Schools
12	Center	313	Seekonk Street
13	Stony Brook	314	Fruit Street
14	Marshall Street	41	Campbell Street
15	Routes 1A and 115	42	Mirror Lake
16	Everett Street	511	Nedham Street
17	Lafayette Estates	512	Alice Avenue, Spring and Norwell Sts.
121	Southwood Hospital	61	King Philip Trail
122	Cedar Junction Prison	62	Ware Dr., Malcolm and Geneva Sts.
123	Norfolk Prison	63	Union and North — Shear St. end
21	Camger Chemicals	611	Union and King Streets
23	Bush District	612	Junior High School
24	Sudalter Village	711	Noon Hill Street
25	Hanover and Myrtle Streets	712	Corner Main and Seekonk St.
26	Kingsbury Road and Miller St.	5	House Call
221	Priscilla Avenue	2-2-2-2	No School Signals*
223	River Road		
224	Cleveland and Holbrook Streets		
225	Meadow Brook Way		
31	Fleetwood Drive and Ferndale Ave.		
32	Village Green		
34	Boardman Street — East		
35	Boardman Street — West		

*This signal blown at 6:30 a.m.
indicates No School All Schools

*This same signal blown at 7:00 a.m.
indicates No School at the
Elementary School only.

